

BOARD OF DIRECTORS MEETING AGENDA

MONDAY, AUGUST 21, 2023, 3:00 P.M.

FORT WORTH CENTRAL STATION
1001 JONES STREET
Fort Worth, Texas 76102

CALL TO ORDER

PLEDGE ALLEGIANCE

CITIZEN COMMENTS

EMPLOYEE RECOGNITION

MEETING MINUTES

1. Approval of June 20, 2023 Board Meeting Minutes

INFORMATION ITEM & REPORTS

- | | |
|------------------------------------------------------|------------------|
| 1. Regional Transportation Council – August 10, 2023 | Jeff Davis |
| 2. Human Resources | Kelli Shields |
| a. DBE Update | Sonya Harris |
| 3. Commuter Rail | Reed Lanham |
| 4. Operations | Wayne Gensler |
| a. Mayor Boardingham, Forest Hill | |
| b. Alicia Walker, General Manager MATS | |
| 5. Marketing & Communications | Melissa Chrisman |
| a. July Report | |
| b. EASYRIDE Update | Nicole Adams |
| c. Community Partnership Program | |
| 6. Community Engagement | Detra Whitmore |
| a. July/August Report | |
| 7. Strategy, Planning & Development | Chad Edwards |
| a. General Planning Consultant Update | |
| b. September Service Changes | |
| c. DFWI Strategic Action Plan Update | Andy Taft |
| 8. Finance | Greg Jordan |
| a. June Financials | |
| b. FY2024 Preliminary Operating and Capital Budgets | |

ACTION ITEMS

- | | | |
|--------------|----------------------------------------------------------------------------------------------------------------------------------|----------------|
| 1. BA2023-41 | Compressed Natural Gas Buses | Wayne Gensler |
| 2. BA2023-45 | Extension of ILA for First/Last Mile Service in Alliance between Trinity Metro and Denton County Transportation Authority (DCTA) | Wayne Gensler |
| 3. BA2023-52 | Approval to Convert Two Trinity Railway Express (TRE) Bi-level Coach Cars to Cab Cars and Overhaul Two Bi-level Coaches | Anthony Fuller |

CONSENT ACTION ITEMS

- | | | |
|--------------|--------------------------|---------------|
| 1. BA2023-42 | Fire Protection Services | Wayne Gensler |
|--------------|--------------------------|---------------|

2.	BA2023-43	Grant of Easement at 1001 and 1404 Jones Street	Wayne Gensler
3.	BA2023-44	Easement Purchase at 1401 Jones Street	Wayne Gensler
4.	BA2023-46	Wheelchair Accessible Cut-away Vehicles for Northeast Transportation Service (NETS)	Wayne Gensler
5.	BA2023-47	Interlocal Agreement with the Northeast Transportation Service Urban Transit District (NETSUTD)	Wayne Gensler
6.	BA2023-48	Northeast Transportation Service (NETS) Service Provider-Catholic Charities Fort Worth	Wayne Gensler
7.	BA2023-49	Public Transit Safety Consultant Services	Wayne Gensler
8.	BA2023-50	Interlocal Agreement Forest Hill	Wayne Gensler
9.	BA2023-51	Approval of Contract Modification to the Regional Commuter Rail Operations and Maintenance Contract for Fencing along certain areas of DFW	Anthony Fuller
10.	BA2023-53	Approval of the Declaration of Surplus Property and Sale of Drainage Easement Area to the City of Irving Located at Rock Island Road and Story Road	Anthony Fuller
11.	BA2023-54	Approval of the Declaration of Surplus Property and Property Exchange with BKT Enterprises, LP Located at Halifax Spur in the City of Dallas	Anthony Fuller

PRESIDENT'S REPORT

CHAIR'S REPORT

OTHER BUSINESS

EXECUTIVE SESSION

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

VOTE ON ACTION TAKEN ON MATTERS DELIBERATED IN EXECUTIVE SESSION

ADJOURN

BOARD OF DIRECTORS

INFORMATION ITEM

Item Title: Employee Recognition: June & July

Meeting Date: August 21, 2023

The Executive Leadership Team selected John Lindsey, TEXRail Conductor for June and Sengny Vixay, Senior Accounting Clerk for July's WOW Moment Winners.

WOW MOMENT WINNERS DETAILS

Conductor John Lindsey had a visually impaired elderly passenger on his train heading to Terminal B for a flight. John upon arrival to the terminal voluntarily assisted her off the train and escorted her inside to help her obtain a wheelchair and get checked in for her flight. After checking in, he waited with her to ensure she could safely get to her gate. Once again, we have an employee providing outstanding customer service by going above and beyond. Thank you for your dedication and efforts Conductor Lindsey.

Sengny Vixay, Trinity Metro's Senior Accounting Clerk, rides TEXRail every day to work. Sengny often engages and helps customers daily during her commute from TEXRail's Mercantile Station to Fort Worth Central Station. She is constantly on the lookout for customers who may need assistance. Sengny provides help with a smile and often goes well beyond pointing them in a particular direction by walking the customers around the station to be sure their concern is fully addressed. Sengny is a credit to Trinity Metro.

OTHER WOW MOMENT RECIPIENTS

June:

1. **Lesly Augusta** – was recognized for going above and beyond to ensure that his customer was safe.
2. **Martha Dukes** – was recognized twice for providing great customer service.
3. **Mia Horne** – was recognized for going above and beyond during a travel training to assist a customer's needs.
4. **Mia Horne** – was recognized for outstanding customer service during the Juneteenth celebration.
5. **Jessica Lavine** – was observed for going above and beyond on Molly the Trolley by helping education the public on how to use the service.
6. **Alandis Smith** – was recognized for providing great customer service.
7. **Evelia Zalazar** – was recognized for going above and beyond in assisting a family who only spoke Swahili.
8. **Evelia Zalazar** – was recognized for outstanding customer service during the Juneteenth celebration.
9. **Monika Becoats, Carnishia Brown, Jeffrey Carter, Anthony Davis, Cammye Humphrey, William Molden, Donnie Robinson, Shelsey Scavenger, Larry Smith, Derek Walker, Arttorious Walters** – these operators were recognized during the International Parking and Mobility Week for providing excellent customer service to the conference attendees.

July:

1. **Steven Arner** – was recognized for going above and beyond a customer's expectation. He was professional and courteous when giving information about Trinity Metro.

2. **Lynette Clark** – was recognized by a team member for going above and beyond to assist in the Customer Care department by coming in on her day off and helping with an irate customer.
3. **Charles Fultz** – was recognized by a team member for going the extra mile to learn and take on a task that was unfamiliar to him and accomplished it in a timely manner.
4. **Anthony Funchess** – was observed going above and beyond to wait for a customer who was running a long distance on Blue Mound Road, to catch the bus.
5. **Tamika Grant** – was observed going above and beyond when she stayed over to transport a customer home..
6. **Meshia Green** – was observed going above and beyond to provide a friendly and comfortable ride home for her customer. She was timely, professional, and had a pleasant conversation upon arrival.
7. **Cortez Jefferson** – was recognized with highest praise from his customer for a job well done in the Customer Care Department.
8. **Mindi Ross** – was recognized by her team member for being helpful with a newly hired employee and maintaining professionalism in the department which helps retain operators. She exemplify the qualities of a good leader.
9. **Deanna Santiuanes** – was recognized by her customer for a job well done in the Customer Care Department.
10. **Denise Stevenson** – was recognized by her customer for going above and beyond and being professional while assisting him at the kiosk. He was pleased with the knowledge she shared about Trinity Metro.
11. **Elias Ussuf** – was observed being a very courteous operator to all who boarded his bus.
12. **Ronnie Ware** – was recognized by his customer for being very attentive, super nice and helpful.



BOARD OF DIRECTORS MEETING MINUTES

TUESDAY, JUNE 20, 2023

ATTENDEES:

Board Members Present: – Jeff Davis – Chairman, Teresa Ayala, Charles Edmonds, Nick Genua, Sharla Horton-Williams – Secretary, Ben Robertson, Tito Rodriguez – Vice Chair

Board Members Absent: Brian Hawkins, Michael Crain, Chris Nettles, Paul Slechta

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

Board Attorney: Albon Head

Guests: Robert Folzenlogen, Nick Konen with AllianceTexas/Hillwood

CALL TO ORDER

With a quorum of the Board of Directors present Chairman Davis called the Board of Directors meeting to order at 3:05 pm at 801 Grove Street, Fort Worth, Texas 76102.

PLEDGE OF ALLEGIANCE

CITIZEN COMMENTS

There were no citizen comments.

EMPLOYEE RECOGNITION

Detra Whitmore congratulated and recognized Deann Huges, a 42-year veteran bus operator for going above and beyond to help an individual while on route. She also mentioned the other 10 nominees.

MEETING MINUTES

Motion: Charles Edmonds made a motion to approve the May 15, 2023 Board of Director Meeting Minutes as submitted. Ben Robertson seconded. Motion passed unanimously.

INFORMATION ITEMS & REPORTS

1. Regional Transportation Council (RTC) – Chairman Davis provided a report on the June 8, 2023 RTC Meeting. He noted Council Member Gyna Bivens was elected as Chair of the RTC and discussed some funding items with AMTRAK and the Juneteenth Museum.
2. Human Resources – No report this month.
3. Commuter Rail – Jon-Erik Arjanen gave a June update on our Long Term Parking counts and daily averages. Stated that on May 29th TEXRail provided its two millionth passenger trip. Mentioned we are in the final stages of completing our COT&S 3-year vehical maintenance campaign and that on July 16 we will complete the network hardening which will improve the reliability of the TEXRail signal system. He also shared APTA's latest leadership status slide from March 2023 which shows Trinity Metro leading the nation at 135% of 2019 ridership levels.
4. Operations – Wayne Gensler updated the members on the Mansfield and Forest Hill Interlocal Agreements. Thanked Ralph Zaragoza and Carla Forman for planning to attend the council meetings

scheduled for July. Teresa Ayala thanked the team for the transit assistance to the Tarrant County College commencement ceremony.

5. Marketing & Communications – Melissa Chrisman introduced two new team members, Nicole Adams, Strategic Partnerships Manager and Brandon DiCapo, Graphic Designer. She briefly provided an update on the June marketing and communications report, highlighted our coordination with TCC for their commencement services with Route 46 and TCC's desire to continue the relationship. Chrisman introduced Brandon Poe who provided an overview on our Prototype Bus Stop Feedback which was very positive.
6. Community Engagement – Detra Whitmore provided highlights from the May Community Engagement Report. Touched on the SteerFW Day on Trinity Metro that took place May 27 and mentioned our upcoming Scholarship Golf Tournament scheduled for September 25. Teresa Ayala thanked Detra for partnering with Sister Cities during their recent event involving multiple international students.
7. Strategy, Planning & Development – Chad Edwards updated the board on the General Planning Consultant, Total Monthly Ridership Report, Trinity Lakes Station and East Lancaster Project. He also mentioned the upcoming Transit Coalition of North Texas Tour scheduled for October 25, 2023. Steve Montgomery provided an update on the Texas State Legislative bills and thanked House Representative Ramon Romero, Jr. for his support and noted that Jeanette Martinez is the first Hispanic woman to serve on the Fort Worth City Council, District 11.
8. Finance – Greg Dickey reported on the March financials and stated that the Trinity Metro fiscal year 2024 budget would be brought to the Board for final approval in September.
9. Information Technology – No report this month.

ACTION ITEMS

1. **BA2023-24** TRE Trinity Lakes Station Parking Lots Construction Project
2. **BA2023-25** TEXRail Extension-Final Design Consultant
3. **BA2023-31** Construction Manager at Risk (CMAR) for TEXRail Extension
4. **BA2023-38** Route 25 Service Increase
5. **BA2023-33** Facility Re-keying Services-Michael's Keys
6. **BA2023-34** Bus Stops Shelters and Amenities Improvement Project
7. **BA2023-36** High-Intensity Bus Corridor Vehicles
8. **BA2023-40** Mobility Minivans with Wheelchair Ramp
9. **BA2023-37** Regional PTC Hosting Services
10. **BA2023-39** Approval of Contract Modification to the Regional Commuter Rail Operations & Maintenance Contract for Additional Scope of Work For Silver Line Operations Support During Pre-Revenue & Other Project Support Activities

Motion: Ben Robertson motioned to approve the above board action items as submitted. Tito Rodriguez seconded. Motion passed by unanimous vote.

PRESIDENT'S REPORT

Richard Andreski noted that today marks his one-year to the day as the President & CEO of Trinity Metro and listed the numerous accomplishments within that time frame, such as involving employees in decision-making programs such as the ridership task force, holding employee appreciation events with the participation of board, restarting the annual bus rodeo after COVID, holding town hall meetings to engage with employees, creating the Diversity, Equity & Inclusion Council celebrating our employees and striving to make us a recognized employer of choice, providing additional leadership development and training opportunities, reimplementing the mentorship program, conducting a comprehensive salary review study and implementing

recommendations to ensure we remain competitive in the marketplace, bringing back Jeans Fridays, instituting summer hours from June 1 through Labor Day and recognizing Juneteenth as a paid holiday. He mentioned the strong leadership shown by our board of directors who always offer their assistance and participate in employee events to show their support. Andreski also recognized our strong local leaders who understand the importance of public transportation from Mayor Parker and her administration to our local partners such as North Richland Hills, Grapevine and Blue Mound. He has met with more than 200 elected officials, community, transportation and business leaders. All these together provided enormous progress in serving and planning for the future with the ever-consistent goal of providing the best customer experience. Highlights from the year include: rebuilding critical relationships with our regional counterparts at DART and DCTA, retaining a general planning consultant to help create our long-term strategy and business plan, beginning the first-ever value proposition study to quantify benefits, our continued work on Trinity Lakes Station and TEXRail Medical District Extension, building additional city relationships with Mansfield, Forest Hill and other to provide new services, developing a roadmap for future investment in TRE, the extension of FWCS hours and customer service, began a bus seat replacement campaign and bus stop modernization with real-time information, initiating a new streetcar study and continuing to support the City of Fort Worth and NCTCOG in the East Lancaster Avenue transit plan. TEXRail achieved its 2 millionth rider and we lead all transit systems in Texas in ridership recovery with more than 92% of riders returning since COVID. Our future is bright.

CHAIR'S REPORT

Chairman Davis congratulated Richard Andreski and the team for all their accomplishments this past year. He also thanked the board for their dedication, support and engagement with the employees. Davis stressed the importance of continuing to move forward with our vision. He spoke about the fact that while things may seem calm below the surface, Trinity Metro is working feverishly to expand and enhance public transportation. Trinity Metro provides critical services today and is doing the necessary legwork to ensure the transit system can meet the growth and quality of life goals for our region. He mentioned there would be no July board meeting.

OTHER BUSINESS

No other business was discussed.

EXECUTIVE SESSION

No Executive Session was held.

ADJOURN

Meeting adjourned at 5:54pm.

BOARD OF DIRECTORS

INFORMATION ITEM

Item Title: DBE Update

Meeting Date: August 21, 2023

BACKGROUND

The Trinity Metro DBE program allows a for-profit small business that is owned (51% or more) by an economically disadvantaged individual as defined by federal government as African Americans, Hispanics, Native Americans, Asians (Pacific and Sub-continent) and women.

DETAILS

Sonya Harris, DBE Administrator, will provide an update on the Disadvantaged Business Enterprises including, criteria, program updates, outreach programs, contract awards and utilization by ethnic groups.

RECOMMENDATION

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

STAFF DISPOSITION

Kelli Shields

August 14, 2023

EXECUTIVE LEADER APPROVAL

DATE

Disadvantaged Business Enterprises

Sonya Harris
DBE Administrator
August 21, 2023



What is a DBE?

- ❖ DBE stands for Disadvantaged Business Enterprise
- ❖ A short definition of a DBE is a for-profit small business that is owned (51% or more) by an economically disadvantaged individual.
- ❖ Economic disadvantaged individuals are defined by federal government as African Americans, Hispanics, Native Americans, Asians (Pacific and Sub-Continent) and women.

Criteria for DBEs

- ❖ In order to apply for DBE Certification a firm must meet the following requirements:
 - Firm must be at least 51% owned and controlled by a socially and economically disadvantaged individual(s).
 - Must meet SBAs size standard of a small business, gross receipts not to exceed \$26.9 million dollars.
 - Personal net worth not to exceed \$1.32 million dollars.
 - For Texas residents, must be certified by one of six certifying firms that make up the Unified Certification Program (UCP).

DBE Program Updates

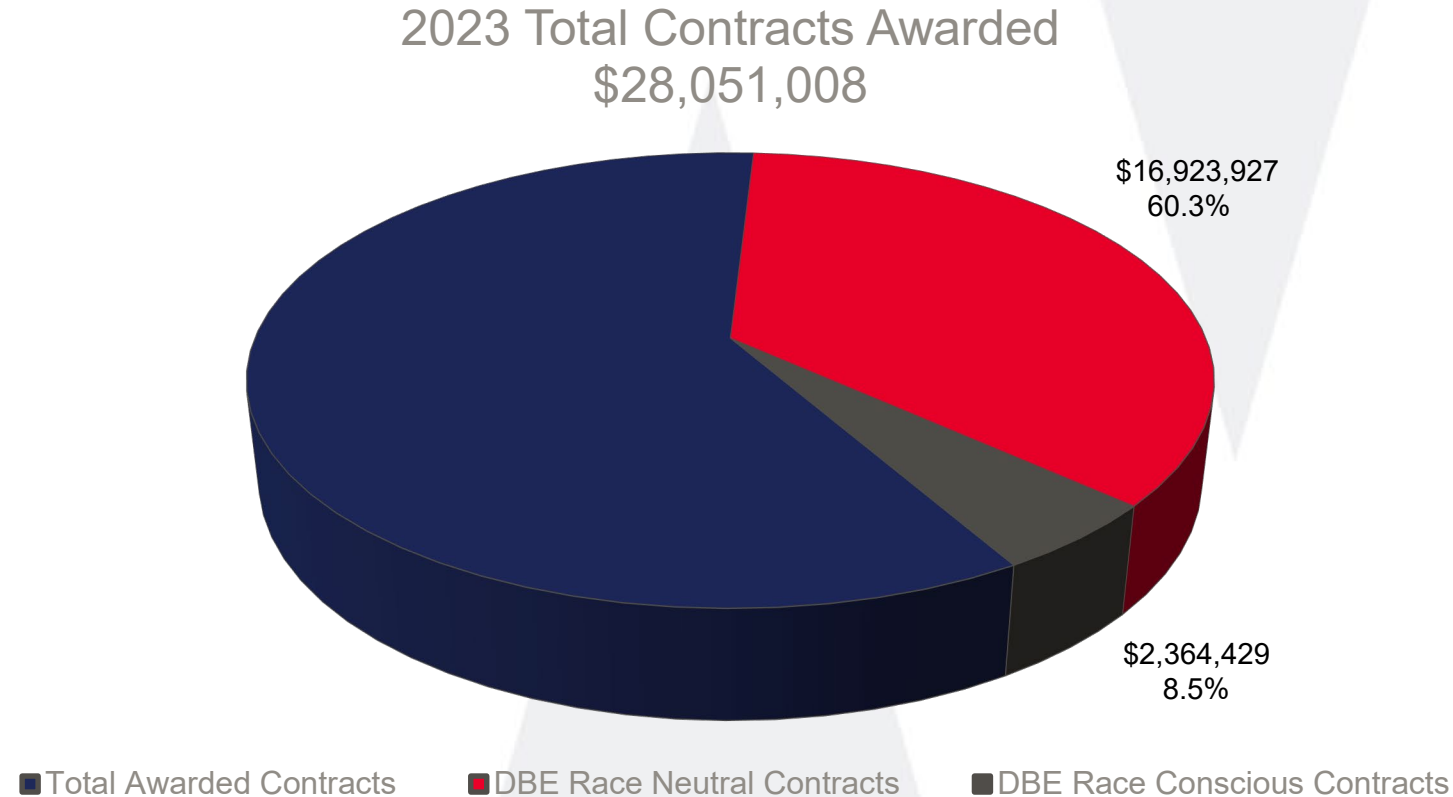
❖ B2G Software (Implemented April 2023)

- Prime Contractors that have been awarded contracts that have DBE goals are required to submit monthly pay statements that show how much has been paid to their DBE subcontractors.
- Before B2G software implementation, these reports were sent via e-mail to the DBE Administrator and entered manually on a spreadsheet.
- With the implementation of B2G software, prime contractors enter the information themselves into the software, the subcontractor confirms and the software monitors submittals.
- A goal setting module is also being added to the B2G software so that goal setting can be done electronically instead of manually, saving time and eliminating human error when placing goals on a project.

Outreach Programs

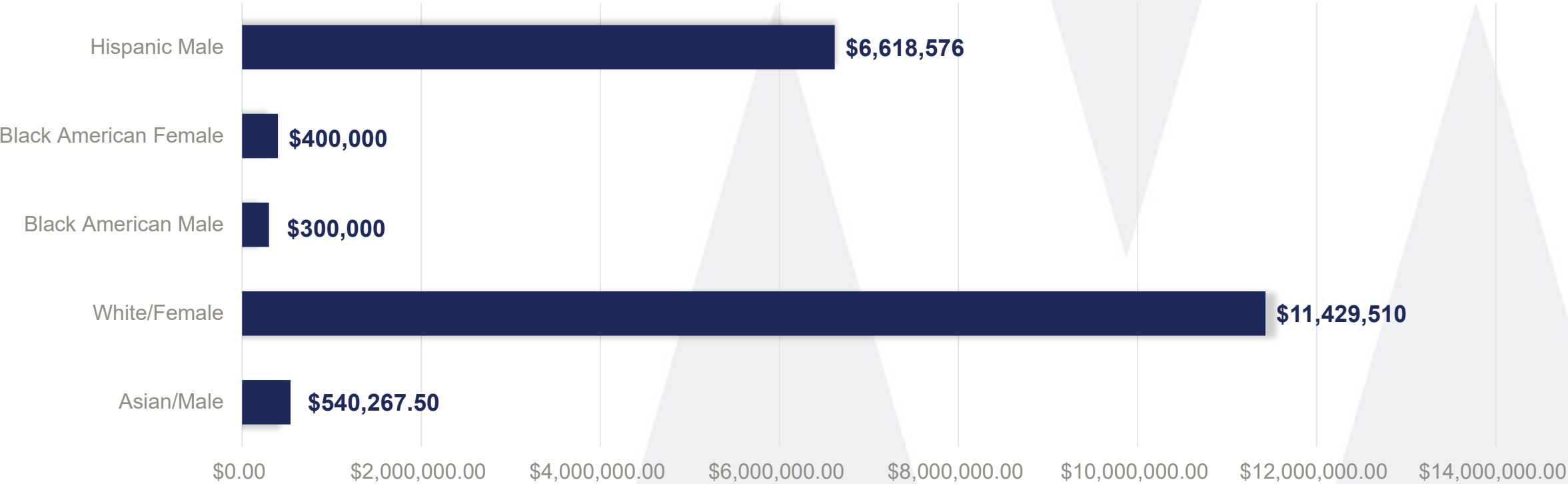
- ❖ DBE goals are placed on the number of available DBEs in the area of work needed at the time of the project.
- ❖ To boost DBE participation and set higher goals, more certified DBEs are needed.
- ❖ Attended outreach opportunities: Fort Worth ISD and Build Fort Worth allowing me the opportunity to educate DBE firms on the benefits of certification and assist in any questions they may have.
- ❖ For 2024, we are creating Trinity Metro outreach events that will be quarterly allowing additional opportunities to educate DBE firms on how to work with Trinity Metro, how to become certified and how best we can utilize DBE firms for our projects.

2023 Total Contracts Awarded (Oct to Mar)

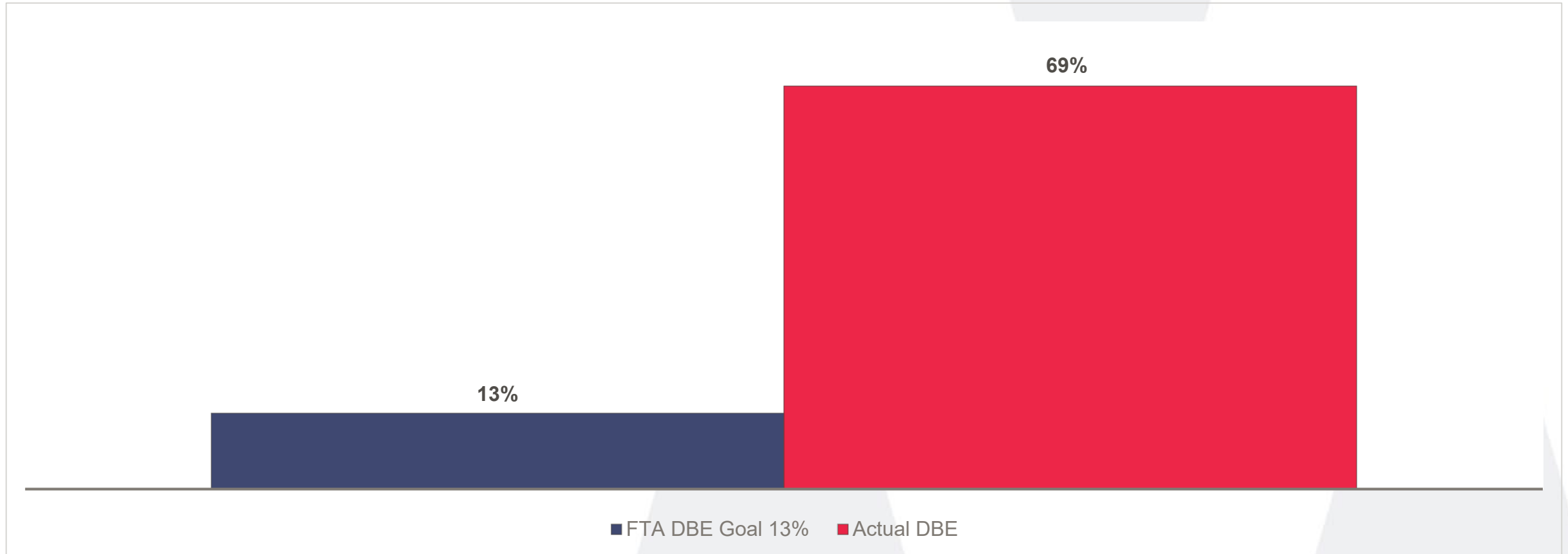


DBE Utilization By Ethnic Group

2023 DBE UTILIZATION BY ETHNIC GROUP



2023 DBE Utilization (Oct - Mar)



Questions



BOARD OF DIRECTORS

INFORMATION ITEM

Item Title: Interlocal Agreement Forest Hill

Meeting Date: August 21, 2023

BACKGROUND

Beginning in April of 2023, Trinity Metro staff met with Mayor Boardingham and Venus Wehle regarding transportation options for the citizens of Forest Hill. It was clear from the beginning that connecting their citizens to points of interest throughout Forest Hill and Fort Worth was key to the success of the transportation program they envisioned. Since Trinity Metro had the newly formed Southeast ZIPZONE we suggested connecting Forest Hill to the S/E zone would provide access to the citizens of Forest Hill throughout their city but well beyond connecting the citizens to the Walmart on Berry, TX DPS center, TCC South/Southeast and to the Sierra Vista transfer station allowing the citizens of Forest Hill to easily connect to the near Southside connecting them to the Doctors and Hospitals of the near Southside. Map of the area is attached for reference.

On July 11, 2023, the Forest Hill city council reviewed the Southeast ZIPZONE proposal that included the expansion of the zone north to East Berry as well as connecting its citizens to the transfer station at Sierra Vista and at TCC South.

The program was supported by the North Central Texas Council of Governments (NCTCOG) through the Transit Strategic Partnership Program providing Forest Hill an opportunity to provide the service at a cost share of 20% to the community and 80% supported by NCTCOG through Federal Funds.

We look forward to providing service to the citizens of Forest Hill, and thank the Mayor and the council for focusing their attention on providing a quality transportation program connecting their residents to vital services located within Forest Hill and nearby Fort Worth.

RECOMMENDATION

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

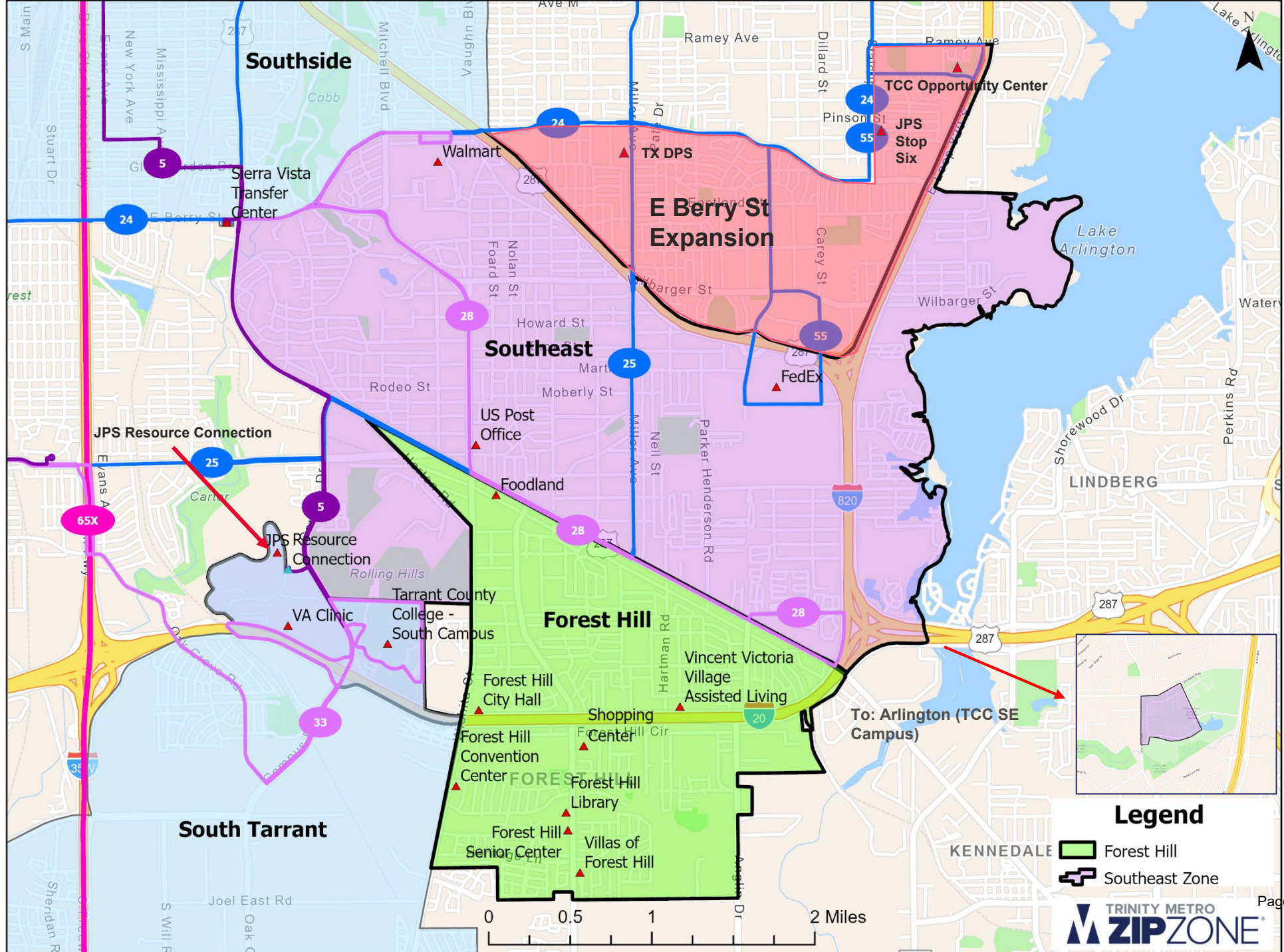
STAFF DISPOSITION

Wayne Gensler

August 14, 2023

EXECUTIVE LEADER APPROVAL

DATE



Marketing and Communications Report

July 2023 Results

Melissa Chrisman

VP of Marketing and Communications

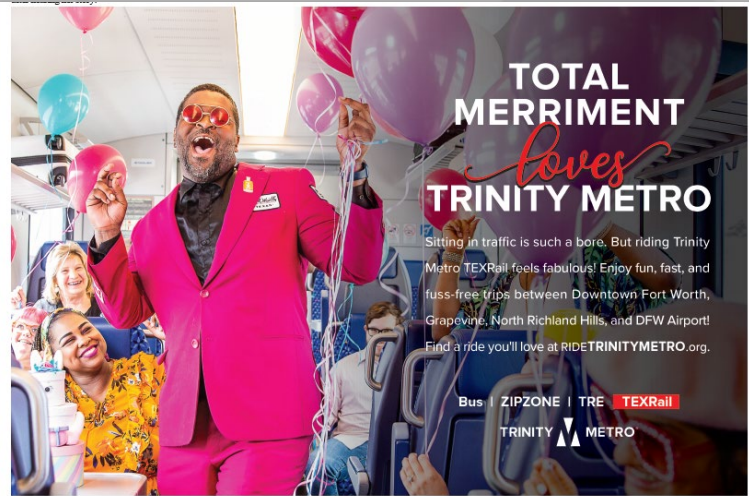
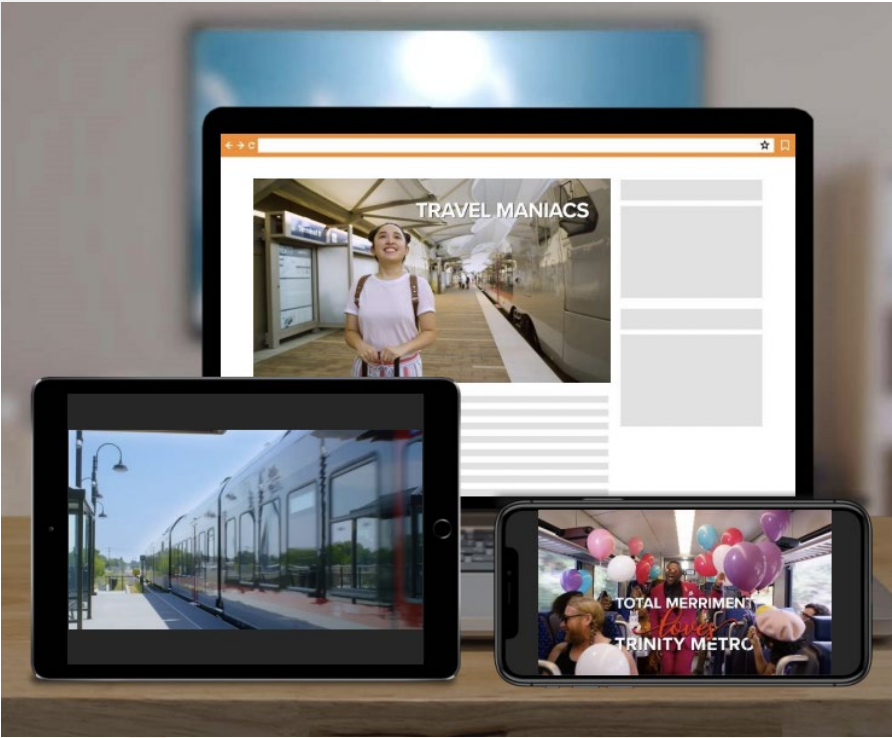
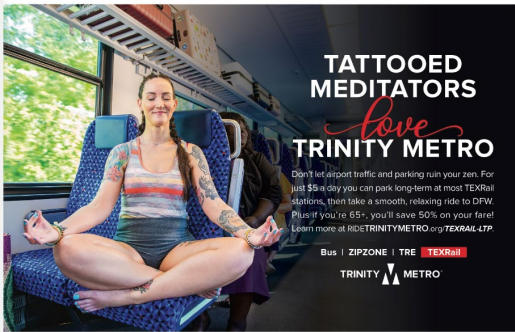
August 21, 2023



Paid Media – July Results

CAMPAIGN NAME: TEXRAIL RIDERSHIP

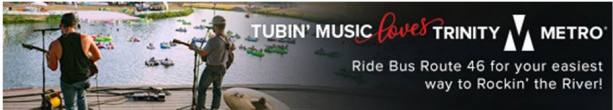
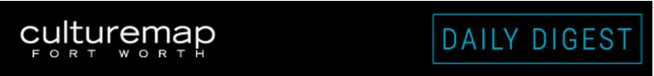
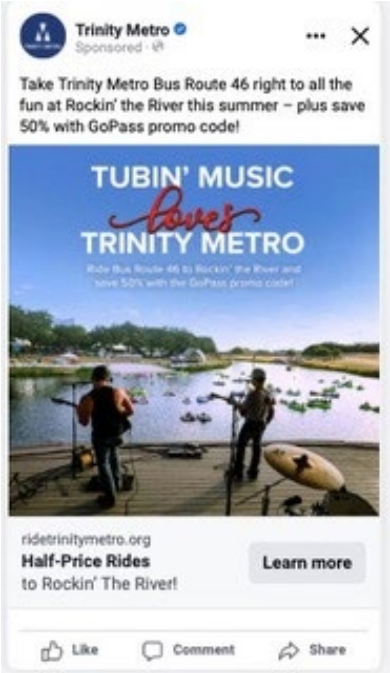
RESULTS:	2,938,586 AD VIEWS
	10,294 CLICKS
	0.75% CLICK-THROUGH RATE
TACTICS:	PAID SOCIAL, DIGITAL AIRPORT ADS, STREAMING, PRINT, DIGITAL, OUTDOOR



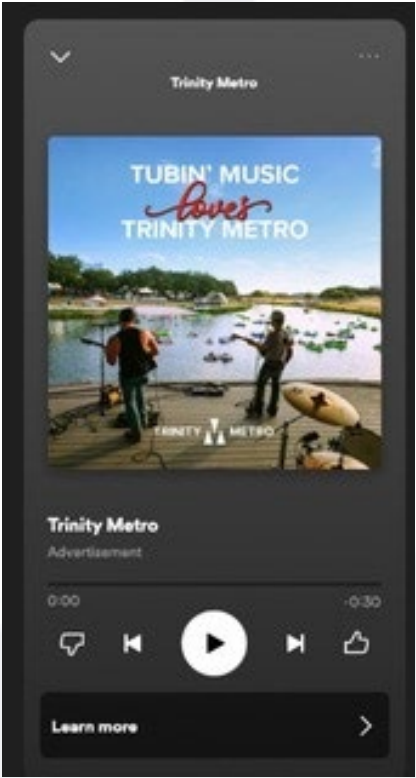
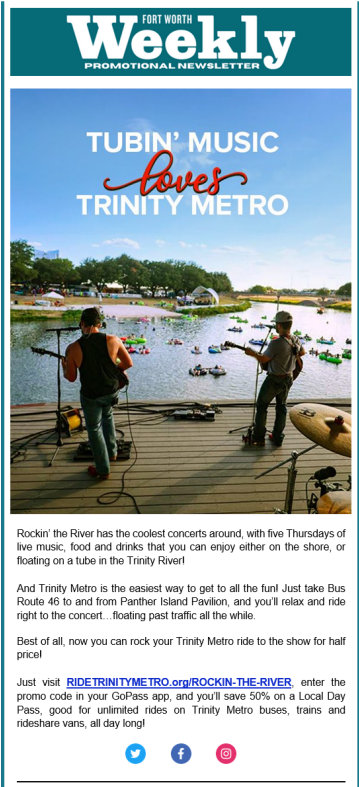
Paid Media – July Results

CAMPAIGN NAME: SYSTEM RIDERSHIP

RESULTS:	3,691,412 AD VIEWS
	12,335 CLICKS
	2.34% CLICK-THROUGH RATE
TACTICS:	STREAMING, PAID SOCIAL, PRINT, DIGITAL, OUTDOOR, MOVIE THEATER ADVERTISING



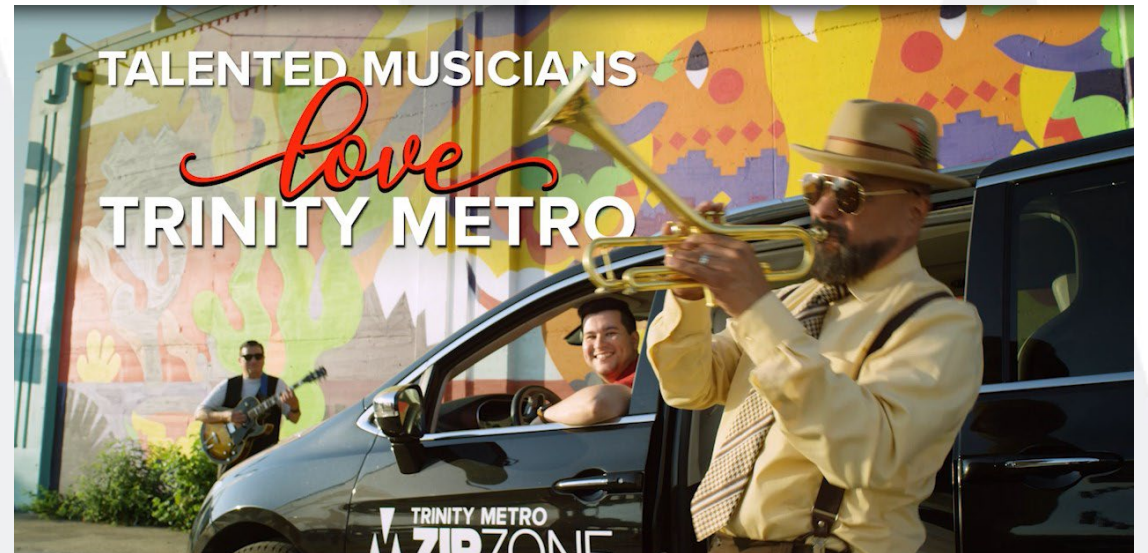
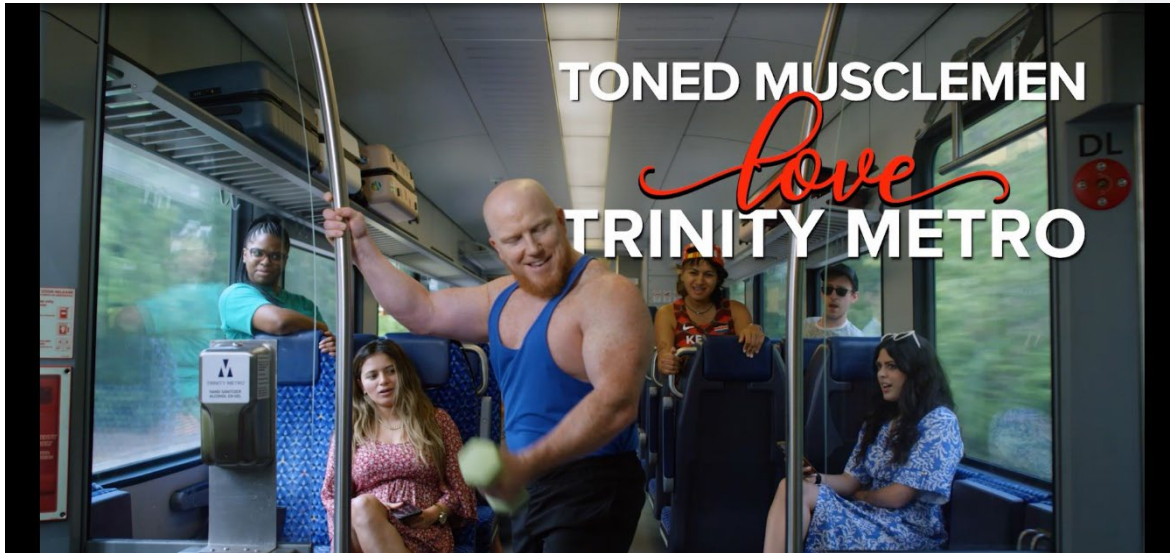
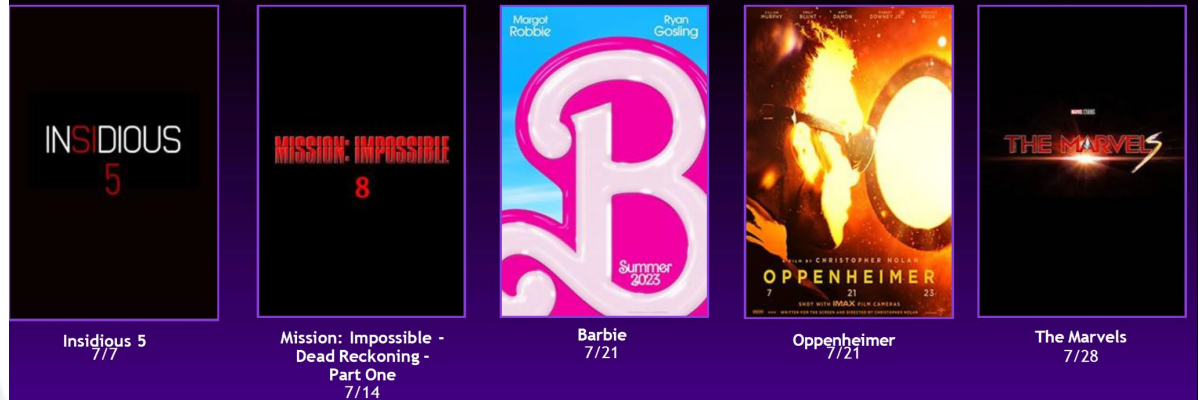
These are the 8 best things to do in Fort Worth this weekend
BY ALEX BENTLEY



Paid Media – July Results

NEW!

In July, Trinity Metro debuted a new strategy – advertising on movie theater screens. The series of 30-second ridership videos played 3,500 times in seven Fort Worth area cinemas before blockbuster movies, including the *Barbenheimer* mega weekend. This represents more than 128,000 views!



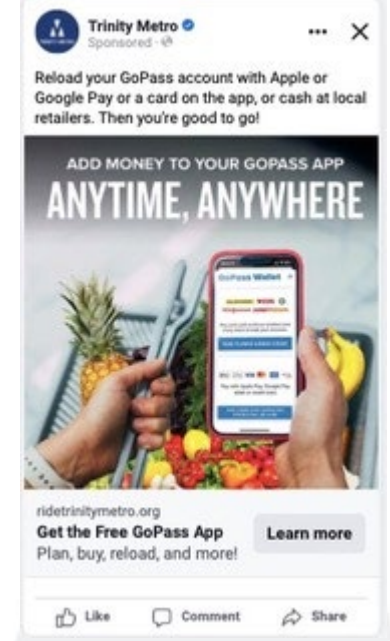
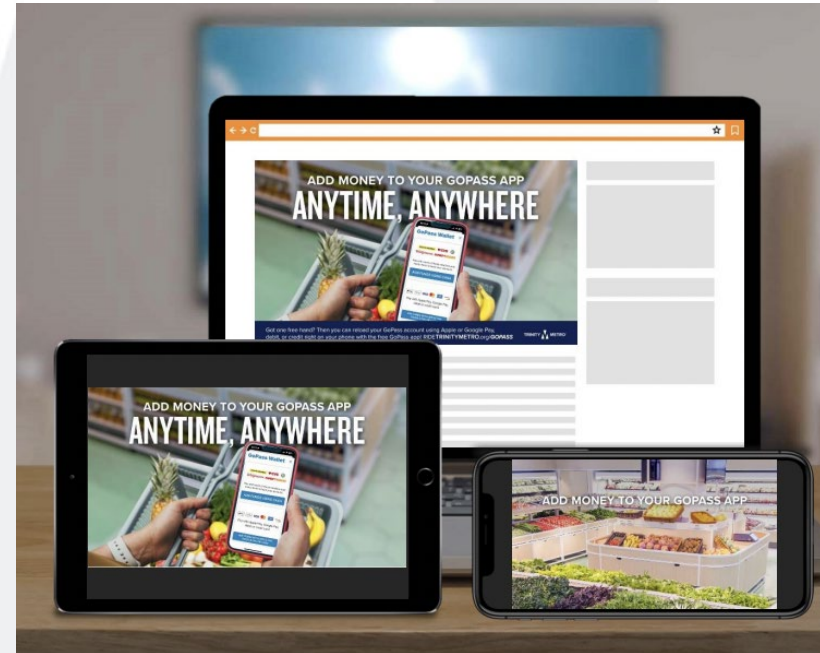
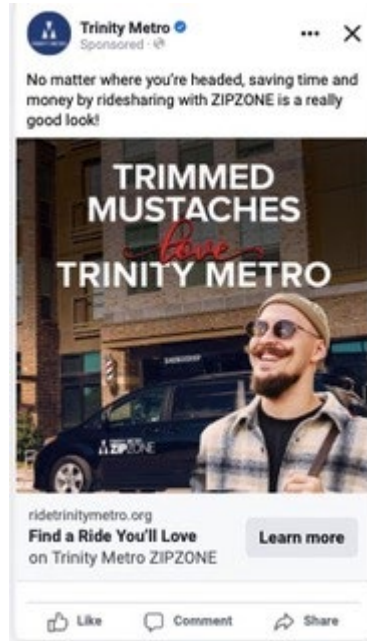
Paid Media – July Results

CAMPAIGN NAME: ZIPZONE RIDERSHIP

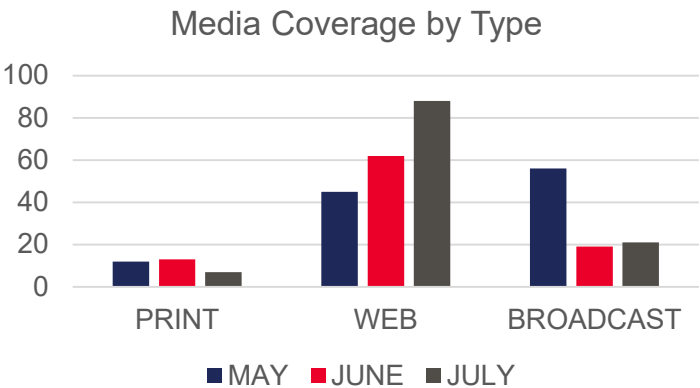
RESULTS:	251,120 AD VIEWS
	2,450 CLICKS
	0.98% CLICK-THROUGH RATE
TACTICS:	PAID SOCIAL

CAMPAIGN NAME: GOPASS

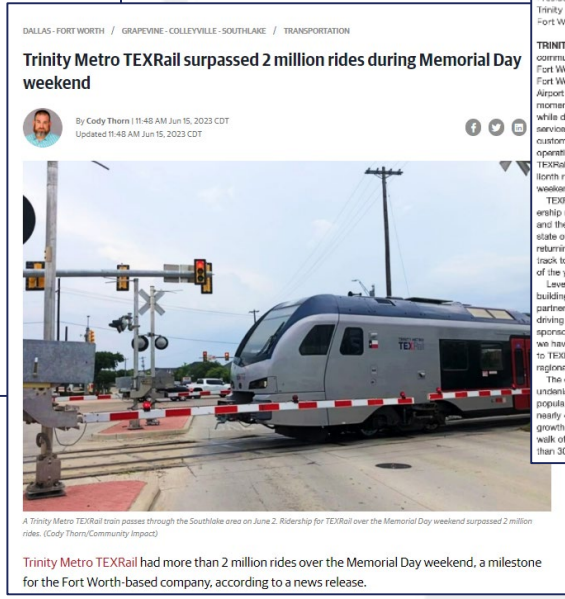
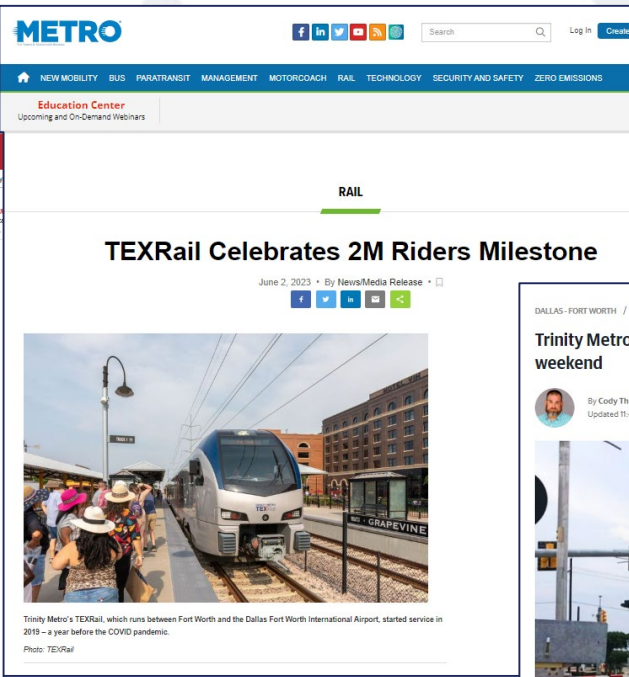
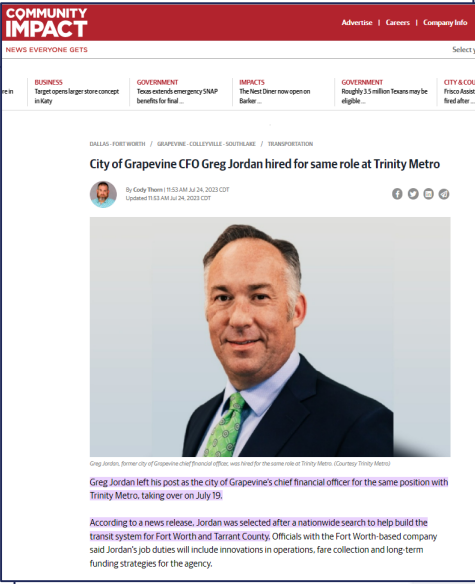
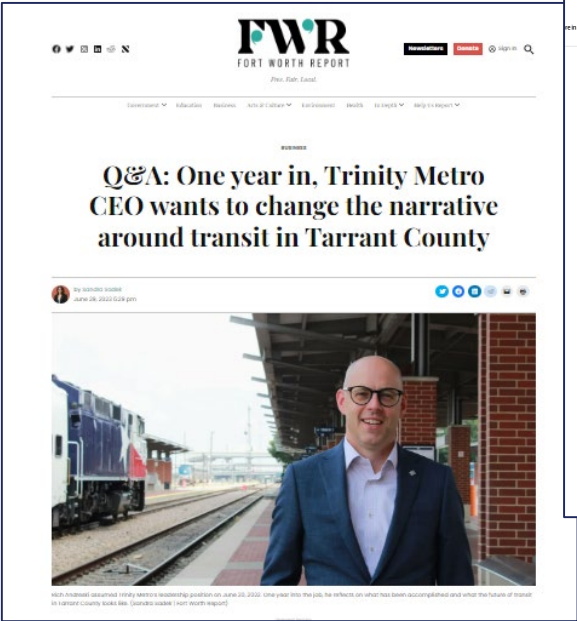
RESULTS:	367,936 AD VIEWS
	4,004 CLICKS
	1.09% CLICK-THROUGH RATE
TACTICS:	PAID SOCIAL, STREAMING



Earned Media – July Results



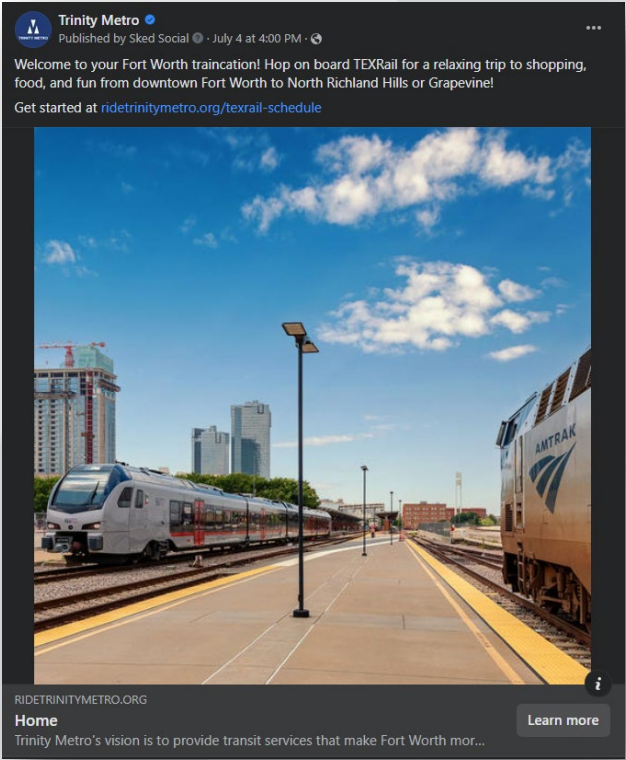
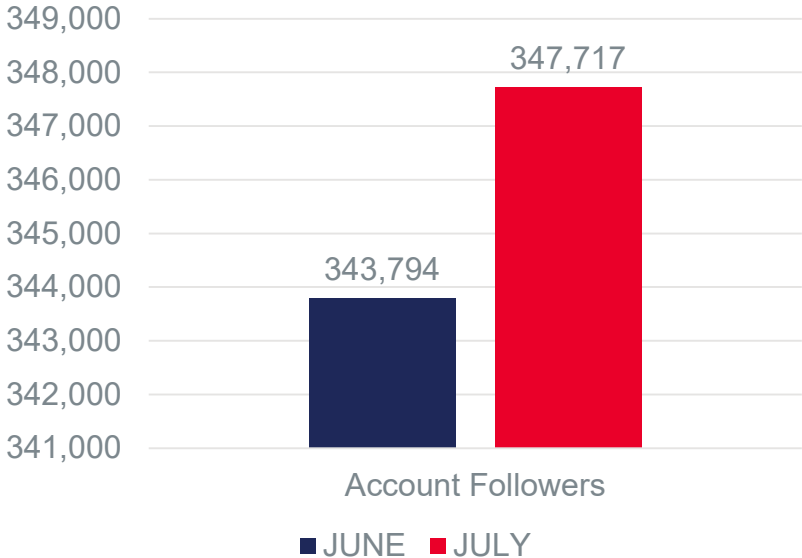
EARNED MEDIA RESULTS: MEDIA VALUE	
MEDIA COST EQUIVALENT	\$6,221,526
IMPRESSIONS	144,012,341
TOTAL STORIES	116



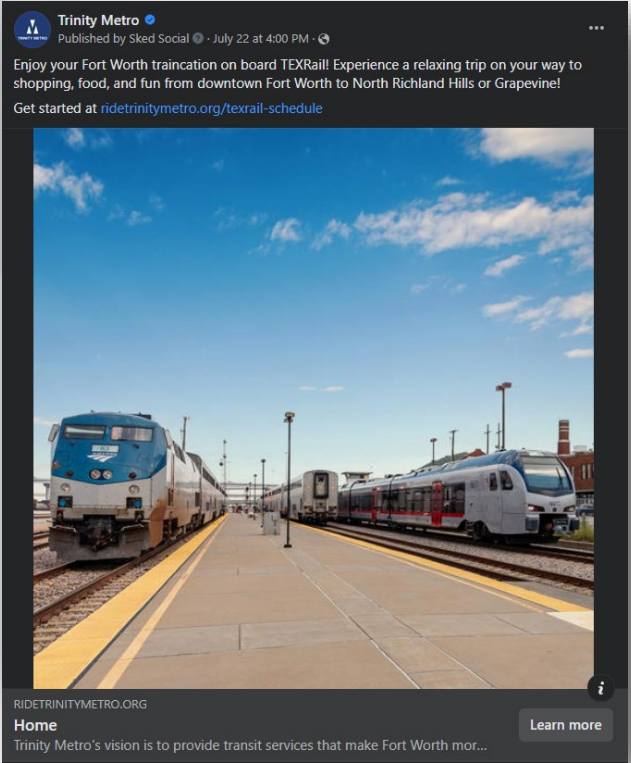
Shared Media – July Results

SHARED MEDIA RESULTS: ACCOUNT FOLLOWERS

FACEBOOK:	25,206 (+1,956)
INSTAGRAM:	4,889 (+515)
TWITTER:	5,517 (+205)
NEXTDOOR:	312,105 (+4,346)



MOST ENGAGED CONTENT: 10,574 users reached, 864 likes and reactions, 15 comments, 65 shares, 165 link clicks.



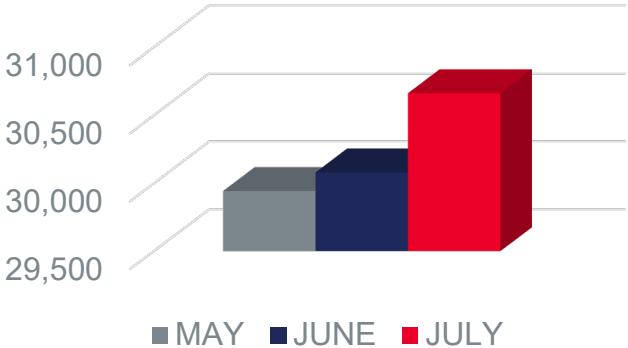
MOST ENGAGED CONTENT: 8,944 users reached, 712 likes and reactions, 8 comments, 48 shares, 128 photo clicks.

Owned Media – July Results

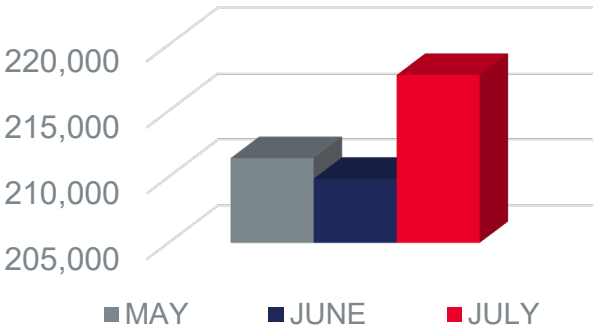
OWNED MEDIA RESULTS: GOVDELIVERY EMAIL/TEXT MARKETING

BULLETINS SENT:	36 (-9)
TOTAL RECIPIENTS:	168,636 (-66,519)
EMAIL OPENS:	41,890 (-14,085)
EMAIL OPEN RATE:	30% (+2%)
LINK CLICKS:	2,025 (-991)

Subscribers



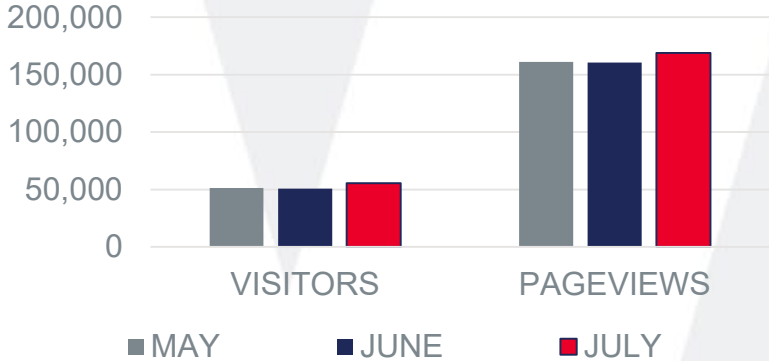
Subscriptions



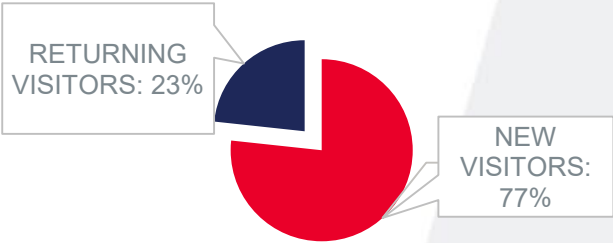
OWNED MEDIA RESULTS: RIDETRINITYMETRO.ORG

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

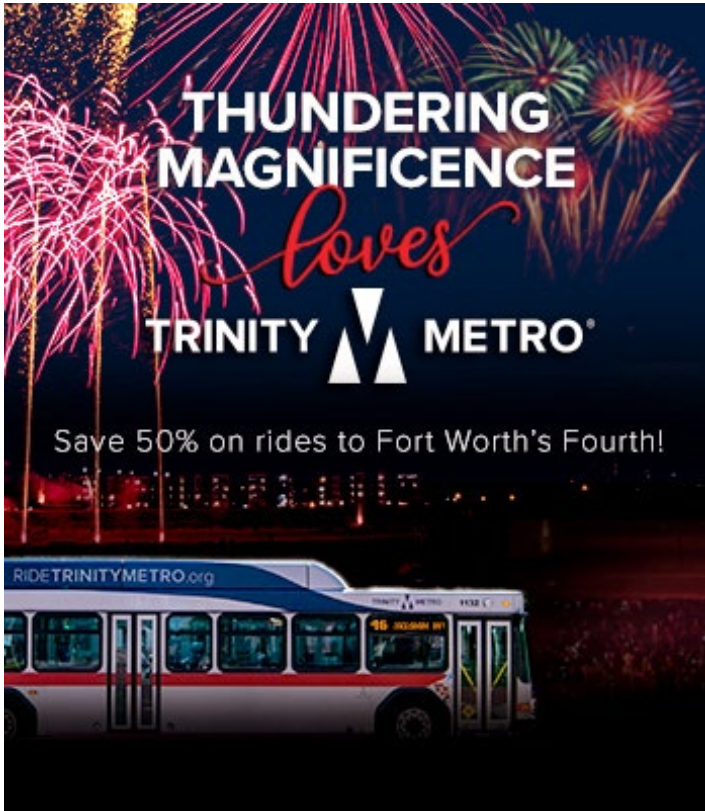
Website Traffic



Website Users: 69,072



Partnerships – July



Fort Worth's Fourth: July 4
Tarrant Regional Water
District & 95.9 The Ranch
and HANK FM Radio

- 28 Adult and 13 Reduced ticket promo codes were redeemed via GoPass, generating \$215 in ticket sales.
- Extended late-night fixed route bus service on route 46
- TEXRail station parking for bus connections
- On-air exposure included produced promos, live promos and Trinity Metro exclusive spots, plus social and web presence
- On-site banner display



Rockin' the River: July 13, 20 & 27
Tarrant Regional Water District & 95.9 The Ranch

- 32 Adult and 6 Reduced ticket promo codes were redeemed via GoPass, generating \$175 in ticket sales.
- On-air exposure included produced promos, live promos and Trinity Metro exclusive spots, plus social and web presence
- On-site banner display
- Trinity Metro playing cards distribution from Ranch tent
- Continues in August

Looking Ahead!

Rockin' the River: Aug. 3 & 10

Burger Week: Aug. 21-27

Friday on the Green: Sept. 8

GrapeFest: Sept. 14-17



EASYRIDE – July Results

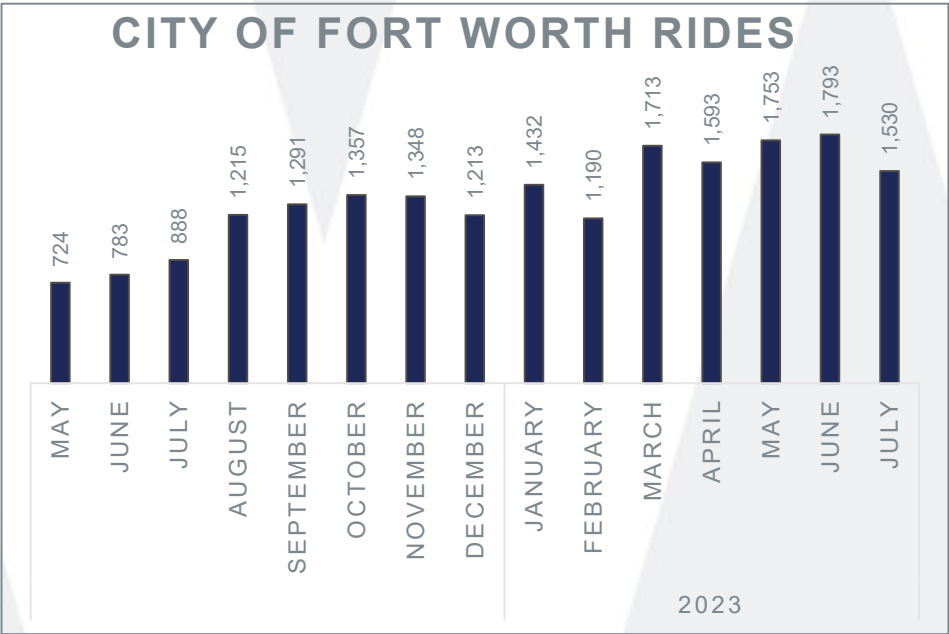
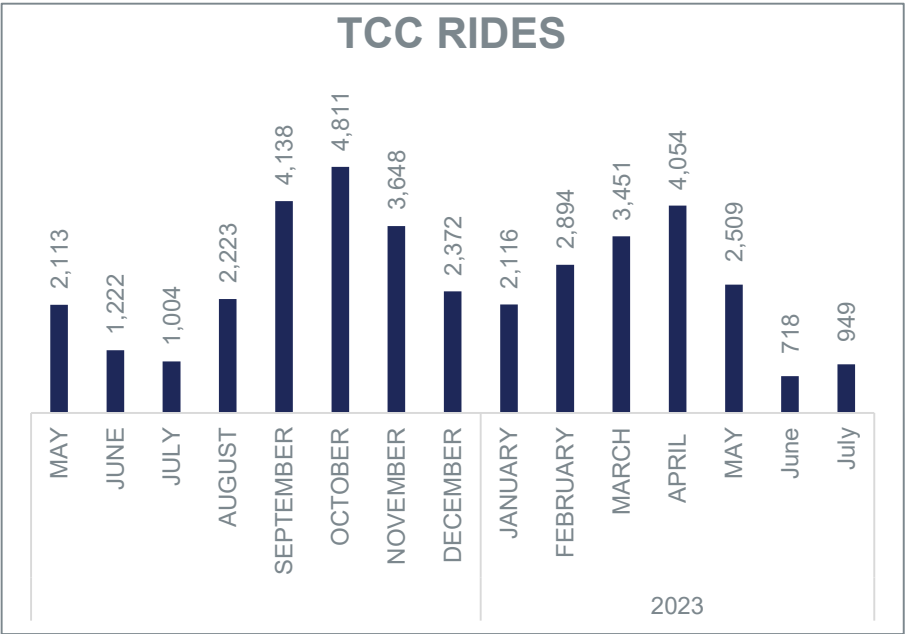
EASYRIDE TICKET SALES

REVENUE	\$43,677 (-\$43,144)
+CITY OF FORT WORTH	\$1,737 (+\$30)
+TCC	\$1065 (+\$317)

June 2023: Beautiful Feet Ministries
DFW Airport Parking
July 2023: U and I Spread the Light

EASYRIDE TICKET SALES BY TICKET TYPE

TICKET TYPE	NUMBER SOLD	REVENUE
LOCAL ONE-DAY	3828 (-7,275)	\$14,355 (-\$27,281)
LOCAL SEVEN-DAY	137 (+122)	\$2,568 (+2,287)
LOCAL MONTHLY	421 (-257)	\$25,260 (-\$15,420)
REGIONAL MONTHLY	1 (+/-0)	\$144 (+\$144)
LOCAL ANNUAL	5 (+1)	\$1,350 (+\$150)
REGIONAL ANNUAL	0 (-4)	\$0 (-\$2,880)



BOARD OF DIRECTORS

INFORMATION ITEM

Item Title: EASYRIDE Update

Meeting Date: August 21, 2023

BACKGROUND

The Trinity Metro EASYRIDE program allows local organizations to receive a 25% discount on transit tickets as a way to encourage ridership. Originally started as a program targeting daily corporate commuters with discounts on local and regional monthly and annual tickets, the program has broadened its reach. In January 2021, the range of available tickets was increased to include local daily and weekly tickets to encourage program use by not-for-profits, local community organizations, and business travelers who may not need more than a daily or weekly ticket.

DETAILS

Nicole Adams, strategic partnerships manager, will provide an update on the EASYRIDE program including, the current status, upcoming partnerships, ticket sales revenue, and goals/strategy for fiscal year 2024.

RECOMMENDATION

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

STAFF DISPOSITION

Laura Hanna (for Melissa Chrisman)

August 4, 2023

EXECUTIVE LEADER APPROVAL

DATE



Nicole Adams/Ja'sha High

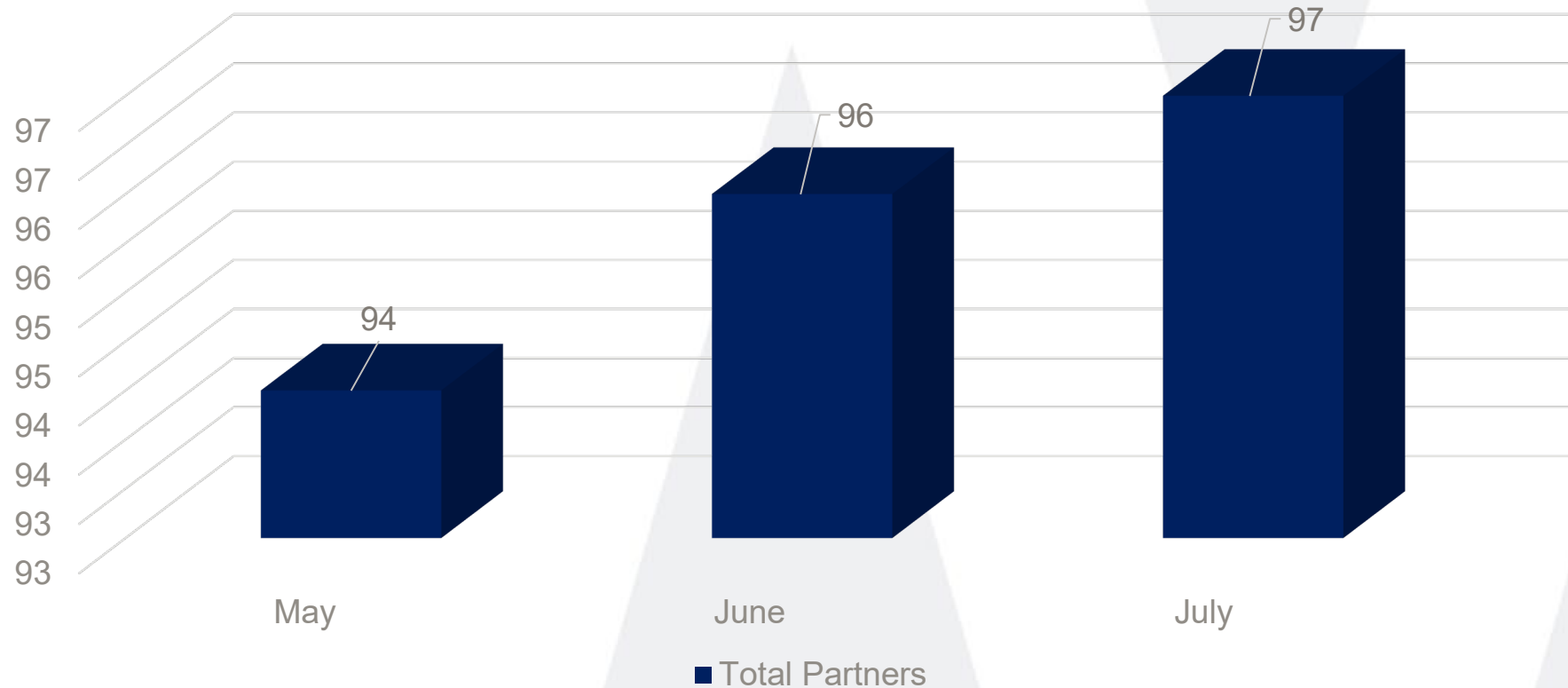
Strategic Partnerships Manager/Strategic Partnerships Representative

August 21, 2023



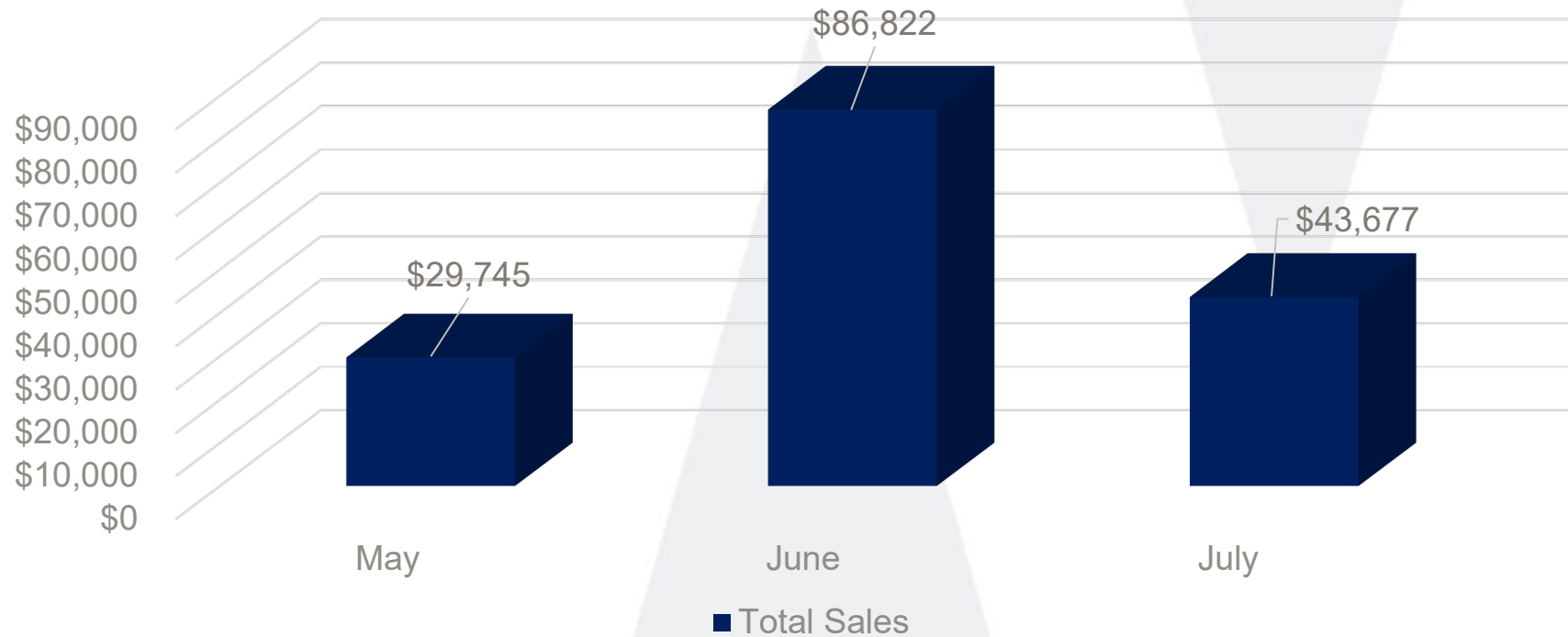
EASYRIDE OVERVIEW

97 Companies



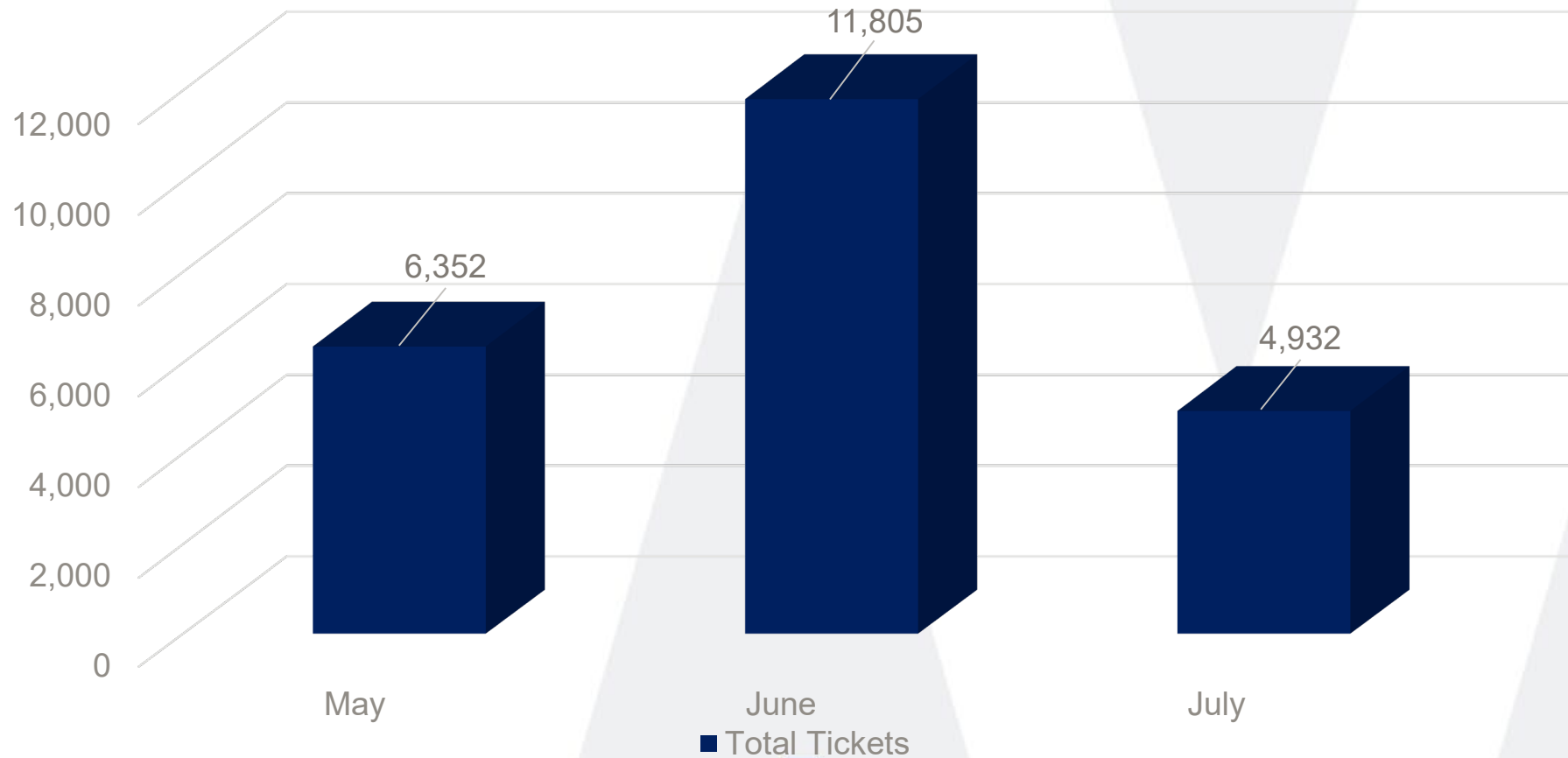
EASYRIDE OVERVIEW

Total EASYRIDE ticket revenue



EASYRIDE OVERVIEW

Total EASYRIDE ticket sales



NEW PARTNERS

Beautiful Feet Ministries

DFW Airport Parking

U and I Spread the Light



Questions?

BOARD OF DIRECTORS

INFORMATION ITEM

Item Title: Community Partnership Program 2023

Meeting Date: August 21, 2023

BACKGROUND

Trinity Metro receives multiple requests to support various not-for-profit agencies and community events each month. While we are unable to honor all requests, we want to be good partners within the community that we serve and to show support for our area’s network of resources. Partnership decisions should support Trinity Metro’s mission and vision, align with event partnership criteria, and comply with the agency’s advertising guidelines. To support our community, Trinity Metro will offer a Community Partnership Program.

DETAILS

Nicole Adams, strategic partnership manager, will present the Community Partner Program, including rationalization, objectives, and goals/strategies for the fiscal year 2024.

RECOMMENDATION

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

STAFF DISPOSITION

Laura Hanna (for Melissa Chrisman)

August 4, 2023

EXECUTIVE LEADER APPROVAL

DATE

Community Partnership Program

Nicole Adams
Strategic Partnerships Manager
August 21, 2023



Community Partnership Program

Through the Community Partnership Program, Trinity Metro will be able to align with support agencies in our community to promote their resources, events, special offers of support, etc. Oftentimes our customers may be the same.

Additionally, Trinity Metro will be able to align employees' perspectives on what we do in the community while organizing our efforts as a whole, being respectful of limited budgets, and managing the expectations of our agency.

Goals

- Increase support for transit
- Provide an outstanding customer experience
- Maintain a positive organizational culture

Objectives

- Increase awareness of the Trinity Metro brand by 10% over three years (FY23, 24, 25); measurable by market research.
- Partner with four local agencies each year to show support for our community resources.

Strategy

- Implement an employee-led, application-based community support program in which not-for-profit agencies can benefit from promotion through Trinity Metro's assets.



Community Partnership Program

Trinity Metro will establish a seven-person employee-led committee.

The committee will review applications from not-for-profit agencies to determine with whom we should align each quarter.

Each quarter Trinity Metro will commit to promoting the chosen agency's resources through:

- Monthly social media posts
- Monthly features in the Make Your Move e-newsletter
- A write-up on the program landing page
- Opportunity to message Trinity Metro employees
- Exposure on the Trinity Metro and Adspose Community Connection bus
- Opportunity for Trinity Metro employees to support one requested volunteer event
- Additional partnership opportunities include the potential for the partner organization to host a Transit 101 and a ride-along with Trinity Metro staff and join Trinity Metro's EASYRIDE program

A "pilot" period to launch the program will allow for all collateral pieces to be coordinated. To kick off the "pilot" period, Trinity Metro will work with the Fort Worth Hispanic Chamber of Commerce, with their program beginning Sept. 15, 2023.



Community Partnership Program



Community Connection Bus is made possible by a partnership with Adsposure, which will cover the cost of producing the advertising panels.



TIMELINE

FY2023 – FY2024

Month	Activity to complete - Program	Activity to complete - Committee
July	Develop materials	Recruit committee
August	Proof and refine materials	Host committee kick-off meeting
	Produce materials	Elect committee officers
	Present information item to the Board	
September	Distribute materials to agencies/prospects	Develop a list of agencies/prospects
	Announce the program publicly	
Sept.-Dec.	FWHCC Pilot Period	
October	Open the first application period	
	Application period	Collect applications
November	Review applications	Confirm partners by each quarter
	Meet with partner agencies	
December	Produce materials	
January	Launch Q2 partner	

Questions?

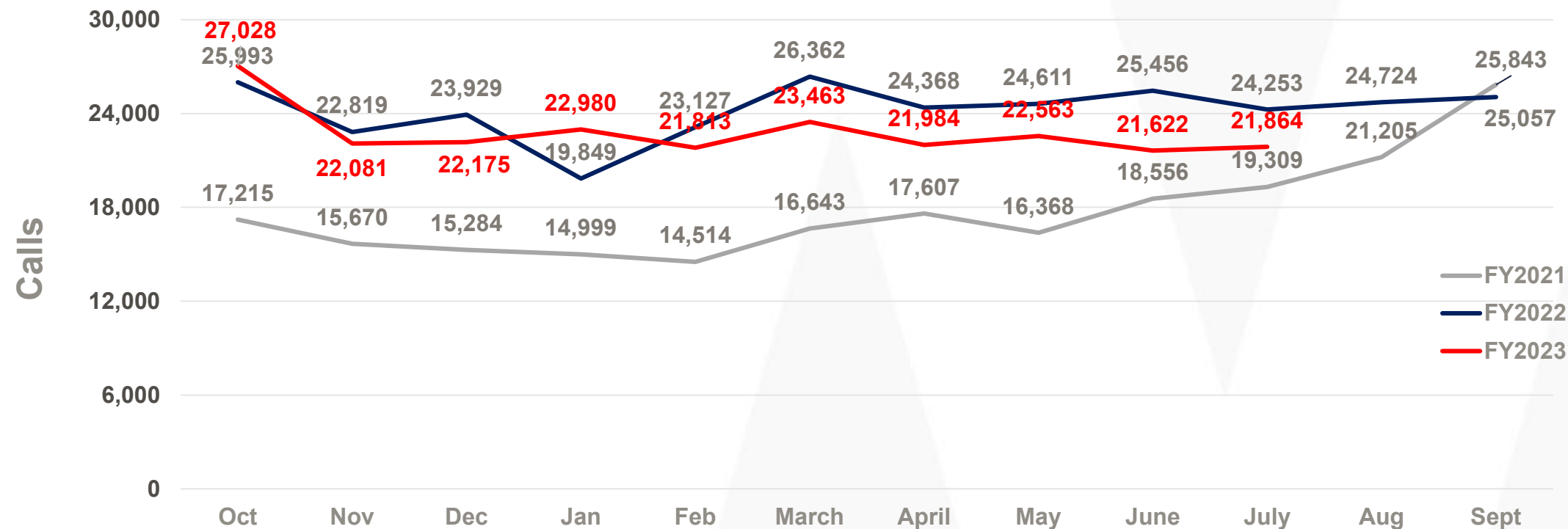
Community Engagement

August 2023

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



Customer Care Calls



INFORMATION

TYPES OF CALLS

48% No Wait Time!

884 – TEXRail

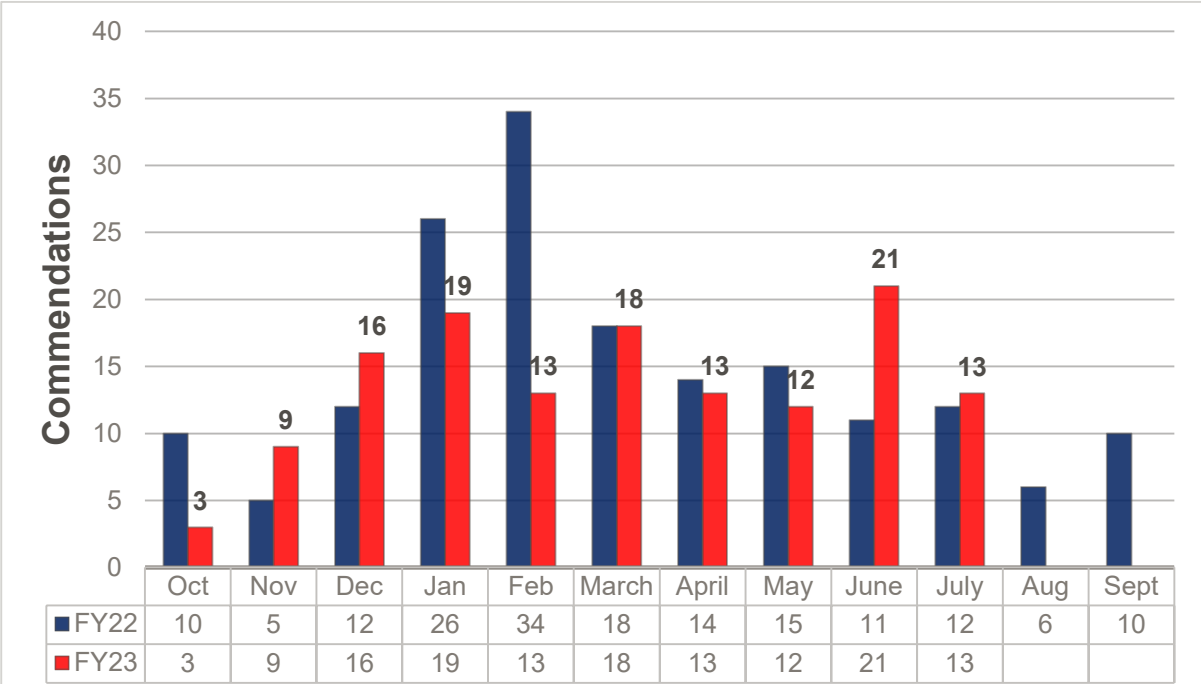
33– Bike Sharing

61- TRE

96 - ZIPZONE

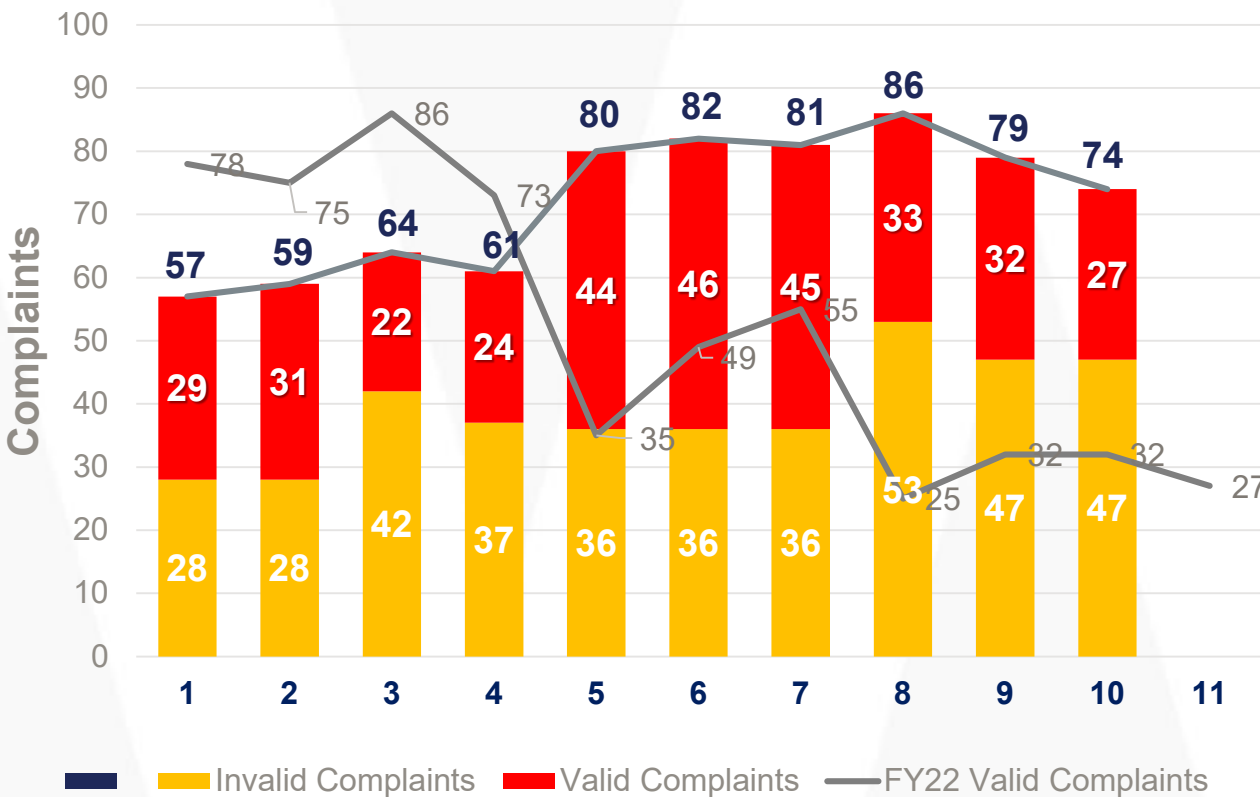


Customer Expectations



Top Commendations

Professional driver
Courteous Care Rep
Clean Service
Polite Driver

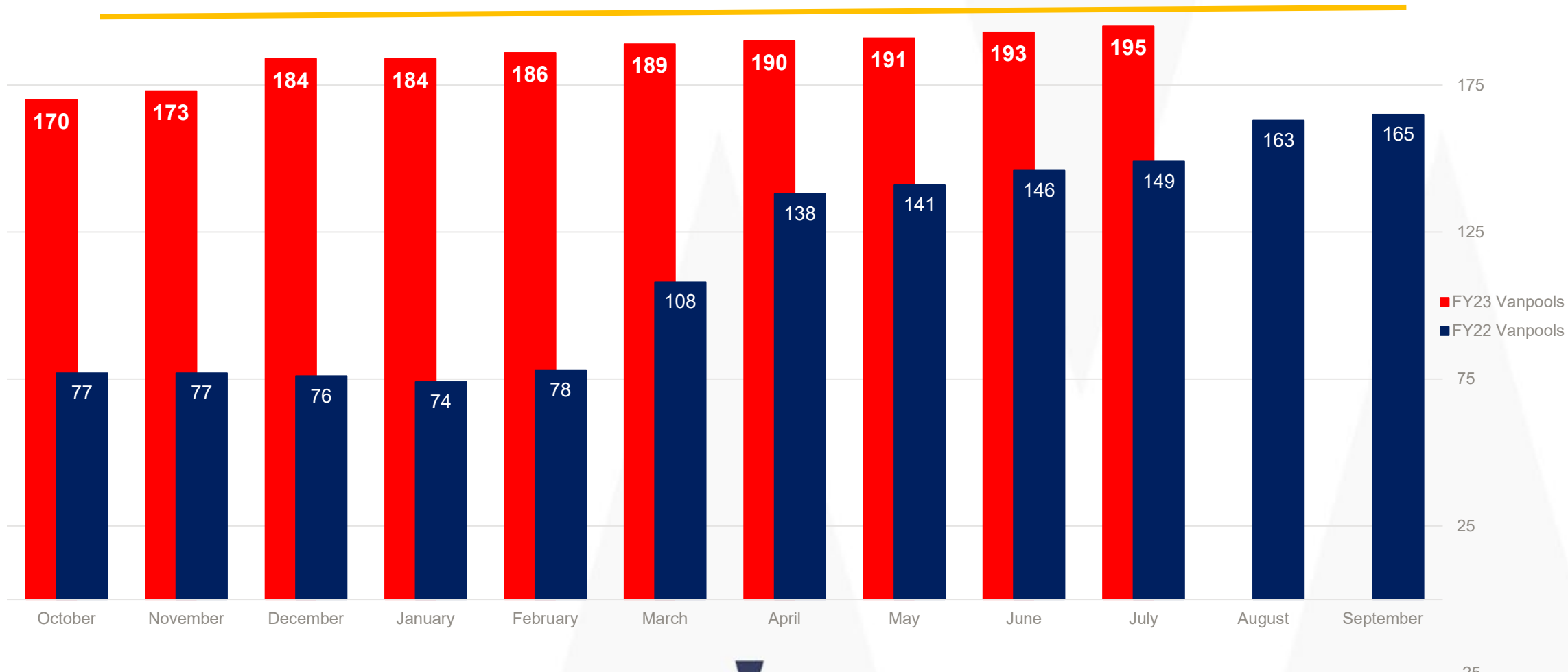


Top Complaints

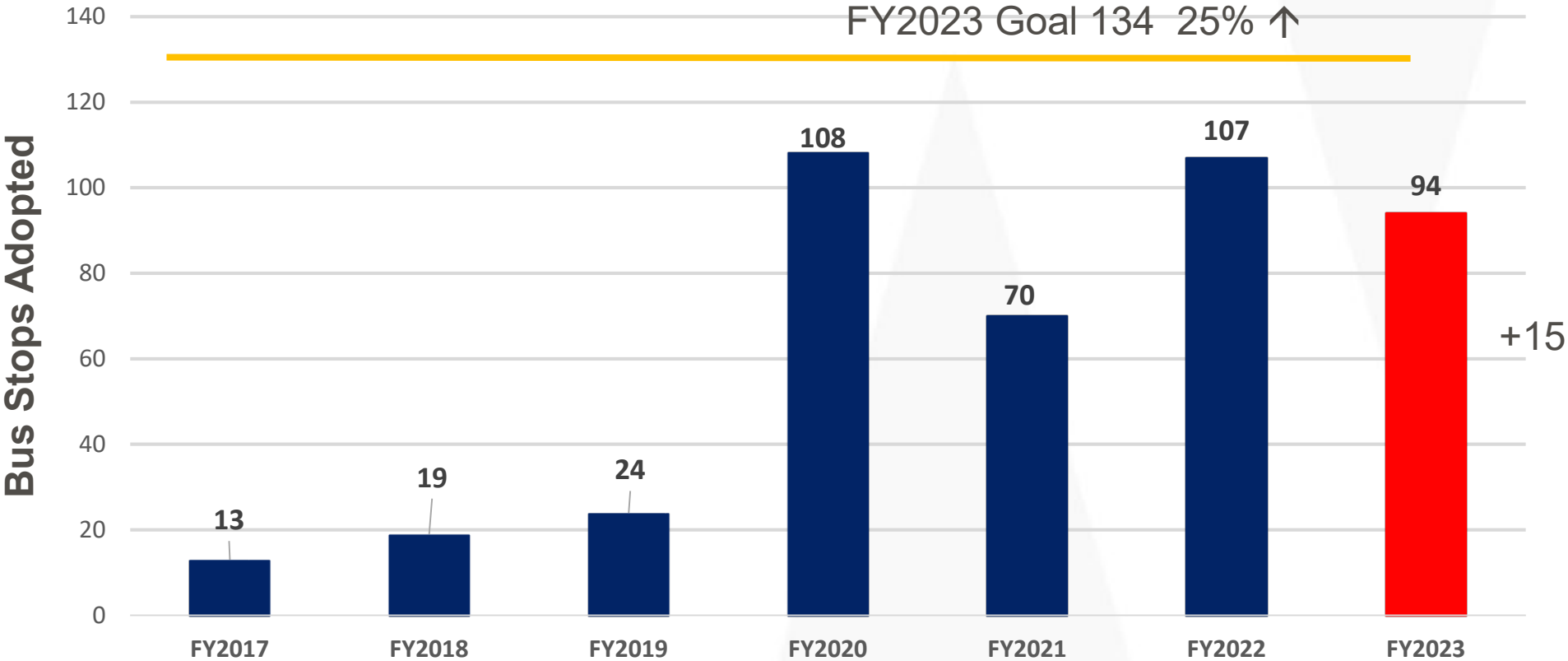
No Show
Passed By
Bus did not arrive
Rude Driver



FY2023 Goal: 206 ↑25%



435 System wide



Customer Experience

10,685
Customer
Contacts

Travel
Trained
92 People

9
Community
Events



The Transit ENVOYs have given out approximately 2,400 bottles of water to our customers and 192 bottles of Gatorade to our operators.



In the Community

Transit ENVOYs Mia Horne and Steven Arner, shared transit information with our youth at the Empowering Youth event hosted by United Unlimited.



We enjoyed the day with some young future transit users and their instructors at the Rising Star Leadership Academy for a ride on TRE!



Neighborhood Associations are important for the vitality of our communities. Talking transit with the Brentwood-Handley Neighborhood Association was a real treat.



Traveled Trained 92 new riders on Trinity Metro Services.



TRINITY METRO
**DIVERSITY
EQUITY &
INCLUSION**

**THE DIVERSITY, EQUITY & INCLUSION COUNCIL WELCOMES
YOU TO CELEBRATE OUR 1 YEAR ANNIVERSARY.**

Learn about what we have planned and get a sneak peak of our
new landing page. It's all about connecting and engaging.



To support our community while we celebrate, we are hosting a **clothes drive for FWISD and local University**. Bring new or gently used professional wear to the Fort Worth Central Station 2nd floor Community Room on Friday, June 30 between 10 a.m. and 2 p.m. to contribute. All donations are tax deductible.



Upcoming Events

September 15-October 15

**HISPANIC
HERITAGE
MONTH**

**More Details to
Come**

Fireside Chat

October 4, 2023

11:00-12:30noon

FWCS



RIDETRINITYMETRO.org TRINITY METRO 817.215.8600

Monday, Sept. 25

18 Holes

21st Annual SCHOLARSHIP GOLF TOURNAMENT

Iron Horse Golf Course
6200 Skylark Cir.
North Richland Hills, TX 76180

Proceeds to Benefit:
Fort Worth Transportation Authority Scholarship Program

Registration/Breakfast: 8 a.m.
Shotgun Scramble: 9 a.m.
Festivities and Awards Ceremony: 2 p.m.

\$145.00 Per Player

Includes:
• Tee • Food/Drink
• Cart • Range Balls

Let's Play Golf!

DIVERSITY, EQUITY & INCLUSION

OUR DOORS ARE OPEN

Diversity and inclusion are essential to a strong workforce. A diverse workforce brings a variety of perspective increased creativity, innovation, and problem-solving. In addition, a diverse workforce can help to improve customer

There are many ways to create a more diverse and inclusive workplace. One way is to hire from a diverse pool of candidates and provide training for all employees. It is also important to create a workplace environment that is free from discrimination and

By taking steps to create a more diverse and inclusive workplace, businesses can reap the many benefits that come with a stronger workforce.



TRINITY METRO DIVERSITY EQUITY & INCLUSION

OUR COMMITMENT

We are committed to creating a diverse and inclusive workforce where everyone feels valued, respected, and supported. We believe that a diverse workforce is essential to our growth and success.



MESSAGE FROM OUR CEO

"Diversity and inclusion is when people feel they have a sense of belonging and can contribute to the mission of the organization.

By everyone contributing and bringing their ideas forward, we always end up with a better solution, a better product, a better service."

- Rich Andreski

FOR MORE INFORMATION ON OUR INITIATIVES:

ADA

The Americans with Disabilities Act (ADA) is a landmark law that prohibits discrimination against individuals with disabilities in all areas of public life, including jobs, schools, transportation, and all public and private places that are open to the general public. The ADA requires public transportation providers to make their services accessible to people with disabilities.

LEARN MORE

TITLE VI

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in programs and activities that receive federal financial assistance. Title VI also prohibits discrimination on the basis of race, color, or national origin in the provision of services by federal agencies.

LEARN MORE

LEP/ESL

Trinity Metro values all customers regardless of their proficiency with English and language. Trinity Metro is committed to providing services to all customers, regardless of their language proficiency. Trinity Metro's Language Assistance Program (LAP) provides language assistance to customers who are Limited English Proficient (LEP) and English as a Second Language (ESL).

LEARN MORE

OUR COMMUNITY

Diversity in our community is a strength that benefits our workplace. When employees feel like they are part of a diverse and inclusive community, they are more engaged and motivated.



LUNCHEON WITH MS. OPAL LEE



DEI COUNCIL TOY DRIVE



CELEBRATING PRIDE: A FIRESIDE CHAT

Trinity Metro hosted Ms. Opal Lee, the "Grandmother of Juneteenth," in February 2023 for an informative luncheon at Fort Worth T&P Station. The legendary speaker and activist shared her story about establishing Juneteenth as a national holiday and encouraged others to join her on her 2.5 mile walk in Fort Worth, representing the 2.5 years it took the news of freedom to reach enslaved people in Texas.

In December 2022, the Diversity, Equity and Inclusion Council hosted a holiday toy drive to benefit the children of families at Union Gospel Mission of Tarrant County. Trinity Metro employees enthusiastically supported the effort by donating unwrapped toys at all agency campuses to bring a little extra cheer to those in need.

Trinity Metro's DEI Council hosted a fireside chat Celebrating Pride to learn from internal and external leaders about the importance of diversity and inclusion in today's workplace. Our moderator, Kelli Shields, provided thought provoking questions that helped audience members grasp common workplace obstacles faced by the LGBTQIA+ community. Our panelists included Dawn Cameron, Trinity Metro Customer Care Agent, and Sharon Herrera, Founder and Executive Director of [LGBTQ Saves](#), both of whom answered questions, translated their personal experiences, and made this discussion informative.

BOARD OF DIRECTORS

INFORMATION ITEM

Item Title: General Planning Consultant (GPC) Update

Meeting Date: August 21, 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">• Progress Meeting held on Aug. 2• Analysis & Findings – continuing with early results• ELT Workshop scheduled for Aug. 15 – presentation on initial findings of benefit analysis• Board Meeting presentation scheduled for Sept. 18
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">• Final technical memo being prepared

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"> • Progress Meeting held on Jul 27; reviewed & commented on draft typical sections, cross sections, & any ROW impacts w/ resolutions • Existing utility research complete; developing composite drawings • Hydraulic information collected from city, FEMA maps, etc. • Noise Field Measurements occurred on June 20 – 23; no issues – office analysis near completion • Historic Resources Timber Trestle Bridges field review conducted on July 20; analysis & tech memo in development
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
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"> • Chapters 1 – 4 are complete and with FTA • Chapter 5 on ridership is being finalized and transmitted to FTA
TO10 – Fare Collection Review	Review fare collection systems	<ul style="list-style-type: none"> • NTP issued; Kick-Off Meeting held on Jul 25 • Bi-Weekly Coordination & Progress Meetings established • ELT Briefing on Aug 8; perspectives on fares
TO11 – Bus Shelter Replacement Program Categorical Exclusion	Bus shelter concrete pads will need to have an environmental document called a Categorical Exclusion (CE) prepared	<ul style="list-style-type: none"> • FTA CE w/ Appendices submitted to FTA on Jul 20 • FTA approval received on Jul 31 • Task Complete
TO12 – TEXRail Historic Resource Investigations	Investigate a document two bridges in TRE corridor that will be replaced with Double Tracking Project	<ul style="list-style-type: none"> • Completed field photography & data collection on Jul 21 on Henderson Overpass • Field visit for Vickery Blvd. bridge being rescheduled
TO13 – Economic Development & Real Estate Support	NEW Support evaluation of TOD solicitations and general property inquiries	<ul style="list-style-type: none"> • Engaged sub-consultant to assist in evaluation of TOD proposal at T&P Station

TO14 – Assisting Community Interest in Transit	NEW Engaging the public through surveys/polling to better determine level of knowledge community has of Trinity Metro and public transit	<ul style="list-style-type: none"> • Initial organizational meetings held on Jul 25, 26 • Meetings with pollsters held on Aug 2
TO15 – FTA TEXRail TOD Planning Grant	NEW This TOD planning grant focuses on TEXRail and the assessment of station amenities along the corridor that allow for a car-free lifestyle	<ul style="list-style-type: none"> • Draft scope of work under development
TO16 – Staff Augmentation: Project Manager	NEW A project manager is needed to assist in development of the Bus Stop Improvement Program and the High Intensity Bus Corridor Project	<ul style="list-style-type: none"> • PM start date expected week of Aug 14

RECOMMENDATION

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

STAFF DISPOSITION

Chad Edwards

August 7, 2023

EXECUTIVE LEADER APPROVAL

DATE

BOARD OF DIRECTORS

INFORMATION ITEM

Item Title: DFWI Strategic Action Plan Update

Meeting Date: August 21, 2023

BACKGROUND

Every 10 years DFWI partners with the City of Fort Worth and Trinity Metro to update the Downtown Strategic Action Plan. The plan’s purpose is to build a consensus around and establish a common vision for Downtown Fort Worth as a livable, healthy and economically vibrant center for the community.

Andy Taft, Executive Director of DFWI, will provide an update Plan 2033 – Downtown Strategic Action Plan.

RECOMMENDATION

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

STAFF DISPOSITION

Chad Edwards

August 7, 2023

EXECUTIVE LEADER APPROVAL

DATE

BOARD OF DIRECTORS

INFORMATION ITEM

Item Title: Service Changes Beginning September 17, 2023 **Meeting Date:** August 21, 2023

BACKGROUND

Trinity Metro has an opportunity each Fall and Spring to make route and schedule changes to the fixed route bus system. Beginning Sunday, September 17, 2023, the following improvements will be implemented:

Route 25 – Miller/East Seminary: Frequency will be increased from 30 minutes to 15 minutes on weekdays between 7:00am and 7:00pm and from 60 minutes to 30 minutes in the evenings and on weekends. As this is an increase of more than 25%, it is considered a major service change and was previously presented to the Board of Directors and approved on June 25, 2023 (BA2023-38).

Route 4 – East Rosedale: The turnaround pattern at the western end of the line will be altered to shift the timepoint from Terrell and 7th Avenue to the corner of Rosedale and 8th Avenue to address the security concerns of administrators at Cook Children’s Medical Center.

Route 33 – Felix/Oak Grove: There will be a slight pattern change in the vicinity of Campus Drive & I-20 to avoid time delays associated with left turn signals thus improving on-time performance.

Route 54 – Riverside/Sierra Vista: Buses will depart North Side Station one minute later to allow more time for passengers to transfer from TEXRail and other buses.

Route 91 – North Side Station/Normandale: Buses will depart North Side Station one minute later to allow more time for passengers to transfer from TEXRail and other buses.

RECOMMENDATION

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

STAFF DISPOSITION

Chad Edwards

August 7, 2023

EXECUTIVE LEADER APPROVAL

DATE

BOARD OF DIRECTORS
INFORMATION ITEM

Item Title: June Financial Report

Meeting Date: August 21, 2023

BACKGROUND

The June 2023 financial report is attached for review.

RECOMMENDATION

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

STAFF DISPOSITION

Greg Jordan

August 8, 2023

EXECUTIVE LEADER APPROVAL

DATE

Fort Worth Transportation Authority
Balance Sheet

	As of 6/30/2023
	<i>(Unaudited)</i>
CURRENT ASSETS	
Cash restricted for Operations	\$10,708,216
Cash restricted for Rail Vehicles	662,406
Unrestricted cash and cash equivalents	29,060,087
Receivables	31,344,411
Inventory	8,829,468
Prepaid	3,815,727
Total Current Assets	84,420,315
FIXED ASSETS	
Construction in Progress	36,922,522
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
	1,523,846,399
Less: Accumulated Depreciation & Amortization	(419,273,180)
Total Fixed Assets	1,104,573,219
TOTAL ASSETS	\$1,188,993,534
LIABILITIES AND NET ASSETS	
CURRENT LIABILITIES	
Accounts Payable and Accrued Liabilities	13,788,946
Payroll Liabilities	2,749,083
Unearned Revenue (Note 18)	26,742,673
Current portion of LT Due Grapevine	1,368,406
Total Current Liabilities	44,649,108
LONG TERM LIABILITIES	
Long Term Payable to City of Grapevine	3,095,344
Total Long Term Liabilities	3,095,344
TOTAL LIABILITIES	\$47,744,452
NET POSITION	
Net Investment in Capital Assets	\$1,085,331,043
Operating Reserve	10,708,216
Escrow Reserve	2,000,000
Unrestricted	43,209,822
TOTAL NET POSITION	\$1,141,249,082

Fort Worth Transportation Authority
Statement of Revenues and Expenses
Fiscal Year to Date June 30, 2023
(Unaudited)

	Actual 2023	Budget 2023	Variance
Operating Revenue			
Fares			
Multi Modal Fares (Note 1)	\$4,231,821	\$4,716,802	(\$484,981)
ACCESS Fares	802,012	673,222	128,790
Easy Ride & Corporate	591,491	594,934	(3,443)
Other Revenue			
Sales Tax (Note 2)	85,030,047	77,452,693	7,577,354
Fort Worth Bike Share	324,106	379,764	(55,658)
Advertising	424,679	412,499	12,180
Rental Income	420,402	519,219	(98,817)
Other (Note 3)	1,079,358	1,646,007	(566,649)
Total Operating Revenue:	92,903,916	86,395,140	6,508,776
Federal/State/Local Income:			
Operating Grants (Note 4)	33,986,200	775,863	33,210,337
Grapevine/NRH Contribution (Note 5)	9,819,766	9,231,160	588,606
Contributions from Partners	1,291,012	1,103,301	187,711
Total Assistance Income	45,096,978	11,110,324	33,986,654
Total Revenue	\$138,000,894	\$97,505,464	\$40,495,430
Operating Expenses			
Fixed Route Operations			
Salaries & Fringe Benefits (Note 6)	\$22,706,134	\$21,468,713	\$1,237,421
Services	587,760	803,144	(215,384)
Purchased Transportation	3,939,404	3,864,783	74,621
Other (Note 7)	3,008,585	3,852,976	(844,391)
Total Fixed Route Operations	30,241,883	29,989,616	252,267
ACCESS Operations			
Salaries & Fringe Benefits (Note 8)	4,445,762	4,485,594	(39,832)
Services	3,877,721	2,950,895	926,826
Other	707,936	781,734	(73,798)
Total ACCESS Operations	9,031,419	8,218,223	813,196
TRE Operations			
Salaries & Fringe Benefits	82,177	86,344	(4,167)
Services (Note 9)	11,385,089	12,531,802	(1,146,713)
Other	1,980	0	1,980
Total TRE Operations	11,469,246	12,618,146	(1,148,900)
TEXRail Operations			
Salaries & Fringe Benefits	350,751	236,493	114,258
Services (Note 10)	15,713,110	15,707,543	5,567
Other (Note 11)	4,201,714	5,202,949	(1,001,235)
Total TEXRail Operations	20,265,575	21,146,985	(881,410)
Bike Share Operations			
Salaries & Fringe Benefits	338,746	325,878	12,868
Services	41,798	132,095	(90,297)
Other	129,659	202,880	(73,221)
Total Bike Share Operations	510,203	660,853	(150,650)
General & Administrative			
Salaries, Wages & Fringe Benefits	11,645,521	11,913,179	(267,658)
Other Professional Services (Note 12)	7,286,316	9,175,213	(1,888,897)
Vehicle & Facilities Maintenance (Note 13)	1,819,071	2,419,309	(600,238)
Software/Systems Maintenance (Note 14)	2,398,010	2,936,923	(538,913)
Other General & Administrative (Note 15)	2,585,148	3,362,433	(777,285)
Total General & Administrative	25,734,066	29,807,057	(4,072,991)
Total Operating Expenses:	\$97,252,392	\$102,440,880	(\$5,188,488)
Operating Income / (Deficit)	\$40,748,502	(\$4,935,416)	\$45,683,917
Capital Grants (Note 16)	1,004,302	0	1,004,302
Investment Income (Note 17)	1,349,090	1,725,003	(375,913)
Depreciation	(35,265,771)	(37,650,780)	2,385,009
Net Income / (Deficit)	\$7,836,123	(\$40,861,193)	\$48,697,314

Fort Worth Transportation Authority
Notes to Financial Presentations
Comparisons of Actual Results to FY23 Budgeted Amounts - June 30, 2023

(\$ 000's)

- Note 1 Multi Modal Fares**
4.5% greater ridership than budget and a \$0.16 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**
\$ 75,370 Actual collections through May
\$ 9,660 Accrual estimate for June
8.9% 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**
NRH Contribution for TEXRail started in January at \$166K per month.
Amount recorded was offset by accrual for amounts payable to Grapevine for \$220k 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 and travel/training.
- Note 16 Capital Grants**
Received reimbursement for PTC work on the Trinity River Bridge project under the FRA CRISI grant.
Also received formula grant reimbursement for security related capital improvements.
- 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 \$25.4 MM of this total in unearned revenue.

BOARD OF DIRECTORS

INFORMATION ITEM

Item Title: FY2024 Preliminary Operating and Capital Budgets

Meeting Date: August 21, 2023

BACKGROUND

A summary of the preliminary operating and capital budgets for FY2024 is attached for consideration. The preliminary budget will be sent to the member cities’ governing bodies. Staff will return in September for final approval.

RECOMMENDATION

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

STAFF DISPOSITION

Greg Jordan

August 8, 2023

EXECUTIVE LEADER APPROVAL

DATE

Trinity Metro
Fiscal 2024 Operating Budget
(All Amounts in \$000's)

	FY2024 Budget
Fare Revenue	\$ 8,247
Other Revenue	
Sales Tax	132,300
Investment	2,250
Advertising	565
Operating Grants	100,279
Capital Grants	69,301
Contributions from Partners	5,187
Miscellaneous	1,358
Rental Income	628
FWBS	336
Total Other Revenue	312,204
Total Revenue	<u>320,451</u>
Operating Expense	
Salaries and Benefits	55,035
Purchased Transportation	57,180
Utilities	2,128
Maintenance Materials	4,268
Security Services	2,973
IT Contracts	5,553
Insurance	5,509
Facilities Maintenance Contracts	2,080
General Planning Consultants	1,500
Other Expenses	18,480
Total Operating Expense	<u>154,705</u>
Net Available for Capital Expenditures and Reserves	<u>\$ 165,746</u>
 Non-Cash Depreciation	 \$ 48,410

Fiscal 2024 Capital Expenditures*(in 000's)*

Project Name	FY2024
	Budget
	FY 2024 Budget
TRE Capital Maintenance	\$ 8,000
TEXRail Segment One	31,940
TRE Trinity Lakes Station	7,962
Facilities State of Good Repair	11,805
Bus Camera System Replacement	6,730
Bus Stop Improvement Project	4,729
Revenue Vehicles	17,533
Facilities Capital Improvement Programs	5,123
Bus Seat Upgrades	2,535
TRE Double Tracking Handley Ederville to Precint Line Rd.	2,354
Electric Bus Expansion and Infrastructure	1,883
Non-Revenue Vehicles	3,794
Server and Equipment Upgrades	1,422
IT Cybersecurity Projects	1,284
TEXRail Automatic Passenger Counters	473
FW Bike Share Replacement	459
ERP Database Migrations	805
High Intensity Bus Corridor	971
Equipment Purchases and Replacements	566
Trinity Metro GoPass App	563
Transit Signage Improvements and Solar Panels at Bus Stops	5
TRE Ticket Vending Machines Replacements	739
HVAC Replacements at HRP, T&P, FWCS, and Pine St.	1,550
Modernize Underground Fuel Storage Tank Monitoring System	400
TEXRail Wi-Fi Router	30
Miscellaneous Engineering and Construction	250
TEXRail Capital Spares	5,622
T&P Tavern Acquisition	4,950
TEXRail Capital Facilities	3,848
Train Platform Validators	1,714
System Software Upgrades	1,089
Bus Simulator	380
Total Expenditures	\$ 131,505

FY2024 Preliminary Operating and Capital Budgets Preview

Greg Jordan

CFO

August 21, 2023



Agenda

- Seeking Board input, no action
- FY24 Budget Highlights
 - Assumptions
 - Budget Overview
 - Program Enhancements
- September 28, 2023 Budget Approval

Budget Assumptions

- Compensation
 - 5% average merit increase
 - 6% deferred compensation match
- Insurance
 - 0% premium increase
 - No change to plan design

Budget Assumptions

- Sales Tax
 - 12.8% increase from FY23
 - Consistent with partner cities' projections
 - Assumes 4.0% growth in future years

City	FY23 Budget	FY24 Proposed	%Change
Fort Worth	102,792	119,199	16.0%
Grapevine	12,184	13,390	7.4%
Grapevine Obligation	-	(2,389)	
North Richland Hills	2,000	2,100	5.0%
Total	116,976	132,300	12.8%

Budget Summary

Revenues	FY23 Budget	FY24 Proposed Budget	% Change
Fare Revenue	\$8,247	\$8,247	0.0%
Sales Tax	116,976.00	132,300	13.1%
Investment	2,300.00	2,250	-2.2%
Advertising	550	565	2.7%
Operating Grants	49,323	100,279	103.3%
Capital Grants	74,207	69,301	-6.6%
Contributions from Partners	2,735	5,187	89.7%
Miscellaneous	1,498	1,358	-9.3%
Rental Income	722	628	-13.0%
FWBS	506	336	-33.6%
Total Revenues	\$257,064	\$320,451	24.60%

Budget Summary

Revenues	FY23 Budget	FY24 Proposed Budget	% Change
Total Revenue	\$257,065	\$320,451	24.6%

Expenditures	FY23 Budget	FY24 Proposed Budget	% Change
Salaries and Benefits	52,221	55,035	5.4%
Purchased Transportation	47,745	57,180	19.8%
Utilities	2,268	2,128	-6.2%
Maintenance Materials	4,120	4,268	3.6%
Security Services	2,665	2,973	11.5%
IT Contracts	3,145	5,553	76.6%
Insurance	8,774	5,509	-37.2%
Facilities Maintenance Contracts	2,061	2,080	0.9%
General Planning Consultants	-	1,500	-
Other Expenses	15,094	18,480	22.4%
Total Operating Expense	\$138,091	\$154,705	12.0%

Expenditures by Activity

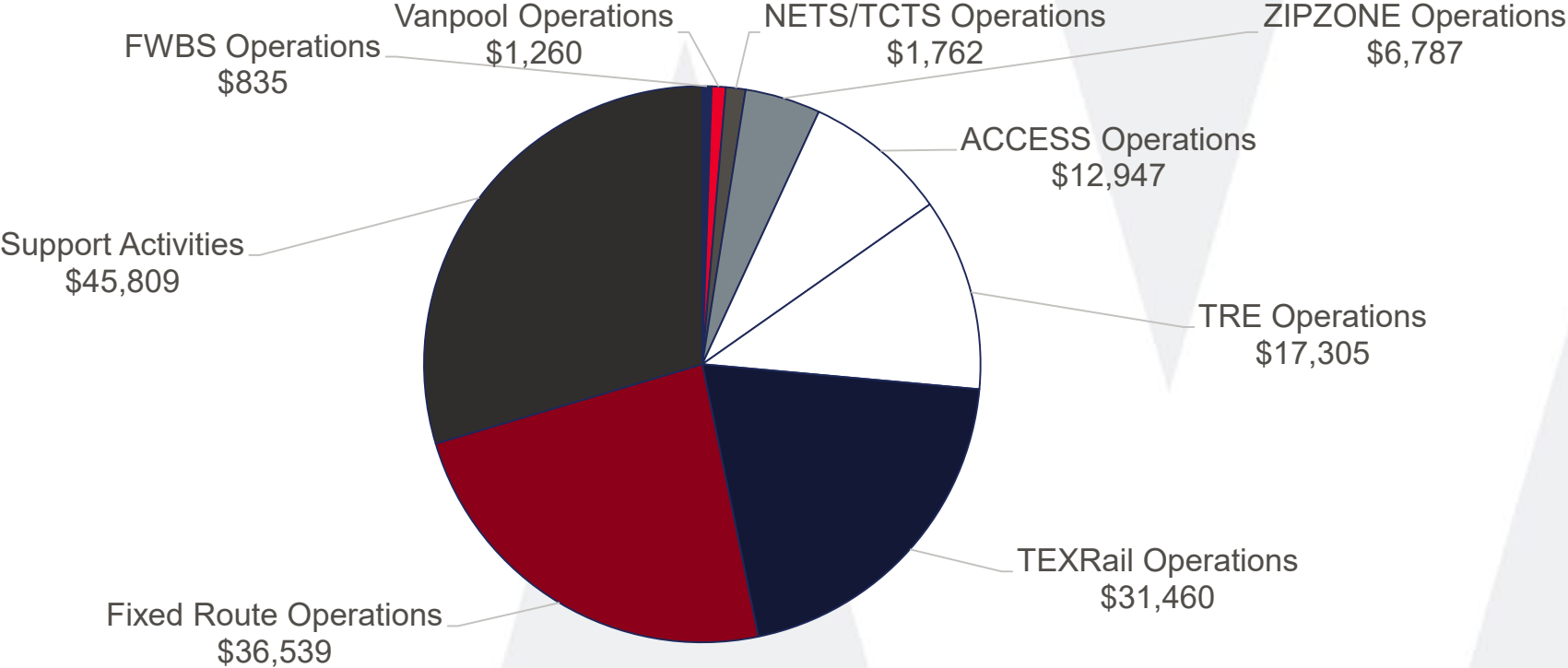
Operating Expense	FY23 Budget	FY24 Proposed Budget	% Change
Fixed Route Operations	\$36,048	\$36,539	1.1%
TEXRail Operations	28,039	31,460	12.2%
TRE Operations	16,826	17,305	2.8%
ACCESS Operations	10,957	12,947	18.2%
ZIPZONE Operations	4,398	6,787	54.3%
NETS/TCTS Operations	1,420	1,762	24.1%
FWBS Operations	924	835	-9.6%
Vanpool Operations	1,053	1,260	19.7%
Support Activities	38,427	45,809	19.2%
Total Expenses	\$138,091	\$154,705	12.0%

Expenditures:

FY23 Budget vs FY24 Budget

\$154.7 MM Total Budget

FY23 Budget	FY24 Budget	\$ Change
\$138,100	\$154,700	\$16,600



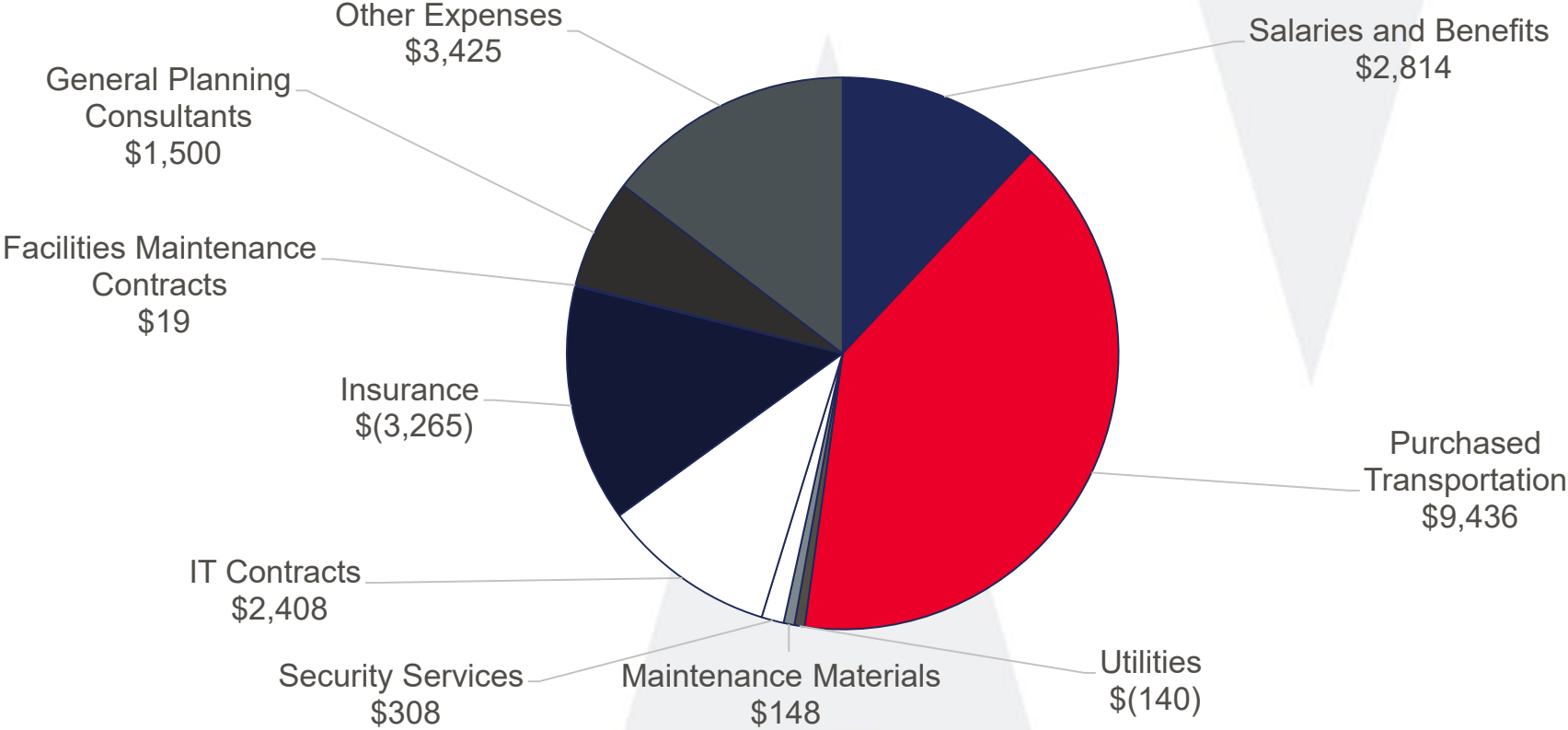
(All Amounts in \$000's)

Expenses:

FY23 Budget vs FY24 Budget

\$16.6 MM Increase

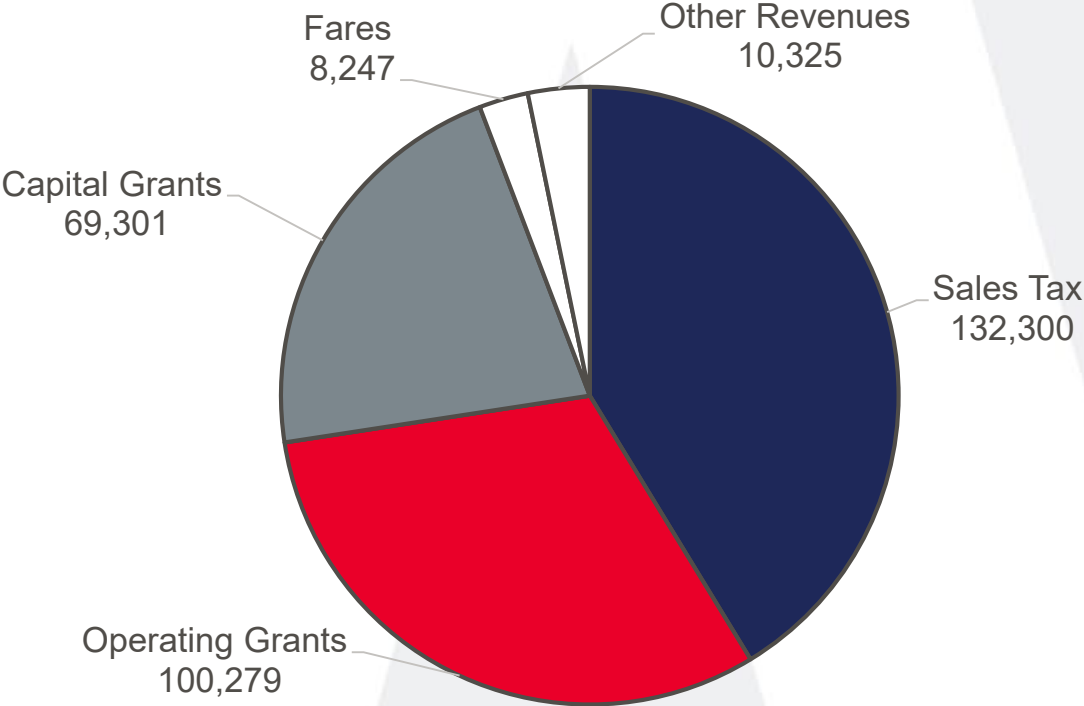
FY23 Budget	FY24 Budget	\$ Change
\$138,100	\$154,700	\$16,600



(All Amounts in \$000's)

Revenues: FY23 Budget vs FY24 Budget \$320.5 MM Total Budget

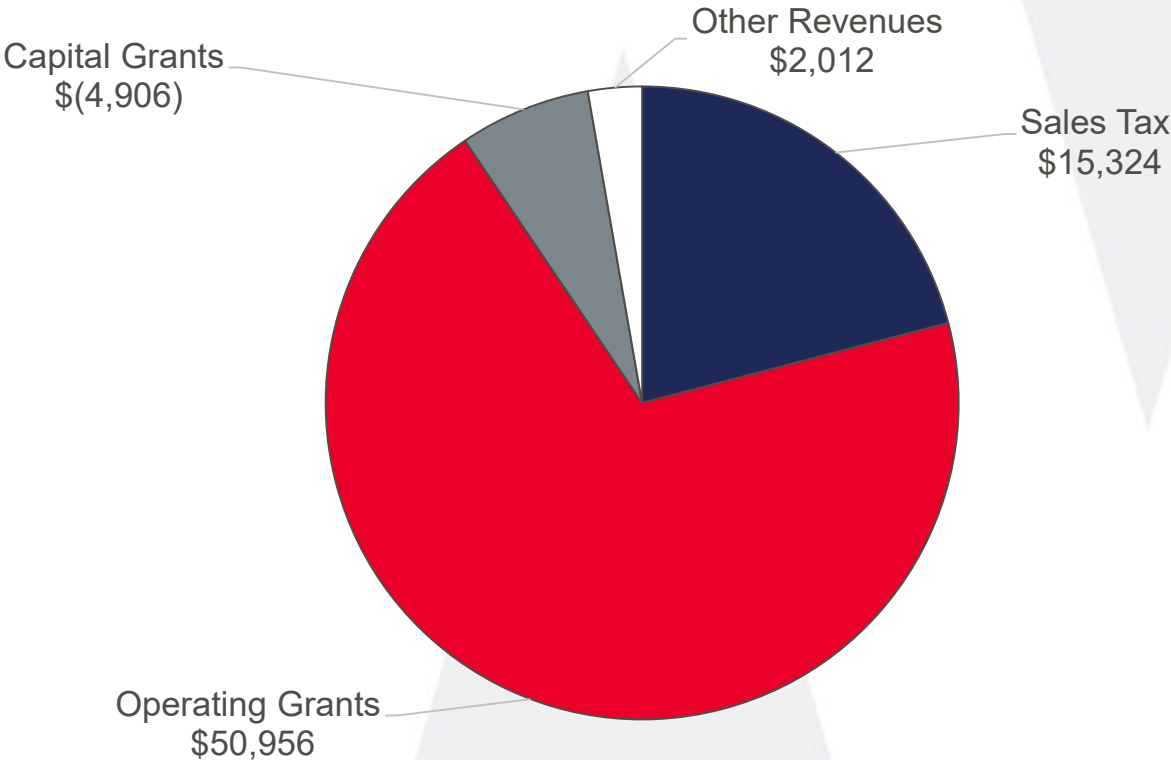
FY23 Budget	FY24 Budget	\$ Change
\$257,100	\$320,500	\$63,400



(All Amounts in \$000's)

Revenues: FY23 Budget vs FY24 Budget \$63.4 MM Increase

FY23 Budget	FY24 Budget	\$ Change
\$257,100	\$320,500	\$63,400



(All Amounts in \$000's)

FY24 Capital Expenditures Presented by Category

Project Name	FY 2024 Budget	% of Total Spend
TRE	\$19,054	14.5%
TEXRail	43,627	33.2%
Fixed Route Bus Service	30,298	23.0%
Revenue Vehicles - (Access and FWBS)	5,889	4.5%
IT	4,600	3.5%
State of Good Repair	13,355	10.2%
Facility Improvements	5,123	3.9%
Equipment Purchases	566	0.4%
Property Purchases	4,950	3.8%
Other	4,044	3.1%
Total	\$131,505	100%

FY24 Capital Expenditures

Detailed List

Project	Cost
TEXRail - Medical District Extension	\$31,940
10 Replacement Buses 35' CNG	12,103
Facilities State of Good Repair	11,805
TRE Capital Maintenance	8,000
TRE Trinity Lakes Station	7,962
Bus Camera System Replacement	6,730
TEXRail Capital Spares	5,622
Revenue Vehicles	5,430
Facilities Capital Improvement Programs	5,123
T&P Tavern Acquisition	4,950
Bus Stop Improvement Project	4,729
TEXRail Capital Facilities	3,848
Non-Revenue Vehicles	3,794
Bus Seat Upgrades	2,535
TRE Double Tracking Handley Ederville to Precint Line Rd.	2,354
Electric Bus Expansion and Infrastructure	1,883
Train Platform Validators	1,714

Project	Cost
HVAC Replacements at HRP, T&P, FWCS, and Pine St.	1,550
Server and Equipment Upgrades	1,422
IT Cybersecurity Projects	1,284
System Software Upgrades	1,089
High Intensity Bus Corridor	971
ERP Database Migrations	805
TRE Ticket Vending Machines Replacements	739
Equipment Purchases and Replacements	566
Trinity Metro GoPass App	563
TEXRail Automatic Passenger Counters	473
FW Bike Share Replacement	459
Modernize Underground Fuel Storage Tank Monitoring System	400
Bus Simulator	380
Miscellaneous Engineering and Construction	250
TEXRail Wi-Fi Router	30
Transit Signage Improvements and Solar Panels at Bus Stops	5
Total	\$131,505



(All Amounts in \$000's)

Cash Flow Projection

	FY21 Actual	FY22 Actual	FY23 Projection	FY24	FY25	FY26	FY27	FY28
Net Cash from Operations	64.5	21.7	45.0	94.4	21.3	27.1	17.1	26.4
<i>Capital Expenditures</i>								
Specified Expenditures	(31.9)	(24.4)	(54.8)	(131.5)	(120.0)	(114.9)	(51.3)	(13.5)
Capital Grants	35.3	20.8	24.2	69.3	70.4	47.6	27.7	5.5
Net Capital Expenditures	3.4	(3.6)	(30.6)	(62.2)	(49.6)	(67.4)	(23.6)	(8.0)
<i>Debt & Loan Repayments:</i>	(70.7)	-	-	-	-	-	-	-
Increase (Decrease) in Cash	(\$2.7)	\$18.1	\$14.4	\$32.2	(\$28.3)	(\$40.3)	(\$6.6)	\$18.4
Cash & Investments								
Beginning Balance	33.7	30.9	49.1	63.5	95.7	67.4	27.1	20.6
Ending Balance	\$30.9	\$49.1	\$63.5	\$95.7	\$67.4	\$27.1	\$20.6	\$38.9
Reserve Requirement	(\$8.1)	(\$8.6)	(\$10.7)	(\$11.0)	(\$11.9)	(\$12.4)	(\$12.9)	(\$13.4)
Residual Cash	\$22.8	\$40.4	\$52.8	\$84.7	\$55.5	\$14.7	\$7.7	\$25.5

Questions?

BOARD ACTION ITEM

Item Number: BA2023-41

Meeting Date: August 21, 2023

Item Title: Compressed Natural Gas Buses

BACKGROUND

Trinity Metro issued RFP 23-008 for the initial purchase of fifteen (15) Compressed Natural Gas buses, including options to additionally purchase up to sixty-five (65) 35' CNG buses, fifty (50) 30' CNG buses, and fifty (50) 40' CNG buses, related equipment and tools, over a term of five (5) years. The solicitation resulted in two (2) firms responding: Newflyer Inc. and Gillig LLC. The proposal documents received were evaluated against a matrix of requirements by an evaluation committee. The evaluations were based on Technical Specification Compliance, Experience and Competency of Contractor, Contractor Resource and Supply Support, Delivery Schedule, and Cost. Gillig LLC was rated the highest based on the evaluation criteria.

PROCUREMENT

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

DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION

No Disadvantaged Business Enterprise (DBE) was established due to the nature of this solicitation.

FINANCING

Funds will be available in Trinity Metro's FY2024 Capital Budget. Funds for future contract years will be considered in the respective proposed budgets.

RECOMMENDATION

The Trinity Metro Board of Directors authorizes the President & Chief Executive Officer to execute a contract for Compressed Natural Gas Buses with Gillig LLC in the amount of \$10,524,720.00 with a 15% contingency of \$1,578,708.00 for a total amount not to exceed of \$12,103,428.00.

STAFF DISPOSITION

Wayne Gensler

August 8, 2023

EXECUTIVE LEADER APPROVAL

DATE

DISPOSITION BY BOARD OF DIRECTORS

SECRETARY APPROVAL

DATE

BOARD ACTION ITEM

Item Number: BA2023-45

Meeting Date: August 21, 2023

Item Title: Extension of ILA for First/Last Mile Service in Alliance between Trinity Metro and Denton County Transportation Authority (DCTA)

BACKGROUND

On February 1, 2019, Trinity Metro's Board of Directors approved BA2019-30 for First/Last Mile service in the Alliance zone between Trinity Metro and Denton County Transportation Authority (DCTA). It is now time to seek approval to extend the Interlocal Agreement (ILA) for Fiscal Year 2024.

PROCUREMENT

The Trinity Metro Procurement Department has followed its procurement policies and procedures with this ILA extension and complies with all applicable Federal, State, and Trinity Metro procurement requirements.

DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION

No Disadvantaged Business Enterprise (DBE) was established due to the nature of this solicitation.

FINANCING

Funds are available in Trinity Metro's proposed FY2024 Operating Budget. Funds for future contract years will be considered in the respective proposed budgets.

RECOMMENDATION

The Trinity Metro Board of Directors authorizes the President & Chief Executive Officer to extend the Interlocal Agreement ILA078 for first/last mile service with Denton County Transportation Authority. The Agreement will extend the Alliance ZIPZONE first/last mile service for 12 months, beginning October 1, 2023 and will expire on September 30, 2024.

STAFF DISPOSITION

Wayne Gensler

August 8, 2023

EXECUTIVE LEADER APPROVAL



DATE

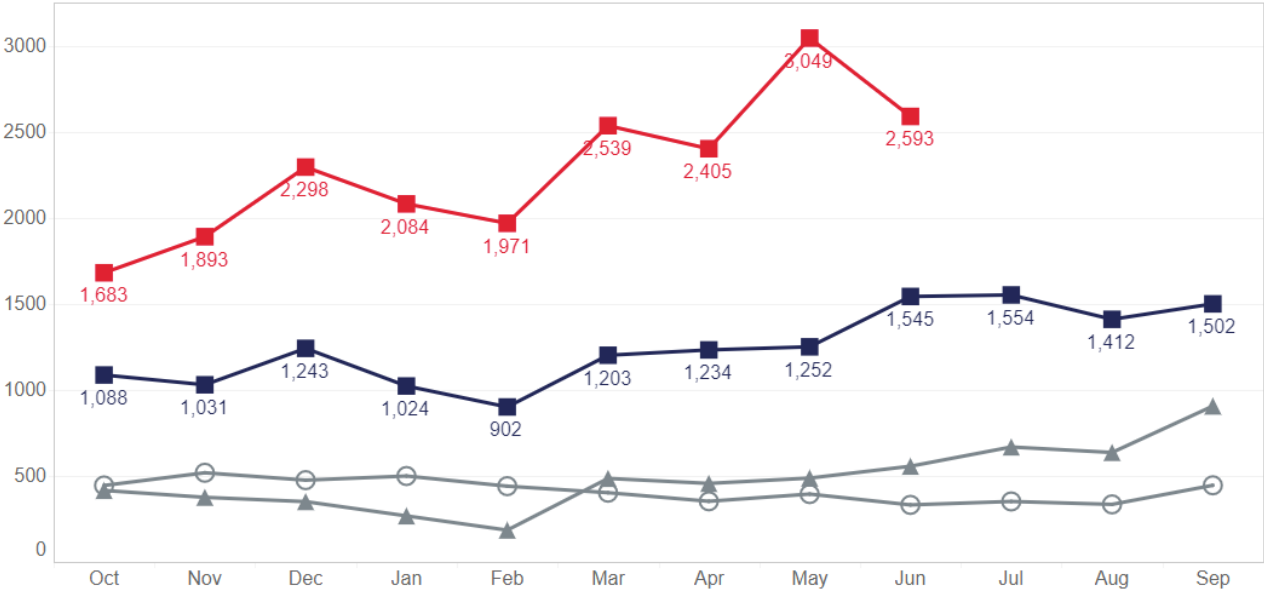
DISPOSITION BY BOARD OF DIRECTORS

SECRETARY APPROVAL

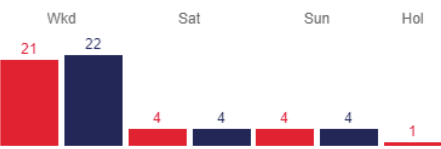
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ZIPZONE Monthly Ridership Alliance

zone  
 Alliance   



Number and Types of Days for June



FY2020 FY2021 FY2022 FY2023

Fiscal Year Ridership to Date

FY2020	3,864
FY2021	3,584
FY2022	10,522
FY2023	20,515



BOARD ACTION ITEM

Item Number: BA2023-52

Meeting Date: August 21, 2023

Item Title: Approval to Convert Two Trinity Railway Express (TRE) Bi-Level Coach Cars to Cab Cars and Overhaul Two Bi-level Coaches

BACKGROUND

Trinity Railway Express (TRE) is a commuter railroad jointly operated by Dallas Area Rapid Transit (DART) and Trinity Metro, and runs between Dallas, TX and Fort Worth, TX.

TRE's current fleet consists of 17 bi-level coaches and 8 bi-level cab cars. These bi-level cab cars were originally manufactured in 1977-1978 and purchased from GO Transit. The cab cars are essential to the operation of train service as the engineer operates the locomotive from these cars when the locomotive is in the trailing position on a train. The cab cars also provide onboard restrooms and seating for customers. There are currently not enough cab cars to operate the daily train schedule when a cab car must be taken out of service for maintenance. In these cases, Trinity Railway Express uses an additional locomotive which is inefficient and does not provide the seating capacity offered by a cab car. Therefore, two existing coach cars will be converted to cab cars.

Additionally, two bi-level coach cars will be overhauled to improve the customer experience and extend the useful life of these cars by ten years. These updated coach cars will allow provide the necessary fleet capacity to take other coaches offline for maintenance. The overhaul will consist of a general refurbishment of the vehicles, including the running gear (trucks, wheels, wheel bearings, and couplers), HVAC units, braking system, wiring, walls, flooring, interior lighting, paint and bodywork, and other work as required. The fabric seat cushions will be replaced with vinyl, consistent with an ongoing life cycle maintenance program.

In summary, approval of this contract will allow for the conversion of two bi-level coaches to cab cars and the overhaul of two bi-level coaches.

PROCUREMENT

Pursuant to Section 2.4 of the Second Restated Interlocal Cooperative Agreement between DART and Trinity Metro for the Operation and Development of the TRE, dated April 13, 2021, DART is acting as the procurement agency on behalf of Trinity Metro and the TRE for this contract.

FINANCING

Funding for this contract in the amount of \$6,999,260.00 is included in both the project budget and agencies financial plans and will be funded by equal contributions from Trinity Metro and DART in the amount of \$3,499,630.00.

RECOMMENDATION

The Trinity Metro Board of Directors authorizes the President & Chief Executive Officer to provide funding in the amount of \$3,499,630.00 and execute agreements with DART to convert two Trinity Railway Express (TRE) bi-level coach cars to cab cars and two overhaul two bi-level coach cars pursuant to the Second Restated Interlocal Cooperative Agreement between DART and Trinity Metro for the Operation and Development of the TRE, dated April 13, 2021.

STAFF DISPOSITION

Anthony Fuller

August 7, 2023

EXECUTIVE LEADER APPROVAL

DATE

DISPOSITION BY BOARD OF DIRECTORS

SECRETARY APPROVAL

DATE

BOARD ACTION ITEM

Item Number: BA2023-42

Meeting Date: August 21, 2023

Item Title: Fire Protection Services

BACKGROUND

In July of 2022, Trinity Metro entered into a contract with TDIndustries in an amount of \$1,148,531.00 for various services regarding the fire protection services of its facilities, including the maintenance and monitoring of the fire suppression system. The contract includes an option for the upgrade of the existing fire alarm system at 1600 E Lancaster and 1601 E El Paso, also known as the Herschel R. Payne Complex.

The current system is antiquated, and it is not easy to obtain parts. The new system will be non-proprietary, making obtaining parts easier and increasing the number of companies that can maintain it in the future.

PROCUREMENT

Trinity Metro's Procurement Department has followed procurement policy with the Request for Proposal and complies with all applicable Federal, State, and Trinity Metro procurement requirements.

DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION

No Disadvantaged Business Enterprise (DBE) was established due to the nature of this solicitation.

FINANCING

Funds are available in Trinity Metro's FY2023 Operating Budget. Funds for future contract years will be considered in the respective proposed budgets.

RECOMMENDATION

The Trinity Metro Board of Directors authorizes the President & Chief Executive Officer to execute a change order to the contract for Fire Protection Services with TDIndustries in the amount of \$1,156,030.00 plus the original amount of \$1,148,531.00 with a 15% contingency of \$345,684.15 for a total not to exceed the amount of \$2,650,245.15.

STAFF DISPOSITION

Wayne Gensler

August 8, 2023

EXECUTIVE LEADER APPROVAL

DATE

DISPOSITION BY BOARD OF DIRECTORS

SECRETARY APPROVAL

DATE

BOARD ACTION ITEM

Item Number: BA2023-43

Meeting Date: August 21, 2023

Item Title: Grant of Easement at 1001 and 1401 Jones Street

BACKGROUND

Trinity Metro entered into a contract with New Flyer to install an electric pantograph charger at Fort Worth Central Station. The charger will be installed at the existing DASH stop on the south side of Fort Worth Central Station. Installation of the charger requires an Oncor power line to be run to the property and a transformer to be placed on the property. The most cost-effective method to power the transformer at Fort Worth Central Station is via an easement along the east side of 1401 Jones Street. This requires Trinity Metro to grant two easements to Oncor:

- 396 square feet at 1001 Jones Street for the transformer
- 292 square feet at 1401 Jones Street for an underground utility easement

FINANCING

There is no cost associated with granting these easements.

RECOMMENDATION

The Trinity Metro Board of Directors authorizes the President & Chief Executive Officer to execute two easements in real estate located at 1001 and 1401 Jones Street.

STAFF DISPOSITION

Wayne Gensler

August 8, 2023

EXECUTIVE LEADER APPROVAL

DATE

DISPOSITION BY BOARD OF DIRECTORS

SECRETARY APPROVAL

DATE

BOARD ACTION ITEM

Item Number: BA2023-44

Meeting Date: August 21, 2023

Item Title: Easement Purchase at 1401 Jones Street

BACKGROUND

Trinity Metro entered into a contract with New Flyer to install an electric pantograph charger at Fort Worth Central Station. The charger will be installed at the existing DASH stop on the south side of Fort Worth Central Station. Installation of the charger requires an Oncor power line to be run to the property and a transformer to be placed on the property. The most cost-effective method to power the transformer at Fort Worth Central Station is via an easement along the east side of 1401 Jones Street. This requires the acquisition of two easements from the property owner, Ron Investments, Ltd., to Oncor and one easement from Ron Investments, Ltd., to Trinity Metro.

- 308 square feet to Oncor for a utility easement
- 4,904 square feet to Oncor for a utility easement
- 1,803 to Trinity Metro for an access easement

Trinity Metro obtained an easement appraisal from CBRE Valuation & Advisory Services. The fair market value of the easements was appraised at \$451,375.00. An offer was made to the property owner for this amount. The property owner accepted the offer. Closing costs are \$3,361.00.

FINANCING

Funds are available in Trinity Metro's FY2023 Capital Budget.

RECOMMENDATION

The Trinity Metro Board of Directors authorizes the President & Chief Executive Officer to execute closing documents and a contract with Ron Investments, Ltd. for the purchase of three easement interests in real estate located at 1401 Jones Street in the amount of \$451,375.00 plus \$3,361.00 for a total not to exceed amount of \$454,736.00.

STAFF DISPOSITION

Wayne Gensler

August 9, 2023

EXECUTIVE LEADER APPROVAL

DATE

DISPOSITION BY BOARD OF DIRECTORS

SECRETARY APPROVAL

DATE

BOARD ACTION ITEM

Item Number: BA2023-46

Meeting Date: August 21, 2023

Item Title: Wheelchair Accessible Cut-away Vehicles for Northeast Transportation Service (NETS)

BACKGROUND

Trinity Metro’s operations management team recommends acquiring Wheelchair Accessible Cut-away vehicles to replace Northeast Transportation Service (NETS) vehicles beyond their recommended useful life of 150,000 miles. The vehicles are due for replacement due to excessive mileage and difficulties getting replacement parts to maintain them. A Request for Proposal (23-T039) was advertised locally on Trinity Metro’s website to purchase eight (8) cut-away vans for NETS. Seven (7) are replacements, and one (1) is expansion.

The solicitation resulted in two firms responding, Creative Bus Sales and ABC Texas Bus Sales, Inc. (ABC Companies). The evaluation committee reviewed and scored the proposed documents against the requirements matrix. The evaluation criteria were Technical Specification Compliance, Experience and Competency of the Contractor, Contractor Resource and Supply Support, and Delivery Schedule and Cost. The ABC Companies proposal scored the highest, satisfied all requirements, and was found reasonable and satisfactory.

PROCUREMENT

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

DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION

No Disadvantaged Business Enterprise (DBE) was established due to the nature of this solicitation.

FINANCING

Funding for this project is in Northeast Transportation Service’s FY2023 Capital Budget and will be carried over to FY2024. The purchase of future spare parts will be considered in the agency’s future years operating budgets.

RECOMMENDATION

The Trinity Metro Board of Directors authorizes the President & Chief Executive Officer to execute a contract for eight (8) Wheelchair Accessible Cut-away Vehicles for Northeast Transportation Service (NETS) with ABC Companies in the amount of \$923,440.00 with a 10% contingency of \$92,344.00 for a total not to exceed the amount of \$1,015,784.00

STAFF DISPOSITION

Wayne Gensler

August 8, 2023

EXECUTIVE LEADER APPROVAL

DATE

DISPOSITION BY BOARD OF DIRECTORS

SECRETARY APPROVAL

DATE

BOARD ACTION ITEM

Item Number: BA2023-47

Meeting Date: August 21, 2023

Item Title: Interlocal Agreement with the Northeast Transportation Service Urban Transit District (NETSUTD)

BACKGROUND

Trinity Metro has partnered with the Northeast Transportation Service Urban Transit District (NETSUTD) to provide NETS service since 2003. The current Interlocal Agreement (ILA) between NETS and Trinity Metro will expire on September 30, 2023. The NETS Board of Directors expressed their interest in entering into a new five-year ILA with Trinity Metro to administer and provide NETS service effective October 1, 2023. The contract with the current NETS service provider, Catholic Charities Fort Worth, will expire on September 30, 2023. Trinity Metro competitively procured a NETS service provider beginning October 1, 2023 and that recommendation was presented in a separate Board Action today.

FINANCING

Funds are available in Trinity Metro's FY2024 Operating Budget. Funds for future contract years will be considered in the respective proposed budgets. Trinity Metro will recover administrative costs for managing the program and will be 100% reimbursed for the amount paid to the NETS service provider.

RECOMMENDATION

The Trinity Metro Board of Directors authorizes the President & Chief Executive Officer to execute an Interlocal Agreement with the Northeast Transportation Service Urban Transit District (NETSUTD) for the administration and provision of NETS demand-responsive transportation services for senior citizens and persons with disabilities in Northeast Tarrant County for a term of five years beginning October 1, 2023 and ending September 30, 2028.

STAFF DISPOSITION

Wayne Gensler

August 8, 2023

EXECUTIVE LEADER APPROVAL

DATE

DISPOSITION BY BOARD OF DIRECTORS

SECRETARY APPROVAL

DATE

BOARD ACTION ITEM

Item Number: BA2023-48

Meeting Date: August 21, 2023

Item Title: Northeast Transportation Service (NETS) Service Provider-Catholic Charities

BACKGROUND

Trinity Metro has partnered with the Northeast Transportation Service Urban Transit District (NETSUTD) to provide NETS service since 2012. One of the requirements of the Interlocal Agreement between NETSUTD and Trinity Metro is for Trinity Metro to competitively procure and enter into a contract with the NETS service provider. The contract with the current service provider, Catholic Charities Fort Worth, will expire on September 30, 2023.

In accordance with Trinity Metro's Procurement Policy, on June 28, 2023, a Request for Proposal (RFP 23-T044) for Northeast Transportation Services (NETS) Service Provider was issued and advertised on Trinity Metro's website and Bonfire Portal. Five firms responded to the RFP and complied with the requirements.

The responding firms included:

- Catholic Charities Fort Worth
- Irving Holdings
- Navarre Corporation
- Real-Time Transport Company
- Via Transportation Inc.

The evaluation committee reviewed and scored the proposed documents against a requirements matrix. The evaluation was based on the Qualifications/Experience/Knowledge and Capabilities of the Company, Methodology/Compliance/Service Plan, References, Financial Capability, and Cost. The Catholic Charities Fort Worth proposal provided the best response, scored the highest, satisfied all requirements, and was found reasonable and satisfactory.

PROCUREMENT

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

DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION

No Disadvantaged Business Enterprise (DBE) was established due to the nature of this solicitation.

FINANCING

Funds are available in Trinity Metro's FY2024 Operating Budget. Funds for future contract years will be considered in the respective proposed budgets.

RECOMMENDATION

The Trinity Metro Board of Directors authorizes the President & Chief Executive Officer to execute a contract with Catholic Charities Fort Worth for a term of three (3) years with two (2) one-year renewal

options for Northeast Transportation Service (NETS) service provision in the amount of \$9,170,000 with a 10% contingency of \$917,000 for a total not to exceed the amount of \$10,087,000.

STAFF DISPOSITION

Wayne Gensler

August 8, 2023

EXECUTIVE LEADER APPROVAL

DATE

DISPOSITION BY BOARD OF DIRECTORS

SECRETARY APPROVAL

DATE

BOARD ACTION ITEM

Item Number: BA2023-49

Meeting Date: August 21, 2023

Item Title: Public Transit Safety Consultant Services

BACKGROUND

As of July 2020, per the Federal Transit Administration requirement, most rail and bus transit providers in the U.S. must have a Public Transportation Agency Safety Plan (PTASP). This PTASP must follow the principles of the Safety Management System (SMS) and contain specific elements targeted at improving safety outcomes. As 49 CFR Part 673 requires, Trinity Metro has implemented our Public Transportation Agency Safety Plan for our bus operations and 49 CFR 270, System Safety Program Plan for our commuter rail. Each safety plan requires inspections, audits, hazard analysis, GAP analysis, project oversight, policy, procedures implementations, annual assessments, and federal regulatory reporting.

Hiring a third-party consultant to verify Trinity Metro's safety compliance is considered a best practice in improving overall safety performance and compliance. A consulting firm specializing in safety compliance providing strategic support to help Trinity Metro ensure safe and secure projects, systems, and operating environments in public transit and construction sectors to ensure our team that we are following all best practices required by the FTA and FRA. The recommended firm has certified staff knowledgeable in FTA, and FRA requirements and will be a valuable resource to both our rail and bus operations safety team. We plan to use the consulting firm to provide a baseline evaluation of our current safety plans (PTASP/SSPP/SMS) and provide recommendations to further improve our future safety action plans.

In accordance with Trinity Metro's Procurement Policy, on May 1, 2023, a Request for Proposal (RFP 23-T032) for Public Transit Safety Consultant Services was issued and advertised on Trinity Metro's website and Bonfire Portal. Five firms responded to the RFP and complied with the requirements.

The responding firms included:

- The Wathen Group
- IKJ Enterprises LLC
- DDM Consulting
- Hatch LTK
- Rizikon, Inc.

PROCUREMENT

The Trinity Metro Procurement Department has followed procurement policy with this request for proposal and complies with all applicable Federal, State, and Trinity Metro procurement requirements.

FINANCING

Funding for this project is in Trinity Metro's FY2024 budget.

RECOMMENDATION

The Trinity Metro Board of Directors authorizes the President & Chief Executive Officer to enter into a contract with The Wathen Group, LLC for safety consultant services for a one-year contract. The proposed agreement cost is \$326,850.00 with a 10% contingency of \$32,685.00 for a total not to exceed the amount of \$359,535.00.

STAFF DISPOSITION

Wayne Gensler

August 7, 2023

EXECUTIVE LEADER APPROVAL

DATE

DISPOSITION BY BOARD OF DIRECTORS

SECRETARY APPROVAL

DATE

BOARD ACTION ITEM

Item Number: BA2023-50

Meeting Date: August 21, 2023

Item Title: Interlocal Agreement with City of Forest Hill for Mobility On-Demand Services (ZIPZONE)

BACKGROUND

Over the last several months, Trinity Metro staff, along with the North Central Texas Council of Governments (NCTCOG), have been working the City of Forest Hill regarding the implementation of ZIPZONE service to address the lack of transportation options for their residents. Through the Transit Strategic Partnership Program administered by NCTCOG, local governments, public transportation providers, or nonprofit organizations can submit innovative transit project proposals for federal funding eligibility. The Regional Transportation Council (RTC) has approximately \$11.8 million in federal funds available to award eligible transit projects.

On July 11, 2023, Forest Hill City Council unanimously approved the implementation of Mobility On-Demand Services (ZIPZONE). The term of the Agreement will be for thirty-six (36) months with option years available to the City of Forest Hill if they wish to continue service. Service hours will operate Monday through Friday from 7:00 AM to 7:00 PM. Service boundaries would combine Forest Hill City limits with the Southeast ZIPZONE (including the Berry Expansion scheduled for late August 2023). The Southeast ZIPZONE expansion would allow Forest Hill residents access to the Trinity Metro's system network (fixed routes, TEXRail, TRE) for grocery purposes, higher education, entertainment, and improved quality of life. Trinity Metro anticipates ZIPZONE service in Forest Hill to begin in Fall 2023 once the Regional Transportation Council approves funding.

PROCUREMENT

Trinity Metro's Procurement Department has followed procurement policy with this ILA and is in compliance with all applicable Federal, State and Trinity Metro procurement requirements.

DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION

No Disadvantaged Business Enterprise (DBE) was established due to the nature of this solicitation.

FINANCING

Funds are available in Trinity Metro's proposed FY2024 Operating Budget. Funds for future contract years will be considered in the respective proposed budgets. In addition, grant funding is expected to come from the North Central Texas Council of Governments (NCTCOG), through the Transit Strategic Partnership Program. The total cost of the ZIPZONE service is \$575,102 for a term of thirty-six (36) months. Cost of the service will be federally funded by NCTCOG (80 percent) with a local match contribution (20 percent) from the City of Forest Hill. All Trinity Metro costs for this service will be reimbursed by NCTCOG and City of Forest Hill.

RECOMMENDATION

The Trinity Metro Board of Directors authorizes the President & Chief Executive Officer to enter into an Interlocal Agreement (ILA) with the City of Forest Hill for a term of thirty-six (36) months to establish a Mobility On-Demand Services (ZIPZONE).

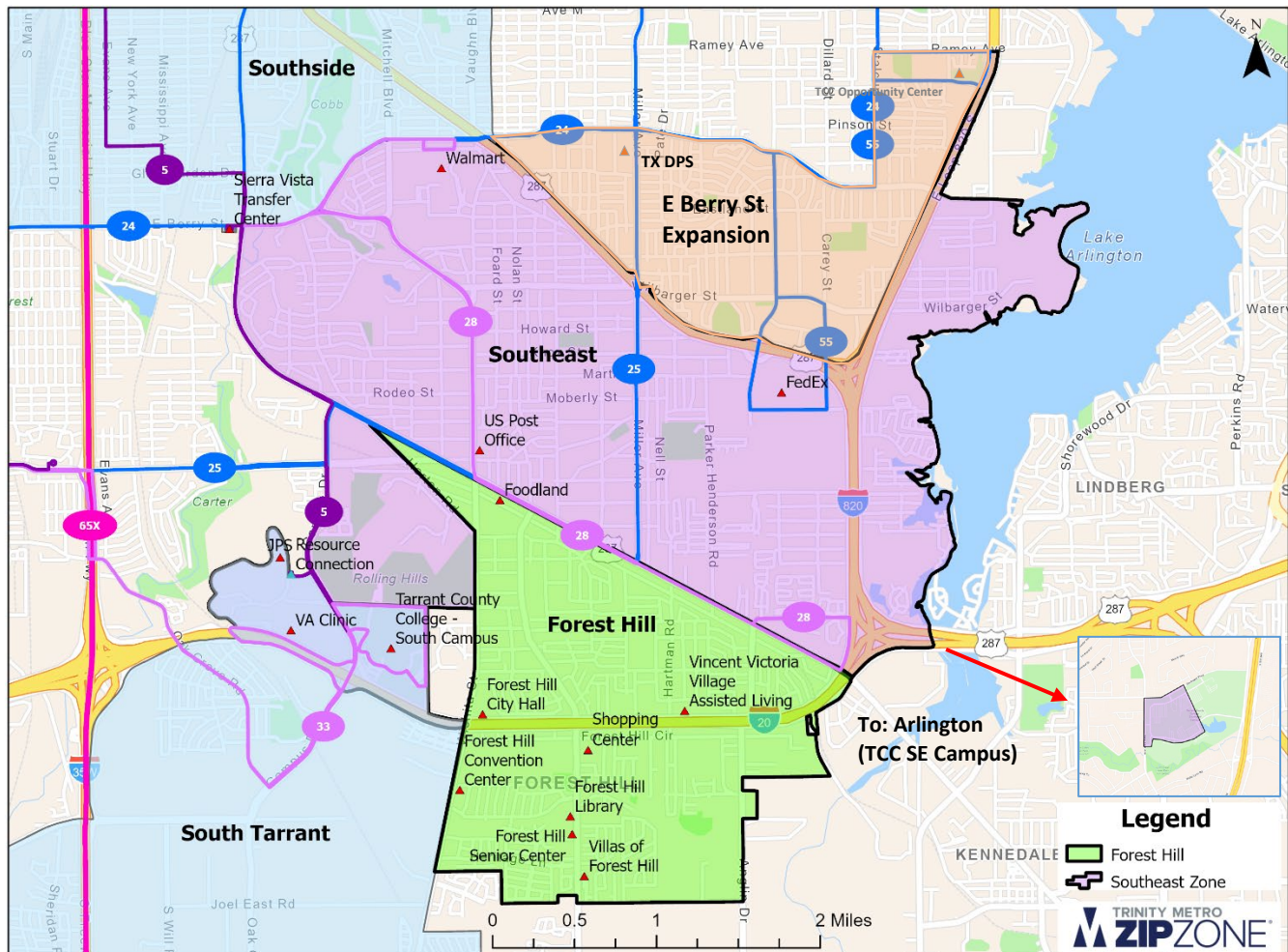
STAFF DISPOSITION

EXECUTIVE LEADER APPROVAL

DATE

DISPOSITION BY BOARD OF DIRECTORS

Southeast ZIPZONE – Forest Hill



BOARD ACTION ITEM

Item Number: BA2023-51

Meeting Date: August 21, 2023

Item Title: Approval of Contract Modification to the Regional Commuter Rail Operations and Maintenance Contract for Fencing along certain areas of the Dallas/Fort Worth (DFW) Subdivision for the Trinity Railway Express (TRE)

BACKGROUND

Trinity Railway Express (TRE) is a commuter railroad jointly operated by Dallas Area Rapid Transit (DART) and Trinity Metro, and runs between Dallas, TX and Fort Worth, TX.

TRE Inspections indicated that construction of six (6) miles of fencing and four (4) gates are needed along the TRE right-of-way. Approval of this contract modification will allow Herzog Transit Services, Inc. (HTSI), under the TRE Operations and Maintenance Contract, to provide the following:

- Improvement of cleanliness by blocking encampments which decrease the reliability of the rail system.
- Support of DART's ridership improvements by assisting unhoused individuals and reducing the potential for unintended accidents.
- Reduce pedestrians crossing the tracks and lessen the probability of pedestrian strikes.

The scope of work will consist of the construction of six (6) miles of fencing and four (4) gates along the TRE Right of Way. Fencing of about 1.5 miles will occur on the south side of the track from Market Center Mile post (MP) 641.66 to Lisa MP 641.99. In addition, on the North side from MP 641.66 to MP 642, there needs to be a 1/4 mile of fence. There is a 300 ft. gap in the fence at West Perkins MP 641 that needs to be constructed. At Inwood Bridge MP 640.39, there is some fencing leading up to the bridge where people have been observed walking from the freeway to the bridge.

About one (1) mile of fencing needs to be constructed at Noble Branch MP 639.49. Most of the train strikes happen at this location, which would require one (1) mile of fence installation. At E. Mockingbird MP 639.4, there is no fencing on either side of the track (north or south) on mainline (ML) -2, from W. Mockingbird to W.C. Junction. The area right next to the DGNO track, would require 500 ft. of fence and a gate. Finally, there is a half mile of high pedestrian traffic with unhoused individuals at Wildwood South MP 636.5, where the fencing would be recommended.

PROCUREMENT

Pursuant to Section 2.4 of the Second Restated Interlocal Cooperative Agreement between DART and Trinity Metro for the Operation and Development of the TRE, dated April 13, 2021, DART is acting as the procurement agency on behalf of Trinity Metro and the TRE for this contract.

FINANCING

Sufficient funding for this contract modification in the amount of \$1,005,000.00 is included and provided in the DART Ridership Improvement Funds for FY23, which was approved by DART on April 20, 2023. The scope of work for fencing along TRE in Dallas County cost will be funded 100% by DART.

RECOMMENDATION

The Trinity Metro Board of Directors authorize the President & Chief Executive Officer to approve any agreements necessary pursuant to Section 2.4 of the Second Restated Interlocal Cooperative Agreement dated April 13, 2021 to permit DART and its contractors to construct fencing and gates along a six (6) mile area of the Trinity Railway Express located in Dallas County.

STAFF DISPOSITION

Anthony Fuller

July 17, 2023

EXECUTIVE LEADER APPROVAL

DATE

DISPOSITION BY BOARD OF DIRECTORS

SECRETARY APPROVAL

DATE

BOARD ACTION ITEM

Item Number: BA2023-53

Meeting Date: August 21, 2023

Item Title: Approval of the Declaration of Surplus Property and Sale of Drainage Easement Area to the City of Irving Located at Rock Island Road and Story Road

BACKGROUND

On December 27, 1999, DART and Trinity Metro each acquired an undivided 50% interest in the Trinity Railway Express (TRE) railroad corridor from the cities of Dallas and Fort Worth, subject to existing easements previously conveyed by Chicago, Rock Island and Pacific Railroad Company (the prior owner of the TRE corridor) to the City of Irving. The City of Irving recently discovered that its existing drainage improvements located on the TRE corridor at Rock Island Road/Story Road exceed City of Irving's current easement area.

The property is jointly owned by DART and Trinity Metro. The City of Irving desires to acquire 10,479 square feet (0.2405 acres) of additional easement area at Rock Island Road/Story Road to accommodate the existing drainage improvements, which the City of Irving intends to further improve by deepening and bolstering the current culverts.

The enlargement of this easement has no impact on the operation or maintenance of the TRE. This item was approved by the TRE Advisory Committee on May 25, 2023, and the DART Board on July 11, 2023. The additional easement area will be sold to the City of Irving for fair market value, to be split evenly between DART and Trinity Metro.

PROCUREMENT

Pursuant to Section 2.4 of the Second Restated Interlocal Cooperative Agreement between DART and Trinity Metro for the Operation and Development of the TRE, dated April 13, 2021, DART is acting as the agent for this real estate transaction.

DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION

No Disadvantaged Business Enterprise (DBE) was established due to the nature of this solicitation.

FINANCING

An appraisal has been prepared by a Texas State Certified Real Estate Appraiser and reviewed by DART's Chief Appraiser, a Texas State Certified Real Estate Appraiser.

The drainage easement area will be sold to the City of Irving for fair market value, as determined by an appraisal obtained and reviewed by DART's Chief Appraiser, a Texas State Certified Real Estate Appraiser.

Section 452.054(d) of the State of Texas Transportation Code authorizes Trinity Metro to dispose of any rights of interest in real property which are not needed for the efficient operation and maintenance of the public transportation system.

Sale of this property will generate revenue. This revenue will be split evenly between DART and Trinity Metro pursuant to the Second Restated Interlocal Cooperative Agreement between DART and Trinity Metro for the Operation and Development of the TRE, dated April 13, 2021.

RECOMMENDATION

The Trinity Metro Board of Directors authorizes the President & Chief Executive Officer to declare Trinity Metro's interest in 10,749 square feet (0.2405 acre) in easement area on the TRE corridor at Rock Island Road/Story Road, Irving, Texas, surplus to Trinity Metro's operational needs; and take actions to execute such documents as shall be necessary to sell the drainage easement for fair market value (as determined by an appraisal) to the City of Irving.

STAFF DISPOSITION

Anthony Fuller

August 7, 2023

EXECUTIVE LEADER APPROVAL

DATE

DISPOSITION BY BOARD OF DIRECTORS

SECRETARY APPROVAL

DATE

BOARD ACTION ITEM

Item Number: BA2023-54

Meeting Date: August 21, 2023

Item Title: Approval of the Declaration of Surplus Property and Property Exchange with BKT Enterprises, LP Located at Halifax Spur in the City of Dallas

BACKGROUND

DART and Fort Worth Transportation Authority d/b/a Trinity Metro each own an undivided 50 percent interest in the Trinity Railway Express (TRE) railroad corridor pursuant to the Second Restated Interlocal Cooperative Agreement between DART and Trinity Metro for the Operation and Development of the TRE, dated April 13, 2021.

A parcel identified as "Tract 1" herein consists of 60,325 square feet (1.384 acres) and is located on the TRE corridor. It is jointly owned by DART and Trinity Metro. A parcel identified as "Tract 2" herein consists of 87,834 square feet (2.016 acres) is owned by BKT Enterprises, LP, a South Carolina limited partnership authorized to do business in the State of Texas. The parcels are identified in the attached Exhibit 1.

Tract 1 owned by TRE is no longer needed for the operation or maintenance of TRE's public transportation system. Tract 2 (owned by BKT Enterprises, LP) is an advantageous real estate acquisition for TRE's future public transportation activities.

This item was approved by the TRE Advisory Committee on May 25, 2013, and by the DART Board on July 11, 2023.

PROCUREMENT

Pursuant to Section 2.4 of the Second Restated Interlocal Cooperative Agreement between DART and Trinity Metro for the Operation and Development of the TRE, dated April 13, 2021, DART is acting as the agent on behalf of Trinity Metro and the TRE for this property sale and purchase.

DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION

No Disadvantaged Business Enterprise (DBE) was established due to the nature of this solicitation.

FINANCING

Approval of this item has no financial impact to Trinity Metro.

Appraisals of Tract 1 and Tract 2 have been prepared by a Texas State Certified Real Estate Appraiser and reviewed by DART's Chief Appraiser, a Texas State Certified Chief Appraiser.

Section 452.054 of the State of Texas Transportation Code grants DART and Trinity Metro, as regional transportation authorities, power to acquire real property and dispose of real property not needed for the efficient operation and maintenance of the public transportation system.

RECOMMENDATION

The Trinity Metro Board of Directors authorizes the President & Chief Executive Officer to enact the sale and purchase of property on Trinity Railway Express through DART as its agent, specifically the sale of Tract 1 and acquisition of Tract 2 (as identified in Exhibit 1) at no additional expense pursuant to the Second Restated Interlocal Cooperative Agreement between DART and Trinity Metro for the Operation and Development of the TRE, dated April 13, 2021.

STAFF DISPOSITION

Anthony Fuller

August 8, 2023

EXECUTIVE LEADER APPROVAL

DATE

DISPOSITION BY BOARD OF DIRECTORS

SECRETARY APPROVAL

DATE



Legend

 TRE Property to be Conveyed to BKT

 BKT Enterprises, LP

 TRE Corridor

Trinity Railway Expressway

Declaration of Surplus Property and Property
Exchange with BKT Enterprises, LP for a
Portion of the TRE Railroad Corridor Located
at Halifax Spur in the City of Dallas

320 640 1,280 1,920 2,560
Meters

