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
   a. DBE Update
      Sonya Harris
3. Commuter Rail
   Reed Lanham
4. Operations
   a. Mayor Boardingham, Forest Hill
   b. Alicia Walker, General Manager MATS
   Wayne Gensler
5. Marketing & Communications
   a. July Report
   b. EASYRIDE Update
      Nicole Adams
   c. Community Partnership Program
6. Community Engagement
   Detra Whitmore
7. Strategy, Planning & Development
   a. General Planning Consultant Update
      Chad Edwards
   b. September Service Changes
   c. DFWI Strategic Action Plan Update
      Andy Taft
8. Finance
   a. June Financials
   b. FY2024 Preliminary Operating and Capital Budgets
   Greg Jordan

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
3. BA2023-44 Easement Purchase at 1401 Jones Street
4. BA2023-46 Wheelchair Accessible Cut-away Vehicles for Northeast Transportation Service (NETS)
5. BA2023-47 Interlocal Agreement with the Northeast Transportation Service Urban Transit District (NETSUTD)
6. BA2023-48 Northeast Transportation Service (NETS) Service Provider-Catholic Charities Fort Worth
7. BA2023-49 Public Transit Safety Consultant Services
8. BA2023-50 Interlocal Agreement Forest Hill
9. BA2023-51 Approval of Contract Modification to the Regional Commuter Rail Operations and Maintenance Contract for Fencing along certain areas of DFW
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
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

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
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.
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 roadeo 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)

2023 Total Contracts Awarded
$28,051,008

- $16,923,927 (60.3%)
- $2,364,429 (8.5%)

Total Awarded Contracts
DBE Race Neutral Contracts
DBE Race Conscious Contracts

TRINITY METRO
DBE Utilization By Ethnic Group

2023 DBE UTILIZATION BY ETHNIC GROUP

- Hispanic Male: $6,618,576
- Black American Female: $400,000
- Black American Male: $300,000
- White/Female: $11,429,510
- Asian/Male: $540,267.50
Questions

- **DIVERSITY**
  - of people, perspectives

- **EQUITY**
  - in policy, practice & position

- **INCLUSION**
  - via power, voice & organizational culture

- **JUSTICE**
  - with equal rights & equitable opportunities
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
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
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

Media Coverage by Type

- PRINT
- WEB
- BROADCAST

MAY  JUNE  JULY

EARNED MEDIA RESULTS: MEDIA VALUE

<table>
<thead>
<tr>
<th>Type</th>
<th>Value</th>
<th>Impressions</th>
<th>Stories</th>
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<tr>
<td>MEDIA COST EQUIVALENT</td>
<td>$6,221,526</td>
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</table>

Q&A: One year in, Trinity Metro CEO wants to change the narrative around transit in Tarrant County

Trinity Metro TEXRail surpassed 2 million riders during Memorial Day weekend

Trinity Metro TEXRail had more than 2 million rides over the Memorial Day weekend, a milestone for the Fort Worth-based company, according to a news release.
### SHARED MEDIA RESULTS: ACCOUNT FOLLOWERS

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<thead>
<tr>
<th>Platform</th>
<th>Followers</th>
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<tbody>
<tr>
<td>Facebook</td>
<td>25,206 (+1,956)</td>
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<tr>
<td>Instagram</td>
<td>4,889 (+515)</td>
<td></td>
</tr>
<tr>
<td>Twitter</td>
<td>5,517 (+205)</td>
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</tr>
<tr>
<td>Nextdoor</td>
<td>312,105 (+4,346)</td>
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</table>

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

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<tr>
<th>Metric</th>
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<th>Change</th>
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<tr>
<td>Email Opens</td>
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<td>Email Open Rate</td>
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### OWNED MEDIA RESULTS: RIDETRINITYMETRO.ORG

**Most Visited Pages:**
- TEXRail schedules
- Homepage
- Bus routes and schedules
- Tickets
- Trip Planner

**Website Users:** 69,072

### Website Traffic

- **Visitors:**
  - May: 50,000
  - June: 100,000
  - July: 150,000
  - New Visitors: 77%
  - Returning Visitors: 23%

- **Pageviews:**
  - May: 200,000
  - June: 150,000
  - July: 100,000

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**Subscribers & Subscriptions:**
- May: 205,000
- June: 220,000
- July: 215,000
- May: 29,500
- June: 30,000
- July: 31,000

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**Website Users:** 69,072

- **NEW VISITORS:** 77%
- **RETURNING VISITORS:** 23%
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**

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<td>LOCAL SEVEN-DAY</td>
<td>137 (+122)</td>
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<tr>
<td>LOCAL MONTHLY</td>
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June 2023: Beautiful Feet Ministries
DFW Airport Parking
July 2023: U and I Spread the Light

**TCC RIDES**

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<th>June 2023</th>
<th>July 2023</th>
<th>August 2023</th>
<th>September 2023</th>
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**CITY OF FORT WORTH RIDES**

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<tr>
<td>JULY</td>
<td>888</td>
<td>1,190</td>
<td>1,213</td>
<td>1,713</td>
<td>1,793</td>
<td>1,732</td>
<td>1,709</td>
<td>1,530</td>
<td></td>
</tr>
</tbody>
</table>
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
EASYRIDE OVERVIEW

97 Companies

May: 94
June: 96
July: 97

Total Partners

TRINITY METRO®
Total EASYRIDE ticket revenue

May: $29,745
June: $86,822
July: $43,677

Total Sales

TRINITY METRO®
EASYRIDE OVERVIEW

Total EASYRIDE ticket sales

- May: 6,352
- June: 11,805
- July: 4,932

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

FY2023 – FY2024

<table>
<thead>
<tr>
<th>Month</th>
<th>Activity to complete - Program</th>
<th>Activity to complete - Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>July</td>
<td>Develop materials</td>
<td>Recruit committee</td>
</tr>
<tr>
<td>August</td>
<td>Proof and refine materials</td>
<td>Host committee kick-off meeting</td>
</tr>
<tr>
<td></td>
<td>Produce materials</td>
<td>Elect committee officers</td>
</tr>
<tr>
<td></td>
<td>Present information item to the Board</td>
<td></td>
</tr>
<tr>
<td>September</td>
<td>Distribute materials to agencies/prospects</td>
<td>Develop a list of agencies/prospects</td>
</tr>
<tr>
<td></td>
<td>Announce the program publicly</td>
<td></td>
</tr>
<tr>
<td>Sept.-Dec.</td>
<td>FWHCC Pilot Period</td>
<td></td>
</tr>
<tr>
<td>October</td>
<td>Open the first application period</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Application period</td>
<td>Collect applications</td>
</tr>
<tr>
<td>November</td>
<td>Review applications</td>
<td>Confirm partners by each quarter</td>
</tr>
<tr>
<td></td>
<td>Meet with partner agencies</td>
<td></td>
</tr>
<tr>
<td>December</td>
<td>Produce materials</td>
<td></td>
</tr>
<tr>
<td>January</td>
<td>Launch Q2 partner</td>
<td></td>
</tr>
</tbody>
</table>
Questions?
Community Engagement
August 2023

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

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

Complaints and Commendations Chart

FY22 vs FY23

Oct Nov Dec Jan Feb March April May June July Aug Sept

FY22: 10 5 12 26 34 18 14 15 11 12 6 10
FY23: 3 9 16 19 13 18 13 12 21 13

Invalid Complaints
Valid Complaints
FY22 Valid Complaints
FY2023 Goal 134  25% ↑

Bus Stops Adopted

<table>
<thead>
<tr>
<th>FY</th>
<th>Bus Stops Adopted</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY2017</td>
<td>13</td>
</tr>
<tr>
<td>FY2018</td>
<td>19</td>
</tr>
<tr>
<td>FY2019</td>
<td>24</td>
</tr>
<tr>
<td>FY2020</td>
<td>108</td>
</tr>
<tr>
<td>FY2021</td>
<td>70</td>
</tr>
<tr>
<td>FY2022</td>
<td>107</td>
</tr>
<tr>
<td>FY2023</td>
<td>94</td>
</tr>
</tbody>
</table>

+15
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

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.

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

Traveled Trained 92 new riders on Trinity Metro Services.
Upcoming Events

September 15-October 15

HISPANIC HERITAGE MONTH

More Details to Come
Fireside Chat
October 4, 2023
11:00-12:30 noon
FWCS
Diversity and inclusion are essential to a strong workforce. A diverse workforce brings a variety of perspectives, increased creativity, innovation, and problem-solving. In addition, a diverse workforce can help to improve customer service by providing a better understanding of diverse customer needs.

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 opportunities for professional development. By taking steps to create a more diverse and inclusive workplace, businesses can reap the many benefits that come from having a stronger workforce.

**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
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.

<table>
<thead>
<tr>
<th>Task Order</th>
<th>Description</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>TO1 – Program Management</td>
<td>This task covers meetings, invoices, and scope development.</td>
<td>• Continued oversight</td>
</tr>
<tr>
<td>TO3 – Transit Value Proposition</td>
<td>This task will outline the value of transit in Fort Worth and provide materials that can be shared with others during meetings.</td>
<td>• Progress Meeting held on Aug. 2 • Analysis &amp; 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</td>
</tr>
<tr>
<td>TO4 – ABC Review</td>
<td>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.</td>
<td>• Final technical memo being prepared</td>
</tr>
</tbody>
</table>
| TO5 – TRE Double Tracking | Prepare 30% design for 2 miles of TRE track as outlined in the NCTCOG’s BUILD Grant. | • 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 | • No tasks assigned yet |
| TO8 – Grant Writing Support | Support of grant writing and applications | • 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 | • 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 | • 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 | • 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 | • 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 | • 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 | • 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 | • 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 | • 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
**(Unaudited)**

### 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

**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)*

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

<table>
<thead>
<tr>
<th>FY2024 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fare Revenue</td>
</tr>
<tr>
<td>$ 8,247</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Other Revenue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sales Tax</td>
</tr>
<tr>
<td>Investment</td>
</tr>
<tr>
<td>Advertising</td>
</tr>
<tr>
<td>Operating Grants</td>
</tr>
<tr>
<td>Capital Grants</td>
</tr>
<tr>
<td>Contributions from Partners</td>
</tr>
<tr>
<td>Miscellaneous</td>
</tr>
<tr>
<td>Rental Income</td>
</tr>
<tr>
<td>FWBS</td>
</tr>
<tr>
<td><strong>Total Other Revenue</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Total Revenue</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>320,451</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Operating Expense</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries and Benefits</td>
</tr>
<tr>
<td>Purchased Transportation</td>
</tr>
<tr>
<td>Utilities</td>
</tr>
<tr>
<td>Maintenance Materials</td>
</tr>
<tr>
<td>Security Services</td>
</tr>
<tr>
<td>IT Contracts</td>
</tr>
<tr>
<td>Insurance</td>
</tr>
<tr>
<td>Facilities Maintenance Contracts</td>
</tr>
<tr>
<td>General Planning Consultants</td>
</tr>
<tr>
<td>Other Expenses</td>
</tr>
<tr>
<td><strong>Total Operating Expense</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Net Available for Capital Expenditures and Reserves</th>
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<tbody>
<tr>
<td>$ 165,746</td>
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<table>
<thead>
<tr>
<th>Non-Cash Depreciation</th>
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<tbody>
<tr>
<td>$ 48,410</td>
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</table>
## Fiscal 2024 Capital Expenditures
*(in 000’s)*

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

<table>
<thead>
<tr>
<th>City</th>
<th>FY23 Budget</th>
<th>FY24 Proposed</th>
<th>%Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fort Worth</td>
<td>102,792</td>
<td>119,199</td>
<td>16.0%</td>
</tr>
<tr>
<td>Grapevine</td>
<td>12,184</td>
<td>13,390</td>
<td>7.4%</td>
</tr>
<tr>
<td>Grapevine Obligation</td>
<td>-</td>
<td>(2,389)</td>
<td></td>
</tr>
<tr>
<td>North Richland Hills</td>
<td>2,000</td>
<td>2,100</td>
<td>5.0%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>116,976</strong></td>
<td><strong>132,300</strong></td>
<td><strong>12.8%</strong></td>
</tr>
</tbody>
</table>

(All Amounts in $000’s)
## Budget Summary

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

## Revenues

<table>
<thead>
<tr>
<th></th>
<th>FY23 Budget</th>
<th>FY24 Proposed Budget</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Revenue</td>
<td>$257,065</td>
<td>$320,451</td>
<td>24.6%</td>
</tr>
</tbody>
</table>

## Expenditures

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

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

(All Amounts in $000's)
Expenditures: FY23 Budget vs FY24 Budget
$154.7 MM Total Budget

<table>
<thead>
<tr>
<th></th>
<th>FY23 Budget</th>
<th>FY24 Budget</th>
<th>$ Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>ZIPZONE Operations</td>
<td>$6,787</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TRE Operations</td>
<td>$17,305</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TEXRail Operations</td>
<td>$31,460</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ACCESS Operations</td>
<td>$12,947</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NETS/TCTS Operations</td>
<td>$1,762</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vanpool Operations</td>
<td>$1,260</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FWBS Operations</td>
<td>$835</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Support Activities</td>
<td>$45,809</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fixed Route Operations</td>
<td>$36,539</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total Budget: $154,700

(All Amounts in $000’s)
Expenses:
FY23 Budget vs FY24 Budget
$16.6 MM Increase

<table>
<thead>
<tr>
<th>FY23 Budget</th>
<th>FY24 Budget</th>
<th>$ Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>$138,100</td>
<td>$154,700</td>
<td>$16,600</td>
</tr>
</tbody>
</table>

- Salaries and Benefits: $2,814
- Purchased Transportation: $9,436
- Utilities: $(140)
- Maintenance Materials: $148
- Security Services: $308
- IT Contracts: $2,408
- General Planning Consultants: $1,500
- Facilities Maintenance Contracts: $19
- Other Expenses: $3,425

(All Amounts in $000's)
Revenues:
FY23 Budget vs FY24 Budget
$320.5 MM Total Budget

<table>
<thead>
<tr>
<th></th>
<th>FY23 Budget</th>
<th>FY24 Budget</th>
<th>$ Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sales Tax</td>
<td>$257,100</td>
<td>$320,500</td>
<td>$63,400</td>
</tr>
<tr>
<td>Operating Grants</td>
<td></td>
<td>$100,279</td>
<td></td>
</tr>
<tr>
<td>Capital Grants</td>
<td></td>
<td>$69,301</td>
<td></td>
</tr>
<tr>
<td>Fares</td>
<td>$132,300</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Revenues</td>
<td></td>
<td>$10,325</td>
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</table>

(All Amounts in $000's)
Revenues:
FY23 Budget vs FY24 Budget
$63.4 MM Increase

<table>
<thead>
<tr>
<th></th>
<th>FY23 Budget</th>
<th>FY24 Budget</th>
<th>$ Change</th>
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</thead>
<tbody>
<tr>
<td>Capital Grants</td>
<td>$(4,906)</td>
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</tr>
<tr>
<td>Operating Grants</td>
<td>$50,956</td>
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<td></td>
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<tr>
<td>Other Revenues</td>
<td>$2,012</td>
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<td></td>
</tr>
<tr>
<td>Sales Tax</td>
<td>$15,324</td>
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<td></td>
</tr>
<tr>
<td><strong>Total (All Amounts in $000's)</strong></td>
<td><strong>$257,100</strong></td>
<td><strong>$320,500</strong></td>
<td><strong>$63,400</strong></td>
</tr>
</tbody>
</table>
## FY24 Capital Expenditures

Presented by Category

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

(All Amounts in $000’s)
## FY24 Capital Expenditures
### Detailed List

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

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

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

(All Amounts in $000’s)
Questions?
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

DISPOSITION BY BOARD OF DIRECTORS

SECRETARY APPROVAL
DATE
BOARD ACTION ITEM

Item Number: BA2023-45  
Item Title: Extension of ILA for First/Last Mile Service in Alliance between Trinity Metro and Denton County Transportation Authority (DCTA)

Meeting Date: August 21, 2023

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  
DATE
ZIPZONE Monthly Ridership
Alliance

Number and Types of Days for June

Wkd  Sat  Sun  Hol
FY2020  FY2021  FY2022  FY2023

Fiscal Year Ridership to Date
FY2020  3,864
FY2021  3,584
FY2022  10,522
FY2023  20,515
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.
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
Item Title: Grant of Easement at 1001 and 1401 Jones Street

Meeting Date: August 21, 2023

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
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

EXECUTIVE LEADER APPROVAL

August 8, 2023

DATE

DISPOSITION BY BOARD OF DIRECTORS

SECRETARY APPROVAL

DATE
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 oversite, 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/SSP/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
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).
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.
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
TRE Property to be Conveyed to BKT

BKT Enterprises, LP

TRE Corridor

Legend

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