

# BOARD OF DIRECTORS MEETING AGENDA

TUESDAY, JANUARY 16, 2024, 3:00 P.M.

801 GROVE STREET  
Fort Worth, Texas 76102

## CALL TO ORDER

## PLEDGE OF ALLEGIANCE

## CITIZEN COMMENTS

## MEETING MINUTES

1. Approval of November 20, 2023 Board Meeting Minutes

## INFORMATION ITEM & REPORTS

- |   |                  |
|---|------------------|
| 1. Agency Update FY2023 Performance & FY2024 Goals      | Richard Andreski |
| 2. Regional Transportation Council – December 14, 2023  | Jeff Davis       |
| 3. Commuter Rail  | Reed Lanham      |
| a. Long Term Parking                                    |                  |
| b. TEXRail & TRE Ridership & On-Time Performance Update |                  |
| 4. Operations   |                  |
| a. Update on Route 25 Ridership/Safety Results          | Wayne Gensler    |
| 5. Marketing & Communications                           | Melissa Chrisman |
| a. Fare Free Fortieth                                   |                  |
| 6. Community Engagement                                 | Detra Whitmore   |
| a. Customer Call Stats Update                           |                  |
| 7. Strategy, Planning & Development                     | Chad Edwards     |
| a. General Planning Consultant Update                   |                  |
| b. 2026 World Cup Update                                |                  |
| 8. Finance  | Greg Jordan      |
| a. November Financials                                  |                  |

## RESOLUTION

- |             |  |                |
|-------------|--|----------------|
| 1. R2024-02 | Trinity Metro (FWTA) Investment Policy | Gregory Dickey |
|-------------|--|----------------|

## ACTION ITEMS

- |              |  |                  |
|--------------|--|------------------|
| 1. BA2024-07 | Enterprise Resource Planning (ERP) Managed Services Contract Extension | Bruce Lewis      |
| 2. BA2024-10 | Fort Worth Bike Sharing System Renewal and Expansion                   | Kelli Shields    |
| 3. BA2024-12 | Customer Relationship Management System                                | Melissa Chrisman |

## CONSENT ACTION ITEMS

- |              |                                 |               |
|--------------|---------------------------------|---------------|
| 1. BA2024-11 | 2024 Employee Benefits Programs | Kelli Shields |
|--------------|---------------------------------|---------------|

## PRESIDENT'S REPORT

## CHAIR'S REPORT

## OTHER BUSINESS

## **EXECUTIVE SESSION**

### **INFORMATION ITEM & REPORTS**

- |                              |              |
|------------------------------|--------------|
| 1. City of Blue Mound Update | Chad Edwards |
|------------------------------|--------------|

### **ACTION ITEMS**

- |              |   |               |
|--------------|---|---------------|
| 1. BA2024-08 | T&P Station W. Vickery Blvd. Transit-Oriented Development | Chad Edwards  |
| 2. BA2024-09 | Fiscal Year 2024 Executive Incentive Program              | Rich Andreski |

*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.*

### **ACTION TAKEN ON ITEMS IN EXECUTIVE SESSION**

### **ADJOURN**



## BOARD OF DIRECTORS MEETING MINUTES

MONDAY, NOVEMBER 20, 2023

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### ATTENDEES:

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

**Board Members Absent:** Teresa Ayala, Michael Crain, Paul Slechta

**Executive Leadership Team:** Richard Andreski, Christine Black, Chad Edwards, Wayne Gensler, Greg Jordan, Reed Lanham, Bruce Lewis, Detra Whitmore

**Executive Leadership Team Absent:** Melissa Chrisman, Kelli Shields

**Board Attorney:** Albon Head

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### CALL TO ORDER

With a quorum of the Board of Directors present Chairman Davis called the Board of Directors meeting to order at 3:01 pm at 801 Grove Street, Fort Worth, Texas 76102.

### PLEDGE OF ALLEGIANCE

### CITIZEN COMMENTS

There were no citizen comments.

### EMPLOYEE RECOGNITION

1. 40<sup>TH</sup> Anniversary Celebration Recognition – Trinity Metro happily recognized our employees Freddie Buckley (48), Deanna Hughes (44), Carla Forman (42) and Rosalind Miller (40) for their years of service.
2. The Executive Team recognized Debbie Taylor, 8 year bus operator on Route 15 for her quick thinking, action and communication at our North Side station where she assisted a 4 year old little girl who got separated from her family on the departing train. Ms. Taylor comforted and stayed with the girl until she was safely reunited with her family.

### MEETING MINUTES

Motion: Nick Genua made a motion to approve the October 16, 2023 Board of Director Meeting Minutes as submitted. Chris Nettles seconded. Motion passed unanimously.

### INFORMATION ITEMS & REPORTS

1. Regional Transportation Council (RTC) – Jeff Davis provided the report on the November 9, 2023 RTC Meeting. There was discussion at the meeting about the Active Transportation Plan and the possibility of adding options to include bike share which was well supported by the organization. TxDOT headquarters staff mentioned a possible change to the funding allocation practices which could detrimentally affect funding for public transit programs. RTC made some strong fundamental notes on why that would not be a wise recommendation.
2. Board of Directors Meeting Schedule for 2024 – Rich Andreski discussed.
3. Commuter Rail – Reed Lanham provided the Board with a brief update on long term parking and the On-Time Performance Report. TEXRail and TRE continued to see ridership increases.

4. Human Resources – Employee Engagement Survey Results were presented at a high level by Rich Andreski. By in large employees had a very favorable review of our ability to individually contribute to the company's success, strong relationships, employees are proud of our brand, reputation and DEI culture. We celebrate our strengths by acknowledging double-digit improvements over prior years while recognizing key opportunities for improvement. We plan to continue to develop a roadmap to enhance collaboration and top-down communication, provide training for individual growth and development and build trust and confidence in the leadership team.
5. Operations – Wayne Gensler advised the Board that the launch of the new ZIPZONE service for the City of Forest Hill began November 1. Mayor Boardingham and others are very excited. This service expansion provides new connections for the residents to multiple areas of interest such as two Tarrant County College campuses, the Sierra Vista Transfer Center which allows connections to several other Trinity Metro services, Fort Worth VA Clinic, Resource Connection of Tarrant County and the Walmart Super Center. Gensler also noted the upcoming review and consideration for microtransit and paratransit RFP's for a commingling solution which will enhance sharing resources across multiple demand response services. These commingling solution services will provide our customers and Trinity Metro with efficiency gains, cost savings, software solutions, trip optimization and many other benefits.
6. Marketing & Communications – Nicole Adams presented an update on our EASYRIDE Partner Program. Adams noted that for the City of Fort Worth and the month of October we had 2,178 rides which is the largest number of rides seen since the beginning of the program. Additionally, Tarrant County College rides at 6,137 is the highest since 2020. Our pilot program with DFW has come to an end but we are pleased to announce that with great customer feedback it will now become a permanent program that assists with the DFW employee parking issues while increasing our ridership.
7. Community Engagement – Detra Whitmore recognized a few who assisted in the preparation of the Customer Service and Community Engagement Plan, Karee Satterwhite Kiosk Customer Care Representative, Tamika Grant Customer Relations Manager and Fairy Bright Quality Review Manager, then presented the plans. Board Member Robertson mentioned possibly working with Tarrant County College to obtain volunteers to enhance our full-time Envoys. Whitmore also provided an update on our Vanpool Program and survey results which are extremely positive. She noted that Trinity Metro is working with Marine Toys for Tots for this year's Christmas donation organization.
8. Strategy, Planning & Development – Chad Edwards mentioned the General Planning Consultant (GPC) project updates were provided in their board packet and highlighted a few items. Edwards noted upcoming public meetings scheduled, one focused on a better connection regarding a few potential service updates and the other is focused on the Trinity Lakes Station track improvements and a future double tracking on TRE. Edwards pointed out our October Ridership which is at 104% recovered compared to Feb. 2020.
9. Finance – Greg Jordan presented the September financials.

## **RESOLUTION**

1. R2024-01 Electric Service Provider

Motion: Nick Genua motioned to approve the above resolution as submitted. Ben Robertson seconded. Motion passed by unanimous vote.

## **ACTION ITEMS**

1. BA2024-04 Transit Initiative Communications & Public Relations Firm

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

2. BA2024-05 Metro Area Transit System Appointment of MATS Directors

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

3. BA2024-06 Public Transit Agency Safety Plan Annual Review & New Bipartisan Infrastructure Law Requirement Change Approval

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

**CONSENT ACTION ITEMS**

1. BA2024-03 Floor Cleaning Services

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

**PRESIDENT'S REPORT**

President and CEO Richard Andreski started off his remarks by mentioning our 4<sup>th</sup> Annual Bus Stop Clean-up Day where we had over 200 volunteers and collected 143 bags of trash. He thanked our six (6) partners, the participants for not only helping but also bringing jars of peanut butter to benefit the Tarrant Area Food Bank and Detra Whitmore and her team for coordinating. November was a big month where we kicked off our 40<sup>th</sup> Anniversary Celebration with stakeholders, customers and employees. He offered a special thanks to Mayor Parker and Chairman Jeff Davis for their remarks as well as thanking the over 100 local business and community leaders and sponsors who attended the event. Additionally, we held our "No Fare November" campaign where we saw record ridership on all services exceeding 24,000 daily. The exceptional execution of these as well as our bus seat campaign, onboard cleanliness, reliable service and on-time performance continues to strengthen public support, customer satisfaction and record ridership. Andreski mentioned a special note of thanks to Jesus Franco, Raymond Medina, Justin Matchett, Roberto Hernandez, Gary Morrow, Eddie Alvarez, Joel Bargas, and Manuel Lopez Loya for decorating Molly the Trolley, our Fort Worth Bike Share team who pedaled their way along the route and all of our walking volunteers for participating in the Parade of Lights Festival. He ended by recognizing Bill Lambert, Director of Maintenance for his 32 years of service and wished him well in his next endeavors.

**CHAIR'S REPORT**

Chairman Davis started his report by encouraging the board to participate in at least one transportation conference per year to promote networking and learn how other agencies are addressing some of the same similar circumstances and issues as Trinity Metro. He noted how other agencies are using videos to showcase and tell a story that resonates with others. These videos provide a visual benefit of public transit and promote new ideas. Davis recognized Horton-Williams for presenting at the Impact Conference Meeting in Arizona on Orphan Roads.

**OTHER BUSINESS**

No other business was discussed.

**EXECUTIVE SESSION**

At 5:10pm the members, Chad Edwards, Rich Andreski and Christine Black exited for an Executive Session to discuss the update on the T&P Development. Everyone returned to the regular session at 5:39pm.

**ADJOURN**

Meeting adjourned at 5:40pm.

# Agency Update

*FY2023 Performance & FY2024 Goals*

January 16, 2024



# Principal Strategic Objectives

1. Increase support for transit
2. Educate the community about the benefits of Trinity Metro's services
3. Provide an outstanding customer experience
4. Maintain a positive organizational culture



# Back to Basics

- Employee engagement & wellness
- Training & development
- Safety culture
- Customer experience
- New QA/QC program for rail





# Building Relationships

- Met with 130+ elected officials, CEOs, community leaders
- Active in 10+ boards & steering groups
- Reestablished confidence with city, meet regularly with city leaders (mayor, council, senior staff)

# Laying the Groundwork

- Strategic initiative to grow and improve Trinity Metro began in 2023
  - Economic impact study (complete)
  - Market research (underway)
  - Public engagement & long-range plan (2024-2025)
  - Funding initiative? (2025-2027)

# 2023 Goals

## Year ending 12/31/2023

# Goal #1 – Professional Development



Create an individualized professional development plan (IDP) for every Trinity Metro staff member hired before November 1, 2023 (except those who may be on temporary leave). The development plans will be tailored to each individual to address skills development and technical expertise.

627 individual development plans completed; meetings and feedback provided for each team member

# Goal #1 – Professional Development

## Scope of the IDPs:

What parts of your job do you find most satisfying?

What are your short-term goals (6-12 months)?

What are your long-term goals (2-5 years)?

What do you consider your strengths?

What do you consider your developmental needs?

## Goal #2 – Ridership



**Achieve 100 percent of pre-COVID ridership system-wide (measured by comparing ridership in the October-December 2019 period to the October-December 2023 period)**

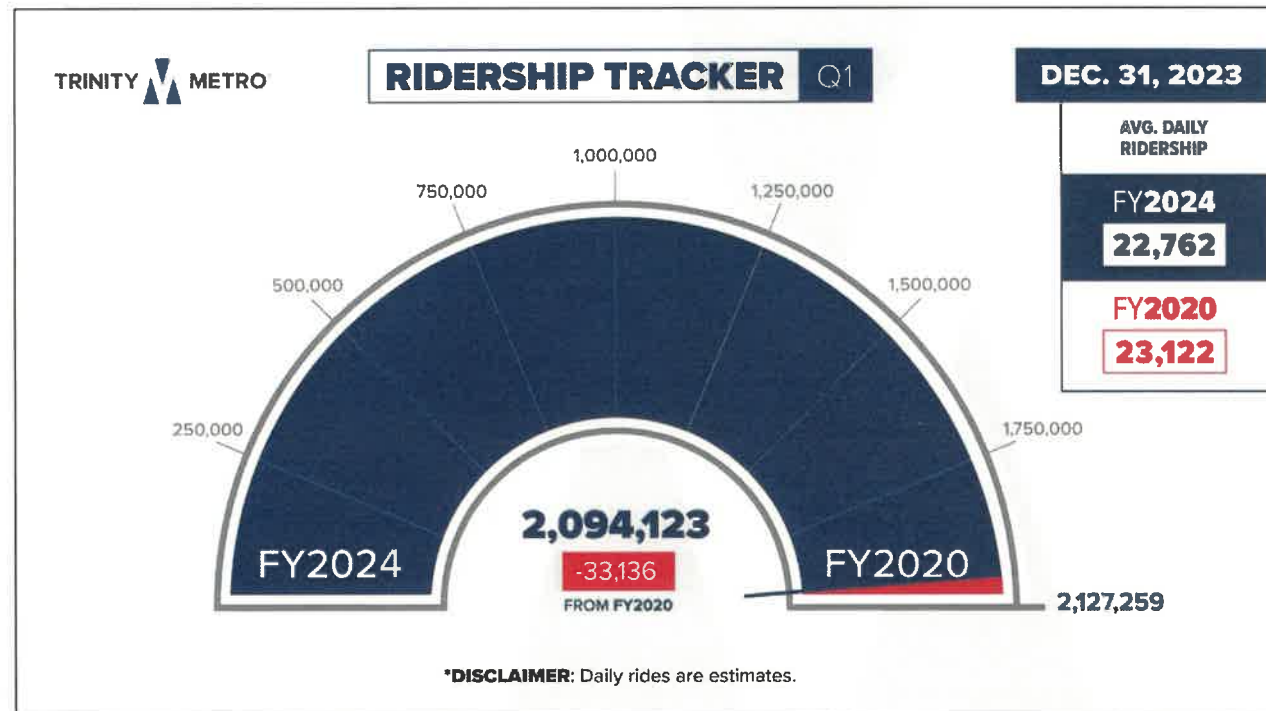
Goal was 2,127,259 trips during the three month period. Final result was 2,094,123 trips or 98.4 percent of goal.

Ridership gains led by “Free Fare Fortieth” in November and strong performance by TEXRail and ZIPZONE.

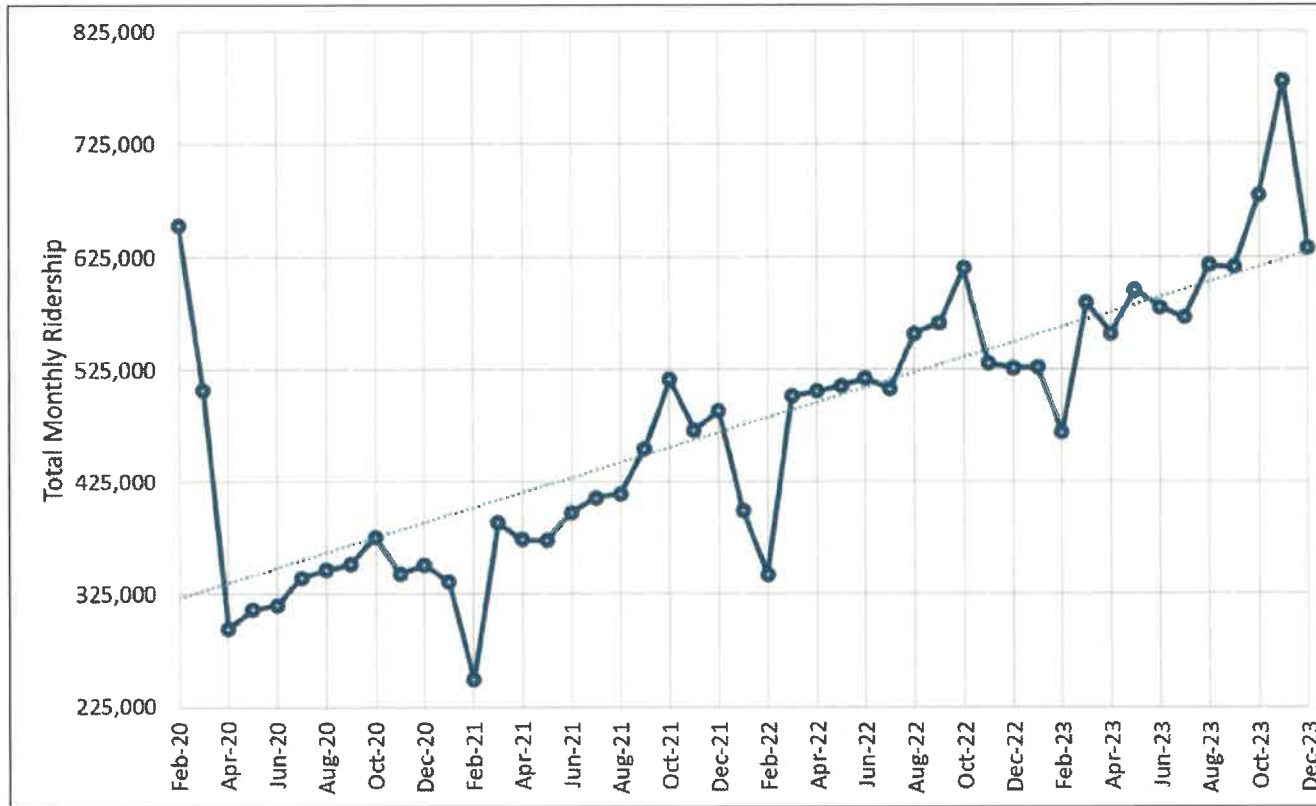


# Goal #2 – Ridership

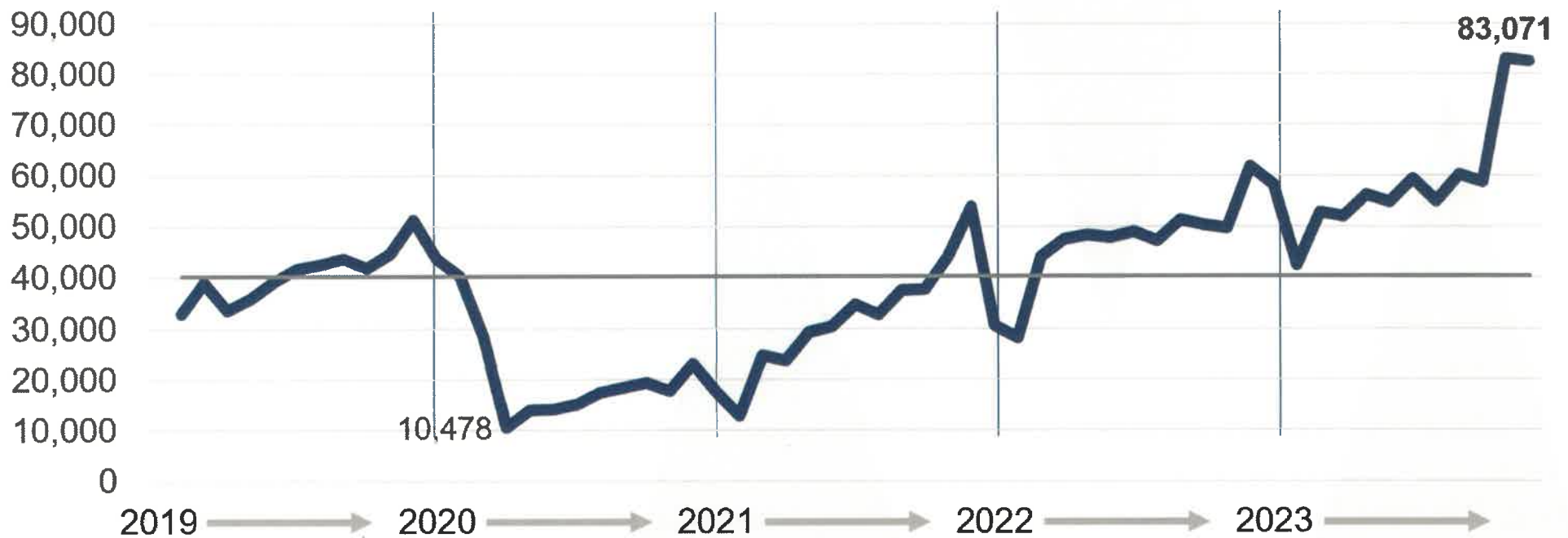
Ridership is **98.4%** recovered when compared to October – December 2019



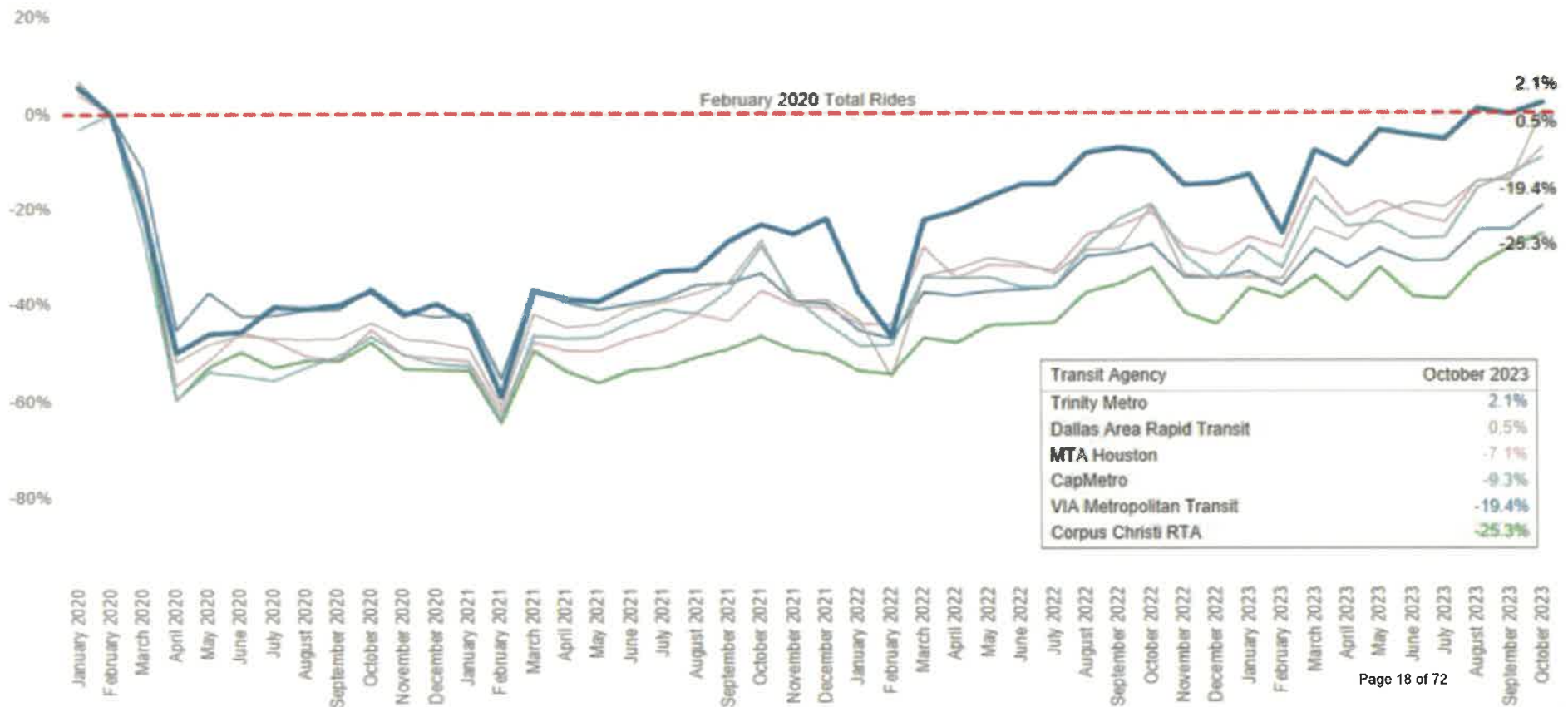
## Goal #2 – Ridership



## Goal #2 – Ridership (TEXRail)



# Goal #2 – Ridership (other systems)



## Goal #3 – New Partnerships



**Execute one new community partner agreement for ZIPZONE, Fort Worth Bike Share or other Trinity Metro service (potential community partners include but are not limited to Arlington, Forest Hill, Mansfield, Grapevine, North Richland Hills) not later than December 31, 2023.**

Executed two new agreements with Forest Hill and Mansfield for ZIPZONE service.

## Goal #3 – New Partnerships





## Goal #4 – Value Proposition Study



**Complete the Trinity Metro value proposition study to demonstrate the economic impact and value of transit in Fort Worth not later than December 31, 2023.**

Study completed December 18, 2023. Findings include 2.5x return on investment in TM services. In FY2023, Trinity Metro spent \$137.7 million spent on services which produced \$344.25 million in economic impact.

# Goal #4 – Value Proposition Study

## Transit Value Proposition Report

General Planning Consultant Task Order #3

December 28, 2023

**FINAL ADMINISTRATIVE DRAFT WITHOUT IMAGES**



**GPC**  
FOR TRINITY METRO

This Report was Prepared for Trinity Metro  
General Planning Consultant Managed by HDR

## Goal #5 – Safety Culture



Enhance the Trinity Metro safety culture by initiating monthly safety stand down meetings, weekly safety walk and talks and safety awards not later than December 31, 2023. The focus of this safety initiative will extend and amplify current safety protocols with the chief goal being an organization wide focus on safety. The performance on this goal will be determined by an agency-wide survey on employee attitudes and practices toward safety before and after implementation of this augmented safety program.

## Goal #5 – Safety Culture

1. Hired a safety consultant to evaluate our safety culture.
2. Vast improvements in overall frequency reductions:
  - Fixed Route safety events down 28%, preventable collisions down 20%
  - ACCESS injuries down 56%, safety events down 27%, preventable events down 25%, and total preventable collisions down 25%
3. Introduced safety blitzes to promote a safety focus for each quarter.
4. Introduced other safety measures such as installing fall protection in the shop, implementing lock-out tag-out procedures, provided BEB training, and increased safety inspections.
5. Completed check rides operations team on ACCESS, Fixed Route, and ZIPZONE.
6. Convened 11 safety committee meetings.

# 2024 Goals

Year ending 9/30/2024

# Goal #1 – Employee Engagement

Improve employee engagement/enablement survey scores by 10% as measured by employee engagement survey (FY24 vs. FY23).

- *Building trust and confidence in leadership – 56%*
- *Strengthening communication channels – 46.8%*
- *Maximizing employee enablement – 57.2%*

80 percent goal: 8%



## Goal #2 – Ridership

Increase annual ridership to 7.8 million trips equal to a 14.7% increase year over year (FY24 vs. FY23).

80 percent goal: 7,599,220 or 11.8%

## Goal #3 – New Partnerships

Execute one new partner agreement for ZIPZONE, Fort Worth Bike Sharing or other Trinity Metro programs (potential partners include but are not limited to Arlington, Southlake, Grapevine, North Richland Hills as well as business improvement districts and non-profit organizations).

## Goal #4 – Transit Campaign

Implement campaign to solicit public input on future transit vision. Convene or participate in 10 public engagement meetings to receive public input.

## Goal #5 – Safety

Maintain momentum in safety improvements.  
Reduce frequency of employee and customer injuries by 10% (FY24 vs. FY23).

80 percent goal: 8.0%

Trinity Metro is focused on  
continuous improvement and  
results

# BOARD OF DIRECTORS

## INFORMATION ITEM

### ITEM TITLE

Long Term Parking & OTP for TEXRail & TRE Updates

### MEETING DATE

January 16, 2024

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### BACKGROUND

The November, December and annual long-term parking update as well as the On Time Performance (OTP) report for TEXRail and TRE for December are attached.

### RECOMMENDATION

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

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### STAFF DISPOSITION

#### EXECUTIVE LEAD\*

Reed Lanham

#### DATE

01/05/24



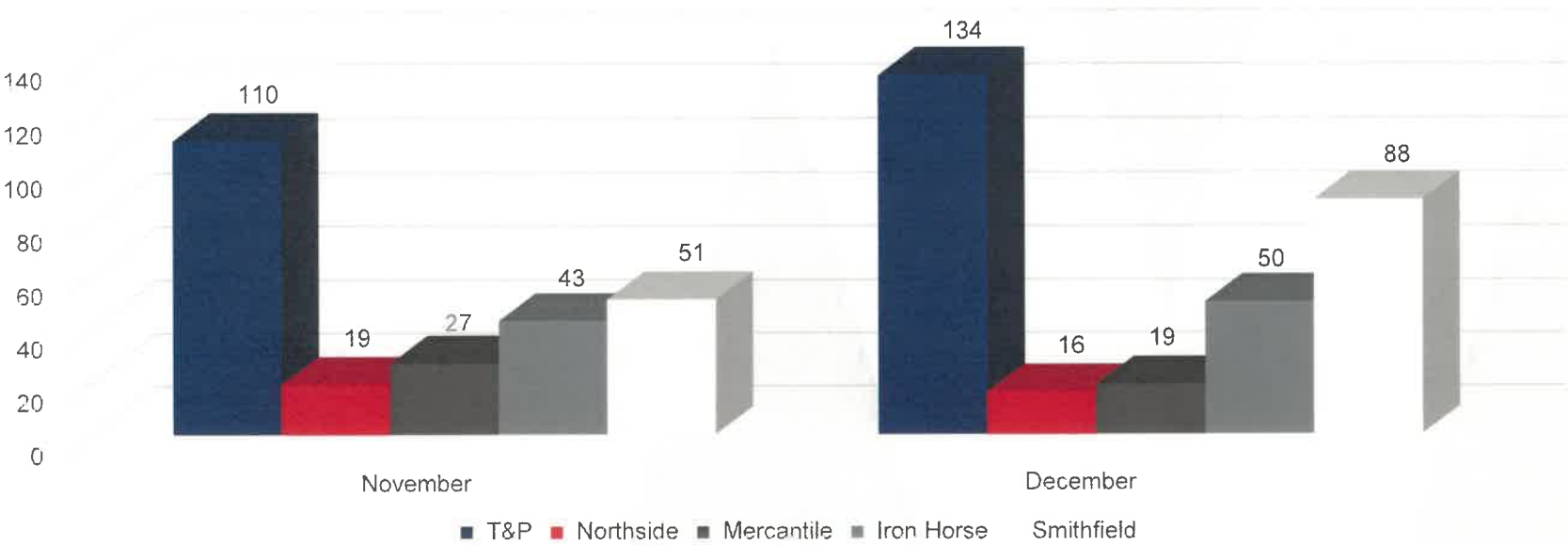
# **2023 Long Term Parking & On Time Performance for TEXRail & TRE**

Reed Lanham – VP of Rail

January 16, 2024

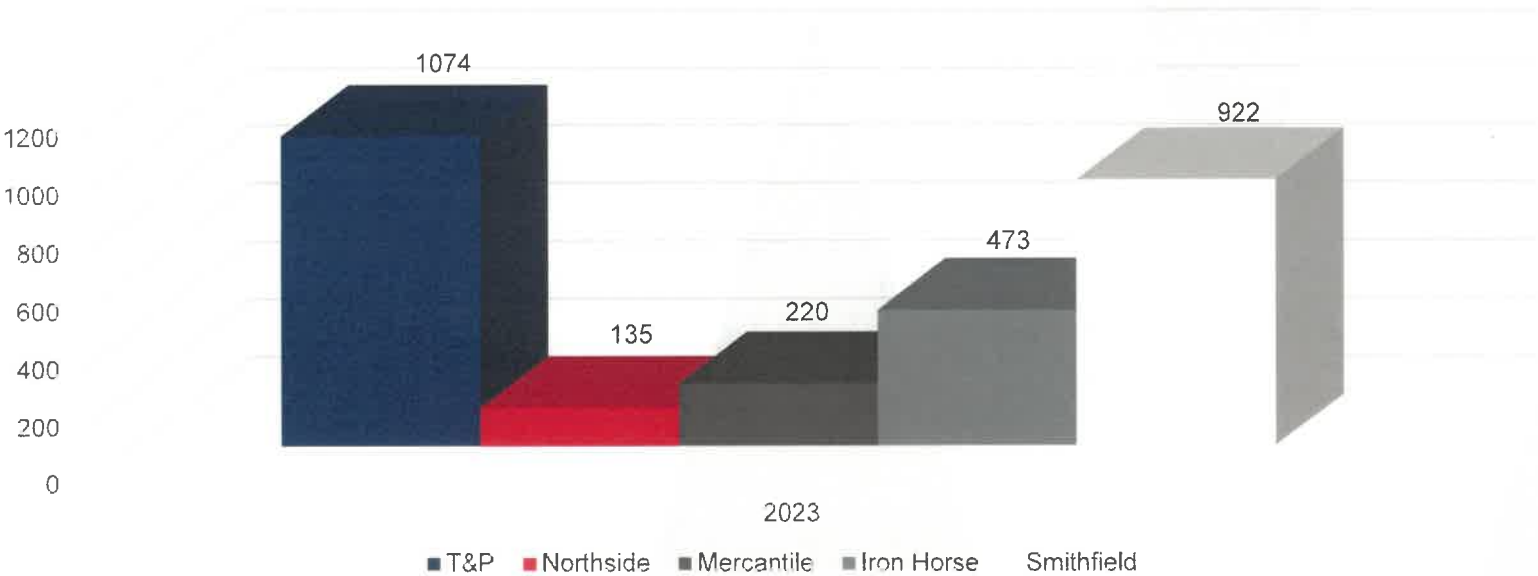
# Long Term Parking

Count by Month



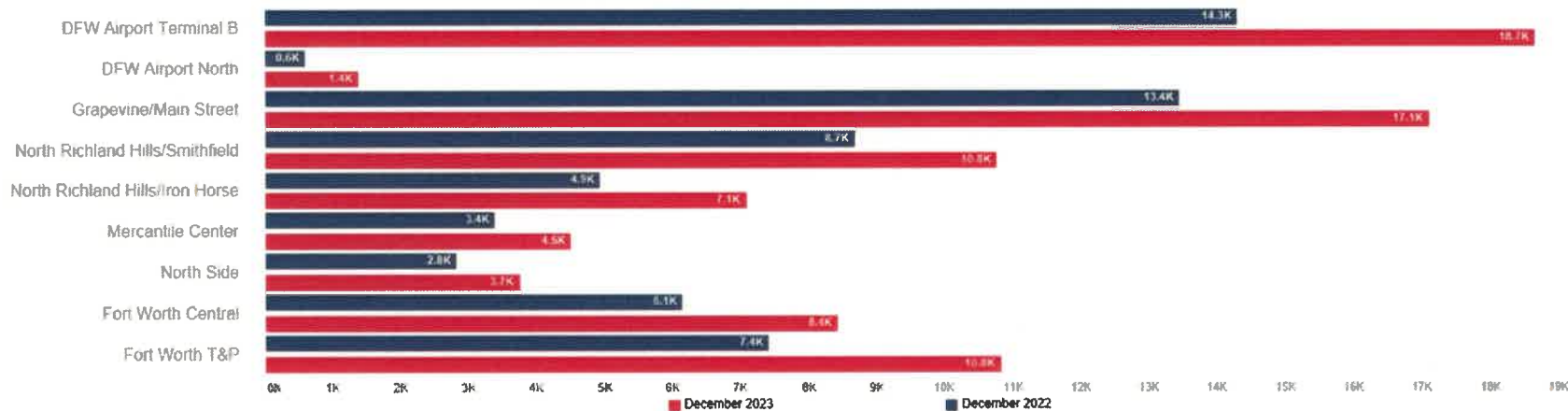
# Long Term Parking

Grand Total for 2023

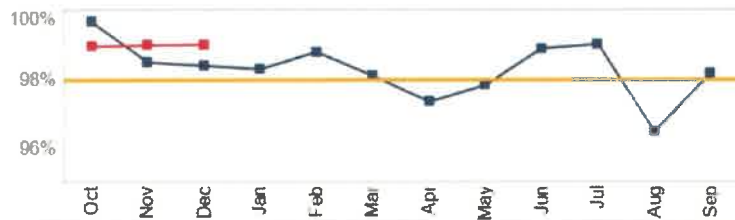


## TEXRail Total Ridership by Station (in 1000s)

December 2023



## TEXRail On-Time Performance



## TEXRail Monthly Ridership (in 1000s)



FYTD Ridership		Number and Types of Days for December			
		Wkd	Sat	Sun	Hol
FY2021	60,449	20	22		
FY2022	135,923		5	5	3
FY2023	161,685				1
FY2024	224,206				1



TRINITY METRO

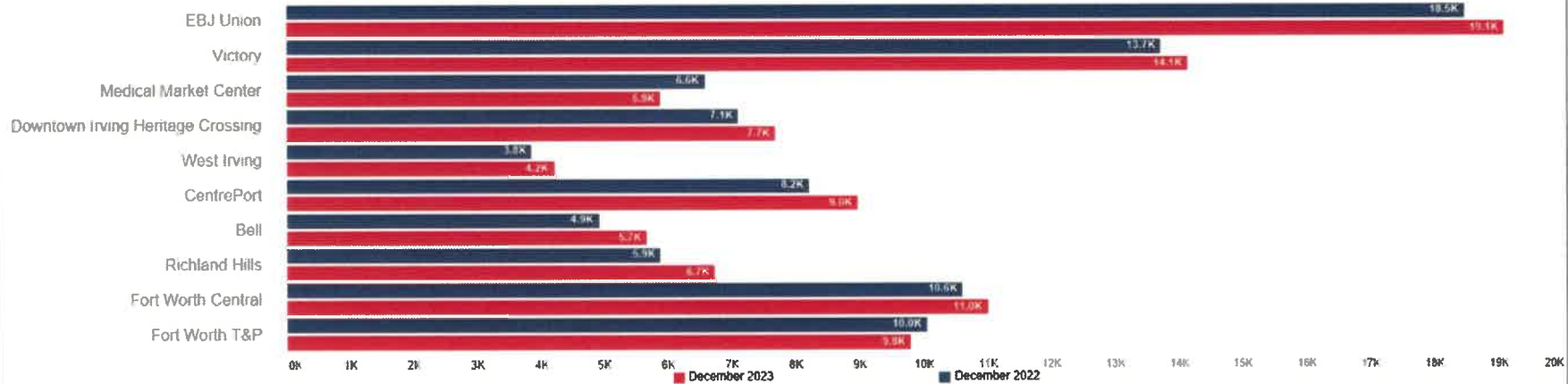
FY2023

FY2024



## TRE Total Ridership by Station (In 1000s)

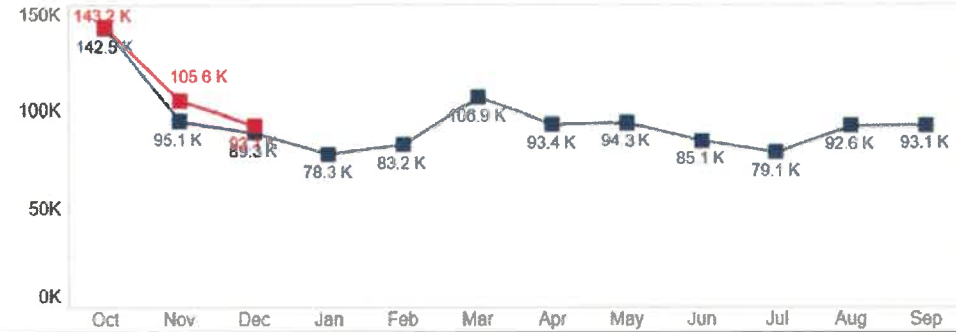
December 2023



## TRE On-Time Performance



## TRE Monthly Ridership (In 1000s)



### FYTD Ridership

FY2021	170,054
FY2022	301,553
FY2023	326,812
FY2024	341,839

### Number and Types of Days for December



TRINITY METRO

FY2023

FY2024



# BOARD OF DIRECTORS

## INFORMATION ITEM

### ITEM TITLE

Operations Update On RT 25 Ridership/Safety Results Updates

### MEETING DATE

January 16, 2024

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### BACKGROUND

During the rollout of A Better Connection (ABC), Trinity Metro identified additional routes that we considered high-performing routes that would be improved by increasing frequencies. Today, our focus is creating a new system by focusing on high-performing routes that provide more frequency and connections to jobs/entertainment/shopping. One such route was route 25, which is in the top five in performance but did not have the frequency our customers desired. Increasing frequency from thirty-minute to fifteen-minute headways has increased monthly average ridership by approximately 15% since implementation.

Data is also driving how we will analyze future fleet replacements. The staff has begun using ridership data to determine future purchases, allowing the fleet to reflect on ridership trends over the past several years. Trinity Metro will right-size its fleet to reflect needs within the community, consisting of 60 ft, 40 ft, and 35 ft fixed route buses and vans. Peak ridership demands will determine fleet requirements. The change in the fleet will take several years due to allowing the existing fleet to reach its retirement date, but a plan will be in place to allow for the transition while providing flexibility based on ridership changes.

Another service enhancement will be to provide a consistent on-demand service to our ZIPZONE riders and our paratransit community; we will move to a model allowing Trinity Metro customers to utilize the on-demand service as they see fit. Customers can call to preschedule services or request a trip using our GOPASS app to schedule a same-day trip. It will be a leap forward in providing all on-demand customers with a consistent, singular service to our community. Service will be customer-focused, increase productivity, and help lower the overall cost per ride by increasing each vehicle's productivity daily.

Safety is a critical component of success in delivering our service. Safety is mission-critical and gives our customers confidence they will be safe when utilizing our system. We will continue to follow the three E's of safety: Evaluation, Education, and Enforcement of our policies. The results below show the successful start of our fiscal year. Everyone at Trinity Metro is focused on providing the safest, most reliable service possible. As you know, we are having our safety system evaluated by our safety consultant in conjunction with our safety team. As we evolve as a safety-oriented transportation team, we expect to continue to have management commitment, employee involvement, worksite safety analysis, hazard prevention and control, and safety and health training. I look forward to continuing to provide essential updates through our journey of implementing best practices in the safety improvement program.

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### STAFF DISPOSITION

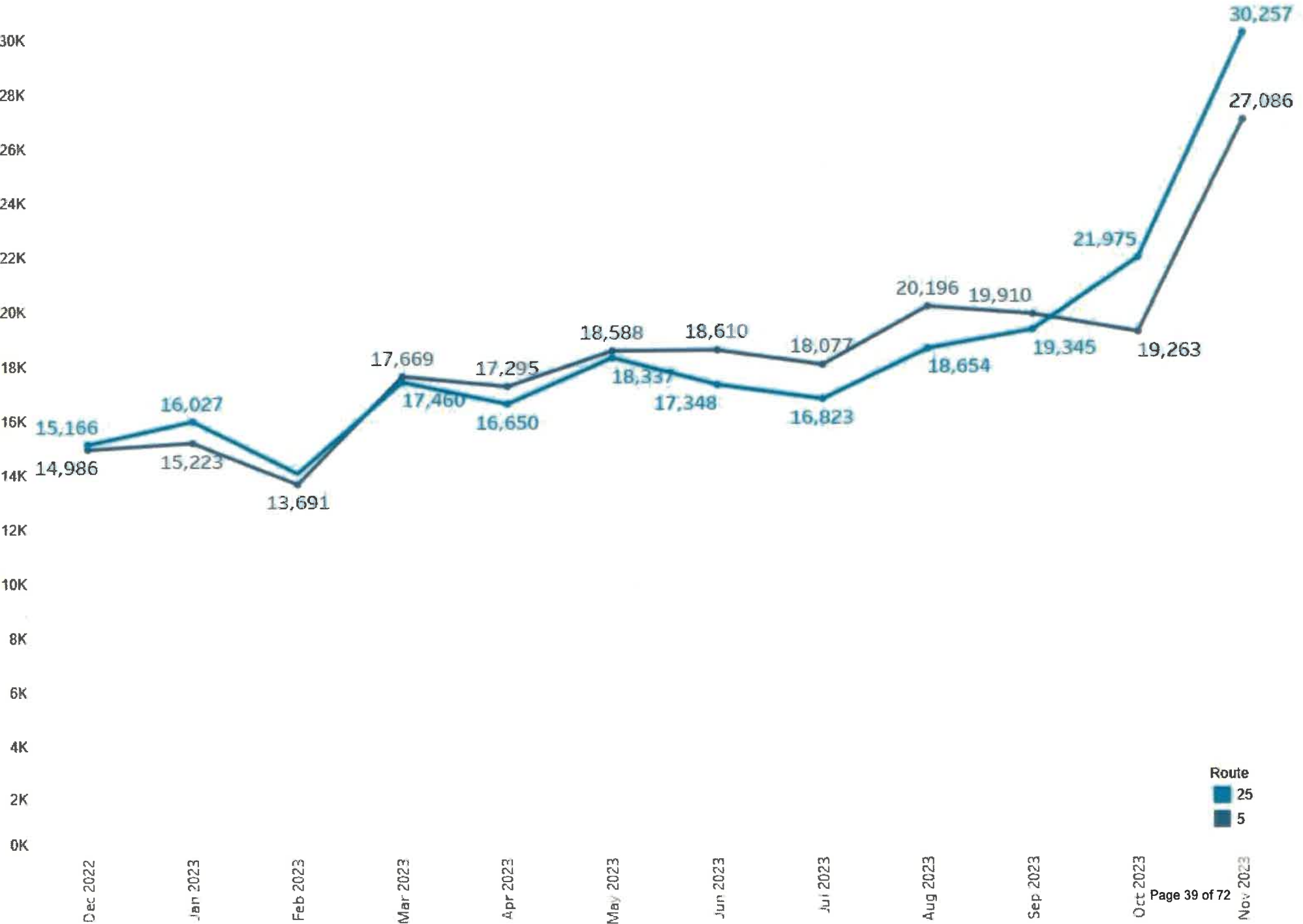
#### EXECUTIVE LEAD\*

Wayne Gensler

#### DATE

12/22/23

Route Trend - Routes 5 and 25





### Trinity Metro - Fiscal Year 2024 Collision Data and Safety Performance Measures

Fixed Route Bus Safety Performance Measures and Key Performance Indicators														
	Goal	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Totals
Fatalities: Total Number	0	0	0	0										0
Fatalities: Rate per 100k VRM	0.00	0.00	0.00	0.00										0.00
Injuries: Total Number		0	0	1										1
Injuries: Rate per 100k VRM	0.60	0.00	0.00	0.21										0.07
Safety Events: Total Number		0	0	1										1
Safety Events: Rate per 100k VRM	0.60	0.00	0.00	0.21										0.07
Preventable Collisions per 100k VRM	1.20	0.82	0.63	1.24										0.90
"Major" Collisions per 100k VRM	0.25	0.00	0.00	0.00										0.00
% of all Collisions Preventable	28%	22.2%	27.3%	25.0%										24.5%
Vehicle Revenue Miles (VRM)		485,771	476,982	482,378										1,445,131

Fixed Route Bus Collision Data													
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Totals
<b>Total Collisions</b>	<b>18</b>	<b>11</b>	<b>24</b>										<b>53</b>
Non - Preventable	14	8	18										40
Preventable	4	3	6										13
<b>Collision With Vehicle</b>	<b>15</b>	<b>7</b>	<b>20</b>										<b>42</b>
Non - Preventable	13	7	17										37
Preventable	2	0	3										5
<b>Collision With Fixed Object</b>	<b>2</b>	<b>3</b>	<b>4</b>										<b>9</b>
Non - Preventable	0	0	1										1
Preventable	2	3	3										8
<b>Collision - Other</b>	<b>1</b>	<b>1</b>	<b>0</b>										<b>2</b>
Non - Preventable	1	1	0										2
Preventable	0	0	0										0
<b>Major Collisions</b>	<b>0</b>	<b>0</b>	<b>0</b>										<b>0</b>

#### Definitions

Fatality: A confirmed death within 30 days of the event. Excludes trespassing and suicide related fatalities.

Injury: A person who requires immediate transport by any means from the scene for medical attention.

Safety Event: Events meeting an NTD major event threshold which Includes any of the following (fault is not a factor):

a. Fatality as defined above

b. Injuries as defined above

c. Evacuation of a transit vehicle or facility for life safety reasons

d. Collisions involving a transit revenue vehicle which requires any vehicle to be towed due to disabling damage

Preventable Collision: Any collision involving a Trinity Metro vehicle when the driver is considered to be "at-fault" for the collision

"Major" Collision: Any "Preventable Collision" which meets the definition of a "Safety Event" as defined above.

### Trinity Metro - Fiscal Year 2024 Collision Data and Safety Performance Measures

ACCESS Safety Performance Measures and Key Performance Indicators														
	Goal	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Totals
Fatalities: Total Number	0	0	0	0										0
Fatalities: Rate per 100k VRM	0.00	0.00	0.00	0.00										0.00
Injuries: Total Number		0	0	0										0
Injuries: Rate per 100k VRM	0.40	0.00	0.00	0.00										0.00
Safety Events: Total Number		0	0	0										0
Safety Events: Rate per 100k VRM	0.50	0.00	0.00	0.00										0.00
Preventable Collisions per 100k VRM	1.40	1.43	2.86	0.00										1.40
"Major" Collisions per 100k VRM	0.15	0.00	0.00	0.00										0.00
% of all Collisions Preventable	35%	100.0%	100.0%	0.0%										75.0%
Vehicle Revenue Miles (VRM)		70,142	69,954	74,730										214,826

ACCESS Collision Data													
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Totals
<b>Total Collisions</b>	<b>1</b>	<b>2</b>	<b>1</b>										<b>4</b>
Non - Preventable	0	0	1										1
Preventable	1	2	0										3
<b>Collision With Vehicle</b>	<b>1</b>	<b>1</b>	<b>1</b>										<b>3</b>
Non - Preventable	0	0	1										1
Preventable	1	1	0										2
<b>Collision With Fixed Object</b>	<b>0</b>	<b>1</b>	<b>0</b>										<b>1</b>
Non - Preventable	0	0	0										0
Preventable	0	1	0										1
<b>Collision - Other</b>	<b>0</b>	<b>0</b>	<b>0</b>										<b>0</b>
Non - Preventable	0	0	0										0
Preventable	0	0	0										0
<b>Major Collisions</b>	<b>0</b>	<b>0</b>	<b>0</b>										<b>0</b>

#### Definitions

Fatality: A confirmed death within 30 days of the event. Excludes trespassing and suicide related fatalities.

Injury: A person who requires immediate transport by any means from the scene for medical attention.

Safety Event: Events meeting an NTD major event threshold which includes any of the following (fault is not a factor):

- a. Fatality as defined above
- b. Injuries as defined above
- c. Evacuation of a transit vehicle or facility for life safety reasons
- d. Collisions involving a transit revenue vehicle which requires any vehicle to be towed due to disabling damage

Preventable Collision: Any collision involving a Trinity Metro vehicle when the driver is considered to be "at-fault" for the collision

"Major" Collision: Any "Preventable Collision" which meets the definition of a "Safety Event" as defined above.

### Trinity Metro - Fiscal Year 2024 Collision Data and Safety Performance Measures

Yellow Cab Safety Performance Measures and Key Performance Indicators														
	Goal	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Totals
Fatalities: Total Number	0	0	0	0										0
Fatalities: Rate per 100k VRM	0.00	0.00	0.00	0.00										0.00
Injuries: Total Number		0	0	0										0
Injuries: Rate per 100k VRM	0.40	0.00	0.00	0.00										0.00
Safety Events: Total Number		0	0	0										0
Safety Events: Rate per 100k VRM	0.50	0.00	0.00	0.00										0.00
Preventable Collisions per 100k VRM	0.40	0.61	0.00	0.62										0.41
Vehicle Revenue Miles (VRM)		163,551	167,726	160,176										491,453

Yellow Cab Collision Data													
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Totals
Total Collisions	2	1	3										6
Non-Preventable	1	1	2										4
Preventable	1	0	1										2
Major Collisions	0	0	0										0

Other Contracted Services Collision Data (NETS, ECHO, VanPool)													
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Totals
Total Collisions	2	0	2										4
Non-Preventable	1	0	0										1
Preventable	1	0	2										3
Major Collisions	0	0	0										0

ZipZone Collision Data													
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Totals
Total Collisions	0	0	1										1
Non-Preventable	0	0	1										1
Preventable	0	0	0										0
Major Collisions	0	0	0										0

Trinity Metro Internal and Non-Revenue Collision Data													
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Totals
Total Collisions	3	0	0										3
Non-Preventable	0	0	0										0
Preventable	3	0	0										3
Major Collisions	0	0	0										0

## BOARD OF DIRECTORS INFORMATION ITEM

### ITEM TITLE

Marketing and Communications Highlights

### MEETING DATE

January 16, 2024

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### BACKGROUND

Melissa Chrisman, Vice President of Marketing and Communications will review paid advertising supporting the "Free Fare Fortieth" campaign in November 2023.

### RECOMMENDATION

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

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### STAFF DISPOSITION

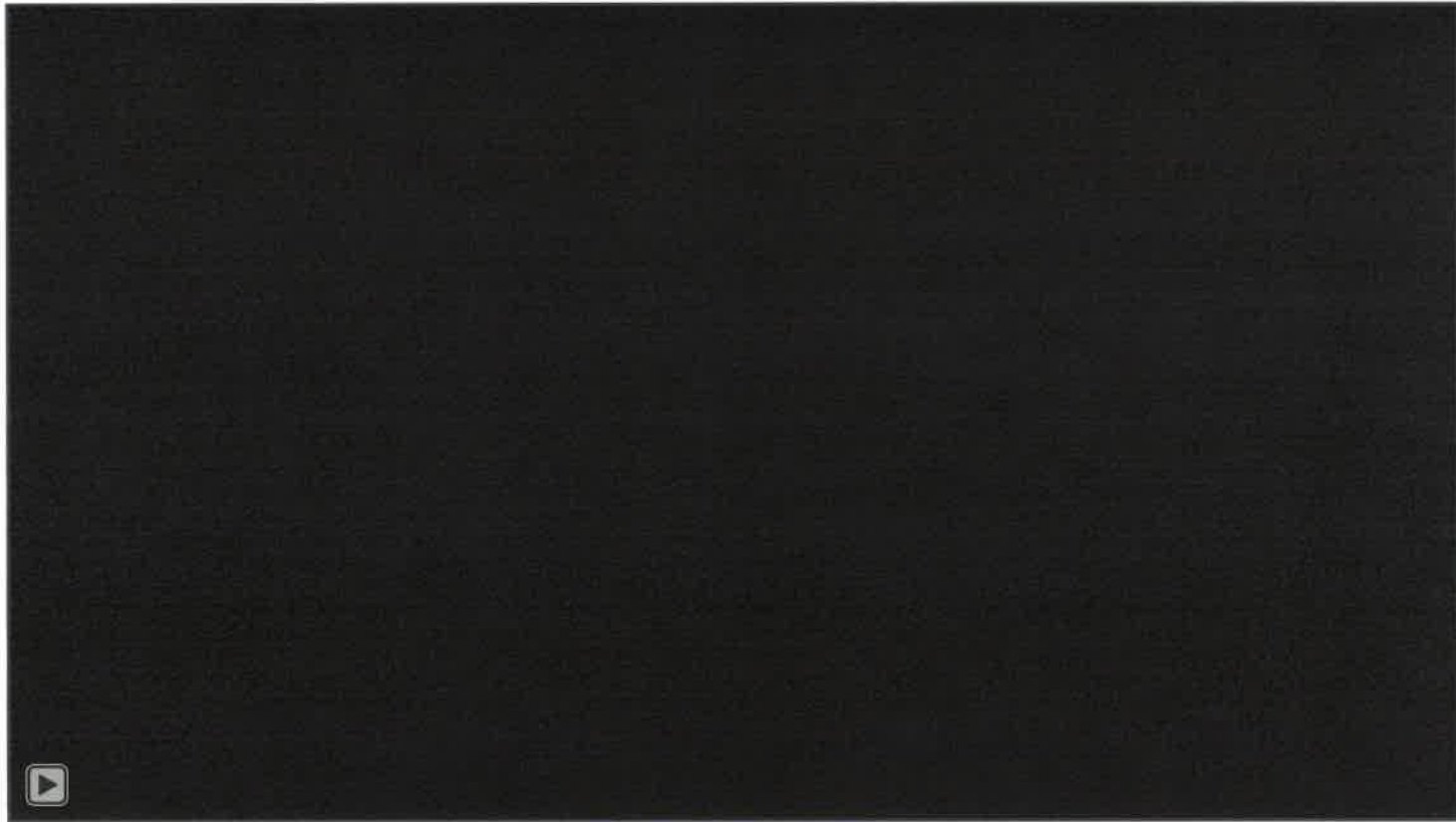
#### EXECUTIVE LEAD\*

Melissa Chrisman

#### DATE

01/02/24

## PAID MEDIA – November Results



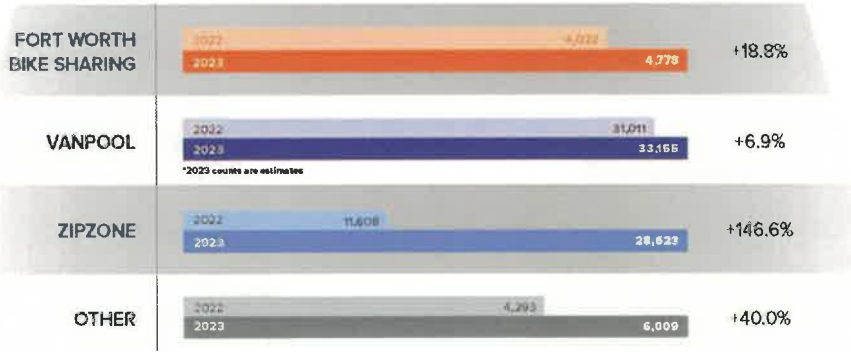


## PAID MEDIA – November Results

- Culture Map Fort Worth
- Fort Worth Weekly
- Fort Worth Star-Telegram
- Digital Billboards
- Neighborhood Billboards
- Digital Ads
- Spotify
- Pre-Roll Video: Automatically plays directly before a featured video on both mobile and desktop; i.e., YouTube
- Connect TV: Video ads delivered via a streaming service during a viewer's movie, TV show or other video content – and viewed on an actual TV set



# PAID MEDIA – November Results



# Community Engagement

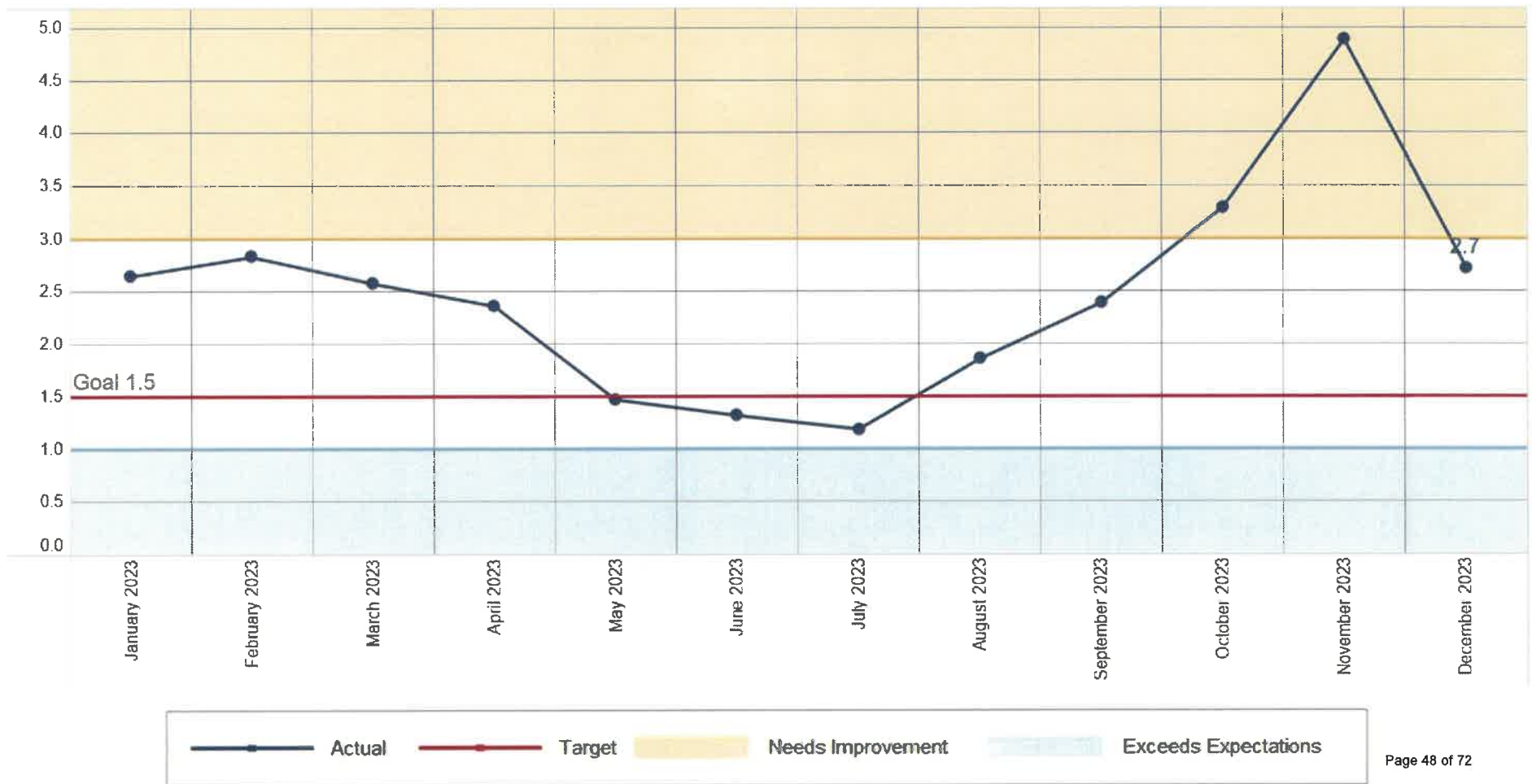
January 2024

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



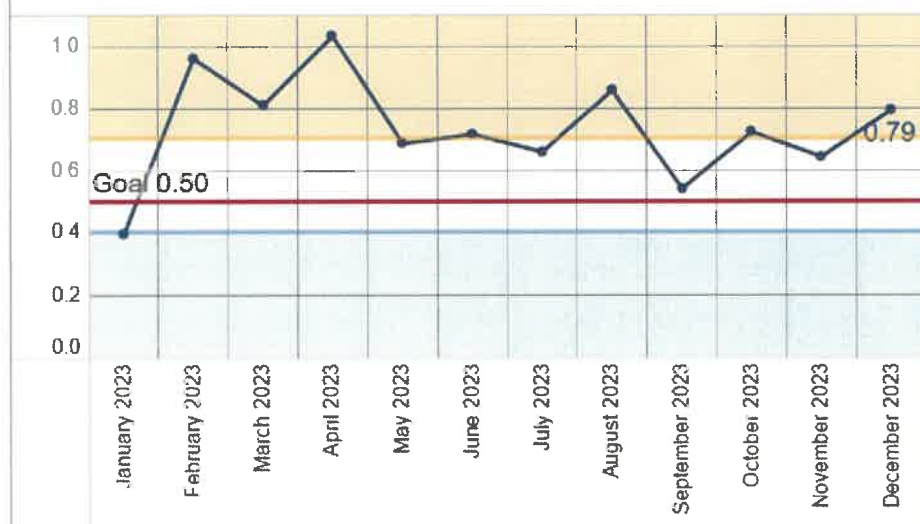


# Customer Call Average Wait Time (Minutes)



# Valid Complaints by Mode

**Valid Complaints per 1k Boardings**  
ACCESS



**ACCESS**  
Type of Complaints / Issues

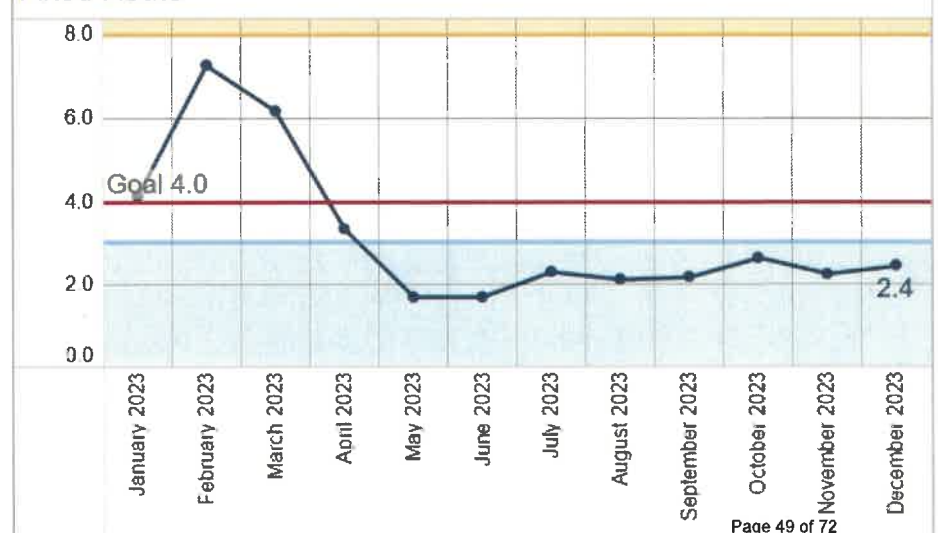
- Late Trips
- No Shows
- Long Rides



Fixed Route  
Type of Complaints / Issues

- Passed By
- Overcrowding
- Bus did not show

**Valid Complaints per 100k Boardings**  
Fixed Route



**BOARD OF DIRECTORS**  
**INFORMATION ITEM**

**ITEM TITLE**  
General Planning Consultant (GPC) Update

**MEETING DATE**  
January 16, 2024

**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.

See Attached Table

**RECOMMENDATION**

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

**STAFF DISPOSITION**

**EXECUTIVE LEAD\***  
Chad Edwards

**DATE**  
12/27/23

Task Order	Description	Status
1 – Program Management	This task covers meetings, invoices, and scope development.	<ul style="list-style-type: none"> <li>Continued oversight</li> </ul>
2.6 – Alliance Express Mobility Hub Layouts	Provide a typical layout for potential Mobility Hubs locations	<ul style="list-style-type: none"> <li>Two options for Mobility Hubs were revised for the north location</li> </ul>
2.7 – Public Meeting Support	Provide assistance in identifying, securing, and attending public meeting for Trinity Lakes Station update and the TRE Double Tracking project	<ul style="list-style-type: none"> <li>Consultant identified four locations for meeting</li> <li>Consultant provided draft meeting flyer announcements</li> <li>Consultant collected RSVP responses for meeting</li> </ul>
3 – Transit Value Proposition	This task will outline the value of transit in Fort Worth and provide materials that can be shared with others during meetings.	<ul style="list-style-type: none"> <li>Developed draft value statements for economic model outputs and combo statements with accessibility and environmental/safety categories</li> <li>Refined economic measures for communication strategy</li> <li>Initiated fact sheet content development</li> <li>Completed final report</li> </ul>
5 – TRE Double Tracking	Prepare 30% design for 2 miles of TRE track as outlined in the NCTCOG's BUILD Grant.	<ul style="list-style-type: none"> <li>Responded to review comments on the 15% PE drawings and Design Report</li> <li>Initiated development of the 15% Capital Cost Estimate</li> </ul>
6 – Streetcar Feasibility Study	Review, update, and identify corridor for potential Streetcar	<ul style="list-style-type: none"> <li>Kick-off meeting was conducted</li> <li>Coordinated meeting with TRWD staff</li> </ul>
7 – Graphics Support	Support to staff for graphics, maps, and presentations	<ul style="list-style-type: none"> <li>Development of misc graphics</li> </ul>
8 – Grant Writing Support	Support of grant writing and applications	<ul style="list-style-type: none"> <li>Review grant application opportunities for FY24 RAISE Grant</li> </ul>
10 – Fare Collection Review	Review fare structure and collection systems	<ul style="list-style-type: none"> <li>Update provided to ELT</li> <li>Finalized efforts in defining options for current fare collection technologies</li> </ul>
12 – TEXRail Historic Bridge Resource Investigations	Conduct investigations for historical resources for two bridges along TEXRail Extension	<ul style="list-style-type: none"> <li>Investigations completed</li> <li>Continued efforts on interpretive signs for bridges</li> </ul>
14 – Assessing Community Interest in Transit	Engaging the public through surveys/polling to better determine the level of knowledge the community has of Trinity Metro and public transit	<ul style="list-style-type: none"> <li>Non-Fort Worth Inside Tarrant County survey completed</li> <li>Developing plan for focus groups</li> </ul>
15 – FTA TEXRail TOD Planning Grant	This TOD planning grant focuses on TEXRail and the assessment of station amenities along the corridor that allow for a car-free lifestyle	<ul style="list-style-type: none"> <li>Draft scope of work submitted</li> </ul>
16 – Staff Augmentation: Project Manager	A project manager is needed to assist in the development of the Bus Stop Improvement Program and the High Intensity Bus Corridor Project	<ul style="list-style-type: none"> <li>PM has had multiple meetings with key stakeholders for both projects</li> </ul>

# BOARD OF DIRECTORS

## INFORMATION ITEM

### ITEM TITLE

2026 World Cup Planning Update

### MEETING DATE

January 16, 2024

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### BACKGROUND

The 2026 World Cup will be hosted by three countries, Canada, Mexico, and the United States, in June and July 2026, with the final match set for July 19th. Organizers anticipate there may be as many as eight matches at AT&T Stadium in Arlington with the possibility of hosting the final match. We do not know what dates or times the games will be played.

Michael Morris, Director of Transportation at the North Central Texas Council of Governments (NCTCOG), led the transportation element of the Dallas bid to be a host for the tournament. Over the past several months, there have been organizational meetings with NCTCOG, the City of Arlington, DART, DCTA, Trinity Metro, and TxDOT to discuss improvements needed to the transportation system and assistance the transit agencies could provide during the events. Current identified investments that affect Trinity Metro include:

1. CentrePort Station Upgrades – updates to the station for rider amenities, including improved signage
2. TRE Train Upgrades/Replacements – DART will be the lead agency for grant funding plus RTC approval for \$30 million
3. Enhanced TRE Rail Service – provide Sunday service and additional trains beyond regular service for TRE
4. Transit Passes and App Integration – provide funding to purchase transit passes for visitors
5. Dedicated Bus Lanes – NCTCOG will coordinate with TxDOT for dedicated bus lanes on area highways

In addition to the above, Trinity Metro is planning to provide:

1. Enhanced bus service in downtown Fort Worth
2. Longer span of service and more frequent service for routes connected to the Stockyards and Cultural District
3. 30-minute all-day service for TEXRail and Trinity Railway Express

To help manage demand for transit services during the game day events, a discussion regarding a reservation system has begun. For the transit agencies to proactively manage capacity, an awareness of the number of people who plan to use the system will be needed. This helps the agencies plan for the appropriate number of vehicles, bus and rail, to be used prior to and after the events.

Additional meetings are planned that continue discussion and transportation planning for the World Cup. Updates will be brought back to the Board periodically.

### RECOMMENDATION

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

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### STAFF DISPOSITION

#### EXECUTIVE LEAD \*

Chad Edwards

#### DATE

01/05/24

# BOARD OF DIRECTORS

## INFORMATION ITEM

### ITEM TITLE

November 2023 Financials

### MEETING DATE

January 16, 2024

---

### BACKGROUND

The November 2023 financial report is attached for review representing the first two fiscal months of FY2024. The financial report has been modified to provide a year-end forecast as well as a side-by-side comparison between the current and previous fiscal year. The agency is currently projecting a \$2.3 million favorable position at the end of FY2024.

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### STAFF DISPOSITION

#### EXECUTIVE LEAD\*

Greg Jordan

#### DATE

01/08/24



**Fort Worth Transportation Authority  
Budget to Actual Forecast  
Fiscal Year to Date November 30, 2023  
(Unaudited)**

	Fiscal Year 2023		Fiscal Year 2024			
	YTD	FY23 Actual	YTD	FY24 Budget	Projection	Variance
<b>Operating Revenue</b>						
<b>Fares</b>						
Multi Modal Fares	993,928	5,600,086	566,211	7,299,185	7,299,185	-
ACCESS Fares	163,354	1,066,570	84,154	947,487	947,487	-
Easy Ride & Corporate	123,349	733,239	64,641	743,628	743,628	-
<b>Total Fare Revenue</b>	<b>1,280,631</b>	<b>7,399,895</b>	<b>715,006</b>	<b>8,990,300</b>	<b>8,990,300</b>	<b>-</b>
<b>Other Revenue</b>						
Sales Tax	17,256,636	109,935,103	20,071,510	119,199,162	120,429,060	(1,229,898)
Grapevine/NRH Contribution	2,047,883	14,937,660	2,133,557	13,100,451	13,262,583	(162,132)
Contributions from Partners	281,902	1,736,961	318,769	1,843,526	1,964,120	(120,594)
Fort Worth Bike Share	81,773	373,815	37,072	392,168	392,168	-
Advertising	92,875	562,179	47,083	564,998	564,998	-
Rental Income	91,831	585,145	83,675	628,084	628,084	-
Other	279,121	1,352,065	142,341	2,277,519	1,554,046	723,473
<b>Total Other Revenue:</b>	<b>20,132,021</b>	<b>129,482,928</b>	<b>22,834,007</b>	<b>138,005,908</b>	<b>138,795,059</b>	<b>(789,151)</b>
<b>Federal/State/Local Income:</b>						
Operating Assistance Grants	-	34,119,240	-	1,624,605	1,624,605	-
Preventative Maintenance Reimb.	-	18,804,307	-	89,473,537	89,473,537	-
Paratransit Assistance	-	-	-	10,805,899	10,805,899	-
<b>Operating Grants</b>	<b>-</b>	<b>52,923,547</b>	<b>-</b>	<b>101,904,041</b>	<b>101,904,041</b>	<b>-</b>
<b>Capital Revenue (Federal 5307):</b>						
<b>Total Capital Income</b>	<b>141,764</b>	<b>10,604,751</b>	<b>502,040</b>	<b>71,550,751</b>	<b>71,550,751</b>	<b>-</b>
<b>Total Revenue</b>	<b>21,554,416</b>	<b>200,411,121</b>	<b>24,051,053</b>	<b>320,451,000</b>	<b>321,240,151</b>	<b>(789,151)</b>

	Fiscal Year 2023		Fiscal Year 2024			
	YTD	FY23 Actual	YTD	FY24 Budget	Projection	Variance
<b>Operating Expenses</b>						
<b>Fixed Route Operations</b>						
Salaries & Fringe Benefits	4,179,263	30,901,242	5,434,705	30,224,548	31,673,773	(1,449,225)
Services	51,694	707,280	135,925	635,867	815,550	(179,683)
Purchased Transportation	821,564	5,865,824	744,118	7,716,882	7,464,708	252,174
Fuels & Lubricants	380,169	1,111,660	121,609	1,137,876	1,137,876	-
Tires & Tubes, Materials and Supplies	493,201	3,540,753	(15,668)	3,867,039	3,867,039	-
Utilities	12,618	144,114	14,926	52,428	170,474	(118,046)
Other	819	16,164	118,138	80,980	129,952	(48,972)
<b>Total Fixed Route Operations</b>	<b>5,939,328</b>	<b>42,287,037</b>	<b>6,553,753</b>	<b>43,715,620</b>	<b>45,259,372</b>	<b>(1,543,752)</b>
<b>ACCESS Operations</b>						
Salaries & Fringe Benefits	846,726	6,023,691	839,786	5,176,285	5,879,604	(703,319)
Services	841,414	5,214,590	484,627	5,851,194	5,362,191	489,003
Fuels & Lubricants	118,246	410,696	37,539	313,677	425,234	(111,557)
Tires & Tubes, Materials and Supplies	69,273	558,869	121,407	401,747	726,452	(324,705)
Utilities	3,460	38,939	4,377	49,476	26,190	23,286
Other	-	6,747	-	5,400	-	5,400
<b>Total ACCESS Operations</b>	<b>1,879,119</b>	<b>12,253,532</b>	<b>1,487,736</b>	<b>11,797,779</b>	<b>12,419,671</b>	<b>(621,892)</b>
<b>TRE Operations</b>						
Salaries & Fringe Benefits	16,560	104,669	35,720	304,378	233,073	71,305
Services	2,621,792	14,790,423	2,791,130	16,999,475	15,745,716	1,253,759
<b>Total TRE Operations</b>	<b>2,637,962</b>	<b>14,898,265</b>	<b>2,826,346</b>	<b>17,303,853</b>	<b>15,975,774</b>	<b>1,328,079</b>
<b>TEXRail Operations</b>						
Salaries & Fringe Benefits	70,686	482,783	66,728	599,170	435,400	163,770
Services	2,979,847	21,847,824	4,031,956	25,546,749	24,191,736	1,355,013
Fuels & Lubricants	-	236	86	-	515	(515)
Tires & Tubes, Materials and Supplies	95	522,158	4,277	8,300	25,592	(17,292)
Utilities	170	1,485	227	4,320	1,358	2,962
Insurance	868,270	5,043,748	824,950	5,277,264	4,936,176	341,088
Other	3,588	10,219	23,261	19,500	139,185	(119,685)
<b>Total TEXRail Operations</b>	<b>3,922,656</b>	<b>27,990,047</b>	<b>4,951,485</b>	<b>31,455,303</b>	<b>29,729,962</b>	<b>1,725,341</b>

	Fiscal Year 2023		Fiscal Year 2024			
	YTD	FY23 Actual	YTD	FY24 Budget	Projection	Variance
<b>Operating Expenses</b>						
<b>Bike Share Operations</b>						
Salaries & Fringe Benefits	68,263	452,645	79,321	547,296	525,969	21,327
Services	17,099	95,662	11,950	122,366	122,366	-
Fuels & Lubricants	1,295	11,723	1,482	15,600	13,416	2,184
Tires & Tubes, Materials and Supplies	2,669	106,704	13,664	88,200	89,158	(958)
Utilities	480	3,547	558	6,000	4,123	1,877
Leases	5,843	37,107	6,604	38,400	41,940	(3,540)
Other	1,052	14,095	145	1,440	1,943	(503)
<b>Total Bike Share Operations</b>	96,701	721,483	113,724	819,302	798,915	20,387
<b>General &amp; Administrative</b>						
Salaries, Wages & Fringe Benefits	2,376,373	15,744,961	3,300,432	18,188,233	18,185,319	2,914
Other Professional Services	1,483,641	10,465,709	889,640	15,411,815	15,411,815	-
Vehicle & Facilities Maintenance	298,735	2,870,521	336,645	3,391,797	3,391,797	-
Software/Systems Maintenance	406,673	3,188,933	286,192	5,559,487	5,559,487	-
Legal Services	28,121	473,030	56,600	820,656	739,600	81,056
Office Supplies & Equipment	62,657	634,184	187,343	396,982	476,378	(79,396)
Utilities	140,745	1,209,190	164,650	2,005,403	1,414,566	590,837
Travel/Dues/Memberships	71,043	650,271	2,413	59,322	22,087	37,235
Security Services	-	-	77,868	2,972,643	2,972,643	-
Other	20,373	104,699	3,320	427,463	427,463	-
Other General & Administrative	400,648	678,261	61,320	379,342	400,113	(20,771)
<b>Total General &amp; Administrative</b>	5,289,009	36,397,705	5,366,423	49,613,143	49,001,268	611,875
<b>Total Operating Expenses:</b>	<b>19,764,775</b>	<b>134,548,069</b>	<b>21,299,467</b>	<b>154,705,000</b>	<b>153,184,962</b>	<b>1,520,038</b>
<b>Operating Income / (Deficit)</b>	<b>1,647,877</b>	<b>55,258,301</b>	<b>2,751,586</b>	<b>165,746,000</b>	<b>168,055,189</b>	<b>(2,309,189)</b>



# TRINITY METRO BOARD OF DIRECTORS RESOLUTION

RESOLUTION  
OF THE  
BOARD OF DIRECTORS  
OF  
FORT WORTH TRANSPORTATION AUTHORITY  
ADOPTION OF  
INVESTMENT POLICY  
(R2024-02)

**WHEREAS**, the Fort Worth Transportation Authority, doing business as Trinity Metro ("Trinity Metro"), is a regional transportation authority governed by Chapter 452 of the Texas Transportation Code (the "Code") and is a local government as defined by Section 431.003(3)(C) of the Code; and

**WHEREAS**, the Texas Public Funds Investment Act requires the governing body of an investing entity to adopt by rule, order, ordinance, or resolution, as appropriate, a written investment policy regarding the investment of its funds and funds under its control; and

**WHEREAS**, the Texas Public Funds Investment Act requires the governing body of an investing entity to review its investment policy and investment strategies not less than annually, and to adopt a written instrument by rule, order, ordinance, or resolution stating that it has reviewed the investment policy and investment strategies and that the written instrument so adopted shall record any changes made to either the investment policy or investment strategies; and

**WHEREAS**, the Board of Directors of Fort Worth Transportation Authority is adopting this resolution to comply with the above provisions of the Texas Public Funds Investment Act; and

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF FORT WORTH TRANSPORTATION AUTHORITY:**

**Section 1.** The Investment Policy and investment strategies of Fort Worth Transportation Authority have been reviewed by the Board of Directors of the Fort Worth Transportation Authority.

**Section 2.** The attached Investment Policy is hereby adopted as the Investment Policy of Fort Worth Transportation Authority.

Adopted this 16th day of January 2024.

ATTEST:

By Fort Worth Transportation Authority d.b.a. Trinity Metro.

Jeff Davis  
Chair

Richard Andreski  
President & CEO

Sian

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**DISPOSITION OF BOARD OF DIRECTORS**

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**SECRETARY APPROVAL**

**FORT WORTH TRANSPORTATION AUTHORITY**  
(DBA "Trinity Metro")

**INVESTMENT POLICY**

**Section 1. GENERAL STATEMENT OF PURPOSE.**

This Investment Policy is intended to provide guidelines for the Board of Directors and the staff regarding the investment of public funds entrusted to Trinity Metro and to set reasonable standards and limitations concerning Trinity Metro's investment activities. This Policy is intended to satisfy statutory requirements of Chapter 452 of The Texas Transportation Code, and The Texas Public Funds Investment Act, Government Code Chapter 2256 (the "Act").

**Section 2. CASH MANAGEMENT PROGRAM.**

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

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

**Section 3. SCOPE OF POLICY.**

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

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

**Section 4. POLICY OBJECTIVES AND INVESTMENT STRATEGY.**

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

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

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

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

## Section 5. RESPONSIBILITIES.

### A. Board of Directors.

The Board of Directors is responsible for:

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

### B. Investment Officers.

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

The CFO is responsible for establishing and maintaining an internal control structure. The controls shall be designed to ensure that the funds are protected from loss due to employee

error, fraud, theft, or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

The internal controls shall address the following points:

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

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

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

### C. Ethics and Conflicts of Interest

Investment Officers and employees involved in the investment process shall refrain from personal business activity that would conflict with the proper execution and management of the investment program, or that would impair their ability to make impartial decisions. Investment Officers and employees shall disclose any material interests in financial institutions with which

they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Investment Officers and employees shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of Trinity Metro.

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

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

Duties of the Investment Officers shall include the following:

1. Maintain current information as to available cash balances in Trinity Metro bank accounts, and as to the amount of idle cash available for investment;
2. Develop and maintain cash flow projections to allow for the prudent investment of idle funds;
3. Make investments in accordance with this Policy, including investing and reinvesting funds of Trinity Metro and providing for money to be withdrawn from appropriate accounts for the purpose of making investments;
4. Maintain current information as to investment transactions;
5. Ensure that all investments are adequately secured, that safekeeping receipts are held by Trinity Metro in accordance with this Policy, and ensure that other requirements placed on financial institutions and broker/dealers by this Policy are observed;
6. Not less than quarterly, prepare and submit to the Board of Directors and the President / Chief Executive Officer a written report of investment transactions for all funds covered by this Policy for the preceding reporting period;
7. Not less than annually, submit the Investment Policy to the Board of Directors for review, along with recommended amendments to ensure that all legal requirements are satisfied and that the Policy reflects current investment practices;
8. Not less than annually, submit to the Board of Directors for review and

approval a list of qualified brokers/ dealers authorized to engage in investment transactions with Trinity Metro; and

9. Supervise and approve the substitution of securities pledged to secure Trinity Metro's deposits.

#### Section 7. AUTHORIZED INVESTMENTS.

The following investments are authorized under this section:

- A. Obligations of, or guaranteed by governmental entities.
  1. Obligations of the United States or its agencies and instrumentalities, including the Federal Home Loan Banks;
  2. Obligations of the State of Texas or its agencies and instrumentalities;
  3. Collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States;
  4. Other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, the State of Texas or the United States or their respective agencies and instrumentalities, including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation or by the explicit full faith and credit of the United States; and
  5. Obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than A or its equivalent.
  6. Commercial paper rated A1/P1 or equivalent by two nationally recognized rating agencies, with a maximum stated maturity of three-hundred sixty five (365) days or fewer from the date of its issuance; one nationally recognized credit rating agency and is fully secured by an irrevocable letter of credit issued by a bank organized and existing under the laws of the United States or any state.
- B. Certificates of deposit, and other forms of deposit, placed in compliance with the Act
- C. Fully collateralized repurchase agreements if the repurchase agreement:

1. has a defined termination date;
2. is secured by cash and/or obligations described in Section 7(A) above;
3. requires the securities being purchased to be pledged to Trinity Metro, held in Trinity Metro's account, and deposited at the time the investment is made with Trinity Metro or with a third party selected and approved by Trinity Metro;
4. is placed through a primary government securities dealer, as defined by the Federal Reserve, or a financial institution doing business in the State of Texas, and
5. complies with other provisions of this Investment Policy regarding repurchase agreements (see Section 9-C).

D. Mutual funds.

1. A no-load money market mutual fund is an authorized investment if the mutual fund:
  - (A) is registered with and regulated by the Securities and Exchange Commission;
  - (B) provides a prospectus and other information required by the Securities Exchange Act of 1934;
  - (C) has a dollar-weighted average stated maturity in compliance with Securities and Exchange Commission regulation;
  - (D) includes in its investment objectives the maintenance of a stable net asset value of \$1.00 for each share; and
  - (E) is rated no lower than AAA or AAA-m or an equivalent rating by at least one nationally recognized rating service.

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

Section 8. QUALIFYING INSTITUTIONS.



Investments may be made with or through the following institutions:

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

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

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

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

- (1) received and reviewed the Investment Policy; and
- (2) acknowledged that the business organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between Trinity Metro and the organization that are not authorized by Trinity Metro's Investment Policy, except to the extent that this authorization is dependent on an analysis of the makeup of Trinity Metro's entire portfolio, requires an interpretation of subjective investment standards, or relates to investment transactions that are not made through accounts or other contractual arrangements over which the business organization has accepted discretionary investment authority.

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

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

#### Section 9. COLLATERALIZATION AND SAFEKEEPING.

##### A. Certificates of Deposit and Other Evidence of Deposit.

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

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

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

- The agreement must be in writing;
- The agreement has to be executed by the financial institution and Trinity Metro contemporaneously with the deposit;
- The agreement must be approved by the Board of Directors or designated committee of the financial institution and a copy of the meeting minutes must be delivered to Trinity Metro; and
- The agreement must be part of the financial institution's "official record" continuously since its execution.

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

Trinity Metro must have confirmation from its custodial bank that collateral pledged from a financial institution is in Trinity Metro's account before investing in certificates of deposit or other evidence of deposit at the financial institution. This confirmation may be oral but must be

followed in writing with the original safekeeping receipt provided to Trinity Metro.

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

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

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

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

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

#### B. Securities.

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

#### C. Repurchase Agreements.

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

1. The securities underlying the repurchase agreement shall be those described under Section 7 ("Authorized Investments") of this Policy;

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

#### Section 10. DIVERSIFICATION AND MATURITY.

Investments of Trinity Metro shall be diversified to minimize the risk of loss resulting from over-concentration of assets in a specific maturity, specific issuer, or specific type of security, as appropriate. To the extent possible, the Investment Officers will attempt to match investment maturities with anticipated cash flow requirements, thereby reducing the need to sell or redeem investments prior to maturity and reducing market risk. Investments will not mature more than five (5) years from the date of purchase, and the average weighted maturity of the total investment portfolio will not exceed eighteen (18) months.

#### Section 11. STANDARD OF CARE.

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

#### Section 12. GENERAL INVESTMENT PRACTICES.

All investment decisions made by the Investment Officers shall be documented. The

Investment Officers may make investments orally, but a written confirmation of each transaction shall follow promptly with a copy of such confirmation retained in the files.

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

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

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

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

## BOARD ACTION ITEM

### ITEM NUMBER

BA2024-07

### MEETING DATE

January 16, 2024

### ITEM TITLE

Enterprise Resource Planning (ERP) Managed Services  
Contract Amendment

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### BACKGROUND

Trinity Metro operates a number of financial and administrative systems that are necessary for the operation of the business. These systems are companywide or so-called enterprise systems that require periodic technical support. Specifically, the purpose of the Enterprise Resource Planning managed services engagement is to support Trinity Metro's internal teams, provide application support for Trinity Metro's JD Edwards application, integrate and automate the Fidelity investments processes and support end users.

These services were provided by KS2 Technologies, Inc. and future support has been transitioned to ERP One Consulting. KS2 Technologies, Inc. provided additional services during the transition period from McDonald Transit Associates to Metro Area Transit System (MATS). In order to make final payments and close-out the contract with KS2 Technologies, Inc., the contract must be amended as follows.

- a. Extend the contract term date to October 31, 2023
- b. Additional work items supporting the transition to MATS

### PROCUREMENT

Trinity Metro's Procurement Department has followed procurement policy with the contract extension and it is in compliance with all applicable Federal, State and Trinity Metro procurement requirements.

This contract extension supports the transition from McDonald Transit Associates to Metro Area Transit System (MATS), which required a new accounting structure, payroll support and other system modifications. This contract amendment concludes the work performed by KS2 Technologies, Inc.

### FINANCING

### RECOMMENDATION

The Trinity Metro Board of Directors authorizes the President & Chief Executive Officer to amend the contract with KS2 Technologies, Inc. in the amount of \$59,200 for a new total not to exceed the amount of \$290,450 with a term ending October 31, 2023.

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### STAFF DISPOSITION

#### EXECUTIVE LEAD \*

Bruce Lewis

#### DATE

12/11/23

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### DISPOSITION OF BOARD OF DIRECTORS

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### SECRETARY APPROVAL

# BOARD ACTION ITEM

## ITEM NUMBER

BA2024-10

## MEETING DATE

January 16, 2024

## ITEM TITLE

Fort Worth Bike Sharing System Renewal and Expansion

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### BACKGROUND

Fort Worth Bike Sharing (FWBS) originated in 2013 and was acquired by Trinity Metro in 2021. There are currently 373 bicycles, 790 docks and 63 stations in the program. Since 2013, FWBS has provided 627,339 rides proving it is an affordable, efficient and environmentally friendly complement to Trinity Metro's existing transportation system. Not only it is a solution to First Mile / Last Mile but it's a convenient, healthy and fun way to move around our city.

FWBS's technology and equipment are antiquated and are no longer being supported by the current vendor which is why Trinity Metro is seeking a qualified bike share provider that can overhaul the bike sharing system and expand it for future growth.

Upgrading the equipment and technology will allow FWBS to extend the reach of transit by adding more stations in populated areas and expanding to new cities and new neighborhoods thus helping provide equal access to jobs, education and services.

### 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 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 enter into a contract with PBSC Urban Solutions, Inc. for a three (3) year contract with two (2) additional one-year options. The proposed agreement cost is \$3,385,000 with a 10% contingency of \$338,500 for a total amount not to exceed \$3,723,500.

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### STAFF DISPOSITION

#### EXECUTIVE LEAD \*

Kelli Shields

#### DATE

01/03/24

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### DISPOSITION OF BOARD OF DIRECTORS

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### SECRETARY APPROVAL

# BOARD ACTION ITEM

## ITEM NUMBER

BA2024-12

## MEETING DATE

January 16, 2024

## ITEM TITLE

Customer Relationship Management System

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### BACKGROUND

Trinity Metro provides public transportation services throughout Tarrant County. The company strives to provide both high quality transit services and exceptional customer service. Trinity Metro staff support customers in-person, by phone and online; however, there are currently no companywide systems to manage these important relationships.

Trinity Metro will implement a Customer Relationship Management (CRM) System to better integrate data and resources and to enable a more seamless customer experience. The CRM system will allow Trinity Metro to maintain customer profiles that track and respond to individual feedback, push special messages, service alerts and automate certain functions. Trinity Metro will be able to engage with customers more readily, monitor trends and allocate resources to improve response times to customer requests.

The CRM system will include an Interactive Voice Response (IVR) system and online chatbot service that allows customers to access information 24/7. The software also includes call center features that will allow customer service representatives to learn about the customer before an incoming call is connected. This will speed response times in the call center as information will be preloaded before the call begins.

Trinity Metro has evaluated various options for a CRM system and has selected the industry-leading Salesforce CRM and Studio Science software suite available through the State of Texas Department of Information Resources (DIR) contract with Carahsoft Technology Corporation, Contract Number DIR-TSO-4288.

### PROCUREMENT

This software will be secured using an established State of Texas Department of Information Resources (DIR) contract (DIR-TSO-4288). These types of contracts allow eligible customers, such as Trinity Metro, to buy IT products, services, and software at discounts. This contract complies with state purchasing requirements for fair and open competition and meets Federal, State and Trinity Metro's Procurement Requirements.

### 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 enter into a contract with Carahsoft Technology Corporation for the purchase and implementation of a Customer Relationship Management (CRM) system for a first-year cost of \$437,530.59 with four (4) one-year renewal options at a cost of \$126,509.49 annually for a total contract amount not to exceed \$943,568.55.

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### STAFF DISPOSITION

#### EXECUTIVE LEAD\*

Melissa Chrisman

#### DATE

01/02/24

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### DISPOSITION OF BOARD OF DIRECTORS

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#### SECRETARY APPROVAL



## BOARD ACTION ITEM

### ITEM NUMBER

BA2024-11

### MEETING DATE

January 16, 2024

### ITEM TITLE

2024 Employee Benefits Programs

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#### BACKGROUND

As part of the complete compensation package to its employees, Trinity Metro provides a variety of health and wellness benefits. Trinity Metro contracts with Arthur J. Gallagher & Company (AJG) to provide employee benefits consulting and broker services. AJG assists Trinity Metro by analyzing and evaluating existing employee benefits programs, working with existing and future insurance companies to monitor and evaluate their performance, and identifying potential cost savings and administrative enhancement opportunities.

Trinity Metro currently has a partially self-insured medical plan to better manage health care costs. The partially funded insurance structure includes additional insurance coverage to provide individual and aggregate stop loss coverage in order to limit Trinity Metro's maximum liability.

See Attached Table

#### PROCUREMENT

A solicitation was administered by Arthur J. Gallagher & Co. in collaboration with Trinity Metro's procurement department for the above-mentioned employee benefit plans. Bids were compared for the lowest, compliant, and responsive bids.

#### 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 enter into one-year contracts with the listed carriers for the state benefited programs.

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#### STAFF DISPOSITION

##### EXECUTIVE LEAD \*

Kelli Shields

##### DATE

12/01/23

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#### DISPOSITION OF BOARD OF DIRECTORS

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#### SECRETARY APPROVAL

2024 BENEFITS ESTIMATES			
BENEFIT	CARRIER	EMPLOYER COST	EMPLOYEE COST
Medical	BCBS	\$6,776,139	\$1,301,292
Stop Loss	HM Insurance	\$997,656	\$0
Dental	Aetna	\$0	\$258,612
Vision	Davis Vision	\$0	\$41,263
Basic Life/AD&D	Minnesota/Securian	\$28,762	\$0
Voluntary Life/AD&D	Minnesota/Securian	\$0	\$196,273
Short-Term Disability Admin	Cigna	\$8,736	\$0
Voluntary Short-Term Disability	Cigna	\$0	\$17,312
Long-Term Disability	Cigna	\$186,792	\$0
Employee Assistance Program	CuraLinc	\$10,081	\$0
FMLA Administration	Cigna	\$14,732	\$0
FSA and COBRA	TaxSaver	\$17,582	\$0
Long Term Care	Unum	\$53,293	\$0
Benefits Administration	BenefitsHUB	\$25,896	\$0
Medicare Program	Transitions	\$2,304	\$0
Wellness Program	HealthCheck 360	\$36,313	\$0
<b>TOTAL ANNUAL COST</b>		<b>\$8,158,286</b>	<b>\$1,814,752</b>