



CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY

**BOARD OF DIRECTORS'  
MEETING NOTICE**

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**Date:** Wednesday, August 12, 2015

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

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

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	Topic	Speaker	Est. Time	Reference
1.	<b>Roll Call</b>	M. Saenz	1 min.	No Attachment
2.	<b>Personnel Recognition</b>	J. Cruz-Aedo	5 min.	No Attachment
3.	<b>Opportunity for Public Comment</b>	V. Chapa	6 min.	No Attachment
4.	<b>Update</b> on RCAT Committee Activities	M. Rendon	5 min.	No Attachment
5.	<b>Discussion and Possible Action</b> to Approve the Board of Directors' Minutes of July 1, 2015	V. Chapa	3 min.	Pages 1-9
6.	<b>The following items are of routine or administrative nature and have been discussed previously by the Board or Committees. The Board has been furnished with support documentation on these items.</b>  a) <b>Action</b> to Authorize Issuing a Request for Proposals (RFP) for Digital Interactive Video Wall and Mosaic Video Displays b) <b>Action</b> to Authorize Exercising the Second Option Year with Multiple Vendors for Bus and Engine Parts c) <b>Action</b> to Authorize Issuing a Request for Proposals (RFP) for Maintenance Services for the Compressed Natural Gas (CNG) Fueling Station	V. Chapa	5 min.	Page 10  Pages 11-12  Pages 13-14

	<b>Topic</b>	<b>Speaker</b>	<b>Est. Time</b>	<b>Reference</b>
7.	<b>Action</b> to Authorize Entering into a Memorandum of Agreement with Corpus Christi Independent School District for the Design and Construction of a New Bus Stop/Bus Turn-In at Veterans Memorial High School	J. Cruz-Aedo	10 min.	Pages 15-20
8.	2015 State Legislative Report from Longbow & Associates	W. Laridis	20 min.	Page 21 Attachment
9.	2015 Federal Legislative Report from Meyers and Associates	W. Laridis	20 min.	Page 22
10.	<b>Discussion and Possible Action</b> to Approve the FY 2015 Audit and Comprehensive Annual Financial Report (CAFR)	C. O'Brien	10 min.	Page 23 Attachment
11.	<b>Discussion</b> of Draft 2016 Administration Departments Budgets (Budget Workshop #2)	J. Cruz-Aedo	30 min.	No Attachment
12.	<b>Presentations:</b> a. Marketing and Safety/Security Departments Recruitment Report b. Marketing and Safety/Security Departments Functions Assignment c. 2015/2016 Marketing Plan d. June 2015 Financial Report e. June 2015 Operations Report f. Procurement Report	Cruz-Aedo  Cruz-Aedo Coughlin Coughlin O'Brien Vardeman Laridis	30 min.	No Attachment  No Attachment  No Attachment Pages 24-28 Pages 29-40 No Attachment
13.	<b>CEO's Report</b> a) COMTO Conference b) DARS-Division for the Blind Services – Business of the Year 2015 Award	J. Cruz-Aedo	5 min.	No Attachments
14.	<b>Chair's Report</b> a. APTA July Board Member/Board Support Seminar b. Board Appointments by Nueces County and Committee of Mayors	V. Chapa	5 min.	No Attachments
15.	<b>Discussion (in Closed Session)</b> Concerning Staples Street Center Proposed Leases and Tenants with <b>Possible Action</b> in Open Session on a Lease for South Texas Substance Abuse Recovery Services, (STSARS)	V. Chapa	15 min.	No Attachments
16.	<b>Adjournment</b>	V. Chapa	1 min.	No Attachment

	<b>Topic</b>	<b>Speaker</b>	<b>Est. Time</b>	<b>Reference</b>
17.	<b>Information</b> RCAT Minutes – May 25, 2015	---	---	Pages 41-45

**Total Estimated Time:**

**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, August 7, 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, JULY 1, 2015**

**SUMMARY OF ACTIONS**

- 1. Conducted Roll Call**
- 2. Held Personnel Recognition**
- 3. Provided Opportunity for Public Comment**
- 4. Approved the Board of Directors' Minutes of June 3, 2015**
- 5. Approved Consent Agenda: a. Action to Approve the 2015 Defined Benefit Plan and Trust Actuarial Valuation Report for the Plan Year Ending December 31, 2015 and Authorize a Contribution of \$ 985,175 to the CCRTA Defined Benefit Plan and Trust; b. Action to Authorize Exercising a Two-Year Option with Wells Fargo Institutional Trust Group for Portfolio Management of the Defined Benefit Plan and Trust and the Defined Contribution Plan; c. Action to Authorize Entering into a Memorandum of Agreement with TAMU-CC to Provide Transportation Services; d. Action to Authorize Entering into Negotiations for Design Services with Naismith Engineering, Inc. (NEI), LNV, Inc., (LNV), and Martinez, Guy, Maybik, Inc., (MGM) for ADA Bus Stop Improvements – Phase VI; e. Action to Authorize Awarding a Contract to Nelson Nygaard to Complete Comprehensive Operational Analysis (COA); f. Action to Authorize Issuing a Request for Proposal (RFP) for Data Network Cabling; g. Action to Issue a Request for Proposals (RFP) for Procurement of Furniture, Fixtures and Equipment for Staples Street Center Project; h. Action to Authorize Exercising the Second Option Year with L&M Industrial Supply for Fasteners and Miscellaneous Shop Supplies**
- 6. Adopted a Resolution Creating a CEO Search Committee and Confirmation of Appointments to the Committee by the Board Chair**
- 7. Heard Presentations on: a. Transloc –Where's My Bus App; b. 2014 Comprehensive Annual Financial Report; c. Semi-Annual Health Plan Review; d. First Quarter 2015 Investment Report; e. First Quarter 2015 Performance Report for the Defined Benefit Plan and Defined Contribution Plan; f. May 2015 Financial Report; g. May 2015 Operations Report; h. Six Points Station Temporary Closure; i. Procurement Report**
- 8. Heard CEO's Report on: a) City of Corpus Christi Street Improvement Program; b) DBE – TUCP Program; c) Management Ride Program; d) Staff Retreat**
- 9. Heard Chair's Report on: a) August Board Meeting – August 12, 2015; b) Staples Street Center Site Walk-Through**

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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; Michael Reeves; Edward Martinez; Curtis Rock

**Board Members Absent:** Angie Flores Granado; Tony Elizondo; Ray Hunt

**Staff Present:** Jorge Cruz-Aedo, Interim CEO; Julie Gonzales, David Chapa, Jane Haas, Carol Flowers, Beth Vidaurri, Terry Klinger, Angelina Gaitan, Sharon Montez, Cindy O'Brien, Robert Saldana

**Public Present:** John Bell, Wood, Boykin, Wolter, CCRTA Legal Counsel; Robert Box, RCAT; John Shephard, Collier, Johnson & Woods; Tim Payne, Nelson/Nygard; Doreen Harrell, Kailo; Amanda Drum, TAMU-CC; Abel Alonzo; Gina Salazar, Rosie Aguiar, ATU Local 1769; Joe Morales, Mayor, City of Bishop; Matt Woolbright, Caller-Times; C.J. Loomis, MV Transportation; Ruben Perez, MGM, Inc.; Willie Rivera, NEI; Scott Harris, LAN

**Roll Call and Call to Order**

Ms. Mary Saenz called the roll and declared that a quorum was present. Ms. Vangie Chapa called the meeting to order at 8:36 a.m.

**Personnel Recognition**

Mr. Jorge Cruz-Aedo recognized Ms. Carol Flowers a thirty-five year employee of the CCRTA. He talked about her employment history, her volunteerism, and passion for transit.

Ms. Carol Flowers acknowledged her years of service and spoke on the dedication of service for the customers and the importance of community.

**Opportunity for Public Comment**

Dr. Amanda Drum spoke on the sixteen-year partnership between the University and CCRTA in helping students have access to education. She reported that this year the student ridership service would be extended into the summer months and be available for students during the weekends. She expressed her appreciation for the partnership.

Mr. Abel Alonzo expressed his appreciation for the bus stops on Williams Street. He also supported the selection of Mr. Jorge Cruz-Aedo to serve as CEO.

**Discussion and Possible Action to Approve the Board of Directors' Minutes of June 3, 2015**

**MR. ROCK MADE A MOTION TO APPROVE THE BOARD OF DIRECTORS' MINUTES OF JUNE 3, 2015. MR. REEVES SECONDED THE MOTION. THE MOTION CARRIED. DREYER, MARTINEZ, ROCK, CHAPA, TAYLOR, SAENZ, CLOWER, REEVES VOTING IN FAVOR. GRANADO, ELIZONDO, AND HUNT ABSENT.**

## **Consent Agenda**

Ms. Vangie Chapa stated that the following items were of routine or administrative nature and had been discussed previously by the Board or Committees and the Board had been furnished with support documentation on consent agenda items 5a-5h. She asked if anyone wanted to pull an item from the consent agenda for discussion. Mr. Rock asked that consent agenda item 5d be pulled for separate discussion.

- a) Action to Approve the 2015 Defined Benefit Plan and Trust Actuarial Valuation Report for the Plan Year Ending December 31, 2015 and Authorize a Contribution of \$ 985,175 to the CCRTA Defined Benefit Plan and Trust
- b) Action to Authorize Exercising a Two-Year Option with Wells Fargo Institutional Trust Group for Portfolio Management of the Defined Benefit Plan and Trust and the Defined Contribution Plan
- c) Action to Authorize Entering into a Memorandum of Agreement with TAMU-CC to Provide Transportation Services
- d) Action to Authorize Entering into Negotiations for Design Services with Naismith Engineering, Inc. (NEI), LNV, Inc., (LNV), and Martinez, Guy, Maybik, Inc., (MGM) for ADA Bus Stop Improvements – Phase VI
- e) Action to Authorize Awarding a Contract to Nelson Nygaard to Complete Comprehensive Operational Analysis (COA)
- f) Action to Authorize Issuing a Request for Proposal (RFP) for Data Network Cabling
- g) Action to Issue a Request for Proposals (RFP) for Procurement of Furniture, Fixtures and Equipment for Staples Street Center Project
- h) Action to Authorize Exercising the Second Option Year with L&M Industrial Supply for Fasteners and Miscellaneous Shop Supplies

**MR. TAYLOR MADE A MOTION TO APPROVE CONSENT AGENDA ITEMS 5a, 5b, 5c, 5e, 5f, 5g, AND 5h. MR. REEVES SECONDED THE MOTION. THE MOTION CARRIED. DREYER, MARTINEZ, ROCK, CHAPA, TAYLOR, SAENZ, CLOWER, AND REEVES IN FAVOR. GRANADO, ELIZONDO, AND HUNT ABSENT.**

## **Action to Authorize Entering into Negotiations for Design Services with Naismith Engineering, Inc. (NEI), LNV, Inc., and Martinez, Guy, Maybik, Inc., (MGM) for ADA Bus Stop Improvements – Phase VI**

Mr. Curtis Rock excused himself from discussion on this item since his company is a subcontractor on this project. He left the room.

**MR. CLOWER MADE A MOTION TO AUTHORIZE ENTERING INTO NEGOTIATIONS FOR DESIGN SERVICES WITH NAISMITH ENGINEERING, INC. (NEI), LNV, INC., AND MARTINEZ, GUY, MAYBIK, INC. (MGM) FOR ADA BUS STOP IMPROVEMENTS – PHASE VI. MR. TAYLOR SECONDED THE MOTION. THE MOTION CARRIED. DREYER, MARTINEZ, CHAPA, TAYLOR, SAENZ, CLOWER, AND**

**REEVES VOTING IN FAVOR. ROCK, GRANADO, ELIZONDO, AND HUNT ABSENT.**

**Discussion and Possible Action to Adopt a Resolution Creating a CEO Search Committee and Confirmation of Appointments to the Committee by the Board Chair**

Mr. Curtis Rock re-entered the meeting.

Ms. Vangie Chapa explained that creation of a CEO Search Committee would facilitate the necessary functions needed prior to selection of a CEO. She noted that some of the functions were outlined in the resolution.

**MR. DREYER MADE A MOTION TO ADOPT THE RESOLUTION CREATING A CEO SEARCH COMMITTEE AND CONFIRMATION OF APPOINTMENTS TO THE COMMITTEE BY THE BOARD CHAIR. MR. REEVES SECONDED THE MOTION. THE MOTION PASSED. DREYER, MARTINEZ, ROCK, CHAPA, TAYLOR, SAENZ, CLOWER, AND REEVES IN FAVOR. GRANADO, ELIZONDO, AND HUNT ABSENT.**

Ms. Vangie Chapa stated that with the passage of the resolution, she was appointing Board Vice Chair, Lamont Taylor; Administration Committee Chair Tony Elizondo; Operations Committee Chair/Board Secretary Mary Saenz; and Committee of Mayors representative Mike Reeves to serve on the Committee. She asked for confirmation of her appointments.

**MR. MARTINEZ MADE A MOTION TO CONFIRM THE CHAIR'S APPOINTMENTS TO THE COMMITTEE. MR. TAYLOR SECONDED THE MOTION. THE MOTION CARRIED. DREYER, MARTINEZ, ROCK, CHAPA, TAYLOR, SAENZ, CLOWER, AND REEVES IN FAVOR. GRANADO, ELIZONDO, AND HUNT ABSENT.**

Ms. Gina Salazar, Vice President, ATU Local 1769, stated that employee morale had stabilized and that the Union was working with management to address employee concerns. She expressed that the Union was asking that a CEO be chosen from within instead of hiring someone that did not understand the employees.

Ms. Rosie Aguiar, ATU Local 1769, expressed support for hiring a CEO from within the organization.

**Presentations**

**a. Transloc –Where's My Bus App**

Mr. David Chapa thanked the IT staff, Eddie Moncevias and Mary Ann Merlin for their assistance on this project. He also acknowledged the teamwork provided by Planning, Transportation, Maintenance, and Marketing Departments in launching this application.

He explained that the application could be downloaded from the APP store and was also available for android products. He reported that he was working with the developers to look at the feasibility of providing the application in Spanish. Information on how to access the TransLoc app would be placed in the Board dropbox. A link to the application would be placed on the CCRTA web site.

Mr. Chapa demonstrated how to access and use the application.

In response to Ms. Mary Saenz, Mr. Chapa stated that the application had the ability to read directions for those that were visually impaired. He agreed to provide information and training on the application to RCAT members.

Responding to Ms. Vangie Chapa's inquiry on outreach, Mr. David Chapa replied that advertising would begin at TAMU-CC and Del Mar College. Afterwards it would be advertised to the general ridership through various print materials including bus cards.

Mr. Curtis Rock inquired whether there would be two different applications should the Authority decide to proceed with mobile ticketing. Mr. Chapa responded that usually mobile ticketing apps were separate but, when needed, he would ask TransLoc about merging the two technologies.

#### **2014 Comprehensive Annual Financial Report**

Ms. Cindy O'Brien introduced Mr. John Shepard, Collier, Johnson, and Woods. She stated that the 2014 Comprehensive Annual Financial Report (CAFR) had been placed in the Board dropbox and on the CCRTA web site.

Mr. John Shepard stated that the CAFR represented an unmodified opinion, it was a single audit opinion, and that there were no deficiencies.

Mr. Jorge Cruz-Aedo stated that a formal presentation would be provided at the next Administration Committee meeting.

#### **Semi-Annual Health Plan Review**

Ms. Angelina Gaitan informed that a detailed presentation had been provided by Mr. Roland Barrera, Entrust representative, at the June Administration Committee meeting.

Ms. Gaitan highlighted that medical and prescription claims year-to-date were at a rate of 84.42 percent of budget and year-to-date stop loss reimbursements were at \$100,881,93.

Addressing additional support services provided by Entrust, Ms. Gaitan said that an Entrust representative was on-site monthly; in July 2015 a Lunch & Learn would be held covering the topic of prescriptions; a walking program was being developed; and articles were being contributed for the employee newsletter. She also spoke on tools available on the Entrust web site as well as on the mobile app – Enformed.



### **First Quarter 2015 Investment Report**

Ms. Cindy O'Brien stated that a detailed presentation had been provided at the June Administration Committee meeting.

Ms. O'Brien reported that the market was still low; the combined investment portfolio book value as of March 31, 2015 was \$47,198,161 and it had a market value of \$47,194,313; the portion attributed to the bonds had a book value of \$12,957,118 and a market value of \$12,957,517; and it had a weighted average yield of 0.280 percent and a WAM (weighted average yield) of 112 days. The investment return for the quarter was .278 percent versus the benchmark yield of .090 percent for a six-month treasury.

### **First Quarter 2015 Performance Report for the Defined Benefit Plan and Defined Contribution Plan**

Ms. O'Brien stated that a detailed report had been presented at the June Administration Committee meeting.

Ms. O'Brien reported that as of March 31, 2015 the portfolio value was \$32,407,773; there was investment gains of \$811,049; it had a quarterly return of 2.58 percent; and a year-to-date return of 2.58 percent.

Reviewing the Defined Contribution Plan, Ms. O'Brien reported that as of March 31, 2015 the portfolio value was \$8,517,810; it had an investment gain of \$155,853; the quarterly and year-to-date return was at 1.79 percent.

Ms. O'Brien reviewed the fund array available to employees. She stated that the employee committee that reviews the Plan would be convened to discuss the current Plan. Ms. Vangie Chapa recommended inviting all employees to attend that meeting.

### **May 2015 Financial Report**

Ms. Cindy O'Brien reported that May operating revenues were \$159,607; passenger services was down 8.3 percent at \$148,970; other operating was up 8.7 percent at \$7,303; and bus advertising revenue was meeting budget at \$3,333. Reporting on May operating expenses, Ms. O'Brien said that they were under budget.

Reviewing sales tax income, Ms. O'Brien reported actual April sales tax collections of \$2,595,206 which was under budget by 8.1 percent for the month and year-to-date by 5.8 percent.

Ms. O'Brien reported that for the month of May the price of diesel was \$1.98, a slight increase from last month; CNG for March as at \$1.02; and unleaded was at \$1.95.

### **May 2015 Operations Report**

Ms. Rosa Villarreal reporting on operational statistics for May 2015, said that system ridership overall totaled 463,599 boardings. This represented a 5.4 percent decrease compared to boardings in May 2014. This could be attributed to higher rain days and

fuel prices being lower. The thirteen-month ridership chart reflected a decrease of 0.4 percent or 23,213 boardings. Year-to-date ridership was down 2.9 percent.

Reviewing the bus on-time performance metrics, Ms. Villarreal stated that of the four metrics early departure and over 3 minutes late had been met but over 5 minutes late and over 10 minutes late had been missed by a small percentage. Bicycle and wheelchair boardings continued to increase.

Reporting on B-Line service metrics, Ms. Villarreal said that MV Transportation had met all five service metrics and had received their incentive as per their contract.

Providing a report on Customer Assistance Forms (CAF), Ms. Villarreal stated that 60 CAFs had been received in May 2015 and 8 were commendations. She reviewed the categories and summarized that the majority of CAFs received were on the fixed route service.

Ms. Villarreal said that the miles between roadcalls for the month of May 2015 was 6,862 and this metric was anticipated to rise due to the new fleet. This metric would be revised in January.

Reporting on safety statistics for May 2015, Ms. Villarreal said there had been four vehicle collisions or a collision rate of 1.44 per hundred thousand miles driven. This was below the baseline of 2.0 or less.

Ms. Mary Saenz requested that a shade structure be installed at the Harbor Ferry boat Aquarium stop.

### **Six Points Station Temporary Closure**

Ms. Sharon Montez reported that closing the Six Points Stations was being considered for early 2016 due to the City of Corpus Christi bond projects. The Authority would need to decide on a temporary station or to re-route the buses.

Using a PowerPoint presentation, she explained that seven bus routes would be impacted totaling about 224 weekday daily trips. She identified the following three options: 1) abandon station site and permanently redirect routes serving this station; 2) remain at Six Points and refurbish the station upon completion of the bond projects using \$810,000 in Federal Transit Administration (FTA) available funds; 3) purchase land at a new location and build a new station using \$810,000 FTA funds plus about \$1.3 million in local funds.

In addition, Ms. Montez pointed out that the existing station site was in close proximity to Staples Street Station; the existing Six Points facility needed rehabilitation and modernization; there was a lack of space to expand the current Six Points station to accommodate larger vehicle sizes; and that there were parcels of land available for purchase in the Six Points area. She noted that relocation of the station was consistent with the recently drafted Plan CC.

A general discussion ensued on potential relocation area; feasibility of building a “super stop”; future ridership demand in that area; the need for concrete on the peripheral of the station; and the potential budget impact in 2016. Ms. Sharon Montez stated that the Comprehensive Operational Analysis (COA) would be a guide for the overall process.

### **Procurement Report**

Mr. Billy Laridis, using a PowerPoint presentation, highlighted the following key items on the procurement report: finalization of contract on bus and bus bench advertising would be completed within the next three weeks; the bus bench purchase agreement was nearing finalization; ADA bus stops engineering services and COA would be underway within one month; and within three months would be looking at issuing an RFP for CNG maintenance services.

### **CEO’s Report**

#### **a) City of Corpus Christi Street Improvement Program**

Mr. Cruz-Aedo reported that he had met with City of Corpus Christi City Manager Ron Olsen and had provided a review of the Street Improvement Program funding and had provided a briefing on the Authority’s revenue stream which included Federal funding allocations and regulations. He had shared that the CCRTA bus routes generally traveled on arterial streets and only traveled on residential streets when the arterial streets were under construction. He said that he anticipated another meeting within a month or two.

#### **b) DBE – TUCP Program**

Mr. Cruz-Aedo informed that changes were being implemented regarding the DBE guidelines. He anticipated bringing these changes before the DBE subcommittee and then to the Administration Committee for recommendation by the Board for approval.

#### **c) Management Ride Program**

Mr. Cruz-Aedo stated that the Management Ride Program had been reinstated and Senior Staff would be sharing their experiences with him. Ms. Chapa asked that all Senior Staff remember to visit with the riders.

#### **d) Staff Retreat**

Mr. Cruz-Aedo stated that a staff retreat would be held tomorrow and that the topic would be sensitivity and diversity toward the customer and organization. The facilitator would be Dr. Franco.

### **Chair’s Report**

#### **a) August Board Meeting – August 12, 2015**

Ms. Vangie Chapa stated that the August Board meeting would be held on the second Wednesday of the month, Wednesday, August 12, 2015 at 8:30 a.m.

#### **b) Staples Street Center Site Walk-Through**

Ms. Vangie Chapa asked Board Members to indicate their availability on an attendance sheet at their place so that a date could be set for a walk-through at the Staples Street Center.

## **Adjournment**

There being no further business, the meeting was adjourned at 10:09 a.m.

Submitted by: Beth Vidaurri



CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY

Board of Director's Memo

August 12, 2015

**Subject: Request for Proposals (RFP) for a Digital Interactive Video Wall and Mosaic Video displays.**

**Background**

The CCRTA will provide our Veterans and RTA riders transit information through new digital Interactive display technology. The information displayed will provide Veterans locations of medical and veteran facilities on CCRTA's transit system map with route schedules. It will also have contact information, phone numbers, and transit route maps as well.

**Identified Need**

The Purpose of soliciting proposals is to identify a provider for digital interactive screen technologies for The New Staples Street Center. The successful proposer will be installing and programing the Interactive Video wall and Mosaic displays throughout the Staples Street Center building.

**Financial Impact**

The funds for the Digital Interactive Video Wall and Mosaic Video Displays were identified in the MIS 2015 Capital budget using funding provided by the VTCLI Grant with an estimated cost of \$129,400

**Committee Review**


This item was reviewed at the July 23, 2015 Administration Committee meeting and recommended for approval.

**Recommendation**

The Board of Directors authorize the Interim Chief Executive Officer to issue a Request for Proposals (RFP) for a Digital Interactive Video Wall and Mosaic Video Displays for CCRTA Staples Street Center.

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

August 12, 2015

**Subject: Authorize Exercising the Second Option Year with Multiple Vendors for Bus and Engine Parts**

**Background**

The Bus and Engine Parts Contract represents over 1,200 line items of parts -- primarily instrumentation parts, vehicle body parts, chassis parts, drive train parts, electrical parts, engine/motor system parts and accessories. Replacement parts are specified to meet or exceed "original equipment manufacturer" (OEM) or approved equals, the latter determined by independent testing and/or verified references.

The Vehicle Maintenance Department may only purchase a portion of the parts that are under this agreement; however, it is advantageous to lock in supply contract prices with various suppliers utilizing volume discounts; with parts acquired only as needed. The alternative to paying out-of-contract prices consistently results in higher annual parts expenses due to a volatile market and excessive staff administration time devoted to parts procurement.

The following vendors submitted option year percentage increases for various bus and engine parts.

<b>Vendor</b>	<b>First Year Option</b>	<b>Second Year Option</b>
Allison Transmission Tech*	0%	0%
Axle Tech International	0%	0%
CC Battery*	5%	5%
CC Freightliner*	5%	5%
CC Thermo King*	5%	5%
Coastal Diesel Injection*	7%	7%
Continental Battery*	0%	5%
General Parts / Car Quest*	0%	0%
Genfare SPX	0%	0%
Gillig	5%	5%
Kirk's Automotive, Inc.	5%	5%
Mohawk MFG & Supply Co.	0%	0%
Muncie	3%	3%
New Flyer	0%	0%
Prevost	3%	3%
Reliable Transmission Service	3%	3%
Rush Truck Center*	8%	8%
Stewart & Stevenson*	4%	4%
The Janek	0%	0%
Vehicle Maintenance Program	5%	5%

\*denotes local firm

**Identified Need**

On October 9, 2013, the Board of Directors awarded a one-year base contract with two one-year options; each option year requiring board approval.

**Financial Impact**

Total amount of usage will determine actual expenditures. Funds are budgeted in FY2015 Operating Budget, local funds.

**Committee Review**


This item was reviewed on July 23, 2015 by the Operations Committee and recommended for approval.


**Recommendation**

The Board of Directors authorize the Interim Chief Executive Officer (CEO) to exercise the Second option year with multiple vendors for Bus and Engine Parts.

Respectfully Submitted,

Submitted by:   
\_\_\_\_\_  
José A. Tovar  
Director of Maintenance

Final Review:   
\_\_\_\_\_  
Rosa E. Villarreal  
Managing Director of Operations



Approval:   
\_\_\_\_\_  
Jorge Cruz-Aedo  
Interim Chief Executive Officer



CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY

Board of Directors' Memo

August 12, 2015

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**Subject: Request for Proposals (RFP) for Maintenance Services for the  
Compressed Natural Gas (CNG) Fueling Station**

**Background**

In November 2012, the Corpus Christi Regional Transportation Authority (CCRTA) completed the construction of the largest Compressed Natural Gas (CNG) fueling station in South Texas. It consists of three (3) 500 h.p. compressors and six (6) fueling dispensers with the ability to fuel six (6) buses in 12 minutes.

Continuing the initiative to convert the entire fleet to CNG, CCRTA received an additional 29 fixed route buses and 23 cut-a-way vehicles in 2015, bringing the total number of CNG vehicles up to 92. This represents approximately 68% of the total revenue fleet. In 2016, an additional 11 fixed-route buses are scheduled for delivery and in 2020 an additional 35 fixed-route buses are scheduled for delivery, thus completing the conversion of the entire revenue fleet to 100% CNG.

**Identified Need**

Currently, one (1) CCRTA staff person is trained and certified to conduct routine preventative maintenance inspections, trouble shooting, overhauls, and emergency calls on the CNG fueling station. As we continue the conversion of the entire fleet to CNG, further utilizing the fueling station, and in order to maintain its safe and reliable fueling operation, staff is recommending providing additional resources through a CNG Maintenance Service contract. This contract will be under the direct supervision of the current CCRTA CNG staff person and provides onsite support with routine preventative maintenance inspections, trouble shooting, overhauls, and emergency calls.

**Financial Impact**

Based on the scope of work and annual fuel consumption, the estimated annual cost for maintenance services for the CNG fueling station is \$325,000 and will be included in the 2016 Operating budget.



**Committee Review**


This item was reviewed on July 23, 2015 at the Operations Committee meeting and recommended for approval.

**Recommendation**

The Board of Directors authorize the Interim Chief Executive Officer (CEO) to issue a Request for Proposals for Maintenance Services for the compressed natural gas (CNG) fueling station.

Respectfully Submitted,

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

Approval:   
Jorge Cruz-Aedo  
Interim Chief Executive Officer



## CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Board of Directors' Memo

August 12, 2015

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**Subject: Memorandum of Agreement with Corpus Christi Independent School District (CCISD) for the Design and Construction of a New Bus Stop/Bus Turn-In at Veterans Memorial High School**

### **Background**

Veterans Memorial High School, on the south side of town, near the intersection of Cimarron and Lipes, is nearing completion. The new high school is scheduled to open on August 24, 2015.

The CCRTA has an existing route that travels in front of the high school and will provide service to the location. CCRTA is collaborating with CCISD for the construction of a new bus stop and bus turn-in front of the new high school.

Gignac and Associates designed the new high school and they will also design the new bus stop shelter, to ensure its adherence to the architectural appearance of the high school.

The contractor for the high school project is Fulton Construction and would be the contractor utilized to build the bus stop shelter and bus turn-in.

### **Financial Impact**

The estimated design costs for the bus stop shelter is \$15,000. The estimated construction cost for the new bus stop is \$150,000, and the new bus turn-in is estimated at \$65,000. The bus turn-in will improve the safety factor at this particular bus stop, given the probability of high traffic during peak times during the school year.

CCRTA will develop a Memorandum of Agreement with CCISD to be used as the financial instrument to allow for the full reimbursement to CCISD for the design and construction of the new bus stop with a bus turn-in.


### **Committee Review**

The Operations Committee met on July 22, 2015 and recommended approval of this item.

**Recommendation**

The Board of Directors authorize the Interim Chief Executive Officer (CEO) or designee to execute a Memorandum of Agreement in the estimated amount of \$230,000 with Corpus Christi Independent School District for the design and construction of a new bus stop/bus turn-in at Veterans Memorial High School.

Respectfully Submitted,

Submitted by:   
Sharon Montez  
Managing Director of Capital Programs

Approval:   
Jorge Cruz-Aedo  
Interim Chief Executive Officer

**Memorandum of Agreement  
Corpus Christi Independent School District and  
Corpus Christi Regional Transportation Authority  
Construction of Bus Stop/Bus Turn-In for Veterans Memorial High  
School**

This Memorandum of Agreement is entered into by and among the Corpus Christi Regional Transportation Authority (RTA) and the Corpus Christi Independent School District (CCISD).

WHEREAS, the CCISD is in the process of constructing a new high school to be named Veterans Memorial High School near the intersection of Cimarron Boulevard and Lipes Boulevard in Corpus Christi, Texas; and

WHEREAS, the RTA has an existing route that travels in front of the new high school and will provide public transportation services to that location; and

WHEREAS, the RTA and CCISD desire to collaborate in the design and construction of a new bus stop shelter and bus turn-in in front of the new high school (the "Transit Improvements"); and

WHEREAS, in the spirit of cooperation, CCISD and the RTA have agreed to retain CCISD's architect for the high school, Gignac and Associates, to design the Transit Improvements to ensure it adheres to the architectural appearance of the new high school and CCISD's contractor for the high school, Fulton Construction, to construct the Transit Improvements; and

WHEREAS, the RTA has agreed to reimburse CCISD for the cost to design and construct the Transit Improvements at the new high school; and

NOW, THEREFORE, the RTA and CCISD agree as follows:

1. Design Transit Improvements. CCISD has entered into a contract with Gignac and Associates, to design the new high school and administer the construction of improvements in connection with the new high school. CCISD and the RTA agree to retain Gignac and Associates to design the Transit Improvements. CCISD and the RTA shall jointly approve the plans and specifications for the Transit Improvements to be designed by Gignac and Associates.

2. Construction. CCISD shall cause the Transit improvements to be constructed by its contractor, Fulton Construction. CCISD, upon RTA concurrence, will be responsible for final acceptance of the Transit Improvements. CCISD shall be responsible for contract administration and management including occasional periodic site observations by the architect. The RTA or its designees reserves the right to conduct its own inspections of all work to ensure work complies with the plans and specifications for the Transit Improvements.

3. RTA Funding. The RTA agrees to pay the sum of \$230,000.00 to defray all the costs

of the Transit Improvements. Such funds shall be paid to CCISD as and when the Transit Improvements are constructed pursuant to draw requests submitted by CCISD and approved by CCISD's consulting architect. Under no circumstances shall the RTA be in any way responsible for more than this amount. CCISD shall be solely liable for all other costs in connection with the construction of the new high school.

4. Maintenance. CCISD owns the new high school and shall be responsible for all maintenance of sidewalks, fencing, lighting, parking lot improvements, green space, and ADA and crosswalk enhancements related to the Transit Improvements. Notwithstanding the foregoing, the RTA will maintain the bus shelter portion of the Transit Improvements and will be responsible for trash pick-up for the trash receptacle located thereon.

5. Easement and Use of Transit Improvements. CCISD agrees to grant the RTA an easement for the Transit Improvements to the extent any portion of the Transit Improvements are not in the public right of way. CCISD covenants and agrees that throughout the useful life of the new high school and the term of this Agreement, the Transit Improvements shall be used and remain available for public transit and transportation purposes.

6. Insurance. Throughout the period of construction and the useful life of the new high school during the term of this Agreement as provided below, CCISD agrees to require any contractor to carry general liability insurance during the construction of the Transit Improvements.

7. Notice. Written notice to the parties shall be provided as follows:

If to the RTA:

Attn: Chief Executive Officer  
Regional Transportation Authority  
5658 Bear Lane  
Corpus Christi, Texas 78405

If to CCISD:

Attn: Superintendent  
Corpus Christi Independent School District  
801 Leopard St  
Corpus Christi, Texas 78401

8. Term. This Agreement shall begin upon approval by CCISD and its execution by the RTA Chief Executive Officer and shall continue for the useful life of the respective components of the new high school and the Transit Improvements, the same being twenty (20) years from the date of completion of the new high school.

9. Remedies. If there is a breach of this Agreement by any party, the party not in breach will have against the defaulting party all lawful remedies for breach of contract. The prevailing party shall be entitled to recover reasonable attorney's fees. This Agreement is for the exclusive benefit of CCISD and the RTA and in no way may be construed to be for the benefit of any third party.

10. Amendment. This Agreement may be amended only by mutual agreement in writing by duly authorized officials of CCISD and the RTA. Modifications that do not change the

essential scope and purpose of this Agreement may be approved by the Superintendent on behalf of CCISD and by the Chief Executive Officer of the RTA. This Agreement and any rights of either party may not be assigned in whole or in part by such party without the express written consent of the other party; however, such consent shall not be unreasonably withheld.

11. Authority of Parties. Each party by its signature hereon states that the person signing is a duly authorized official of that party and that all acts necessary to authorize this Agreement have been taken.

12. Inclusion of Federal and State Provisions. CCISD agrees to include such provisions in its construction documents as reasonably required by the RTA in order to meet the requirements of the federal government for providing federal transit assistance and applicable State laws.

13. Indemnification. To the extent permitted by Texas law, CCISD agrees, subject to the limitations of applicable law and without the establishment of a sinking fund, to defend and fully indemnify the RTA against all claims, liabilities, and expenses (including reasonable attorney's fees and expenses incurred in defense of such claims) caused by the acts or omissions of their agents, employees, invitees or subcontractors which are in any way connected with the new high school constructed, maintained and operated under this Agreement. CCISD shall assume the defense and payment of any such claims without the requirement of any consent or approval by the RTA.

14. Entire Agreement. This Agreement represents the entire agreement between the parties and may not be modified by any oral agreements or understandings.

EXECUTED ON this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

CORPUS CHRISTI INDEPENDENT  
SCHOOL DISTRICT

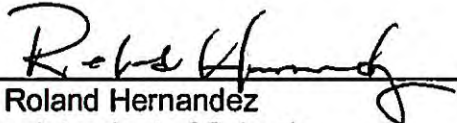
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Title: \_\_\_\_\_

CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY

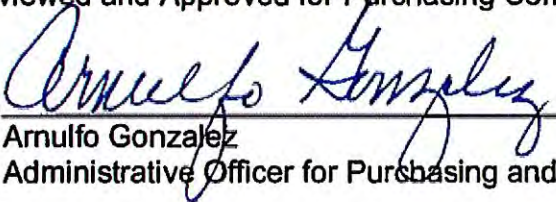
By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

DISTRICT: CORPUS CHRISTI INDEPENDENT SCHOOL DISTRICT  
P.O. Box 110  
Corpus Christi, Texas 78403-0110


By: \_\_\_\_\_ Date: \_\_\_\_\_  
John Longoria  
President, Board of Trustees

By:  Date: 8-5-15  
Dr. Roland Hernandez  
Superintendent of Schools

Reviewed and Approved for Purchasing Compliance:

By:  Date: 7/31/15  
Arnulfo Gonzalez  
Administrative Officer for Purchasing and Distribution

Approved as to Legal Form:

By:  Date: 7-31-15  
Dr. John J. Janssen  
General Counsel for CCISD



CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY

Board of Directors' Memo

April 12, 2015

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**Subject: 2015 State Legislative Report from Longbow & Associates**

**Background**

CCRTA contracts with Longbow and Associates for State Legislative Consulting Services to provide general consulting services regarding governmental relations with the State government; seeking funding opportunities from the State Government, and identifying other potential state funding sources and programs for projects identified by the CCRTA.

At the Board meeting Mr. Tristan Castaneda and Mr. Will Galloway will present an overview of the 84<sup>th</sup> Legislative session, detailing what the CCRTA's legislative program performance was during the session and also sharing other legislative issues of importance to the CCRTA. In addition, the 2015 Legislative Outcomes Report (provided as a separate attachment) and their PowerPoint will illustrate the success of the State legislative program on an issue by issue basis, as well as provide an overview of how to best prepare for the future.

Respectfully Submitted,

Submitted by:

Jorge Cruz-Aedo  
Interim Chief Executive Officer





CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY

Board of Directors' Memo

April 12, 2015

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**Subject: 2015 Federal Legislative Report from Meyers and Associates**

**Background**

CCRTA contracts with Meyers and Associates for Federal Legislative Consulting Services to assist with federal legislative initiatives, legislative process, and obtaining federal funds.

Mr. Larry Meyers, Meyers and Associates, has been providing monthly written summary reports on House and Senate actions. The July report informed that reauthorization of MAP-21 had been approved for a three-month extension. This would allow transportation projects and programs that are on-going to continue. The Senate had approved a three-month extension of highway funding which would fund urban formula programs, bus and bus facilities, and state of good repair grants. The Senate DRIVE Act includes two new programs in Section 5310 aimed at improving coordination of transit services and efficiency of 5310 funding.

At the Board meeting Mr. Meyers will be addressing the Board to provide an update on the status of federal transportation authorities and transit provisions. He will also discuss the general outlook for Reauthorization and funding.

Respectfully Submitted,

Submitted by:

  
\_\_\_\_\_  
Jorge Cruz-Aedo  
Interim Chief Executive Officer



CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY

Board of Directors' Memo

August 12, 2015

**Subject: 2014 Financial Audit & Comprehensive Annual Financial Report**

**Background**

The Fiscal 2014 Comprehensive Annual Financial Report (CAFR) is being submitted to the Administration Committee for review. The document can be found in the Board drop box as well as in the Financial Section of the CCRTA website. The Authority's auditors, Collier, Johnson & Woods P.C., have reviewed this CAFR and provided their input, which has been incorporated into the document. This document also contains the single audit reports which are required of the Authority as a recipient of federal funds.

The prior year 2013 CAFR was awarded the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting and the 2014 CAFR has been submitted to the GFOA for possible award.

**Identified Need**

As a part of the annual audit, the auditor also submits a "Management Letter" detailing any internal control or operating efficiency issues that came to their attention during the audit. There were no such issues this year and consequently there is no "Management Letter."

**Financial Impact**

None at this time.

**Committee Review**

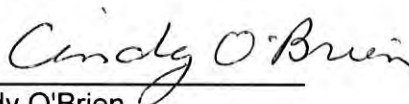
The Administration Committee met on July 23, 2015 and recommended approval of this item.

**Recommendation**

Staff requests that the Board of Directors approve the 2014 Audit and Comprehensive Annual Financial Report (CAFR).

Respectfully Submitted,

Submitted by:

  
Cindy O'Brien  
Director of Finance

Approval:

  
Jorge G. Cruz-Aedo  
Interim Chief Executive Officer



## CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Board of Directors' Memo

August 12, 2015

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**Subject: June 2015 Financial Report**

**SUMMARY:** The Authority's net financial performance for the month of June exceeds budgeted amounts by \$1,736,882 – mainly due to budgeted street improvement charges of \$1,484,690 which have not been expended as of June 30, 2015 combined with departmental expenses falling under budget by \$340,537 and federal grant reimbursements exceeding amounts budgeted by \$89,785, offset by \$231,270 less in sales tax revenue compared to budget. The overall year-to-date variance is favorable as well by \$2,522,887, mainly attributable to departmental expenses falling under amounts budgeted and the delay in street improvement charges.

### **REVENUES**

- Sales Tax – June sales tax has been estimated at \$3,228,991, which is a 2.5% increase over June 2014 actual collections.

**UPDATE – SALES TAX COLLECTIONS FOR MAY 2015 OF \$2,549,990 WERE RECEIVED ON JULY 10, 2015 AND ARE \$159,091 LOWER THAN COLLECTIONS FOR THE SAME PERIOD LAST YEAR, A DECREASE OF 3.8%. YEAR-TO-DATE COLLECTIONS TOTAL \$13,540,329 WHICH ARE 3.3% (\$459,855) UNDER YEAR-TO-DATE ESTIMATES.**

- Operating Revenues – For the month of June, Passenger Service was \$159,423 vs. \$165,228 in 2014 – a decrease of \$5,805 (3.5%), and \$17,367 (9.8%) lower than current budget estimates. Year-to-date, total operating revenues are \$1,029,154, which are only 1% under budget, due to lower passenger services offset by higher other operating revenues, yet \$95,822 (10.3%) higher than 2014 year-to-date collections.

### **EXPENSES**

Over all, monthly departmental expenses are under budget by \$340,537, or 12.9%, with year-to-date expenses under budget by \$1,333,875 (9%). Following are comments relating to the specific expense categories.

- Salaries & Benefits – June reflects \$926,539, with year-to-date expenses of \$5,764,776 which is 2.6% (\$147,628) 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.

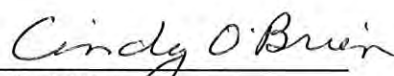
- Services – June reflects \$207,490, with year-to-date expenses of \$1,121,046 which is 20.6% (\$290,927) under budget. This variance is mainly due to timing of expenses in relation to amounts budgeted for the period.
- Materials and Supplies – June reports \$324,208, with year-to-date expenses of \$1,970,072 which is 27.8% (\$757,949) under budget. The positive variance is mainly attributed to fuel cost savings compared to amounts budgeted.
- Insurance – June reports \$203,624, with year-to-date expenses of \$1,341,479 which is \$203,279 (17.9%) 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 – June reports \$533,581 with year-to-date expenses of \$2,718,522 which is \$424,727 (13.5%) under budget. This variance is mainly due to actual B-Line fuel costs being lower than budgeted amounts combined with variances between Harbor Ferry monthly budgeted allocations versus timing of actual operations.
- Miscellaneous – June reports \$44,664 with year-to-date expenses of \$362,333 which is \$24,274 (6.3%) 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.


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

**Committee Review**

The Administration Committee met on July 23, 2015 and recommended approval of this item.

Respectfully Submitted,

Submitted by:   
 Cindy O'Brien  
 Director of Finance

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

Corpus Christi Regional Transportation Authority  
 Comparative Statements of Net Position (Unaudited)  
 At June 30, 2015 & May 31, 2015 & June 30, 2014

	<u>June 30, 2015</u>	<u>May 31, 2015</u>	<u>June 30, 2014</u>
<b>ASSETS</b>			
<b>Current Assets:</b>			
Cash and cash equivalents	\$ 28,872,950	30,356,134	19,535,691
Investments	15,412,026	20,207,118	29,546,853
Receivables			
Sales taxes	5,946,365	5,540,529	5,693,887
Accrued interest receivable	82,363	81,855	82,515
Due from federal/state Government	600,584	250,584	574,468
Other	460,961	472,404	43,880
Inventories	718,407	652,298	638,542
Prepaid Expenses	291,694	320,822	822,081
Net Pension Asset	1,341,830	1,403,796	1,630,963
<b>Total Current Assets</b>	<u>53,727,180</u>	<u>59,285,540</u>	<u>58,568,880</u>
<b>Capital Assets:</b>			
Land and Construction in progress	26,320,648	20,514,959	8,734,406
Other capital assets, net of depreciation	34,232,919	34,663,204	38,064,703
<b>Total Capital Assets</b>	<u>60,553,567</u>	<u>55,178,163</u>	<u>46,799,109</u>
<b>Total Assets</b>	<u><b>114,280,747</b></u>	<u><b>114,463,703</b></u>	<u><b>105,367,989</b></u>
<b>LIABILITIES</b>			
<b>Current Liabilities:</b>			
Accounts payable	4,068,047	5,152,690	676,530
Accrued compensated absences	227,838	227,838	225,748
Bonds Payable	535,000	535,000	575,000
Distributions to regional entities payable	791,569	791,569	2,088,422
Other accrued liabilities	593,386	573,733	499,796
<b>Total current liabilities</b>	<u>6,215,840</u>	<u>7,280,830</u>	<u>4,065,496</u>
<b>Non-Current Liabilities:</b>			
Accrued compensated absences	109,359	109,359	91,093
Bonds Payable	20,915,000	20,915,000	21,450,000
Other Post Employment Benefits	518,327	518,327	487,164
	<u>21,542,686</u>	<u>21,542,686</u>	<u>22,028,257</u>
<b>Total Liabilities</b>	<u><b>27,758,526</b></u>	<u><b>28,823,516</b></u>	<u><b>26,093,753</b></u>
<b>NET POSITION</b>			
Net Investment in Capital Assets	60,553,567	55,178,163	46,799,109
Restricted for debt service	1,611,302	1,611,302	1,611,302
Restricted for pension plan obligation	1,341,830	1,403,796	1,630,963
Unrestricted	23,015,523	27,446,927	29,232,863
<b>Total Net Position</b>	<u><b>\$ 86,522,221</b></u>	<u><b>85,640,187</b></u>	<u><b>79,274,236</b></u>

Corpus Christi Regional Transportation Authority  
Statement of Revenues and Expenditures By Cost Center (Unaudited)  
Months ended June 30, 2015 & June 30, 2014

	Current Month			Prior Year Comparison	
	Actual	Budget	Favorable (Unfavorable)	2014	Favorable (Unfavorable)
			Variance		Comparison
	A	B	A vs B	C	A vs C
Operating Revenues:					
Passenger service	\$ 159,423	176,790	(17,367)	165,228	(5,805)
Bus advertising	3,333	3,333	(0)	3,333	-
Charter service	-	-	-	-	-
Other operating revenues	76,547	6,717	69,830	4,638	71,909
Total Operating Revenues	239,303	186,840	52,463	173,199	66,104
Operating Expenses:					
Transportation	505,614	522,977	17,363	519,214	13,600
Customer Programs	16,938	14,896	(2,042)	8,884	(8,054)
Purchased Transportation	542,141	653,281	111,140	660,643	118,502
Service Development	41,448	73,467	32,019	22,064	(19,384)
MIS	29,764	44,197	14,433	43,120	13,356
Vehicle Maintenance	439,018	571,501	132,483	361,877	(77,141)
Facilities Maintenance	157,356	133,294	(24,062)	107,294	(50,062)
Contracts and Procurements	27,000	22,895	(4,105)	14,545	(12,455)
CEO's Office	56,284	42,575	(13,709)	33,745	(22,539)
Finance and Accounting	33,897	42,799	8,902	27,227	(6,670)
Materials Management	11,500	9,903	(1,597)	9,181	(2,319)
Human Resources	273,121	288,644	15,523	227,494	(45,627)
General Administration	32,009	30,111	(1,898)	20,968	(11,041)
Capital Project Management	15,289	16,020	731	14,253	(1,036)
Marketing & Communications	16,645	51,104	34,459	72,355	55,710
Safety & Security	89,325	110,220	20,895	48,667	(40,658)
Staples Street Center	-	-	-	-	-
Total Departmental Expenses	2,287,349	2,627,886	340,537	2,191,531	160,549
Depreciation	430,285	430,285	-	494,167	63,882
Total Operating Expenses	2,717,634	3,058,171	340,537	2,685,698	224,431
Operating Income (Loss)	(2,478,331)	(2,871,330)	392,999	(2,512,499)	290,535
Other Income (Expense)					
Sales Tax Revenue	3,001,041	3,232,312	(231,270)	3,081,331	(80,290)
Federal, state and local grant assistance	350,000	260,215	89,785	-	350,000
Investment Income	11,876	8,646	3,230	7,639	4,237
Interest Expense on Bonds	-	-	-	-	-
Transfer to Capital Programs	-	-	-	-	-
Subrecipient Grant Agreements	(2,552)	-	(2,552)	-	(2,552)
Street Improvements Program for CCRTA Region Entities	-	(1,484,690)	1,484,690	-	-
Net Income (Loss) Before Capital Grants and Donations	882,034	(854,847)	1,736,882	576,471	561,930
Capital Grants & Donations	-	-	-	-	-
Change in Net Assets	\$ 882,034	(854,847)	1,736,882	576,471	561,930

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

	Year-to-date			Prior Year Comparison	
	Actual	Budget	Favorable (Unfavorable) Variance	2014	Favorable (Unfavorable) Comparison
			A vs B		A vs C
	A	B	A vs B	C	A vs C
Operating Revenues:					
Passenger service	\$ 889,574	966,020	(76,446)	872,656	16,918
Bus advertising	20,000	20,000	0	13,333	6,667
Charter service	-	-	-	-	-
Other operating revenues	119,580	53,198	66,382	47,343	72,237
<b>Total Operating Revenues</b>	<b>1,029,154</b>	<b>1,039,218</b>	<b>(10,064)</b>	<b>933,332</b>	<b>95,822</b>
Operating Expenses:					
Transportation	3,315,572	3,078,623	(236,949)	3,008,011	(307,561)
Customer Programs	93,749	142,629	48,880	92,112	(1,637)
Purchased Transportation	2,787,836	3,224,559	436,723	3,363,857	576,021
Service Development	135,529	221,186	85,657	149,571	14,042
MIS	237,097	260,596	23,499	231,566	(5,531)
Vehicle Maintenance	2,749,073	3,484,908	735,835	2,683,166	(65,907)
Facilities Maintenance	788,145	802,515	14,370	777,710	(10,435)
Contracts and Procurements	135,912	129,459	(6,453)	105,044	(30,868)
CEO's Office	249,096	315,137	66,041	317,207	68,111
Finance and Accounting	204,024	206,558	2,534	165,346	(38,678)
Materials Management	66,891	59,118	(7,773)	59,856	(7,035)
Human Resources	1,741,791	1,591,909	(149,882)	1,476,791	(265,000)
General Administration	169,641	183,066	13,425	125,304	(44,337)
Capital Project Management	87,216	87,092	(124)	88,047	831
Marketing & Communications	121,244	308,123	186,879	230,067	108,823
Safety & Security	511,733	640,568	128,835	302,258	(209,475)
Staples Street Center	34,823	27,200	(7,623)	-	(34,823)
<b>Total Departmental Expenses</b>	<b>13,429,372</b>	<b>14,763,247</b>	<b>1,333,875</b>	<b>13,175,913</b>	<b>(150,035)</b>
Depreciation	2,581,714	2,581,714	-	2,965,002	383,288
<b>Total Operating Expenses</b>	<b>16,011,086</b>	<b>17,344,961</b>	<b>1,333,875</b>	<b>16,140,915</b>	<b>233,253</b>
<b>Operating Income (Loss)</b>	<b>(14,981,932)</b>	<b>(16,305,743)</b>	<b>1,323,811</b>	<b>(15,207,583)</b>	<b>329,075</b>
Other Income (Expense)					
Sales Tax Revenue	16,936,703	17,232,496	(295,793)	16,896,067	40,636
Federal, state and local grant assistance	1,707,396	1,561,289	146,107	-	1,707,396
Investment Income	67,285	44,646	22,639	46,197	21,088
Gain (Loss) on Disposition of Property	-	50,000	(50,000)	72,511	(72,511)
Interest Expense on Bonds	(537,082)	(536,682)	(400)	-	(537,082)
Transfer to Capital Programs	-	-	-	-	-
Subrecipient Grant Agreements	(108,167)	-	(108,167)	-	(108,167)
Street Improvements Program for CCRTA Region Entities	-	(1,484,690)	1,484,690	-	-
<b>Net Income (Loss) Before Capital Grants and Donations</b>	<b>3,084,203</b>	<b>561,316</b>	<b>2,522,887</b>	<b>1,807,192</b>	<b>1,380,435</b>
Capital Grants & Donations	-	-	-	-	-
<b>Change in Net Assets</b>	<b>\$ 3,084,203</b>	<b>561,316</b>	<b>2,522,887</b>	<b>1,807,192</b>	<b>1,380,435</b>



## CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Board of Directors' Meeting

August 12, 2015

### **Subject: Operations Report for June 2015**

The system-wide monthly operations performance report for June 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:

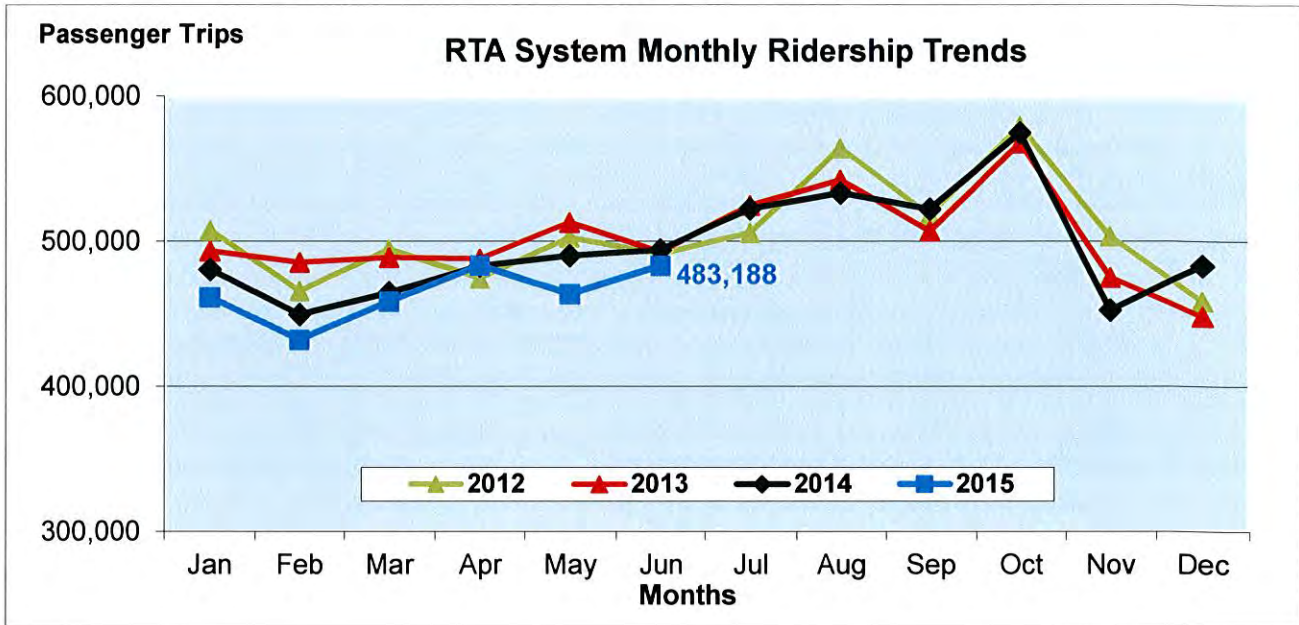
1. System-wide Ridership and Service Performance Results
2. Purchased Transportation Department Report: B-Line Service Contract Standards & Ridership Statistics
3. Customer Programs Monthly Customer Assistance Form (CAF) Report
4. Vehicle Maintenance Department Monthly Miles Between Road Calls Report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



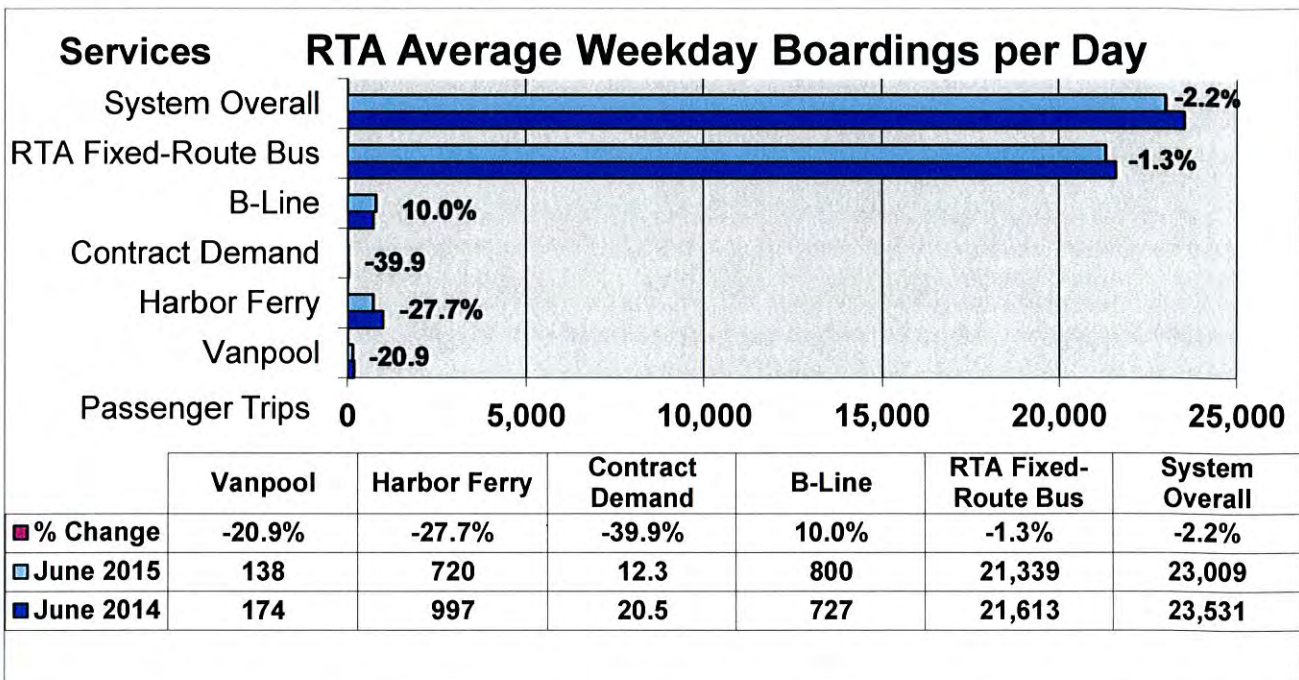


## 1. System-wide Ridership and Service Performance Results

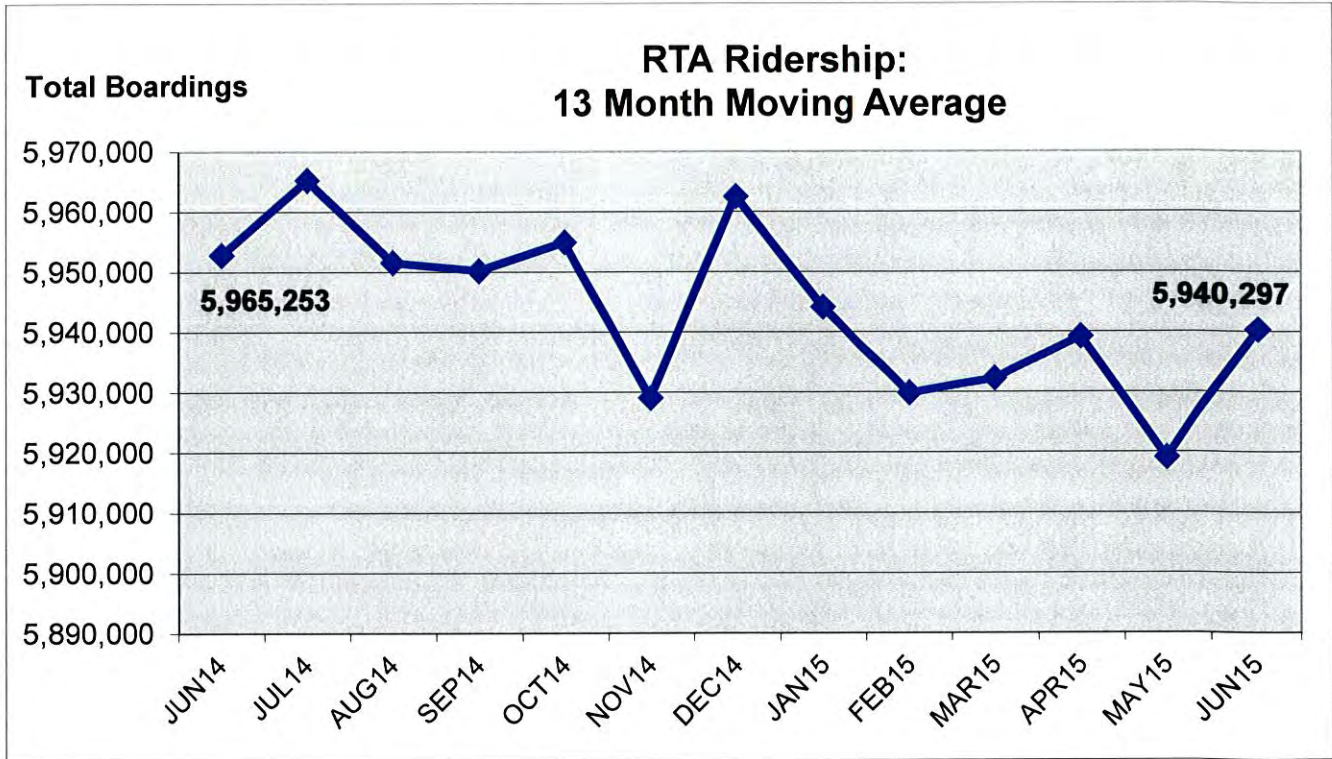
Boardings for all services in June 2015 totaled 483,188. This represents a -2.2% decrease as compared to 494,166 boardings in June 2014 or 10,978 fewer boardings this June. In regards to ridership levels and weather impacts, the Corpus Christi area received 1.63 inches of rain as compared to 1.49 inches in June 2014. This represents a 9.4% increase of rain this month. In addition, regular retail gasoline prices averaged about \$2.55 per gallon this month as compared to about \$3.40 per gallon in June 2014. Please note that free fares were offered from June 2-7, 2014 which may have led to higher ridership levels last June.



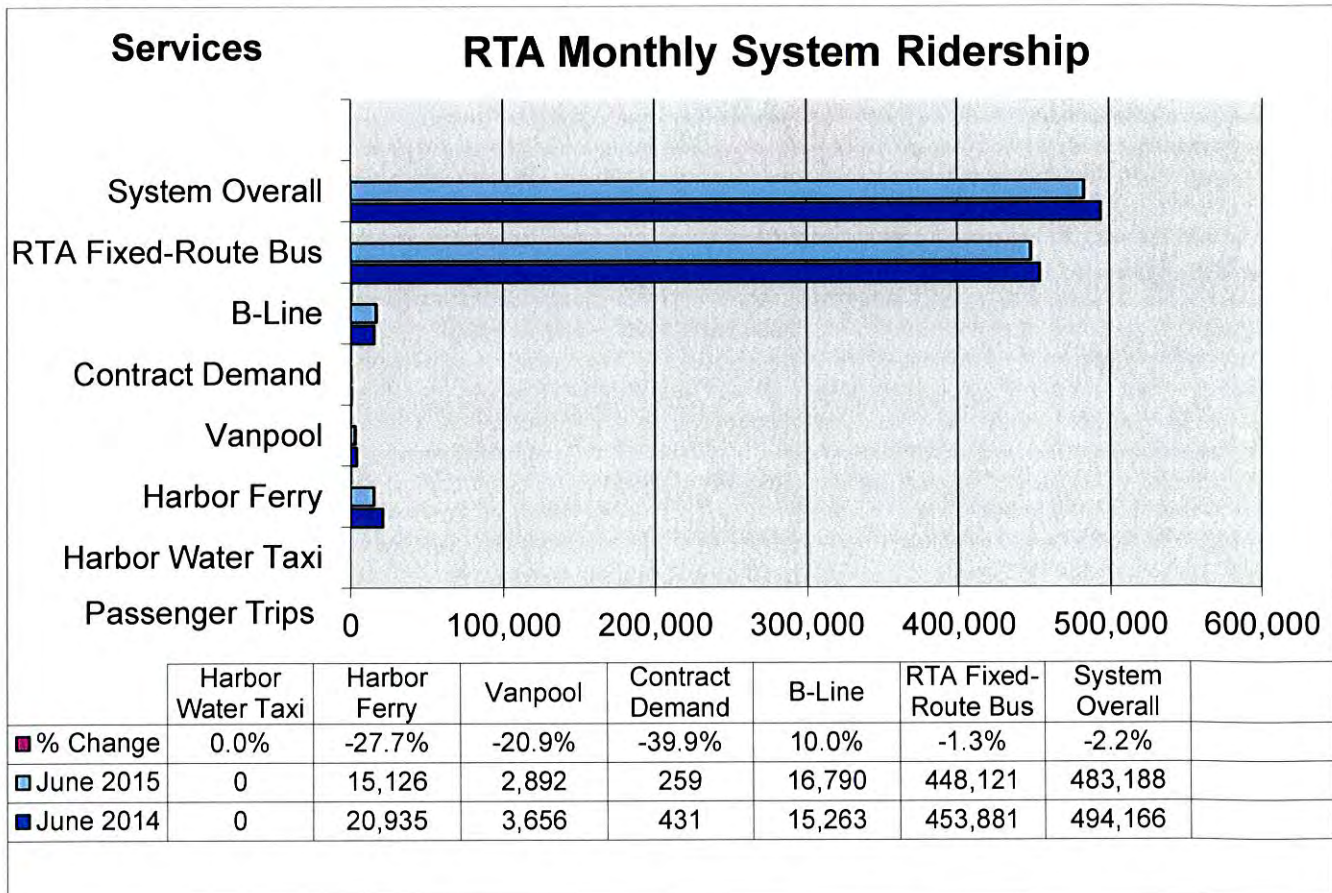
The chart below shows average weekday ridership for all services. System-wide, the RTA recorded an average of 23,009 boardings per weekday in June 2015 as compared to 23,531 in June 2014, a difference of -2.2%.



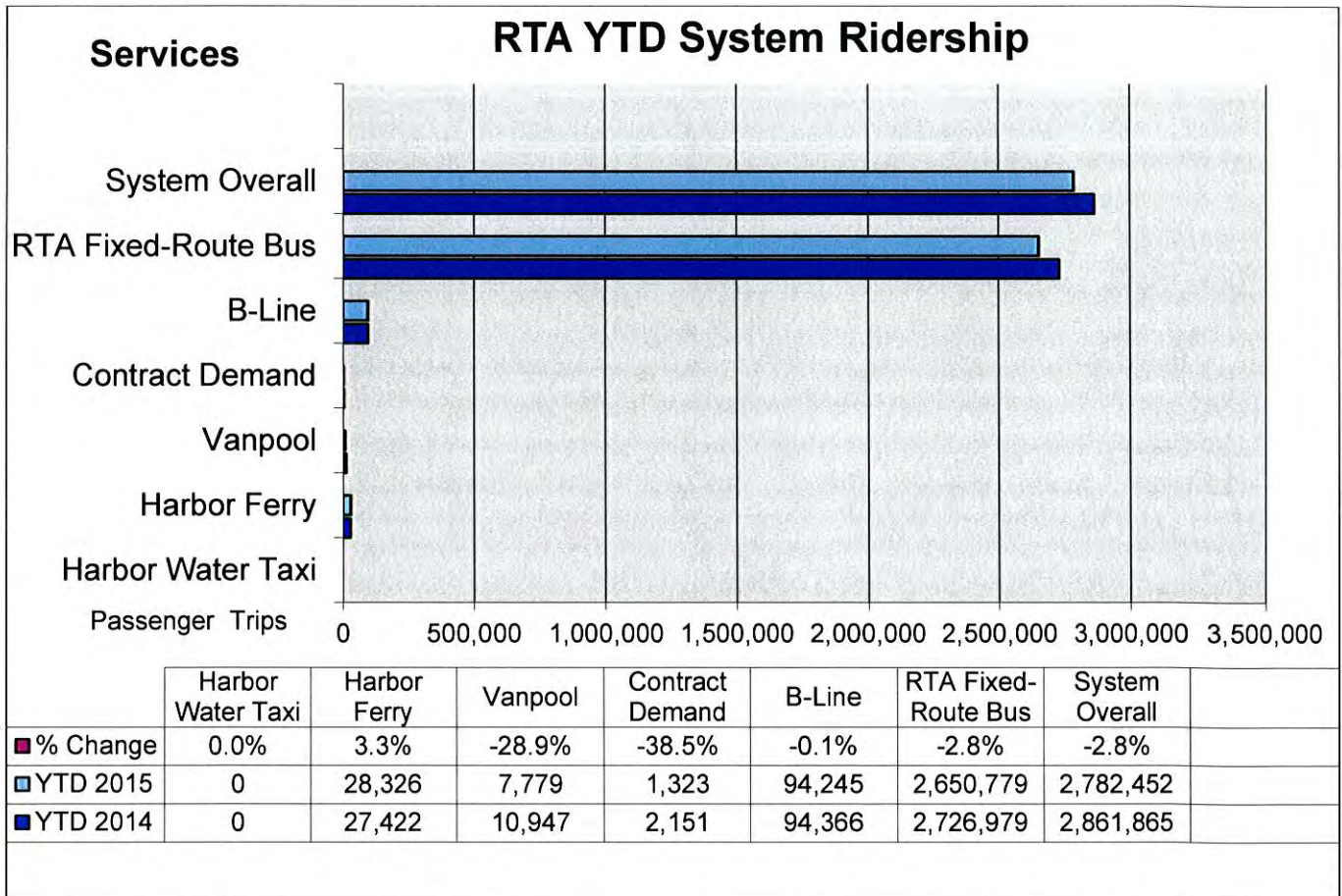
Over a 13-month period, the chart below shows a difference of 24,956 or approximately -0.4%.



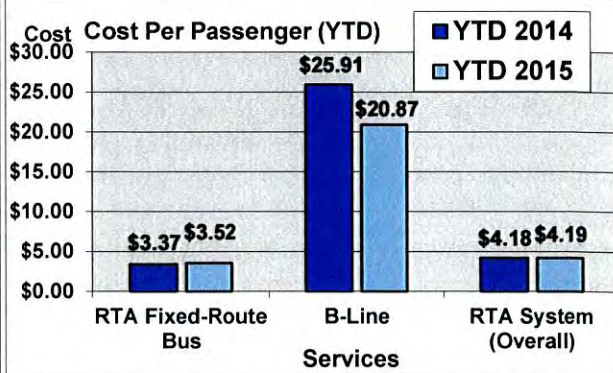
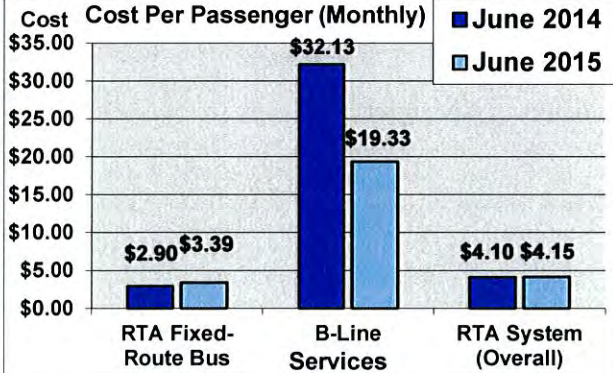
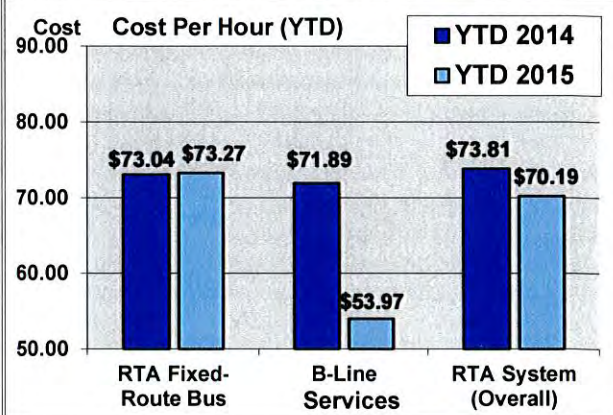
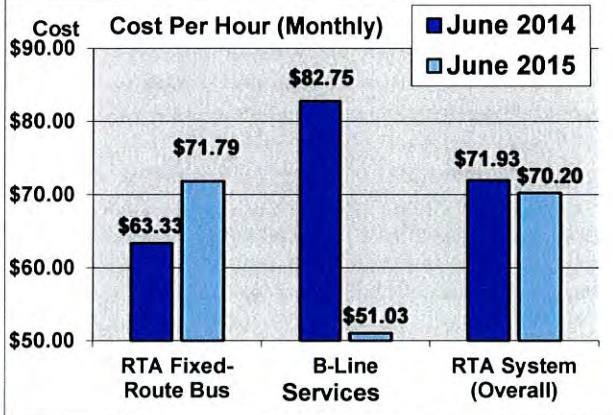
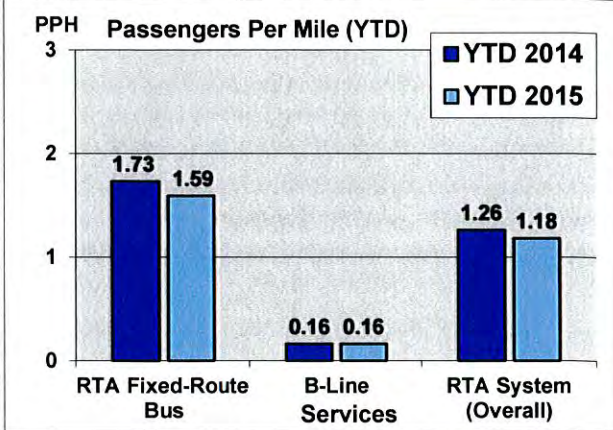
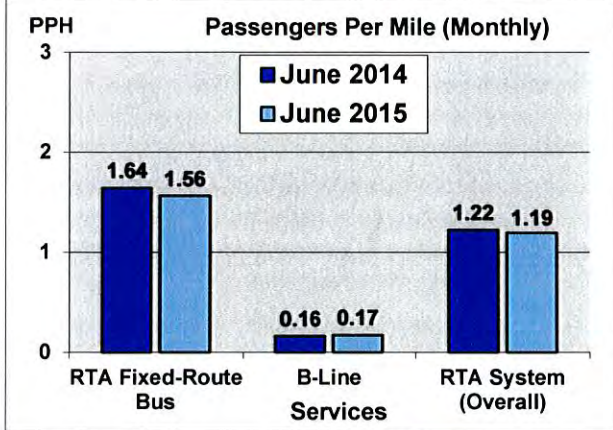
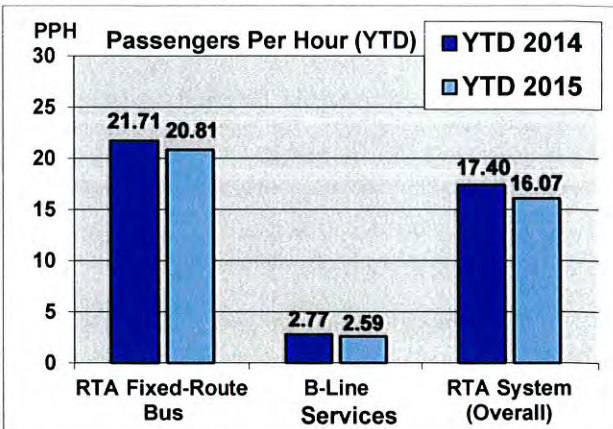
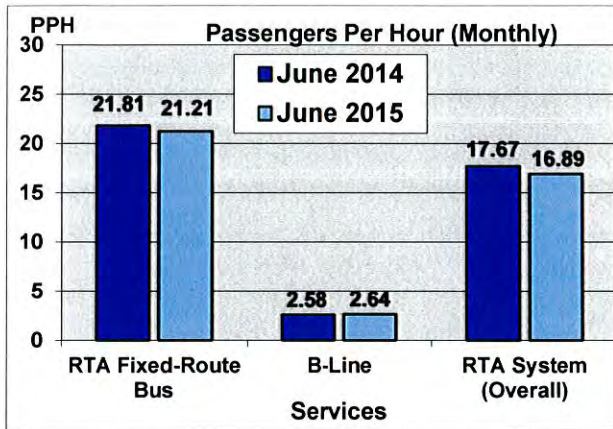
The chart below shows monthly ridership results for all services.



The chart below shows YTD ridership results for all services. The RTA has recorded 79,413 less boardings or -2.8% 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 June 2015 vs. June 2014 and YTD figures.



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

Schedule Adherence	Standard	Apr-15	May-15	Jun-15	YTD Average
Early Departure	<1%	0.0%	0.0%	0.0%	0.2%
Over 3 minutes Late	<20%	17.5%	14.3%	10.6%	15.7%
Over 5 minutes Late	<5%	7.4%	6.1%	1.6%	7.1%
Over 10 minutes Late	<1%	2.1%	1.5%	0.0%	1.9%
Monthly Wheelchair Boardings	No standard	5,023	5,343	4,303	4,913
Monthly Bicycle Boardings	No standard	7,172	7,165	6,489	6,659

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

- Productivity: **2.64** PPH did meet the contract standard of 2.50 PPH.
- On Time Performance: **97.7%** did meet the contract standard of 96%.
- In Vehicle Time: **99.2%** exceeded the contract standard of 95%.
- Miles between Road Calls: **19,362** 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: **10,880** ambulatory; **5,023** wheelchair boarding's

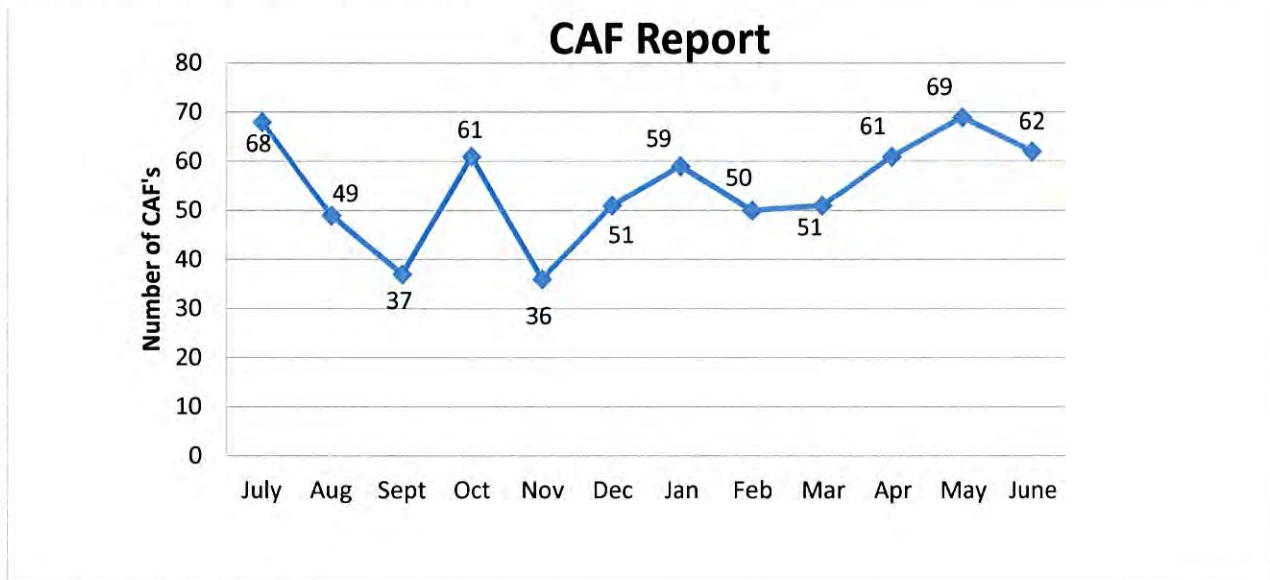
Metric	Standard	Apr-15	May-15	Jun-15	YTD Average
Passengers per Hour	2.50	2.61	2.53	2.64	2.59
On-time Performance	96%	97.2%	96.2%	97.7%	96.5%
In Vehicle Time	95.0%	99.3%	99.1%	99.2%	99.1%
Denials	0.00%	0.00%	0.00%	0.00%	0.08%
Miles Between Road calls	12,250	24,382	13,266	19,362	16,759
Monthly Wheelchair Boardings		4,645	4,492	5,023	4,581

Metric	Standard	Apr-15	May-15	Jun-15
Passengers per Hour	2.50	2.61	2.53	2.64
On-time Performance	96%	97.2%	96.2%	97.7%

In Vehicle Time	95.0%	99.3%	99.1%	99.2%
Denials	0.00%	0.00%	0.00%	0.00%
Miles Between Road calls	12,250	24,382	13,266	19,362
Monthly Wheelchair Boardings		4,645	4,492	5,023

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

For June 2015, there were 62 reported CAF's (excludes commendations) which represents a decrease from 69 reported CAF's overall in May 2015. The statistics for June represents a 10% decrease, 62 CAF's vs 69 CAF's compared to the month of May 2015. There were 4 Commendations for the month of June.



### Route Summary Report

Route	# of CAF's	Route	# of CAF's
#3 NAS Shuttle	1	#37 Crosstown	3
#4 Flour Bluff Mini B	3	#50 Calallen Park & Ride	1
#5 Alameda	0	#51 Gregory Park & Ride	1
#6 Santa Fe/Malls	0	#63 The Wave	0
#8 Flour Bluff/Malls (Sun)	0	#65 Padre Island Connector	3
#12 Saxet Oak Park	0	#67 Robstown/Gregory	0
#15 Kostoryz	3	#76 Harbor Bridge Shuttle	1
#16 Agnes/Ruth	1	#76S Harbor Bride (Sun)	0
#17 Carroll/Southside	1	#77 Harbor Ferry	0
#19 Ayers/Norton	0	#78 North Beach	0
#19G Greenwood	0	#84 Light House	0
#19M McArdle	0	#94 Port Aransas Shuttle	0

#21 Arboleda	0	#95 Flexi-B Port A	0
#23 Molina	2	B-Line (Para-transit)	6
#25 Gollihar/Greenwood	1	Facility Maintenance	11
#26 Airline/Lipes Connector	1	Vehicle Maintenance	2
#27 Northwest	2	Maintenance	1
#29 Staples	7	Service Development	7
#29S Staples(Sunday)	1	Safety and Security	1
#29SS Spohn South	1	Director of Programs	1
#32 Southside Mini B	0		
#34 Robstown Circulator	0	<b>TOTAL CAF'S</b>	<b>62</b>

**CAF Breakdown by Service Type:**

CAF Category	RTA Fixed Route	B-Line ADA Paratransit	Contracted Fixed Route	Totals
Service Stop Issues	11	0	0	11
Driving Issues	3	2	1	6
Customer Services	7	3	1	11
Late/Early	7	1	2	10
Fare Dispute	1	0	0	1
Safety and Security	1	0	0	1
Transportation (other)	1	0	0	1
Facility Maintenance	11	0	0	11
Vehicle Maintenance	2	0	0	2
Service Development	7	0	0	7
IT Systems	1	0	0	1
<b>Total</b>	<b>52</b>	<b>6</b>	<b>4</b>	<b>62</b>
Commendations	4	0	0	4

**Conclusion:**

During June 2015, RTA received 62 CAF's/Commendations regarding RTA Fixed-Route Service, B-Line and Purchased Transportation; four (4) of the 66 reported CAF's (June) were commendations.

There were a total of 52 CAF's/Commendations received regarding RTA Service representing 85% of total customer contacts: 11 for Facilities Maintenance, 2 for Vehicle Maintenance, 1 for Maintenance, 7 for Service Development, 1 for Safety and Security, 1 for Director of Programs and 29 for Transportation.

A total of 6 CAF's/Commendations were reported regarding B-Line service representing 9% of the total customer contacts.

A total of 4 CAF's/Commendations were reported regarding Contracted Fixed Route service representing a 6% 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.

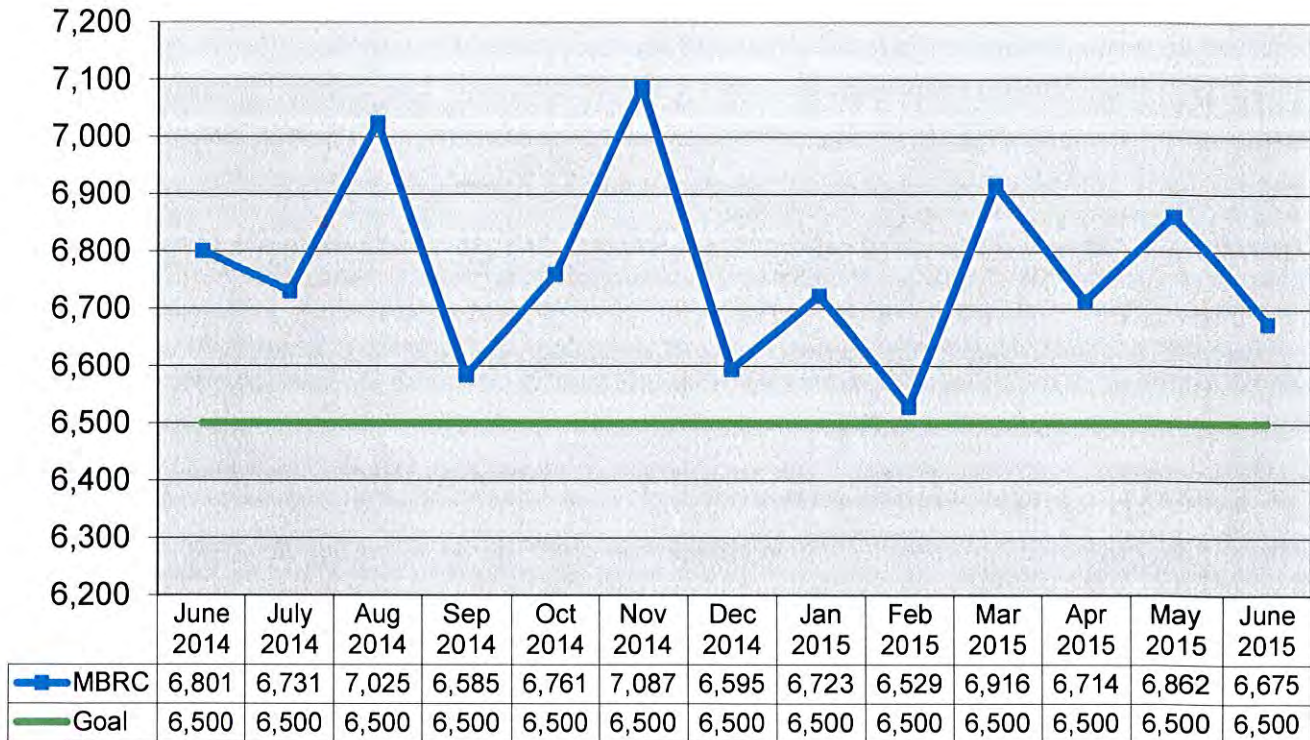
CAF's play an important role as a quality assurance tool to identify issues regarding service; they also inform RTA regarding education and training needs. CAF's assist Service Development in identifying problems around existing service and identifying underserved areas. CAF's also serves to guide policy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

#### **4. Vehicle Maintenance Department Monthly Miles Between Road Calls Report**

For June 2015, 6,675 miles between road calls (MBRC) were recorded as compared to 6,801 MBRC in June 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.

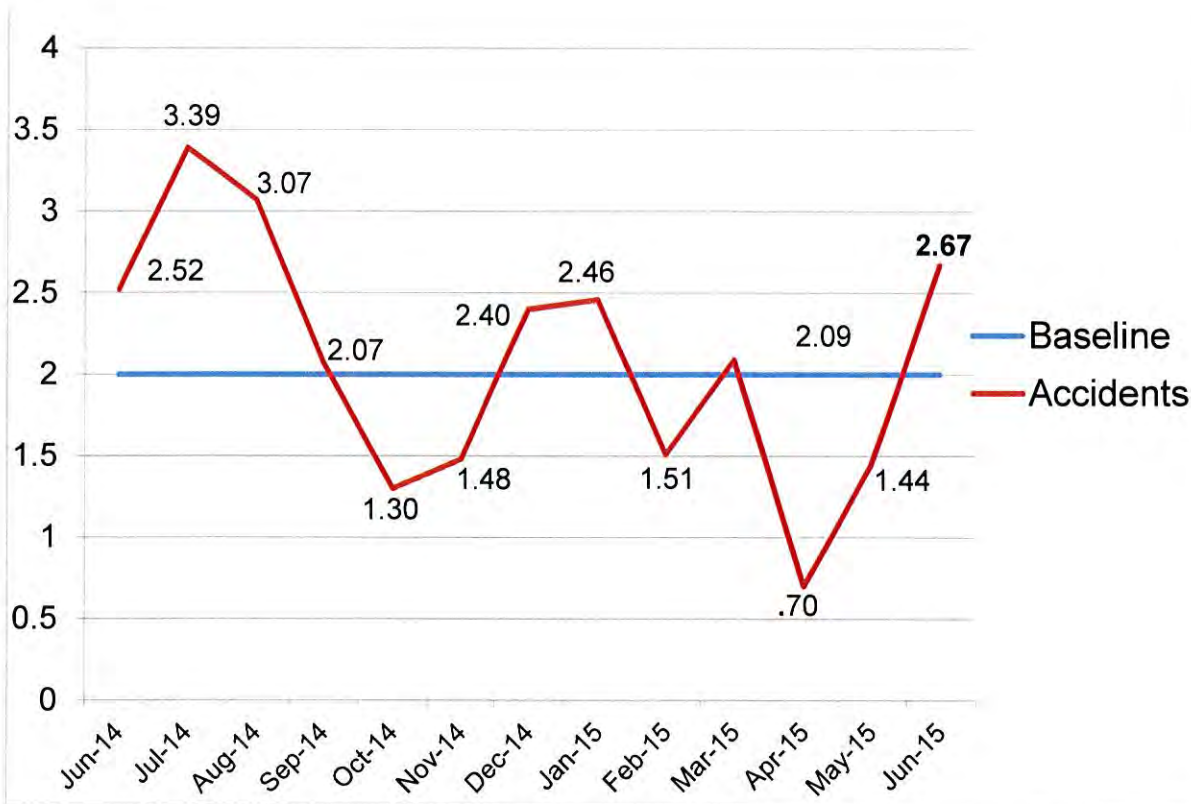
### **5. Safety/Security Department Report**

#### **SAFETY SUMMARY**

For June 2015, we had 8 vehicle collisions (7 preventable), 41 customer related incidents and drove a total of 298,949 miles. The total collision rate for the month was at 2.67 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 June 2015, 1,399 hours of security coverage was used for all areas of CCRTA Operations. Officers arrested 9 individuals for public intoxication, issued 12 Criminal Trespass warnings, and arrested 2 individuals for criminal trespassing and responded to 11 calls for service.


## Committee Review


The Operations Committee met on July 23, 2015 and received a presentation on this item.

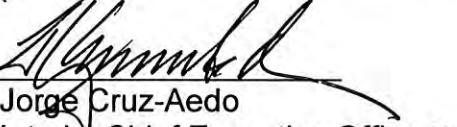
Respectfully Submitted,

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:   
Jorge Cruz-Aedo  
Interim Chief Executive Officer%

**RTA Committee on Accessible Transportation (RCAT)  
MEETING MINUTES  
Thursday, May 21, 2015**

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

**Advisory Committee Members Absent:** David Ramos

**Board Members Present:** None

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

**MV Present:** CJ Loomis

**Employee Representative(s):** None

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**Call to Order:** Mr. Mike Rendon called the meeting to order at 12:01 p.m. Ms. Shannon Tabor called the roll and determined that a quorum was present.

**Opportunity for Public Comment**

Ms. Linda Fallwell-Stover with the Coastal Bend Center for Independent Living (CBCIL) addressed the committee. Ms. Fallwell –Stover asked the committee for their support of requested 5310 funding to provide transportation to persons with disabilities and seniors. Ms. Fallwell-Stover advised that the Mobility Options Program (MOP) anticipates that if the request is fully funded they would be able to provide over 3,200 trips to approximately 200 persons. She also advised that their goal is to connect persons with disabilities and seniors to all available transportation options in the region. Ms. Fallwell-Stover stated that the RTA is a critically important resource for people with disabilities and seniors in transportation services. Mr. Damian Tabor with CBCIL addressed the committee. Mr. Tabor shared his personal views and has realized how important it is to have accessible transportation to go places and to important appointments.

Ms. Dalia Gutierrez with CBCIL addressed the committee. Ms. Gutierrez stated that she assists people with disabilities to reach their goals to being independent. She also stated that she was here to show her support for the 5310 funding. Ms. Gutierrez shared her personal experiences with the committee. Ms. Gutierrez commented that individuals who wish to participate in the community during the night time hours may have a difficult time finding transportation. Ms. Gutierrez stated that CBCIL has met this urgent transportation need by providing services when other providers cannot. Ms. Gutierrez stated that MOP fills the gaps by providing transportation to persons with disabilities and seniors. Ms. Judy Telge with CBCIL addressed the committee. Ms. Telge asked the committee for their support for MOP project funding through 5310 funds. Ms. Telge stated that the source of funding helps sustain what they do to help people with disabilities and seniors with transportation. Ms. Telge mentioned they are hoping to do more in terms of the partnership with RTA. She also mentioned they work closely with RTA's Mobility Management.

**Action to Approve Minutes of April 16, 2015** was approved as presented.

MR. BOX MADE A MOTION TO ADOPT THE RCAT MINUTES OF APRIL 16, 2015 AS PRESENTED; MR. BALLI SECONDED THE MOTION. RENDON, LEE, WILSON, LOPEZ, SILVA-CANTU AND SALINAS VOTING FOR. RAMOS WAS ABSENT.

### **Committee for Persons with Disabilities (CFPWD) and Corpus Christi Human Relations Committee (CCHRC) Update**

Ms. Sylvia Wilson gave an update to the committee. Ms. Wilson stated that the CFPWD did not have a meeting this month because there was no quorum. Ms. Wilson stated that the CCHRC meeting this month pertained to Violence Against Women's Act (VOWA) as it pertains to fair housing. Ms. Wilson stated they would be developing training sessions for the next few months. Ms. Wilson welcomed anyone to attend these meetings. Ms. Wilson stated they currently have 2 vacancies on the CCHRC and 3 youth commissioner vacancies. Ms. Wilson stated when they get their new commission members, they will be announced at the meeting in July. Ms. Wilson also stated they intend to hold some educational presentations pertaining to the services that CCHRC does for the community.

### **Unsung Hero Award – 1<sup>st</sup> Quarter**

Mr. Rendon announced the recipient of the 1<sup>st</sup> Quarter Unsung Hero Award was unable to attend. Mr. Rendon stated this item would be tabled for next month.

**Update: Staples Street Center**

Mr. Paul Rybalka gave a presentation to the committee. Mr. Rendon stated that the Board wanted this presentation to be given to RCAT. Mr. Rybalka discussed the facilities accessibility standards, site accessibility, building circulation, specific accessible spaces and miscellaneous accessibility. There was discussion by the committee about the site accessibility ramps and pedestrian crosswalks. Mr. Rendon expressed concern about there being no ramps on the back side of the construction site for accessibility. Ms. Joyce Lopez brought up a previous discussion about a crosswalk on Waco Street and Mestina Street near the bay areas. Ms. Lopez mentioned this was to alert the traffic that passes in this area. Mr. Rybalka stated they are looking for simple signage and striping for this area. Mr. Rendon stated that he recalls discussion about installing a pedestrian crossing light. Mr. Rybalka advised that this has not been approved. Ms. Sharon Montez stated they have to work with the Traffic Engineering Department and go through the city regarding the pedestrian light (ped heads). Ms. Montez stated that the pedestrian light is not currently in the plans but they will be working with the City of Corpus Christi and the Traffic Engineering Department. Mr. Rendon expressed his disappointment that this was not put in the plan as previously discussed during a past RCAT meeting. Ms. Montez mentioned that there will be signage that states "no vehicles beyond this point". Mr. Rybalka advised the committee that there are still existing crosswalks at Staples and Leopard near City Hall. Ms. Lopez stated that the most important thing is to make sure signage appears in the correct places. Mr. Rybalka shared a slide showing ramps at the center, the parking lot and the transfer station. Mr. Rybalka discussed the ADA parking and total parking count. Mr. Rybalka spoke to the committee about the building's exterior doors and vertical access to all the floors. Mr. Rybalka discussed the accessible seating in the Board Room on the second floor. He also discussed the push button door operators, which total 13 on all 3 floors. Mr. Rendon asked about a push button and access to the assessment area. Ms. Villarreal stated that the individuals would be received by the Eligibility Coordinator and escorted to the appropriate area. Ms. Villarreal also stated that the Customer Service counter has been built to ADA requirements. Mr. Rybalka shared the transfer station design with the committee.

### **Update: 5310 Funding**

Mr. William Laridis gave a presentation to the committee. Mr. Laridis stated that he will be making a recommendation and looking for the committees support in taking this recommendation to the Administrative committee next week, as well as the RTA Board meeting in June. Mr. Laridis advised the committee that the RTA is the direct recipient of the Section 5310 funds and these funds are provided for transportation services for seniors and people with disabilities, private non-profit, state or local governments, public and private public transportation providers. Mr. Laridis advised the committee that the federal grant match for capital and planning is 80% and operating is 50%. Mr. Laridis advised the committee that \$335,069 is available in this call for projects. Mr. Laridis discussed the evaluation process and the evaluation committee members who participated. Mr. Laridis advised the committee of the following proposals received: CBCIL, Coastal Bend Wellness Foundation, Kleberg County (Paisano Transit), REAL, Refugio County Elderly Services, Safe Journey and TCN. Mr. Laridis informed the committee that the federal share amount of \$725,876 exceeded what was available. Mr. Laridis stated that the evaluation team met on May 12, 2015 and the recipients were evaluated for project mobility, effectiveness, benefit to urbanized area, program reach, demonstrated competence and past performance. Mr. Laridis stated that they were invited to speak to the committee about their agency and elaborate on their proposed project. Mr. Laridis discussed the evaluation scores with the committee. Mr. Laridis stated the committee decided to fully fund each of the projects starting with the highest points and work down until they ran out of money. Mr. Laridis discussed the recommendation with the committee to fully fund Refugio County looking to purchase a vehicle, Safe Journey for purchase of vehicles, Kleberg County for promotion/marketing and Coastal Bend Wellness Foundation and CBCIL for mobility management. Mr. Laridis stated that all the funds available have been distributed. Mr. Laridis discussed the remaining schedule with the committee and asked for feedback from the committee. Mr. Rendon thanked the committee members and RTA staff for their participation. Mr. Rendon discussed the evaluation process in determining the distribution of funds. Ms. Villarreal stated there were 2 applicants that did not receive funding. Mr. Rendon asked the committee to vote that they are in agreement to take this to the Administration committee then to the Board. The committee was unanimous in moving forward.

## **Committee Reports**

### **No-Show/Eligibility Appeals**

The No-Show/Eligibility Appeals Committee met on Tuesday, May 19, 2015. Members present were John Lee, Robert Box and Richard Balli. Staff members present were Melanie Gomez and Janessa Cano (MV). There were 9 appeals scheduled in May. Four appellants provided a letter to appeal a 7-day proposed service suspension. Two service suspensions were dismissed due to extenuating circumstances. Two service suspensions were determined conditional, to and from dialysis only. Five appellants provided a letter to appeal a 30-day proposed service suspension. One service suspension was dismissed due to extenuating circumstances. Three service suspensions were dismissed contingent upon the appellants and/or their representatives attending a B-Line Orientation. One service suspension was reduced to a 7-day service suspension. There were 22 warning notices issued in March, 7 seven day proposed service suspensions and 13 thirty day proposed service suspensions.

### **Chairman's Report**

Mr. Rendon shared future meeting dates with the committee. Ms. Villarreal asked the committee members to be sure to respond to the meeting notices that go out by Ms. Shannon Tabor prior to the meeting so that an accurate count can be taken to determine a quorum.

### **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 1:18 p.m. The next meeting will be held on Thursday, June 18, 2015.