CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

BOARD OF DIRECTORS' MEETING NOTICE

Date: **Wednesday, March 4, 2015**

Time: **8:30 a.m.**

Location: **CCRTA Administration/Operations Facility**
5658 Bear Lane
Corpus Christi, Texas

	Topic	Speaker	Est. Time	Reference
1.	**Roll Call**	M. Saenz	1 min.	No Attachment
2.	**Personnel Recognition**	S. Neeley	5 min.	No Attachment
3.	**Opportunity for Public Comment**	L. Taylor	6 min.	No Attachment
4.	**Update** on RCAT Committee Activities	M. Rendon	5 min.	No Attachment
5.	**Discussion and Possible Action** to Approve the Board of Directors' Minutes of February 4, 2015	L. Taylor	3 min.	Pages 1-11
6.	**The following item is of routine or administrative nature and has been discussed previously by the Board or Committees. The Board has been furnished with support documentation on this item.** **a) Action** to Authorize Exercising the Second Option Year with Goodyear Tire and Rubber Company for Tire and Leasing Services	L. Taylor	3 min.	Pages 12-13
7.	**Discussion and Possible Action** to Authorize Exercising the First Year Option with Wood, Boykin and Wolter and Porter, Rogers, Dahlman and Gordon, P.C. for Labor and Employment Law Legal Services	A. Olivares	5 min.	Page 14

	Topic	Speaker	Est. Time	Reference
8.	**Discussion and Possible Action** to Authorize Executing and Submitting the Federal Transit Administration's (FTA) FY 2015 Certifications and Assurances	W. Laridis	3 min.	Page 15-18
9.	**Discussion** on the Naming of Shelters, Stations and Other Facilities Policy	J. Cruz-Aedo	10 min.	Page 19
10.	**Presentations:** a. Health Plan Annual Review 2014 b. Marketing Activities c. Fourth Quarter 2014 Investment Report d. Fourth Quarter 2014 Performance Report - Defined Benefit Plan and Defined Contribution Plan e. Financial Report – January 2015 f. 2015 Street Improvement Allocations g. 2014 Annual Service Performance Report h. January 2015 Operations Report i. May 2015 Service Change j. Procurement Update	 R. Barrera Haas O'Brien O'Brien O'Brien Roddel Robinson Robinson Robinson Laridis	60 min.	 No Attachment No Attachment Page 20 Attachment Pages 21-22 Attachments Pages 23-25 No Attachment Pages 26-38 Pages 39-49 No Attachment No Attachment
11.	**CEO's Report** a) Texas Transit Association/APTA Roadeo b) Buc Days Service Plan and Community Support c) Del Mar College Bus Donation and Media Event d) Harbor Ferry Launch e) SWTA Show Off Your Access Submission f) Board of Directors' Budget Retreat	S. Neeley	5 min.	No Attachments
12.	**Chair's Report** a. CCRTA Transit Day at the Capitol b. SWTA Annual Conference and Expo c. APTA Legislative Conference	L. Taylor	5 min.	No Attachments
13.	**Discussion (in Closed Session)** Concerning Possible Real Estate Acquisition with **Possible Action Thereafter in Open Session** Concerning Possible Real Estate Acquisition	L. Taylor	10 min.	No Attachment
14.	**Adjournment**	L. Taylor	1 min.	No Attachment
15.	**Information** RCAT Minutes – January 15, 2015	- - -	- - -	Pages 50-54

Total Estimated Time: 2:00

PUBLIC NOTICE is given that the Board may elect to go into executive session at any time during the meeting in order to discuss matters listed on the agenda, when authorized by the provisions of the Open Meetings Act, Chapter 551 of the Texas Government Code.

In the event the Board elects to go into executive session regarding an agenda item, the section or sections of the Open Meetings Act authorizing the executive session will be publicly announced by the presiding officer.

In compliance with the Americans with Disabilities Act, individuals with disabilities who plan to attend this meeting and who may need auxiliary aids or services are requested to contact the Assistant Secretary to the Board at 903-3561 at least 48 hours in advance so that appropriate arrangements can be made.

Información en Español: Si usted desea esta información en Español o en otro idioma, por favor llame al telèfono (361) 289-2712.

On **Friday, February 27, 2015** this Notice was posted by **Beth Vidaurri** at the Nueces County Courthouse, 901 Leopard, Corpus Christi, Texas, the RTA Administration Offices, 5658 Bear Lane, Corpus Christi, Texas and sent to the Nueces County Clerk and San Patricio County Clerk.

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS' MEETING MINUTES
WEDNESDAY, FEBRUARY 4, 2015

SUMMARY OF ACTIONS

1. Conducted Roll Call
2. Held Personnel Recognition
3. Provided Opportunity for Public Comment
4. Heard Update on RCAT Committee Activities
5. Approved the Board of Directors' Minutes of January 14, 2015 and Board Planning Session Minutes of January 23, 2015
6. Approved Consent Agenda Item: a) Action to Authorize Awarding a Contract to A. Ortiz Construction and Paving, Inc. for the Bear Lane Parking Lot Expansion
7. Adopted a Resolution Authorizing Participation in the Texas Term Local Government Investment Pool
8. Action to Adopt a Resolution Approving the Investment Policy, Designation of Investment Officers, Designation of Investment Advisor and List of Approved Broker/Dealers
9. Action to Authorize a Contribution of $805,564 to the CCRTA Defined Benefit Plan & Trust for FY2015
10. Approved the FY2015 Program of Projects
11. Authorized: a) Approving Capital Improvements for the Staples Street Station Temporary Relocation Site; and b) Executing a Change Order to the A. Ortiz Construction & Paving, Inc. Contract
12. Heard Presentations on: a) Financial Report – December 2014; b) December 2014 Operations Report; c) 2015 Service Improvements; d) Procurement Update; e) La Retama Park
13. Heard CEO's Report on; a) Texas Transit Association; b) APTA CEO Conference; c) Organizational Staffing Update; d) Litter Campaign Film; e) Staples Street Station; f) Plan CC; g) Arboc/Gillig; h) Procurements
14. Heard Chair's Report on: a) Transit Day – February 25, 2015; b) CCRTA/MV Bus and Maintenance Roadeo; c) APTA Legislative Conference; d) Community Events
15. Held Discussion (in Closed Session) Concerning Staples Street Center Leasing Matters and the CEO's Evaluation with Action in Open Session on CEO's Employment Agreement

The Regional Transportation Authority Board of Directors met at 8:30 a.m. in the Regional Transportation Authority Facility located at 5658 Bear Lane, Corpus Christi, Texas.

Board Members Present: Vangie Chapa, Chair; Lamont Taylor, Vice Chair; Mary Saenz, Secretary; George Clower; Tony Elizondo; Jeffrey Pollack; Mike Reeves; Curtis Rock

Board Members Absent: Thomas Dreyer; Ray Hunt; Angie Flores Granado,

Staff Present: Scott Neeley, Jorge Cruz-Aedo, Terry Klinger, Keith Korenek, William Laridis, Sharon Montez, Cindy O'Brien, Gordon Robinson, Robert Saldana, Beth Vidaurri, Eddie Moncevais

Public Present: John Bell, Wood, Boykin, Wolter, RTA Legal Counsel; Casey Lain, Downtown Management District; Gabriel Ortiz, NEI; Linda Patterson, Patterson and Associates; Ken Couch, PFM-TX Term; Rowland Estrada, President, ATU Local 1765; Rosie Aguiar, ATU Local 1765; Darlene Gregory, UNI; Abel Aloonzo

Roll Call/Call to Order

Ms. Mary Saenz called the roll and declared that a quorum was present. Ms. Vangie Chapa called the meeting to order at 8:35 a.m.

Ms. Chapa announced that Mr. Thomas Dreyer was out due to illness. She asked if there was a motion to excuse his absence.

> **MR. TAYLOR MADE A MOTION TO EXCUSE MR. THOMAS DREYER'S ABSENCE. MR. CLOWER SECONDED THE MOTION. THE MOTION CARRIED. POLLACK, ROCK, ELIZONDO, CHAPA, TAYLOR, SAENZ, CLOWER AND REEVES VOTING IN FAVOR. GRANADO, HUNT, AND DREYER ABSENT.**

Ms. Chapa noted that Ms. Granado was listening in on the meeting via teleconference call. She would not be counted for a quorum.

Personnel Recognition

Mr. Scott Neeley asked that Mr. Robert Saldana speak on the recognition for bus operator Ms. JoAnn Ramirez. Mr. Saldana said that Ms. JoAnn Ramirez had been recognized for exemplary customer service by a customer when he wrote to the Corpus Christi Caller Times. Mr. Saldana presented Ms. Ramirez with a shadow box frame containing the newspaper article and a service appreciation CCRTA token.

Mr. Scott Neeley announced that the following five employees had elected to take early retirement: Dianne Garcia, Larry Wyatt, Joe Real, Norma Castaneda, and Cecelio Aquiar.

Mr. Scott Neeley acknowledged the picture hung in the Board Room received from Goodwill Industries recognizing CCRTA as a 2014 Community Partner based on the mobility training provided by Marshall Burns. He thanked Mr. Burns for his work in the mobility training area.

Mr. Scott Neeley recognized Customer Service Center Supervisor Marcia Lindsey for providing exceptional customer service by transporting a customer who had missed his Paisiano Transit connection. She transported him to his home in Bishop.

Opportunity for Public Comment

Mr. Rowland Estrada spoke in acknowledgement of the collective years of service contributed by the five employees who had chosen to retire. He spoke briefly about some of the contributions each of the retirees had made to the Authority.

Mr. Casey Lain, Chairman, Downtown Management District (DMD), spoke favorably about the impact the new Staples Street Center and Station would have on the downtown and uptown sections of Corpus Christi. He voiced appreciation for the collaborative efforts between the City of Corpus Christi and CCRTA for the capital improvements being made at La Ratama Park.

Ms. Darlene Gregory, Chairman, Uptown Neighborhood Initiative (UNI), spoke in favor of having Greyhound located at the Staples Street Center. She spoke on the economic benefits the Staples Street Center would bring to uptown Corpus Christi.

Update on RCAT Committee Activities

Ms. Rosa Villarreal informed that Mr. Mike Rendon was unable to attend due to a death in the family. Ms. Villarreal summarized that the RCAT committee had voted to extend the RCAT committee member vacancy posting. They were looking into additional venues for advertising vacancies. The Committee for Persons with Disabilities (CFPWD) and Corpus Christi Human Relations Committee (CCHRC) were looking into a program that uses volunteers to address ADA parking issues that is being led by the Corpus Christi Police Department.

Discussion and Possible Action to Approve the Board of Directors' Minutes of January 14, 2015 and Board Planning Session Minutes of January 23, 2015

MR. ROCK MADE A MOTION TO APPROVE THE BOARD OF DIRECTORS' MINUTES OF JANUARY 14, 2015 AND BOARD PLANNING SESSION MINUTES OF JANUARY 23, 2015. MR. REEVES SECONDED THE MOTION. THE MOTION CARRIED. POLLACK, ROCK, ELIZONDO, CHAPA, TAYLOR, SAENZ,

CLOWER AND REEVES VOTING IN FAVOR. GRANADO, HUNT, AND DREYER ABSENT.

CONSENT AGENDA

Ms. Chapa stated that the following item was of routine or administrative nature and had been discussed previously by the Board or Committees. The Board had been furnished with support documentation on this item.

a) **Action to Authorize Awarding a Contract to A. Ortiz Construction and Paving, Inc. for the Bear Lane Parking Lot Expansion**

MR. ELIZONDO MADE A MOTION TO APPROVE CONSENT AGENDA ITEM 6a. MR. TAYLOR SECONDED THE MOTION. THE MOTION CARRIED. POLLACK, ROCK, ELIZONDO, CHAPA, TAYLOR, SAENZ, CLOWER AND REEVES VOTING IN FAVOR. GRANADO, HUNT, AND DREYER ABSENT.

Discussion and Possible Action to Adopt a Resolution Authorizing Participation in the Texas Term Local Government Investment Pool

Ms. Cindy O'Brien introduced Ms. Linda Patterson, Patterson and Associates, and Mr. Ken Couch, PFM-Texas Term, who were in attendance to answer any questions.

Using a PowerPoint presentation, Ms. O'Brien stated that the Texas Term Local Government Investment Pool was established in 2000 to allow Texas local governments and school districts to pool their funds for investment purposes. This professionally managed portfolio qualified as an authorized investment and followed the CCRTA investment objectives. Other entities participating in the Pool were Tuloso Midway School District; Flour Bluff Independent School District; Capital Metro, Austin Texas; DART, Dallas, Texas; and Houston MTA, Houston, Texas. She reported that the spokesperson for Capital Metro had stated that it was easy to use the program and that it produced good reports.

In response to a question, Ms. O'Brien explained that this Program would provide an additional method for investing funds.

MR. ELIZONDO MADE A MOTION TO ADOPT A RESOLUTION AUTHORIZING PARTICIPATION IN THE TEXAS TERM LOCAL GOVERNMENT INVESTMENT POOL. MR. ROCK SECONDED THE MOTION. THE MOTION CARRIED. POLLACK, ROCK, ELIZONDO, CHAPA, TAYLOR, SAENZ, CLOWER AND REEVES VOTING IN FAVOR. GRANADO, HUNT, AND DREYER ABSENT.

Discussion and Possible Action to Adopt a Resolution Approving the Investment Policy, Designation of Investment Officers, Designation of Investment Advisor and List of Approved Broker/Dealers

Ms. Cindy O'Brien, using a PowerPoint presentation, explained that adoption of the resolution was in accordance with Chapter 2256 of the Texas Government Code: The Public Funds Investment Act. It applied to both operating and capital funds and sales tax revenues. She cited the Board of Directors' responsibilities under the Texas Government Code.

Recommended changes to the Policy, as explained by Ms. O'Brien were: a) Section 7.(a) List of Investments – bullet point #10 would be reworded to provide clarity – "AAA-Rated, local government investment pool in Texas striving to maintain a $1 net asset value per share; b) adding Amherst Securities as a new Broker/Dealer; c) deleting Barclay's Securities as a Broker/Dealer.

Ms. O'Brien summarized that the resolution stated that the Investment Policy has been reviewed and approved; it designates the Director of Finance and Managing Director of Administration as investment officers; it designates Patterson & Associates as an investment advisor; and it ratifies and confirms the authorized broker/dealer list attached to the resolution.

MR. TAYLOR MADE A MOTION TO ADOPT A RESOLUTION APPROVING THE INVESTMENT POLICY, DESIGNATION OF INVESTMENT OFFICERS, DESIGNATION OF INVESTMENT ADVISOR, AND LIST OF APPROVED BROKER/DEALERS. MR. REEVES SECONDED THE MOTION. THE MOTION CARRIED. POLLACK, ROCK, ELIZONDO, CHAPA, TAYLOR, SAENZ, CLOWER AND REEVES VOTING IN FAVOR. GRANADO, HUNT, AND DREYER ABSENT.

Discussion and Possible Action to Authorize a Contribution of $805,564 to the CCRTA Defined Benefit Plan & Trust for FY2015

Ms. Cindy O'Brien, using a PowerPoint presentation, explained that the Authority was required to fund the Defined Benefit Plan annually at an amount that was actuarially determined. She explained the method used to calculate the estimated 2015 payment of $805,564. Ms. O'Brien stated that the payment would be allocated on a monthly basis to eliminate monthly fluctuations.

Ms. O'Brien said that the actuarial report was anticipated to be finalized in April 2015. At that time if the report indicated that the actual amount needed to fund the Plan was more than the payment being made; then interest of 7.5 percent would be applied and an additional payment would be required. If the actual amount was less than the payment being made; then the excess amount would lessen future required contributions.

Discussion and Possible Action to Approve the FY2015 Program of Projects

Mr. Gordon Robinson reported that the Authority's FY2015 Program of Projects identified the following projects for which Federal grant funds would be requested from the Federal Transit Administration (FTA): 1) replacement of 15 full-size buses; 2) supplement ADA complementary paratransit service; 3) ADA bus stop improvements; 4) maintain fixed route buses through preventative maintenance; and 5) administer projects under 5316 - Job Access and Reverse Commute, 5317 - New Freedom, and Section 5310 - Seniors and Individuals with Disabilities formula grant programs. The estimated Federal total for these projects was $9,753,069. When the program was approved, it would then be forwarded to the Metropolitan Planning Organization (MPO) for inclusion in the Transportation Improvement Program (TIP).

Discussion and Possible Action to Authorize:
a. Approving Capital Improvements for the Staples Street Station Temporary Relocation Site; and
b. Executing a Change Order to the A. Ortiz Construction & Paving, Inc. Contract

Ms. Sharon Montez, using a PowerPoint presentation, cited the process undertaken to identify a temporary relocation site for the Staples Street Station. The chosen property was owned by the City of Corpus Christi and located at the intersection of Leopard and Josephine. The estimated budget for the proposed capital improvements was $92,060.50. Relocation was planned for June 1, 2015 and moving into the completed new Staples Street Station was projected for December 2015.

Reviewing the proposed capital improvements, Ms. Montez cited the following: a) additional concrete adjacent to the sidewalk along Josephine; b) shelter pad connecting to the sidewalk for a shelter placement on Josephine; c) transitional concrete at the location where the tent will be placed along the area where the existing concrete area meets the sidewalk; d) landing pad on Sam Rankin; e) curb ramps and crosswalk at Josephine and Leopard; f) new signage converting the intersections at Mestina into a four-way stop; g) installation of 6 two-fixture light poles and 2 extended mast light fixtures and cameras; and h) electrical allowance for additional temporary power drop and lighting around temporary shelter.

Additionally, Ms. Montez said that CCRTA would be installing seating and shelters for the riders. A large tent would be purchased and returned to CCRTA for use at various functions after the new station was completed.

Ms. Montez explained that to expedite the concrete and striping elements of the scope of work in order to meet the June 1, 2015 move-in date, approval is being sought to extend the existing contact with A. Ortiz Construction and Paving, Inc.

The amount of the change order would be $77,060.50. The total for the new contract would be $546,905.

MR. REEVES MADE A MOTION TO AUTHORIZE APPROVING CAPITAL IMPROVEMENTS FOR THE STAPLES STREET STATION TEMPORARY RELOCATION SITE AND EXECUTING A CHANGE ORDER TO THE A. ORTIZ CONSTRUCTION & PAVING, INC. CONTRACT. MR. CLOWER SECONDED THE MOTION. THE MOTION CARRIED. POLLACK, ROCK, ELIZONDO, CHAPA, TAYLOR, SAENZ, CLOWER AND REEVES VOTING IN FAVOR. GRANADO, HUNT, AND DREYER ABSENT.

Presentations:

a. Financial Report – December 2014

Ms. Cindy O'Brien informed that the December 2014 financial report was preliminary. The year-end closing was in progress. She stated that the December operating revenues were less than budgeted by $156,665; year-to-date operating revenues were on target with budget; and December sales tax was estimated at $3,661,885. November sales tax actual collections was $2,590,036.

Reviewing operating expenses, Ms. O'Brien reported that for the month of December operating expenses were under budget by $115,447 and for the year they were under budget by $2,037,678. She highlighted that the Human Resources budget was over budget by $756,836 due to continuation of large health care claims; the Purchased Transportation budget was under budget by $2.6 million due to elimination of allocation in the new contract; and the Facilities Maintenance Department was over budget by $356,000 due to the new bus stop maintenance contract.

Reporting on fuel prices, Ms. O'Brien said that diesel was at $1.89; CNG was at $1.15; and unleaded fuel was at $1.61.

b. December 2014 Operations Report

Mr. Gordon Robinson reported that for the month of December 2014 total system boardings was 483,072 which was a 7.8 percent increase compared to December 2013. Reviewing ridership, Mr. Robinson stated that year-to-date overall system ridership, compared to the same timeframe in 2013, had decreased by 1.3 percent.

Reporting on service metrics, Mr. Robinson said that of the four metrics for bus on-time performance, two had not been met – over 5 minutes late and over 10 minutes late. Out of the five B-Line service metrics, two had not been met – on-time performance and in vehicle time.

Reviewing the Customer Assistance Form (CAF) report, Mr. Robinson said that 51 CAFs and 11 commendations had been received for the month of December 2015. The top two issues were in the service stop issues and customer services categories.

Reporting on safety, Mr. Robinson stated that for the month of December 2014 there had been 7 vehicle collisions and 31 customer related incidents. The total collision rate for the month was 2.40 per hundred thousand miles driven. This had not met the 2.0 or less metric.

Mr. Robinson informed that a 2014 Annual Report was being developed and would be presented at the next Operations Committee meeting.

c. 2015 Service Improvements

Mr. Gordon Robinson reported that the one complaint received regarding the service changes was reconciled by adjustments made to Route 3. Mr. Robinson said that with this change, now all the major stations were being served to meet the 6 a.m. starting time at the Corpus Christi Army Depot.

In response to questions posed by Ms. Chapa, Mr. Robinson stated that the next service changes were being planned for implementation on May 4, 2015 and August 25, 2015. Detailed information would be provided as it was available.

Ms. Vangie Chapa asked that all collateral material that would be used to inform customers about the service changes be presented to the Board of Directors prior to distribution.

Mr. Abel Alonzo voiced the opinion that on-time performance timing points were not realistic and should be modified.

d. Procurement Update

Mr. Billy Laridis, using a PowerPoint presentation, noted that the procurement update included the DBE percentage for each solicitation. He reported that two big ticket items had been awarded: a) a diesel fuel contract to Petroleum Traders; and b) the 2015 Harbor Ferry season last option year had been awarded to HMS Ferries. He reviewed upcoming solicitations between one month and six months. He noted that two bids had been received for the disparity study; a call for projects would be issued under the 5310 grant funding program which would be due on March 27, 2015 and presented to the Board in May 2015; the solicitation for printing of bus schedules and bus books would not include bus book printing.

In response to Ms. Chapa, Mr. Laridis informed that under the bus bench advertising solicitation, negotiations for purchasing the bus benches from Cooper have been conducted. He stated that staff was investigating other more cost effective type of benches which would also provide advertising opportunities.

e. La Retama Park

Ms. Sharon Montez informed that the La Retama Park improvement project was a collaborative project with the City of Corpus Christi. It was approved through an Interlocal agreement. The Authority was contributing $70,000 which would be used primarily for lighting, benches, and improvements to the bus stop on Schatzel. The City of Corpus Christi was contributing design services and $75,000. The scope of work included turning the area into a more urban type of setting to support the Art Walk and other community events. The City of Corpus Christi had included 25 percent DBE, at the request of CCRTA staff; it was a 120 day project, and bids would be opened on February 18, 2015.

CEO's Report

a) Texas Transit Association

Mr. Scott Neeley reported that Texas Transit Association (TTA) would be holding their Transit Day at the Capitol on February 18, 2015. TTA was conducting weekly legislative calls with their members.

b) APTA CEO Conference

Mr. Neeley reported that he and Ms. Rosa Villarreal would be attending the APTA CEO Conference, February 7-10 in Phoenix, Arizona.

c) Organizational Staffing Update

Mr. Neeley reported that he would be presenting at the February Administration Committee Meeting and at the March Board meeting a request to add a couple of FTE's accompanied with a new organizational chart.

d) Litter Campaign Film

Mr. Scott Neeley referenced the film which had been running prior the start of the meeting. He stated that the film featuring Ms. Vangie Chapa, Police Chief Simpson, Mayor Nelda Martinez, and himself promoting the "Leave it Better Than You Found It" campaign would be shown via several media channels.

e) Staples Street Station

Mr. Neeley reported that superstructure work was continuing at the Staples Street Station and that a tour would be arranged within the next couple of months.

f) Plan CC

Mr. Neeley explained that Plan CC was the City of Corpus Christi's long range City plan. A public meeting would be held on February 24, 2015. A briefing would be made to the Planning Commission and then to the City Council in March. The Authority was mentioned in the Plan.

g) Arboc/Gillig Procurements

Mr. Scott Neeley reported that 23 ARBOC vehicles were scheduled for delivery at the end of March or beginning of April 2015. Twenty nine Gillig buses would be delivered by May 2015 and eleven Gillig buses would be delivered in May 2016. After receipt of the full order, the fleet would be approximately 50 percent CNG.

Chair's Report

a) Transit Day – February 25, 2015

Ms. Vangie Chapa pointed out that Transit Day was scheduled on the same day as the Committee meetings. There was a brief discussion on meeting options. Ms. Granado recommended holding the Committee meetings on a different day to allow full participation in transit day activities. Ms. Chapa asked Ms. Vidaurri to poll the Board to determine an alternate meeting day.

b) b. CCRTA/MV Bus and Maintenance Roadeo

Ms. Chapa announced that the CCRTA/MV Bus and Maintenance Roadeo would be held February 14-15, 2015 at 5658 Bear Lane. The Maintenance competition would be held Saturday, February 14th starting at 7 a.m. The bus roadeo would be held Sunday, February 15th starting at 9:30 a.m. followed by an awards ceremony and a Kids Zone area which would include a bicycle safety course.

c) APTA Legislative Conference

Ms. Chapa announced that Mr. Taylor, Mr. Rock, Mr. Hunt, Mr. Neeley, Mr. Laridis, and Ms. Granado would be attending the APTA Legislative Conference being held in Washington, DC from March 8-10, 2015.

d) Community Events

Ms. Chapa cited the following community events: a) State of the City, Thursday, February 5, 2015; b) Lulac Community Leaders of the Year Award Banquet, February 19, 2015 – Mr. Neeley would be recognized as outstanding community leader; c) State of the County, Tuesday, March 3, 2015. Detailed information was available in the Board dropbox.

Discussion (in Closed Session) Concerning Staples Street Center Leasing Matters and the CEO's Evaluation with Possible Action in Open Session on CEO's Employment Agreement

Ms. Vangie Chapa announced that it was 10:11 a.m. and the Board was going into closed session to discuss Item No. 15 on the agenda concerning Staples Street Center Leasing Matters and the CEO's Evaluation with Possible Action in Open Session on CEO's Employment Agreement under sections 551.072 and 551.074 of the Texas Open Meetings Act.

Ms. Chapa reconvened the meeting in open session at 11:27 a.m.

MR. REEVES MADE A MOTION TO EXTEND THE CEO'S CONTRACT FOR ONE YEAR AND THAT THE AMOUNT OF THE PERFORMANCE INCENTIVE WOULD BE DETERMINED BY THE BOARD OF DIRECTORS AT THE REGULAR BOARD MEETING IN MAY 2015. MR. TAYLOR SECONDED THE MOTION. THE MOTION CARRIED. POLLACK, ROCK, ELIZONDO, CHAPA, TAYLOR, SAENZ, CLOWER AND REEVES VOTING IN FAVOR. GRANADO, HUNT, AND DREYER ABSENT.

There being no further business, the meeting was adjourned at 11:28 a.m.

Submitted by: Beth Vidaurri

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Mary Saenz, Board Secretary

_____

Date

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Board of Directors' Memo March 4, 2015

Subject: Exercise the Second Option Year with Goodyear Tire and Rubber Company for Tire and Leasing Services

Background

Tires are leased based on actual miles driven per tire size, provided monthly by the RTA. Leased tires are a transit application and will have a minimum operating tread depth of 4/32nds for the front and 3/32nds for the rear. A tire technician is provided to mount and dismount tires from buses, repair damaged tires, maintain proper inflation, identify tire related problems, conduct monthly inventory of tires, and document all tire transactions on a daily basis.

Identified Need

On February 2, 2011, the Board of Directors awarded the tire leasing and services to Goodyear Tire and Rubber Company. The bid was structured as a three-year base contract with two (2) one-year options; the option year requiring Board of Directors approval. The tables below illustrate the option year.

Michelin North America		
DESCRIPTION	**TIRE RATE OPTION YEAR 1**	**TIRE RATE OPTION YEAR 2**
315/80R22.5	**$0.011600**	$0.012300
275/70R22.5	**$0.014120**	$0.014970
265/70R19.5	**$0.015430**	$0.016360
285/70R19.5	**$0.015430**	$0.015020
305/70R22.5	**$0.014170**	$0.013720
MONTHLY SERVICE CHARGE	**OPTION YEAR 1**	**OPTION YEAR 2**
	$5,650.00	$5,875.00

Bridgestone Americas Tire Operations		
DESCRIPTION	**TIRE RATE OPTION YEAR 1**	**TIRE RATE OPTION YEAR 2**
315/80R22.5	**$0.011600**	$0.012304
275/70R22.5	**$0.014120**	$0.012304
265/70R19.5	**$0.015430**	$0.012304
285/70R19.5	**$0.015430**	$0.012304
305/70R22.5	**$0.014170**	$0.012304
MONTHLY SERVICE CHARGE	**OPTION YEAR 1**	**OPTION YEAR 2**
	$5,650.00	$6,849.00

GOODYEAR TIRE AND RUBBER COMPANY		
DESCRIPTION	**TIRE RATE OPTION YEAR 1**	**TIRE RATE OPTION YEAR 2**
315/80R22.5	**$0.006890**	$0.007240
275/70R22.5	**$0.006060**	$0.006370
265/70R19.5	**$0.009160**	$0.009620
285/70R19.5	**$0.009160**	$0.009620
305/70R22.5	**$0.006060**	$0.006370
MONTHLY SERVICE CHARGE	**OPTION YEAR 1**	**OPTION YEAR 2**
	$4,650.00	$4,840.00

Goodyear Tire and Rubber Company submitted the lowest bid for base and option years.

Disadvantaged Business Enterprise
This vendor has provided staff with good-faith effort and has agreed to look at all local opportunities that will help meet the Regional Transportation Authority's goal on this solicitation.

Financial Impact
Total amount of expenditures will be determined on actual usage. Funds are budgeted in FY2015 Operating Budget.

Committee Review
The Operations Committee reviewed this item at the February 26, 2015 meeting and recommended approval.

Recommendation
Staff requests the Board of Directors authorize the Chief Executive Officer (CEO) or designee to exercise the second option year with Goodyear and Rubber Company for Tire and Leasing Services.

Respectfully Submitted,

Submitted by: _____
José A. Tovar
Director of Maintenance

Final Review: _____
Rosa E. Villarreal
Managing Director of Operations

Approval: _____
Scott Neeley
Chief Executive Officer

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Board of Directors' Memo March 4, 2015

Subject: Discussion and Possible Action to Recommend the Board Authorize Exercising the First Year Option with Wood, Boykin and Wolter and Porter, Rogers, Dahlman and Gordon, P.C. for Labor and Employment Law Legal Services

Background

The CCRTA hires attorneys to give advice on legal matters that arise from employment related matters. Due to the special needs of the CCRTA directly related to the transportation industry, having attorneys that understand our business is very important to ensuring that the CCRTA stays within its legal boundaries in employment matters. Typical duties requested are to provide general employment law advice; assistance in drafting and reviewing CCRTA employment policies; drafting responses to grievances; and, general guidance as related to the Department of Labor 13C issues. The CCRTA has traditionally used multiple law firms to handle employment law issues.

Identified Need

The authority currently utilizes the Legal Services of Wood, Boykin, and Wolter, and Porter, Rogers, Dahlman, and Gordon, PC for Labor and Employment Issues. This contract is set for two-years with three one-year annual renewal options. We are requesting the first one-year annual renewal option to be considered.

Financial Impact

The Board approved legal services line item under the Human Resources Department Operating Budget is $20,000 annually.

Committee Review

The Administration Committee did not review this item on February 23, 2015 due to lack of a quorum.

Recommendation

Staff requests that the Board of Directors authorize exercising the first one-year options with Wood, Boykin, and Wolter, and Porter, Rogers, Dahlman, and Gordon, PC for Legal Services for Labor and Employment Issues.

Respectfully Submitted,

Submitted by: Angelina Gaitan

Angelina Gaitan
Human Resources Administrator

Approval:

Scott Neeley
Chief Executive Officer

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Board of Directors' Memo March 4, 2015

Subject: Approval to Submit the Annual Certifications and Assurances

Background

Since 1995 FTA has been consolidating the various certifications and assurances that may be required of its grant applicants and their projects into a single document for publication in the Federal Register. FTA also requires a current compliance with the obligations imposed by the certifications and assurances that are selected (*see "Appendix A"*).

The annual Certifications and Assurances for federal fiscal year 2015 (October 2014 through September 2015) cover all projects for which the RTA seeks funding for in 2015. All applicants for FTA formula program or capital investment program assistance, and current FTA grantees with an active project financed with FTA formula program or capital investment program assistance, are expected to provide the 2015 Certifications and Assurances within 90 days from the date of the Federal Register publication.

There are 24 categories within the annual Certifications and Assurances that the RTA must agree to comply with before federal funding can be received from the FTA. These are noted below:

01. Required Certifications and Assurances for Each Applicant.
02. Lobbying.
03. Procurement and Procurement Systems.
04. Private Sector Protections.
05. Rolling Stock Reviews and Bus Testing.
06. Demand Responsive Service.
07. Intelligent Transportation Systems.
08. Interest and Financing Costs and Acquisitions of Capital Assets by Lease.
09. Transit Asset Management Plan and Public Transportation Agency Safety Plan.
10. Alcohol and Controlled Substances Testing.
11. Fixed Guideway Capital Investment Grants Program (New Starts, Small Starts, and Core Capacity) and Capital Investment Program in Effect before MAP-21 Became Effective.
12. State of Good Repair Program.
13. Fixed Guideway Modernization Grant Program.
14. Bus and Bus Facilities Formula Grants Program and Bus and Bus-Related Equipment and Facilities Grant Program (Discretionary).
15. Urbanized Area Formula Program/Passenger Ferry Grants Program/Job Access and Reverse Commute (JARC) Formula Grant Program.
16. Seniors/Elderly/Individuals with Disabilities Programs/New Freedom Program.
17. Rural/Other Than Urbanized Areas/Appalachian Development/Over-the-Road Bus Accessibility Programs.

18. Tribal Transit Programs (Public Transportation on Indian Reservations Programs).
19. Low or No Emmissions/Clean Fuels Grant Programs.
20. Paul S. Sarbanes Transit in Parks Program.
21. State Safety Oversight Grant Program.
22. Public Transportation Emergency Relief Program.
23. Expedited Project Delivery Pilot Program
24. Infrastructure Finance Programs.

By signing the annual Certifications and Assurances, the RTA understands and agrees that every provision in these certifications and assurances may not apply to it or to every project for which FTA provides federal financial assistance through a grant agreement. The type of project and the section of the statute authorizing federal financial assistance for the project will determine which requirements apply.

Identified Need
Before the Federal Transit Administration (FTA) may award a federal grant to the RTA, the RTA must submit all certifications and assurances pertaining to itself and its projects as required by federal laws and regulations. FTA requires the RTA to obtain a current affirmation signed by the agency's attorney affirming RTA's legal authority to certify its compliance with the FTA Certifications and Assurances that RTA has selected.

Financial Impact
None

Committee Review
The Administration Committee did not review this item on February 23, 2015 due to lack of a quorum.

Recommendation
Staff recommends that the Board of Directors authorize the Chief Executive Officer and RTA's Attorney, John Bell, to execute the Federal Transit Administration's Fiscal Year 2015 Certifications and Assurances.

Respectfully Submitted,

Submitted by: _____
William "Billy" Laridis
Director of Procurement

Final Review: _____
Jorge G. Cruz-Aedo
Managing Director of Administration

Approval: _____
Scott Neeley
Chief Executive Office

"APPENDIX A"
FEDERAL FISCAL YEAR 2015 CERTIFICATIONS AND ASSURANCES FOR FEDERAL TRANSIT ADMINISTRATION ASSISTANCE PROGRAMS

(Signature page alternative to providing Certifications and Assurances in TEAM-Web)

Name of Applicant: Corpus Christi Regional Transportation Authority

The Applicant agrees to comply with applicable provisions of Categories 01 - 24. X

OR

The Applicant agrees to comply with the applicable provisions of the following Categories it has selected:

Category	Description	
01.	Required Certifications and Assurances for Each Applicant.	
02.	Lobbying.	
03.	Procurement and Procurement Systems.	
04.	Private Sector Protections.	
05.	Rolling Stock Reviews and Bus Testing.	
06.	Demand Responsive Service.	
07.	Intelligent Transportation Systems.	
08.	Interest and Financing Costs and Acquisitions of Capital Assets by Lease.	
09.	Transit Asset Management Plan and Public Transportation Agency Safety Plan.	
10.	Alcohol and Controlled Substances Testing.	
11.	Fixed Guideway Capital Investment Grants Program (New Starts, Small Starts, and Core Capacity) and Capital Investment Program in Effect before MAP-21 Became Effective.	
12.	State of Good Repair Program.	
13.	Fixed Guideway Modernization Grant Program.	
14.	Bus and Bus Facilities Formula Grants Program and Bus and Bus-Related Equipment and Facilities Grant Program (Discretionary).	
15.	Urbanized Area Formula Program/Passenger Ferry Grants Program/Job Access and Reverse Commute (JARC) Formula Grant Program.	
16.	Seniors/Elderly/Individuals with Disabilities Programs/New Freedom Program.	
17.	Rural/Other Than Urbanized Areas/Appalachian Development/Over-the-Road Bus Accessibility Programs.	
18.	Tribal Transit Programs (Public Transportation on Indian Reservations Programs).	
19.	Low or No Emmissions/Clean Fuels Grant Programs.	
20.	Paul S. Sarbanes Transit in Parks Program.	
21.	State Safety Oversight Grant Program.	
22.	Public Transportation Emergency Relief Program.	
23.	Expedited Project Delivery Pilot Program	
24.	Infrastructure Finance Programs.	

"APPENDIX A"

FEDERAL FISCAL YEAR 2015 FTA CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE

(Required of all Applicants for FTA assistance and all FTA Grantees with an active capital or formula project)

AFFIRMATION OF APPLICANT

Name of Applicant: **Corpus Christi Regional Transportation Authority**

Name and Relationship of Authorized Representative: **Scott Neeley, Chief Executive Officer**

BY SIGNING BELOW, on behalf of the Applicant, I declare that the Applicant has duly authorized me to make these certifications and assurances and bind the Applicant's compliance. Thus, it agrees to comply with all Federal statutes, regulations, and follow applicable Federal guidance, and comply with Certifications and Assurances as indicated on the foregoing page applicable to each application it Authorized Representative makes to the Federal Transit Administration (FTA) in Federal Fiscal Year 2015, irrespective of whether the individual that acted on his or her Applicant's behalf continues to represent it.

FTA intends that the certifications and assurances the Applicant selects on the other side of this document should apply to each Project for which it seeks now, or may later seek FTA assistance during Federal Fiscal Year 2015.

The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted herein with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. 3801 *et seq.*, and implementing U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31 apply to any certification, assurance or submission made to FTA. The criminal fraud provisions of 18 U.S.C. 1001 apply to any certification, assurance, or submission made in connection with a Federal public transportation program authorized in 49 U.S.C. Chapter 53 or any other statute

In signing this document, I declare under penalties of perjury that the foregoing Certifications and Assurances, and any other statements made by me on behalf of the Applicant are true and correct.

Signature _____ Date: _____

Name: **Scott Neeley, Chief Executive Officer**
Authorized Representative of Applicant

AFFIRMATION OF APPLICANT'S ATTORNEY

For (Name of Applicant): **Corpus Christi Regional Transportation Authority**

As the undersigned Attorney for the above named Applicant, I hereby affirm to the Applicant that it has authority under State, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the certifications and assurances have been legally made and constitute legal and binding obligations on the Applicant.

I further affirm to the Applicant that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these certifications and assurances, or of the performance of the project.

Signature _____ Date: _____

Name: **John D. Bell**
Attorney for Applicant

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Board of Directors' Memo March 4, 2015

Subject: RTA Naming Rights

Background
The RTA has a prohibition of Naming Rights for RTA Facilities that was adopted on May 10, 2006, copy of Policy attached. The Policy was adopted to preclude naming any RTA Facilities after any person.

Identified Need
Staff has been requested to place the Board Policy, Naming of Shelters, Stations and Other Facilities, on the Operations Committee for review. The Policy is attached for review and considerations.

Financial Impact
Review of this item in itself has no financial impact. Naming Rights however can generate revenues for governmental agencies, i.e., the American Bank Center for the City of Corpus Christi.

Committee Review
This item was discussed at the February 26, 2015 Operations Committee meeting.

Recommendation
Item is submitted for Board Review.

Respectfully Submitted,

Submitted by:
Jorge G. Cruz-Aedo
Managing Director of Administration

Approval:
Scott Neeley
Chief Executive Officer

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Board of Directors' Memo March 4, 2015

Subject: Investment Report for the 4th Quarter Ended December 31, 2014

As of December 31, 2014 the Authority's combined investment portfolio had a book value of $51,277,391 and a market value of $51,261,348. The portion attributed to the bonds was $20,061,745 and $20,060,955, respectively, with the balance of $31,215,647 and $31,200,393, being RTA funds. Investments held as of December 31, 2014 had a weighted average yield of 0.253% and a weighted average maturity of 98 days.

Investment income on the portfolio for the fourth quarter of 2014 was $33,089.

The investment return for the quarter was .246% versus the benchmark yield of .080% for a six month treasury.

The portfolio consists of a diversified list of investments with over 34% consisting of Municipal Bonds and Agencies, 44% in Bank investments, and 22% in Money Market funds. The full investment report is included as a separate attachment.

Committee Review
This item was presented to the Administration Committee on February 23, 2015.

Respectfully Submitted:

Submitted by: Cindy O'Brien
Cindy O'Brien
Director of Finance

Final Review:
Jorge G. Cruz-Aedo
Managing Director of Administration

Approval:
Scott Neeley
Chief Executive Officer

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Board of Directors' Memo March 4, 2015

Subject: 4th Quarter 2014 Reports for the Defined Benefit Plan and Trust and the Defined Contribution Plan

Defined Benefit Plan and Trust

Background

The *RTA Employees Defined Benefit Plan and Trust* (DB Plan) is a single-employer defined benefit pension plan administered by the Corpus Christi RTA. Vesting of benefits for all full-time employees is between three and seven years and discounted early retirement benefits are available at age 55. Normal retirement age under the Plan is 62.

Identified Need

The Defined Benefit Plan Investment Performance Report for the period ending December 31, 2014 is provided as a separate attachment.

Financial Impact

The portfolio's investments had a positive return of 2.18% for the quarter and a positive return of 5.71% for the year.

Defined Benefit Plan	
Portfolio Value, September 30, 2014*	$30,854,275
Net Contributions/Benefits Paid	($348,803)
Investment Income / (Loss) (net of expenses)	$671,412
Portfolio Value, December 31, 2014*	$31,176,884
Quarterly return	2.18%
YTD return	5.71%
**Market value may differ slightly between various portfolio reports due to market changes between the time different reports are run*	

Defined Contribution Plan and Trust

Background

The *RTA Employees Defined Contribution Plan* (DC Plan) covers all employees. Employees are required to contribute 7.51% of gross compensation and may also make voluntary post-tax contributions up to 10%. Retirement benefit amounts depend on contributions and investment earnings. Employees are fully vested in their contributions and direct their investments.

Identified Need

The Defined Contribution Plan Investment Performance Report for the period ended December 31, 2014 is provided as a separate attachment.

Financial Impact

The portfolio's investments had a positive return of 2.14% for the quarter and a positive return of 4.58% for the year.

Defined Contribution Plan	
Portfolio Value, September 30, 2014*	$8,465,309
Contributions	$205,490
Benefits Paid	($121,029)
Investment Income/(Loss) (net of expenses)	$181,535
Portfolio Value, December 31, 2014*	$8,731,306
Quarterly return	2.14%
YTD return	4.58%
**Market value may differ slightly between various portfolio reports due to market changes between the time different reports are run*	

Committee Review

This item was presented to the Administration Committee on February 23, 2015.

Respectfully Submitted,

Submitted by: Cindy O'Brien
Cindy O'Brien
Director of Finance

Final Review:
Jorge G. Cruz-Aedo
Managing Director of Administration

Approval:
Scott Neeley
Chief Executive Officer

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Board of Directors' Memo March 4, 2015

Subject: January 2015 Financial Report

NOTICE: The Authority's December 31, 2014 year end audit is underway, with a projected completion date of April 30, 2015. Since the year-end audit adjustments, which affect the balance sheet, have not been finalized, the financial report for January 31, 2015 will only include the Income Statements.

SUMMARY: The Authority's financial performance for the month of January falls short of budgeted amounts by $167,980. The monthly variance is mainly attributed to budgeted income from grant assistance that was not drawn down until February. Total operating expenses, including estimated depreciation, are just under budget by $78,292, or 2.8%.

REVENUES

- Sales Tax – January sales tax has been estimated at $2,667,760, which is a 2.5% increase over January 2014 actuals.

UPDATE – SALES TAX COLLECTIONS FOR DECEMBER 2014 OF $3,752,066 WERE RECEIVED ON FEBRUARY 13, 2015 AND ARE $326,450 HIGHER THAN COLLECTIONS FOR THE SAME PERIOD LAST YEAR, AN INCREASE OF 9.5%. YEAR-TO-DATE COLLECTIONS OF $35,188,390 ARE $302,636 (.87%) HIGHER THAN BUDGET AND $3,124,074 (9.7%) HIGHER THAN YEAR-TO-DATE COLLECTIONS IN 2013.

- Operating Revenues – For the month of January, $175,752 vs. $176,446 in 2014 – a decrease of $694 (6.8%), yet $11,945 (7.3%) higher than current budget estimates.

EXPENSES

Over all, monthly departmental expenses are under budget by $78,296, or 3.4%. Following are comments relating to the specific expense categories.

- Salaries & Benefits – January reflects $1,060,642 which is 13.87% ($129,213) over budget. This variance is partially due to the way the pay periods fell in January compared to the way the budget was distributed.

- Services – January reflects $193,797 versus $210,824 budgeted with a variance of $17,027, or 8.08%. This variance is mainly due to timing of expenses in relation to amounts budgeted for the period.

- Materials and Supplies – January reports $306,681 vs. $441,098 budgeted for a positive variance of $134,417 (30.47%). The positive variance is a combination of fuel cost savings compared to amounts budgeted and timing of expenses in relation to amounts budgeted.

- Insurance – January reports $172,412 vs. $189,700 budgeted for a positive variance of $17,288 (9.11%) over budget. The Authority will continue to monitor health care costs throughout the year and keep the board informed of all higher than normal claims.

- Purchased Transportation – January reports $421,276 versus budgeted amounts of $455,813, for a positive variance of $34,537 (7.58%).

- Miscellaneous – January reports $41,801 versus budgeted amounts of $29,576, for a negative variance of $12,225 (41.34%). The variance is primarily due to timing of travel and community events compared to amounts included in the year-to-date budget.

Please refer to the following page for the detailed financial statement.

Committee Review
This item was presented to the Administration Committee on February 23, 2015.

Respectfully Submitted,

Submitted by: Cindy O'Brien
Cindy O'Brien
Director of Finance

Final Review:
Jorge G. Cruz-Aedo
Managing Director of Administration

Approval:
Scott Neeley
Chief Executive Officer

Corpus Christi Regional Transportation Authority
Statement of Revenues and Expenditures By Cost Center (Unaudited)
Months ended Janaury 31, 2015 & Janaury 31, 2014

	Current Month			Prior Year Comparison	
	Actual	Budget	Favorable (Unfavorable) Variance	2014	Favorable (Unfavorable) Comparison
	A	B	A vs B	C	A vs C
Operating Revenues:					
Passenger service	$ 152,700	154,325	(1,625)	176,402	(23,702)
Bus advertising	3,333	3,333	(0)	-	3,333
Charter service	-	-	-	-	-
Other operating revenues	19,719	6,149	13,570	44	19,675
Total Operating Revenues	175,752	163,807	11,945	176,446	(694)
Operating Expenses:					
Transportation	655,389	504,402	(150,987)	511,513	(143,876)
Customer Programs	30,001	17,298	(12,703)	9,604	(20,397)
Purchased Transportation	435,409	467,143	31,734	453,111	17,702
Service Development	21,428	19,553	(1,875)	23,709	2,281
MIS	50,153	42,941	(7,212)	47,173	(2,980)
Vehicle Maintenance	452,839	566,551	113,712	464,657	11,818
Facilities Maintenance	100,188	133,294	33,106	86,839	(13,349)
Contracts and Procurements	24,419	17,995	(6,424)	15,567	(8,852)
CEO's Office	46,038	42,998	(3,040)	42,285	(3,753)
Finance and Accounting	41,833	28,885	(12,948)	28,100	(13,733)
Materials Management	15,876	9,803	(6,073)	12,312	(3,564)
Human Resources	172,255	253,692	81,437	128,687	(43,568)
General Administration	30,533	27,241	(3,292)	32,623	2,090
Capital Project Management	16,399	13,020	(3,379)	14,537	(1,862)
Marketing & Communications	23,619	52,354	28,735	25,218	1,599
Safety & Security	77,679	99,900	22,221	43,403	(34,276)
Staples Street Center	34,823	10,107	(24,716)	-	(34,823)
Total Departmental Expenses	2,228,881	2,307,177	78,296	1,939,338	(289,543)
Depreciation	430,289	430,285	(4)	494,167	63,878
Total Operating Expenses	2,659,170	2,737,462	78,292	2,433,505	(225,665)
Operating Income (Loss)	(2,483,418)	(2,573,655)	90,237	(2,257,059)	(226,359)
Other Income (Expense)					
Sales Tax Revenue	2,667,760	2,667,759	0	2,405,776	261,984
Federal, state and local grant assistance	-	260,215	(260,215)	-	-
Investment Income	8,998	7,000	1,998	5,220	3,778
Gain (Loss) on Disposition of Property	-	-	-	-	-
Interest Expense on Bonds	-	-	-		-
Street Improvements Program for CCRTA Region Entities	-	-	-	-	-
Net Income (Loss) Before Capital Grants and Donations	193,340	361,320	(167,980)	153,937	39,403
Capital Grants & Donations	-	-	-	-	-
Change in Net Assets	$ 193,340	361,320	(167,980)	153,937	39,403

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Board of Directors' Memo March 4, 2015

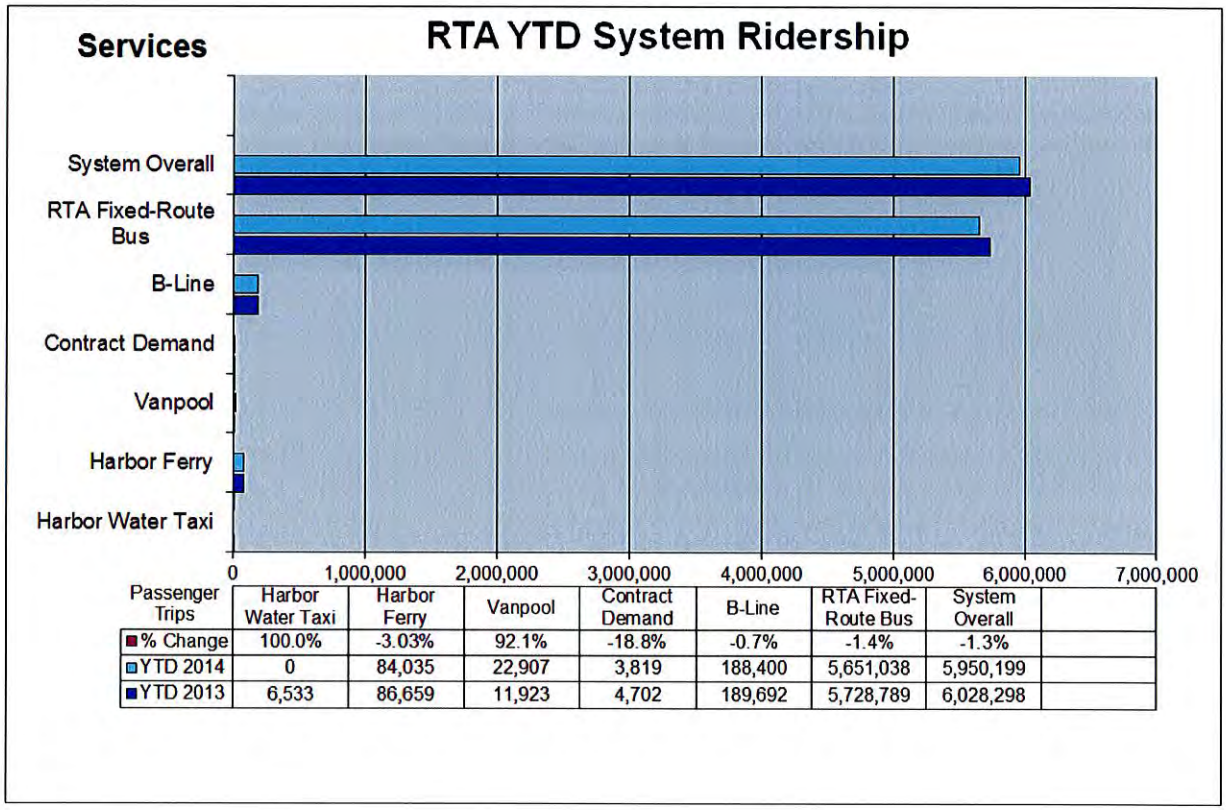
Subject: 2014 Annual Service Performance Report

Executive Summary

This report contains annual system-wide ridership and performance summaries for 2014 from January 1 through December 31, and includes information on both system-wide and individual fixed route services. Additionally, an overall review of all RTA services and service trends is provided for 2014 and in comparison to 2013.

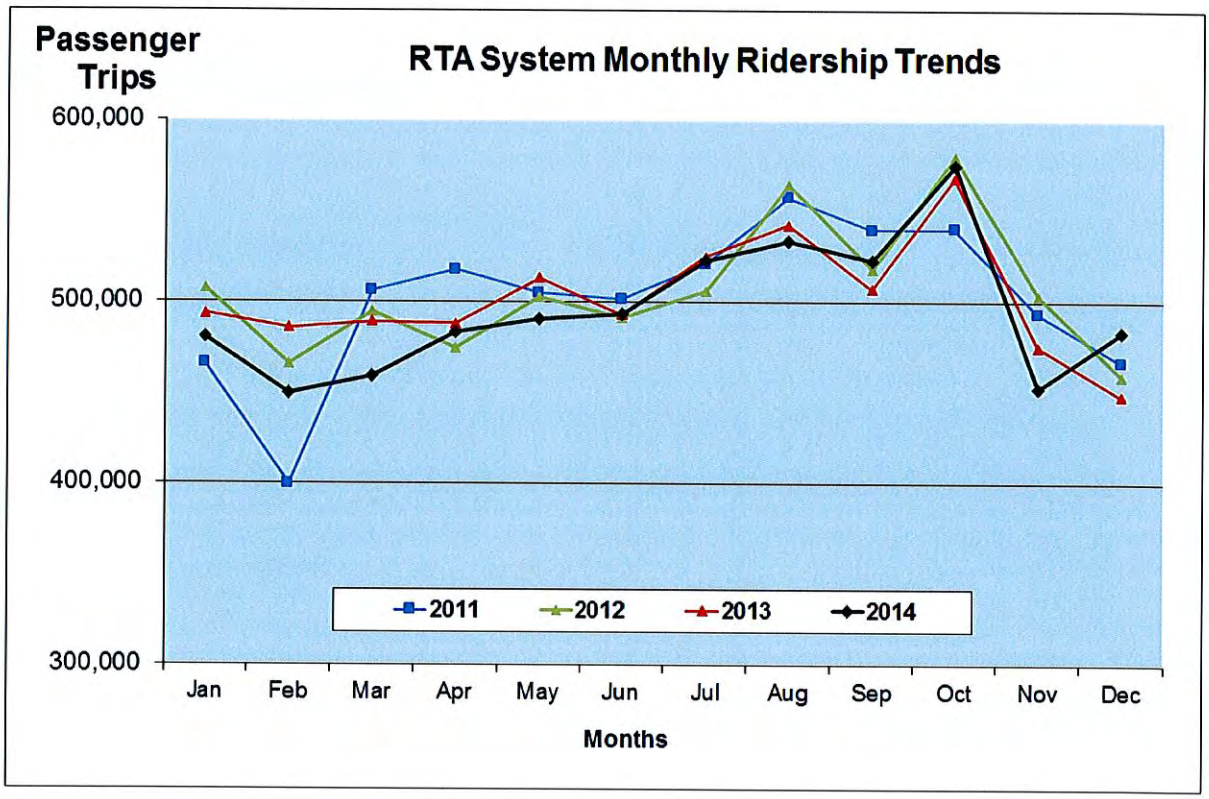
Under Phase 1 of the ¡Vámonos! Long Range System Plan effective June 2, 2014, nearly two-thirds of the fixed route system was restructured or modified to increase ridership, streamline connections, and improve travel time. In addition, in early 2014 between January and April 2014, unusually cold weather occurred which may have affected ridership and performance results. These combined factors contributed to the difference in ridership and performance levels between the two years.

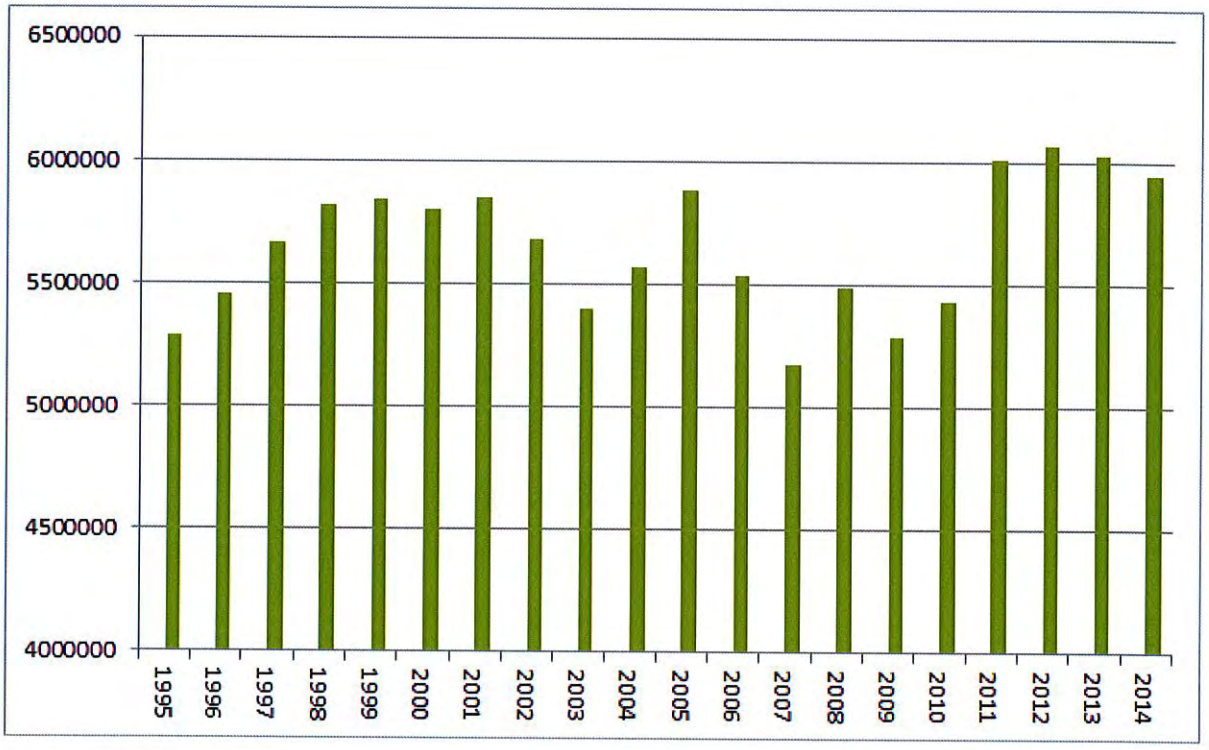
Total system-wide ridership for 2014 decreased by 1.3% to 5,950,199, or 78,099 less boardings as compared to 2013.



Passenger Trips	Harbor Water Taxi	Harbor Ferry	Vanpool	Contract Demand	B-Line	RTA Fixed-Route Bus	System Overall
% Change	100.0%	-3.03%	92.1%	-18.8%	-0.7%	-1.4%	-1.3%
YTD 2014	0	84,035	22,907	3,819	188,400	5,651,038	5,950,199
YTD 2013	6,533	86,659	11,923	4,702	189,692	5,728,789	6,028,298

The following graphs compare system-wide monthly and annual ridership trends.





ANNUAL SYSTEM-WIDE SERVICE STATISTICS

	FY2014	FY2013	% Change
RIDERSHIP			
Fixed Route	5,631,954	5,728,789	-1.7%
B-Line	188,400	189,692	-0.7%
Flexi-B	4,180	4,702	-12.5%
Vanpool	22,907	11,923	48.0%
Harbor Ferry	84,035	93,192	-10.9%
Special Movements	18,723	23,620	-26.2%
Total	5,950,199	6,051,918	-1.7%
REVENUE SERVICE HOURS			
Fixed Route	242,422	225,145	7.1%
B-Line	71,571	67,711	5.4%
Flexi-B	2,665	2,616	1.8%
Vanpool	7,764	2,995	61.4%
Harbor Ferry	750	1,063	-41.7%
Special Movements	1,310	1,312	-0.2%
Total	326,482	300,842	7.9%
REVENUE SERVICE MILES			
Fixed Route	3,039,950	3,020,697	0.6%
B-Line	1,205,046	1,175,919	2.4%
Flexi-B	47,569	49,404	-3.9%
Vanpool	182,843	106,701	41.6%
Harbor Ferry	1,756	2,486	-41.6%
Special Movements	13,646	12,256	10.2%
Total	4,490,810	4,367,463	2.7%
SERVICE COST			
Fixed Route	$ 18,291,322	$ 16,038,369	12.3%
B-Line	$ 4,585,254	$ 4,162,635	9.2%
Flexi-B	$ 97,279	$ 95,906	1.4%
Vanpool	$ 138,473	$ 78,693	43.2%
Harbor Ferry	$ 562,777	$ 535,424	4.9%
Special Movements	$ 133,817	$ 126,975	5.1%
Total	$ 23,808,922	$ 20,911,027	12.2%

DAYS OF SERVICE

Weekdays	259	259	0.0%
Saturdays	52	52	0.0%
Sundays	51	52	-2.0%
Total	362	363	-0.3%

ANNUAL SYSTEM-WIDE OPERATING PERFORMANCE STATISTICS
2014

Service Mode	Boardings	Service Cost	Cost Per Boarding	Revenue Per Boarding	Subsidy Per Boarding	Farebox Recovery
Fixed Route	5,631,954	$18,291,332	$ 3.25	$ 0.20	$ 3.04	6.3%
B-Line	188,400	$ 4,585,254	$ 24.34	$ 0.86	$ 23.48	3.5%
Harbor Ferry	84,035	$ 562,777	$ 6.70	$ 1.06	$ 5.64	15.8%
Flexi-B	4,180	$ 97,279	$ 23.27	$ 0.84	$ 22.43	3.6%
Van Pool	22,907	$ 138,473	$ 6.05	$ 2.34	$ 3.70	38.8%
Special Movements	18,723	$ 133,817	$ 7.15	$ -	$ 7.15	-
Totals	**5,950,199**	**$23,808,932**				

FIXED ROUTE SERVICE RIDERSHIP STATISTICS

ROUTE	ROUTE DESCRIPTION	2014 BOARDINGS	2013 BOARDINGS	% Change
3	NAS Shuttle/ Flour Bluff	7,970	-	-
4	Flour Bluff Mini B	100,236	123,712	-23%
5	Alameda	286,780	335,547	-17%
6	Santa Fe/Airline	79,168	83,974	-6%
8*	Flour Bluff/Malls	-	262,838	-
12	Hill/Saxet	275,149	295,078	-7%
15	Kostoryz	94,092	-	-
16	Agnes/Ruth	152,732	159,990	-5%
17	Carroll/Southside	281,352	323,778	-15%
19	AYERS	825,554	570,740	45%
21	Arboleda	425,781	449,433	-6%
23	Molina	507,403	555,907	-10%
24*	Los Encinos	-	146,863	-
25	Gollihar/Greenwood	37,509	-	-
26	Airline/Malls Connector	82,605	113,510	-37%
27	Leopard	685,744	674,035	2%

29	Staples	1,014,360	582,262	74%
31*	McArdle/Malls	-	199,126	-
32	Southside Mini-B	198,339	207,988	-5%
34	Robstown Circulator	29,952	33,601	-12%
37	Crosstown	254,379	118,498	115%
50	Calallen Park & Ride	8,125	9,215	-13%
51	Gregory Park & Ride	7,100	8,784	-24%
53	Robstown Park & Ride	6,733	6,245	8%
55	TPCO Express Shuttle	7,272	-	-
60	Islander Shuttle	11,168	7,137	56%
63	The Wave	40,896	40,511	1%
65	Padre Island Connection	1,520	2,002	-32%
66*	TAMU-CC Connection	-	110,936	-
67	Robstown/Gregory	11,251	12,069	-7%
76	Harbor Bridge Shuttle	72,489	13,521	436%
78	North Beach	106,972	180,179	-68%
79*	Downtown/Shoreline Shuttle	-	60,168	-
83	Advanced Industries	6,964	5,838	19%
84	Lighthouse	598	781	-31%
94	Port Aransas Shuttle	11,731	10,822	8%
Flexi-B	Port Aransas/Corpus Christi	3,819	4,702	-23%

* Note: Discontinued services effective June 2, 2014

TOP TEN ROUTES FOR HIGHEST NUMBER OF BOARDINGS

RANK	ROUTE	ROUTE DESCRIPTION	2014 BOARDINGS	2013 BOARDINGS	% Change
1	29/29S/8S	Staples	1,014,360	582,262	74%
2	19/15S	Ayers	825,554	570,740	45%
3	27/27S	Leopard	685,744	674,035	2%
4	23	Molina	507,403	555,907	-10%
5	21/21S	Arboleda	425,781	449,433	-6%
6	5/5S	Alameda	286,780	335,547	-17%
7	17	Carroll/Southside	281,352	323,778	-15%
8	12/12S	Hill/Saxet	275,149	295,078	-7%
9	37/37S/66S	Crosstown	254,379	118,498	115%
10	32/32S	Southside Mini-B	198,339	207,988	-5%

TOP TEN ROUTES FOR LOWEST NUMBER OF BOARDINGS

RANK	ROUTE	ROUTE DESCRIPTION	2014 BOARDINGS	2013 BOARDINGS	% Change
1	84	Lighthouse	598	781	-31%
2	65	Padre Island Connection	1,520	2,002	-32%
3	Flexi-B	Port Aransas/Corpus Christi	3,819	4,702	-23%
4	53	Robstown Park & Ride	6,733	6,245	8%
5	83	Advanced Industries	6,964	5,838	19%
6	51	Gregory Park & Ride	7,100	8,784	-24%
7	55	TPCO Express Shuttle	7,272	-	-
8	3	NAS Shuttle/ Flour Bluff	7,970	-	-
9	50	Calallen Park & Ride	8,125	9,215	-13%
10	60	Islander Shuttle	11,168	7,137	56%

FIXED ROUTE SERVICE WEEKDAY RIDERSHIP STATISTICS

2014	Avg. Weekday Boardings	2013	Avg. Weekday Boardings	% Change
Jan-14	20,162	Jan-13	20,693	-2.6%
Feb-14	21,482	Feb-13	23,471	-8.5%
Mar-14	20,781	Mar-13	21,850	-4.9%
Apr-14	21,182	Apr-13	21,173	0.0%
May-14	21,374	May-13	21,327	0.2%
Jun-14	21,558	Jun-13	22,995	-6.2%
Jul-14	20,400	Jul-13	20,794	-1.9%
Aug-14	23,310	Aug-13	22,862	2.0%
Sep-14	22,902	Sep-13	23,152	-1.1%
Oct-14	24,200	Oct-13	23,870	1.4%
Nov-14	21,889	Nov-13	22,975	-4.7%
Dec-14	22,217	Dec-13	20,592	7.9%
Avg.	21,788	Avg.	22,146	-1.6%
Jan-June 2014	21,090	Jan-June 2013	21,918	
July-Dec 2014	22,486	June-Dec 2013	22,374	
% Change	6.2%		2.0%	

FIXED ROUTE SERVICE PRODUCTIVITY STATISTICS

ROUTE	ROUTE DESCRIPTION	2014 RSH	2013 RSH	2014 P/RSH	2013 P/RSH	% CHANGE (P/RSH)
3	NAS Shuttle/ Flour Bluff	2,854	-	2.8	-	-
4	Flour Bluff Mini B	6,981	7,178	14.4	17.2	-17%
5/5S	Alameda	12,247	15,414	23.4	21.8	8%
6	Santa Fe/Airline	5,384	5,257	14.7	16.0	-8%
8*/8S	Flour Bluff/Malls	7,093	15,601	-	16.8	-
12/12S	Hill/Saxet	9,652	9,695	28.5	30.4	-6%
15	Kostoryz	6,261	-	15.0	-	-
16	Agnes/Ruth	8,326	8,458	18.3	18.9	-3%
17	Carroll/Southside	12,753	12,285	22.1	26.4	-16%
19/15S	Ayers	27,446	15,352	30.1	37.2	-19%
21/21S	Arboleda	12,540	12,477	34.0	36.0	-6%
23	Molina	15,461	16,179	32.8	34.4	-4%
24*/24S	Los Encinos	2,616	5,391	-	27.2	-
25	Gollihar/Greenwood	2,224	-	16.9	-	-
26	Airline/Malls Connector	5,111	9,035	16.2	12.6	29%
27/27S	Leopard	23,795	20,709	28.8	32.5	-11%
29/29S	Staples	33,240	14,850	30.5	39.2	-22%
31*	McArdle/Malls	3,347	8,361	-	23.8	-
32/32S	Southside Mini-B	8,824	8,877	22.5	23.4	-4%
34	Robstown Circulator	3,582	3,756	8.4	8.9	-7%
37/37S	Crosstown	10,029	6,297	25.4	18.8	35%
50	Calallen Park & Ride	376	421	21.6	21.9	-1%
51	Gregory Park & Ride	352	395	20.1	22.2	-9%
53	Robstown Park & Ride	498	543	13.5	11.5	17%
55	TPCO Express Shuttle	435	-	16.7	-	-
60	Islander Shuttle	2,464	1,071	4.5	6.7	-32%
63	The Wave	2,221	2,430	18.4	16.7	10%
65	Padre Island Connection	448	459	3.4	4.4	-22%
66*/66S	TAMU-CC Connection	1,683	3,451	-	32.1	-
67	Robstown/Gregory	3,938	4,074	2.9	3.0	-4%
76/76S	Harbor Bridge Shuttle	3,147	1,417	23.0	9.5	141%
78	North Beach	5,034	8,013	21.2	22.5	-6%

79*	Downtown/Shoreline Shuttle	1,712	4,089	-	14.7	-
83	Advanced Industries	332	315	21.0	18.6	13%
84	Lighthouse	31	180	19.6	4.3	352%
94	Port Aransas Shuttle	3,251	2,884	3.6	3.8	-4%
Flexi-B	Port Aransas/Corpus Christi	2,665	2,616	1.4	1.8	-20%
Avg. Productivity (All Days of the Week)				18.0	19.3	

* Note: Discontinued services effective June 2, 2014

TOP TEN ROUTES FOR HIGHEST WEEKDAY PRODUCTIVITY 2014

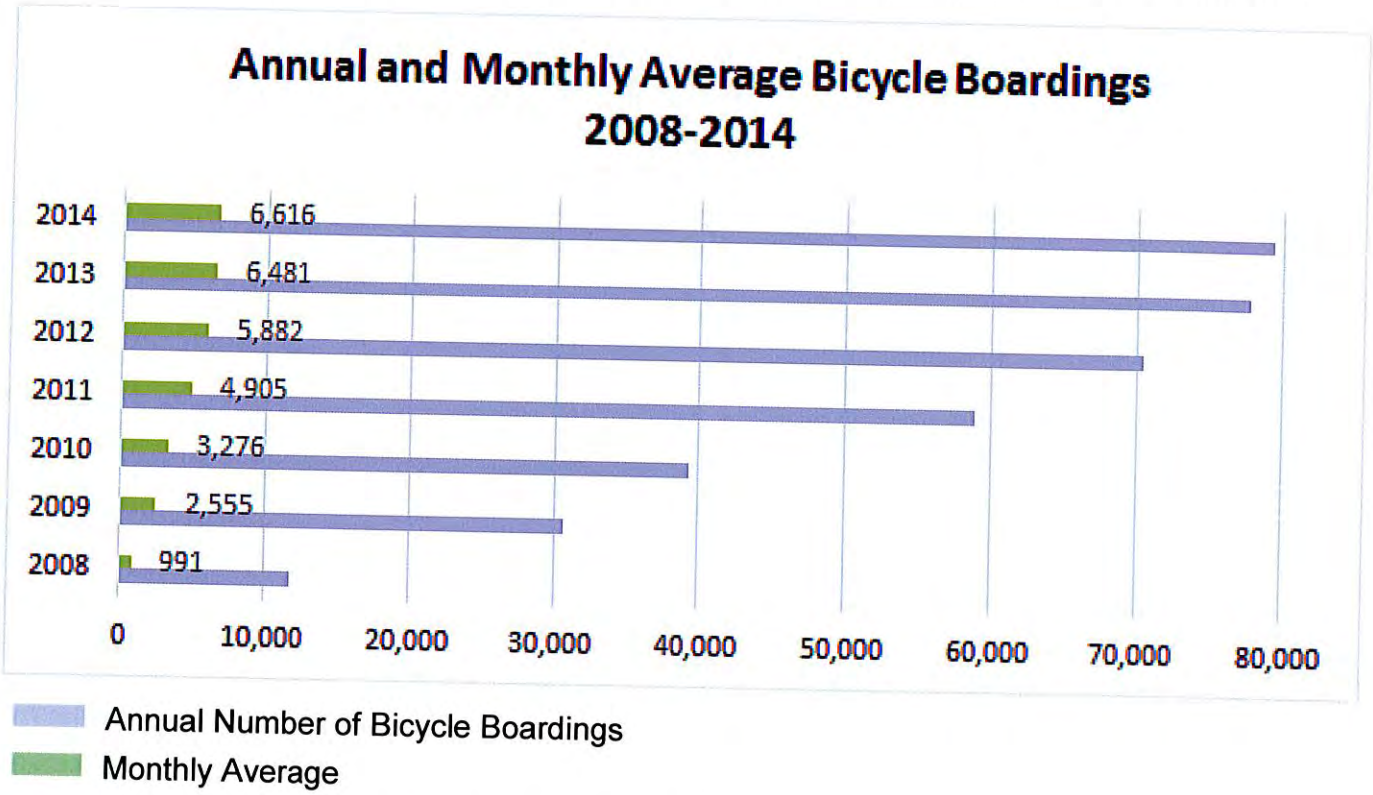
RANK	ROUTE	ROUTE DESCRIPTION	P/RSH
1	23	Molina	34.0
2	21	Arboleda	33.8
3	29	Staples	30.4
4	19	Ayers	30.2
5	27	Leopard	29.6
6	12	Hill/Saxet	29.6
7	37	Crosstown	25.6
8	76	Harbor Bridge Shuttle	25.0
9	32	McArdle/Malls	23.7
10	5	Alameda	23.2

TOP TEN ROUTES FOR LOWEST WEEKDAY PRODUCTIVITY 2014

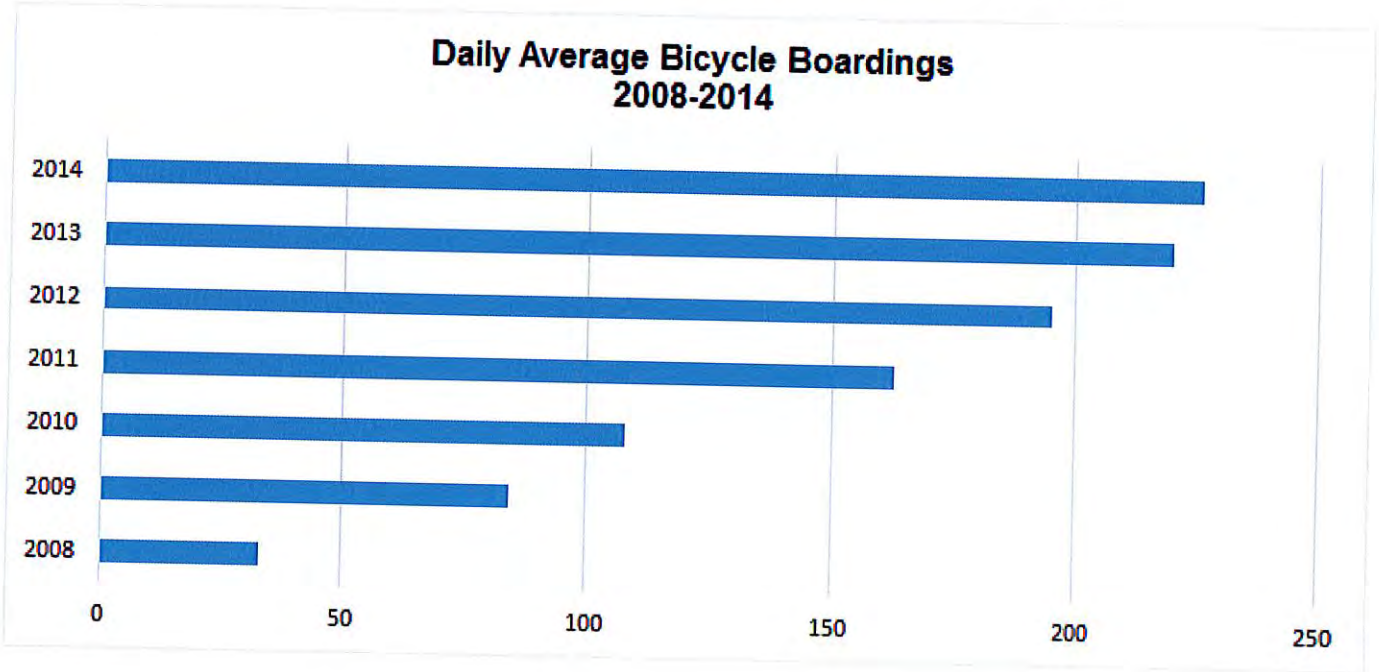
RANK	ROUTE	ROUTE DESCRIPTION	P/RSH
1	Flexi-B	Port Aransas/Corpus Christi	1.5
2	94	Port Aransas Shuttle	2.1
3	67	Robstown/Gregory	2.8
4	3	NAS Shuttle/ Flour Bluff	3.0
5	65	Padre Island Connection	3.9
6	60	Islander Shuttle	4.5
7	34	Robstown Circulator	8.6
8	15	Kostoryz	13.1
9	53	Robstown Park & Ride	13.5
10	4	Flour Bluff Mini B	14.4

FIXED ROUTE SERVICE BICYCLE BOARDING STATISTICS

The following chart contains system-wide annual and average monthly bicycle boarding trends.



The following chart contains system-wide average daily bicycle boarding trends.



B-LINE SERVICE STATISTICS

2014

Month	Boardings	Passengers Per Hour	On-time Performance	In-Vehicle Time	Denials	Miles Between Roadcalls	Monthly Wheelchair Boardings
Jan-14	15,192	2.64	94.0%	98.5%	0.04%	9,740	4,355
Feb-14	18,196	2.63	94.0%	98.6%	0.00%	21,853	4,430
Mar-14	14,760	2.70	95.4%	98.9%	0.00%	18,269	4,395
Apr-14	15,354	2.69	94.4%	98.9%	0.00%	13,738	4,161
May-14	15,601	2.63	93.0%	98.9%	0.00%	14,510	4,359
Jun-14	15,263	2.58	93.4%	98.6%	0.00%	15,957	4,450
Jul-14	16,141	2.50	94.0%	98.8%	0.00%	11,853	4,668
Aug-14	16,036	2.54	93.7%	99.1%	0.00%	19,204	4,655
Sep-14	15,579	2.53	93.7%	98.9%	0.00%	17,308	4,465
Oct-14	17,006	2.49	94.4%	99.3%	0.00%	15,219	4,798
Nov-14	13,764	2.44	95.3%	98.8%	0.00%	12,632	4,071
Dec-14	15,508	2.52	95.3%	99.1%	0.00%	15,289	4,581
YTD Avg.	15,700	2.57	94.2%	98.9%	0.00%	15,464	4,449
Standard	-	*2.50*	*96.0%*	*95.0%*	*0.00%*	*12,250*	-

2013

Month	Boardings	Passengers Per Hour	On-time Performance	In-Vehicle Time	Denials	Miles Between Roadcalls	Monthly Wheelchair Boardings
Jan-13	16,362	2.42	95.8%	99.8%	0.0	10,155	4,202
Feb-13	15,104	2.40	94.5%	99.8%	7.0	12,844	4,001
Mar-13	15,666	2.42	94.0%	98.1%	5.0	12,874	4,347
Apr-13	16,227	2.47	93.3%	99.4%	0.0	8,610	4,449
May-13	16,349	2.44	95.0%	98.2%	0.0	11,190	4,450
Jun-13	15,393	2.42	97.0%	98.8%	1.0	11,767	4,313
Jul-13	16,522	2.47	96.4%	99.8%	1.0	8,559	4,633
Aug-13	17,723	2.46	96.2%	99.0%	0.0	11,121	4,666
Sep-13	15,438	2.51	93.3%	98.1%	9.0	8,172	4,667
Oct-13	17,351	2.51	96.0%	98.0%	10.0	11,506	4,579
Nov-13	14,279	2.40	95.0%	98.2%	5.0	9,032	3,848
Dec-13	14,189	2.35	96.1%	99.4%	3.0	9,826	4,058
YTD Avg.	15,884	2.44	95.2%	98.9%	3.4	10,471	4,351
Standard	-	*2.70*	*96.0%*	*95.0%*	*0.2%*	*10,000*	-
2014 vs. 2013	-1.2%	5.5%	-1.1%	0.0%	-	47.7%	2.3%

CUSTOMER COMMENTS / CAF STATISTICS

The charts below contain the total number of CAF's by month in 2014 and 2013. Commendations are not included. For 2014, the total number of CAF's reported was 551 as compared to 600 in 2013. This reflects an 8.2% reduction in the number of comments recorded.

2014

Month	CAF
14-Jan	39
14-Feb	44
14-Mar	38
14-Apr	31
14-May	42
14-Jun	55
14-Jul	68
14-Aug	49
14-Sep	37
14-Oct	61
14-Nov	36
14-Dec	51
Total:	551
Avg.	46

2013

Month	CAF
13-Jan	57
13-Feb	70
13-Mar	51
13-Apr	59
13-May	61
13-Jun	42
13-Jul	52
13-Aug	51
13-Sep	41
13-Oct	50
13-Nov	27
13-Dec	39
Total:	600
Avg.	50

2014 vs. 2013 -8.2%

MILES BETWEEN ROAD CALLS (MBRC) STATISTICS

For 2014, on average, 6,766 miles between road calls (MBRC) were recorded as compared to 6,352 MBRC in 2013. This reflects an overall improvement of 6.5%. A standard of 6,500 miles between road calls is used based on the fleet size, age, and condition of RTA vehicles.

2014

Month	MBRC
14-Jan	7,215
14-Feb	6,814
14-Mar	6,631
14-Apr	6,295
14-May	6,648
14-Jun	6,801
14-Jul	6,731
14-Aug	7,025
14-Sep	6,585
14-Oct	6,761
14-Nov	7,087
14-Dec	6,595
Avg.	6,766

2013

Month	MBRC
13-Jan	6,097
13-Feb	6,431
13-Mar	6,585
13-Apr	6,819
13-May	6,356
13-Jun	6,036
13-Jul	5,720
13-Aug	6,213
13-Sep	6,080
13-Oct	6,486
13-Nov	6,201
13-Dec	7,197
Avg.	6,352

2014 vs. 2013 6.5%

SAFETY AND SECURITY STATISTICS

The tables below shows the total collision rate by month in 2014 and 2013. These figures show all vehicle collisions regardless of fault. The classifications of preventable and non-preventable are not distinguished for purposes of calculating this rate.

For 2014, the average collision rate was lower at 2.12 as compared to 2.32 in 2013. The desirable range for total collisions is at 2.0 or less.

2014

Month	Rate
14-Jan	2.96
14-Feb	1.93
14-Mar	0.71
14-Apr	1.44
14-May	2.12
14-Jun	2.52
14-Jul	3.39
14-Aug	3.07
14-Sep	2.07
14-Oct	1.30
14-Nov	1.48
14-Dec	2.40
Avg.	2.12

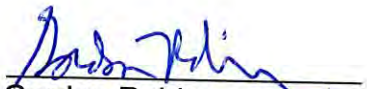
2013

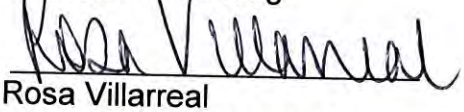
Month	Rate
13-Jan	2.28
13-Feb	0.98
13-Mar	1.81
13-Apr	3.18
13-May	1.81
13-Jun	3.82
13-Jul	3.76
13-Aug	2.68
13-Sep	3.38
13-Oct	2.17
13-Nov	0.96
13-Dec	0.96
Avg.	2.32

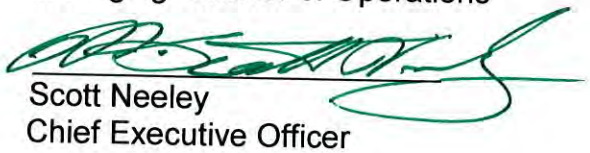
2014 vs. 2013 8.6%

Committee Review
The Operations Committee met on February 26, 2015. Committee members received a presentation on this item.

Respectfully Submitted,

Submitted by: 
Gordon Robinson
Director of Planning

Final Review: 
Rosa Villarreal
Managing Director of Operations

Approval: 
Scott Neeley
Chief Executive Officer

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Board of Directors' Memo

March 4, 2015

Subject: Operations Report for January 2015

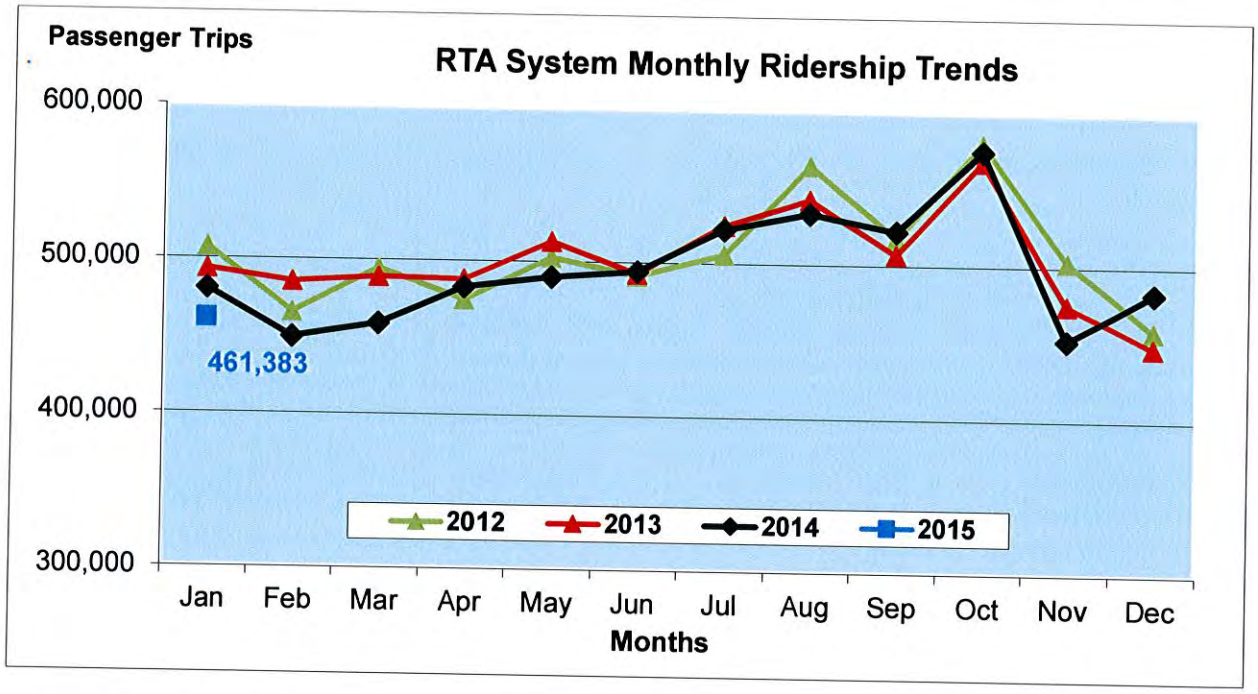
The system-wide monthly operations performance report for January 2015 is included below for your information and review. This report contains monthly and Year-to-Date (YTD) operating statistics and performance measurement summaries containing ridership, performance metrics by service type, miles between road calls, customer service feedback, and a safety and security summary. Detailed results are reported within the five sections listed below:

1. System-wide Ridership and Service Performance Results
2. Purchased Transportation Department Report: B-Line Service Contract Standards & Ridership Statistics
3. Customer Programs Monthly Customer Assistance Form (CAF) Report
4. Vehicle Maintenance Department Monthly Miles Between Road Calls Report
5. Safety/Security Department Report

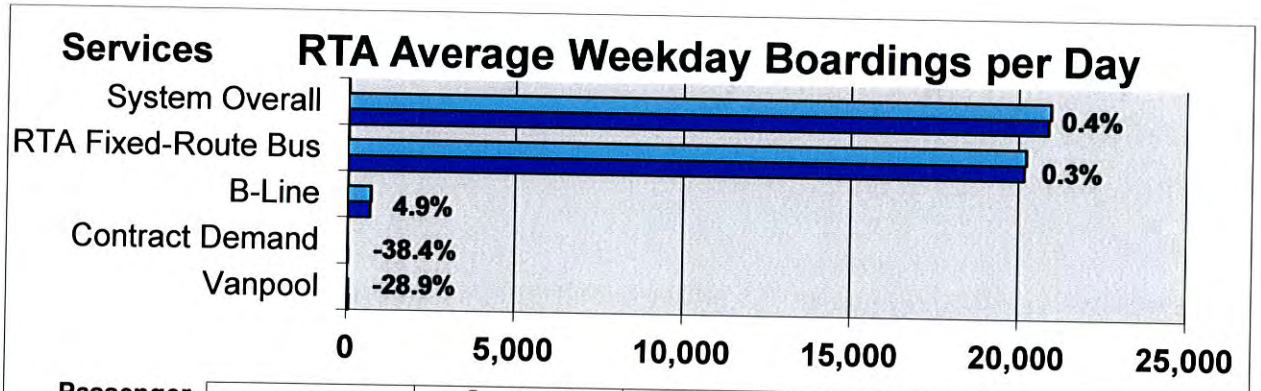
1. System-wide Ridership and Service Performance Results

Boardings for all services in January 2015 totaled 461,383. This represents a 4.0% decrease as compared to a total of 480,634 boardings in January 2014 or 19,251 less boardings this January.

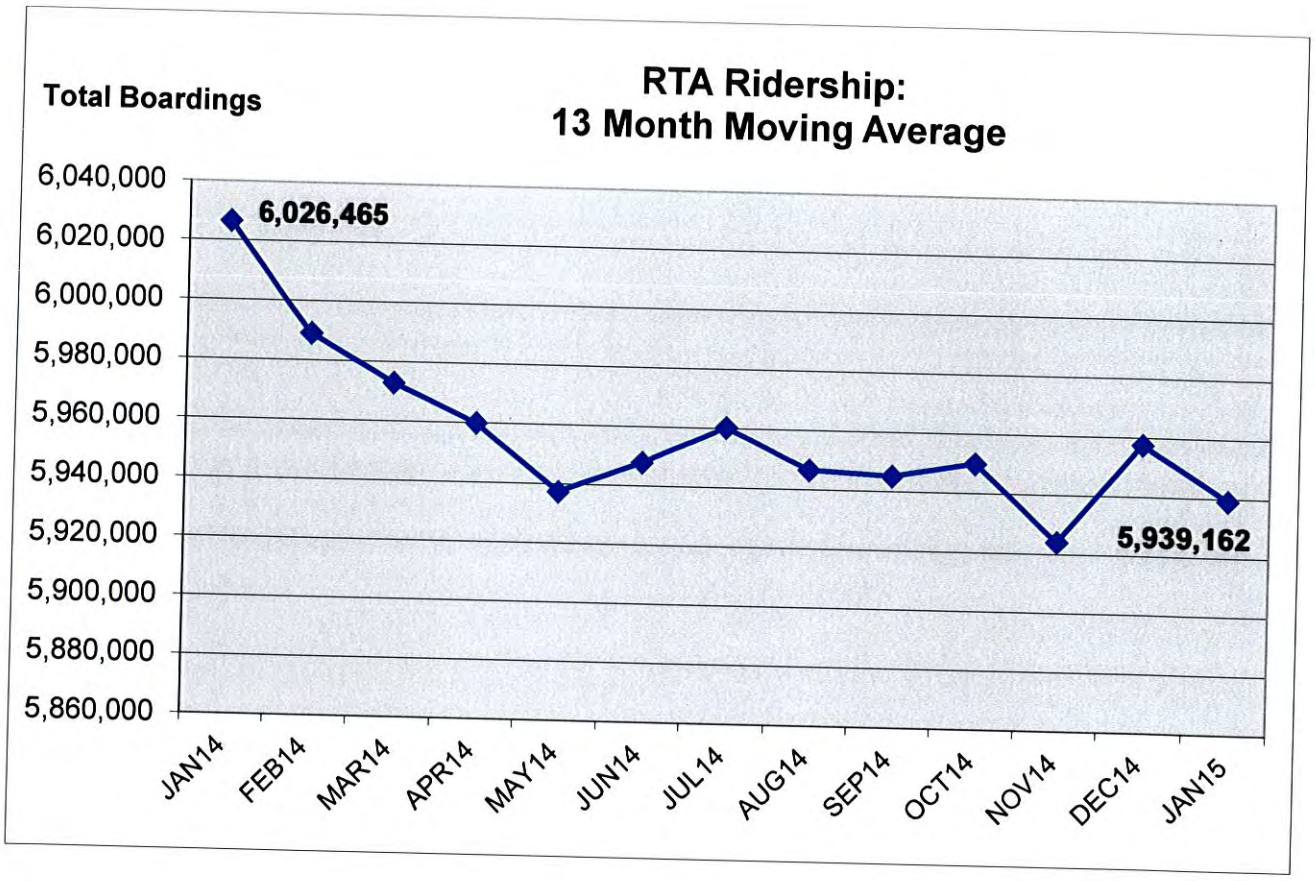
The following graph below compares system-wide monthly ridership trends for a four year period.



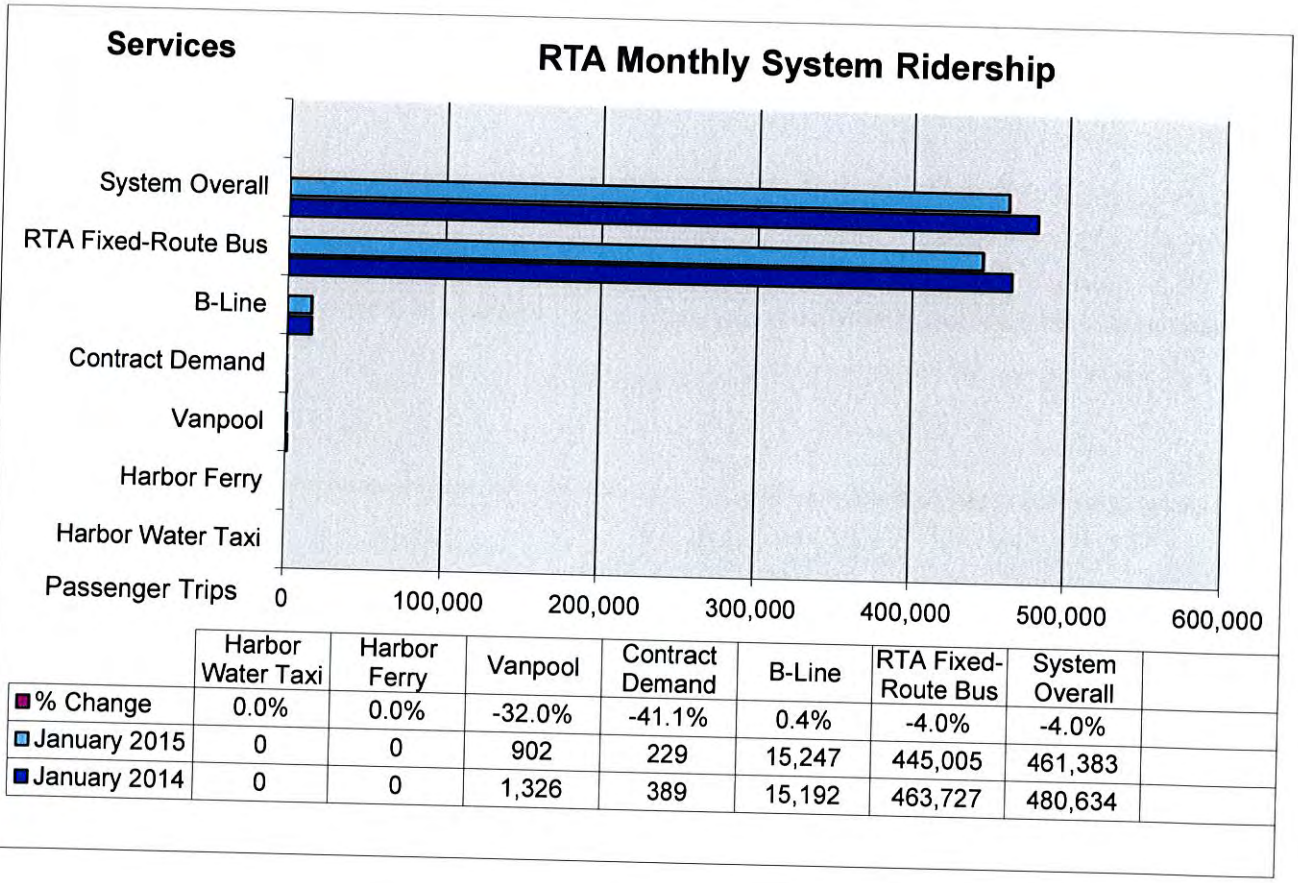
The chart below shows average weekday ridership for all services. The RTA recorded an average of 20,972 boardings per weekday in January 2015 as compared to 20,897 in January 2014. This is a difference of 0.4%.



Passenger Trips	Vanpool	Contract Demand	B-Line	RTA Fixed-Route Bus	System Overall
% Change	-28.9%	-38.4%	4.9%	0.3%	0.4%
January 2015	41	10.4	693	20,228	20,972
January 2014	58	16.9	661	20,162	20,897

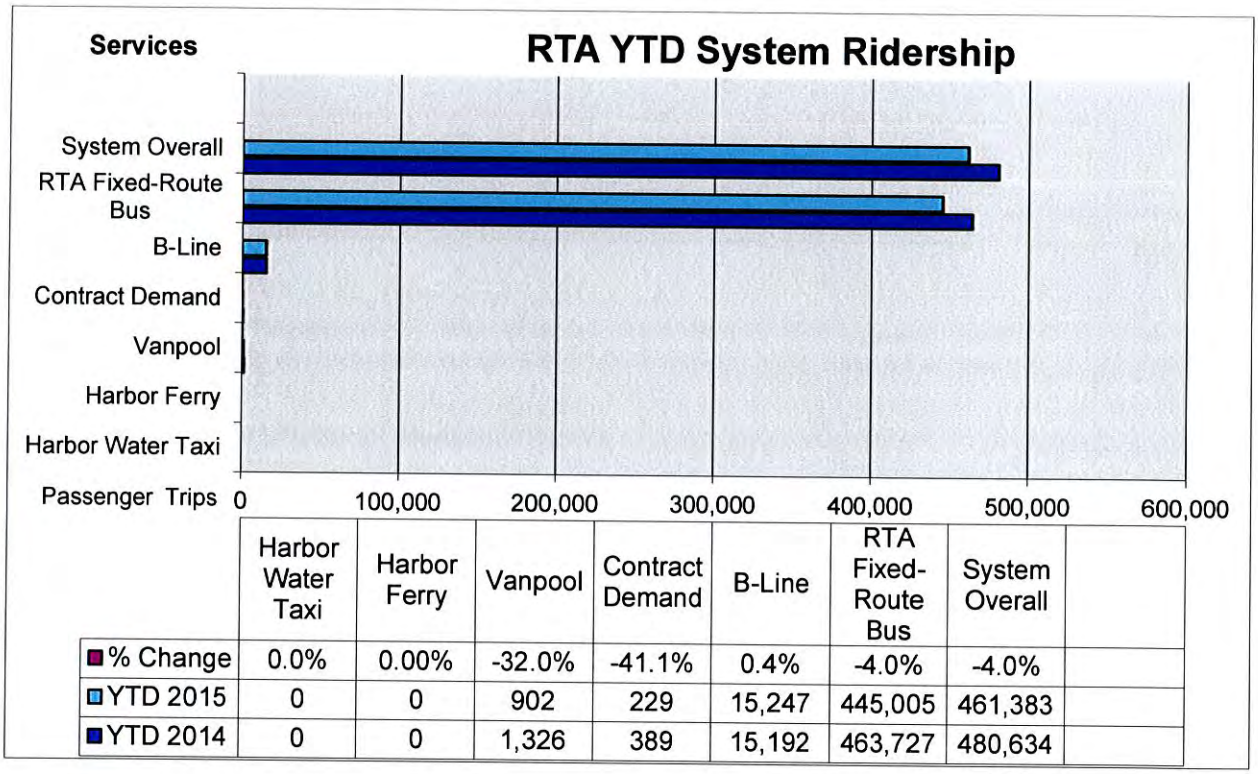


The chart below shows monthly ridership results for all services.



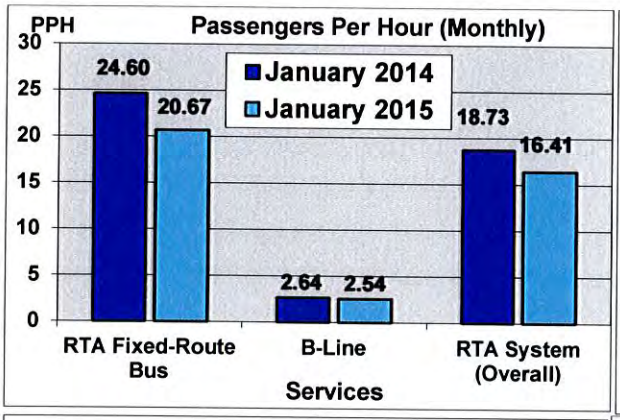
	Harbor Water Taxi	Harbor Ferry	Vanpool	Contract Demand	B-Line	RTA Fixed-Route Bus	System Overall
% Change	0.0%	0.0%	-32.0%	-41.1%	0.4%	-4.0%	-4.0%
January 2015	0	0	902	229	15,247	445,005	461,383
January 2014	0	0	1,326	389	15,192	463,727	480,634

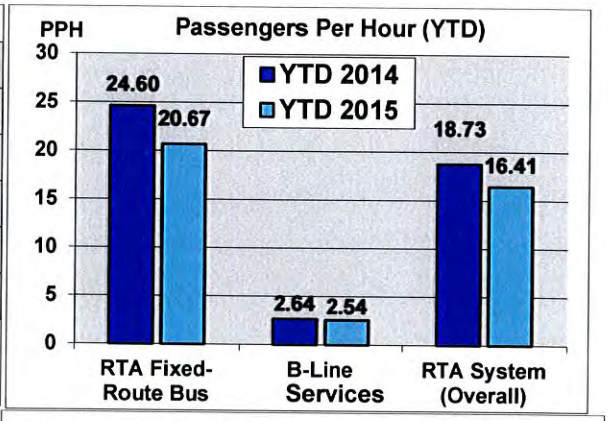
The chart below shows YTD ridership results for all services. The RTA recorded 19,251 less boardings in 2015 as compared to the same period in 2014.

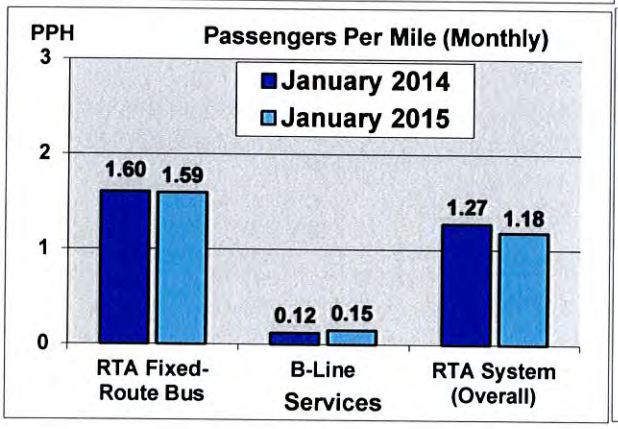


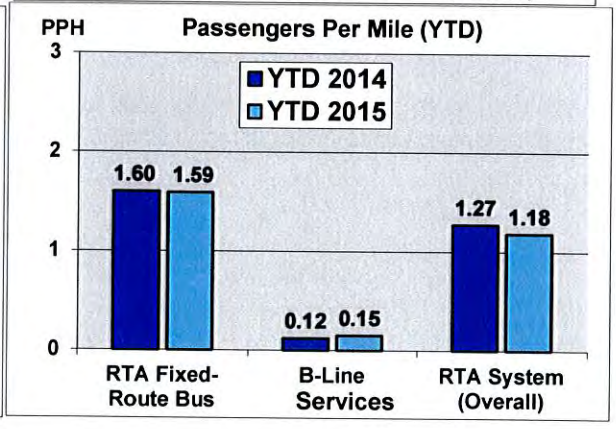
	Harbor Water Taxi	Harbor Ferry	Vanpool	Contract Demand	B-Line	RTA Fixed-Route Bus	System Overall
% Change	0.0%	0.00%	-32.0%	-41.1%	0.4%	-4.0%	-4.0%
YTD 2015	0	0	902	229	15,247	445,005	461,383
YTD 2014	0	0	1,326	389	15,192	463,727	480,634

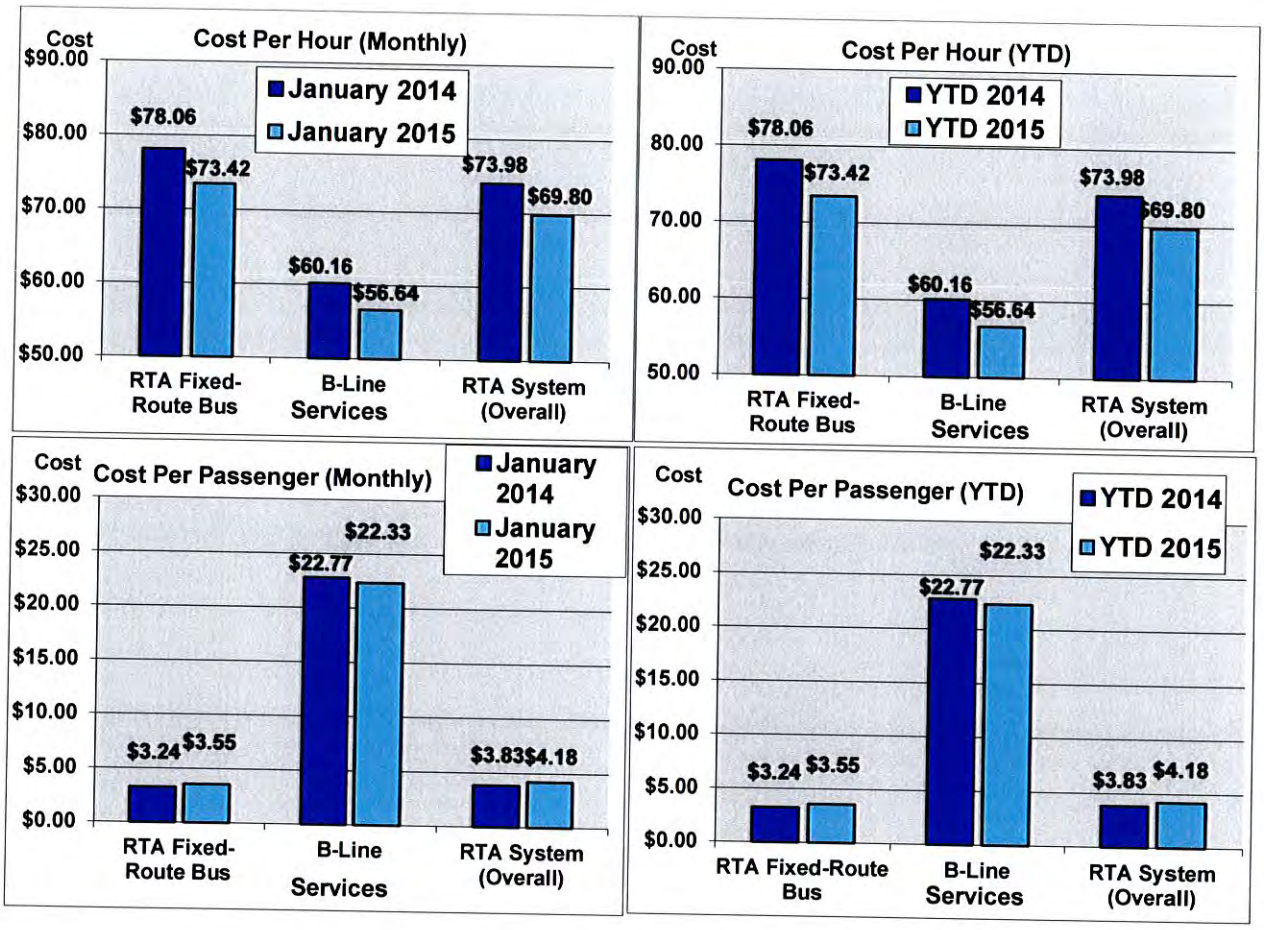
The following charts report system-wide productivity and other cost performance measurements for the month of January 2015 vs. January 2014 and YTD figures.











The following table shows on-time performance of RTA Fixed-Route services for the last three months and an average with a 2015 YTD figure. Standards for each category are provided along with actuals. Surveys are weighted by passenger volume for each route and service type.

Schedule Adherence	Standard	Oct-14	Nov-14	Dec-14	Jan-15	YTD Average
Early Departure	<1%	1.9%	0.0%	0.4%	0.7%	0.7%
Over 3 minutes Late	<20%	29.1%	17.8%	11.0%	18.6%	18.6%
Over 5 minutes Late	<5%	15.8%	7.7%	6.7%	10.7%	10.7%
Over 10 minutes Late	<1%	5.2%	3.6%	1.4%	2.5%	2.5%
Monthly Wheelchair Boardings	No standard	5,811	3,938	4,871	4,586	4,586
Monthly Bicycle Boardings	No standard	8,981	6,650	6,248	5,976	5,976

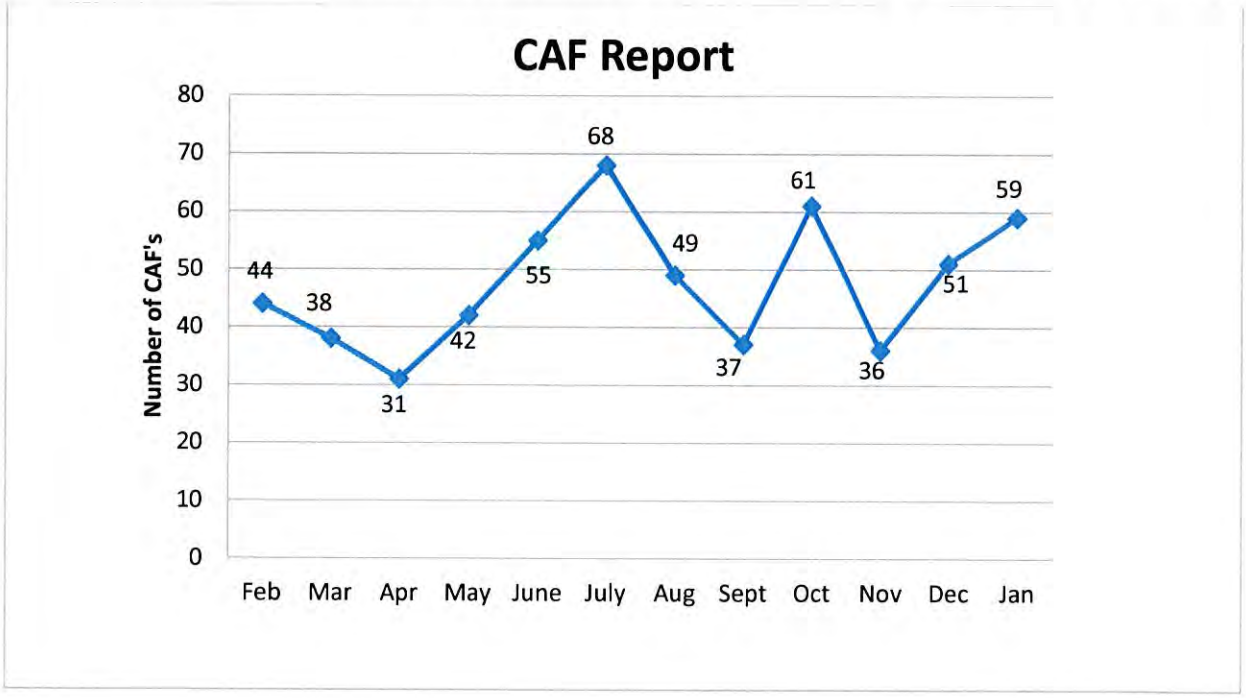
2. **Purchased Transportation Department Report: B-Line Service Contract Standards & Ridership Statistics**

- Productivity: 2.54 PPH did meet the contract standard of 2.50 PPH.
- On Time Performance: 96.1% did meet the contract standard of 96%.
- In Vehicle Time: 99.4% exceeded the contract standard of 95%.
- Miles Between Road Calls: 13,258 more than met the contract standard of 12,250 miles.
- Denials: 0 denials did meet contract standard of 0.0%.
- Ridership Statistics: 10,200 ambulatory; 4,301 wheelchair boarding's

Metric	Standard	Nov-14	Dec-14	Jan-15	YTD Average
Passengers per Hour	2.50	2.44	2.52	2.54	2.54
On-time Performance	96%	95.3%	95.3%	96.1%	96.1%
In Vehicle Time	95.0%	98.8%	99.1%	99.4%	99.4%
Denials	0.00%	0.00%	0.00%	0.00%	0.00%
Miles Between Roadcalls	12,250	12,632	15,289	13,258	13,258
Monthly Wheelchair Boardings		4,071	4,581	4,301	4,301

3. **Customer Programs Monthly Customer Assistance Form (CAF) Report**

For January 2015 there were 59 reported CAF's (excludes commendations) which represents an increase from 51 reported CAF's overall in December 2014. The statistics for January represents a 15.6% increase, 59 CAF's vs 51 CAF's compared to the month of December 2014. There were 2 Commendations for the month of January.



Route Summary Report for January 2015

Route	# of CAF's	Route	# of CAF's
#3 NAS Shuttle	1	#34 Robstown Circulator	1
#4 Flour Bluff Mini B	0	#37 Crosstown	1
#5 Alameda	0	#50 Calallen Park & Ride	2
#6 Santa Fe/Malls	0	#51 Gregory Park & Ride	0
#8 Flour Bluff/Malls (Sun)	1	#63 The Wave	0
#12 Saxet Oak Park	3	#65 Padre Island Connector	0
#15 Kostoryz	0	#67 Robstown/Gregory	0
#16 Agnes/Ruth	2	#76 Harbor Bridge Shuttle	0
#17 Carroll/Southside	2	#76S Harbor Bride (Sun)	0
#19 Ayers/Norton	1	#77 Harbor Ferry	0
#19G Greenwood	0	#78 North Beach	1
#19M McArdle	1	#84 Light House	0
#21 Arboleda	7	#94 Port Aransas Shuttle	0
#23 Molina	1	#95 Flexi-B Port A	0
#25 Gollihar/Greenwood	2	B-Line (Para-transit)	4
#26 Airline/Lipes Connector	0	Safety & Security	4
#27 Northwest	2	Facility Maintenance	5
#27 Northwest (Sun)	1	Vehicle Maintenance	1
#29 Staples	4	Service Development	6
#29F Flour Bluff	4	Program Development	1
#29SS Spohn South	0	IT (CAF TEST)	1
#32 Southside Mini B	0	**TOTAL CAF'S**	**59**

January 2015 CAF Breakdown by Service Type:

CAF Category	RTA Fixed Route	B-Line ADA Paratransit	Contracted Fixed Route	Totals
Service Stop Issues	13	0	1	14
Driving Issues	5	2	0	7
Customer Services	15	1	0	16
Late/Early	2	1	1	4
IT (Test)	1	0	0	1
Safety and Security	4	0	0	4
Facility Maintenance	5	0	0	5
Vehicle Maintenance	1	0	0	1
Service Development	6	0	0	6
Program Development	1	0	0	1
Total	**53**	**4**	**2**	**59**
Commendations	2	0	0	2

Conclusion:

During January 2015, RTA received 57 CAF's/Commendations regarding RTA Fixed-Route Service, B-Line and Purchased Transportation; two (2) of the 59 reported CAF's (January) were commendations.

There were a total of 53 CAF's/Commendations received regarding RTA Service representing 91.3% of total customer contacts: 4 for Safety & Security, 5 for Facilities Maintenance, 1 for Vehicle Maintenance, 6 Service Development, 1 Program Development, 1 for IT (CAF Test) and 35 for Transportation.

A total of 4 CAF's/Commendations were reported regarding B-Line service representing 5.9% of the total customer contacts.

A total of 2 CAF's/Commendations were reported regarding Contracted Fixed Route service representing a 2.8% of the total customer contacts.

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Actions taken as a result of reported CAF's include but are not limited to the following:

1. Coaching and counseling
2. Driver training
3. Progressive disciplinary action as appropriate, group discussion/coaching in operator meetings
4. Discussion in supervisory meetings
5. Examination of RTA operations policy

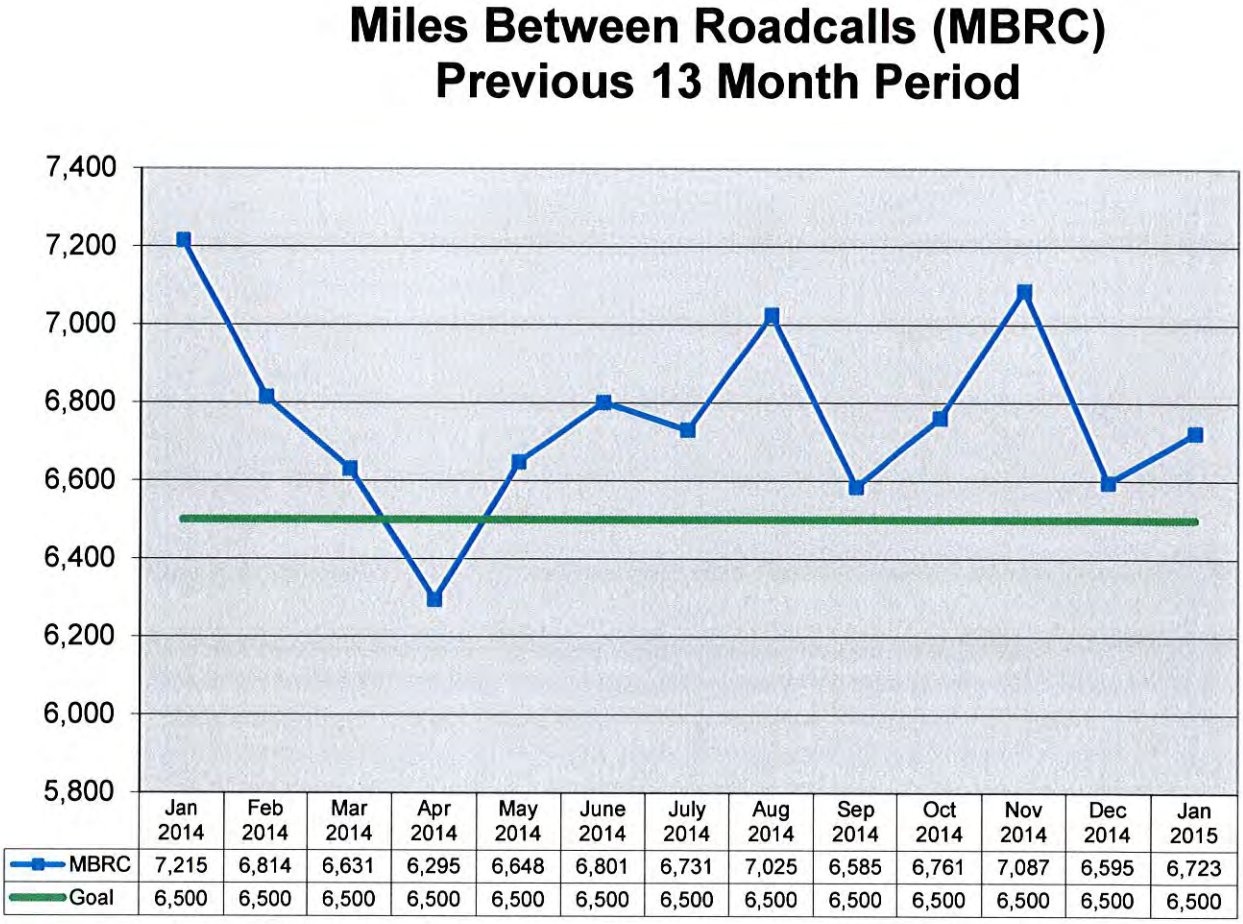
The RTA documents CAF's to capture information regarding a wide range of issues from the community's perspective point of view. CAF's are communicated to the Customer Programs group via the telephone, e-mail, letter or in person.

CAF's are redirected to relevant management and supervisory staff for further investigation. Customer Service staff will provide a prompt and written response at the conclusion of the investigation to the customer within ten working days.

CAF's play an important role as a quality assurance tool to identify issues regarding service; they also inform RTA regarding education and training needs. CAF's assist Service Development in identifying problems around existing service and identifying underserved areas. CAF's also serves to guide policy development.

4. Vehicle Maintenance Department Monthly Miles Between Road Calls Report

For the month of January 2015, 6,723 miles between road calls (MBRC) were recorded as compared to 7,215 MBRC in January 2014. A standard of 6,500 miles between road calls is used based on the fleet size, age, and condition of RTA vehicles. The following graph shows the previous 13 month period.



	Jan 2014	Feb 2014	Mar 2014	Apr 2014	May 2014	June 2014	July 2014	Aug 2014	Sep 2014	Oct 2014	Nov 2014	Dec 2014	Jan 2015
MBRC	7,215	6,814	6,631	6,295	6,648	6,801	6,731	7,025	6,585	6,761	7,087	6,595	6,723
Goal	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500

MBRC is a performance gauge of maintenance quality, fleet age, and condition; an increase in MBRC is a positive indicator. As defined by the Federal Transit Administration, a road-call is the practice of dispatching a service vehicle to repair or retrieve a vehicle on the road. There are two types of road-calls; Type I and Type II. A Type I road-call is a major mechanical failure that prevents the revenue vehicle from completing a scheduled revenue trip. A Type II road-call is a mechanical failure causing an interruption in revenue service.

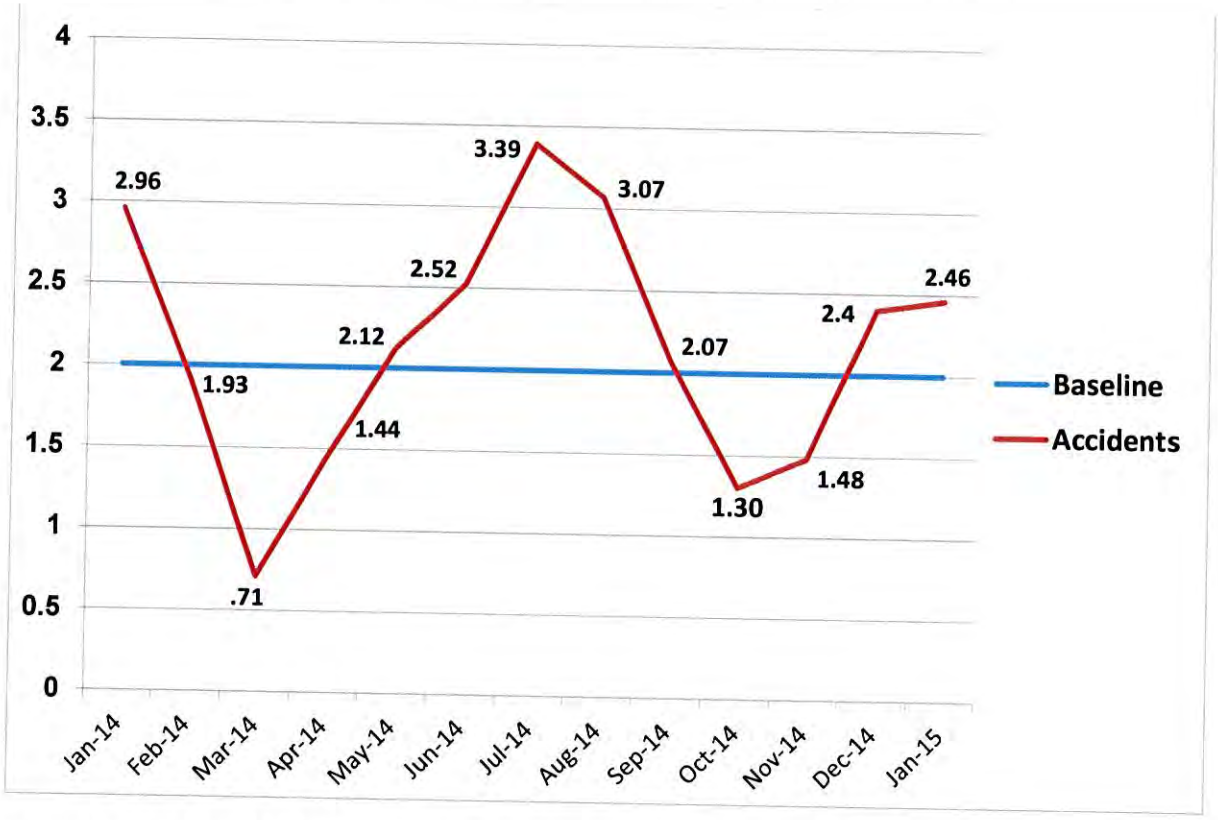
5. Safety/Security Department Report

SAFETY SUMMARY

For the month of January 2015, we had 7 vehicle collisions (5 preventable), 48 customer related incidents and drove a total of 283,614 miles. The total collision rate for the month was at 2.46 per hundred thousand miles driven. The desirable range for total collisions is at 2.0 or less.

The chart below shows the last 12 months of our total collision rate. Please keep in mind that this chart shows all vehicle collisions regardless of fault. The classifications of preventable and non-preventable are not distinguished for purposes of calculating this rate.

Total Collision Rate (rolling 12 month period)
Monthly rate = Total collisions per 100,000 miles driven



SECURITY SUMMARY

For the month of January 2015, 1,459 hours of security coverage was used for all areas of RTA Operations. Officers arrested three individuals for public intoxication, issued nine criminal trespass warnings, and cited zero individuals for loitering.

Committee Review
The Operations Committee met on February 26, 2015. Committee members received a presentation on this item.

Respectfully Submitted,

Submitted by: _____
Wesley Vardeman
Senior Transit Planner

Submitted by: _____
Keith Korenek
Director of Safety and Security

Submitted by: _____
for Robert Saldaña
Director of Transportation

Submitted by: _____
José A. Tovar
Director of Maintenance

Reviewed by: _____
Gordon Robinson
Director of Planning

Reviewed by: _____
Rosa E. Villarreal
Managing Director of Operations

Approved by: _____
Scott Neeley
Chief Executive Officer

RTA Committee on Accessible Transportation (RCAT)
MEETING MINUTES
Thursday, January 15, 2015

Advisory Committee Members Present: Mike Rendon, Robert Box, Tammye Salinas, David Ramos, John Lee, Sylvia Wilson, Yvette Silva-Cantu, and Richard Balli

Advisory Committee Members Absent: Joyce Lopez

Board Members Present: None

Staff Present: Rosa Villarreal, William Laridis, Gordon Robinson, Sharon Montez, and Shannon Tabor

Employee Representative(s): None

Call to Order: Mr. Mike Rendon called the meeting to order at 12:00 p.m. Ms. Shannon Tabor called the roll and determined that a quorum was present.

Opportunity for Public Comment
No public comment.

Action to Approve Minutes of November 20, 2014 was approved as presented.

MR. BOX MADE A MOTION TO ADOPT THE RCAT MINUTES OF NOVEMBER 20, 2014 AS PRESENTED; MS. SILVA-CANTU SECONDED THE MOTION. RENDON, LEE, RAMOS, BALLI, SALINAS, AND WILSON VOTING FOR.

Committee for Persons with Disabilities (CFPWD) and Corpus Christi Human Relations Committee (CCHRC) Update
Ms. Wilson advised the committee that CFPWD gave a presentation to the committee regarding a program with the Corpus Christi Police Department to initiate involvement utilizing volunteers to address ADA parking issues.

Mr. David Ramos states this is an existing program that the City of Austin currently has. Mr. Ramos also stated that main "ingredient" to the program is to educate about parking illegally in an accessible parking space and give them an option to take a class that will explain what accessible parking is. He mentioned the individuals would pay a portion of a fine instead of the full fine. Mr. Ramos stated the committee would vote at the next meeting. Mr. Ramos advised there is another job fair with Coastal Bend Center for Independent Living (CBCIL) through the Corpus Christi Human Relations Association in partnership with the Employment Alliance for People with Disabilities. Ms. Wilson explained this is more of an event to help persons apply for positions. Mr. Ramos advised the job fair being held at the Delmar Economic Center. Mr. Ramos advised the committee that they currently have a PSA on accessibility of sidewalks and is on current cable channels.

Update on ADA Bus Stop Improvements

Ms. Sharon Montez gave a brief presentation to the committee. Ms. Montez advised the committee that Phase III, IV and V have been completed. Ms. Montez stated that Phase III constructed 128 bus stops, Phase IV completed 109 bus stops and Phase V completed 50 bus stops, primarily on Kostoryz, Greenwood, Holly and Ayers Street. Ms. Montez stated that bus stops are equipped with a landing pad, curb cuts and sidewalks if necessary. She also mentioned that every bus stop should be ADA compliant. Ms. Montez shared some photos of bus stops that have been improved. Ms. Montez discussed a stop at Tiger and Weber that had no sidewalk and no landing pad. She stated a sidewalk was put in from the bus stop to the nearest intersection to have accessibility for the riders. Mr. John Lee expressed concern about the bus stop near the Walmart on Silverberry. Mr. Richard Balli stated there is no landing pad and you are loading on a grassy area. Ms. Montez advised that CCRTA needs to provide outreach to Walmart to discuss changes to this site. Ms. Montez advised the committee that after Phase V, there are 766 stops that are ADA compliant. Ms. Montez also advised there is another $2 million available this year and should improve an additional 250 bus stops.

Update on 5310 Funding

Mr. William Laridis gave a brief presentation to the committee. Mr. Laridis advised that annual funding is given for transportation. Mr. Laridis stated that $335,000 is available at this time. Mr. Laridis shared the members of the evaluation committee, consisting of three (3) RCAT members and three (3) CCRTA staff. Mr. Laridis shared the timeline with the committee, advising

the Issue Call for Projects will begin February 23, 2015 and the proposals will be due March 27, 2015. He also shared the dates the proposals would be shared with the committees and the RTA Board of Directors. Mr. Laridis stated that they wish to reach out more to the rural areas, benefiting the urbanized areas. He stated they will be advertising on the CCRTA website and the Caller Times. Mr. Laridis commented reaching out to a broader audience to advertise in other surrounding areas and their media outlets.

Discussion on RCAT Vacancies

Ms. Rosa Villarreal stated that at the last meeting the committee voted to extend the posting an additional 30 days through December 29, 2014. She also stated that Mr. Mike Rendon was planning to send out an E-Blast but was unable to do so with the holidays. Ms. Villarreal stated this discussion was being brought to the committee for feedback. Ms. Villarreal asked the committee for any ideas on how to get more exposure. Ms. Sylvia Wilson stated that she could mention it at the next CFPWD committee meeting. It was also brought up to ask South Texas Lighthouse for the Blind to post the vacancy on Facebook. The committees suggested posting the vacancy without a closing date and include "open until filled". Ms. Villarreal advised the committee if they have any suggestions on where to post the vacancy to advise Ms. Shannon Tabor. Ms. Villarreal asked the committee to share the vacancy with others.

NEXT STEP(S): Ms. Shannon Tabor will forward the RCAT vacancy posting to all committee members.

Committee Reports

No-Show/Eligibility Appeals

The No-Show/Eligibility Appeals Committee met on Tuesday, December 16, 2014. Members present were John Lee, Mike Rendon and Richard Balli. Staff members present were Melanie Gomez and Janessa Cano-Trevino (MV). There were 8 appeals scheduled in December. Five appellants were present to appeal a 30-day proposed service suspension. Two service suspensions were dismissed, contingent upon the appellants attending a B-Line Orientation. Three suspensions were dismissed due to extenuating circumstances. Two appellants provided a letter to appeal a 7-day proposed service suspension. One service suspension was dismissed due to extenuating circumstances. One service suspension was determined Conditional, to and from dialysis only. One appellant provided a letter to

appeal a 30-day proposed service suspension. The service suspension was determined Conditional, to and from dialysis only. There were 20 warning notices issued in November, 6 seven day proposed service suspensions and 10 thirty day proposed service suspensions.

The No-Show/Eligibility Appeals Committee met on Tuesday, January 13, 2015. Members present were John Lee, Robert Box and Richard Balli. Staff members present were Melanie Gomez and Janessa Cano-Trevino (MV). There were 14 appeals scheduled in January. Three appellants were present to appeal a 7-day proposed service suspension. The three service suspensions were dismissed due to extenuating circumstances. Two appellants were present to appeal a 30-day proposed service suspension. One service suspension was dismissed, contingent upon the appellant attending a B-Line Orientation. One suspension was enforced. Two appellants provided a letter to appeal a 7-day proposed service suspension. Both services suspensions were determined Conditional, to and from dialysis only. Five appellants provided a letter to appeal a 30-day proposed service suspension. Two service suspensions were dismissed due to extenuating circumstances. Two service suspensions were determined Conditional, to and from dialysis only. One service suspension was reduced to a 7-day service suspension. Two appellants did not attend. One 7-day and one 30-day proposed service suspension were enforced in accordance to policy. There were 40 warning notices issued in December, 20 seven day proposed service suspensions and 18 thirty day proposed service suspensions.

There was discussion by the committee regarding the determination of conditional to and from dialysis only. It was asked if this determination was a part of policy. Ms. Villarreal briefed the committee of the No Show Policy.

Chairman's Report

Ms. Christina Herrera (MV), Mr. Larry Wyatt and Ms. Cheryl Alegria were presented with a certificate for the 3rd Quarter Unsung Hero Award recipients. After the presentation, Mr. Rendon thanked the operators for their performance in doing a great job for the CCRTA and the community. Ms. Tammye Salinas read the announcements to the committee. Mr. Robert Box asked about the replacements of the older vehicles. Ms. Villarreal stated that production is in process at this time. She also stated that the first ARBOC buses should arrive in late March or early April.

Informational Items
These items were made available to the committee members in their packets.

Request for Agenda Items
None requested.

Other Business: It was moved and seconded that the meeting be adjourned. The motion was adopted and the meeting was adjourned at 12:58 p.m. The next meeting will be held on Thursday, February 19, 2015.