



CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY

MEETING NOTICE

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**Date:** Administration Committee Meeting – Wednesday, April 23, 2014  
**Time:** 8:30 a.m.

**Date:** Operations Committee Meeting – Wednesday, April 23, 2014  
**Time:** 10:30 a.m.

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

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**ADMINISTRATION COMMITTEE MEETING AGENDA**  
**Wednesday, April 23, 2014**  
**8:30 a.m.**

**Tony Elizondo (Chair)**

**Robert Garcia**  
**Angie Granado**

**Thomas Dreyer**  
**Jeffrey Pollack**

	<b>Topic</b>	<b>Speaker</b>	<b>Est. Time</b>	<b>Reference</b>
1.	Roll Call	S. Alvarez		
2.	Opportunity for Public Comment	T. Elizondo	3 min.	
3.	<b>Discussion and Possible Action</b> to Approve the Administration Committee Minutes of October 23, 2013	T. Elizondo	3 min.	Pages 1 - 3
4.	<b>Discussion and Possible</b> to Recommend to the Board Approve the First Amendment to the 2014 Capital Budget	C. O'Brien	10 min.	Pages 4 - 6

5.	<b>Discussion and Possible Action</b> to Recommend the Board Authorize Renewal of the Interlocal Agreement with Texas Municipal League Intergovernmental Risk Pool (TML-IRP) for Windstorm Coverage	K. Korenek	10 min.	Page 7
6.	<b>Presentations:</b> a. Health Plan Annual Review 2013 b. Financial Report March 2014 c. Procurement and Grants Update d. Fleet Disposition Update e. Customer Service Center Lease Update	R. Barrera C. O'Brien W. Laridis W. Laridis J. Haas	5 min. 5 min. 10 min. 5 min. 5 min.	No Attachment Pages 8 - 11 No Attachment No Attachment No Attachment

**Total Estimated Time: 56 min.**

**OPERATIONS COMMITTEE MEETING AGENDA**

**Wednesday, April 23, 2014-**

**10:30 a.m.**

**Mary Saenz (Chair)**

**George Clower  
Ray Hunt**

**Curtis Rock  
Lamont Taylor**

	<b>Topic</b>	<b>Speaker</b>	<b>Est. Time</b>	<b>Reference</b>
1.	Roll Call	S. Alvarez		
2.	Opportunity for Public Comment	M. Saenz	3 min.	
3.	<b>Discussion and Possible Action</b> to Approve the Operations Committee Minutes of March 26, 2014	M. Saenz	3 min.	Pages 1 - 5
4.	<b>Discussion and Possible Action</b> to Recommend the Board Authorize the Procurement of Trash Receptacles	S. Montez	10 min.	Page 6
5.	<b>Discussion and Possible Action</b> to Recommend the Board Approve Modifications to Route 67	G. Robinson R. Villarreal	10 min.	Pages 7 – 8 Separate Attachment

6.	<b>Presentations:</b>			
	a. March 2014 Operations Report	G. Robinson	5 min.	Pages 9 -19
	b. 2014 Service Improvement Update	G. Robinson	5 min.	Page 20
	c. Update on NTD Annual Report	G. Robinson	5 min.	Page 21
	d. Update on the Regional/Urban Design Assistance Team (R/UDAT) Project	G. Robinson	5 min.	No Attachment
	e. Procurement Update	W. Laridis	10 min.	No Attachment
	f. Update on Special Movements and FTA Charter Rules	T. Klinger	5 min.	No Attachment
g. MV Transportation Contract/General Manager	R. Villarreal	5. min.	No Attachment	

**Total Estimated Time: 66 min.**

**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 903-3450 at least 48 hours in advance so that appropriate arrangements can be made.

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

On **Friday, April 18, 2014** this Notice was posted by **Stephanie Alvarez** 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.

**REGIONAL TRANSPORTATION AUTHORITY  
ADMINISTRATION COMMITTEE MEETING MINUTES  
WEDNESDAY, OCTOBER 23, 2013**

**SUMMARY OF ACTIONS**

- 1. Provided Opportunity for Public Comment**
- 2. Approved the Administration Committee Minutes of September 25, 2013**
- 3. Recommended the Board Authorize Issuing Request for Proposals for Printer Leasing Contract**
- 4. Heard Presentation on: a.) September 2013 Financial Report; b.) Update on Staple Street Financing; c.) Harbor Ferry Grant Update**

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The Administration Committee for the Regional Transportation Authority Board of Directors met at 8:30 a.m. on Wednesday, October 23, 2013 at the RTA Administration/Operations Facility located at 5658 Bear Lane, Corpus Christi, Texas.

**Committee Members Present:** Tony Elizondo (Chair), Vangie Chapa, Angie Granado, Tomas Dryer, John Valls

**Committee Members Absent:** Robert Garcia

**Staff Members Present:** Scott Neeley, (CEO); Jorge Cruz-Aedo, Jane Haas, Terry Klinger, Keith Korenek, William Laridis, Sharon Montez, Cindy O'Brien, Angelina Olivares, Robert Saldaña, Rosa Villarreal, Stephanie Alvarez

**Public Present:** Abel Alonzo, (RCAT Chair); Rowland Estrada, Rosie Aguiar, ATU – Local 1769; Carlos Vargas, MV Transportation

***Call to Order***

Ms. Stephanie Alvarez called roll and declared that a quorum was present.

Mr. Tony Elizondo called the Administration Committee meeting to order at 8:37 a.m.

**Opportunity for Public Comment**

Mr. Abel Alonzo, RCAT Chairman, stated that he was concerned with B-Line customer service because incoming calls were not being answered.

**Discussion and Possible Action to Approve the Administration Committee Minutes of September 25, 2013**

**MS. CHAPA MADE A MOTION TO APPROVE THE ADMINISTRATION COMMITTEE MINUTES OF SEPTEMBER 25, 2013. MR. DREYER**

**SECONDED THE MOTION. THE MOTION CARRIED. CHAPA, DREYER, GRANADO, ELIZONDO AND VALLS VOTING IN FAVOR. GARCIA ABSENT.**

**Discussion and Possible Action to Recommend the Board Authorize Issuing Request for Proposals for Printer Leasing Contract**

Mr. David Chapa stated that four (4) of the CCRTA's leased copiers/printers are included in multiple lease agreements which will be expiring soon. Mr. Chapa explained that CCRTA is trying to phase out desktop printers. He noted that the three (3) multifunctional printers would be a tremendous timesaver for all departments. Mr. Chapa reported that the funds for the lease of the copiers have been included in the 2013 and 2014 operating budget.

**MS. CHAPA MADE A MOTION TO RECOMMEND THE BOARD AUTHORIZE ISSUING REQUEST FOR PROPOSALS FOR PRINTER LEASING CONTRACT. MS. GRANADO SECONDED THE MOTION. THE MOTION CARRIED. CHAPA, DREYER, ELIZONDO, GRANADO AND VALLS VOTING IN FAVOR. GARCIA ABSENT.**

**Presentation on the September 2013 Financial Report**

Ms. Cindy O'Brien, using a PowerPoint presentation, reviewed the September 2013 Financial Report. She stated that the Authority's financial performance through September was positive to budget by about \$1,573,000. Ms. O'Brien reported that the revenues were under budget by approximately \$3,000,000, and for the year-to-date operating expenses estimated the depreciation, and the variance is 7.6% below budget. Passenger revenues had increased 0.3% compared to 2012.

Reviewing the departmental expenses compared to budget, Ms. O'Brien noted overall departmental line items were in favorable for the month of September 2013.

Referencing the Marketing and Communication Budget increase, Ms. Vangie Chapa requested that a Marketing Plan be presented at the November Board Meeting.

**Update on Staples Street Financing**

Mr. Jorge Cruz-Aedo explained the next steps of the Staples Street Financing Plan. Mr. Cruz-Aedo discussed the rating meeting that took place in Dallas, Texas with Security Southwest Securities Finance. He commented on how impressive the presentations given to the rating agencies had been. Mr. Cruz-Aedo stated that the bond rating would be available next week.

### **Harbor Ferry Grant Update**

Mr. William Laridis, using a PowerPoint presentation, Harbor Ferry Grant is part of Moving Ahead for Progress in 21<sup>st</sup> Century (Map 21). He stated that this grant was for infrastructure rehabilitation and would be used for improvements to Peoples Street T-Head and Texas State Aquarium docks. Mr. Laridis mentioned that the application for next years' grant was due on October 21, 2013, and it had been submitted in the amount of \$410,635.

### **Adjournment**

There being no other business, the meeting was adjourned at 9: 13 a. m.

Submitted by: Stephanie Alvarez



CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY

Administrative Committee Memo

April 23, 2014

**Subject**      **Fiscal 2014 Capital Budget Amendment #1**

**Background**

By statute, the Board annually adopts an operating budget. A capital budget is adopted at the same time in order to properly allocate RTA financial resources in a way the meets current and future needs of the organization. Unlike the operating budget which addresses expenses and revenues for a single year, the capital budget is project oriented and may include projects that span more than one year.

**Identified Need**

During the 2014 Capital Budgeting process last year, it was discussed that additional funding was needed for Bus Stop Trash Receptacles. Staff recommended that a budget amendment be brought to the board during 2014, after the closeout of 2013. Although the 2013 fiscal year-end process is not yet completed, preliminary numbers indicate that there will be sufficient excess funding available to fund the purchase. In order to start placing the trash receptacles at RTA's bus stops as soon as possible, staff is recommending that we proceed with the amendment at this time.

Amendment #1 would include the following:

- ❖ Bus Stop Trash Receptacles
  - Estimated 300 – 500 units = \$400,000

A schedule showing the FY2014 Capital Budget, the Proposed Amendment #1, and the revised 2014 Capital Budget totals is attached immediately following this item.

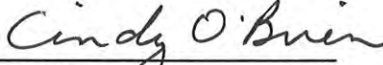
**Notice**

There are additional 2013 Capital Projects that were not fully expended prior to December 31, 2013. Upon completion of the 2013 audit, once the unreserved and undesignated balances are determined, an additional Capital Budget amendment will be brought before the Administration Committee for review and approval.

**Recommendation**

Staff recommends that the Administration Committee recommend the Board of Directors approve Amendment #1 to the 2014 Capital Budget in the amount of \$400,000.

Respectfully Submitted,

Submitted by:   
Cindy O'Brien  
Director of Finance

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

Approval:   
Scott Neeley  
Chief Executive Officer



**FY 2014 Capital Budget Proposed Amendment #1**

<b>Projects:</b>	<b>2014</b>	<b>Proposed Amendment</b>	<b>Revised 2014 Total</b>
Staples Street Center			
Construction - GMP (\$22,971,300) (Includes IT and Security Buildout)	\$ 18,919,250		\$ 18,919,250
Land Acquisition			
Demolition			
Architectural	\$ 344,217		\$ 344,217
Project Management	\$ 93,874		\$ 93,874
Owner's Contingency	\$ 500,000		\$ 500,000
Furniture and Equipment	\$ 400,000		\$ 400,000
<b>Total Staples Street Center</b>	<b>\$ 20,257,341</b>		<b>\$ 20,257,341</b>
Staples Street Center - Tenants Buildout	\$ -		\$ -
Buildout - Design	\$ -		\$ -
Buildout - Construction	\$ -		\$ -
Buildout - Project Management	\$ -		\$ -
	\$ -		\$ -
<b>Total Staples Street Center</b>	<b>\$ 20,257,341</b>		<b>\$ 20,257,341</b>
Design	\$ 750,000		\$ 750,000
Construction	\$ 60,000		\$ 60,000
Six Points Station	\$ 810,000		\$ 810,000
Design	\$ 80,400		\$ 80,400
Bus Stop Improvements Phase V (\$15,000 x 67 stops)	\$ 1,005,000		\$ 1,005,000
Facilities, Bus Stops & Other Improvements:			
Bus Stop Trash Receptacles	\$ -	\$ 400,000	\$ 400,000
Bear Lane Bus Parking Lot Improvements	\$ 216,000		\$ 216,000
	\$ 8,000		\$ 8,000
Generator for Natural Gas (Design and Analysis Only)	\$ 8,000		\$ 8,000
La Retama Park	\$ 70,000		\$ 70,000
Big Buses (5 x \$491,001 each)	\$ 2,455,005		\$ 2,455,005
Small Buses (7 x \$198,522 each)	\$ 1,389,654		\$ 1,389,654
Double Decker Buses (2 x \$500,000)	\$ 1,000,000		\$ 1,000,000
Fiber for Security Cameras at 4 Transit Stations and Administration Building	\$ 79,750		\$ 79,750
APP for Web-Based Public Bus Live Tracking (NEXT BUS)	\$ 40,000		\$ 40,000
GFI Server (Replacement)	\$ 6,000		\$ 6,000
Display Monitors for Bear Lane Administration Building	\$ 30,000		\$ 30,000
Internet Web Filter (Hardware Device with 3 year Warranty and Replacement)	\$ 17,134		\$ 17,134
Monitors with LCD Technology on Buses (\$1,000 x 77 buses)	\$ 77,000		\$ 77,000
Digital Mobile APP Bus Passes-GO PASS	\$ 75,000		\$ 75,000
Benefits Tracking System for HR	\$ 15,000		\$ 15,000
	<b>\$ 27,550,884</b>	<b>\$ 400,000</b>	<b>\$ 27,950,884</b>



CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY

Administration Committee Memo

April 23, 2014

**Subject: Renewal of the Interlocal Agreement with Texas Municipal League Intergovernmental Risk Pool (TML-IRP) for Windstorm Coverage**

**Background**

The excess wind coverage is scheduled to renew in May 2014 for one year. The policy provides for coverage for buildings, contents, electronic data equipment/media, and art. The wind coverage is placed with the Texas Windstorm Insurance Association through Texas Municipal League (TML) with a policy year beginning in May. The Excess coverage is underwritten through Victor O'Schinnerer (VOSCO).

**Identified Need**

Texas Municipal League Intergovernmental Risk Pool provides the RTA with essential windstorm coverage to ensure protection of the Agency's assets.

**Financial Impact**

The following represents an estimated premium cost for policy year 2014. It assumes a 10% increase based on recent legislative discussions. The 2012-2013 premium is shown below for comparison purposes.

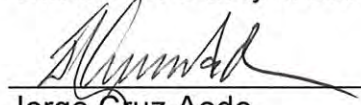
<u>TML Coverage:</u>	2013	2014
	<u>Premium</u>	<u>Premium</u>
Windstorm Coverage	\$90,430	\$ TBA


**Recommendation**

Staff requests the Board of Directors authorize the Chief Executive Officer or his designee to renew the Interlocal Agreement with Texas Municipal League Intergovernmental Risk Pool (TML-IRP) for Windstorm Coverage.

Respectfully Submitted,

Submitted by:   
 Keith Korenek  
Director of Safety & Security

Reviewed by:   
Jorge Cruz-Aedo  
Managing Director of Administration

Approval:   
Scott Neeley  
Chief Executive Officer



## CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Administration Committee Memo

April 23, 2014

**Subject: March 2014 Financial Report**

**NOTICE:** The Authority's December 31, 2013 year end audit is underway, with a projected completion date of early May, 2014. Since the year-end audit adjustments, which affect the balance sheet, have not been finalized, the financial report for March 31, 2014, will only include the Income Statement.

**SUMMARY:** The Authority's financial performance for the month of March is over budget by \$460,705, yet only over budget by \$86,946 for the quarter ended March 31<sup>st</sup>. Much of the difference is due to catching up with the timing differences of posting expenditures in March, as well as the budgeted Grant drawdown which will not occur until April. Operating expenses, including estimated depreciation, are over budget by \$48,829 for March (1.7%), yet under budget year-to-date by \$642,172, or 7.5% below budget.

### **REVENUES**

- Sales Tax – March sales tax has been estimated at \$3,120,175, which is a 4% increase over March 2013.

**UPDATE – SALES TAX COLLECTIONS FOR FEBRUARY 2014 WERE RECEIVED ON APRIL 11, 2014 AND ARE 4.3% HIGHER THAN COLLECTIONS FOR THE SAME PERIOD LAST YEAR! YEAR-TO-DATE COLLECTIONS ARE 6.4% HIGHER THAN COLLECTIONS IN 2013.**

- Passenger Revenues – \$103,521 vs. \$145,592 in 2013 – a decrease of \$42,071 (28.9%), and \$61,956 (37.4%) under current budget estimates. Year-to-date revenues reflect \$37,605 less than amounts budgeted, or 8.1%. These revenues are consistent with the passenger data collections, which are reported in the monthly Operations report.

### **EXPENSES**

- Salaries & Benefits – March reflects \$1,076,948, with year-to-date expenses of \$2,727,297, which is 4.62% over budget.

- Services – March reflects \$148,261 with a favorable variance of \$39,834, primarily due to timing differences in receipt and posting of invoices.
- Materials and Supplies – March reports \$438,936 versus \$402,078 budgeted with a negative variance of \$36,858, yet year-to-date amounts are \$1,118,532 vs. \$1,213,052 budgeted for a positive variance of \$94,520 (7.79%).
- Insurance – March reports \$171,344 versus budgeted amounts of \$176,360, which is right on target with budget. Year-to-date amounts are \$184,766 (34.92%) over budget due to a large health insurance claim paid in February.
- Purchased Transportation – March reports \$463,950 versus budgeted amounts of \$648,613. Variance is primarily due to the change in the contract with MV, which affects the way the costs are recorded.
- Miscellaneous – March reports \$61,141 versus budgeted amounts of \$53,693. Variance is primarily due to timing of travel and community events compared to amounts included in the budget for March.

Respectfully Submitted,

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

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

Approval: Scott Neeley  
Scott Neeley  
Chief Executive Officer

**Corpus Christi Regional Transportation Authority**  
**Statement of Revenues and Expenditures By Cost Center (Unaudited)**  
**Months ended March 31, 2014 & March 31, 2013**

	Current Month			Prior Year Comparison	
	Actual	Budget	Favorable	2013	Favorable
			(Unfavorable)		(Unfavorable)
	A	B	A vs B	C	A vs C
<b>Operating Revenues:</b>					
Passenger service	\$ 103,521	165,477	(61,956)	145,592	(42,071)
Bus advertising	-	5,833	(5,833)	3,333	(3,333)
Charter service	-	-	-	-	-
Other operating revenues	18,043	6,125	11,918	18,641	(598)
<b>Total Operating Revenues</b>	<b>121,564</b>	<b>177,435</b>	<b>(55,871)</b>	<b>167,566</b>	<b>(46,002)</b>
<b>Operating Expenses:</b>					
Transportation	696,690	505,583	(191,107)	415,680	(281,010)
Customer Programs	34,982	26,349	(8,633)	11,063	(23,919)
Purchased Transportation	378,850	715,342	336,492	641,312	262,462
Service Development	34,398	26,157	(8,241)	22,824	(11,574)
MIS	41,331	41,867	536	28,528	(12,803)
Vehicle Maintenance	675,859	488,671	(187,188)	368,424	(307,435)
Facilities Maintenance	194,808	84,509	(110,299)	75,504	(119,304)
Contracts and Procurements	28,368	20,720	(7,648)	10,393	(17,975)
CEO's Office	62,214	55,743	(6,471)	64,513	2,299
Finance and Accounting	36,497	34,994	(1,503)	28,479	(8,018)
Materials Management	15,602	11,630	(3,972)	8,986	(6,616)
Human Resources	94,197	183,394	89,197	109,140	14,943
General Administration	21,491	30,107	8,616	29,453	7,962
Capital Project Management	25,693	17,208	(8,485)	12,653	(13,040)
Marketing & Communications	33,516	48,593	15,077	18,879	(14,637)
Safety & Security	51,788	76,481	24,693	25,505	(26,283)
Staples Street Center	-	10,107	10,107	-	-
<b>Total Departmental Expenses</b>	<b>2,426,284</b>	<b>2,377,455</b>	<b>(48,829)</b>	<b>1,871,336</b>	<b>(554,948)</b>
Depreciation	494,167	494,167	-	495,438	1,271
<b>Total Operating Expenses</b>	<b>2,920,451</b>	<b>2,871,622</b>	<b>(48,829)</b>	<b>2,366,774</b>	<b>(553,677)</b>
<b>Operating Income (Loss)</b>	<b>(2,798,887)</b>	<b>(2,694,187)</b>	<b>(104,700)</b>	<b>(2,199,208)</b>	<b>(599,679)</b>
<b>Other Income (Expense)</b>					
Sales Tax Revenue	3,124,333	3,284,074	(159,741)	3,009,278	115,055
Federal, state and local grant assistance	-	190,517	(190,517)	471,009	(471,009)
Investment Income	(247)	5,500	(5,747)	4,838	(5,085)
Gain (Loss) on Disposition of Property	-	-	-	-	-
Street Improvements Program for CCRTA Region Entities	-	-	-	-	-
<b>Net Income (Loss) Before Capital Grants and Donations</b>	<b>325,199</b>	<b>785,904</b>	<b>(460,705)</b>	<b>1,285,917</b>	<b>(960,718)</b>
Capital Grants & Donations	-	-	-	-	-
<b>Change in Net Assets</b>	<b>\$ 325,199</b>	<b>785,904</b>	<b>(460,705)</b>	<b>1,285,917</b>	<b>(960,718)</b>

**Corpus Christi Regional Transportation Authority**  
**Statement of Revenues And Expenditures By Cost Center (Unaudited)**  
**Year-to-date March 31, 2014 & March 31, 2013**

	Year-to-date			Prior Year Comparison	
	Actual	Budget	Favorable	2013	Favorable
			(Unfavorable)		(Unfavorable)
A	B	A vs B	C	A vs C	
Operating Revenues:					
Passenger service	\$ 425,492	463,097	(37,605)	415,698	9,794
Bus advertising	-	17,499	(17,499)	10,000	(10,000)
Charter service	-	-	-	-	-
Other operating revenues	19,938	18,375	1,563	25,991	(6,053)
Total Operating Revenues	445,430	498,971	(53,541)	451,689	(6,259)
Operating Expenses:					
Transportation	1,650,110	1,515,849	(134,261)	1,243,300	(406,810)
Customer Programs	54,221	55,017	796	47,031	(7,190)
Purchased Transportation	1,355,583	2,100,189	744,606	1,801,695	446,112
Service Development	88,732	78,671	(10,061)	67,893	(20,839)
MIS	116,324	129,909	13,585	85,165	(31,159)
Vehicle Maintenance	1,443,230	1,487,990	44,760	1,158,972	(284,258)
Facilities Maintenance	387,827	269,627	(118,200)	240,197	(147,630)
Contracts and Procurements	58,834	76,060	17,226	36,688	(22,146)
CEO's Office	161,020	170,179	9,159	163,071	2,051
Finance and Accounting	95,616	104,957	9,341	84,864	(10,752)
Materials Management	36,544	32,890	(3,654)	28,103	(8,441)
Human Resources	676,314	550,602	(125,712)	340,590	(335,724)
General Administration	71,922	87,821	15,899	91,912	19,990
Capital Project Management	53,466	44,074	(9,392)	35,173	(18,293)
Marketing & Communications	85,946	155,569	69,623	64,215	(21,731)
Safety & Security	140,807	228,943	88,136	75,770	(65,037)
Staples Street Center	-	30,321	30,321	-	-
Total Departmental Expenses	6,476,496	7,118,668	642,172	5,564,639	(911,857)
Depreciation	1,482,501	1,482,501	-	1,486,314	3,813
Total Operating Expenses	7,958,997	8,601,169	642,172	7,050,953	(908,044)
Operating Income (Loss)	(7,513,567)	(8,102,198)	588,631	(6,599,264)	(914,303)
Other Income (Expense)					
Sales Tax Revenue	8,292,126	8,390,666	(98,540)	7,768,608	523,518
Federal, state and local grant assistance	-	571,551	(571,551)	490,702	(490,702)
Investment Income	11,014	16,500	(5,486)	15,133	(4,119)
Gain (Loss) on Disposition of Property	-	-	-	-	-
Street Improvements Program for CCRTA Region Entities	-	-	-	-	-
Net Income (Loss) Before Capital Grants and Donations	789,573	876,519	(86,946)	1,675,179	(885,606)
Capital Grants & Donations	-	-	-	-	-
Change in Net Assets	\$ 789,573	876,519	(86,946)	1,675,179	(885,606)

**REGIONAL TRANSPORTATION AUTHORITY  
OPERATIONS COMMITTEE MEETING MINUTES  
WEDNESDAY, March 26, 2014**

**Action of Summary**

1. **Provided Opportunity for Public Comment**
2. **Recommended to Approve the Operations Committee Meeting Minutes of February 26, 2014**
3. **Recommended the Board Authorize Awarding a Contract to A.M. Service Company Bus Wash Concrete Service**
4. **Heard Presentations on: a.) Operational Report January 2014 b.) 2014 Service Improvement Update d.) Procurement Update e.) Legislative Update f.) Capital Projects Update g.) Par transit Operations Update h.) Harbor Ferry Update**

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The Operations Committee for the Regional Transportation Authority Board of Directors met at 10:30 a.m. on Wednesday, March 26, 2014 at the RTA Administration/Operations Facility located at 5658 Bear Lane, Corpus Christi, Texas

**Committee Members Present:** Mary Saenz (Chair); George Clower, Curtis Rock, Lamont Taylor, Vangie Chapa

**Committee Member Absent:** Ray Hunt, Lamont Taylor

**Staff Members Present:** Scott Neeley, (CEO); Jorge Cruz-Aedo, Jane Haas, Terry Klinger, Keith Korenek, William Laridis, Cindy O'Brien, Angelina Olivares, Gordon Robinson, Robert Saldaña, Rosa Villarreal, Stephanie Alvarez

**Public Present:** Rowland Estrada, President; Rosie Aguiar, ATU – Local 1769, Russ Tieskletter, MV Transportation; Abel Alonzo, B-Line Rider

**Roll Call**

Stephanie Alvarez called roll and stated that there was a quorum.

**Call to Order**

Mary Saenz called the Operations Committee meeting to order at 10:38 a.m.

**Opportunity for Public Comment**

Abel Alonzo, B-Line rider; commented on the moral of MV Transportation, he expressed his concern of the resignation of the past MV General Manager.

**Discussion and possible action to Approve the Operations Committee Minutes of February 26, 2014**

**MR. CLOWER MADE A MOTION TO APPROVE THE OPERATIONS COMMITTEE MINUTES OF FEBRUARY 26, 2014. MR. ROCK SECONDED THE MOTION. THE MOTION CARRIED. CLOWER, ROCK, SANEZ, AND CHAPA VOTING IN FAVOR. HUNT, TAYLOR ABSENT.**

**Discussion to Recommend the Board Authorize Awarding a Contract to A.M. Services Company Bus Wash concrete Services**

Ms. Sharon Montez reported that in October 2013 the Board authorized the RTA Staff to enter into a contract with Westmatic Corporation for bus wash replacement. It was reported that the bus wash concrete service project included the installation, modification to the existing facilities and infrastructure to accommodate the new reclamation unit. Ms. Montez reported that in February 11, 2014 the bid were issued and the pre-bid was held on February 19, 2014. She mentioned in March 14<sup>th</sup> the RTA received three bids. It was reported that out of the three bidders A.M. Service Company was the lowest bidder. Ms. Montez reported that A.M. Service Company was the lowest bidder. Ms. Montez stated that A.M. Service Company had been in business for 14 years and the company listed numerous references.

Ms. Montez stated that A.M. Concrete Service Company is a certified Disadvantaged Business Enterprise (DBE) and mentioned the amount awarded to AM Services is \$53,738.00 and is now budgeted in the 20114 Capital Projects Budget.

**MR. CLOWER MADE A MOTION TO AUTHORIZE AWARDING A CONTRACT TO A.M. CONCRETE SERVICES. MR. ROCK SECONDED THE MOTION. THE MOTION CARRIED. CLOWER, ROCK, SAENZ, AND CHAPA VOTING IN FAVOR. HUNT, TAYLOR ABSENT.**

**Presentations**

**a. Operational Report February 2014**

Mr. Gordon Robinson reported that the Boarding for all service in February 2014 totaled 449,000, which represents a 7.4 percent decrease compare to 2013. The trend in February 2013 was at 485,000. Mr. Robinson reported that there had been a research report of ridership throughout the state of Texas that was conducted from Wes Verdeman, Senior Planner. The report throughout the state showed a decrease due to the harsh weather conditions.

Mr. Robinson stated that he was keeping a daily count of what days of the week and weekend to keep a daily average. Mr. Robinson requested ideas of how to increase ridership from the Operations Committee. Mr. Curtis Rock questioned on ridership



decrease. He noted could the decrease of ridership depend on not relying and depending on public transit. Mr. Rock requested a history chart of trend ridership to be presented at next committee meeting.

Mr. Robinson reported on On-Time performance of the RTA Fixed-Route service for the last three months he included and an average along with a 2014 year to date figure. He mentioned the B-Line service contract standards on time performance that did not meet contract standards. Miles between road calls and denials did meet contract standards. He noted that in vehicle time did exceed contract standard of 96 percent. It was reported that for the month of February 2014 there were 44 reported Customer Assistance Forms (CAF's) compared to the month of January 2014 that reported 39 CAF's. Mr. Robinson provided a route summary report for February 2014.

He concluded with the Safety Summary for the month of February 2014 there were five vehicle collisions. The range for total collisions was at 2.0. In February 2014 it was reported that 1,340 hours of security coverage were used all areas of RTA Operation.

**b. 2014 Service Improvement Update**

Mr. Gordon Robinson using a PowerPoint reported a background of the 2014 service improvements. Mr. Robinson stated that the staff had been working to refine some original service proposals under Phase one of the Long Range System Plan. This was preparing for the upcoming public hearing on April 2, 2014. He mentioned that on route 5 and 76/79 staffed revised service proposals in order to maintain efficient service.

Mr. Robinson reported a listing of routes and explained the revisions of changes. He mentioned 20 written comments and several verbal comments, 25 e-mails, phone calls through Customer Service Center were received by concerned riders.

Mr. Robinson stated that the Title VI of the Civil Rights Act of 1964 service equity analysis was completed as required by the Federal Transit Administration. Mr. Robinson reported that a public hearing will be conducted at the April Board of Directors' meeting to seek approval of Phase 1 service recommendations prior to June 2, 2014.

**c. Procurement Update**

Mr. William Laridis used a PowerPoint presentation updated procurement completion listing of descriptions, company name, date, annual cost, and action of each vendor. He mentioned MIS Software that was cancelled due to the cost of the bid and the vendor not providing what the agency is in need of, he noted that it will go out for bid again. Mr. Laridis stated that the procurement staff will research other peer agency's software. Mr. Laridis reviewed a timeline of month one, month three and month six.

**d. Legislative Update**

Mr. William Laridis used a PowerPoint presentation and briefed on the 2014 APTA Legislative Conference in DC. Mr. Laridis stated that attending the conference is when the RTA Staff and Board Members meet the Legislators and discuss what the Agency

Federal Legislative initiatives goals are. He mentioned the new Secretary of Transportation. He spoke of the meetings that took place during the conference and the last meeting with Melissa Meyer of Federal Staff.

**e. Capital Projects Update**

Ms. Sharon Montez used a PowerPoint presentation to brief the Operations Committee on Capital Projects. Ms. Montez stated the construction pricing of Staples Street Center is \$22,971,300 and it began in December 2013. It was reported that the package one building pad was completed. Package two for sited utilities was underway. Package three for drilled piers is set to begin that week weather permitting and package four bids for structural steel pre-cast concrete was received on Friday, March 7<sup>th</sup>. Ms. Montez stated that the final design package complete bid opening is dated for March 28, 2014.

Ms. Montez briefed the Operations Committee on the Robstown Station project. She listed the improvements to date. The steel trusses for the east and west roof sections have been placed. The electrical meter had been installed. Ms. Montez viewed her slides of the concrete block wall and the concrete grout poured into the building of the walls. It was reported that concrete sidewalk was being poured. She reported on the underground fuel tank. The delay schedule approximately 4 to 6 weeks and the completion date of April 16, 2014. It was reported that the proposed Ribbon cutting is scheduled for Wednesday, May 7, 2014.

Ms. Sharon Montez reported a historical listing of the Street Program. Ms. Montez stated the Street Funding Program was created in 1987. She noted that the funding was revised to include EMS and funding was added for the ADA improvements.

She reported the participants of the Street Program. Ms. Montez noted that the RTA contributed \$700,000 to the Street Program required by the ADA infrastructure. She reported that out of the nine participants two entities were allocating less than the new percentage of 8.73 percent. Ms. Montez provided a slide of the Street Program that explained the allocation of the nine entities including adjustments of amount allocated to the Street Program.

Ms. Sharon Montez reported that the RTA Agency had a State of Good Repair Projects that included Six Points Station. She stated that she met with City staff to discuss the scope for Six Points Station. Ms. Montez stated that the City of Corpus Christi has three bond projects taking place in the Six Points area for next two years.

Ms. Montez stated that the RTA is considering options, to defer station reconstruction until the City Bond projects complete, complete only minimal of the Six Point Station, or shift funding to Port Ayers Station.

There was a discussion on moving Six Points Station to another location in the area. Ms. Montez stated she will come to the Board of Directors' Meeting in April with more options of the Six Point Station.

#### **Customer Service Center Update**

Ms. Jane Haas reported that the Customer Service Center has a secured contract and will be located at 1024 Leopard Street. Ms. Haas stated she would like to compliment and recognize the Customer Service Team, IT Department, Facility Maintenance, and Finance Department for all their effort during this transition. She mentioned that Safe Guard was installing security cameras. Ms. Haas reported that the City of Corpus Christi did not pass the electrical inspection so therefore the moving schedule date was pushed back five days.

#### **f. Paratransit Operations Update**

Ms. Rosa Villarreal introduced Mr. Russ Tieskletter with MV Transportation. Mr. Tieskletter reported an update of Para transit Update. He mentioned that transitions of General Managers leaving their position can make the staff feel unsecured in their own positions. He reported that the MV Staff stepped up their responsibilities.

He reported of two candidates for GM vacancy, he noted one applicant was internal and the other applicant was external. Mr. Tieskletter reported that in the next two weeks the new GM will be introduced to the RTA staff.

#### **g. Harbor Ferry Update**

Mr. Terry Klinger reported an update on the Harbor Ferry. It was reported that during Spring Break 2014 was 60 percent lower than Spring Break 2013. Mr. Klinger noted that Harbor Ferry will be ready for Memorial Day weekend and it will be open seven days a week. Mr. Klinger stated that the new ticket booth will be in operation.

#### **Adjournment**

The meeting was adjourned at 11:43 p.m.

Submitted by: Stephanie Alvarez



CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY

Operations Committee Memo

April 23, 2014

**Subject: Issue a Request for Proposals for Trash Receptacles**

**Background**

The RTA has approximately 1,400 bus stops throughout the RTA service area. As part of an enhanced maintenance program to sustain those bus stops the RTA recently awarded a contract for trash removal and maintenance services for the bus stops.

**Identified Need**

As part of the enhance maintenance program the RTA is increasing the amount of trash receptacles in the service area. The goal is to place an additional 300 - 500 receptacle in the service area this year.

The receptacles will be purchased through TXMAS, one of the authorized buy boards in Texas.

**Disadvantaged Business Enterprise (DBE)**

There is no DBE goal for this procurement because there are no identified DBE Trash Receptacle firms.

**Financial Impact**

This project will be funded with local funds in the 2014 Capital Budget.

**Recommendation**

Staff requests the Operations Committee recommend the Board of Directors authorize the Chief Executive Officer (CEO) or designee to procure trash receptacles for an estimated \$400,000 by issuing Request for Proposals.

Respectfully Submitted,

Submitted by: \_\_\_\_\_

Sharon Montez  
Managing Director of Capital Programs

Approval: \_\_\_\_\_

Scott Neeley  
Chief Executive Officer



**CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY**

Operations Committee Memo

April 23, 2014

**Subject: Proposed Modifications to Route 67**

**Background:**

Route 67 currently serves as a connector route between the City of Gregory through Staples Street Station, the Corpus Christi International Airport, Robstown and on to the City of Bishop. This has typically been one of our more costly routes because of the distance it travels and its low ridership.

**Identified Need:**

A few months back, RTA staff met with TCN Representatives and Commissioner Gonzalez regarding transportation coordination for the rural areas. TCN suggested that we try a different approach with Route 67, specifically the areas of Bishop/Driscoll. They recommended removing that area from the Route 67 and instead using a contractor and setting up demand response service similar to what we have in place for Route 68 (Banquete/Agua Dulce). Kleberg County already services that area and utilizes our same bus stops. This would provide the residents of Bishop/Driscoll with transportation into the urbanized area at their request rather than waiting on a fixed route bus that only comes through 4 times a day. By removing the Bishop/Driscoll loop of Route 67, RTA would also be able to cut down the operational costs of this route.

**Financial Impact:**

**Route 67 YTD statistics**

Total Riders (YTD)	Total Operating Cost (YTD)	Cost per Passenger (YTD)
2,450	\$39,267.87	\$16.03

Average Daily Boardings for Entire Route	Average Daily Boardings for Bishop/Driscoll area	Percentage of Ridership in Bishop/Driscoll Area
39	5	12.8%

**For comparator purposes:**

**Route 68 (Banquete/Agua Dulce) statistics**

Average Monthly Costs When Operating as Fixed Route	Average Monthly Costs When Operating as Demand Response
<b>\$2,317.81</b>	<b>\$459.21</b>

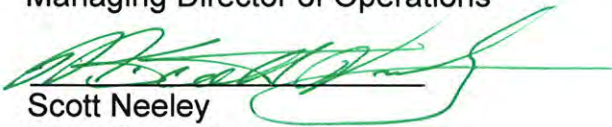
Changing the service delivery method for Bishop/Driscoll will result in financial savings for the RTA and more frequent and efficient service for the residents of that area.

**Recommendation**

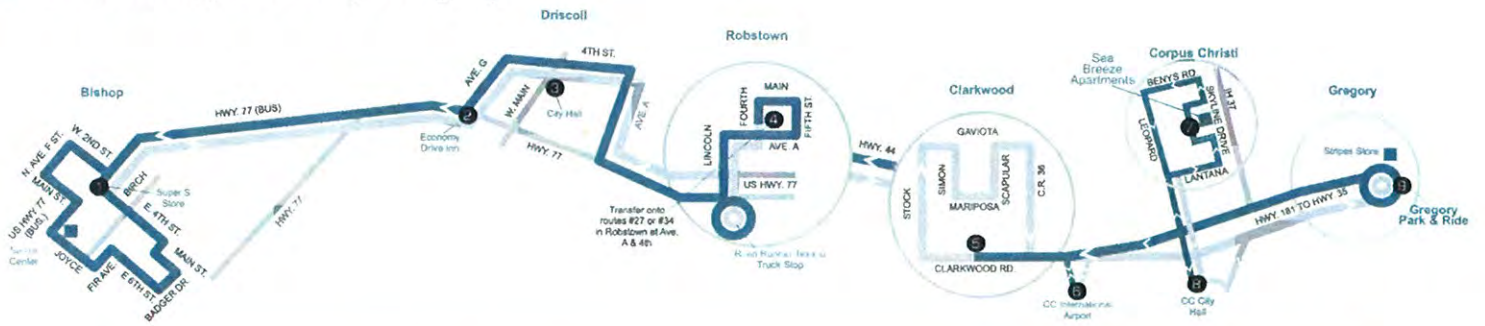
Staff requests that the Operations Committee recommends to the Board of Directors to modify the existing Route 67.

Respectfully Submitted,

Submitted by:   
Rosa Villarreal  
Managing Director of Operations

Approval:   
Scott Neeley  
Chief Executive Officer

# 67 Bishop/Driscoll/Gregory



Saturday Weekdays	Bishop to Gregory									Gregory to Bishop									
	1	2	3	4	5	6	7	8	9	9	8	7	6	5	4	4	3	2	1
AM	5:35 A	5:45	5:50	6:05	6:20	6:30	6:41	6:52	7:00	7:20	7:43	7:54	8:05	8:15	8:30 B	9:40	9:55	10:05	10:20
PM	10:35	10:45	10:50	11:05	11:20	11:30	11:41	11:52	12:00	12:20	12:43	12:54	1:05	1:15	1:30 C	2:40	2:55	3:05	3:20
	3:35	3:45	3:50	4:05	4:20	4:30	4:41	4:52	5:05	5:25	5:48	6:01	6:10	6:20	6:35	6:50	7:00	7:15	7:30
	7:30	7:40	---	7:55 *	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---
AM	7:00 A	7:10	7:15	7:30	7:45	7:55	8:06	8:17	8:20	8:40	9:00	9:12	9:22	9:32	9:47	---	10:02	10:12	10:32
PM	10:50	11:00	11:05	11:20	11:35	11:45	11:56	12:07	12:10	12:30	12:50D	---	---	---	---	---	---	---	---
	4:10	4:20	4:25	4:40	4:55	5:05	5:16	5:27	5:30	5:50	6:10	6:25	6:35	6:45	7:00	---	7:15	7:25	7:40
	7:55	8:05	---	8:20 *	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---

A - Bus will start in service at BUS 77 and W 2nd St., then proceed on route to Super S Store.  
 B - Arrive at Ave. A/4th St. then proceed to pick up seniors at their homes and drop off at Senior Center. After dropping off return to Ave. A/4th St. and depart at scheduled time.  
 C - Arrive at Ave. A/4th St. then proceed to Senior Center and pick up seniors and drop off at their homes. After dropping off return to Ave. A/4th St. and depart at scheduled time.  
 D - Out of service on arrival unless there are passengers onboard needing to be dropped off at Seabreeze Apartments it will arrive at 1:02 p.m.

♿ Lift Equipped/Accessible Each Trip.



## CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Operations Committee Meeting

April 23, 2014

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### **Subject: Operations Report for March 2014**

The system-wide monthly operations performance report for March 2014 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

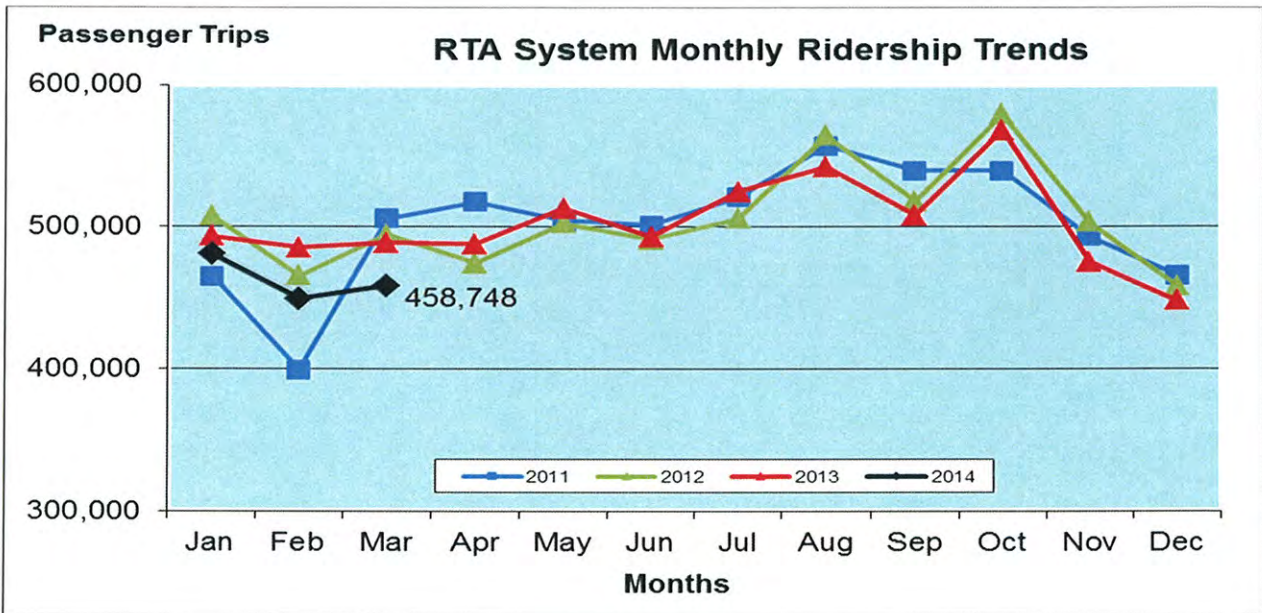




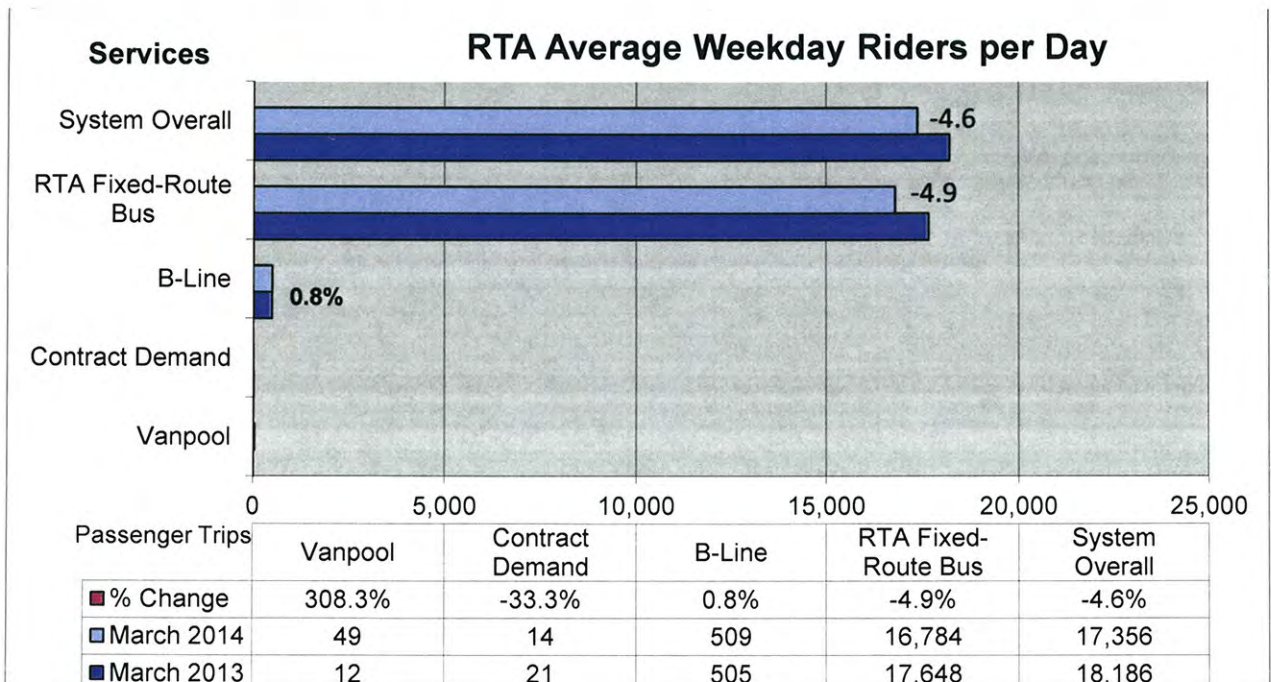
## 1. System-wide Ridership and Service Performance Results

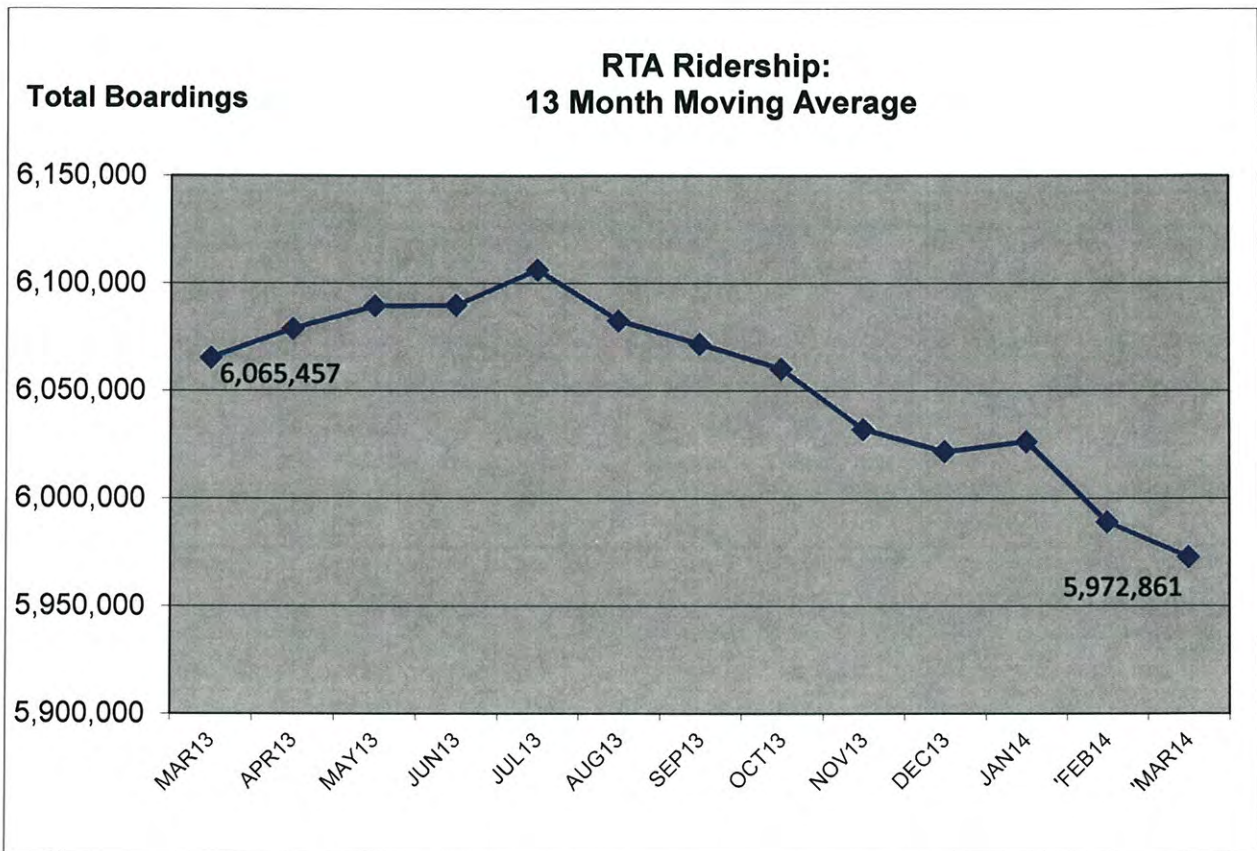
Boardings for all services in March 2014 totaled 458,748. This represents a 6.2% decrease as compared to a total of 488,971 boardings in March 2013.

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

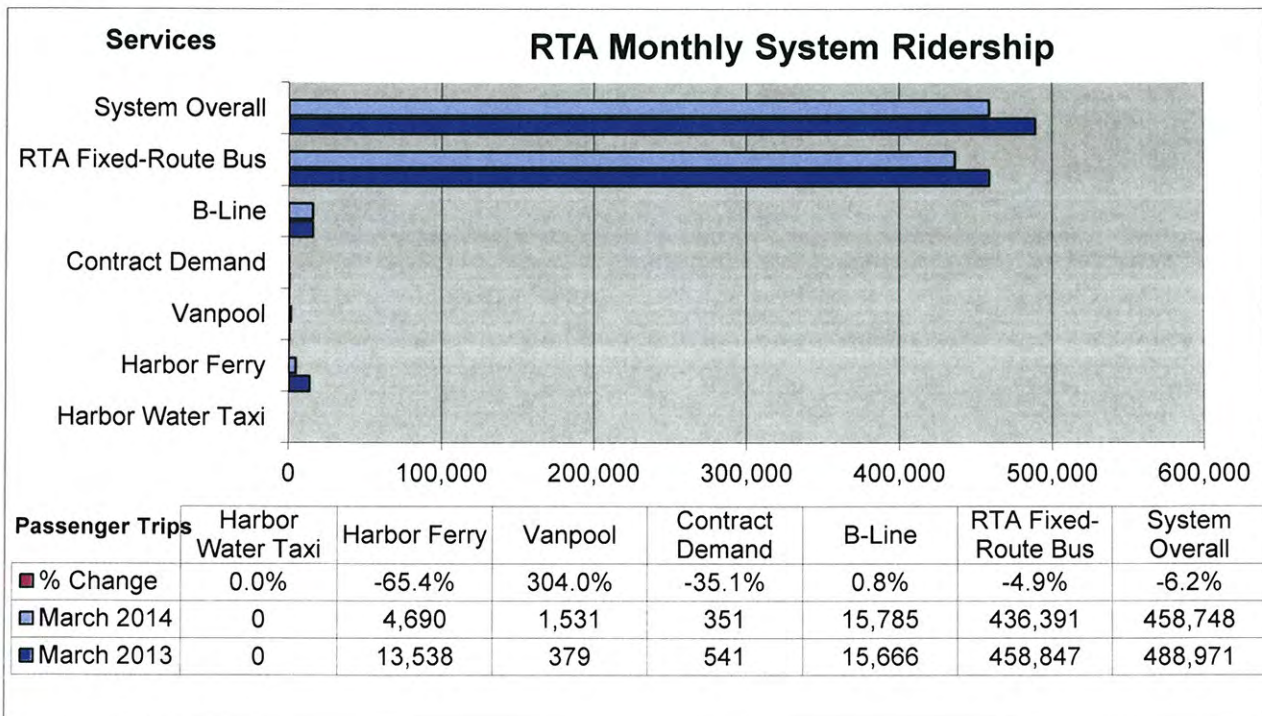


The chart below shows average weekday ridership for all services. The CCRTA transported an average of 17,356 passengers per weekday service in March 2014 as compared to 18,186 in March 2013.

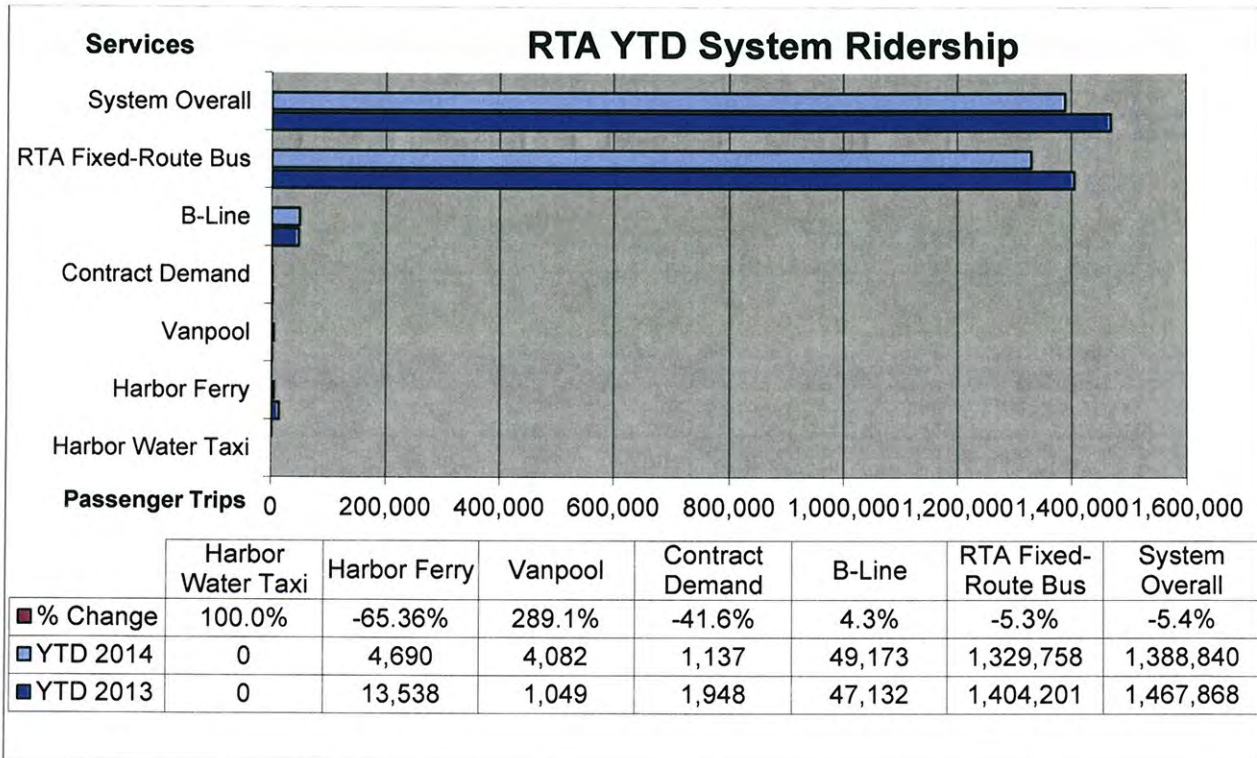




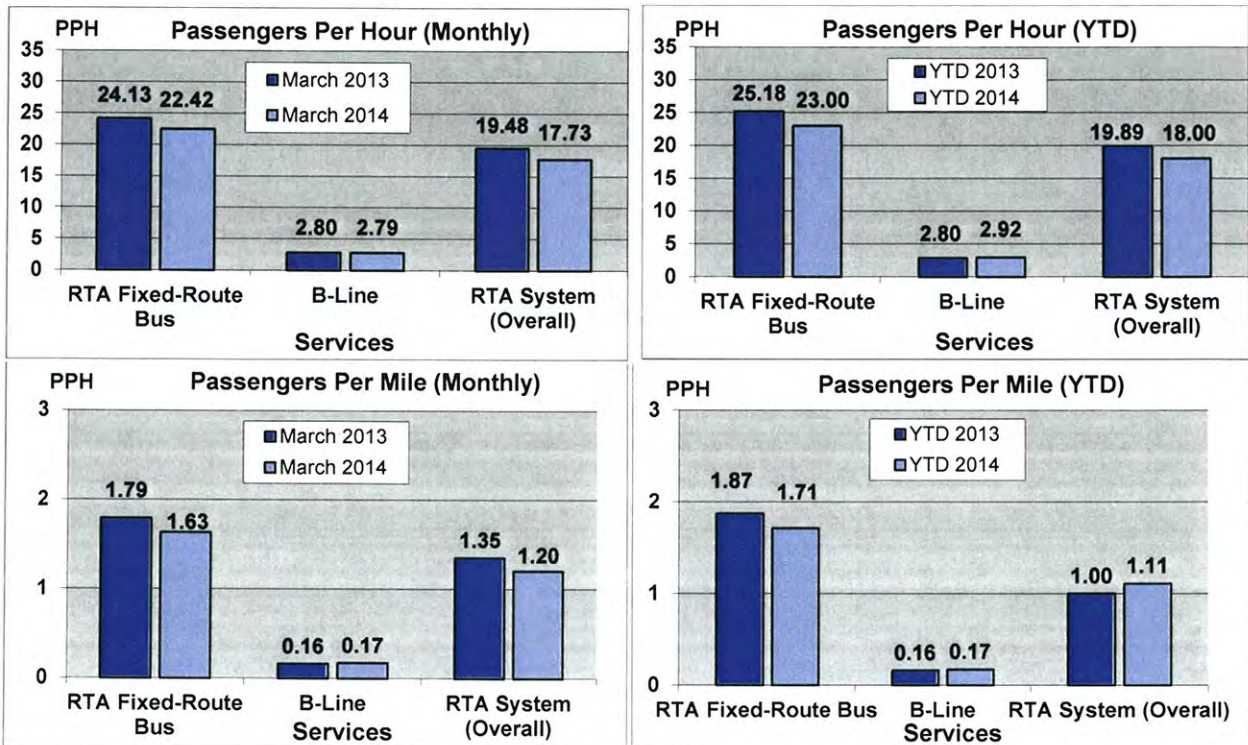
The chart below shows monthly ridership results for all services. The RTA transported 30,223 less passengers in March 2014 as compared to March 2013.

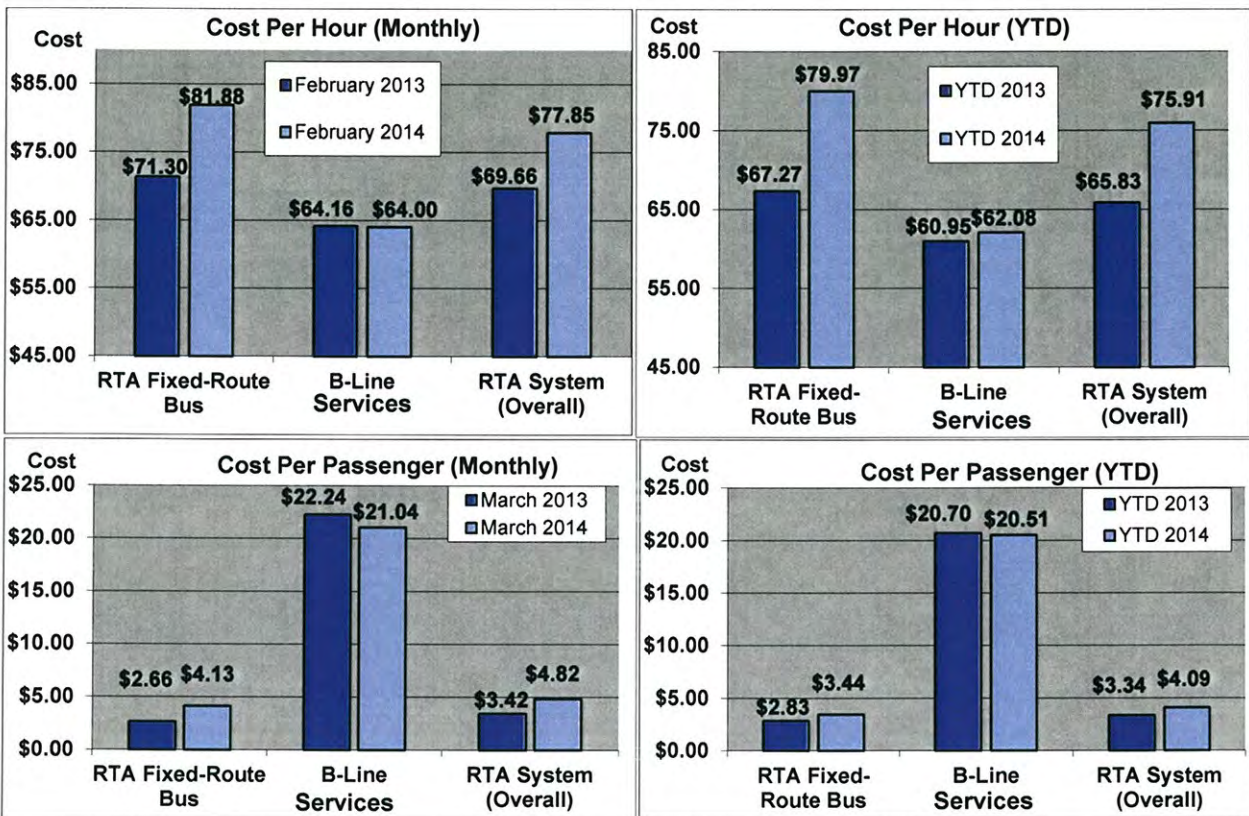


The chart below shows YTD ridership results for all services. The RTA recorded 79,028 less boardings in 2014 as compared to the same period in 2013.



The following charts report system-wide productivity and other cost performance measurements for the month of March 2014 vs. March 2013 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 2014 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	Jan-14	Feb-14	Mar-14	YTD Average
Early Departure	<1%	1.0%	0.4%	0.0%	0.5%
Over 3 minutes Late	<20%	14.6%	12.2%	12.4%	13.1%
Over 5 minutes Late	<5%	5.1%	5.6%	4.1%	4.9%
Over 10 minutes Late	<1%	2.7%	1.3%	2.1%	2.0%
Monthly Wheelchair Boardings		4,919	4,164	4,640	
Monthly Bicycle Boardings		5,545	5,449	5,473	

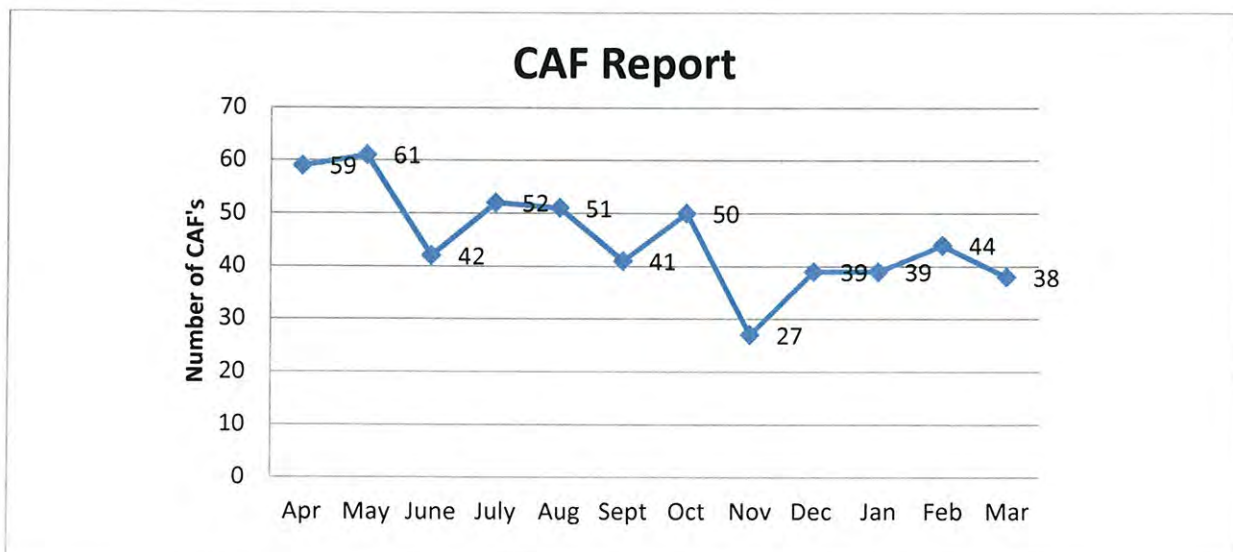
2. Purchased Transportation Department Report: B-Line Service Contract Standards & Ridership Statistics

- Productivity: 2.70 PPH did meet the contract standard of 2.50 PPH.
- On Time Performance: 95% did not meet the contract standard of 96%.
- In Vehicle Time: 98.9% exceeded contract standard of 95%.
- Miles Between Road Calls: 18,269 did meet the standard of 12,250 miles.
- Denials: 0 denials did meet contract standard of 0.0%.
- Ridership Statistics: 9,871 ambulatory; 4,395 wheelchair boarding's

Metric	Standard	Jan-14	Feb-14	Mar-14	YTD Average
Passengers per Hour	2.50	2.64	2.63	2.70	2.66
On-time Performance	96%	94.0%	94.0%	95.4%	94.5%
In Vehicle Time	95.0%	98.5%	98.6%	98.9%	98.7%
Denials	0.00%	0.04%	0.00%	0.00%	0.01%
Miles Between Roadcalls	12,250	9,740	21,853	18,269	16,621
Monthly Wheelchair Boardings		4,355	4,430	4,395	

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

For March 2014, there were 38 reported CAF's which represents a decrease from 44 reported CAF's overall in February 2014. The statistics for March represent a 13.6% decrease as compared to the month of February 2014. There was 1 Commendation for the month of March.



**Route Summary Report for March 2014**

<b>Route</b>	<b># of CAF's</b>	<b>Route</b>	<b># of CAF's</b>
#4 Flour Bluff Mini B	1	#65 Padre Island Connector	0
#5 Alameda	0	#66 TAMU-CC Connection	0
#6 Santa Fe/Malls	0	#67 Driscoll/Bishop/Gregory	0
#8 Flour Bluff/Malls	3	#76 Harbor Bridge Shuttle	0
#12 Saxet Oak Park	1	#77 Harbor Ferry	0
#16 Agnes/Ruth	0	#78 CC Beach/Bayfront Connector	1
#17 Carroll/Southside	1	#79 Downtown/Shoreline Shuttle	0
#19 Ayers/Kostoryz	1	#84 LightHouse	0
#21 Arboleda	1	#94 Port Aransas Shuttle	0
#23 Molina	1	#95 Flexi-B	0
#24 Los Encinos	1	B-Line (Para-transit)	8
#26 Airline/Lipes Connector	1	Safety & Security	3
#27 Northwest	3	Facility Maintenance	5
#29 Staples	2	Transportation (Other)	1
#31 McArdle/Malls	1		
#32 Southside Mini B	0		
#34 Robstown Circulator	0		
#37 Crosstown	3		
#50 Calallen Park & Ride	0		
#51 Gregory Park & Ride	0		
#63 The Wave	0	<b>TOTAL CAF'S</b>	<b>38</b>

**March 2014 CAF Breakdown by Service Type:**

<b>CAF Category</b>	<b>RTA Fixed Route</b>	<b>B-Line ADA Paratransit</b>	<b>Contracted Fixed Route</b>	<b>Totals</b>
Service Stop Issues	6	0	0	6
Driving Issues	2	4	0	6
Customer Services	11	2	0	15
Late/Early	1	2	0	3
Fare/Transfer Dispute	2	0	0	0
Facilities Maintenance	5	0	0	5
Safety and Security	3	0	0	3
<b>Total</b>	<b>30</b>	<b>8</b>	<b>0</b>	<b>38</b>
Active	3	0	0	3
Commendations	1	0	0	1

**Conclusion:**

During March 2014, RTA received 38 CAF's/Commendations regarding RTA Fixed-Route Service, B-Line and Purchased Transportation; one (1) of the 38 reported CAF's (March) was a commendation.

There were a total of 30 CAF's/Commendations received regarding RTA Service representing 79.5% of total customer contacts: 3 for Safety & Security, 5 for Facilities Maintenance, and 22 for Transportation.

A total of 8 CAF's/Commendations were reported regarding B-Line service representing 20.5% of the total customer contacts.

A total of 0 CAF's/Commendations were received regarding Contracted Fixed Route.

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.

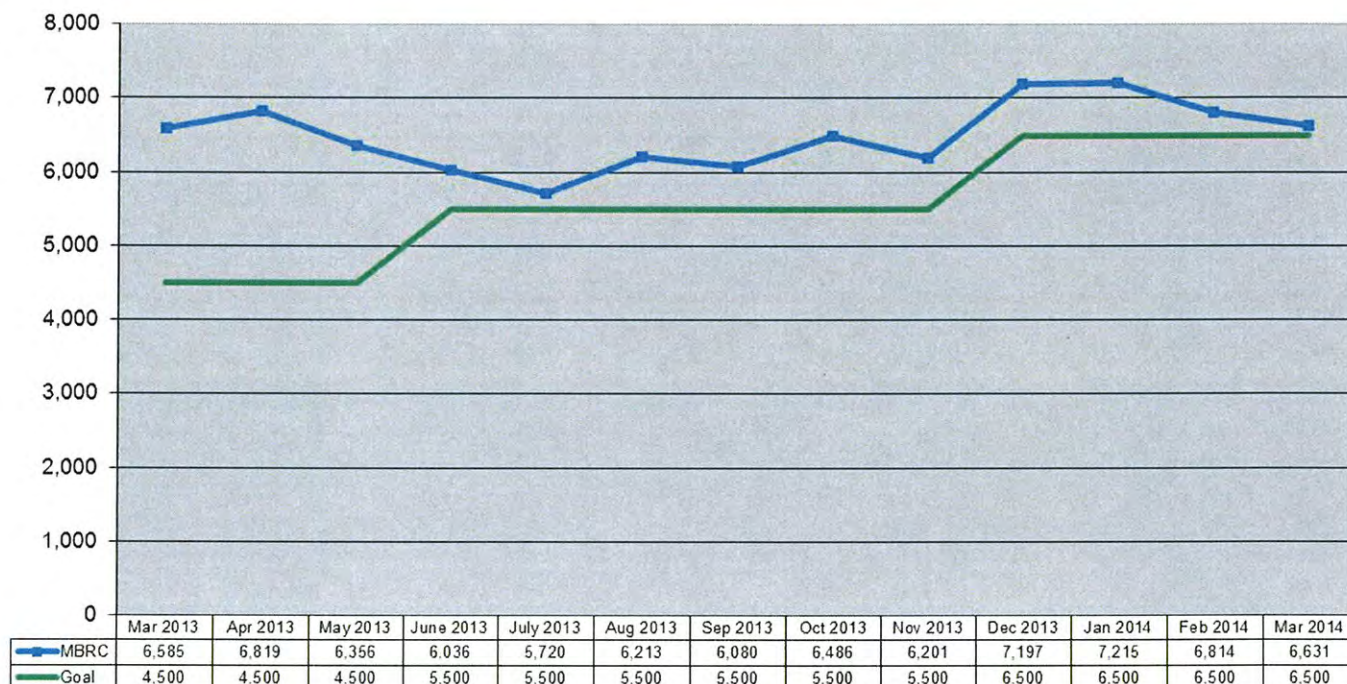
CAF's are redirected to relevant management and supervisory staff for further investigation. Customer Service staff will provide a prompt and written response at the conclusion of the investigation to the customer within ten working days.

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 March 2014, 6,631 miles between road calls (MBRC) were recorded which reflects an improvement as compared to 6,585 MBRC in March 2013. 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.

**Miles Between Roadcalls (MBRC)  
Previous 13 Month Period**



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.



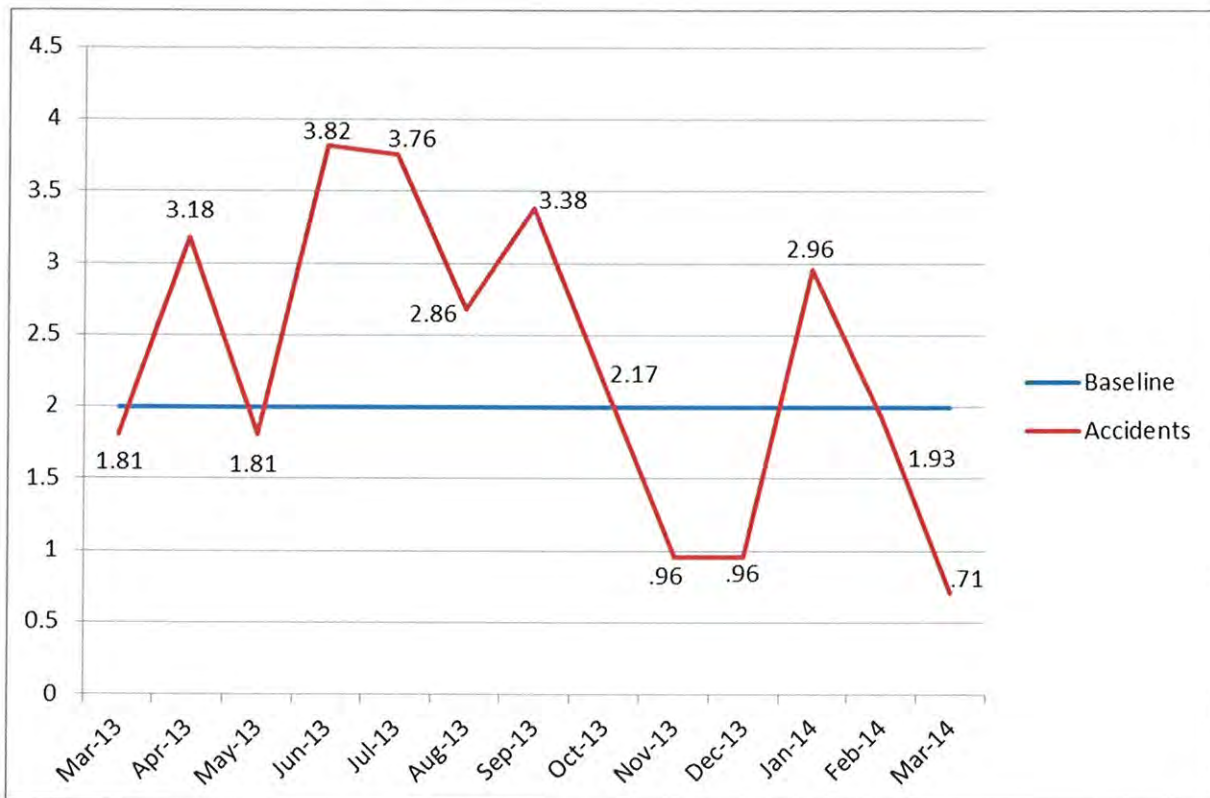
## 5. Safety/Security Department Report

### SAFETY SUMMARY

For the month of March 2014, we had 2 vehicle collisions (1 preventable), 31 customer related incidents and drove a total of 280,021 miles. The total collision rate for the month was at .71 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**



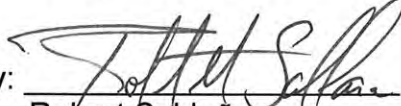
### SECURITY SUMMARY


For the month of March 2014, 1,344 hours of security coverage were used for all areas of RTA Operations. Officers arrested twelve individuals for public intoxication, issued thirteen criminal trespass warnings, and cited four individuals for loitering.

Respectfully Submitted,

Submitted by:   
Wesley Vardeman  
Senior Transit Planner


Submitted by:   
Keith Korenek  
Director of Safety and Security

Submitted by:   
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



CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY

Operations Committee Memo

April 23, 2014

**Subject: 2014 Service Improvement Update**

**Background**

Earlier this month, a public hearing was conducted at the Board of Directors' meeting on April 2 to approve the implementation of service improvement recommendations under Phase 1 of the Long Range System Plan. The following service improvements were approved at the public hearing:

- Implement new services: Routes 3, 15, 25
- Modify existing services: Routes 4, 5, 6, 17, 19, 26, 29, 32, 37, 76, 78
- Discontinue services: Routes 8, 24, 31, 66, 79

The implementation of the service improvements is on schedule for the June 2, 2014 launch date.

**Identified Need**

Since the April 2 public hearing, staff has been working to finalize all public outreach materials and coordinate outreach events in order to effectively communicate all changes to the public and other stakeholders. In the near future, staff will be holding internal and external meetings, and will be present at transfers stations to inform and educate existing and new riders throughout the service area.


**Financial Impact**

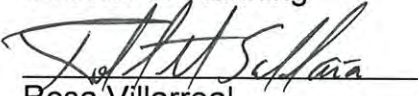
None.


**Recommendation**

For informational purposes only.

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

Operations Committee Memo

April 23, 2014

**Subject: Update on NTD Annual Report**

**Background**

The National Transit Database (NTD) is the Federal Transit Administration's (FTA's) primary national database for statistics on the transit industry. The NTD was established by Congress to be the primary source for information and statistics for transit systems of the United States. Recipients or beneficiaries of grants from the FTA under the Urbanized Area Formula Program (§5307) or Other than Urbanized Area (Rural) Formula Program (§5311) are required by statute to submit data to the NTD.

**Identified Need**

Each year, staff prepares and submits an annual report to the National Transit Database (NTD). Detailed statistics within five distinct service modes including directly and contract operated fixed-route, B-Line, Flexi-B, and the Harbor Ferry are reported. For each service mode, staff reports the number of peak vehicles, boardings, passenger miles, directional route miles, service hours, service miles, and financial information. Currently, staff is working to submit the 2013 NTD annual report.

**Financial Impact**

None.

**Recommendation**

For informational purposes only.

Respectfully Submitted,

Submitted by:

Gordon Robinson  
Director of Planning

Final Review:

Rosa Villarreal  
Managing Director of Operations

Approval:

Scott Neeley  
Chief Executive Officer