



Budget and Finance
Tuesday, July 6, 2021, 2:15 P.M.
DART Conference Room C – 1st Floor
1401 Pacific Ave., Dallas, Texas 75202
(Estimated Meeting Time: 1 hour 15 minutes)

Due to the COVID-19 virus and current extension of the Disaster Declaration issued by the Governor, all DART Board Meetings and Public Hearings are closed to the public. All meetings will take place by videoconference and will be available at <https://www.dart.org/about/board/boardvideo.asp>.

1. Roll Call
2. Approval of Minutes: June 22, 2021
3. *FY 2022 Budget and Financial Planning Process – Departmental Budget Presentations (Mark Enoch/Joseph Costello) *[30 minutes]*
4. *Briefing on FY 2022 Budget and Financial Planning Process – Draft FY 2022 Annual Budget and Twenty-Year Financial Plan (Mark Enoch/Joseph Costello) *[30 minutes]*
5. *Update on Amounts Due to DART (Mark Enoch/Joseph Costello) *[5 minutes]*
6. Identification of Future Agenda Items
7. Adjournment

***This Is A Briefing Item Only**

The Budget and Finance Committee may go into Closed Session under the Texas Open Meetings Act, Section 551.071, Consultation with Attorney, for any legal issues, under Section 551.072 Deliberation Regarding Real Property for Real Estate issues, arising or regarding any item listed on this Agenda.

Chair – Mark Enoch
Vice Chair – Jon-Bertrell Killen
Members – Robert C. Dye, Paul N. Wageman and Michele Wong Krause
Staff Liaison – Joseph Costello

**MINUTES
DALLAS AREA RAPID TRANSIT
BUDGET AND FINANCE COMMITTEE MEETING
June 22, 2021**

Due to the COVID-19 virus, DART Board meeting rooms were closed to the public. All meetings took place by videoconference and are available at <https://www.dart.org/about/board/boardvideo.asp>.

The Dallas Area Rapid Transit **Budget and Finance Committee** meeting came to order at 1:00 p.m., Tuesday, June 22, 2021, via videoconference, at DART Headquarters, 1401 Pacific Avenue, Dallas, Texas, with Vice-Chair Killen presiding.

The following Committee members were present: Jon-Bertrell Killen, Robert C. Dye, Michele Wong Krause, and Paul N. Wageman.

Other Board Members present: Amanda Moreno-Lake, Gary Slagel, Rick Stopfer, and Dominique P. Torres.

Others present: David Leininger, Gene Gamez, Joseph Costello, Dwight D. Burns, Sherry Foster, Senanu Adadevoh, Nancy Johnson, and Josefina Chavira.

1. Roll Call

Vice-Chair Killen took Roll Call, confirming a quorum was present.

Vice-Chair Killen stated the Committee would conduct the actions of the meeting by Roll Call vote. He then provided voting instructions prior to continuing with the agenda items.

2. Approval of Minutes: **May 25, 2021**

Ms. Wong Krause made a motion to approve the Minutes from the May 25, 2021, Budget and Finance Committee Meeting and enter into the record as written.

Mr. Dye seconded.

Vice-Chair Killen took a Roll Call vote, and the motion was approved unanimously.

Vice-Chair Killen redirected the Committee's attention to the remaining items.

3. *FY 2022 Budget and Financial Planning Process – Operating Budget Overview

Ms. Sherry Foster, Interim Assistant Vice President of Business Planning and Analysis, briefed the Committee (slides on file with the Office of Board Support) as follows:

- FY 2022 Budget and Financial Planning Process Calendar (slides 1-2)
- Presentation Outline (slide 3)
- FY 2022 Significant Considerations (slides 4-6)
- FY 2022 Budget Outlook (slide 7)
- FY 2022 Budget Overview (slide 8)
- FY 2022 Budget By EVP (slides 9-13)
- Target Budget Status by Type (slides 14-15)
- FY 2022 Benefits (slide 16)
- FY 2022 Purchased Transportation (slide 17)
- FY 2022 Proposed Budgeted Full Time Employees (slides 18-19)

- FY 2022 Budget and Financial Planning Process Calendar (slides 20-21)

Regarding slide 8, FY 2022 Budget Overview, Ms. Wong Krause questioned if the calculations provided included the commercial paper information. Mr. Joseph Costello, Chief Financial Officer, noted this slide did not show the commercial paper information, however, he could provide that information. Ms. Wong Krause requested this information be provided before the July 6th meeting.

4. ***FY 2022 Budget and Financial Planning Process – Departmental Budget Presentations**

Ms. Sherry Foster, Interim Assistant Vice President of Business Planning and Analysis, briefed the Committee (slides on file with the Office of Board Support) as follows:

- Budget & Workplan Presentations (slide 3)

Mr. Todd Plesko, Interim Executive Vice President of Growth and Regional Development, briefed the Committee as follows:

- Organizational Chart (slide 3)
- Proposed Operating Budget by Department (slide 4)
- FY 2022 Budget Documents for the Departments of Growth/Regional Development (slide 5)
- Rail Program Development *-topic separator*
- Organizational Chart (slide 7)
- Department Narrative (slide 8)
- Position Count (slide 9)
- FY22 Proposed Dept Budget (slide 10)
- Operating Budget Summary (slide 11)
- Capital Planning Department *-topic separator*
- Organizational Chart (slide 13)
- Department Narrative (slide 14)
- Position Count (slide 15)
- FY22 Proposed Dept Budget (slide 16)
- Operating Budget Summary (slide 17)
- Service Planning & Scheduling Department *-topic separator*
- Organizational Chart (slide 19)
- Department Narrative (slide 20)
- Position Count (slide 21)
- FY22 Proposed Dept Budget (slide 22)
- Operating Budget Summary (slide 23)
- Commuter Rail Department *-topic separator*
- Organizational Chart (slide 25)
- Department Narrative (slide 26)
- Position Count (slide 27)
- FY22 Proposed Dept Budget (slide 28)
- Operating Budget Summary (slide 29)

Ms. Nicole Fontayne-Bárdowell, Executive Vice President/Chief Administrative Officer, briefed the Committee as follows:

- Business & Innovative Solutions *-topic separator*
- Organizational Chart (slide 3)

- Proposed Operating Budget by Department (slide 4)
- FY 2022 Budget Documents for the Departments of Chief Administrative Officer (slide 5)
- Chief Administrative Officer *-topic separator*
- Department Narrative (slide 7)
- Organizational Chart (slide 8)
- Position Summary (slide 9)
- Assumptions/Drivers (slide 10)
- FY 2022 Proposed Department Budget (slide 11)
- Operating Budget Summary (slide 12)
- Human Resources Department *-topic separator*
- Department Narrative (slide 14)
- Organizational Chart (slide 15)
- Position Summary (slide 16)
- Assumptions/Drivers (slides 17-18)
- Metrics/KPI (slides 19-20)
- FY 2022 Proposed Department Budget (slide 21)
- Operating Budget Summary (slide 22)
- Office of Innovation *-topic separator*
- Department Narrative (slide 24)
- Organizational Chart (slide 25)
- Position Summary (slide 26)
- Assumptions/Drivers (slide 27)
- Metrics/KPI (slide 28)
- FY 2022 Proposed Department Budget (slide 29)
- Operating Budget Summary (slide 30)
- Marketing & Communications Department *-topic separator*
- Department Narrative (slide 32)
- Organizational Chart (slide 33)
- Position Summary (slide 34)
- Assumptions/Drivers (slide 35)
- Metrics/KPI (slide 36)
- FY 2022 Proposed Department Budget (slide 37)
- Operating Budget Summary (slide 38)
- Procurement Department *-topic separator*
- Department Narrative (slide 40)
- Organizational Chart (slide 41)
- Position Summary (slide 42)
- Assumptions/Drivers (slide 43)
- Metrics/KPI (slide 44)
- FY 2022 Proposed Department Budget (slide 45)
- Operating Budget Summary (slide 46)
- Technology Department *-topic separator*
- Department Narrative (slide 48)
- Organizational Chart (slide 49)
- Position Summary (slide 50)
- Assumptions/Drivers (slide 51)
- Metrics/KPI (slides 52-53)

- FY 2022 Proposed Department Budget (slide 54)
- Operating Budget Summary (slide 55)

Mr. Gene Gamez, General Counsel, briefed the Committee as follows:

- FY 2022 Proposed Operating Budget (slide 2)
- Organizational Chart (slide 3)
- Position Summary (slide 4)
- FY 2022 Proposed Dept Budget (slide 5)
- Operating Budget Summary (slide 6)

Ms. Nancy Johnson, Director of Board Support, briefed the Committee as follows:

- FY 2022 Proposed Operating Budget (slide 3)
- Board Support Department *-topic separator*
- Department Narrative (slide 5)
- Organizational Chart (slide 6)
- Position Summary (slide 7)
- FY 2022 Proposed Dept Budget (slide 8)
- Operating Budget Summary (slide 9)

Mr. David Leininger, Interim President & Chief Executive Officer, briefed the Committee as follows:

- Organizational Chart (slide 2)
- FY 2022 Proposed Operating Budget by EVP Division (slide 3)
- FY 2022 Budget Documents (slide 4)
- Safety Department *- topic separator*
- Department Narrative (slides 6-7)
- Organizational Chart (slide 8)
- Position Summary (slide 9)
- Assumptions/Drivers (slide 10)
- FY 2022 Proposed Dept Budget (slide 11)
- Operating Budget Summary (slide 12)
- Chief of Staff *- topic separator*
- Department Narrative (slide 14)
- Organizational Chart (slide 15)
- Position Summary (slide 16)
- Assumptions/Drivers (slide 17)
- FY 2022 Proposed Dept Budget (slide 18)
- Operating Budget Summary (slide 19)
- Government and Community Relations *- topic separator*
- Organizational Chart (slide 21)
- Department Narrative (slide 22)
- Position Summary (slide 23)
- Assumptions/Drivers (slide 10)
- FY 2022 Proposed Dept Budget (slide 24)
- Operating Budget Summary (slide 25)
- Diversity Department *- topic separator*
- Organizational Chart (slide 27)
- Department Narrative (slide 28)

- Position Summary (slide 29)
- Assumptions/Drivers (slide 30)
- FY 2022 Proposed Dept Budget (slide 31)
- Operating Budget Summary (slide 32)
- Finance Department – *topic separator*
- Vision and Mission (slide 33)
- Organizational Chart (slide 34)
- Department Narrative (slide 35)
- Position Summary (slide 36)
- FY 2022 Proposed Dept Budget (slide 37)
- Operating Budget Summary (slide 38)

5. *Update on Amounts Due to DART

Mr. Costello briefed the Committee.

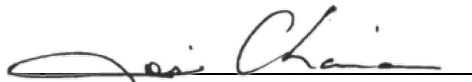
Mr. Wageman reiterated his previous request from the prior Budget and Finance meetings to provide a visual presentation. Mr. Costello apologized for that oversight and stated he would provide a visual presentation the next time he presented this item.

6. Identification of Future Agenda Items

There were no future agenda items identified for this committee.

7. Adjournment

There being no further business to discuss, the meeting was adjourned at 3:28 p.m.



Josefina Chavira, CAP
Board Committee Secretary

/jc

+Same Night Item

*Briefing Item



Agenda Report

Attachment:
**1. FY22 Budget & Financial
Planning Process Calendar**

DATE: July 6, 2021

SUBJECT: FY 2022 Budget and Financial Planning Process – Departmental Budget Presentations

RECOMMENDATION

This is a briefing item. No action is required at this time.

BUSINESS PURPOSE

- In order to obtain direction and input from the Board, a series of briefings and discussions is being provided as the FY 2022 Budget and Twenty-Year Financial Plan are developed (see Attachment 1).
- The purpose of this item is to provide time for an overview of the proposed FY 2022 departmental budget and workplan for Customer Care and Service Delivery.
- The discussion will help achieve all of the Board Strategic Priorities:
 - 1: Enhance the service and safety experience through customer focused initiatives
 - 2: Demonstrate stewardship of the transit system, agency assets and financial obligations
 - 3: Innovate to enhance mobility options, business processes and funding
 - 4: Pursue excellence through employee engagement, diversity, development and well-being
 - 5: Continue DART's role as a recognized local, regional and national transportation leader

FY 2022 Budget and Financial Planning Process Calendar	
Date	Subject
February 23	<ul style="list-style-type: none"> • Preliminary FY 2022 Financial Outlook
March 23	<ul style="list-style-type: none"> • Review of Financial Standards for FY 2022 Budget and Financial Plan Process
April 27	<ul style="list-style-type: none"> • Approval of Financial Standards for FY 2022 Budget and Financial Plan Process
May 25	<ul style="list-style-type: none"> • FY 2022 Budget and Financial Plan Process – Capital Budget Overview
June 22	<ul style="list-style-type: none"> • FY 2022 Budget and Financial Plan Process – Operating Budget Overview • FY 2022 Budget and Financial Plan Process – Departmental Budget Presentations
July 6	<ul style="list-style-type: none"> • FY 2022 Budget and Financial Plan Process – Draft FY 2022 Annual Budget and Twenty-Year Financial Plan • FY 2022 Budget and Financial Plan Process – Departmental Budget Presentations
August 10	<ul style="list-style-type: none"> • Budget & Finance Committee recommends approval to COTW/Board to send FY 2022 Budget and Twenty-Year Financial Plan to Service Area Cities • Board approves sending FY 2022 Budget and Financial Plan to Service Area Cities
August 24	<ul style="list-style-type: none"> • Budget and Finance Committee recommends approval of the FY 2022 Annual Budget and Twenty-Year Financial Plan
August	<ul style="list-style-type: none"> • Briefing for Service Area City Managers and Finance Directors
September 14	<ul style="list-style-type: none"> • Committee-of-the-Whole Review of FY 2022 Budget and Twenty-Year Financial Plan
September 28	<ul style="list-style-type: none"> • Board Approval of FY 2022 Budget and Twenty-Year Financial Plan



Agenda Report

Attachment:
**1. FY22 Budget & Financial
Planning Process Calendar**

DATE: July 6, 2021

SUBJECT: Briefing on FY 2022 Budget and Financial Planning Process – Draft FY 2022 Annual Budget and Twenty-Year Financial Plan

RECOMMENDATION

This is a briefing item. No action is required at this time.

BUSINESS PURPOSE

- In order to obtain direction and input from the Board, a series of briefings and discussions is being provided as the FY 2022 Budget and Twenty-Year Financial Plan are developed (see Attachment 1).
- The purpose of this item is to review the Draft FY 2022 Annual Budget and Twenty-Year Financial Plan.
- The discussion will help achieve Board Strategic Priority 2: Demonstrate stewardship of the transit system, agency assets and financial obligations; and Strategic Priority 3: Innovate to enhance mobility options, business processes and funding.

FY 2022 Budget and Financial Planning Process Calendar	
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Agenda Report

DATE: July 6, 2021

SUBJECT: Update on Amounts Due to DART

RECOMMENDATION

This is a briefing item. No action is required at this time.

BUSINESS PURPOSE

- The Budget and Finance Committee will be briefed on the status of ongoing discussions related to outstanding amounts due to DART under rail-related agreements.
- TRE has successfully resolved potential delays in the past several months and has submitted invoices to Amtrak for the applicable months. No payments have been received to date.
- The City of Dallas is current on the invoices for the operation and maintenance of the Dallas streetcar.
- The discussion of this item will help achieve Board Strategic Priority 2: Provide stewardship of the transit system, agency assets and financial obligations.