



CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY

**BOARD OF DIRECTORS'
MEETING NOTICE**

Date: Wednesday, June 3, 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	J. Cruz-Aedo	5 min.	No Attachment
3.	Opportunity for Public Comment	V. Chapa	6 min.	No Attachment
4.	Presentation on Plan CC Comprehensive Plan 2035	J. Cruz-Aedo	10 min.	No Attachment
5.	Update on RCAT Committee Activities	M. Rendon	5 min.	No Attachment
6.	Discussion and Possible Action to Approve the Board of Directors' Minutes of May 6, 2015	V. Chapa	7 min.	Pages 1-10
7.	Action to Confirm Appointment to the Development Subcommittee	V. Chapa	3 min.	Page 11
8.	Discussion and Possible Action to Authorize Awarding Section 5310 Federal Grant Funds to Five Sub Recipients	W. Laridis	15 min.	Pages 12-15
9.	Discussion and Possible Action to Authorize Purchasing Bus Benches and Bus Bench Molds from Cooper Transit Advertising	W. Laridis	10 min.	Page 16

	Topic	Speaker	Est. Time	Reference
10.	Discussion and Possible Action to Authorize Awarding a Contract to Iconic Sign Group for Bus and Bus Bench Advertising	W. Laridis	10 min.	Pages 17-18
11.	Discussion and Possible Action to Approve Issuing a Letter of Support for the Port of Corpus Christi's Grant Application for TIGER Discretionary Grant Program Funds	J. Cruz-Aedo	5 min.	Pages 19-20
12.	Discussion and Possible Action to Authorize Issuing a Request for Proposals (RFP) for Destination Signage for Transit Stations	D. Chapa	10 min.	Page 21
13.	Presentations: a. Financial Report – April 2015 b. Operations Report – April 2015 c. Procurement Report	O'Brien Robinson Laridis	15 min.	Pages 22-25 Pages 26-36 No Attachment
14.	CEO's Report a. Meeting with FTA Representatives – May 14, 2015 b. Mayor's Fourth of July Celebration c. Staples Street Temporary Transfer Station d. Bear Lane Expansion	J. Cruz-Aedo	5 min.	No Attachments
15.	Chair's Report a. June 4, 2015 Webinar – Crisis Communication b. APTA Board Member/Board Support Seminar	V. Chapa	5 min.	No Attachments
16.	Discussion (in Closed Session) and Possible Action Thereafter in Open Session Concerning Possible Real Estate Acquisition, Staples Street Center Leasing Matters, and the Interim CEO	V. Chapa	25 min.	No Attachment
17.	Adjournment	V. Chapa	1 min.	No Attachment
18.	Information RCAT Minutes – April 16, 2015	---	---	Pages 37-42

Total Estimated Time: 2:18

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 teléfono (361) 289-2712.

On **Friday, May 29, 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, MAY 6, 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. Confirmed Re-Appointment by the Board Chair of David Ramos to the RTA's Committee on Accessible Transportation (RCAT) for a Two-Year Term**
- 6. Approved the Board of Directors' Minutes of April 1, 2015**
- 7. Approved Consent Agenda Items as follows: a) Action to Authorize Issuing a Request for Qualifications (RFQ) for Engineering Services for ADA Bus Stop Improvements - Phase VI; b) Action to Authorize Issuing an Invitation for Bids for ADA Bus Stop Improvements - Phase VI; c) Action to Authorize Awarding a Contract to Phoenix Clean for Power Washing Services/ Transfer Station Cleaning Services**
- 8. Authorized Entering into an Interlocal Agreement with the City of Corpus Christi for the Use of CCRTA Buses During a Hurricane Emergency**
- 9. Adopted the 2015 Revised Emergency Preparedness Policy**
- 10. Authorized Negotiation and Execution of an Agreement with the South Texas Military Facilities Task Force (STMFTF)**
- 11. Held Discussion on Policy Statement for Naming of Shelters, Stations, and Other Facilities**
- 12. Heard the following Presentations: a. Financial Report – March 2015; b. 2016 Budget Calendar; c. March 2015 Operations Report; d. May 2015 Service Change Update; e. National Transit Database Passenger Sampling Survey Update ; f. U.S. DOT Final Rule on 49 CFR Parts 27 & 37 - "Transportation for Individuals With Disabilities; Reasonable Modification of Policies & Practices"; g. Procurement Report; and h. Section 5310 Grant Update**
- 13. Heard CEO's Report on: a) Texas Transit Association; and b) MPO TAP Grant**
- 14. Heard Chair's Report on: a. Stand Up 4 Transportation Report; and b. CVB Presentation on Fiesta DeLaFlor Event - May 12, 2015**
- 15. Held Discussion (in Closed Session) Concerning the CEO's Employment Agreement with Action in Open Session to Accept the CEO's Resignation**
- 16. Adjournment**

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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; Thomas Dreyer; Tony Elizondo; Robert Garcia; Angie Flores Granado; Edward Martinez; Curtis Rock

Board Members Absent: Ray Hunt

Staff Present: Scott Neeley, David Chapa, Jorge Cruz-Aedo, Jane Haas, Keith Korenek, William Laridis, Sharon Montez, Cindy O'Brien, Gordon Robinson, Sherrie Clay, Rosa Villarreal, Beth Vidaurri,

Public Present: John Bell, Wood, Boykin, Wolter, RTA Legal Counsel; Robert Box, RCAT; Rowland Estrada, ATU Local 1769, President; Rosie Aguiar, ATU Local 1769, Foster Edwards, Gabe Guerra, Ginny Cross, Corpus Christi Chamber of Commerce; John Valls

Roll Call and Call to Order

Ms. Saenz called the roll and declared that a quorum was present.

Ms. Vangie Chapa announced that Board Member Angie Granado was attending via video conference. She confirmed that Ms. Granado could be heard and seen by all present in the meeting room and that Ms. Granado also had auditory and visual access to the meeting.

Personnel Recognition

Mr. Scott Neeley announced that at the APTA International Rodeo CCRTA Bus Operator Julian Carranza had placed third in the competition and at the State Rodeo that had been held on April 11, 2015 he had placed second.

Mr. Neeley recognized Mr. Cesar Garza, Mr. Anthony DeLaFuente, and Mr. RJ Lopez, for representing the Authority in the Maintenance Competition held during the APTA International Rodeo event. He stated that the team had placed 25th overall.

Mr. Neeley stated that on Friday, May 1, 2015 a luncheon had been held to honor Mr. Carl Foeller on his retirement. He had worked as a bus operator for the Authority for about 20 years. Mr. Neeley expressed his appreciation for Mr. Foeller's work with the Authority.

Mr. Scott Neeley reported that the Authority had participated in the Junior Achievement Program. Three volunteers, Michelle Moncevais, Mary Ann Merlion, and Beth Vidaurri had donated a cumulative total of over twenty hours of classroom time with 61 students engaged at John F. Kenedy School.

Ms. Vangie Chapa congratulated the maintenance team as well as Mr. Carranza for representing the Authority. She wished Mr. Foeller well on his retirement and thanked

the Junior Achievement volunteers for dedicating time to work with the children in the community.

Opportunity for Public Comment

Mr. Thomas Dreyer stated that his wife was a regular bus rider and asked that he share that she was very impressed with all the banners and posters throughout the system letting riders know about service changes.

Update on RCAT Committee Activities

Mr. Mike Rendon reported that the RCAT Committee had met on Thursday, April 16, 2015. Presentations were heard from Mr. Martin Ornelas on the Regional Transportation Coordination Plan 2017-2021; Mr. William Laridis on the 5310 Grant Funds; and Ms. Rosa Villarreal on the Final Rule regarding reasonable modifications. The Committee had selected bus operator Ms. Gina Salazar as the 1st Quarter Unsung Hero Award recipient. The No-Show/Eligibility Appeals committee had reviewed seven appeals and issued decisions.

Action to Confirm Re-Appointment by the Board Chair of David Ramos to the RTA's Committee on Accessible Transportation (RCAT) for a Two-Year Term

Mr. Mike Rendon stated that Mr. David Ramos was seeking re-appointment to serve a two-year term on the RCAT committee. He said that Mr. Ramos attendance record was excellent and that he as an active participant in the Committee. Currently he served on the 5310 Grand Funds review committee.

Ms. Vangie Chapa said that she wished to appoint Mr. David Ramos to the RCAT Committee for another term. Ms. Vangie Chapa called for a motion to confirm her appointment of Mr. David Ramos.

MS. SAENZ MADE A MOTION TO CONFIRM THE RE-APPOINTMENT BY THE BOARD CHAIR OF DAVID RAMOS TO THE RTA'S COMMITTEE ON ACCESSIBLE TRANSPORTATION (RCAT) FOR A TWO-YEAR TERM. MR. TAYLOR SECONDED THE MOTION. THE MOTION CARRIED. DREYER, MARTINEZ, GRANADO, ELIZONDO, CHAPA, TAYLOR, SAENZ, CLOWER AND REEVES VOTING IN FAVOR. ROCK AND HUNT ABSENT.

Ms. Mary Saenz asked Mr. Rendon if RCAT had reviewed the final drawings of the Staples Street Center and Station. Mr. Rendon replied that they had not been provided that information. Ms. Montez said that the station design would be presented at the next RCAT Committee meeting and that the building design had been presented previously.

Discussion and Possible Action to Approve the Board of Directors' Minutes of April 1, 2015

MR. REEVES MADE A MOTION TO APPROVE THE BOARD OF DIRECTORS' MINUTES OF APRIL 1, 2015. MR. TAYLOR SECONDED THE MOTION. THE MOTION CARRIED. DREYER, MARTINEZ, ROCK, GRANADO, ELIZONDO, CHAPA, TAYLOR, SAENZ, CLOSER, AND REEVES VOTING IN FAVOR. HUNT ABSENT.

Ms. Vangie Chapa asked that Agenda Item 10 on the South Texas Military Facilities Task Force be discussed at this time.

Discussion and Possible Action to Authorize Negotiation and Execution of an Agreement with the South Texas Military Facilities Task Force (STMFTF)

Mr. Foster Edwards, CEO/President, Corpus Christi Chamber of Commerce, introduced Mr. John Valls; Mr. Gabe Guerra, Chairman, CC Chamber of Commerce; and Ms. Ginny Cross, Director of Public Affairs, CC Chamber of Commerce, who were in attendance to support this agenda item.

Mr. John Valls stated that during his term as Board Chair of the CCRTA, the Authority had been a funding partner of the STMFTF. They had approved a two-year agreement for a funding total of \$50,000. He said that the Authority had three park-and-ride locations that transported people to the Corpus Christi Army Depot. Being a funding partner of the STMFTF would support continued operation of the base in Corpus Christi. He asked that the Board approve entering into a funding agreement with STMFTF.

Mr. Gabe Guerra spoke on the outreach with legislative representatives noting that the STMFTF did not have a large budget but was seeking local community support from public and private entities to better serve the community and engage with legislative representatives. The recent allocation for the hanger at CCAD could be attributed to the STMFTF efforts. He asked that the Board support approval of the funding agreement.

The following tasks, as explained by Mr. Edwards, were some of the services provided by the Task Force: a) advocate for South Texas in Washington D. C. and specifically the Pentagon and Austin; b) seek out new mission for NAS-CCAD; c) foster a military friendly atmosphere in South Texas; and d) serve as a liaison between base leadership and community leadership. He distributed the handout that is used when meeting with persons to discuss the STMFTF.

Mr. Edwards detailed outreach efforts not only with the legislature but also within the local community. He said that based on their outreach, the projection is that there will not be a BRAC this year but there could be in 2017. There would probably be military cuts resulting in job losses. Mr. Edwards reported that currently there were about four thousand employees at Corpus Christi Army Depot which was a decrease compared to previous years.

Reviewing the handout for the South Texas Military Task Force 2014 and 2015 budget, Mr. Edwards noted that funding was solicited from the private sector as well as public sector. For 2015, San Patricio County had pledged \$10,000 and the private sector had pledged about \$20,000 dollars. The STMFTF total estimated expenses for 2015 was \$229,500 and the goal was to raise about \$300,000.

MR. CLOWER MADE A MOTION TO AUTHORIZE NEGOTIATION AND EXECUTION OF AN AGREEMENT WITH THE SOUTH TEXAS MILITARY FACILITIES TASK FORCE (STMFTF). MR. REEVES SECONDED THE MOTION. THE MOTION CARRIED. DREYER, MARTINEZ, ROCK, GRANADO, ELIZONDO, CHAPA, TAYLOR, SAENZ, CLOWER, AND REEVES VOTING IN FAVOR. HUNT ABSENT.

CONSENT AGENDA

Ms. Chapa stated that the following items were 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. She asked if anyone wished to pull an item for discussion. There being no request to pull an item, Ms. Chapa asked for a motion on the following items:

- a) Action to Authorize Issuing a Request for Qualifications (RFQ) for Engineering Services for ADA Bus Stop Improvements - Phase VI**
- b) Action to Authorize Issuing an Invitation for Bids for ADA Bus Stop Improvements - Phase VI**
- c) Action to Authorize Awarding a Contract to Phoenix Clean for Power Washing Services/ Transfer Station Cleaning Services**

MR. TAYLOR MADE A MOTION TO APPROVE CONSENT AGENDA ITEMS 7A THROUGH 7c. MR. ELIZONDO SECONDED THE MOTION. THE MOTION CARRIED. DREYER, MARTINEZ, ROCK, GRANADO, ELIZONDO, CHAPA, TAYLOR, SAENZ, CLOWER, AND REEVES VOTING IN FAVOR. HUNT ABSENT.

Discussion and Possible Action to Authorize Entering into an Interlocal Agreement with the City of Corpus Christi for the Use of CCRTA Buses During a Hurricane Emergency

Mr. Jorge Cruz-Aedo explained that the agreement would authorize the Authority to provide hurricane emergency evacuation services. The Authority would transport citizens to designated evacuation centers located in the service area. The agreement was for one year, starting on June 1, 2015 and was renewable annually. It had a ninety-day termination clause. He stated that any costs incurred during an emergency situation would be reimbursed by the City of Corpus Christi or the Federal Emergency Management Administration (FEMA). He reported that Mr. John Bell had reviewed the proposed interlocal agreement.

MR. ROCK MADE A MOTION TO AUTHORIZE ENTERING INTO AN INTERLOCAL AGREEMENT WITH THE CITY OF CORPUS CHRISTI

FOR THE USE OF CCRTA BUSES DURING A HURRICANE EMERGENCY. MR. REEVES SECONDED THE MOTION. THE MOTION CARRIED. DREYER, MARTINEZ, ROCK, GRANADO, ELIZONDO, CHAPA, TAYLOR, SAENZ, CLOWER, AND REEVES VOTING IN FAVOR. HUNT ABSENT.

Discussion and Possible Action to Adopt the 2015 Revised Emergency Preparedness Policy

Mr. Jorge Cruz-Aedo explained that the changes to the Emergency Preparedness Policy were administrative in nature such as changes in titles or the person executing a certain section of the plan. Using a PowerPoint presentation, Mr. Cruz-Aedo reviewed the Plan priorities, steps undertaken upon declaration of an emergency, and pre and post storm procedures. He noted that the Plan was designed for all forms of emergencies. He stated that the City of Corpus Christi would be conducting a table top exercise within the next two or three weeks.

In response to Ms. Mary Saenz, Mr. Cruz-Aedo said that all employees are required to sign an acknowledgement form when they receive a copy of the policy and also have the option of requesting a waiver. During the emergency there were about forty personnel designated to work through the emergency.

Mr. George Clower asked if the evacuees would have written guidelines for what to bring with them. Mr. Cruz-Aedo stated that information would be communicated at the time that an emergency was declared.

MR. ROCK MADE A MOTION TO ADOPT THE 2015 REVISED EMERGENCY PREPAREDNESS POLICY. MR. TAYLOR SECONDED THE MOTION. THE MOTION CARRIED. DREYER, MARTINEZ, ROCK, GRANADO, ELIZONDO, CHAPA, TAYLOR, SAENZ, CLOWER, AND REEVES VOTING IN FAVOR. HUNT ABSENT.

Discussion on Policy Statement for Naming of Shelters, Stations, and Other Facilities

Mr. Jorge Cruz-Aedo explained that the current policy did not allow naming of shelters, stations, or other facilities after an individual. Based on a survey of other transit agencies, approximately 18 had a policy and 16 did not have a policy. The transit agencies that had a policy had some common criteria. The identified criteria was to name things by geographic location, by functional purpose, by well recognized landmarks, or by historical basis of that site. Another option was to name a room in recognition of a person.

Ms. Vangie Chapa explained that this item was being presented to allow the Board to make any changes to the policy or to decide to continue not naming facilities.

Mr. Mike Reeves said that his recommendation was to refer this item to the Administration Committee for action.

Presentations:

a. Financial Report – March 2015

Ms. Cindy O'Brien, using a PowerPoint presentation, reported that for the month of March 2015 operating revenues were \$175,889 which was less than budget; operating expenses were at \$206,661 which was under budget; and February 2015 actual sales tax received was \$2,572,098 which was 2.3 percent less than budget. Ms. O'Brien stated that she would be presenting a revised graphic on sales tax to better illustrate the trend.

Reporting on fuel prices, Ms. O'Brien stated that for the month of March 2015 diesel was at \$1.78; CNG was at \$1.10; and unleaded was at \$1.95.

b. 2016 Budget Calendar

Mr. Jorge Cruz-Aedo referred to the budget calendar handout. He said that the first official budget workshop for the 2016 fiscal year would be held on July 22, 2015 after the Administration Committee meeting and before the Operations Committee meeting. The plan was to incorporate budget discussions on the days that committee and board meetings would be held.

c. March 2015 Operations Report

Mr. Gordon Robinson, using a PowerPoint presentation, reported that ridership for March 2015 was 458,621 which was a 1.3 percent decrease compared to March 2014. The 13-month moving average of 5,927,256 represented a less than one percent change. The system overall ridership had a 1.3 percent decrease and other services experiencing decreases were contract demand, fixed route, and vanpool. The decline in FlexiB service was being looked into.

Reviewing service metrics, Mr. Robinson stated that bus on-time performance for fixed route had not met two of the service metrics – over 5 minutes late and over 10 minutes late. B-line service metrics were met except for denials which was at 0.40 percent. The miles between road calls metric had been met for fixed route.

Reporting on Customer Assistance Forms (CAFs), Mr. Robinson said that for the month of March 2015 there had been 51 CARs submitted and two were commendations.

Relative to safety, Mr. Robinson reported that there had been six vehicle collisions for the month of March 2015. The total collision rate for March 2015 was 2.09 per hundred thousand miles driven. The baseline was 2.0 or less.

d. May 2015 Service Change Update

Mr. Gordon Robinson used a PowerPoint presentation to review the service changes. The twelve routes that would undergo changes on May 18, 2015 were listed on the slide. Mr. Robinson noted that the biggest change had been made to Route 3 which improved the connection with Route 5. Two extra trips would be added in the morning and in the afternoon to Route 65 serving Port Aransas. The service would be extended

as a pilot program instead of just running during the summer months. Based on the route performance, service options would be presented to the Board for approval at the end of the pilot period. Other route changes were to maximize route efficiency. He stated that intensive public and internal outreach has and will be conducted to make sure the public and employees are informed about the changes.

Ms. Vangie Chapa inquired whether all bus operators had been informed about the changes. Mr. Neeley stated that the information was provided at all mandatory quarterly meetings. Ms. Jane Haas said that all the new routes are being displayed on the bus operator ready room monitor. Print copies on the route changes had also been circulated.

Mr. Rowland Estrada explained that not all drivers were able to stay for the full presentation at the quarterly meetings due to having to report to work. A couple of items that were not communicated, as explained by Mr. Estrada, were that the sign-up date had been changed and not clearly communicated and that the bus operators were not told that Route 4 would be serviced by MV Transportation.

A discussion ensued regarding how the changes were being communicated and how to ensure that the information is circulated. Mr. Reeves suggested that at the end of a driver's shift that a debriefing meeting be held.

e. National Transit Database Passenger Sampling Survey Update

This presentation was not heard.

f. U.S. DOT Final Rule on 49 CFR Parts 27 & 37 - "Transportation for Individuals With Disabilities; Reasonable Modification of Policies & Practices"

Mr. Scott Neeley stated that he would be presenting this agenda item since Ms. Rosa Villarreal's airplane had been delayed.

Mr. Neeley informed that this information was presented at Committee and RCAT meetings. He explained that the Department of Transportation was revising its rules under the ADA to provide that transportation providers are required to make reasonable modifications/accommodations to avoid discrimination and ensure that all programs are accessible to individuals with disabilities. He stated that since the agency provides door-to-door service instead of curb-to-curb, the impact would not be substantial. Training would be provided to essential staff on this ruling. The final rule would be effective July 13, 2015.

g. Procurement Report

Ms. Sherrie Clay, using a PowerPoint presentation, cited five completed procurements. She cited solicitations that would be presented to the Board for review within the next month, three months, and six months.

h. Section 5310 Grant Update

Mr. William Laridis, used a PowerPoint to explain the process for awarding 5310 Program grant funds. He explained that a call for projects was issued in February 2015 under the Section 5310 Program. The total amount of grant funding available was \$335,069. He stated that the same proposal evaluation process used for the previous award would be used. Proposals had been received from Coastal Bend Center for Independent Living, Coastal Bend Wellness Foundation, Kleberg County (Paisano Transit), Rural Economic Assistance League (REAL), Refugio County Elderly Services, Safe Journey, Transportation Coordination Network (TCN). Interviews would be conducted this Friday. A recommendation would be brought to the Board for approval; then the grant application would be submitted to the Federal Transportation Administration (FTA).

CEO's Report

a) Texas Transit Association

Mr. Neeley reported that a Texas Transit Association meeting would be held on May 15, 2015 in Waco.

b) MPO TAP Grant

Mr. Neeley informed that the agency had submitted an application for the Transportation Alternatives Program (TAP) for bicycle amenities such as bicycle lockers and racks. The grant would fund the project through TXDOT at 80 percent with a 20 percent match. Funding would not be available until changes to the TIP and STIP have been approved. These bicycle facilities would interface with the City of Corpus Christi and MPO bike plan.

Chair's Report

a. Stand Up 4 Transportation Report

Ms. Vangie Chapa reported that on April 9, 2015 the Authority had participated in the American Public Transportation Association's (APTA) Stand Up 4 Transportation Day. A rally had been held at TAMU-CC. APTA had over 300 participants on April 9th. Pictures from the various events were on the APTA web page and placed in the media folder on the Board dropbox.

b. CVB Presentation on Fiesta DeLaFlor Event - May 12, 2015

Ms. Chapa reported that the Convention and Visitors Bureau (CVB) would be making a presentation to the Corpus Christi City Council on May 12, 2015 to report on the Fiesta DeLaFlor event. Included in their report will be recognition of the Authority for its park and ride service and emergency evacuation action. A total of 20,116 trips were provided from Friday through Saturday. These trips are included in the ridership counts for the month. Commendations were received for the excellent service provided by the Authority.

Discussion (in Closed Session) Concerning the CEO's Employment Agreement with Possible Action in Open Session on the CEO's Employment Agreement

Ms. Vangie Chapa announced that it was 10:08 a.m. and that the Board was going into closed session to discuss Agenda Item number 15 concerning the CEO's employment agreement with possible action in open session on CEO's employment agreement under section 551.074 of the Texas Open Meetings Act.

Ms. Chapa reconvened the meeting in open session at 12:22 p.m.

MR. ELIZONDO MADE A MOTION TO ACCEPT THE RESIGNATION OF MR. SCOTT NEELEY AS CEO, AUTHORIZE A SEPARATION AGREEMENT WITH THE TERMS DISCUSSED, AND APPOINT MR. JORGE CRUZ-AEDO AS INTERIM CEO. MR. TAYLOR SECONDED THE MOTION. DREYER, MARTINEZ, ELIZONDO, TAYLOR, CHAPA, SAENZ, CLOWER AND REEVES VOTING IN FAVOR. ROCK, GRANADO, AND HUNT ABSENT.

Adjournment

There being no further business, the meeting was adjourned at 12:23 p.m.



CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY

Board of Directors' Memo

June 3, 2015

Subject: Confirm Appointment of Chair to the Development Subcommittee by the Board Chair

Background

The Authority has a Development Subcommittee whose responsibility is to advise the Board in the development of plans for the proposed Staples Street Center and other RTA capital projects. The subcommittee currently has six members. John Valls serves as chair and George Clower, Angie Granado, Ray Hunt, Curtis Rock, and Lamont Taylor are members of the subcommittee.

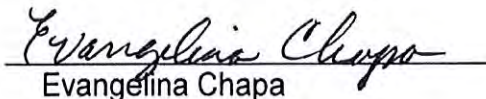
Identified Need

Section 3.07. of the Bylaws states that "The members of all Board committees shall be appointed by the Chair, subject to confirmation by the Board. The Chair shall be a member of all such committees." Mr. John Valls has resigned as Chair of the Development Subcommittee.

Recommendation

The Board Chair is recommending that George Clower serve as Chair of the Development Subcommittee and requests that the Board confirm her appointment.

Respectfully Submitted,


Evangelina Chapa
Board Chair



CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Board of Directors Memo

June 03, 2015

Subject: Awarding Section 5310 Federal Grant Funds

Background

The CCRTA is the designated recipient of federal grant funds for the transportation management area (TMA) and is responsible for financing and directly providing public transportation. Some of the federal grant funds apportioned to the CCRTA, available for financing public transportation, include Section 5310 which provide transportation services for seniors and people with disabilities.

As defined by the Federal Transit Administration (FTA), the CCRTA is required to conduct a competitive selection process to identify eligible subrecipients and award these federal grants to proposers who have projects readily available to meet the goals of the programs.

In June 2014, the Board of Directors authorized utilizing the CCRTA Committee for Accessible Transportation (RCAT) for project selection and award of these federal grant programs. With the Board of Director's approval, RCAT formed an RCAT Subcommittee consisting of three (3) RCAT members appointed by the RCAT Chair and three (3) CCRTA employees.

Identified Need

On February 23, 2015, the CCRTA issued a Call for Projects for Section 5310 funds. The table below illustrates the seven (7) proposals received from the Coastal Bend Center for Independent Living (CBCIL), Coastal Bend Wellness Foundation (CBWF), Kleberg County (Paisano Transit), Rural Economic Assistance League (REAL), Refugio County Elderly Services (RCES), Safe Journey, and the Transportation Coordination Network (TCN) and their proposed projects. See attachment for detailed budget information.

Section 5310							
Federal Funds Available \$335,069							
		Project Type	Project Description	Total Project Cost	Federal Share	Local Share	Local Share Source
1	CBCIL	Capital	Mobil. Mgmt./PS	\$230,313	\$184,250	\$ 46,063	TDC
2	CBWF	Capital	Mobil. Mgmt./PS	49,038	38,826	8,916	In-Kind
3	Paisano	Capital	Promo/Marketing	150,000	120,000	30,000	TDC
4	REAL	Capital	Vehicle	183,881	147,105	36,776	TDC
5	RCES	Capital	Vehicle	55,000	44,000	8,800	Cash
6	Safe Journey	Capital	Vehicle	135,000	104,000	31,000	Cash
7	TCN	Capital	Mobility Mgmt.	109,161	87,695	21,924	TDC
	Total			\$912,393	\$725,876	\$183,479	

On May 12, 2015, the RCAT Subcommittee met to review the proposals and conduct applicant interviews. The applications were evaluated for Project Mobility, Effectiveness, Benefit to the Urbanized Area, Program Reach, Demonstrated Competence, and Past Performance. During the interview process, all applicants were provided the opportunity to highlight their agency, elaborate on their proposals, and answer questions about their projects.

Following the interview process, the following recommendation for award was presented to the RCAT Committee on Thursday, May 21, 2015. The RCAT Committee recommended the item be presented to the Administration Committee and Board of Directors for approval.

		Project Type	Project Description	Total Project Cost	Federal Share	Local Share	Local Share Source
1	RCES	Capital	Vehicle	\$ 55,000	\$ 44,000	\$ 8,800	Cash
2	Safe Journey	Capital	Vehicle	135,000	104,000	31,000	Cash
3	Paisano	Capital	Promo/Marketing	150,000	120,000	30,000	TDC
4	CBWF	Capital	Mobil. Mgmt./PS	49,038	38,826	8,916	In-Kind
5	CBCIL	Capital	Mobil Mgmt./PS	35,304	28,243	7,061	TDC
	Total			\$ 424,342	\$ 335,069	\$ 89,273	

The recommendation allocates all the \$335,069 Section 5310 federal funds available and was able to fund RCES, Safe Journey, Paisano, and the CBWF in their entirety. CBCIL was partially funded; and TCN and REAL were unfunded. This allocation was based on ranking from the evaluation process.

Committee Review

This item was presented to the RCAT Committee on May 21, 2015, and recommended the item be presented to the Administration Committee and Board of Directors for approval. The item was also presented to the Administration Committee on May 27, 2015, but no action was taken due to lack of quorum.

Recommendation

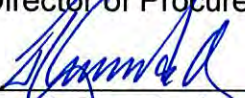
Staff requests the Board of Directors authorize the Interim Chief Executive Officer (CEO) to award Section 5310 Grant Funds in the amount of \$335,069.

Respectfully Submitted,

Submitted by:


 William "Billy" Laridis
 Director of Procurement

Approval:


 Jorge Cruz-Aedo
 Interim Chief Executive Officer

DETAILED SUMMARY OF PROPOSALS

Coastal Bend Center for Independent Living	Federal Funds
Mobility Management (.50 Director, .50 Mobility Coordinator)	\$ 105,948
Administrative	\$ 10,594
Purchase of Service	\$ 66,108
Staff Mileage	\$ 1,600
Total (2 years)	\$ 184,250

Coastal Bend Wellness Foundation	Federal Funds
Transportation Coordinator	\$ 22,542
Benefits (24%)	\$ 5,184
12 contracted round trips for Dental to Houston, TX (\$700 ea.)	\$ 8,400
18 contracted trips to rural areas to access medical services (\$150 ea.)	\$ 2,700
Total	\$ 38,826

Kleberg County (Paisano Transit)	Federal Funds
Mobility Specialist Salary	\$ 41,280
Benefits	\$ 38,400
Advertising and Marketing	\$ 24,000
Travel	\$ 2,880
Office Supplies	\$ 4,800
Rental Space	\$ 1,440
Conference and Training	\$ 2,880
Rental Copier	\$ 2,880
Telephone	\$ 1,440
Total	\$ 120,000

Rural Economic Assistance League (REAL)	Federal Funds
Three (3) MV-1 vehicles (\$49,035 ea.)	\$ 147,105
Total	\$ 147,105

Refugio County Elderly Services	Federal Funds
One (1) ADA Accessible Van	\$ 44,000
Total	\$ 44,000

Safe Journey	Federal Funds
Two (2) MV-1 vehicles	\$ 64,000
One (1) small transit bus	\$ 40,000
Total	\$ 104,000

Transportation Coordination Network (TCN)	Federal Funds
Project Manager (.50)	\$ 21,000
Administrative Coordinator (.30)	\$ 13,800
Benefits	\$ 9,605
Telephone (1-800)	\$ 7,500
Educational Materials (billboard, radio, brochures, etc)	\$ 9,570
Travel	\$ 6,187
Administrative Costs (office supplies, rental of copier, postage, etc)	\$ 20,030
Total	\$ 87,692

KLEBERG COUNTY PAISANO TRANSIT
MARKETING/ADVERTISING PROPOSAL

Marketing Objectives

The main goals of this marketing plan are to increase ridership and increase community support for transportation services to our elderly and disabled in Rural Nueces.

Paisano Transit will build on the current level of awareness to educate potential users about the transit services available in the rural Nueces County areas, such as London, Petronila, Driscoll, Bishop and colonials and how to utilize public transportation. Paisano Transit will also promote the benefits of transit both to the user and the community. The goal of Paisano Transit is to bring awareness to our elderly and people with disabilities.

The proposed advertising/marketing budget will be allocated by the following:

1. Advertise in local movie theater and our local television channels. Total of these spots before each movie and television advertisement. \$8,930.00, this will be effective community wide.
2. Lamar billboard advertising strategically placed that will allow visibility of transportation service. \$14,770.00, this will be effective community wide.
3. Implement door to door campaigns to increase knowledge of service.
4. Disseminate a mail out to individuals that are disabled or elderly.
5. Implement public brochures to hospitals, businesses, schools and government entities. \$300.00, effective community wide.
6. Coordinate with city, public schools, and government official's calendars through PTA'S, Board Meetings, etc.
7. Marked the area of "Adult Day Cares" in Bishop, Driscoll, and Robstown. Advertise trips to the Corpus Christi area.

We at Paisano Transit (KCHS) know what it is to work with people who live in rural towns. We also know the services needed when it comes to transportation. Our efforts will focus on the elderly/ disabled residents of Rural Nueces. It's going to take a one on one initiative to get this going and to be successful.

Should you have any questions on the marketing/advertising plan, please do not hesitate to call me at 361-595-8572, ext 314.

Sincerely,

Margie Del Bosque, M.S.
Executive Director



CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Board of Directors Memo

June 03, 2015

Subject: Purchase of Bus Benches and Bus Bench Molds

Background

The CCRTA contracts with Cooper Transit Advertising to sell and service bus bench and bus shelter advertising. A condition of this contract is that Cooper Transit Advertising will manufacture and supply bus benches. Currently, Cooper Transit Advertising provides approximately 910 benches to CCRTA.

Identified Need

In February 2015, a Request for Proposals (RFP) was issued for Bus and Bus Bench Advertising. A new stipulation in this RFP was that the CCRTA would provide bus benches and the advertising agency would produce, sell, and maintain advertising. CCRTA revised this component of the RFP for several reasons. First, CCRTA wanted to increase participation in the RFP process by removing barriers such as the high capital costs needed to provide bus benches. More importantly, CCRTA wanted to meet the Board of Directors' goal of enhanced customer service and additional amenities for passengers by relocating bus benches and amenities to high ridership locations.

Financial Impact

Cooper Transit Advertising and CCRTA have agreed upon a price of \$525.00 per bench. The total for 910 benches is \$477,750. The CCRTA is also interested in purchasing four (4) concrete bus bench molds to be able to manufacture additional bus benches as needed. The cost for the concrete bus bench molds is \$32,000. The total for this purchase is approximately \$509,750 and is budgeted in the 2015 Capital Budget.

Committee Review


The item was presented to the Operations Committee on May 27, 2015, but no action was taken due to lack of quorum.

Recommendation

Staff request the Board of Directors authorize the Interim Chief Executive Officer (CEO) to purchase bus benches and four (4) concrete bus bench molds from Cooper Transit Advertising.

Respectfully Submitted,

Submitted by: 
William "Billy" Laridis
Director of Procurement

Approval: 
Jorge Cruz-Aedo
Interim Chief Executive Officer



CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Board of Directors Memo

June 03, 2015

Subject: Authorize Awarding a Contract for Bus and Bus Bench Advertising to Iconic Sign Group

Background

Currently, the CCRTA contracts with Cooper Transit Advertising to sell and service bus bench and bus shelter advertising; and Bus Ads to sell and service on-board bus card and bus wrap advertising on a month-to-month basis.

Following discussions with other transit agencies and other marketing professionals, staff feels that it is possible to grow additional revenue for the agency, while providing greater brand awareness of service, by exploring a bundled contract featuring advertising venue both on-board as well as in the Region via one point of contact.

Identified Need

With Board of Directors' permission, a Request for Proposals was issued and three (3) proposals were received from Bus Ads, Cooper Transit Advertising, and Iconic Sign Group. These proposals were first evaluated for their proposed method of accomplishing the work, personnel, equipment, qualifications, experience, and competence. Proposers were given a technical score and then price was factored into the evaluation. A summary of the proposals received and the evaluations are below.

Firms	Proposed Method of Accomplishing Work (25 Points Max.)	Personnel and Equipment (15 Points Max.)	Qualifications, Experience and Competence (30 Points Max.)	Proposed Revenue Schedule (30 Points Max.)	Totals - Maximum Points 100
Bus Ads	17.83	7.17	18.00	0	43.00
Cooper	7.50	6.33	13.00	10	36.83
Iconic	22.50	14.50	25.33	30	92.33

Staff recommends awarding a contract to Iconic Sign Group who scored the highest on the technical evaluation criteria and provided the highest minimum guarantee.

Disadvantaged Business Enterprise (DBE)

Iconic Sign Group is currently working with the CCRTA and the Del Mar College Procurement Technical Assistance Center to become DBE certified.

Financial Impact

The contract consists of a three (3) year base with two (2) one-year options. Minimum annual revenue for this contract is \$150,000 for each year of the three (3) year base, \$175,000 for the first option year, and \$200,000 for the second option year.

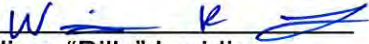
Committee Review


The item was presented to the Operations Committee on May 27, 2015, but no action was taken due to lack of quorum.

Recommendation

Staff requests the Board of Directors authorize the Chief Executive Officer (CEO) to award a contract to Iconic Sign Group for bus and bus bench advertising.

Respectfully Submitted,

Submitted by: 
William "Billy" Laridis
Director of Procurement

Approval: 
Jorge Cruz-Aedo
Interim Chief Executive Officer



CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Board of Directors' Memo

June 3, 2015

Subject: Issuing a Letter of Support for the Port of Corpus Christi's Grant Application for TIGER Discretionary Grant Program Funds

Background

The US Department of Transportation has announced \$500 million in 2015 funding for surface transportation infrastructure improvements that achieve critical objectives. Funds will be awarded on a competitive basis for projects that have a significant impact on the nation, a metropolitan area or a region.

Identified Need

La Quinta Terminal Multipurpose Dock Project -- will provide ship and barge docking facilities for the import and export of raw and manufactured materials and other general cargoes, and transfer to road and rail for local, regional, and national transport. The Port of Corpus Christi Authority and the US Army Corps of Engineers have invested over \$50 million to dredge the La Quinta Channel Extension, build access roads and provide utility service to the La Quinta Terminal. As a result of the completed channel extension, foreign investments of over \$3.0 billion has been committed by TPCO America and \$740 million from voestalpine Group for industrial manufacturing facilities at or adjacent to the La Quinta Terminal. These facilities have created over 800 new construction jobs and will bring over 850 permanent high-qualified manufacturing positions to the Nation.

The La Quinta Terminal Multipurpose Dock Project is part of a multi-phased development that provides a crucial transportation link between the US and the rest of the world. It will be the primary dock in the San Patricio County region to serve existing and future industries and serves as a gateway to expanding international markets, and a catalyst for continued economic development in the region. The La Quinta Terminal Multipurpose Dock will benefit these facilities by providing efficient access to dock and rail infrastructure. This creates new jobs and increases tax revenues, with added benefits by reducing truck miles used to support these facilities, decreasing emissions and improving road safety.

Project Description

Project includes the construction of a new 1,000 foot multipurpose dock and over two miles of new rail access to the waterfront improvements. The creation of this new dock and link to regional rail corridors provides additional access to the Port and the surrounding industries.

Financial Impact:

TIGER 2015 FUNDS REQUESTED:	\$13 million
NON-FEDERAL FUNDING (PORT):	\$40 million
ESTIMATE PROJECT TOTAL:	\$53 million

Recommendation

Staff recommends that the Board of Directors' authorize the Chair to sign a letter of support on behalf of the Authority for the Port of Corpus Christi's Grant application for TIGER Discretionary Grant Program.

Submitted by:



Jorge Cruz-Aedo
Interim Chief Executive Officer



CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY

Board of Directors' Memo

June 3, 2015

Subject: Request for Proposals (RFP) for Destination Signage for Transit Stations

Background

The Destination Signage for Staple Street Center Transfer Station, Southside Transfer Station and Port Ayers Transfer station will provide the time that buses would arrive at bus stops via this technology. The digital signs will be back to back signage, small shelter signage and 8-10 line signage. All of these signs will be ADA compliant.

Identified Need

The RTA is trying to improve ridership, and make our transit system more convenient for our veterans and existing riders. Having destination signage at our transit stations will provide our riders with route information and estimated arrival time. Destination signage will have audio and video aids to help our customers find where to wait on a bus and know when the bus is arriving. This will also help alleviate the customer service center call to find bus locations.

Financial Impact

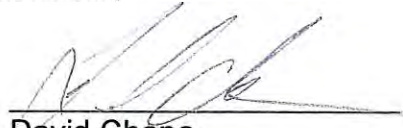
The funds for the Real Time Passenger Information System were identified in the MIS Capital Projects Plan and will be Grant Funded using the VTCLI grant.

Recommendation

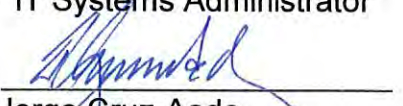
Staff requests the Board of Directors authorize the Interim Chief Executive Officer to issue a Request for Proposals (RFP) for Destination Signage for CCRTA Transit Stations.

Respectfully Submitted,

Submitted by:


David Chapa
IT Systems Administrator

Approval:


Jorge Cruz-Aedo
Interim Chief Executive Officer



CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Board of Directors' Memo

June 3, 2015

Subject: April 2015 Financial Report

NOTICE: The Finance Department is nearing completion of the Authority's December 31, 2014 year end audit, with a projected completion date prior to the June 30, 2015 deadline. Since the year-end audit adjustments, which affect the balance sheet, have not been finalized, the financial report for April 30, 2015 will only include the Statements of Revenues and Expenditures.

SUMMARY: The Authority's financial performance for the month of April exceeds budgeted amounts by \$154,040 – mainly due to departmental expenses falling under budget by \$70,898, and federal grant reimbursements exceeding amounts budgeted by \$92,068. The overall year-to-date variance is over as well by \$561,209, mainly attributable to departmental expenses falling under amounts budgeted.

REVENUES

- Sales Tax – April sales tax has been estimated at \$2,823,155, which is a 2.5% increase over April 2014 actuals.

UPDATE – SALES TAX COLLECTIONS FOR MARCH 2015 OF \$3,137,209 WERE RECEIVED ON MAY 8, 2015 AND ARE \$55,829 HIGHER THAN COLLECTIONS FOR THE SAME PERIOD LAST YEAR, AN INCREASE OF 1.8%. HOWEVER, COLLECTIONS ARE \$21,206 LESS THAN MARCH 2015 BUDGET ESTIMATES (0.67%) AND \$64,531 (.76%) UNDER YEAR-TO-DATE ESTIMATES.

- Operating Revenues – For the month of April, Passenger Service was \$141,036 vs. \$135,170 in 2014 – an increase of \$5,866 (4.3%), and \$6,193 (4.6%) higher than current budget estimates. Year-to-date, total operating revenues are \$630,244, which is 7.3% under budget, mainly due to lower passenger services, yet 3.2% higher than 2014 year-to-date collections.

EXPENSES

Over all, monthly departmental expenses are under budget by \$70,898, or 2.95%, with year-to-date expenses under budget by \$572,318 (5.99%). Following are comments relating to the specific expense categories.

- Salaries & Benefits – April reflects \$964,358, with year-to-date expenses of \$3,876,185 which is 3.96% (\$147,518) over budget. This variance is mainly due to the lump sum payments relating to COLA/MERIT paid out in January to several topped

out employees, combined with the early retirement option that was exercised in January.


- Services – April reflects \$195,132, with year-to-date expenses of \$750,228 which is 13.22% (\$114,313) under budget. This variance is mainly due to timing of expenses in relation to amounts budgeted for the period.
- Materials and Supplies – April reports \$326,536, with year-to-date expenses of \$1,309,590 which is 28.52% (\$522,632) under budget. The positive variance is mainly attributed to fuel cost savings compared to amounts budgeted.
- Insurance – April reports \$306,988, with year-to-date expenses of \$992,256 which is \$233,456 (30.77%) 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 – April reports \$428,623 with year-to-date expenses of \$1,707,545 which is \$179,742 (9.52%) under budget. This variance is mainly due to actual B-Line fuel costs being lower than budgeted amounts, and timing of receipt of the MV final contract payment for April.
- Miscellaneous – April reports \$111,499 with year-to-date expenses of \$225,038 which is \$35,547 (13.64%) under budget. The variance is primarily due to timing of travel, advertising/promotional, and community events compared to amounts included in the year-to-date budget.

Committee Review

There was not a quorum, however, this item was presented at the May 27, 2015 Administration Committee meeting.

Please refer to the following two pages for the detailed financial statements.

Respectfully Submitted,

Submitted by: 
Cindy O'Brien
Director of Finance

Approval: 
Jorge G. Cruz-Aedo
Interim Chief Executive Officer

Corpus Christi Regional Transportation Authority
Statement of Revenues and Expenditures By Cost Center (Unaudited)
Months ended April 30, 2015 & April 30, 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	\$ 141,036	134,843	6,193	135,170	5,866
Bus advertising	3,333	3,333	(0)	13,333	(10,000)
Charter service	-	-	-	-	-
Other operating revenues	3,308	12,865	(9,557)	16,732	(13,424)
Total Operating Revenues	147,677	151,041	(3,364)	165,235	(17,558)
Operating Expenses:					
Transportation	551,344	511,527	(39,817)	509,178	(42,166)
Customer Programs	13,032	18,396	5,364	20,739	7,707
Purchased Transportation	440,803	504,590	63,787	588,310	147,507
Service Development	18,174	21,230	3,056	23,126	4,952
MIS	32,984	44,197	11,213	46,579	13,595
Vehicle Maintenance	470,611	590,885	120,274	430,695	(39,916)
Facilities Maintenance	141,801	136,044	(5,757)	151,462	9,661
Contracts and Procurements	19,231	22,995	3,764	17,457	(1,774)
CEO's Office	54,436	46,575	(7,861)	68,610	14,174
Finance and Accounting	38,273	34,770	(3,503)	27,975	(10,298)
Materials Management	10,310	9,803	(507)	10,462	152
Human Resources	391,369	255,012	(136,357)	343,936	(47,433)
General Administration	26,972	28,211	1,239	22,567	(4,405)
Capital Project Management	13,564	15,610	2,046	13,372	(192)
Marketing & Communications	25,346	51,104	25,758	35,702	10,356
Safety & Security	82,126	110,325	28,199	49,449	(32,677)
Staples Street Center	-	-	-	-	-
Total Departmental Expenses	2,330,376	2,401,274	70,898	2,359,619	160,549
Depreciation	430,285	430,285	-	494,167	63,882
Total Operating Expenses	2,760,661	2,831,559	70,898	2,853,786	224,431
Operating Income (Loss)	(2,612,984)	(2,680,518)	67,534	(2,688,551)	206,873
Other Income (Expense)					
Sales Tax Revenue	2,761,765	2,823,155	(61,390)	2,520,947	240,819
Federal, state and local grant assistance	352,283	260,215	92,068	-	352,283
Investment Income	12,143	7,000	5,143	18,086	(5,943)
Interest Expense on Bonds	-	-	-	-	-
Transfer to Capital Programs	-	-	-	-	-
Subrecipient Grant Agreements	50,685	-	50,685	-	50,685
Street Improvements Program for CCRTA Region Entities	-	-	-	-	-
Net Income (Loss) Before Capital Grants and Donations	563,892	409,852	154,040	(77,007)	772,206
Capital Grants & Donations	-	-	-	-	-
Change in Net Assets	\$ 563,892	409,852	154,040	(77,007)	772,206

Corpus Christi Regional Transportation Authority
Statement of Revenues And Expenditures By Cost Center (Unaudited)
Year-to-date April 30, 2015 & April 30, 2014

	Year-to-date			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	\$ 581,181	626,843	(45,662)	560,662	20,519
Bus advertising	13,333	13,333	(0)	13,333	-
Charter service	-	-	-	-	-
Other operating revenues	35,730	39,764	(4,034)	36,670	(940)
Total Operating Revenues	630,244	679,940	(49,696)	610,665	19,579
Operating Expenses:					
Transportation	2,258,404	2,038,119	(220,285)	2,159,288	(99,116)
Customer Programs	64,496	109,437	44,941	74,960	10,464
Purchased Transportation	1,756,841	1,939,553	182,712	1,943,893	187,052
Service Development	73,419	75,906	2,487	111,858	38,439
MIS	179,506	173,527	(5,979)	162,903	(16,603)
Vehicle Maintenance	1,822,224	2,326,822	504,598	1,873,925	51,701
Facilities Maintenance	499,058	535,927	36,869	539,289	40,231
Contracts and Procurements	85,807	86,219	412	76,291	(9,516)
CEO's Office	171,936	220,637	48,701	229,630	57,694
Finance and Accounting	140,675	133,865	(6,810)	123,591	(17,084)
Materials Management	45,750	39,312	(6,438)	47,006	1,256
Human Resources	1,257,415	1,048,702	(208,713)	1,020,250	(237,165)
General Administration	106,926	115,244	8,318	94,489	(12,437)
Capital Project Management	57,639	57,761	122	66,838	9,199
Marketing & Communications	87,030	205,665	118,635	121,648	34,618
Safety & Security	344,201	424,572	80,371	190,256	(153,945)
Staples Street Center	34,823	27,200	(7,623)	-	(34,823)
Total Departmental Expenses	8,986,150	9,558,468	572,318	8,836,115	(150,035)
Depreciation	1,721,144	1,721,144	-	1,976,668	255,524
Total Operating Expenses	10,707,294	11,279,612	572,318	10,812,783	105,489
Operating Income (Loss)	(10,077,050)	(10,599,672)	522,622	(10,202,118)	125,068
Other Income (Expense)					
Sales Tax Revenue	11,238,209	11,282,819	(44,610)	10,813,073	425,136
Federal, state and local grant assistance	1,057,396	1,040,859	16,537	-	1,057,396
Investment Income	43,975	28,000	15,975	29,100	14,875
Interest Expense on Bonds	-	-	-	-	-
Transfer to Capital Programs	-	-	-	-	-
Subrecipient Grant Agreements	50,685	-	50,685	-	50,685
Street Improvements Program for CCRTA Region Entities	-	-	-	-	-
Net Income (Loss) Before Capital Grants and Donations	2,313,215	1,752,006	561,209	712,566	1,600,649
Capital Grants & Donations	-	-	-	-	-
Change in Net Assets	\$ 2,313,215	1,752,006	561,209	712,566	1,600,649



CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Board of Directors' Meeting

June 3, 2015

Subject: Operations Report for April 2015

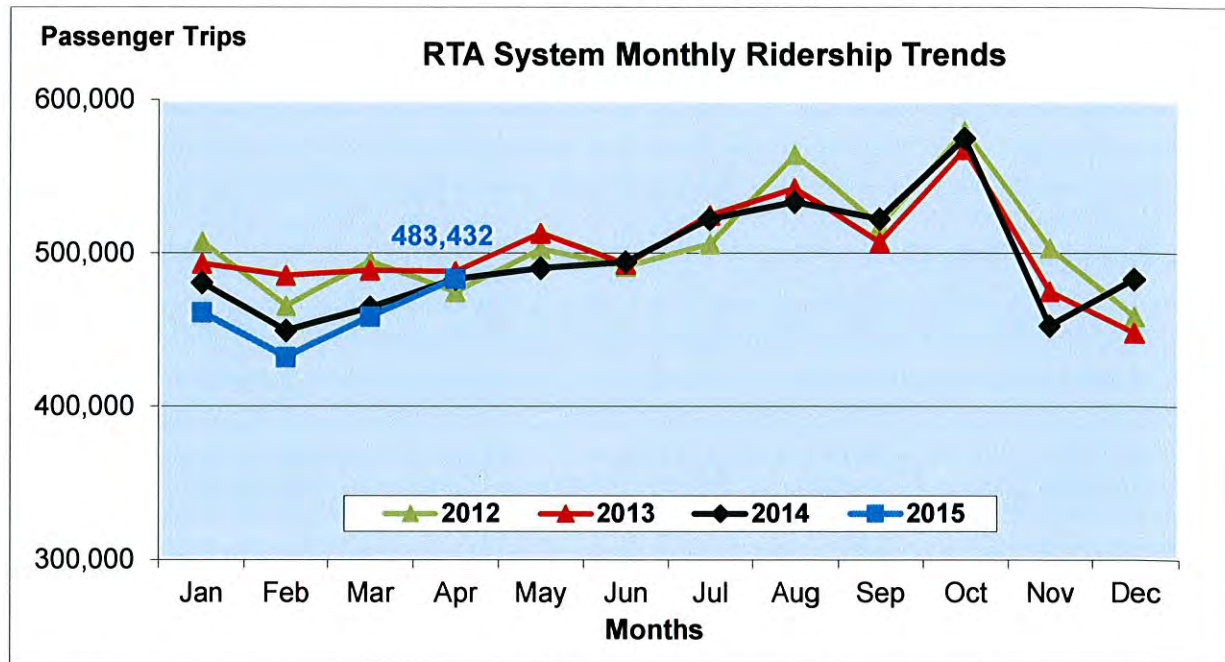
The system-wide monthly operations performance report for April 2015 is included below for your information and review. This report contains monthly and Year-to-Date (YTD) operating statistics and performance measurement summaries containing ridership, performance metrics by service type, miles between 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

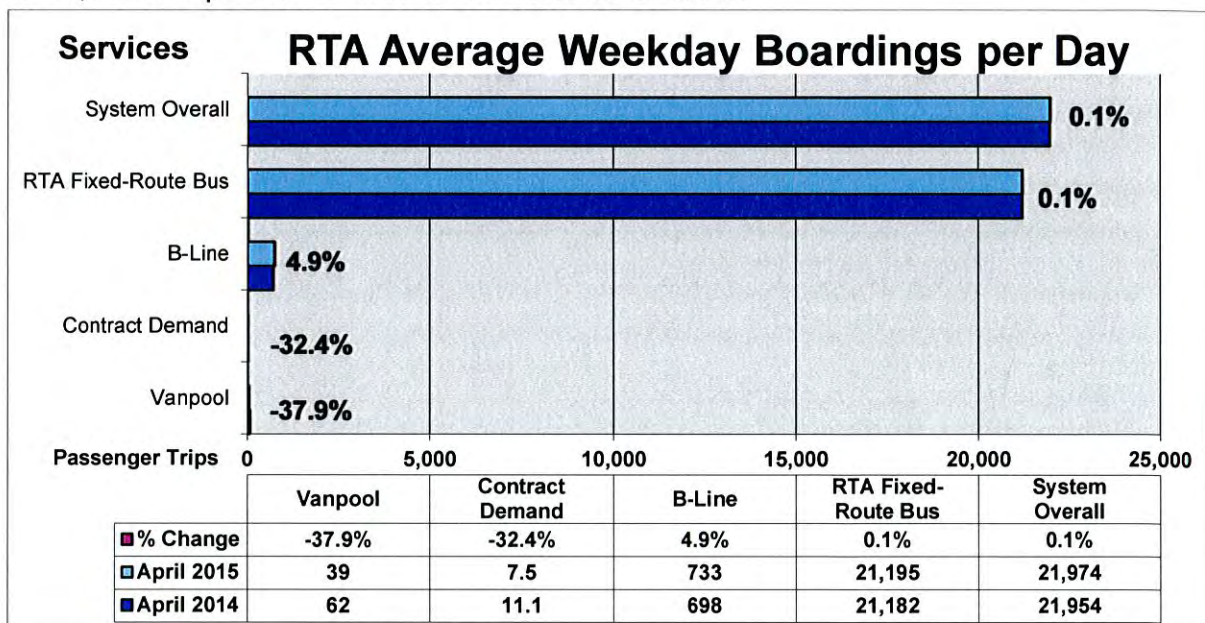


1. System-wide Ridership and Service Performance Results

Boardings for all services in April 2015 totaled 483,432. This represents a 0.1% increase as compared to 482,973 boardings in April 2014 or 459 more boardings this April. In regards to ridership levels and weather, the Corpus Christi area received 6.36 inches of rain as compared to .5 inches in April 2014¹. This represents over a 1,000% increase of rain for this month. In addition, regular retail gasoline prices averaged about \$2.20 per gallon this month as compared to about \$3.40 per gallon in April 2014².



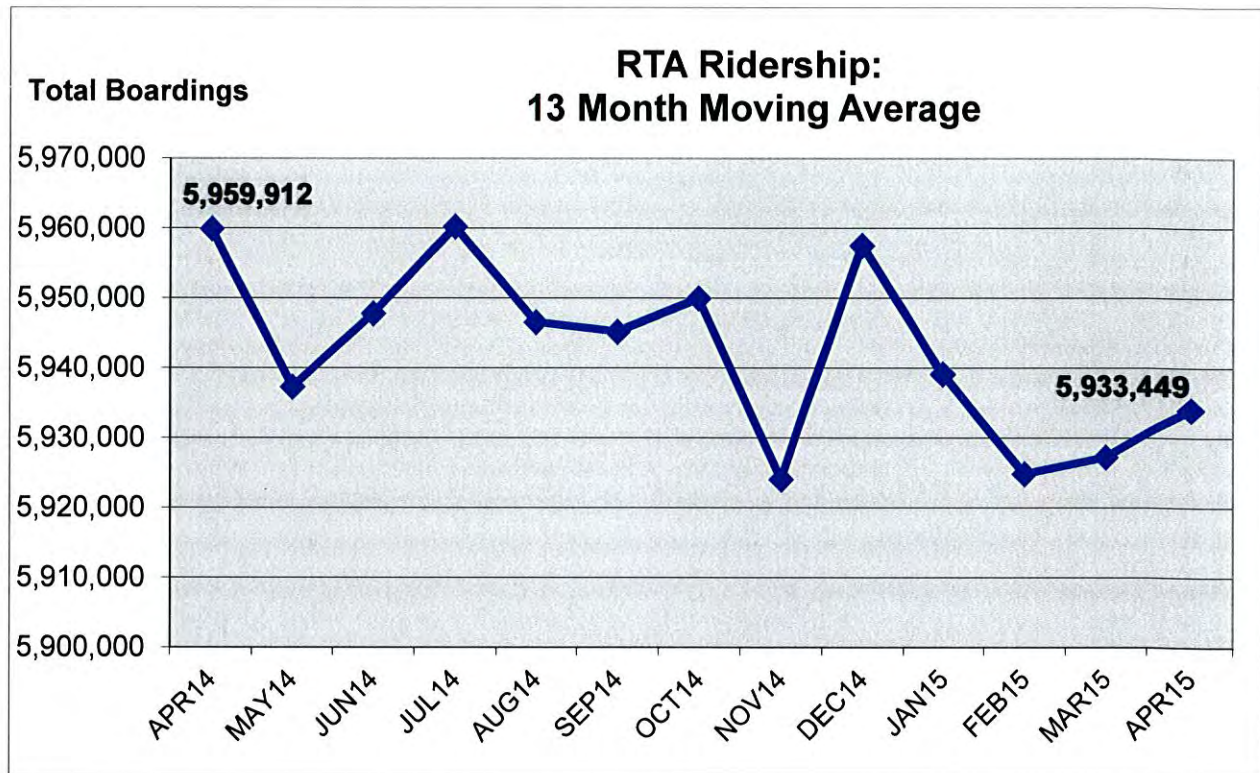
The chart below shows average weekday ridership for all services. System-wide, the RTA recorded an average of 21,974 boardings per weekday in April 2015 as compared to 21,954 in April 2014. This is a difference of 0.1%.



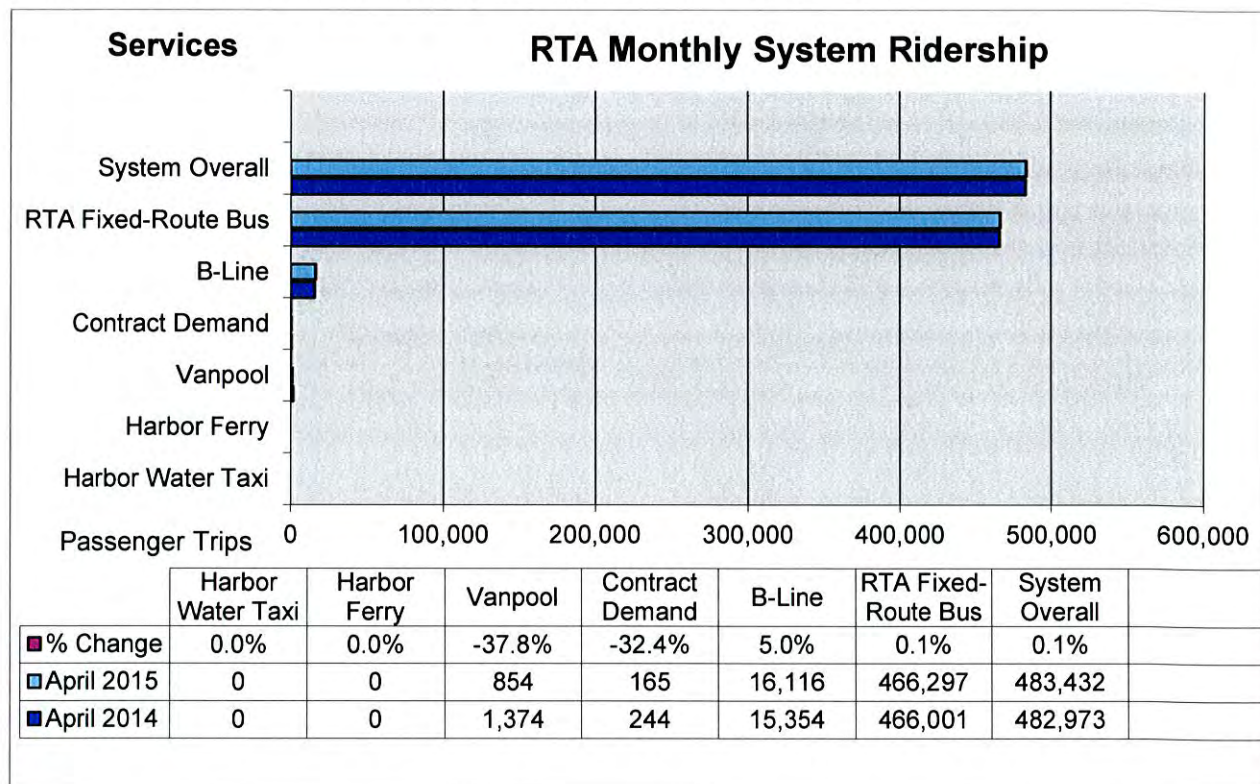
¹ Weather Underground historical data at <http://www.wunderground.com>.

² GasBuddy.com historical data at <http://www.gasbuddy.com>.

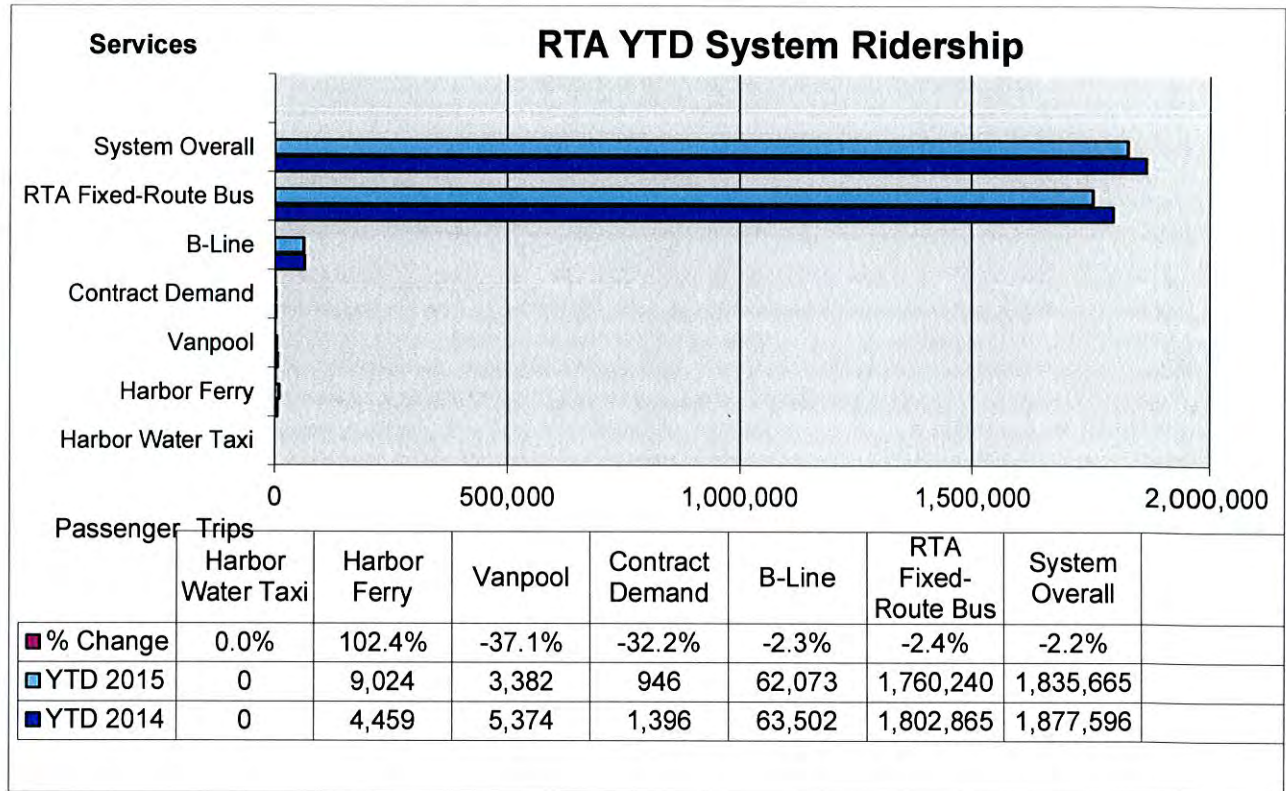
Over a 13-month period, the chart below shows a difference of 26,463 or approximately -0.5%.



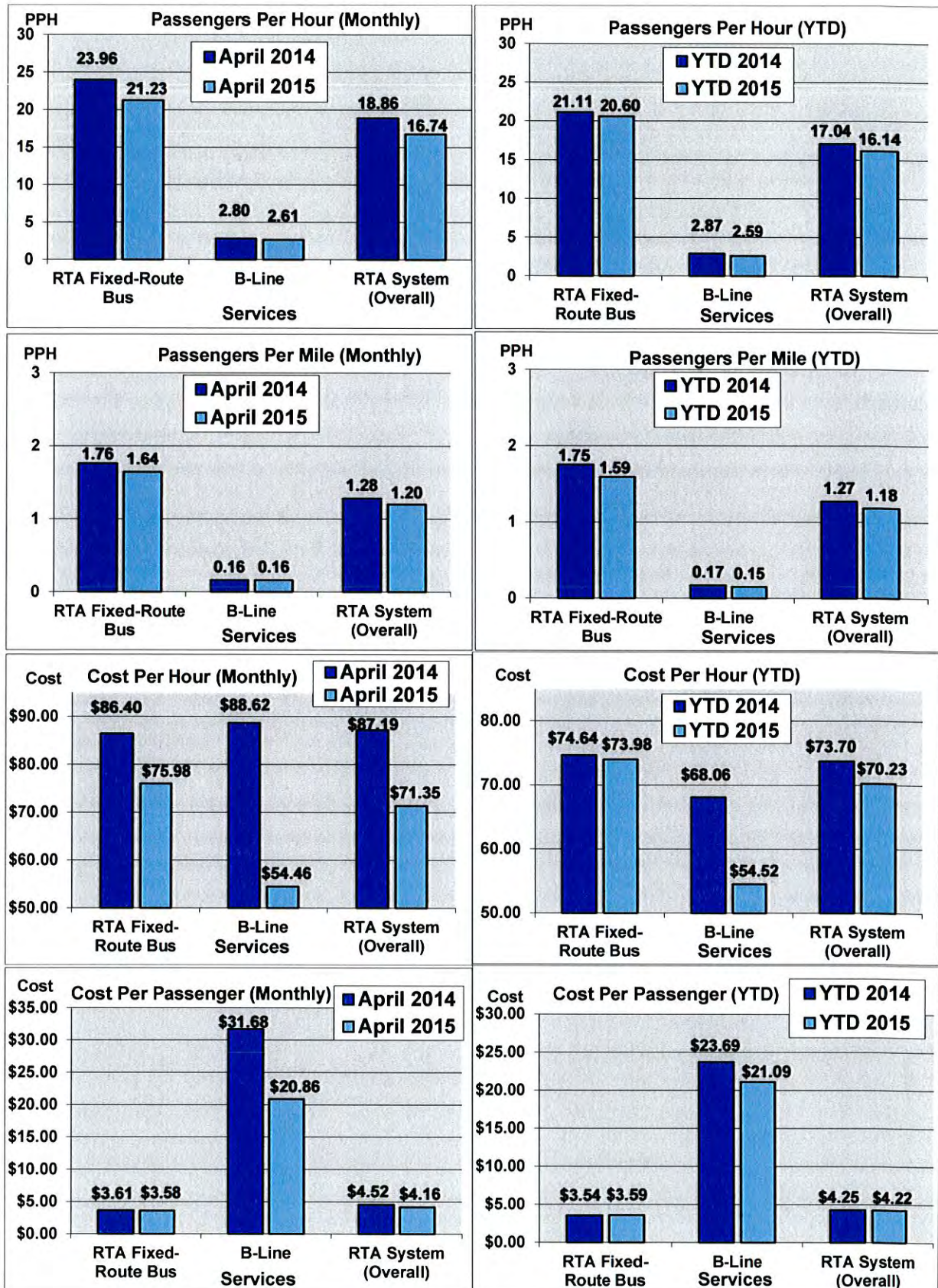
The chart below shows monthly ridership results for all services.



The chart below shows YTD ridership results for all services. The RTA has recorded 41,931 less boardings or -2.2% in 2015 as compared to the same period in 2014.



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



The following table shows on-time performance of RTA Fixed-Route services for the last two months and an average 2015 YTD figure. Horne Road detours continue to contribute to delays around the Port Ayers Transfer Station. Standards for each category are provided along with actuals. Surveys are weighted by passenger volume for each route and service type.

Schedule Adherence	Standard	Feb-15	Mar-15	Apr-15	YTD Average
Early Departure	<1%	0.6%	0.5%	0.0%	0.4%
Over 3 minutes Late	<20%	18.3%	18.0%	17.5%	17.9%
Over 5 minutes Late	<5%	11.1%	9.1%	7.4%	9.2%
Over 10 minutes Late	<1%	3.0%	2.8%	2.1%	2.6%
Monthly Wheelchair Boardings	No standard	4,499	5,396	5,023	4,973
Monthly Bicycle Boardings	No standard	5,906	6,565	7,172	6,548

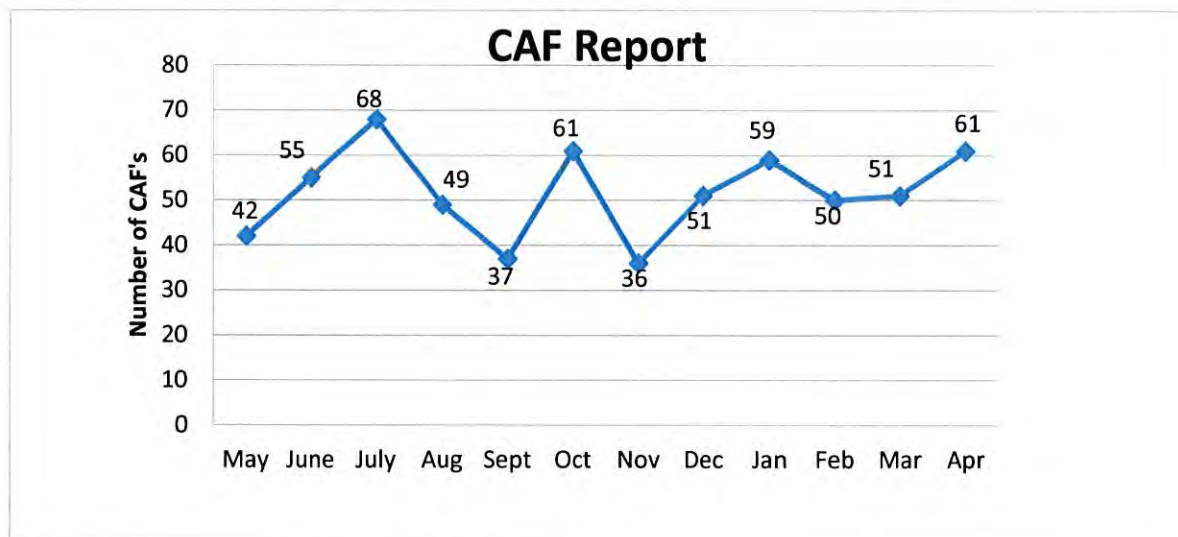
2. Purchased Transportation Department Report: B-Line Service Contract Standards & Ridership Statistics

- Productivity: **2.61** PPH did meet the contract standard of 2.50 PPH.
- On Time Performance: **97.2%** did meet the contract standard of 96%.
- In Vehicle Time: **99.3%** exceeded the contract standard of 95%.
- Miles between Road Calls: **24,382** did meet the contract standard of 12,250 miles.
- Denials: 0 denials or **0.0%** did not meet contract standard of 0.0%.
- Ridership Statistics: **10,696** ambulatory; **4,645** wheelchair boarding's

Metric	Standard	Feb-15	Mar-15	Apr-15	YTD Average
Passengers per Hour	2.50	2.56	2.63	2.61	2.60
On-time Performance	96%	95.5%	96.1%	97.2%	96.3%
In Vehicle Time	95.0%	98.9%	98.8%	99.3%	99.0%
Denials	0.00%	0.00%	0.40%	0.00%	0.13%
Miles Between Road calls	12,250	11,243	15,541	24,382	17,055
Monthly Wheelchair Boardings		4,082	4,661	4,645	4,463

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

For April 2015, there were 61 reported CAF's (excludes commendations) which represents an increase from 51 reported CAF's overall in March 2015. The statistics for April represents a 20% increase, 61 CAF's vs 51 CAF's compared to the month of March 2015. There were 6 Commendations for the month of April.



Route Summary Report for April 2015

Route	# of CAF's	Route	# of CAF's
#3 NAS Shuttle	2	#32 Southside Mini B	2
#4 Flour Bluff Mini B	0	#34 Robstown Circulator	0
#5 Alameda	0	#37 Crosstown	1
#6 Santa Fe/Malls	0	#50 Calallen Park & Ride	0
#8 Flour Bluff/Malls (Sun)	0	#51 Gregory Park & Ride	0
#12 Saxet Oak Park	4	#63 The Wave	0
#15 Kostoryz	0	#65 Padre Island Connector	0
#16 Agnes/Ruth	1	#67 Robstown/Gregory	0
#17 Carroll/Southside	3	#76 Harbor Bridge Shuttle	1
#19 Ayers/Norton	2	#76S Harbor Bride (Sun)	0
#19G Greenwood	2	#77 Harbor Ferry	0
#19M McArdle	0	#78 North Beach	1
#21 Arboleda	0	#84 LightHouse	0
#23 Molina	4	#94 Port Aransas Shuttle	0
#25 Gollihar/Greenwood	1	#95 Flexi-B Port A	0
#26 Airline/Lipes Connector	0	B-Line (Para-transit)	11
#27 Northwest	5	Facility Maintenance	7
#27 Northwest (Sunday)	1	Service Development	7
#29 Staples	4	Transportation (Other)	1
#29F Flour Bluff	1		
#29SS Spohn South	0		
#29 Staples (Sunday)	0	TOTAL CAF'S	61

April 2015 CAF Breakdown by Service Type:

CAF Category	RTA Fixed Route	B-Line ADA Paratransit	Contracted Fixed Route	Totals
Service Stop Issues	7	0	0	7
Driving Issues	7	5	0	12
Customer Services	17	3	2	22
Late/Early	2	1	0	3
Fare Dispute	0	0	0	0
Disputed Drop off/Pickup	0	2	0	2
Transportation (other)	1	0	0	1
Facility Maintenance	7	0	0	7
Service Development	7	0	0	7
Total	48	11	2	61
Commendations	3	3	0	6

Conclusion:

During April 2015, RTA received 61 CAF's/Commendations regarding RTA Fixed-Route Service, B-Line and Purchased Transportation; six (6) of the 67 reported CAF's (April) were commendations. There were a total of 48 CAF's/Commendations received regarding RTA Service representing 76.5% of total customer contacts: 7 for Facilities Maintenance, 7 for Service Development, and 34 for Transportation.

A total of 11 CAF's/Commendations were reported regarding B-Line services representing 20.6% of the total customer contacts. A total of 2 CAF's/Commendations were reported regarding Contracted Fixed Route service representing a 2.9% of the total customer contacts.

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

- Coaching and counseling
- Driver training
- Progressive disciplinary action as appropriate, group discussion/coaching in operator meetings
- Discussion in supervisory meetings
- Examination of RTA operations policy

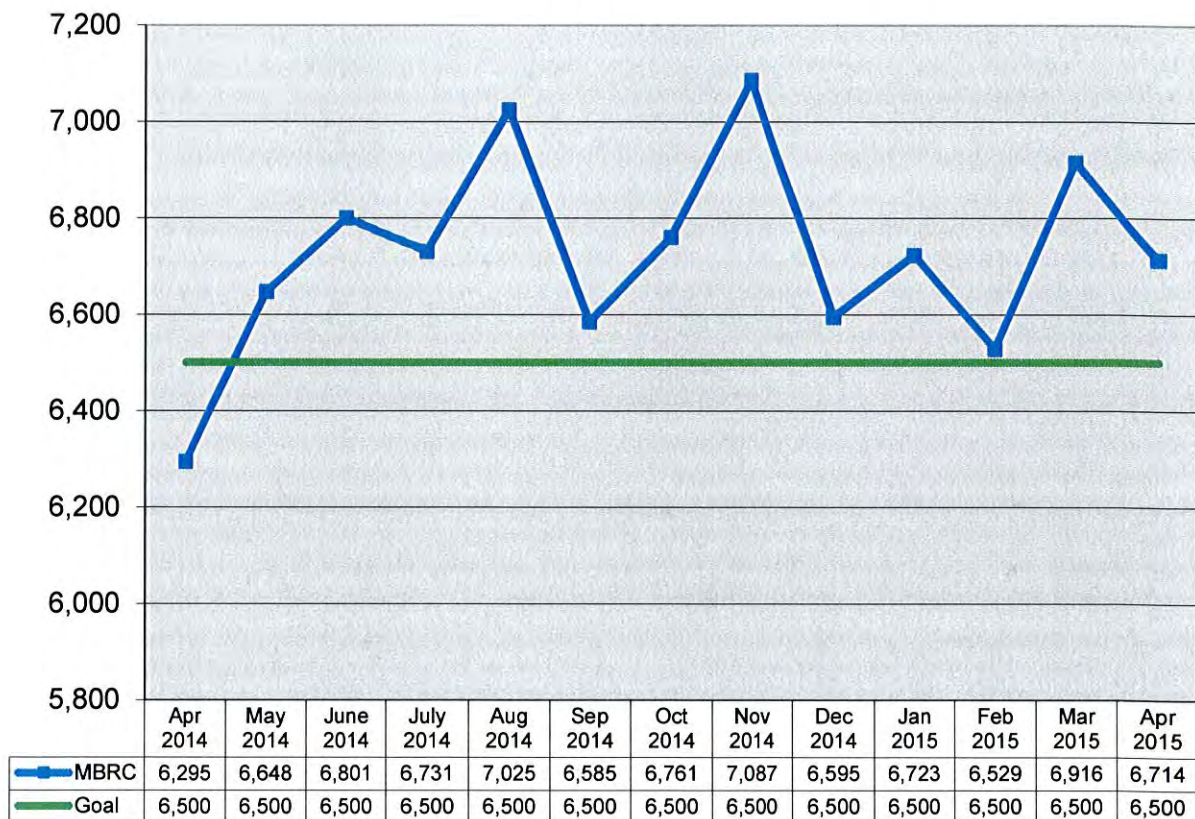
The RTA documents CAF's to capture information regarding a wide range of issues from the community's perspective point of view. CAF's are communicated to the Customer Programs group via the telephone, e-mail, letter or in person.

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 April 2015, 6,714 miles between road calls (MBRC) were recorded as compared to 6,295 MBRC in April 2014. A standard of 6,500 miles between road calls is used based on the fleet size, age, and condition of RTA vehicles.

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.

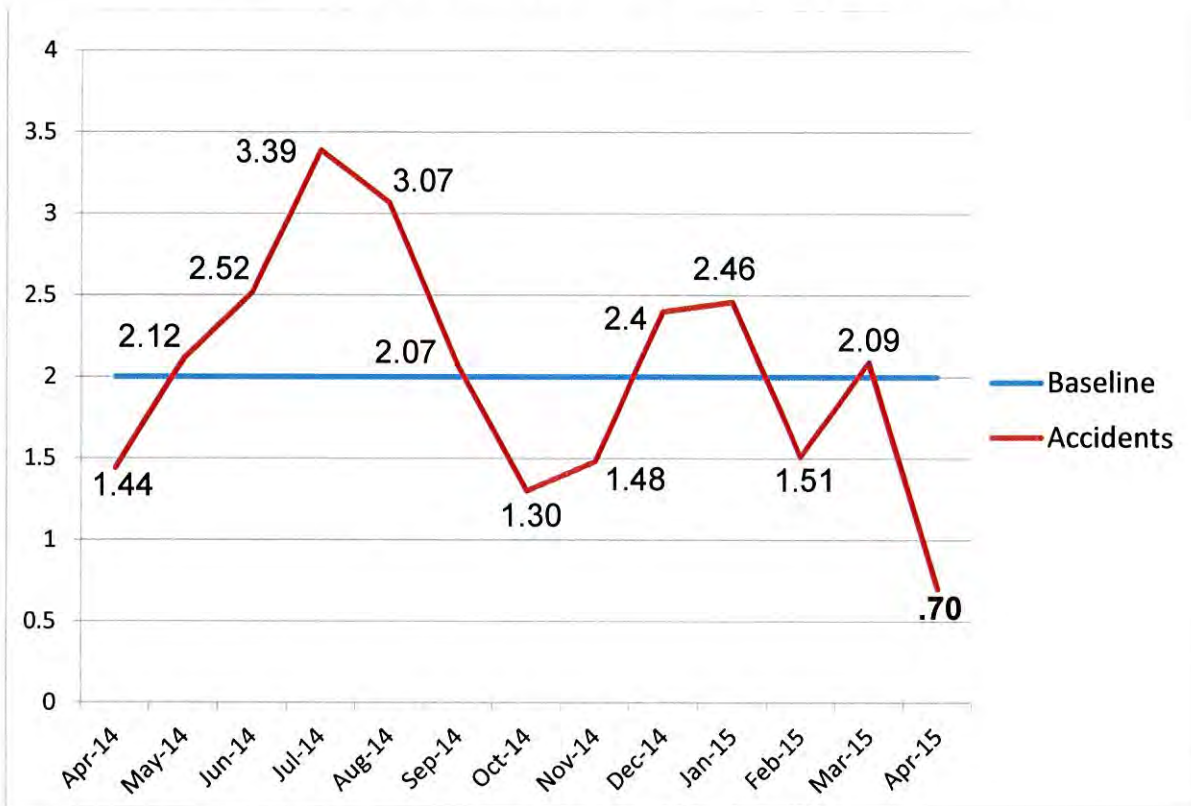
5. Safety/Security Department Report

SAFETY SUMMARY

For the month of April 2015, we had 2 vehicle collisions (1 preventable), 64 customer related incidents and drove a total of 283,188 miles. The total collision rate for the month was at 0.70 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 April 2015, 1,409 hours of security coverage was used for all areas of CCRTA Operations. Officers arrested 2 individuals for public intoxication, 0 arrests for Criminal Trespass, and issued 19 trespass warnings. The rover responded to 9 calls for service.

Committee Review


The Operations Committee met on May 27, 2015. Committee members received a presentation on this item.

Respectfully Submitted,

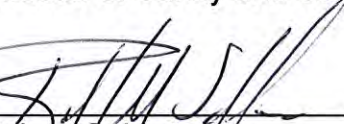
Submitted by:


Wesley Vardeman
Senior Transit Planner

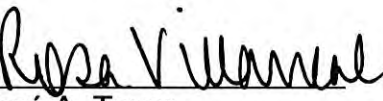
Submitted by:


Keith Korenek
Director of Safety and Security

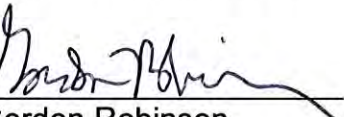
Submitted by:


Robert Saldaña
Director of Transportation

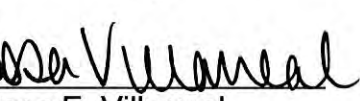
Submitted by:


for José A. Tovar
Director of Maintenance

Reviewed by:


Gordon Robinson
Director of Planning

Reviewed by:


Rosa E. Villarreal
Managing Director of Operations

Approved by:


Jorge Cruz-Aedo
Interim Chief Executive Officer

RTA Committee on Accessible Transportation (RCAT)
MEETING MINUTES
Thursday, April 16, 2015

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

Advisory Committee Members Absent: Richard Balli, Sylvia Wilson, Joyce Lopez

Board Members Present: Vangie Chapa

Staff Present: Rosa Villarreal, William Laridis, and Shannon Tabor

MV Present: CJ Loomis

Employee Representative(s): None

Call to Order: Mr. Mike Rendon called the meeting to order at 12:02 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 March 19, 2015 was approved as presented.

MR. RAMOS MADE A MOTION TO ADOPT THE RCAT MINUTES OF MARCH 19, 2015 AS PRESENTED; MR. BOX SECONDED THE MOTION. RENDON, LEE, SILVA-CANTU, AND SALINAS VOTING FOR. LOPEZ, BALLI, AND WILSON WERE ABSENT.

Committee for Persons with Disabilities (CFPWD) and Corpus Christi Human Relations Committee (CCHRC) Update
No Update.

Presentation on Regional Transportation Coordination Plan 2017-2021 (Phase 1):

Mr. Martin Ornelas gave a presentation to the committee. Mr. Ornelas discussed the Coastal Bend Regional Public Transportation Coordination Plan and each phase of this plan. Mr. Ornelas stated that the Transportation Coordination Network (TCN) is the lead agency of the Coastal Bend Region and the remaining 23 regions throughout Texas are beginning to engage in the process. He also stated that each region is to update their 5 year plan and they are currently initiating this process, with a formal data collecting phase in September 1, 2015. Mr. Ornelas stated that the entire process will be complete December 2016. Mr. Ornelas advised the committee that the plan is used to set priorities in the region, identify sponsors for project priorities, and request funding based on the needs and priorities identified. He also advised the committee that the 5310 funding must be related to the needs identified in this five year plan, as well as specific funding stream programs and projects. Mr. Ornelas advised the committee of Texas Department of Transportations (TXDOT) responsibility in this plan is to identify overlaps and gaps in the provision of public transportation services, identify underused equipment and inefficiencies in the provision of public transportation providers, and inefficiencies in the provision of public transportation services by any public transportation provider. Mr. Ornelas shared the timeline with the committee on Phase I, Phase II, and Phase III that was developed and approved by stakeholders present. Mr. Ornelas stated they are currently in Phase I of the plan. He also stated that Phase II is overlapping with existing funding that takes place between May 2015 and September 2015. Mr. Ornelas also shared the implementation tasks for this plan. Mr. Ornelas invited the committee to the next Community Strategy Session that will be held April 29, 2015 from 1:30 p.m. to 3:00 p.m. in Robstown, TX. There was a brief discussion from the committee regarding this plan.

Update on 5310 Funds

Mr. William Laridis gave a presentation to the committee. Mr. Laridis advised the committee that a few of the awardees of the Section 5310 grant funds were present and would be giving a brief update to the committee. Ms. Linda Fallwell-Stover spoke to the committee on behalf of the Coastal Bend Center for Independent Living (CBCIL). Ms. Fallwell-Stover stated that public transportation is based on planning principals and is about grouping trips together in creating efficiency. Ms. Fallwell-Stover discussed the New

Freedom funds they received from CCRTA and what the funding would be used for. Ms. Fallwell-Stover shared a story with the committee about a B-Line rider whose work schedule does not allow him to return home on B-Line. She mentioned that this funding allows them to assist individuals with transportation in cases such as this. Ms. Fallwell-Stover stated that CBCIL representatives met last week to discuss the reporting process and information to share with the committee about regular information on the trips being provided, to whom and how it is working. Ms. Fallwell-Stover welcomes the opportunity to engage with the CCRTA to meet the needs for the people in the community. Mr. Ornelas spoke to the committee about the Rural Nueces County Promotora Program and discussed the major accomplishments. Mr. Ornelas explained that Promotoras are community health workers that have a new travel training component that was developed through a series of partnership meetings with stakeholders. The major accomplishments included recruitment of 11 Promotoras from the region and 8 Promotoras who completed training. He also mentioned the secured housing of Promotoras in RTD offices, the coordination of trips from Rural Nueces County areas to RTA service area and providing a total of 72 trips to seniors and persons with disabilities in February and March. Mr. Ornelas stated that the challenge they are encountering is rural communities are beginning to look at low floor vehicles and MV1 vehicles since they are smaller vehicles that having the turning radius that can assist in smaller areas but are wheelchair accessible. Mr. Ornelas spoke to the committee about the Project TECS update. Mr. Ornelas explained that this project increases the service capacity of rural transit districts in the Coastal Bend. Mr. Ornelas discussed the timeframe with the committee. Mr. Ornelas stated that this time frame was between January 2015 and March 2015, which included planning sessions, hands on training for the front line RTD staff and developing an agreement with Del Mar College to provide course credit for software training. Mr. Ornelas advised the committee that Shah Technology went live effective April 1, 2015. He also advised there were 2 webinars conducted for each respective RTD. Mr. Ornelas discussed the administrative progress and what is currently pending. Mr. Ornelas spoke to the committee about the REAL Transportation preventative maintenance program. Mr. Ornelas shared the costs during the contract period for wheel chair lift repairs and vehicle rehab. He also shared the total cost of the first billing. Mr. Roland Yzaguirre spoke to the committee and advised he is with the Coastal Bend Wellness Foundation. Mr. Yzaguirre advised the committee that they provide HIV medical treatment and support services

substance abuse treatment. He also advised they currently have 500 clients and with the closing of the other infectious disease facility, they can reach up to 800 to 1,000 clients. Mr. Yzaguirre stated they cover 12 counties mainly in the rural areas. He also stated they currently have 3 vans that are used to transport individuals. Mr. Yzaguirre stated that their doctors are in-house and provide the necessary treatment for all the clients for their HIV disease. He also stated they are in the process of finalizing the contracts for the 5310 funding and should be functioning at 100% by May 1st. Mr. Yzaguirre explained to the committee the importance of this funding and the barriers individuals encounter. Mr. Yzaguirre stated the goal is the health and wellness of these individuals and the in-house treatment they can receive. Mr. Yzaguirre gave a breakdown of individuals seen; 76% females, 24% males, 71% Hispanic, 18% non-Hispanic, and 11% African Americans. Mr. Laridis explained to the committee that there are 5310 state funds and urban funds. Mr. Laridis stated that the state funds are administered through TXDOT and those primarily serve the rural areas, moving people within the rural areas. He stated that the urbanized funds can move individuals from the urbanized area into the rural area or vice versa; however they cannot use funding to move individuals into the rural area alone. Mr. Laridis advised the committee there were currently 7 proposals received for this round of funding. He also discussed the schedule timeline with the committee.

Discussion and Nomination of 1st Quarter Unsung Hero Award Recipient:

The committee reviewed the 1st Quarter Unsung Hero Award report. After discussion and review, the committee was unanimous in selecting CCRTA bus operator Gina Salazar as the 1st Quarter Unsung Hero Award recipient. This award will be presented at the RCAT meeting in May 2015.

Presentation on Final Rule Regarding Reasonable Modifications:

Ms. Rosa Villarreal gave a brief update to the committee. Ms. Villarreal stated that DOT is putting out a reasonable modification final rule. Ms. Villarreal advised that it currently states we formally have to take the reasonable accommodations. Ms. Villarreal also mentioned that this new rule is specific as to when you can deny a reasonable accommodation. Ms. Villarreal advised the committee of times you can deny a reasonable modification. Ms. Villarreal advised that new law states the only time you can deny a reasonable accommodation is when it causes a direct threat to you and to others. Ms. Villarreal mentioned that on paratransit if the rider

requests assistance to the door and the driver can see the front door from the vehicle, the operator has to provide that assistance to the door. Ms. Villarreal stated that the rule also states if you deny accommodations, you have to be able to justify it and defend it. Ms. Villarreal mentioned that another denial of accommodation is if the request results in a fundamental alteration of service. She stated that you can deny based on a deviation of route. Ms. Villarreal also states another denial of accommodation is if the request results in an undue financial and administrative burden. Ms. Villarreal stated that the next step is to implement a process for requesting accommodations and make available to the public in an accessible format. She also stated that training will be provided to all employees. Ms. Villarreal advised the committee that the law goes into effect July 2015.

Committee Reports

No-Show/Eligibility Appeals

The No-Show/Eligibility Appeals Committee met on Tuesday, April 14, 2015. Members present were John Lee, Robert Box and Tammye Salinas. Staff members present were Melanie Gomez and Janessa Cano (MV). There were 10 appeals scheduled in April. One appellant was present to appeal a 7-day proposed service suspension. The service suspension was dismissed due to extenuating circumstances. One appellant was present to appeal a 30-day proposed service suspension. The service suspension was dismissed due to extenuating circumstances. Seven appellants provided a letter to appeal a 7-day proposed service suspension. Three service suspensions were dismissed due to extenuating circumstances. Two service suspensions were dismissed contingent upon the appellants or their representatives attending a B-Line Orientation. One service suspension was determined conditional, to and from dialysis only. One service suspension was enforced. One appellant did not attend. The 7-day proposed service suspension was enforced in accordance to policy. There were 25 warning notices issued in March, 29 seven day proposed service suspensions and 5 thirty day proposed service suspensions.

Chairman's Report

Mr. Mike Rendon shared upcoming dates for all Board and Committee meetings.

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 1:27p.m. The next meeting will be held on Thursday, May 21, 2015.