



CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY

**MEETING NOTICE**  
**WEDNESDAY, OCTOBER 22, 2014**

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<b>Administration Committee Meeting</b>	<b>8:30 a.m.</b>
<b>Board of Directors' Budget Workshop Meeting</b>	<b>9:30 a.m.</b>
<b>Operations Committee Meeting</b>	<b>10:30 a.m.</b>

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

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**ADMINISTRATION COMMITTEE MEETING AGENDA**  
**Wednesday, October 22, 2014**  
**8:30 a.m.**

**Tony Elizondo (Chair)**  
**Thomas Dreyer**                      **Angie Granado**  
**Jeffrey Pollack**                   **Curtis Rock**

	<b>Topic</b>	<b>Speaker</b>	<b>Est. Time</b>	<b>Reference</b>
<b>1.</b>	Roll Call	S. Alvarez		
<b>2.</b>	Opportunity for Public Comment	T. Elizondo	3 min.	
<b>3.</b>	<b>Discussion and Possible Action</b> to Approve the Administration Committee Minutes of August 27, 2014 and September 24, 2014	T. Elizondo	3 min.	Pages 1-5
<b>4.</b>	<b>Discussion and Possible Action</b> to Recommend the Board Authorize Issuing a Request for Proposals for Bus and Bench Advertising	J. Haas	5 min.	Pages 6-7

5.	<b>Discussion and Possible Action</b> to Recommend the Board Authorize Awarding a Contract for a Real-Time Passenger Information System	D. Chapa	5 min.	Pages 8-9
6.	<b>Presentations:</b> a. Financial Report September 2014 b. Procurement Update c. FTA Update	C. O'Brien W. Laridis W. Laridis	5 min. 3 min. 2 min.	Pages 10-13 No Attachment No Attachment

**Total Estimated Time: 26 min.**

**BOARD OF DIRECTORS' BUDGET WORKSHOP AGENDA**

**Wednesday October 22, 2014**

**9:30 a.m.**

	<b>Topic</b>	<b>Speaker</b>	<b>Est. Time</b>	<b>Reference</b>
1.	<b>Presentation:</b> a. 2015 Draft Operating and Capital Budgets	J. Cruz-Aedo	45 min.	Pages 1-39

**Total Estimated Time: 45 min.**

**OPERATIONS COMMITTEE MEETING AGENDA**

**Wednesday, October 22, 2014**

**10:30 a.m.**

**Mary Saenz (Chair)**

**George Clower**

**Ray Hunt**

**Lamont Taylor**

	<b>Topic</b>	<b>Speaker</b>	<b>Est. Time</b>	<b>Reference</b>
1.	Roll Call	S. Alvarez		
2.	Opportunity for Public Comment	M. Saenz	3 min.	
3.	<b>Discussion and Possible Action</b> to Approve the Operations Committee Minutes September 24, 2014	M. Saenz	3 min.	Pages 1-3

4.	<b>Discussion and Possible Action to Recommend the Board Authorize Issuing a Request for Proposals for the National Transit Database Passenger Sampling Surveys</b>	G. Robinson	5 min.	Page 4
5.	<b>Discussion and Possible Action to Recommend the Board Authorize Awarding a Contract for Risk Management Services</b>	K. Korenek	5 min.	Pages 5-6
6.	<b>Presentations:</b> a. September 2014 Operations Report b. Procurement Update c. Security Update d. Bus Stop Improvement Update e. Trash Receptacles Update	G. Robinson W. Laridis K. Korenek S. Montez S. Montez	5 min. 5 min. 5 min. 5 min. 5 min.	Pages 7-17 No Attachment No Attachment No Attachment No Attachment

**Total Estimated Time: 41 min.**

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

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

In compliance with the Americans with Disabilities Act, individuals with disabilities who plan to attend this meeting and who may need auxiliary aids or services are requested to contact the Assistant Secretary to the Board at 903-3450 at least 48 hours in advance so that appropriate arrangements can be made.

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

On **Friday, October 17, 2014** this Notice was posted by **Stephanie Alvarez** at the Nueces County Courthouse, 901 Leopard, Corpus Christi, Texas, the RTA Administration Offices, 5658 Bear Lane, Corpus Christi, Texas and sent to the Nueces County Clerk and San Patricio County Clerk.



**REGIONAL TRANSPORTATION AUTHORITY  
ADMINISTRATION COMMITTEE MEETING MINUTES  
WEDNESDAY, AUGUST 27, 2014**

**Summary of Action**

- 1. Provided Opportunity for Public Comment**
- 2. Approved the Administration Committee Meeting Minutes of April 23, 2014**
- 3. Recommended the Board Approve Award a Contract to Toshiba for Multi-Copier Leases**
- 4. Presentations on: a.) Financial Report July 2014 b.) Quarterly Investment Report for period ending June 30, 2014 c.) 2<sup>nd</sup> Quarter Performance Report for Defined Benefit & Defined Contribution Plans d.) Update on Fuel Analysis e.) Regional/Urban Design Assistance Team**

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The Administration Committee for the Regional Transportation Authority Board of Directors met at 8:30 a.m. on Wednesday, August 27, 2014 at the RTA Administration/ Operations Facility located at 5658 Bear Lane, Corpus Christi, Texas.

**Committee Members Present:** Tony Elizondo, (Chair); Angie Granado, Jeffrey Pollack, Curtis Rock, Vangie Chapa

**Committee Members Absent:** Thomas Dreyer

**Staff Members Present:** Scott Neeley, CEO; Jane Haas, Keith Korenek, William Laridis, Cindy O'Brien, Angelina Gaitan, Gordon Robinson, Rosa Villarreal, Wes Vardeman

**Public Present:** Rowland Estrada, President; Rosie Aguiar, Gary Flores, ATU-Local 1769; Lisa Keckler, Pat Mahoney, Wells Fargo; Justin Gard, Patterson & Associates

**Call to Order**

Tony Elizondo called the Administration Committee meeting to order at 8:39 a.m.

**Roll Call**

Stephanie Alvarez called roll and declared there was a quorum.

**Discussion and Possible Action to Recommend the Board Approve the Administration Committee Minutes of April 23, 2014**

**MS. GRANADO MADE A MOTION TO APPROVE THE ADMINISTRATION COMMITTEE MINUTES OF APRIL 23, 2014. MR. ROCK SECONDED THE MOTION. THE MOTION CARRIED.**



**ELIZONDO, GRANADO, POLLACK, ROCK, AND CHAPA  
VOTING IN FAVOR. DREYER ABSENT.**

**Discussion and Possible Action to Recommend the Board Award a Contract to Toshiba for Multi-Copier Leases**

Mr. William Laridis using a PowerPoint presentation reported that personnel throughout the RTA have been utilizing copiers for printing, faxing and scanning in black/white and in color. He stated that a Request for Proposals (RFP) was issued on June 30, 2014 as a five-year firm price lease agreement with warranty, installation, supplies, and configuration for three multi-copiers.

Mr. Laridis reported that there were a total of three proposals received. Toshiba received the highest points over Konica Minolta and Ricoh.

**MS. GRANADO MADE A MOTION TO APPROVE AWARD A CONTRACT TO TOSHIBA FOR MULTI-COPIER LEASES. MR. POLLACK SECONDED THE MOTION. THE MOTION CARRIED. ELIZONDO, GRANADO, POLLACK, ROCK, AND CHAPA VOTING IN FAVOR. DREYER ABSENT.**

**Presentations:**

**a. Financial Report July 2014**

Ms. Cindy O'Brien using a PowerPoint presentation reported that the Authority's financial performance for July 2014 was over budget by \$696,738 yet under budget by \$321, 892 for the year-to-date July 31<sup>st</sup>. She noted that the operating expenses and the estimated depreciation were over budget by \$878,156 for July (28.6 percent) but under budget year-to-date by \$1,569,982.

Ms. O' Brien reported that July sales tax revenue was \$2,769,891, which was about 5.3 percent higher than last year. She noted that sales tax collections for June 2014 were received on August 15, 2014 and was \$ 246,559 higher compared to last year.

The Passenger Revenues for July were \$182,973 which was an increase of \$28,003 compared to 2013.

Ms. O'Brien stated that the overall monthly departmental expenses were under budget. The year-to-date departmental expenses were \$16,631,055 which was \$1,569,982 under budget by 8.6 percent

**b. Quarterly Investment Report for period ending June 30, 2014**

Ms. Cindy O'Brien introduced Justin Gard with Patterson & Associates. Mr. Gard, using a PowerPoint presentation reviewed the Quarterly Investment Report for April through June 2014.

Mr. Gard noted four major focus indicators to changing risk environment: Geopolitical Factors, The Fed, Inflation/Deflation and The US Economy. He reported that the portfolio earnings for the 2014 second quarter were \$27,989. Mr. Gard reported that the investment return for the quarter was .224 percent versus the benchmark yield of .060 percent for the six month treasury. Mr. Gard stated that the portfolio investments were diversified with over 46 percent consisting of Municipal Bonds and Agencies of 31 percent in Money Market funds.

**c. 2<sup>nd</sup> Quarter Performance Report for Defined Benefit & Defined Contribution Plans**

Ms. Lisa Keckler requested a conference call with Mr. Pat Mahoney from Wells Fargo. Mr. Mahoney reported on the 2<sup>nd</sup> quarter 2014 Defined Benefit Plan.

Providing an update on the Defined Benefit Plan, Mr. Mahoney reported that the portfolio value on June 30, 2014 was \$31,674,302; the investment income (net of expenses) was \$1,028,604; and the quarterly return was 3.32 percent.

Reporting on the Defined Contribution Plan, Ms. Keckler stated that the portfolio value on June 30, 2014 was \$8,604,029 and the quarterly return was 3.31 percent. Ms. Keckler pointed out that the DC Plan provided options for maintaining a targeted investment mix within the retirement savings portfolio.

**d. Update on Fuel Analysis**

Using a PowerPoint presentation, Ms. Cindy O'Brien reported a breakdown of compressed natural gas (CNG) fuel prices for 2013 and 2014. Ms. O'Brien provided statistics of CNG services, CNG fuel, and electric cost.

Providing an update for the 18-month period, Ms. O'Brien stated that diesel cost was approximately 1 million compared to CNG cost of approximately \$400,000. She said that the Agency had a net savings of \$100,000 dollars after depreciation. Ms. O'Brien noted that converting to CNG was a positive move not only for fuel costs, but for the environment as well.

In response to Mr. Curtis Rock's query about saving cost of the maintenance services, Mr. Scott Neeley replied that he would bring back an analysis to the Committee.

**e. Regional/Urban Design Assistance Team**

Mr. Gordon Robinson reported that the Regional/Urban Design Assistance Team (R/UDAT) was here the week of August 14 -18<sup>th</sup>. He said that the team studied the rebuild of the Harbor Bridge project.

Mr. Robinson reported that a stakeholder meeting was held on August 15<sup>th</sup> and a final report was presented. The report covered various categories, landscape, connections and recreation, and the economic development. Mr. Robinson spoke of



the transit impacts, Routes 76 and 78 to plan for an increased operational costs and travel times.

The R/UDAT investigated additional landing and ferry capacity to support multiple stops along the waterfront and more frequent services across the channel. Mr. Robinson stated that the R/UDAT has described Corpus Christi as an impressive community.

**Adjournment**

The meeting was adjourned at 9:47 a.m.

Submitted by: Stephanie Alvarez



**REGIONAL TRANSPORTATION AUTHORITY  
ADMINISTRATION COMMITTEE MEETING MINUTES  
WEDNESDAY, SEPTEMBER 24, 2014**

**Summary of Actions**

The following items were forwarded to the October 1, 2014 Board Meeting:

1. Discussion and Possible Action to Recommend the Board Approve Second Amendment to the 2014 Capital
2. Presentations on: a.) Financial Report August 2014 b.) Grant Update

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The Administration Committee for the Regional Transportation Authority Board of Directors met at 8:30 a.m. on Wednesday, September 24, 2014 at the RTA Administration/ Operations Facility located at 5658 Bear Lane, Corpus Christi, Texas.

**Committee Members Present:** Tony Elizondo, (Chair); Curtis Rock, Vangie Chapa

**Committee Members Absent:** Thomas Dreyer Angie Granado, Jeffrey Pollack,

**Staff Members Present:** Scott Neeley, CEO; Jane Haas, Keith Korenek, William Laridis, Cindy O'Brien, Angelina Gaitan, Gordon Robinson, Rosa Villarreal, Wes Vardeman

**Public Present:** Rowland Estrada, President; Rosie Aguiar, ATU-Local 1769;

**Call to Order**

Mr. Tony Elizondo opened the Administration Committee Meeting at 8:50 a.m. He declared that a quorum was not present and that the agenda items would be forwarded to the October 1, 2014 Board of Directors' meeting

Submitted by: Stephanie Alvarez



CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY

Administration Committee Memo

October 22, 2014

**Subject: Request for Proposals for Bus Advertising**

**Background**

Currently, the CCRTA contracts with Cooper Outdoor 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.

CCRTA has contracted with Cooper since November 10, 2009, and with Bus Ads since August 1, 2010. The Cooper contract is a five (5) year base contract with two (2) one-year options and will expire October 10, 2014. The Bus Ads contract was a three (3) year base contract with two (2) one-year options.

that expired July 31, 2014 and rolled to a month-to-month contractual agreement to facilitate two strategic objectives: 1) Run fiscal year contracts; 2) explore additional revenue options for CCRTA advertising revenue.

**Identified Need**

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.

Below is the proposed project timeline:

Proposed Timeline:

Board of Directors Approval to Issue	November 5, 2014
Issue Request for Proposals	November 17, 2014
Pre-Proposal Meeting	November 24, 2014
Proposals Due	December 15, 2014
Board of Directors Approval to Award	January 7, 2015
Contract Effective Date	January 7, 2015

The RFP will be structured as a three (3) year base contract with two (2) one-year options.

**Financial Impact**

The FY14 Bus Ads contract billed out \$226,324.92; net to CCRTA was \$101,515.38 with 72% occupancy as of the August 24, 2014 report. The FY13 Cooper contract billed out \$301,601.37; net to CCRTA was \$96,360.14. YTD the FY14 Cooper contract has bill out \$178,487.90; net to CCRTA of \$27,320.50 (July 1, 2014).

Both contracts are managed by the Director of Marketing. No additional costs for this are assumed by the Agency.

**Recommendation**

Staff requests that the Administration Committee recommend the Board of Directors authorize the Chief Executive Officer (CEO) to issue a Request for Proposals for bus advertising.

Respectfully Submitted,

Submitted by:   
Jane Dare Haas  
Director of Marketing

Approval:   
Scott Neeley  
Chief Executive Officer





CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY

Administration Committee Memo

October 22, 2014

**Subject: Authorize Awarding a Contract to TransLoc for a Real Time Passenger Information System (RTPIS)**

**Background**

The Real Time Passenger Information System would provide The Corpus Christi Regional Transportation Authority riders with a Global Positioning System (GPS)-based technology to provide vehicle location status and arrival information for transit users. This technology would provide the time that buses would arrive at bus stops via passenger display signs, the internet, and mobile devices.

**Identified Need**

With the Board of Directors' approval, a Request for Proposals (RFP) was issued on September 02, 2014, structured as a Three (3) year base contract, with Two (2) One-year options with a firm-price agreement with warranty and includes installation, supplies, software configuration and training. The proposals were received from Appddiction, Cambridge systematics, Clever Devices, Next Bus and TransLoc. These proposals were evaluated for:

- Firm's Response to RFP
- System Requirements
- Experience/Certified Specialist
- Price

The table below represents the results of the evaluation.

<b>Firms</b>	<b>Technical Score Subtotal - (70 Points Max.)</b>	<b>Cost (30 Points Max.)</b>	<b>Price (3YearContract)</b>	<b>Totals - Maximum Points 100</b>
<b>Appddiction</b>	<b>35.8</b>	<b>18</b>	<b>\$254,600</b>	<b>53.8</b>
<b>Cambridge systematics</b>	<b>49.8</b>	<b>18</b>	<b>\$255,000</b>	<b>67.8</b>
<b>Clever Devices</b>	<b>55.8</b>	<b>9</b>	<b>\$344,769.09</b>	<b>64.8</b>
<b>Next Bus</b>	<b>55.4</b>	<b>0</b>	<b>\$432,500</b>	<b>55.4</b>
<b>TransLoc</b>	<b>61.2</b>	<b>30</b>	<b>\$136,800</b>	<b>91.2</b>

The apparent overall highest total points were awarded to TransLoc which was founded in 2004 and has been in the business for 10 years and a pioneer of the mobile web (before apps) and was the first to enable mobile phones (before smartphones) to show real-time information that was both textual and graphical. TransLoc is also ADA Accessibility ready for iOS cell phones and future Android OS phones. Currently TransLoc successfully implemented 13 passengers information system for municipal agencies and have another 90 plus universities, hospitals, corporate shuttles and airports.

**Financial Impact**

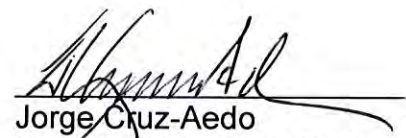
The Total Estimated cost for the Three (3) year Contract is \$136,800. The funds for the Real Time Passenger Information System were identified in the MIS Capital Projects Plan and will be Grant Funded using the VTCLI grant.

**Recommendation**

Staff requests the Administration Committee recommend the Board of Directors authorize the Chief Executive Officer to issue a Three (3) year base contract, with Two (2) One-year options to TransLoc for a Real Time Passenger Information System.

Respectfully Submitted,

Submitted by:   
David Chapa  
IT Systems Administrator

Final Review:   
Jorge Cruz-Aedo  
Managing Director of Administration

Approval:   
Scott Neeley  
Chief Executive Officer





## CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Administration Committee Memo

October 22, 2014

**Subject: September 2014 Financial Report**

**SUMMARY:** The Authority's financial performance for the month of September is under budget by \$36,969 yet exceeds net budget by \$3,723,784 for the year-to-date September 30<sup>th</sup>. The major variance for September is the budgeted Federal Grant revenue of \$190,517 received in August as opposed to September. Year-to-date favorable variances consist mainly of \$1.6 million in Federal Grant revenue received in previous months combined with \$1.82 million in Purchased Transportation due to changes in the method of recording purchased transportation costs, offset by higher than budgeted healthcare costs (\$501,696). Total operating expenses, including estimated depreciation, are under budget by \$25,392 for September (0.9%), and under budget year-to-date by \$1,755,611, or 6.4% below budget, both for the reasons mentioned above.

### **REVENUES**

- Sales Tax – September sales tax has been estimated at \$3,108,484, which is a 7.1% increase over September 2013 actuals.

**UPDATE – SALES TAX COLLECTIONS FOR AUGUST 2014 OF \$3,008,616 WERE RECEIVED ON OCTOBER 10, 2014 AND ARE \$378,073 HIGHER THAN COLLECTIONS FOR THE SAME PERIOD LAST YEAR, AN INCREASE OF 14.4%. THIS AMOUNT INCLUDES \$240,138 FROM PRIOR PERIODS, WHICH WHEN EXCLUDED FROM THE TOTAL, STILL NETS \$178,073 MORE THAN 2013 COLLECTIONS (6.8%). YEAR-TO-DATE COLLECTIONS ARE \$2,036,789 (9.9%) HIGHER THAN YEAR-TO-DATE COLLECTIONS IN 2013.**

- Passenger Revenues – For the month of September, \$160,750 vs. \$149,313 in 2013 – an increase of \$11,437 (7.6%), and almost even (\$18) with current budget estimates. Year-to-date revenues of \$1,545,233 reflect only \$1,679 less than amounts budgeted, or 0.1%. Cumulative revenues are \$139,675 (9.9%) higher than amounts collected in 2013, and appear to be continuing the upward trend.

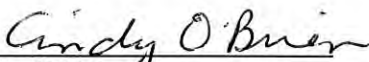
### **EXPENSES**

Over all, monthly departmental expenses, as mentioned above, are under budget. Year-to-date departmental expenses are \$21,347,188, which are \$1,755,611 under budget (7.6%). Following are comments relating to the specific expense categories.



- Salaries & Benefits – September reflects \$1,068,097, with year-to-date expenses of \$8,676,194, which is 3.32% (\$298,239) under budget. This positive variance is due to increased budgeted expenses for new operators needed for the service improvements implemented June 2<sup>nd</sup>, where the positions are not fully filled to date, as well as vacancies in the maintenance department.
- Services – September reflects \$152,659 with year-to-date expenses of \$1,480,614, with a favorable variance of \$173,676, or 10.50%. This variance is partially due to timing of expenses in relation to amounts budgeted for the period.
- Materials and Supplies – September reports \$455,908 with year-to-date expenses of \$3,280,440 vs. \$3,630,044 budgeted for a positive variance of \$349,604 (9.63%).
- Insurance – September reports \$104,629 with year-to-date expenses of \$2,122,683 vs. \$1,587,240 budgeted for a negative variance of \$535,443 (33.73%) over budget, due to several larger than normal health insurance claims processed year to date. The Authority has received over \$250,000 in reimbursements through our stop loss policy.
- Purchased Transportation – September reports \$459,626 versus budgeted amounts of \$631,649, for a positive variance of \$172,023. Year-to-date variance is under budget by \$1,286,233, or 20.48%. The variance is primarily due to the change in the contract with MV, and how the costs are recorded.
- Miscellaneous – September reports \$46,955 versus budgeted amounts of \$50,283, with year-to-date values of \$425,619 versus budgeted amounts of \$526,841 for a positive variance of \$101,222 (19.21%). The variance is primarily due to timing of travel and community events compared to amounts included in the year-to-date budget.

Respectfully Submitted,

Submitted by:   
 Cindy O'Brien  
 Director of Finance

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

Approval:   
 Scott Neeley  
 Chief Executive Officer

Corpus Christi Regional Transportation Authority  
Comparative Statements of Net Position (Unaudited)  
At September 30, 2014 & August 31, 2014 & September 30, 2013

	<u>September 30, 2014</u>	<u>August 31, 2014</u>	<u>September 30, 2013</u>
<b>ASSETS</b>			
<b>Current Assets:</b>			
Cash and cash equivalents	\$ 24,779,433	21,844,958	6,831,459
Investments	29,767,050	28,270,844	22,604,408
Receivables			
Sales taxes	6,117,104	5,681,840	5,491,369
Accrued interest receivable	115,338	96,210	88,177
Due from federal/state Government	-	3,067,041	399,498
Other	131,407	57,519	62,792
Inventories	664,803	645,402	605,256
Prepaid Expenses	731,481	778,729	227,963
Net Pension Asset	452,465	452,465	452,465
<b>Total Current Assets</b>	<u>62,759,081</u>	<u>60,895,008</u>	<u>36,763,387</u>
<b>Capital Assets:</b>			
Land and Construction in progress	9,113,185	9,039,984	8,176,132
Other capital assets, net of depreciation	36,582,202	37,076,369	34,597,321
<b>Total Capital Assets</b>	<u>45,695,387</u>	<u>46,116,353</u>	<u>42,773,453</u>
<b>Total Assets</b>	<u><b>108,454,468</b></u>	<u><b>107,011,361</b></u>	<u><b>79,536,840</b></u>
<b>LIABILITIES</b>			
<b>Current Liabilities:</b>			
Accounts payable	801,538	846,240	585,008
Accrued compensated absences	225,748	225,748	175,493
Bonds Payable	575,000	575,000	-
Distributions to regional entities payable	1,268,916	1,351,650	727,454
Other accrued liabilities	442,296	106,867	322,380
<b>Total current liabilities</b>	<u>3,313,498</u>	<u>3,105,505</u>	<u>1,810,335</u>
<b>Non-Current Liabilities:</b>			
Accrued compensated absences	91,093	91,093	76,467
Bonds Payable	21,450,000	21,450,000	-
Other Post Employment Benefits	487,164	487,164	531,047
	<u>22,028,257</u>	<u>22,028,257</u>	<u>607,514</u>
<b>Total Liabilities</b>	<u><b>25,341,755</b></u>	<u><b>25,133,762</b></u>	<u><b>2,417,849</b></u>
<b>NET POSITION</b>			
Net Investment in Capital Assets	45,695,387	46,116,353	42,773,453
Restricted for debt service	1,611,302	1,611,302	-
Restricted for pension plan obligation	452,465	452,465	452,465
Unrestricted	35,353,559	33,697,480	33,893,073
<b>Total Net Position</b>	<u><b>\$ 83,112,713</b></u>	<u><b>81,877,599</b></u>	<u><b>77,118,991</b></u>

Corpus Christi Regional Transportation Authority  
Statement of Revenues and Expenditures By Cost Center (Unaudited)  
Months ended September 30, 2014 & September 30, 2013

	Current Month			Prior Year Comparison	
	Actual	Budget	Favorable (Unfavorable)	2013	Favorable (Unfavorable)
			Variance		Comparison
A	B	A vs B	C	A vs C	
<b>Operating Revenues:</b>					
Passenger service	\$ 150,632	148,810	1,822	142,681	7,951
Bus advertising	3,333	5,833	(2,500)	3,334	(1)
Charter service	-	-	-	-	-
Other operating revenues	6,785	6,125	660	3,298	3,487
<b>Total Operating Revenues</b>	<b>160,750</b>	<b>160,768</b>	<b>(18)</b>	<b>149,313</b>	<b>11,437</b>
<b>Operating Expenses:</b>					
Transportation	520,850	503,083	(17,767)	423,017	(97,833)
Customer Programs	19,062	40,349	21,287	11,274	(7,788)
Purchased Transportation	474,575	700,728	226,153	620,785	146,210
Service Development	21,563	26,157	4,594	18,176	(3,387)
MIS	39,311	41,629	2,318	25,950	(13,361)
Vehicle Maintenance	580,647	488,215	(92,432)	424,681	(155,966)
Facilities Maintenance	3,703	82,009	78,306	87,949	84,246
Contracts and Procurements	19,704	18,820	(884)	18,328	(1,376)
CEO's Office	30,853	54,093	23,240	57,058	26,205
Finance and Accounting	36,942	34,959	(1,983)	25,332	(11,610)
Materials Management	12,674	10,555	(2,119)	9,451	(3,223)
Human Resources	153,146	182,799	29,653	114,350	(38,796)
General Administration	30,355	31,577	1,222	21,978	(8,377)
Capital Project Management	18,996	16,058	(2,938)	20,423	1,427
Marketing & Communications	56,941	44,093	(12,848)	29,478	(27,463)
Safety & Security	316,248	75,731	(240,517)	37,649	(278,599)
Staples Street Center	-	10,107	10,107	-	-
<b>Total Departmental Expenses</b>	<b>2,335,570</b>	<b>2,360,962</b>	<b>25,392</b>	<b>1,945,879</b>	<b>(389,691)</b>
Depreciation	494,167	494,167	-	495,438	1,271
<b>Total Operating Expenses</b>	<b>2,829,737</b>	<b>2,855,129</b>	<b>25,392</b>	<b>2,441,317</b>	<b>(388,420)</b>
<b>Operating Income (Loss)</b>	<b>(2,668,987)</b>	<b>(2,694,361)</b>	<b>25,374</b>	<b>(2,292,004)</b>	<b>(376,983)</b>
<b>Other Income (Expense)</b>					
Sales Tax Revenue	3,290,795	3,166,973	123,822	2,858,929	431,866
Federal, state and local grant assistance	-	190,517	(190,517)	10,043	(10,043)
Investment Income	9,852	5,500	4,352	6,080	3,772
Gain (Loss) on Disposition of Property	-	-	-	-	-
Street Improvements Program for CCRTA Region Entities	-	-	-	-	-
<b>Net Income (Loss) Before Capital Grants and Donations</b>	<b>631,660</b>	<b>668,629</b>	<b>(36,969)</b>	<b>583,048</b>	<b>48,612</b>
Capital Grants & Donations	-	-	-	482,143	(482,143)
<b>Change in Net Assets</b>	<b>\$ 631,660</b>	<b>668,629</b>	<b>(36,969)</b>	<b>1,065,191</b>	<b>(433,531)</b>



Corpus Christi Regional Transportation Authority  
Statement of Revenues And Expenditures By Cost Center (Unaudited)  
Year-to-date September 30, 2014 & September 30, 2013

	Year-to-date			Prior Year Comparison	
	Actual	Budget	Favorable (Unfavorable) Variance	2013	Favorable (Unfavorable) Comparison
			A vs B		A vs C
	A	B	A vs B	C	A vs C
<b>Operating Revenues:</b>					
Passenger service	\$ 1,388,175	1,439,290	(51,115)	1,319,036	69,139
Bus advertising	91,515	52,497	39,018	38,762	52,753
Charter service	-	-	-	158	(158)
Other operating revenues	65,543	55,125	10,418	47,602	17,941
<b>Total Operating Revenues</b>	<b>1,545,233</b>	<b>1,546,912</b>	<b>(1,679)</b>	<b>1,405,558</b>	<b>139,675</b>
<b>Operating Expenses:</b>					
Transportation	4,550,498	4,555,647	5,149	3,779,467	(771,031)
Customer Programs	143,932	209,371	65,439	127,452	(16,480)
Purchased Transportation	5,072,911	6,892,196	1,819,285	5,875,868	802,957
Service Development	211,303	240,513	29,210	185,484	(25,819)
MIS	358,198	381,318	23,120	243,537	(114,661)
Vehicle Maintenance	4,241,479	4,457,521	216,042	3,759,532	(481,947)
Facilities Maintenance	1,013,708	766,781	(246,927)	783,282	(230,426)
Contracts and Procurements	159,908	209,461	49,553	125,663	(34,245)
CEO's Office	410,263	509,237	98,974	436,147	25,884
Finance and Accounting	309,693	315,361	5,668	296,160	(13,533)
Materials Management	91,764	96,295	4,531	89,705	(2,059)
Human Resources	3,342,040	2,840,344	(501,696)	2,153,936	(1,188,104)
General Administration	202,898	268,033	65,135	251,097	48,199
Capital Project Management	137,507	135,672	(1,835)	145,112	7,605
Marketing & Communications	352,962	449,757	96,795	254,762	(98,200)
Safety & Security	748,124	684,329	(63,795)	296,825	(451,299)
Staples Street Center	-	90,963	90,963	-	-
<b>Total Departmental Expenses</b>	<b>21,347,188</b>	<b>23,102,799</b>	<b>1,755,611</b>	<b>18,804,029</b>	<b>(2,543,159)</b>
Depreciation	4,447,503	4,447,503	-	4,458,942	11,439
<b>Total Operating Expenses</b>	<b>25,794,691</b>	<b>27,550,302</b>	<b>1,755,611</b>	<b>23,262,971</b>	<b>(2,531,720)</b>
<b>Operating Income (Loss)</b>	<b>(24,249,458)</b>	<b>(26,003,390)</b>	<b>1,753,932</b>	<b>(21,857,413)</b>	<b>(2,392,045)</b>
<b>Other Income (Expense)</b>					
Sales Tax Revenue	25,784,823	25,562,660	222,163	23,500,376	2,284,447
Federal, state and local grant assistance	3,359,787	1,714,653	1,645,134	1,216,829	2,142,958
Investment Income	74,553	49,500	25,053	45,487	29,066
Gain (Loss) on Disposition of Property	72,511	-	72,511	225	72,286
Street Improvements Program for CCRTA Region Entities	-	(4,991)	4,991	(4,991)	4,991
<b>Net Income (Loss) Before Capital Grants and Donations</b>	<b>5,042,216</b>	<b>1,318,432</b>	<b>3,723,784</b>	<b>2,900,513</b>	<b>2,141,703</b>
Capital Grants & Donations	-	-	-	934,921	(934,921)
<b>Change in Net Assets</b>	<b>\$ 5,042,216</b>	<b>1,318,432</b>	<b>3,723,784</b>	<b>3,835,434</b>	<b>1,206,782</b>



## CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

**Board of Directors' Memo**

**October 22, 2014**

**Subject: Draft FY 2015 Operating and Capital Budgets**

### **Background**

Chapter 451 of the Texas Transportation Code mandates that the Authority adopt an annual operating budget prior to the beginning of each fiscal year after making the proposed budget available publicly for at least 14 days. The required public notice period begins on October 22, 2014 in order to be complete in time for the public hearing scheduled on November 5, 2014.

### **Executive Summary**

In accordance with the Code, the attached 2015 Annual Draft Budgets are being submitted for your consideration. The Draft Budgets are balanced and sustainable by the Agency and consist of an Operating Budget of \$ 41,275,926 and a Capital Budget of \$8,776,689. The Operating Budget is being funded by current earnings from Operating Revenues, Sales Tax Revenues, Federal Grant Revenues earmarked for maintenance and operations (noncapital) and income from investment activities. The Capital Budget is being funded by capital grants and local monies that have been designated in the Agency's unrestricted fund balance.

The 2015 Draft Operating Budget calls for an increase in Revenues of \$2,009,741 or 5.12% and a decrease in Expenditures of \$191,953 or .5% in comparison to the 2014 Adopted Budget. Please note that there are two budget elements in 2015 totaling \$2,593,364 that did not exist in 2014. First, there is a \$1,073,364 debt service payment for the Staples Street Center required by the bond covenant. Secondly, there is \$1,520,000 of local funds designated for capital acquisitions. Taking these two items into consideration, there is a net increase of \$2,401,411 or 6.18%.

The Chief Executive Officer has developed the 2015 Draft Operating Budget with department heads that meets the goals and objectives of the Board and the ridership needs of the community as defined by the Board's Initiatives listed below.

1. Customer Service and Satisfaction
2. Efficient and Effective Service Delivery
3. Enhance Awareness of Agency in the Region

4. Expansion of Service
5. Capital Projects
6. Safety
7. Board Development

In conclusion as Chief Executive Officer, we will continue to look at services and operations from a long-term perspective to remain in tune with the changing demographics and regional trends, particularly the oil field growth from Eagle Ford Shale and service growth from Schlitterbaun and SEA District while operating the most optimal transit services and maintaining continued financial stability. Equally as important is the continued development of our personnel and technological advances in order to keep up with these demands.

## **2015 Draft Budget Highlights**

### **OPERATING BUDGET SUMMARY**

The Budget Summary provides an overall comparative analysis budget-to-budget of the Source and Use funding between 2015 Draft Budget and 2014 Adopted Budget which reflects an increase of \$2,401,411 or 6.18%.



**Summary of 2015 Draft and 2014 Operating Budgets**

Description	Budget 2014	Estimated 2014	Draft 2015	2015 Draft vs 2014 Budget	%
					Change
Source of Funding:					
Operating Revenues	\$ 2,029,222	\$ 2,027,963	\$ 2,158,102	\$ 128,880	6.35%
Sales Tax Revenue	34,885,754	34,971,947	35,846,246	\$ 960,492	2.75%
Federal, State and Local operating grants	2,286,209	2,286,209	3,122,578	\$ 836,369	36.58%
Non Operating Income	66,000	172,323	150,000	84,000	127.27%
Total Source of Funds	<u>\$ 39,267,185</u>	<u>\$ 39,458,442</u>	<u>\$ 41,276,926</u>	<u>\$ 2,009,741</u>	5.12%
Uses of Funding:					
Department Expenses	\$ 30,174,612	\$ 27,952,320	\$ 30,550,758	\$ 376,146	1.25%
Capital Transfer Out	-	-	1,520,000	\$ 1,520,000	100.00%
Debt Service	-	1,033,679	1,073,364	\$ 1,073,364	100.00%
Depreciation	5,930,000	5,289,295	5,163,424	\$ (766,576)	-12.93%
Street Improvement Program	2,770,903	2,900,327	2,969,380	\$ 198,477	7.16%
	<u>\$ 38,875,515</u>	<u>\$ 37,175,621</u>	<u>\$ 41,276,926</u>	<u>\$ 2,401,411</u>	6.18%
Sources in Excess of Uses/Net Income	<u>\$ 391,670</u>	<u>\$ 2,282,821</u>	<u>\$ -</u>	<u>\$ (391,670)</u>	

The below chart illustrates the five (5) major functional classifications that utilized the authorized funds and a visual comparison from budget-to-budget.

### Uses of Funds



	2014 Budget	2014 Estimate	2015 Proposed
■ Total Uses of Funds	\$38,875,515	\$37,175,621	\$41,276,936
■ Street Improvements	\$2,770,903	\$2,900,327	\$2,969,390
■ Depreciation Expense	\$5,930,000	\$5,289,295	\$5,163,424
■ Debt Service	\$-	\$1,033,679	\$1,073,364
■ Capital Transfer Out	\$-	\$-	\$1,520,000
■ Departmental Expenses	\$30,174,612	\$27,952,320	\$30,550,758

## 2015 DRAFT OPERATING BUDGET HIGHLIGHTS

### REVENUES

Because sales tax revenue accounts for nearly 90% of total income, the 2015 Draft Budget is based on a conservative 2.50% sales tax growth based on our 2014 Estimated or an additional \$960,492 in comparison to the 2014 Adopted Budget. Revenues are generated from four (4) funding sources. The below chart illustrates the revenue composition of the Agency which has not changed over the last few years.

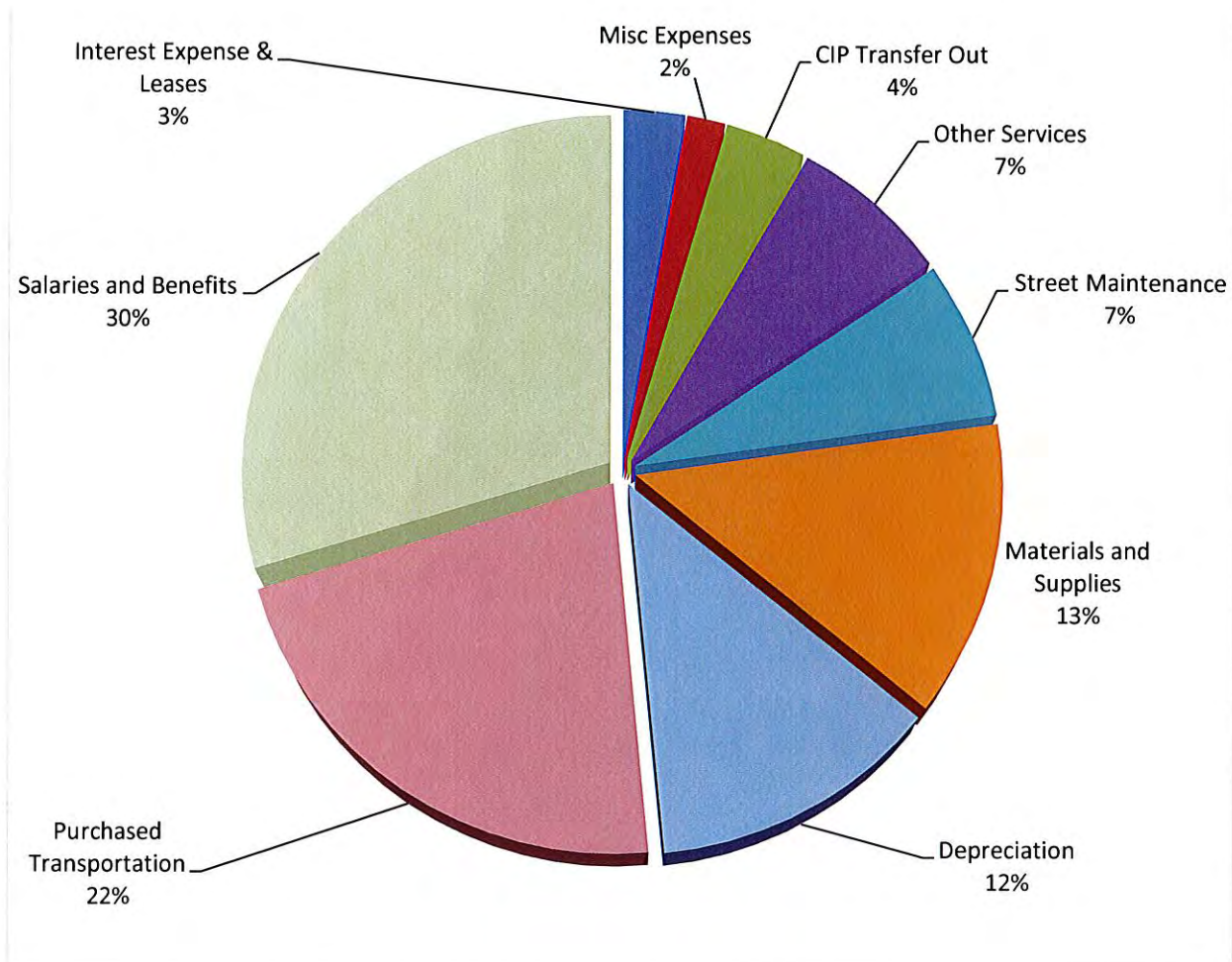




## 2015 DRAFT OPERATING BUDGET HIGHLIGHTS

### EXPENDITURES

This chart will provide further insight into the areas where funds are spent. As you can see the two largest expenditure components are Personnel costs, accounting for 30% of the budget and Purchased Transportation, accounting for 22% of the budget. Please note that these expenditures are presented by object code as illustrated in Schedule D.



## **Draft FY2015 Operating Budget versus FY 2014 Adopted Operating Budget**

Total Expenditures for 2015 are proposed to increase by 6.18% (\$2.4 million) in comparison to the 2014 budget. Following are the major variances that contribute to the increase.

- Department 01 – Transportation 8.34% (\$506 thousand) – addition of 9 new bus operators, increase in entry level pay for bus operators, and service changes and enhancements
- Department 02 – Customer Programs 18.26% (\$48 thousand) – increase in marketing and promotional efforts
- Department 03 – Purchased Transportation -30.12% (negative \$2.7 million) reductions due to cost savings from restructuring of MV contracted services.
- Department 04 – Service Development – 121.63% (\$390 thousand) – increase due to NTD passenger sampling and increase in consulting services due to required COA.
- Department 07 – MIS 11.03% (\$55 thousand) – addition of new telecommunication enhancements.
- Department 11 – Vehicle Maintenance 18.51% (\$1.1 million) – addition of 3 FTEs to support the department, higher prices for parts including tires, and elimination of reimbursement from purchased transportation for fleet maintenance.
- Department 21 – Facilities Management 56.98% (\$579 thousand) – due to additional required contractual maintenance and compliance requirements
- Department 52 – Safety and Security 42.24% (\$385 thousand) – increase due to additional of one full time employee, monthly bus station cleaning and implementation of new solar lighting program at bus shelters and stops.
- Department 77 – Staples Street Center -77.57% (\$94 thousand) – reduction in fixed operating expenses due to timelines.

### **Draft 2015 Operating Budget**

Starting on page 13 of this document, are the following budgetary schedules:

**Schedule A** – Comparative Statement of Revenues and Expenses for 2015 Versus 2014 exhibits amounts for Budget 2014, Estimated 2014, Draft Budget 2015, and 2014 Draft Budget versus Estimated 2014, by amount and percentage.

**Schedule B** –Revenue and Expenditures by Department, exhibits amounts for Budget 2014, Estimated 2014, Proposed 2015, and % Change between Budget 2014 and Proposed 2015.

**Schedule C** – Revenues By Account exhibits amounts for Budget 2014, Estimated 2014, Proposed 2015, and % Change between Budget 2015 and Budget 2014.

**Schedule D** –Expenditures exhibits amounts for Budget 2014, Estimated 2014, Proposed 2015, and % Change between Budget 2015 and Budget 2014.



**Schedule E** – Full Time Equivalent Positions exhibits FTE positions for 2014 and 2015.

**Schedule F** – **Narratives** – Provide a snapshot of each department highlighting the following:

- Program Description, detailing significant changes to the budget from prior year
- Goals and Objectives
- Personnel Summary
- Expenditure Summary.

### **2015 Draft Capital Budget**

The major focus of the 2015 Capital Budget is the Staples Street Center. Additionally, some of the projects CCRTA is recommending are the continuation of fleet acquisition – adding more CNG vehicles to our fleet, more funding for Bus Stop Improvements, as well as Information System equipment to include fiber for security cameras, display monitors at the Administration building, LED monitors for buses, a new digital mobile APP for bus passes, and an APP for web-based public bus live tracking.

Funding for capital projects has been identified as:

- Grants
- Unrestricted Fund Balance

The following worksheet identifies capital projects included in the 2015 Draft Capital Budget.



## 2015 Draft Capital Budget

<b>Projects:</b>	<b>Amount</b>
Staples Street Center	\$ 2,208,000
TAMU CC Bus Stop Improvements (4 Shelters + Infrastructure)	\$ 345,000
Miscellaneous Concrete Services	\$ 50,000
Bus Stop Amenities <b>(1)</b>	\$ 500,000
Bus Stop Improvements Concrete Infrastructure (170) <b>(1)</b>	\$ 1,000,000
Bear Lane Land Acquisition	\$ 500,000
Design Services for Administration Renovations	\$ 63,000
Mestina & Artesian Street Improvements	\$ 888,903
Fuel Management System	\$ 350,000
Heating Ventilation System	\$ 120,000
Riding Lawn Mower	\$ 25,000
Equipment Replacement:	
Operator Relief Vehicles ( 10 @ \$40,000)	\$ 400,000
Maintenance Support Trucks (11 @ \$50,000)	\$ 550,000
Replace Portable Lift <b>(1)</b>	\$ 65,000
Replace R134 HVAC Reclaimer <b>(1)</b>	\$ 40,000
Bus Wash System	\$ 589,367
DBE Application Software	\$ 35,000
<u>Staples Street Center IT Projects:</u>	
Informational Kiosk <b>(1)</b>	\$ 30,000
Destination Signage <b>(1)</b>	\$ 413,200
Network Hardware	\$ 55,700
Transportation Security App	\$ 45,000
Network Cabling	\$ 124,720
New Board Room	\$ 73,599
Audio & Video Equipment for Conference Rooms	\$ 26,800
UPS Battery Backup & Installation	\$ 86,000
Phone Server Call Enhancements <b>(1)</b>	\$ 45,000
Veterans Information Interactive Wall <b>(1)</b>	\$ 129,400
Server Storage Expansion	\$ 18,000
<b>Total 2015 CIP</b>	<b>\$ 8,776,689</b>
<b>Funding:</b>	
Grants <b>(1)</b>	\$ 1,694,080
Unrestricted Fund Balance	\$ 7,082,609
	<b>\$ 8,776,689</b>

<b>2015 Year-End Fund Balance</b>		<b>(Unaudited)</b>	
12/31/2013 Audited Unrestricted/Unreserved		\$	27,424,788
12/31/2014 Projected Surplus		\$	2,282,821
12/31/2014 Estimated Balance before Restricted/Reserved		\$	29,707,609
<b><u>2014 Estimated CIP paid from Unrestricted Funds:</u></b>			
Bus Stop Trash Receptacles	\$	252,532	
Corpus Christi Street Program-Transit Enhancement (\$280,491 Federal)	\$	383,622	
Shelter Amenities (\$385,595 Federal)	\$	121,399	
Robstown Transfer Station (\$317,434 Federal)	\$	79,359	
Bus Wash Renovations (\$160,000 Federal)	\$	40,000	
Trip Planning System (\$299,680 Federal)	\$	74,920	
Harbor Ferry Improvements (\$308,452 Federal)	\$	77,113	
Bear Lane Employee Parking Lot Expansion	\$	290,000	
Generator for Natural Gas (Design/Analysis only)	\$	8,000	
19 - Cut-a-Way Buses (\$2,000,000 Federal Est)	\$	500,000	
Fiber for Security Cameras at 4 Transit Stations	\$	56,008	
GFI Server Replacement	\$	1,685	
Display Monitors for Bear Lane Administration	\$	28,718	
Internet Web Filter (Hardware Device with 3 year Warranty and Replacement)	\$	16,723	
		\$	(1,930,079)
<b><u>2014 CIP projects rolled forward to 2015:</u></b>			
Six Points Station	\$	810,000	
Bus Stop Trash Receptacles	\$	147,468	
Bear Lane Bus Parking Lot Improvements	\$	216,000	
La Retama Park (RTA share of City Project)	\$	70,000	
21 - 35' buses (\$7,786,632 Federal)	\$	1,946,658	
8 - 40' buses (\$2,995,776 Federal)	\$	748,944	
2 - Double Decker Buses (\$500,000 each Local)	\$	1,000,000	
APP for Web-Based Public Bus Live Tracking (NEXT BUS)	\$	40,000	
Monitors with LCD Technology on Buses (77)	\$	77,000	
Digital Mobile APP Bus Passes-GO PASS	\$	75,000	
Benefits Tracking System for Human Resources	\$	15,000	
		\$	(5,146,070)
<b>12/31/2015 Estimated Balance before Restricted/Reserved</b>		<b>\$</b>	<b>22,631,460</b>

<b>2015 Year-End Fund Balance (Unaudited)</b>	<b>Continued</b>
Operating Reserve based on 25% of adjusted 2015 Budget	\$ (6,673,690)
Employee Benefits Reserve (per policy)	\$ (964,000)
Capital Budget Reserve (25% of 2015 Capital Budget (\$8,776,689))	\$ (2,194,172)
Staples Street Center Tenant Build-out Costs	\$ (2,200,000)
<b>12/31/2015 Estimated Balance after Restricted/Reserved</b>	<b>\$ 10,599,598</b>
<b><u>2015 Local Share of 2015 Capital Budget:</u></b>	
Staples Street Center	\$ 2,208,000
TAMUCC CC Bus Stop Improvements	\$ 345,000
Miscellaneous Concrete Services	\$ 50,000
Bus Stop Amenities	\$ 100,000
Bus Stop Improvements Concrete Infrastructure	\$ 200,000
Bear Lane Land Acquisition	\$ 500,000
Design Services for Administration Renovations	\$ 63,000
Mestina & Artesian Street Improvements	\$ 888,903
Fuel Management System	\$ 350,000
Heating Ventilation System	\$ 120,000
Riding Lawn Mower	\$ 25,000
Equipment Replacement:	
Operator Relief Vehicles (10 units)	\$ 400,000
Maintenance Support Trucks (11 units)	\$ 550,000
Replace Portable Lift	\$ 65,000
Replace R134 HVAC Re-claimer	\$ 40,000
Bus Wash System	\$ 589,367
DBE Application Software	\$ 35,000
Staples Street Center IT Projects	\$ 535,339
Server Storage Expansion	<u>\$ 18,000</u>
	\$ (7,082,609)
<b>2015 Projected Unreserved/Unrestricted Fund Balance</b>	<b><u>\$ 3,516,989</u></b>



**Review**

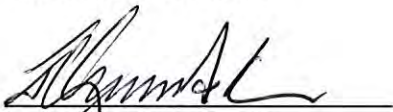
This is the final Budget Workshop for the 2015 Draft Operating and Capital Budgets. The Board of Directors has previously reviewed the 2015 Draft Operating and Capital Budgets during the Budget Workshops held on July 2, 2014, July 16, 2014, August 27, 2014, and October 1, 2014.

**Future Action**

A public hearing is scheduled for November 5, 2014, during the regularly scheduled Board Meeting. After the public hearing, the Board will be presented with the 2015 Operating and Capital Budgets for consideration and possible approval. Final Approval and adoption must be done prior to January 1, 2015.

**Respectfully Submitted,**

Submitted by:   
Cindy O'Brien  
Director of Finance

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

Approval:   
Scott Neeley  
Chief Executive Officer

**SCHEDULE A - COMPARATIVE STATEMENT OF REVENUE AND EXPENSES**

**2015 Draft Operating Budget vs 2014 Adopted Budget**

Description	2014		2015		Variance	
	Budget	Estimated	Draft Budget	\$	%	
<b>Operating Revenues:</b>						
Passenger service	\$ 1,885,722	\$ 1,839,757	\$ 1,962,602	\$ 76,880		4.1%
Bus advertising	65,000	57,794	65,000	\$ -		0.0%
Other operating revenues	78,500	130,412	130,500	52,000		66.2%
Total Operating Revenues	<u>\$ 2,029,222</u>	<u>\$ 2,027,963</u>	<u>\$ 2,158,102</u>	<u>\$ 128,880</u>		<u>6.4%</u>
<b>Operating Expenses:</b>						
Transportation	\$ 6,071,496	\$ 5,919,282	\$ 6,577,693	\$ 506,197		8.3%
Customer Programs	262,868	235,696	310,860	\$ 47,992		18.3%
Purchased Transportation	8,977,306	5,967,938	6,273,169	\$ (2,704,137)		-30.1%
Service Development	321,084	280,506	711,630	\$ 390,546		121.6%
MIS	502,718	433,907	558,190	\$ 55,472		11.0%
Vehicle Maintenance	5,919,785	6,753,976	7,015,393	\$ 1,095,608		18.5%
Facilities Maintenance	1,016,018	1,479,067	1,594,978	\$ 578,960		57.0%
Contracts and Grants	271,557	234,476	284,626	\$ 13,069		4.8%
CEO	665,866	611,266	622,998	\$ (42,868)		-6.4%
Finance and Accounting	421,831	407,393	440,667	\$ 18,836		4.5%
Materials Management	128,216	118,514	125,811	\$ (2,405)		-1.9%
Human Resources	3,405,521	3,466,828	3,532,886	\$ 127,365		3.7%
General Administration	360,358	280,535	373,851	\$ 13,493		3.7%
Program Development	178,734	178,733	178,721	\$ (13)		0.0%
Marketing & Communications	638,192	565,480	625,211	\$ (12,981)		-2.0%
Safety and Security	911,778	991,523	1,296,874	\$ 385,096		42.2%
Staples Street Center	121,284	27,200	27,200	\$ (94,084)		-77.6%
Total Departmental Expenses	<u>\$ 30,174,612</u>	<u>\$ 27,952,320</u>	<u>\$ 30,550,758</u>	<u>\$ 376,146</u>		<u>1.2%</u>
Transfer Out to CIP	\$ -	\$ -	\$ 1,520,000	\$ 1,520,000		100.0%
Debt Service	\$ -	\$ 1,033,679	\$ 1,073,364	\$ 1,073,364		100.0%
Depreciation	5,930,000	5,289,295	5,163,424	(766,576)		-12.9%
Total Operating Expenses	<u>\$ 36,104,612</u>	<u>\$ 34,275,294</u>	<u>\$ 38,307,546</u>	<u>\$ 2,202,934</u>		<u>6.1%</u>
Operating Income (Loss)	<u>\$ (34,075,390)</u>	<u>\$ (32,247,331)</u>	<u>\$ (36,149,444)</u>	<u>\$ (2,074,054)</u>		<u>6.1%</u>
<b>Other Income (Expense)</b>						
Sales Tax Revenue	\$ 34,885,754	\$ 34,971,947	\$ 35,846,246	\$ 960,492		2.75%
Federal, state and local grants	2,286,209	2,286,209	3,122,578	\$ 836,369		36.58%
Investment Income	66,000	99,812	100,000	\$ 34,000		51.52%
Disposal of Assets	-	72,511	50,000	\$ 50,000		100.0%
Street Improvement Program	(2,770,903)	(2,900,327)	(2,969,380)	(198,477)		7.2%
Total Other Income (Expense)	<u>\$ 34,467,060</u>	<u>\$ 34,530,152</u>	<u>\$ 36,149,444</u>	<u>\$ 1,682,384</u>		<u>4.9%</u>
Net Income (Loss)	<u>\$ 391,670</u>	<u>\$ 2,282,821</u>	<u>\$ -</u>	<u>\$ (391,670)</u>		<u>-100.0%</u>

**SCHEDULE B - REVENUE AND EXPENDITURES BY DEPARTMENT  
2015 Draft Operating Budget vs 2014 Adopted Budget**

DEPARTMENT	2014 BUDGET	2014 ESTIMATED	2015 PROPOSED	% CHANGE
00 REVENUES	\$39,267,185	\$39,458,443	\$41,276,926	
TOTAL REVENUES	\$39,267,185	\$39,458,443	\$41,276,926	5.12%
<b>DEPARTMENTS</b>				
01 TRANSPORTATION	\$6,071,496	\$5,919,282	\$6,577,693	<b>8.34%</b>
02 CUSTOMER PROGRAMS	\$262,868	\$235,696	\$310,861	<b>18.26%</b>
03 PURCHASED TRANSPORTATION	\$8,977,307	\$5,967,938	\$6,273,169	<b>-30.12%</b>
04 SERVICE DEVELOPMENT	\$321,084	\$280,506	\$711,630	<b>121.63%</b>
07 MIS	\$502,719	\$433,907	\$558,191	<b>11.03%</b>
11 VEHICLE MAINTENANCE	\$5,919,786	\$6,753,976	\$7,015,393	<b>18.51%</b>
21 FACILITIES MANAGEMENT	\$1,016,017	\$1,479,067	\$1,594,978	<b>56.98%</b>
40 CONTRACTS AND GRANTS	\$271,557	\$234,476	\$284,626	<b>4.81%</b>
41 GENERAL MANAGEMENT	\$665,866	\$611,266	\$622,998	<b>-6.44%</b>
42 FINANCE AND ACCOUNTING	\$421,831	\$407,393	\$440,667	<b>4.47%</b>
43 MATERIALS MANAGEMENT	\$128,215	\$118,514	\$125,811	<b>-1.87%</b>
44 HUMAN RESOURCES	\$3,405,522	\$3,466,828	\$3,532,886	<b>3.74%</b>
45 DBE/EEO	\$360,358	\$280,535	\$373,851	<b>3.74%</b>
49 CAPITAL PROJECTS	\$178,733	\$178,733	\$178,721	<b>-0.01%</b>
50 MARKETING AND COMMUNICATION	\$638,192	\$565,480	\$625,211	<b>-2.03%</b>
52 SECURITY	\$911,778	\$991,523	\$1,296,874	<b>42.24%</b>
68 DEBT SERVICE	\$0	\$1,033,679	\$1,073,364	<b>100.00%</b>
77 STAPLE STREET CENTER	\$121,284	\$27,200	\$27,200	<b>-77.57%</b>
80 TRANSFER TO CAPITAL IMPROVEMENT PROGRAM	\$0	\$0	\$1,520,000	<b>100%</b>
88 STREET MAINTENANCE	\$2,770,903	\$2,900,327	\$2,969,380	<b>7.16%</b>
99 DEPRECIATION	\$5,930,000	\$5,289,295	\$5,163,424	<b>-12.93%</b>
TOTAL EXPENDITURES	<b>\$38,875,516</b>	<b>\$37,175,622</b>	<b>\$41,276,926</b>	<b>6.18%</b>
NET REVENUES OVER(UNDER) EXPENDITURES	\$391,669	\$2,282,821	\$0	



## SCHEDULE C- OPERATING REVENUES

FUND REVENUES	FY 2014		FY 2015	
	BUDGET	ESTIMATED	PROPOSED	% CHANGE
40101010 PASSENGER FARES-RTA ROUTE	\$ 860,000	\$ 950,572	\$ 998,000	16.05%
40102010 RTA PRESOLD PASSES/TICKET	\$ 310,000	\$ 187,573	\$ 190,000	-38.71
40102510 TAMUCC & DEL MAR CONTRACTS	\$ 149,122	\$ 185,174	\$ 234,415	57.20%
40103010 STUDENT TICKETS	\$ 1,600	\$ 1,087	\$ 1,105	-30.94%
40104010 PORT ARANSAS SERVICES	\$ 4,000	\$ 3,850	\$ 4,000	0.00%
40106010 HARBOR FERRY	\$ 100,000	\$ 93,308	\$ 94,000	-6.00%
40108010 EXPRESS FARES - PARK & RIDE	\$ 210,000	\$ 200,857	\$ 210,000	0.00%
40109010 EXPRESS FARES-COMMUTER CARDS	\$ 35,000	\$ 1,082	\$ 1,082	-96.91%
40110010 DEMAND RESPONSE	\$ 180,000	\$ 168,408	\$ 180,000	0.00%
40113010 VANPOOL REVENUE	\$ 36,000	\$ 47,846	\$ 50,000	38.89%
40603010 BUS BENCH ADVERTISING	\$ 65,000	\$ 57,794	\$ 65,000	0.00%
40760010 GAIN (LOSS) ASSET DISPOSAL	\$ -	\$ 72,511	\$ 50,000	0.00%
40704010 INVESTMENT INCOME	\$ 66,000	\$ 99,812	\$ 100,000	51.52%
40798010 ON-BOARD BUS ADVERTISING	\$ 70,000	\$ 101,515	\$ 102,000	45.71%
40799010 OTHER INCOME	\$ 8,500	\$ 28,898	\$ 28,500	235.29%
40802010 SALES TAX REVENUES	\$ 34,885,754	\$ 34,971,947	\$ 35,846,246	2.75%
41301010 FEDERAL CAPITAL GRANTS	\$ 2,286,209	\$ 2,286,209	\$ 3,122,578	36.58%
<b>TOTAL FUND REVENUES</b>	<b>\$ 39,267,185</b>	<b>\$ 39,458,443</b>	<b>\$ 41,276,926</b>	<b>5.12%</b>

**SCHEDULE D – EXPENDITURE**  
**DRAFT OPERATING BUDGET vs**  
**2014 ADOPTED BUDGET**

01 FUND EXPENDITURES	FY 2014		FY 2015	
	BUDGET	ESTIMATED	PROPOSED	% CHG
50101010 SALARIES AND WAGES - OPERATOR	\$4,256,388	\$4,298,856	\$4,539,777	6.66%
50102010 SALARIES AND WAGES - OTHER	\$4,895,108	\$4,810,956	\$5,356,618	9.43%
50103010 OVERTIME - OTHER	\$194,270	\$151,100	\$221,763	14.15%
50104010 OVERTIME - OPERATORS	\$549,734	\$461,217	\$670,975	22.05%
50105010 GRANT LABOR	\$0	\$0	\$0	0.00%
50201010 MEDICARE	\$142,698	\$139,429	\$153,834	7.80%
50202010 PENSION	\$1,187,998	\$1,187,971	\$831,915	-29.97%
50203010 GROUP HEALTH	\$0	\$0	\$0	0.00%
50204010 DENTAL	\$3,255	\$4,322	\$4,500	38.25%
50205010 LIFE INSURANCE	\$46,589	\$40,737	\$47,194	1.30%
50206010 DISABILITY INSURANCE	\$42,424	\$36,192	\$66,535	56.83%
50207010 UNEMPLOYMENT	\$24,000	\$48,912	\$48,912	103.80%
50213010 UNIFORM AND TOOL ALLOWANCE	\$4,200	\$4,200	\$3,850	-8.33%
50214110 TUITION REIMBURSEMENT	\$118,700	\$19,151	\$109,100	-8.09%
50214210 WORKERS COMPENSATION	\$79,200	\$83,072	\$92,871	17.26%
50214310 INCENTIVE AWARDS	\$12,900	\$11,328	\$144,600	1,020.93%
<b>TOTAL SALARIES AND BENEFITS</b>	<b>\$ 11,557,464</b>	<b>\$ 11,297,443</b>	<b>\$ 12,292,444</b>	<b>6.35%</b>
50310010 PRODUCTION FEES	\$44,550	\$43,348	\$ 60,560	37.73%
50322010 CONSULTING SERVICES	\$183,000	\$207,080	\$184,000	0.55%
50324010 LEGAL FEES	\$139,900	\$113,439	\$157,400	12.51%
50326010 COMPUTER CONSULTING SERV	\$58,500	\$24,100	\$36,600	-37.44%
50329910 OTHER PROFESSIONAL SERV	\$ 536,306	\$ 216,190	\$ 722,499	34.72%
50330010 TEMPORARY SERVICES	\$32,600	\$38,212	\$20,552	-36.96%
50342010 GROUNDSKEEPING	\$0	\$189	\$0	0.00%
50344010 REFUSE REMOVAL	\$47,142	\$58,854	\$85,300	80.94%
50346010 CONTRACTED MAINTENANCE	\$355,140	\$272,748	\$445,228	25.37%
50346210 CONTRACTED BLDG MAINT	\$33,193	\$45,366	\$55,200	66.30%
50346410 CONTRACTED SHELTER MAINT	\$12,000	\$411,159	\$426,209	3,451.74%
50346610 CONTRACTED VEHICLE MAINT	\$250,000	\$237,442	\$245,400	-1.84%
50350010 CUSTODIAL SERVICE	\$0	\$0	\$0	0.00%
50351010 TIRE SERVICE	\$0	\$0	\$0	0.00%
50360010 SECURITY SERVICE	\$454,000	\$534,000	\$538,200	18.55%
50372010 EMPLOYEE EXAMS	\$43,250	\$25,658	\$29,980	-30.68%
50379910 OTHER SERVICES	\$0	\$0	\$5,120	0.00%
<b>TOTAL OTHER SERVICES</b>	<b>\$ 2,189,581</b>	<b>\$ 2,227,785</b>	<b>\$ 3,012,248</b>	<b>37.87%</b>
50401010 FUEL AND LUBRICANTS	\$2,542,169	\$2,495,351	\$2,820,130	10.93%
50401110 FUEL AND LUBRICANT TAXES	\$225,713	\$201,025	\$219,850	-2.60%
50401210 FREIGHT, DELIVERY, ENVIRMNTL FEE	\$1,978	\$3,587	\$4,700	137.61%
50401310 SPILL TAX AND L.U.S.T.	\$3,046	\$2,720	\$3,300	8.34%
50402010 TIRES AND TUBES	\$184,393	\$180,000	\$225,000	22.02%
50490010 INS PROCEEDS-BUS REPAIRS	\$0	\$0	\$0	0.00%
50490110 REPAIR PARTS	\$1,169,000	\$1,479,501	\$1,169,000	0.00%
50490210 BUS CLEANING SUPPLIES	\$13,200	\$10,319	\$11,200	-15.15%



## EXPENDITURES (CONTINUED)

01 FUND EXPENDITURES	FY 2014		FY 2015	
	BUDGET	ESTIMATED	PROPOSED	% CHG
50490310 BUILDING MAINT MATERIALS	\$90,000	\$138,729	\$92,500	2.78%
50490410 PROMOTIONAL SUPPLIES	\$37,350	\$30,389	\$103,637	177.48%
50490510 VEHICLE MAINTENANCE MANDS	\$120,000	\$127,586	\$135,000	12.50%
50490610 SHELTER MAINT SUPPLIES	\$42,802	\$42,090	\$168,500	293.67%
50490710 JANITORIAL SUPPLIES	\$0	\$0	\$0	0.00%
50491110 OFFICE SUPPLIES	\$65,430	\$54,226	\$71,880	9.86%
50491210 POSTAGE AND EXPRESS	\$32,765	\$28,105	\$21,095	-35.62%
50491310 MINOR TOOLS AND EQUIPMENT	\$46,350	\$44,557	\$87,500	88.78%
50491410 MINOR OFFICE EQUIPMENT	\$49,332	\$73,201	\$47,599	-3.51%
50492010 PRINTING	\$153,550	\$153,713	\$187,305	21.98%
50493010 UNIFORMS	\$83,605	\$82,581	\$92,326	10.43%
50499910 OTHER MATERIALS AND SUPPL	\$15,856	\$37,838	\$27,199	71.54%
<b>TOTAL MATERIALS AND SUPPLIES</b>	<b>\$ 4,876,539</b>	<b>\$ 5,185,518</b>	<b>\$ 5,487,641</b>	<b>12.53%</b>
50502010 TELECOMMUNICATIONS	\$103,544	\$101,473	\$122,278	18.09%
50502110 ELECTRICITY	\$394,722	\$363,849	\$416,200	5.44%
50502210 WATER AND GAS	\$30,509	\$54,854	\$56,771	86.08%
50603010 PROPERTY AND LIABILITY INSURANCE	\$336,114	\$363,736	\$376,400	11.99%
50610010 HEALTH CARE SELF INSURANCE	\$1,780,200	\$1,890,883	\$1,900,000	6.73%
50801010 BAYFRONT EXPRESS AND SS EXPRESS	\$0	\$0	\$0	0.00%
50801010 CONTRACTED DEMAND RESPONSE SERVICES	\$24,000	\$12,256	\$14,511	-39.54%
50802010 CONTRACT FIXED ROUTE	\$1,504,144	\$118,236	\$144,000	-90.43%
50803310 HARBOR FERRY SERVICE	\$606,295	\$557,242	\$729,741	20.36%
50803410 ROBSTOWN #34	\$141,371	\$197,712	\$200,000	41.47%
50803510 TRAM SERVICE	\$0	\$0	\$0	0.00%
50803610 TEXAS A&M WAVE	\$104,480	\$143,342	\$145,000	38.78%
50803610 TEXAS AANDM SHUTTLE	\$0	\$0	\$0	0.00%
50803910 B-LINE FUEL	\$790,013	\$527,906	\$461,960	-41.53%
50804010 B-LINE SERVICE	\$4,345,512	\$3,694,249	\$3,800,000	-12.55%
50804110 FIXED ROUTE - SPECIAL	\$72,950	\$3,161	\$0	-100.00%
50804110 PROTOTYPE ALTERNATE B-LINE SERV	\$0	\$0	\$0	0.00%
50805010 PORT ARANSAS FLEXI-B	\$100,360	\$83,426	\$85,000	-15.30%
50805110 PORT ARANSAS TROLLEY SERVICE	\$100,107	\$103,314	\$110,000	9.88%
50806010 WATER TAXI	\$42,120	\$0	\$0	-100.00%
50807010 RURAL - ROUTE 67	\$226,133	\$262,179	\$275,000	21.61%
50808010 PT/VANPOOL	\$109,940	\$101,535	\$136,800	24.43%
50808010 PT/VANPOOL/PORT A SHUTTLE	\$0	\$0	\$0	0.00%
<b>TOTAL PURCHASED TRANSPORTATION</b>	<b>\$ 10,812,514</b>	<b>\$ 8,579,353</b>	<b>\$ 8,973,661</b>	<b>-17.00%</b>
50901010 DUES AND SUBSCRIPTIONS	\$73,899	\$71,236	\$106,451	44.05%
50902110 TRAVEL, TRAINING AND MTNGS	\$280,000	\$273,384	\$349,075	24.67%
50908010 ADVERT/PROMO MEDIA EXP.	\$97,117	\$102,050	\$112,731	16.08%
50909010 PROMPT PAYMENT ACT	\$0	\$0	\$0	0.00%
50909510 COMMUNITY SERVICES	\$100,263	\$63,688	\$108,890	8.60%
50909910 OTHER MISCELLANEOUS EXP.	\$118,410	\$83,221	\$ 29,659	-74.96%
<b>TOTAL OTHER MISCELLANEOUS</b>	<b>\$ 669,689</b>	<b>\$ 593,579</b>	<b>\$ 706,806</b>	<b>5.54%</b>
51102010 INTEREST EXPENSE	\$0	\$1,033,679	\$1,073,364	0.00%
51201010 LEASES AND RENTALS	\$68,826	\$68,643	\$77,907	13.19%
<b>TOTAL INTEREST EXPENSE AND LEASES &amp; RENTALS</b>	<b>\$ 68,826</b>	<b>\$ 1,102,322</b>	<b>\$ 1,151,271</b>	<b>115.72%</b>
60230110 DEPRECIATION EXPENSE	\$5,930,000	\$5,289,295	\$5,163,424	-12.93%
60355510 STREET MAINTENANCE	\$2,770,903	\$2,900,327	\$2,969,380	7.16%
60401010 CAPITAL PROJECTS	\$0	\$0	\$ 1,520,000	0.00%
<b>TOTAL DEPRECIATION, STREET &amp; CAPITAL PROJECTS</b>	<b>\$ 8,700,903</b>	<b>\$ 8,189,622</b>	<b>\$ 9,652,804</b>	<b>10.94%</b>
<b>TOTAL 01 FUND EXPENDITURES</b>	<b>\$ 38,875,516</b>	<b>\$ 37,175,622</b>	<b>\$ 41,276,926</b>	<b>6.18%</b>



<b>SCHEDULE E - FULL TIME EQUIVALENT POSTIONS</b>					
<b>DEPARTMENT</b>	<b>2013</b>	<b>2014</b>		<b>2015</b>	
	<b>FUNDED POSITIONS</b>	<b>ADOPTED POSITIONS</b>	<b>REVISED POSITIONS</b>	<b>ADDITIONS (DELETIONS)</b>	<b>FUNDED POSITIONS</b>
01 TRANSPORTATION	131.00	160.00	160.00	9.00	169.00
02 CUSTOMER PROGRAMS	4.00	4.80	4.80		4.80
03 PURCHASED TRANSPORTATION	3.00	3.00	3.00		3.00
04 SERVICE DEVELOPMENT	4.00	3.00	3.00		3.00
07 MIS	2.00	3.00	3.00		3.00
11 VEHICLE MAINTENANCE	36.00	38.00	38.00	3.00	41.00
21 FACILITIES MANAGEMENT	15.00	15.00	15.00		15.00
40 CONTRACTS AND GRANTS	3.00	4.00	5.00		5.00
41 GENERAL MANAGEMENT	1.00	1.00	1.00		1.00
42 FINANCE AND ACCOUNTING	5.55	5.55	5.55		5.55
43 MATERIALS MANAGEMENT	4.00	3.00	3.00		3.00
44 HUMAN RESOURCES	3.00	3.00	3.00		3.00
45 DBE/EEO	8.00	5.00	5.00		5.00
49 CAPITAL PROJECTS	2.00	2.00	2.00		2.00
50 MARKETING & COMMUNICATION	3.00	3.00	3.00		3.00
52 SECURITY	1.00	1.00	1.00	1.00	2.00
	<b>225.55</b>	<b>254.35</b>	<b>255.35</b>	<b>13.00</b>	<b>268.35</b>

# Department Narratives

## Schedule F

# CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

## 01 - TRANSPORTATION

### PROGRAM DESCRIPTION

The Transportation Department is responsible for providing the safest and most efficient method of navigating throughout the serviced areas in comfort with specific bus routes, timetables, and schedules to meet the demands of our customers and community. Fiscal year 2015's budget will take into account a full 12 months of service improvements. The total hours needed to cover the service improvements that were implemented on June 2, 2014 were 11,175. The total hours needed to cover bringing in the fixed routes (27, 50,

SALARIES AND BENEFITS - Increased by 8.30% (\$495,423) due to the increase in entry level pay from \$12.00 to \$14.00 per hour; instituting a step program in lieu of a merit program; adding 9 operators to cover the service enhancements to route 27; and budgeting for incentive awards for 149 bus operators.

MATERIALS AND SUPPLIES increased by 12.44% (\$8,300) due to an increase in Rodeo expenses

MISCELLANEOUS increased by 6.78% (\$2,475) due to an increase in travel and training expenses for existing and additional staff

### GOALS AND OBJECTIVES

1. Reduce the accident per 100,000 miles to <2.0
2. Revise the Bus Operator Guidelines
3. Revise the ARB process
4. Initiate an Employee Incentive Program for Operators

PERSONNEL SUMMARY	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	FY 2015 BUDGET	FY 2015 vs FY 2014
BUS OPERATOR	115	115.0	140.0	149.0	9.0
DISPATCHER	2.0	3.0	3.0	3.0	0.0
TRANSPORTATION SUPERVISOR	7.0	8.0	10.0	10.0	0.0
TRANSPORTATION SERVICE COORDINATOR	2.0	2.0	2.0	2.0	0.0
TRANSPORTATION TRAINER	0.0	0.0	2.0	2.0	0.0
DIRECTOR OF TRANSPORTATION	1.0	1.0	1.0	1.0	0.0
MANAGING DIRECTOR OF OPERATIONS	1.0	1.0	1.0	1.0	0.0
SENIOR ADMINISTRATIVE ASSISTANT	0.0	1.0	1.0	1.0	0.0
<b>TOTAL</b>	<b>128.0</b>	<b>131.0</b>	<b>160.0</b>	<b>169.0</b>	<b>9.0</b>

EXPENDITURE SUMMARY	FY 2013 ACTUAL	FY 2013 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	FY 2015 vs FY 2014
SALARIES AND BENEFITS	4,860,315	5,968,296	5,823,042	6,463,719	8.30%
SERVICES	-12	0	6,042	0	0.00%
MATERIALS AND SUPPLIES	66,327	66,700	70,642	75,000	12.44%
UTILITIES	0	0	0	0	0.00%
INSURANCE	147,361	0	0	0	0.00%
PURCHASED TRANSPORTATION	0	0	0	0	0.00%
MISCELLANEOUS	24,183	36,500	17,527	38,975	6.78%
LEASES AND RENTALS	1,812	0.0 \$	2,210	0	0.00%
<b>TOTAL</b>	<b>\$5,099,986</b>	<b>\$6,071,496</b>	<b>\$5,919,282</b>	<b>\$6,577,693</b>	<b>8.34%</b>



# Corpus Christi Regional Transportation Authority

## 02-CUSTOMER PROGRAMS

### PROGRAM DESCRIPTION

**CUSTOMER SERVICE CENTER** is the go-to team for customer trip planning, route and arrival questions, customer complaints and commendations, bus pass sales and distribution, photo IDs for reduced fare programs, System lost and found and a host of generalized questions processing nearly 40,000 annual calls and over 7500 face to face transactions.

**SALARIES AND WAGES** - 4.34% increase over 2014 due to hiring part-time staffer for additional customer service such as Student and Veteran ID programs.

**SERVICES** -38.72 decrease due to efficiencies implemented in two cost centers which absorbed the increase in Other Professional Services for the purchase of the new CAF software.

**MATERIALS AND SUPPLY** - increased by 37.14% due primarily from costs associated in providing new service; mailing online passes and customer ID cards for students and veterans; installation of real time bus data for call takers who are on the phone with customers seeking information on their connection; upgrading the quality of paper to thermal for transfers to eliminate clogging Genfare boxes, including cost for hauling services; and the increase in additional costs associated with the image enhancements to uniform shirts and adding a new staffer.

### GOALS AND OBJECTIVES

Provide a customer friendly service to guests and callers with accurate, up-to-date information and service promotion. Continue bus pass sales and distribution adding the management of on-line pass sales and distribution. Launch the Veterans Reduced Fare program and grow the on-school-site Student Reduced Fare program. Participate with the Customer Satisfaction Survey work.

PERSONNEL SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	FY 2015 vs FY 2014
Info AIDE	1.0	1.0	1.0	1.0	0.0
PT Info	0.5	0.8	0.8	0.8	0.0
Info A	1.0	1.0	1.0	1.0	0.0
Aide	1.0	1.0	1.0	1.0	0.0
CC SUPERVISOR	1.0	1.0	1.0	1.0	0.0
<b>TOTAL</b>	<b>4.5</b>	<b>4.8</b>	<b>4.8</b>	<b>4.8</b>	<b>0.0</b>

EXPENDITURE SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	FY 2015 vs FY 2014
SALARIES AND BENEFITS	112,233	129,853	118,542	135,483	4.34%
SERVICES	6,598	17,787	2,340	10,100	-43.22%
MATERIALS AND SUPPLIES	42,270	92,600	92,265	126,190	36.27%
UTILITIES	0	120	0	0	-100.00%
INSURANCE	0	0	0	0	0
PURCHASED TRANSPORTATION	0	0	0	0	0
MISCELLANEOUS	149	5,000	5,045	4,700	-6.00%
LEASES AND RENTALS	16,467	17,508	17,504	33,588	91.84%
<b>TOTAL</b>	<b>\$177,717</b>	<b>\$262,868</b>	<b>\$235,696</b>	<b>\$310,661</b>	<b>18.26%</b>

# Corpus Christi Regional Transportation Authority

## 03-PURCHASED TRANSPORTATION

### PROGRAM DESCRIPTION

Purchased Transportation Department manages the outsourcing activities of special services such as Port Aransas circulator and Harbor Ferry, as well as the areas of Mobility Management and Paratransit Eligibility.

**SALARIES AND BENEFITS** decreased by 3.43% (\$ 2,949) as a result of staffing a vacancy at the mid range compensation level.

**SERVICES** decreased by 96.66% (\$597,146) due to the elimination of an allocation from outsourcing activities

**MATERIALS AND SUPPLIES** decreased by 85.92% (\$3,000) as a result of savings from centralizing the postage cost center

**PURCHASED TRANSPORTATION** decreased by 25.29% (\$1,169,914) due to the temporary suspension of water taxi operations

**MISCELLANEOUS** decreased by 67.85% (\$33,763) due to savings from centralizing office cost centers

### GOALS AND OBJECTIVES

Analyze, rebrand, develop and expand vanpool services. Analyze and enhance Harbor Ferry and Harbor Water Taxi operations and service. Develop and manage Community Bus service. Manage charter services and special movements. Manage, analyze and improve Port Aransas route #94 (shuttle) and route #90 (Flexi-B) services. Manage special event park and ride services. Manage and develop TAMUCC and Del Mar services. Analyze route #76 and route #78 to improve visitor ridership. Analyze route #65 to improve visitor ridership.

<b>PERSONNEL SUMMARY</b>	<b>FY 2013 ACTUAL</b>	<b>FY 2014 ADOPTED</b>	<b>FY 2014 REVISED</b>	<b>FY 2015 BUDGET</b>	<b>FY 2015 vs FY 2014</b>
DIRECTOR OF SPECIAL SERVICES	1.0	1.0	1.0	1.0	0%
ELIGIBILITY COORDINATOR	1.0	1.0	1.0	1.0	0%
Mobility Coordinator	1.0	1.0	1.0	1.0	0%
<b>TOTAL</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>0%</b>

<b>EXPENDITURE SUMMARY</b>	<b>FY 2013 ACTUAL</b>	<b>FY 2014 ADOPTED</b>	<b>FY 2014 REVISED</b>	<b>FY 2015 BUDGET</b>	<b>FY 2015 vs FY 2014</b>
SALARIES AND BENEFITS	81,368	138,799	133,974	134,034	-3.43%
SERVICES	588,088	617,771	20,924	20,625	-96.66%
MATERIALS AND SUPPLIES	4,202	3,550	574	500	-85.92%
UTILITIES	0	0	1,547	0	0.00%
INSURANCE	0	0	0	0	0.00%
PURCHASED TRANSPORTATION	6,920,820	8,167,425	5,804,558	6,102,012	-25.29%
MISCELLANEOUS	7,304	49,762	6,361	15,999	-67.85%
LEASES AND RENTALS	0	0	0	0	0.00%
<b>TOTAL</b>	<b>\$7,601,782</b>	<b>\$8,977,307</b>	<b>\$5,967,938</b>	<b>\$6,273,170</b>	<b>-30.12%</b>

# Corpus Christi Regional Transportation Authority

## 04 - SERVICE DEVELOPMENT

### PROGRAM DESCRIPTION

Service Development is responsible for service planning, scheduling, identifying bus stop locations and amenities, assisting with grant applications, and developing performance reports including the submittal of planning related FTA compliance reports. This budget includes all costs related to collecting operational data, conducting performance analysis, developing service recommendations, and producing reports. Due to the number of service improvements in 2014, NTD passenger sampling was waived in 2014. Therefore, 2015 is a NTD reporting year for our ridership data so this budget will include a one time fee for both consulting services and labor pool. In addition, the COA is required to improve operational efficiencies in accordance with agency goals and objectives which includes consulting services.

**SALARIES AND BENEFITS** - No change in number of positions.

**SERVICES** - 350.00% increase (\$350,000) due to NTD passenger sampling and COA required this year.

**MATERIALS AND SUPPLIES** - 28.57% decrease due to the reduction in printing and postage expense

**MISCELLANEOUS** - 11.54% increase (\$750) increase in professional publications and travel associated with training.

### GOALS AND OBJECTIVES

Develop and implement service improvements to improve connectivity, operational efficiency, balance passenger loads on high ridership services, and increase ridership levels. Develop and implement 2-3 service changes. Develop monthly operating reports and submit a new NTD annual report to the FTA while reporting accurate and complete data to NTD on a monthly basis.

PERSONNEL SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	FY 2015 vs FY 2014
DIRECTOR OF PLANNING	1.0	1.0	1.0	1.0	0
DIRECTOR OF SPECIAL SERVICES	1.0	0.0	0.0	0.0	0
SENIOR TRANSIT PLANNER	1.0	1.0	1.0	1.0	0
DATA TECHNICIAN	1.0	1.0	1.0	1.0	0
<b>TOTAL</b>	<b>4.0</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>0</b>

EXPENDITURE SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	FY 2015 vs FY 2014
SALARIES AND BENEFITS	223,906	213,884	260,046	253,880	18.70%
SERVICES	9,675	100,000	8,808	450,000	350.00%
MATERIALS AND SUPPLIES	1,570	700	1,222	500	-28.57%
UTILITIES	0	0	0	0	0.00%
INSURANCE	0	0	0	0	0.00%
PURCHASED TRANSPORTATION	0	0	0	0	0.00%
MISCELLANEOUS	4,472	6,500	10,431	7,250	11.54%
LEASES AND RENTALS	0	0	0	0	0.00%
<b>TOTAL</b>	<b>\$239,623</b>	<b>\$321,084</b>	<b>\$280,507</b>	<b>\$711,630</b>	<b>121.63%</b>



# Corpus Christi Regional Transportation Authority

## 07 - MIS

### PROGRAM DESCRIPTION

Management Information Systems (MIS) is responsible for managing the technological resources of the Authority. This includes responsibility for the management, security, and maintenance of the Wide Area Network. Assessment of the Authority's information needs and all hardware and software acquisition, installation and adaptation is centralized in this department. The department handles the operation and maintenance of the Authority's telephone systems, Servers and Workstations.

SALARIES & BENEFITS increased by 5.75% (\$ 8,306) due to tuition reimbursement for higher education.

SERVICES decreased by 15.68% (\$31,450) due to new economically contractual obligations for maintenance.

MATERIALS AND SUPPLIES increased by 85.85% (\$ 18,754) due to new IT equipment for bus tracking with GPS capabilities

UTILITIES increased by 18.96% (\$ 18,754) due to telecommunications enhancements.

MISCELLANEOUS decreased by 4.66% (\$ 630) due to the decrease in staff travel.

### GOALS AND OBJECTIVES

LCD Monitor Technology in RTA buses for Marketing Department.

Mobile Digital Bus Pass Technology.

Complete Live Mobile Bus Schedule Tracking System.

Transit Station destination signage.

Staples Street Center IT infrastructure.

Veterans Interactive Wall/Center

PERSONNEL SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	FY 2015 vs FY 2014
ITSC	1.0	1.0	1.0	1.0	0
SYSTEM ADMINISTRATOR	1.0	1.0	1.0	1.0	0
SYSTEM TECHNICIAN	1.0	1.0	1.0	1.0	0
<b>TOTAL</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>0</b>

EXPENDITURE SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	FY 2015 vs FY 2014
SALARIES AND BENEFITS	92,327	144,526	127,097	152,832	5.75%
SERVICES	119,128	200,562	129,277	169,112	-15.68%
MATERIALS AND SUPPLIES	21,398	45,182	75,086	83,970	85.85%
UTILITIES	109,019	98,924	96,951	117,678	18.96%
INSURANCE	0	0	0	0	0
PURCHASED TRANSPORTATION	0	0	0	0	0
MISCELLANEOUS	66	13,525	5,496	12,895	-4.66%
LEASES AND RENTALS	0	0	0	21,704	0.00%
<b>TOTAL</b>	<b>\$341,938</b>	<b>\$502,719</b>	<b>\$433,907</b>	<b>\$558,191</b>	<b>11.03%</b>

# Corpus Christi Regional Transportation Authority

## 11 - VEHICLE MAINTENANCE

### PROGRAM DESCRIPTION

The Vehicle Maintenance Department provides comprehensive direct support to the agency's riders and employees by maintaining a reliable cost effective fleet without sacrificing quality that promotes safety, health, and well-being. The Vehicle Maintenance Department remains customer focused and always in alignment with county, state and federal laws and regulations and the Board's Initiatives.

**SALARIES AND BENEFITS** increased by 8.05% (\$ 131,443) due to the addition of 3 employees in garage service

**SERVICES** decreased by 223.66% by transferring the maintenance operations from outsourcing to in-house

**MATERIALS AND SUPPLIES** increased by 7.31% (\$ 317,459) due to the increase in tire leasing services

**MISCELLANEOUS** increased by 91.14% (\$ 44,250) due to required CNG certifications

**LEASES AND RENTALS** increased by 768.06% due to the centralization of all lease payments

### GOALS AND OBJECTIVES

**Goals:**

1. Ensure bus availability to meet 100% pullout rate
2. Complete 100% Preventive Maintenance inspections on time
3. Meet miles between road-calls goal of 5,500

**Objectives:**

1. Continue fleet conversion to Compressed Natural Gas
2. Coordinate and implement Predictive Maintenance Plan

PERSONNEL SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	FY 2015 vs FY 2014
MECHANIC SUPERVISOR	3.0	3.0	3.0	3.0	0.0
SENIOR ADMININSTRATIVE ASSISTANT	0.0	1.0	1.0	1.0	0.0
DIRECTOR OF MAINTENANCE	1.0	1.0	1.0	1.0	0.0
ASSISTANT DIR OF MAINTENANCE	1.0	1.0	1.0	1.0	0.0
JOURNEY MECHANIC	8.0	8.0	8.0	8.0	0.0
GARAGE SERVICES SUPERVISOR	1.0	1.0	1.0	1.0	0.0
VEHICLE MAINT TECH III-ELECTRONIC	1.0	1.0	1.0	1.0	0.0
VEHICLE ELECTRONIC MAINT	2.0	3.0	3.0	3.0	0.0
BODY SHOP TECHNICIAN	2.0	2.0	2.0	2.0	0.0
VEHICLE MAINT TECH II	4.0	4.0	4.0	4.0	0.0
VEHICLE MAIN TECH I	5.0	5.0	5.0	5.0	0.0
GARAGE SERVICE TECHNICIAN	2.0	2.0	2.0	2.0	0.0
GARAGE SERVICE PERSON	6.0	6.0	6.0	9.0	3.0
<b>TOTAL</b>	<b>36.0</b>	<b>38.0</b>	<b>38.0</b>	<b>41.0</b>	<b>3.0</b>

EXPENDITURE SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	% CHANGE
SALARIES AND BENEFITS	1,495,004	1,631,952	1,628,219	1,763,395	8.05%
SERVICES	-374,984	-263,252	316,180	325,541	-223.66%
MATERIALS AND SUPPLIES	3,794,382	4,341,960	4,578,857	4,659,419	7.31%
UTILITIES	73,281	160,000	127,582	160,000	0.00%
INSURANCE	25,306	0	0	0	0.00%
PURCHASED TRANSPORTATION	0	0	0	0	0.00%
MISCELLANEOUS	52,138	48,550	97,103	92,800	91.14%
LEASES AND RENTALS	576	576	6,035	5,000	768.06%
<b>TOTAL</b>	<b>\$5,065,704</b>	<b>\$5,919,786</b>	<b>\$6,753,976</b>	<b>\$7,006,155</b>	<b>18.35%</b>

# Corpus Christi Regional Transportation Authority

## 21 - FACILITIES MANAGEMENT

### PROGRAM DESCRIPTION

The Facilities Maintenance Department centers on three(3) distinct yet integrated and multidisciplinary areas. This areas are facilities maintenance technical support, grounds keeping, and industrial custodial services. Each of these areas specializes in their own distinctive efforts to improve and support the maintenance of all CCRTA buildings, grounds, equipment, bus stops, bus shelters and structures.

**SALARIES AND BENEFITS** - Increased by 2.92% (\$12,411) due to the overtime required to cover staffing shortages

**SERVICES** - Increased by 347.22% (\$509,336) due to additional required contractual maintenance and compliance

**MATERIALS AND SUPPLIES** - Increased by 8.57% (\$13,754) due to specialty tools required for facility maintenance

**UTILITIES** - Increased by 18% (\$47,740) due to projected higher rates and consumptions

**MISCELLANEOUS** - Decreased by 47.83% (\$5,500) due to a decrease in staff travel.

**LEASE AND RENTALS** - Increased by 16.76% (\$1,220) due to expenses associated with the Rodeo event

### GOALS AND OBJECTIVES

Goals - Installation of additional amenities to 500 service stops; complete 100% of scheduled facilities PMI's to include bus lifts, generators, bus wash, fuel and lubricant pumps; and continue refurbishment program for bus shelters and receptacles in response to Board's Initiatives.

PERSONNEL SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	FY 2015 vs FY 2014
GROUNDS KEEPER	3.0	3.0	3.0	3.0	0.0
INDUSTRIAL CUSTODIAN TECHNICIAN	3.0	3.0	3.0	3.0	0.0
GROUNDS PERSON	3.0	3.0	3.0	3.0	0.0
FACILITIES MAINTENANCE CUSTODIAN	1.0	1.0	1.0	1.0	0.0
FACILITIES MAINTENANCE SUPERVISOR	1.0	1.0	1.0	1.0	0.0
FACILITIES MAINTENANCE TECHNICIAL	4.0	4.0	4.0	4.0	0.0
<b>TOTAL</b>	<b>15.0</b>	<b>15.0</b>	<b>15.0</b>	<b>15.0</b>	<b>0.0</b>

EXPENDITURE SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	% CHANGE
SALARIES AND BENEFITS	375,166	424,813	399,924	437,224	2.92%
SERVICES	143,472	146,691	561,884	656,027	347.22%
MATERIALS AND SUPPLIES	196,195	160,502	217,629	174,256	8.57%
UTILITIES	235,363	265,231	289,595	312,971	18.00%
INSURANCE	143,306	0	0	0	0
PURCHASED TRANSPORTATION	0	0	0	0	0
MISCELLANEOUS	9,316	11,500	7,649	6,000	-47.83%
LEASES AND RENTALS	5,758	7,280	2,384	8,500	16.76%
<b>TOTAL</b>	<b>\$1,108,576</b>	<b>\$1,016,017</b>	<b>\$1,479,065</b>	<b>\$1,594,978</b>	<b>56.98%</b>



## 40 - CONTRACTS AND GRANTS

### PROGRAM DESCRIPTION

The Contracts and Grants department is responsible for administering and overseeing all agency purchases and ensuring Federal and State compliance. There are approximately forty-seven (47) contracts/service agreements in FY2015 that require action. Additionally, we are responsible for overseeing \$5,766,732 in Federal Formula Grants, the Management Internship Program, and Governmental relations.

**SALARIES AND BENEFITS** increased by 13.19% (\$30,043) due to the addition of 2 PT interns and a \$10k increase in tuition reimbursements.

**MATERIALS AND SUPPLIES** decreased by 15.26% (\$1,450) due to the efficiencies implemented in all office expense cost centers.

**MISCELLANEOUS EXPENSE** increased by 56.87% (\$19,476) due to two purchases: a new software that will automate the agenda process in response to the Board's Initiative aimed at board development; and a new electronic retention program also in response to initiatives focusing on increasing efficiency and effectiveness of service delivery.

### GOALS AND OBJECTIVES

Transition into Paperless Records Retention Agency  
 Workforce Development  
 Ensure 100% of Contracts are renewed prior to contract expiration  
 Develop Automated Board Agenda Process  
 Enhance Purchase Order Process  
 Perform Monthly Grant Drawdowns  
 Industry and Community Involvement (Leadership APTA, Leadership CC)

PERSONNEL SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	FY 2015 vs FY 2014
Director of Procurement	1.0	1.0	1.0	1.0	0.0
INTERN 1	0.0	0.8	0.8	0.5	-0.3
INTERN 2	0.0	0.2	0.2	0.5	0.3
INTERN 3	0.0	0.0	0.0	0.5	0.5
INTERN 4	0.0	0.0	0.0	0.5	0.5
Board Support/Document Support Manager	1.0	1.0	1.0	1.0	0.0
BUYER	1.0	1.0	1.0	1.0	0.0
<b>TOTAL</b>	<b>3.0</b>	<b>4.0</b>	<b>4.0</b>	<b>5.0</b>	<b>1.0</b>

EXPENDITURE SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	FY 2015 vs FY 2014
SALARIES AND BENEFITS	141,530	227,810	191,169	222,853	13.19%
SERVICES	10	0	714	0	0.00%
MATERIALS AND SUPPLIES	11,963	9,500	7,168	8,050	-15.26%
UTILITIES	200	0	0	0	0.00%
INSURANCE	0	0	0	0	0.00%
PURCHASED TRANSPORTATION	0	0	0	0	0.00%
MISCELLANEOUS	24,984	34,247	35,425	53,723	56.87%
LEASES AND RENTALS	0	0	0	0	0.00%
<b>TOTAL</b>	<b>\$178,687</b>	<b>\$271,557</b>	<b>\$234,476</b>	<b>\$284,626</b>	<b>17.70%</b>

# Corpus Christi Regional Transportation Authority

## 41 - GENERAL MANAGEMENT

### PROGRAM DESCRIPTION

The Corpus Christi Regional Transportation Authority Board of Directors makes policy decisions for the organization. The Chief Executive Officer assumes overall responsibility for the day-to-day operations of the agency. The CEO's office implements and reports progress on Board Initiatives and provides support necessary to achieve organization goals.

**SALARIES AND BENEFITS** increased by 3.40% (\$ 6,353) due to budgeting for eligible incentive 2015.

**SERVICES** decreased by 12.75% (\$34,500) due to the expiration of contractual professional services.

**MATERIALS AND SUPPLIES** decreased by 14.61% (\$840) due to the reduction in printing costs.

**MISCELLANEOUS** expense decreased by 5.88% (\$11,800) due to the centralization of certain office cost centers.

**LEASES AND RENTALS** decreased by 100.00% (\$2,081) due to the centralization of copier lease payments.

### GOALS AND OBJECTIVES

1. Increase ridership
2. Continue oversight of Capital Projects
3. Continue focus on operation "Deep Clean"
3. Maintain consistent employee and customer contacts
4. Develop Key Performance Indicators
5. Strengthen efforts for staffing/workforce development
6. Improve Safety Record

### PERSONNEL SUMMARY

	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	FY 2015 vs FY 2014
CHIEF EXECUTIVE OFFICER	1.0	1.0	1.0	1.0	0.0
<b>TOTAL</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	<b>0.0</b>

EXPENDITURE SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	FY 2015 vs FY 2014
SALARIES AND BENEFITS	191,054	186,939	191,601	193,292	3.40%
SERVICES	258,301	270,500	239,184	236,000	-12.75%
MATERIALS AND SUPPLIES	1,098	5,750	4,814	4,910	-14.61%
UTILITIES	0	0	0	0	0.00%
INSURANCE	14,454	0	16,686	0	0.00%
PURCHASED TRANSPORTATION	0	0	0	0	0.00%
MISCELLANEOUS	152,586	200,596	157,945	188,796	-5.88%
LEASES AND RENTALS	2,074	2,081	1,038	0	-100.00%
<b>TOTAL</b>	<b>\$619,567</b>	<b>\$665,866</b>	<b>\$611,266</b>	<b>\$622,998</b>	<b>-6.44%</b>

# Corpus Christi Regional Transportation Authority

## 42 - FINANCE AND ACCOUNTING

### PROGRAM DESCRIPTION

Finance and Accounting is responsible for the management, processing, dissemination and integrity of financial data; recordkeeping and management of fixed assets; coordination of the annual budget process, long-range financial projecting, and the annual audit; investing; internal controls over financial reporting; and providing on-going support to CCRTA management relating to financial matters.

**SALARIES AND BENEFITS** - Increased 6.16% (\$16,895) due to Tuition Reimbursement for Controller in 2015 (\$15,000) and minor variances in salary of employee hired in 2014.

**MATERIALS AND SUPPLIES** - Increased 17.71% (\$1,204) due to additional funding for specialized supplies - ink cartridges for Payroll and Accounts Payable printing of checks (\$500); and replacement of department shredder (\$2,400); offset by reductions in printing and uniforms (\$400), postage (\$1,240).

**INSURANCE** - Decreased by 100% (\$2,000) due to budgeting Public Officials Bonds to Safety and Security Department for 2015.

**MISCELLANEOUS** - Decreased by 9.57% (\$1,363) due to projected savings in 2015 through the use of more On-line training.

### GOALS AND OBJECTIVES

#### PERFORMANCE GOALS

- >Provide accurate and timely financial information
- > Review and update the investment policy annually
- >Inventory Fixed Assets on a two year cycle to be in compliance with the FTA regulations

#### OBJECTIVES

- >Review financial systems and best practices to identify opportunities to make services more cost effective, timely and efficient
- >Identify and use available training resources to enhance staff knowledge and skills relative to finance in a transit environment
- >Provide excellent customer service to internal and external clients

PERSONNEL SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	FY 2015 VS FY2014
DIRECTOR OF FINANCE	1.0	1.0	1.0	1.0	0.0
CONTROLLER	1.0	1.0	1.0	1.0	0.0
PAYROLL COORDINATOR	1.0	1.0	1.0	1.0	0.0
ACCOUNTS PAYABLE SPECIALIST	1.0	1.0	1.0	1.0	0.0
MONEY ROOM COUNTER P/T	1.0	0.8	0.8	0.8	0.0
MONEY ROOM COUNTER P/T 2	0.0	0.75	0.75	0.75	0.0
<b>TOTAL</b>	<b>5.0</b>	<b>5.55</b>	<b>5.55</b>	<b>5.55</b>	<b>0.0</b>
EXPENDITURE SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	FY 2015 VS FY2014
SALARIES AND BENEFITS	232,695	274,412	270,648	291,307	6.16%
SERVICES	137,387	120,950	123,265	125,050	3.39%
MATERIALS AND SUPPLIES	5,364	6,800	4,547	8,004	17.71%
UTILITIES	0	0	0	0	0.00%
INSURANCE	1,872	2,000	0	0	-100.00%
PURCHASED TRANSPORTATION	0	0	0	0	0.00%
MISCELLANEOUS	3,915	14,244	5,508	12,881	-9.57%
LEASES AND RENTALS	3,711	3,425	3,425	3,425	0.00%
<b>TOTAL</b>	<b>\$384,944</b>	<b>\$421,831</b>	<b>\$407,393</b>	<b>\$440,667</b>	<b>4.47%</b>



# Corpus Christi Regional Transportation Authority

## 43 - MATERIALS MANAGEMENT

### PROGRAM DESCRIPTION

Materials Management Department is responsible for the planning, organizing, and controlling of all those activities principally concerned with the flow of materials to the maintenance department. This department strives to provide a consistent level of excellent services that will earn a reward consistent with the expectations of our riders and the goals and objectives of the agency.

**SALARIES AND BENEFITS** decreased by .51% (\$620) due to staffing efficiencies resulting in overtime management.

**MATERIALS AND SUPPLIES** decreased by 10.17% (\$300) due to cost saving efforts in office supplies.

**MISCELLANEOUS** decreased by 100% (\$1,000) due to lower travel costs.

**LEASES AND RENTALS** decreased by 19.36% (\$484) due to lower costs in lease operating costs

### GOALS AND OBJECTIVES

1. 99% inventory accuracy
2. Complete twelve (12) cycle counts monthly.
3. Complete annual zero movement inventory analysis

PERSONNEL SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	FY 2015 vs FY 2014
PARTS CLERK	4.0	3.0	3.0	3.0	0.0
<b>TOTAL</b>	<b>4.0</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>0.0</b>

EXPENDITURE SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	% CHANGE
SALARIES AND BENEFITS	120,000	121,765	113,416	121,145	-0.51%
SERVICES	150	0	0	0	0
MATERIALS AND SUPPLIES	3,052	2,950	3,090	2,650	-10.17%
UTILITIES	0	0	0	0	0
INSURANCE	0	0	0	0	0
PURCHASED TRANSPORTATION	0	0	0	0	0
MISCELLANEOUS	3,017	1,000	1,000	0	-100.00%
LEASES AND RENTALS	2,016	2,500	1,008	2,016	-19.36%
<b>TOTAL</b>	<b>\$128,235</b>	<b>\$128,215</b>	<b>\$118,514</b>	<b>\$125,811</b>	<b>-1.87%</b>

# Corpus Christi Regional Transportation Authority

## 44 - HUMAN RESOURCES

### PROGRAM DESCRIPTION

The Human Resources Department is responsible for managing the human capital for the Agency by offering services in employee development and training, staffing, compensation, recruiting in addition to disability management services and assistance programs giving confidential assessments, counseling, crises interventions and referral services.

**SALARIES AND BENEFITS** decreased by .63% (\$ 8,913) due to reduced pension costs as recommended by plan advisor.

**SERVICES** increased by 13.09% (\$22,230) due to the added cost of a Compensation and Wage Study in response to the 2015 Board's Initiatives aimed at increasing the efficiency and effectiveness of service delivery

**MATERIALS AND SUPPLIES** increased by 126.38% (\$7,330) due to higher recruiting costs in response to the 2015 Board's Initiatives aimed at developing staff and workforce programs

**INSURANCE** increased by 6.73% ( \$119,800) due to increase in claims

**MISCELLANEOUS** increased by 11.33% (\$3,365) due to the increase in recruiting costs aimed at attracting qualified applicants through more competitive job fairs and trade websites.

### GOALS AND OBJECTIVES

1. Fill vacancies within 60 days
2. Administer annual mandatory training to all employees including: Drug & Alcohol Program, FMLA Training, Customer Service Training, and Harassment Training.
3. Increase employee's awareness and understanding of Health Benefits Program through educational meetings and training of insurance database and summary plans.
4. Conduct annual reviews of Employee Handbook and implement revisions on a timely basis
5. Conduct supervisory training program to include: Accident Reporting, Performance Evaluations, and disciplinary action procedures
6. Promote a positive organizational culture
7. Foster and promote a paperless environment
8. Complete and review the Market and Equity Study

PERSONNEL SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	FY 2015 vs FY 2014
HR ADMINISTRATOR	1.0	1.0	1.0	1.0	0
HR ANALYST	1.0	1.0	1.0	1.0	0
HR TECHNICIAN	1.0	1.0	1.0	1.0	0
<b>TOTAL</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>0</b>

EXPENDITURE SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	% CHANGE
SALARIES AND BENEFITS	1,130,865	1,419,934	1,400,560	1,411,021	-0.63%
SERVICES	88,379	169,878	142,619	192,108	13.09%
MATERIALS AND SUPPLIES	12,767	5,800	14,306	13,130	126.38%
UTILITIES	0	0	0	0	0.00%
INSURANCE	1,326,910	1,780,200	1,890,883	1,900,000	6.73%
PURCHASED TRANSPORTATION	0	0	0	0	0.00%
MISCELLANEOUS	17,300	29,710	18,460	33,075	11.33%
LEASES AND RENTALS	42	0	0	0	0.00%
<b>TOTAL</b>	<b>\$2,576,263</b>	<b>\$3,405,522</b>	<b>\$3,466,828</b>	<b>\$3,549,335</b>	<b>4.22%</b>

# Corpus Christi Regional Transportation Authority

## 45 - ADMINISTRATION AND DISADVANTAGED BUSINESS ENTERPRISE PROGRAM

### PROGRAM DESCRIPTION

The Department provides management and oversight monitoring expertise to Finance/Accounting, Procurement, Grants, Human Resources and Management Information Systems. This department also administers the Disadvantaged Business Enterprise Program. Upon approval of the Small Business Development Program, this office will also be responsible for the administration of this required FTA Program.

**SALARIES AND BENEFITS** decreased by .74% (\$ 1,896) due a 6 month vacancy for one of the positions.

**SERVICES** increased by 1.00% (\$ 500) due to the addition of a disparity study.

**MATERIALS AND SUPPLIES** increased by 3.49% (\$ 1,385) due to the centralization of all printing to this department.

**MISCELLANEOUS** expense increased by 103.84% (\$ 13,780) due to the travel expenses associated with new hire.

**LEASES AND RENTALS** decreased by 2.76% (\$276) due to lower lease payments

### GOALS AND OBJECTIVES

PERFORMANCE GOALS - Advance the oversight and fiscal responsibilities to promote efficient use of agency's resources

OBJECTIVES:

1. Provide effective maintenance, support and management of the agency's accounting and budgeting system
2. Provide administrative support, assistance and structure to all departments and Board of Directors
3. Insure compliance with all FTA guidelines
4. Maintain a high qualified, professional, responsive and trained workforce
5. Provide appropriate technology for customers and staff
6. Maintain financial system in accordance with Generally Accepted Accounting Principles
7. Enforce the timely release of budgeting and financial data necessary to make sound management decisions

PERSONNEL SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	FY 2015 vs FY 2014
MANAGING DIRECTOR OF ADMINISTRATION	1.0	1.0	1.0	1.0	0
BUDGET ANALYST	0.0	1.0	1.0	1.0	0
DBE COORDINATOR	1.0	1.0	1.0	1.0	0
SENIOR ADMINISTRATIVE ASSISTANT	4.0	1.0	1.0	1.0	0
INTERN (2)	1.0	0.0	0.0	0.0	0
RECEPTIONIST	1.0	1.0	1.0	1.0	0
<b>TOTAL</b>	<b>8.0</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>	<b>0</b>
EXPENDITURE SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	FY 2015 vs FY 2014
SALARIES AND BENEFITS	277,926	254,673	226,671	252,777	-0.74%
SERVICES	16,172	50,000	12,399	50,500	1.00%
MATERIALS AND SUPPLIES	11,367	39,715	24,814	41,100	3.49%
UTILITIES	0	0	0	0	0.00%
INSURANCE	0	0	0	0	0.00%
PURCHASED TRANSPORTATION	0	0	0	0	0.00%
MISCELLANEOUS	19,190	13,270	14,368	27,050	103.84%
LEASES AND RENTALS	2,400	2,700	2,282	2,424	-10.22%
<b>TOTAL</b>	<b>\$327,055</b>	<b>\$360,358</b>	<b>\$280,535.0</b>	<b>\$373,851</b>	<b>3.74%</b>



# Corpus Christi Regional Transportation Authority

## 49 - CAPITAL PROJECTS

### PROGRAM DESCRIPTION

The Capital Programs Department oversees: Construction Services, Design Services, Real Estate, State of Good Repair, Leases, Street Program, Shelter Amenities procurement, and local Environmental Programs.

Comparing FY2015 to FY2014 budget, all expenditure categories are within a reasonable variance, fluctuating only 0.01% compared to 2014 budget.

### GOALS AND OBJECTIVES

The over arching goal of the department is: to build enhancements that improve accessibility for pedestrians, procure shelter amenities for our riders, provide funding to the cities in our service area for street improvements, improve our stations with safety and comfort in mind for our riders and ensuring adherence to the local environmental regulations. Major objectives for the department include completion of the Staples Street Center, improvements to the Port/Ayers Station, continuation of the Bus Stop Improvement Program, expansion of Bear Lane Parking lot, renovations to Bear Lane Administration building, and furniture and equipment procurement for the new building.

PERSONNEL SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	FY 2015 VS FY 2014
MANAGING DIRECTOR OF CAPITAL PROJECTS	1.0	1.0	1.0	1.0	0.0
PROGRAM MANAGER	1.0	1.0	1.0	1.0	0.0
<b>TOTAL</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>0.0</b>

EXPENDITURE SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	FY 2015 VS FY 2014
SALARIES AND BENEFITS	149,017	159,693	159,694	160,071	0.24%
SERVICES	45,527	9,500	9,700	9,500	0.00%
MATERIALS AND SUPPLIES	1,487	1,030	1,640	1,000	-2.91%
UTILITIES	0	0	0	0	0.00%
INSURANCE	0	0	0	0	0.00%
PURCHASED TRANSPORTATION	0	0	0	0	0.00%
MISCELLANEOUS	2,920	8,510	7,699	8,150	-4.23%
LEASES AND RENTALS	0	0	0	0	0.00%
<b>TOTAL</b>	<b>\$198,950</b>	<b>\$178,733</b>	<b>\$178,733</b>	<b>\$178,721</b>	<b>-0.01%</b>

# Corpus Christi Regional Transportation Authority

## 50 - MARKETING AND COMMUNICATION

### PROGRAM DESCRIPTION

**MARKETING AND COMMUNICATION DEPARTMENT** handles all schedule design and printing; all media relations and communication with media; rider communication; social media channels, public relations endeavors such as community partnerships and reports, Agency branding and ridership promotions. Zero-based budget built around campaign-themed plan and realigned expenses in more logical configuration for tracking and forecasting such as a -35.47% reduction in services expenses but an 84.79% increase in materials and supplies reflective of mobile application campaigns, online pass sales campaign, advancement of Student Reduced Fare Program and launch of Veteran Reduced Fare Program and the creative, production and distribution associated with each of these new or expanding services. Advertising, promotion and media expenses; travel, training and meetings; and community services are comingled in Miscellaneous.

**SALARIES AND BENEFITS** - Decreased 6.83% (\$12,275) due to utilization of tuition reimbursement in 2014, not needed for 2015.

**SERVICES** - Decreased 35.47% (\$55,770) due to elimination of computer consultant for 2015 (\$23,000); not utilizing professional services agreement budgeted in 2014 (\$54,000); offset by \$5,000 increase for event rentals and \$16,000 increase for on-line ticket sales, real time bus app, and vanpool branding.

**MATERIAL AND SUPPLIES** - Increased 84.79% (\$74,442) for additional promotional supplies to attract customers (\$49,000); computer software enhancements (\$2,250); printing new Veterans BID Card program brochure and additional bus schedules (\$14,000); and materials for route number decals, logo changes and station signage (\$8,100).

**MISCELLANEOUS** - Increased 6.71% (\$12,128) for additional advertising and media exposure (\$10,000), training for an additional employee (\$6,000), budgeted fare loss for benefit campaigns (\$57,000); offset by budgeted purchase of schedule racks in 2014, not purchased (\$62,000).

**LEASES AND RENTALS** - Decreased 96.18% (\$31,506) due to the expiration of the current copier budgeted in Marketing for 2014, being replaced by a centralized copier budgeted in MIS Department for 2015..

### GOALS AND OBJECTIVES

Improve the perceived image of the CCRTA through service campaigns, paid media strategies, additional customer communication tactics such as enhanced way finding signage, social media engagement, and community engagement. Deliverables include Real Time Bus App marketing campaign; online bus pass sales campaign; targeted Employer campaign and enhancement of community and partner endeavors such as Big Bang on July 4th, Beach 2 Bay, Texas Jazz Festival, Harbor Ferry, Veteran services, TAMU-CC and Del Mar College initiatives.

PERSONNEL SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	FY2015 VS FY2014
DIR OF MARKETING	1.0	1.0	1.0	1.0	0.0
MARKETING PRODUCTION COORDINATOR	1.0	1.0	1.0	1.0	0.0
PUBLIC OUTREACH COORDINATOR	1.0	1.0	1.0	1.0	0.0
<b>TOTAL</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>0.0</b>
EXPENDITURE SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	FY2015 VS FY2014
SALARIES AND BENEFITS	157,212	179,611	172,347	167,336	-6.83%
SERVICES	66,142	157,250	78,603	101,480	-35.47%
MATERIALS AND SUPPLIES	52,788	87,800	87,986	162,242	84.79%
UTILITIES	0	0	0	0	0.00%
INSURANCE	0	0	0	0	0.00%
PURCHASED TRANSPORTATION	0	0	0	0	0.00%
MISCELLANEOUS	37,563	180,775	193,788	192,903	6.71%
LEASES AND RENTALS	33,314	32,756	32,756	1,250	-96.18%
<b>TOTAL</b>	<b>\$347,019</b>	<b>\$638,192</b>	<b>\$565,480</b>	<b>\$625,211</b>	<b>-2.03%</b>

# Corpus Christi Regional Transportation Authority

## 52 - SAFETY AND SECURITY

### PROGRAM DESCRIPTION

Safety and Security Program: Under the guidance of FTA and the Department of Homeland Security, the RTA is required to have a Safety and Security program which includes a safety and security plan. The purpose of the safety plan is to outline the guidance, responsibilities, methods, and procedures required to achieve the RTA's safety program goals. The purpose of the security program is to maximize the level of security experienced by all passengers, employees, and any other individuals who associate with the RTA; and to minimize the cost of intrusion, and associated criminal activity throughout our transit system.

**SALARIES AND BENEFITS** - Increased 64.06% (\$51,570) due to the addition of a new position for 2015

**SERVICES** - Increased 35.77% (\$168,345) due to the addition of monthly station cleaning (\$72,000); additional viewing monitors/cameras/DVRs (\$21,630); and additional security (\$4,000)

**MATERIALS AND SUPPLIES** - Increased 2000% (\$120,000) due to implementation of new Solar lighting program at bus shelters and stops

**INSURANCE** - Increased 12.66% (\$42,286) due to estimated 3% increase in premiums for 2015

**MISCELLANEOUS** - Decreased 27.53% (\$4,405) due to reduction in estimated claim payouts for 2015

### GOALS AND OBJECTIVES

The goals and objectives of the Safety and Security Director are to achieve the highest practical level of safety and security for out passengers, operators, maintenance personnel and staff. Through the funding of this budget and this department, I, as the Director, strive to continuously promote the awareness of safety and security throughout the RTA; and strive to establish programs to collect and disseminate information regarding safety/security concepts and procedures. These concepts/procedures, and a culture of safety and security, will improve the face of our transit system which inevitably will lead to increased ridership - the primary reason for our existence.

PERSONNEL SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	FY2015 VS FY2014
DIR SAFETY & SECURITY	1.0	1.0	1.0	1.0	0.0
SAFETY & SECURITY MANAGER	0.0	0.0	0.0	1.0	1.0
<b>TOTAL</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	<b>2.0</b>	<b>1.0</b>

EXPENDITURE SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	% CHANGE
SALARIES AND BENEFITS	54,740	80,504	80,494	132,074	64.06%
SERVICES	382,549	470,660	548,647	639,005	35.77%
MATERIALS AND SUPPLIES	495	6,000	1,056	126,000	2000.00%
UTILITIES	0	4,500	4,500	4,600	2.22%
INSURANCE	0	334,114	347,050	376,400	12.66%
PURCHASED TRANSPORTATION	0	0	0	0	0.00%
MISCELLANEOUS	6,022	16,000	9,776	11,595	-27.53%
LEASES AND RENTALS	540	0	0	0	0.00%
<b>TOTAL</b>	<b>444,346</b>	<b>911,778</b>	<b>991,523</b>	<b>1,289,674</b>	<b>41.45%</b>



# Corpus Christi Regional Transportation Authority

## 68 - DEBT SERVICE

### PROGRAM DESCRIPTION

On November 20, 2013, the Authority issued revenue bonds, Series 2013 (AMT) in the amount of \$11,525,000, with proceeds from the sale to be used for (1) renovation of the existing Staples Street bus transfer station; (2) construct and equip a portion of a new multi-use building adjacent to the Staples Street bus transfer station; (3) construct a new parking lot to serve the Staples Street bus transfer station and the multi-use building, and (4) pay the costs of issuing the Tax-Exempt Bonds. The Authority also issued revenue bonds, taxable Series 2013 in the amount of \$10,500,000 on November 20, 2013, with the proceeds from the sale to be used to (1) construct and equip a portion of a new multiuse building adjacent to the Staples Street bus transfer station and (2) pay the costs of issuing the Taxable Bonds.

These bonds are first lien revenue bonds, and will be repaid from the pledge revenues of the Authority. Pledge revenues, as defined by the bond resolution include the net operating revenues, plus any additional revenues, income, receipts, or other revenues which are pledged by the Issuer.

The 2014 debt service requirement totals \$1,608,679 of which \$575,000 is principal and \$1,033,679 is interest. The 2015 debt service requirement is \$1,608,364 of which \$535,000 is principal and \$1,073,364 is interest.

### GOALS AND OBJECTIVES

Continue enhancing focus on Board's Initiatives for strengthening the sound financial condition of the Authority.

EXPENDITURE SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	FY 2015 VS. FY 2014
SALARIES AND BENEFITS	0	0	0	0	0%
SERVICES	0	0	0	0	0%
MATERIALS AND SUPPLIES	0	0	0	0	0%
UTILITIES	0	0	0	0	0%
INSURANCE	0	0	0	0	0%
PURCHASED TRANSPORTATION	0	0	0	0	0%
MISCELLANEOUS	0	0	0	0	0%
INTEREST EXPENSE	0	0	1,033,679	1,073,364	100%
LEASES AND RENTALS	0	0	0	0	0%
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,033,679</b>	<b>\$1,073,364</b>	<b>100%</b>

# Corpus Christi Regional Transportation Authority

## 77 - STAPLES STREET CENTER

### PROGRAM DESCRIPTION

Multipurpose building which combines lease space for the RTA, other governmental entities as well as other, retail and commercial tenants. The building is adjacent to the Staples Street Station which serves the highest number of riders for the RTA. This budget supports the operation of the Staples Street Center.

### GOALS AND OBJECTIVES

The goal of this department/center is to provide enhanced customer service opportunities for our riders. Also, the building provides for economic growth to the area, safety enhancements and meeting spaces for the surrounding governmental entities. The primary objective is to have the building fully leased at all times.

### PERSONNEL SUMMARY

	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	FY 2015 vs FY 2014
<b>TOTAL</b>	0.00	0.00	0.00	0.00	0.0

	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	FY 2015 vs FY 2014
<b>EXPENDITURE SUMMARY</b>					
SERVICES	148	121,284	121,284	27,200	-77.57%
MATERIALS AND SUPPLIES	0	0	0	0	0
UTILITIES	0	0	0	0	0
INSURANCE	0	0	0	0	0
PURCHASED TRANSPORTATION	0	0	0	0	0
MISCELLANEOUS	0	0	0	0	0
LEASES AND RENTALS	0	0	0	0	0
TBD 602	0	0	0	0	0
<b>TOTAL</b>	<b>\$148</b>	<b>\$121,284</b>	<b>121,284</b>	<b>27,200</b>	<b>-77.57%</b>

# Corpus Christi Regional Transportation Authority

## 88 - STREET MAINTENANCE

### PROGRAM DESCRIPTION

Under interlocal agreements, the Authority allocates funds for street maintenance to Agua Dulce, Bishop, Corpus Christi, Driscoll, Gregory, Nueces County, Port Aransas, Robstown, and San Patricio. The total allocation is based each year on the percentage increase in sales tax revenues. That amount is then distributed to the nine (9) localities in compliance with the terms of the interlocal agreements which is either stated as a fixed allocation or as a percentage increase in sales tax revenues. The fixed allocation arrangements are with all localities except Corpus Christi, Port Aransas and Robstown.

The 2015 allocation of \$ 2,969,380 is an increase of \$198,477 or 7.16% over 2014 Budget and is estimated as follows:

- Agua Dulce - \$4,991
- Bishop - \$19,305
- Corpus Christi - \$2,611,421
- Driscoll - \$4,644
- Gregory - \$13,049
- Nueces County - \$93,767
- Port Aransas - \$57,052
- Robstown - \$162,723
- San Patricio - \$2,428

PERSONNEL SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	FY 2015 vs FY 2014
EXPENDITURE SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	% CHANGE
STREET MAINTENANCE	2,593,634	2,770,903	2,900,327	2,969,380	7.16%
<b>TOTAL</b>	<b>\$2,593,634</b>	<b>\$2,770,903</b>	<b>\$2,900,327</b>	<b>\$2,969,380</b>	<b>7.16%</b>



# Corpus Christi Regional Transportation Authority

## 99 - DEPRECIATION

### PROGRAM DESCRIPTION

Beginning in January 2013 the Authority changed the definition of a capital asset from an initial cost of at least \$750 (\$500 for IT equipment) and an estimated useful life in excess of one year to a threshold of \$5,000 for all items and an estimated life of at least two years. Capital assets, which include property, facilities, and equipment, are stated at historical costs. Donated assets are recorded at estimated market value as of the date of donation. Leasehold improvements are amortized over the shorter of the lease term or lives of related improvements. All costs of normal maintenance and repairs are expensed to operations as incurred. Depreciation is computed using the straight-line method over the estimated useful life of the fixed asset. Standard useful life estimates by asset types are as follows:

Asset Type	Years
Buildings	20-30
Transit Stations and Bus Pads	2-15
Improvements Other Than Buildings	2-5
Building Equipment	2-12
Vehicles	3-12
Furniture & Equipment	2--12
Systems	2-5
Leasehold Improvements	2-5

Depreciation expense in 2015 of \$5,163,424 represents a \$766,576 or 12.9% decrease over 2014

which reflects the normal activity of adjustments due to the retirement and acquisition of fixed assets.

### GOALS AND OBJECTIVES

1. Fiscal effectiveness through proper financial planning for assets
2. Compliance with grant agreements and regulations
3. Accurate financial reporting providing for the proof of the existence of assets
4. Accountability of all personnel who have custody of the assets

PERSONNEL SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	FY 2015 vs FY 2014
EXPENDITURE SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	% CHANGE
DEPRECIATION EXPENSE	5,772,221	5,930,000	5,289,295	5,163,424	-12.93%
<b>TOTAL</b>	<b>\$5,772,221</b>	<b>\$5,930,000</b>	<b>\$5,289,295</b>	<b>\$5,163,424</b>	<b>-12.93%</b>

**REGIONAL TRANSPORTATION AUTHORITY  
OPERATIONS COMMITTEE MEETING MINUTES  
WEDNESDAY, SEPTEMBER 24, 2014**

**Summary of Actions**

- 1. Provided Opportunity for Public Comment**
- 2. Approved the Operations Committee Meeting Minutes of July 16, 2014**
- 3. Recommended the Board Award a Contract to Creative Bus Sales for Cut-a-Way Buses**
- 4. Recommended the Board Authorize Issuing an Invitation for Bids for Expansion of the Bear Lane Employee Parking Lot**
- 5. Recommended the Board Authorize Issuing a Request for Proposal (RFP) for Transfer Station Cleaning Services**
- 6. Presentations on: a) 2014 Operations Report b) Community Bus Update c) Harbor Ferry Update d) Procurement Update**

\*\*\*\*\*

The Operations Committee for the Regional Transportation Authority Board of Directors met at 10:30 a.m. on Wednesday, September 24, 2014 at the RTA Administration/Operations Facility located at 5658 Bear Lane, Corpus Christi, Texas

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

**Staff Members Present:** Scott Neeley, (CEO); William Laridis, Sharon Montez, Cindy O'Brien, Gordon Robinson, Robert Saldaña, Jose Tovar, Oscar Vargas, Wes Vardeman

**Public Present:** Rosie Aguiar, Rowland Estrada, President ATU Local 1769; Jeffrey Johnson, National Bus Sales; Dana Smith M.V.; Ryan Frost, Creative Bus Sales; John Resnick, Champion Bus

**Call to Order**

Mary Saenz called the Operations Committee meeting to order at 10:30 a.m.

**Roll Call**

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

**Opportunity for Public Comment**

Mr. Rowland Estrada reporting on behalf of the bus operators, stated that the recent pay increase was not equally offered thereby causing a low employee morale among the bus operators.

**Discussion and Possible Action to Approve the Operations Committee Meeting Minutes of July 16, 2014**

**MR. TAYLOR MADE A MOTION TO APPROVE THE OPERATIONS  
COMMITTEE MEETING MINUTES OF JULY 16, 2014. MR. HUNT**



**SECONDED THE MOTION. THE MOTION CARRIED. CLOWER, HUNT, SAENZ, TAYLOR AND CHAPA VOTING IN FAVOR.**

**Discussion and Possible Action to Recommend the Board Award a Contract to Creative Bus sales for Cut-a-Way Buses**

Mr. William Laridis, using a PowerPoint presentation, reported that the CCRTA was continuing the initiative to convert the entire fleet to Compress Natural Gas (CNG) by issuing an RFP for an estimated thirty (30) buses to be procured over the contract term. Mr. Laridis stated that 3 proposals were received from two dealers, Creative Bus Sales and National Bus Sales. Mr. Laridis reviewed the evaluation factors, technical scores and pricing that were used to assess the proposals. Creative Bus Sales submitted a proposal with the overall highest score with the lowest price. Mr. Laridis briefly summarized Creative Bus Sales' business in the United States. He concluded with a review of the financial impact.

Mr. Ryan Frost provided background information on Creative Bus Sales and reported a successful work history.

Mr. John Resnik presented an overview of Champion Bus. He commented on various topics of his competitors.

Mr. Jeffrey Johnson of National Bus Sales reported on the ARBOC bus, with emphasis on the warranty.

The Operations Committee recommended a Special Meeting with RCAT for their input and suggestions.

**THE CONCENSUS WAS TO TABLE THE AGENDA ITEM TO THE BOARD OF DIRECTORS' MEETING ON OCTOBER 1, 2014.**

**Discussion and Possible Action to Recommend the Board Authorize Issuing an Invitation for Bids for Expansion of the Bear Lane Employee Parking Lot**

Ms. Sharon Montez, using a PowerPoint presentation, reported the plan to expand the Bear Lane employee parking lot. The parking lot was completed in 2002 with 151 parking spaces inclusive of 7 ADA parking spaces and an additional 6 spaces along the fence line for a total of 157 parking spaces. Mr. Gabriel Ortiz with Naismith Engineering showed an aerial map where the new 69 additional parking spaces to Bear Lane proposed parking lot. The proposed new parking spaces would be a total of 226. Ms. Montez stated that the estimated construction cost would be \$290,000 and would be completed by 2016.

**MR. CLOWER MADE A MOTION TO RECOMMEND THE BOARD AUTHORIZE ISSUING AN INVITATION FOR BIDS FOR EXPANSION OF THE BEAR LANE EMPLOYEE PARKING LOT. MR. HUNT SECONDED THE MOTION. THE MOTION CARRIED. CLOWER, HUNT, SAENZ, TAYLOR AND CHAPA VOTING IN FAVOR.**



### **Discussion and Possible Action to Recommend the Board Approve Title VI Program Update**

Mr. Gordon Robinson reported on the Title VI of the Civil Rights Act of 1964 that protects people from discrimination based on race, color, or national origin in programs of activities that receive federal financial assistance. Mr. Robinson stated that every three years the Federal Transit Administration (FTA) conducts discretionary compliance reviews of recipients of FTA funding. Mr. Robinson reported that as a recipient of federal funding, CCRTA has to submit its Title VI Program that has been approved by its Board of Directors to the FTA. He noted that there were no Title VI complaints that have been filed or investigated in the last three years.

**MR. TAYLOR MADE A MOTION TO RECOMMEND THE BOARD APPROVE TITLE VI PROGRAM UPDATE MR. CLOWER SECONDED THE MOTION. THE MOTION CARRIED. CLOWER, HUNT, SAENZ, TAYLOR AND CHAPA VOTING IN FAVOR.**

### **Discussion and Possible Action to Recommend the Board Authorize a Request for Proposal for Transfer Station Cleaning Services**

Mr. Keith Korenek reported that CCRTA has five transfer stations along with miscellaneous bus stops that require pressure-washing services on a monthly basis to reflect proper cleanliness. He noted that power-washing was needed to provide well-maintained, safe, clean and attractive bus stops and passenger facilities at all times. Mr. Korenek reported that the service would cost approximately \$6,000 per month or an annual cost of \$72,000. He reported that the estimated cost of cleaning service was included in the 2015 budget awaiting Board approval.

**MR. TAYLOR MADE A MOTION TO RECOMMEND THE BOARD AUTHORIZE A REQUEST FOR PROPOSALS FOR TRANSFER STATION CLEANING SERVICES MR. HUNT SECONDED THE MOTION. THE MOTION CARRIED. CLOWER, HUNT, SAENZ, TAYLOR AND CHAPA VOTING IN FAVOR.**

### **Presentations**

The Consensus was to forward Presentations to the Board of Directors' Meeting on October 1, 2014.

- a. **2014 Operations Report**
- b. **Community Bus Update**
- c. **Harbor Ferry Update**
- d. **Procurement Update**

### **Adjournment**

There being no further business, the meeting was adjourned at 11:42 a.m.

Submitted by: Stephanie Alvarez



CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY

Operations Committee Memo

October 22, 2014

**Subject: Issuance of a Request for Proposals for the National Transit Database  
Passenger Sampling Surveys**

**Background**

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

Every three years, the agency must conduct a mandatory passenger sampling effort as required by the FTA. The surveys will primarily record boardings, alightings, and passenger miles traveled on fixed route and B-Line services. Passenger miles traveled is the cumulative sum of the distance traveled by passengers on each trip.

**Identified Need**

The upcoming 2015 year is a mandatory passenger sampling year. A procurement is required in order to hire resources to conduct a system-wide random sampling of on-board ride checks on all fixed route services. Throughout 2015, the scope of work will be focused on the monthly collecting of ridership activity on-board buses, at stops, and at transfer stations. Additionally, this information will be used to assist with the evaluation of service performance.

**Financial Impact**

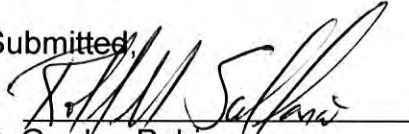
The funds for this project have been budgeted in the proposed 2015 Service Development Operating Budget.

**Recommendation**

Staff requests that the Operations Committee recommend the Board of Directors' authorize the Chief Executive Officer (CEO) or designee to issue a Request for Proposals for the NTD passenger sampling surveys.

Respectfully Submitted,

Submitted by:

  
For Gordon Robinson  
Director of Planning

Final Review:

  
For Rosa Villarreal  
Managing Director of Operations

Approval:

  
Scott Neeley  
Chief Executive Officer





## CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Operations Committee Memo

October 22, 2014

**Subject: Award a contract for the following lines of Insurance Coverage: Auto Liability Insurance, Auto Catastrophe Insurance, Property Insurance, General Liability Insurance, Errors & Omissions Insurance, Excess Windstorm and Workers' Compensation Insurance to the Texas Municipal League Intergovernmental Risk Pool.**

### **Background**

The CCRTA issued a request for proposals on September 8, 2014 for Risk Management Services. A pre-proposal meeting was held on September 26, 2014 and was open to all interested parties. Sealed proposals were due back to the CCRTA by October 14, 2014.

### **Identified Need**

Only one proposal was delivered to the CCRTA and it was from the Texas Municipal League. The proposal was evaluated by a selected panel and was found to be responsive. The cost schedule was unsealed on October 16, 2014 and was also evaluated by the panel.

### **Financial Impact**

A comparison between the costs for 2014 and the RFP for 2015 has been submitted by TML. The delta between 2014 and 2015 is \$10,065.

### **Recommendation**

Staff requests the Board of Directors authorize the Chief Executive Officer to award a contract for the following lines of coverage: Auto Liability Insurance, Auto Catastrophe Insurance, Property Insurance, General Liability Insurance, Errors & Omissions Insurance, Fidelity Insurance and Workers' Compensation Insurance to Texas Municipal League Intergovernmental Risk Pool.



Typed of Coverage	Limit	Deductible	2014	Proposed 2015
General Liability -	\$9,000,000	\$0	\$4,291	\$3,870
<u>Errors &amp; Omissions Liability</u>	\$2,000,000	\$10,000	\$11,855	\$11,478
Automobile Liability	\$500,000	\$0	\$168,961	\$178,961
Auto Medical Payments			Included	Included
Automobile Catastrophe	\$10,000,000	\$10,000	\$25,000	\$25,000
<u>Sub Total:</u>			<u>\$210,107</u>	<u>\$219,309</u>
<u>Real &amp; Personal Property</u>	\$20,951,066	\$10,000	\$17,490	\$17,846
Loss of Income, Extra Expense, Rents	\$1,000,000	\$10,000	Included	Included
Boiler & Machinery	\$100,000	\$10,000	Included	Included
<u>Flood &amp; Earthquake</u>	\$20,951,066	\$25,000	Included	Included
Windstorm- Excess Coverage			\$2,879	\$3,023
Coastal Storm Fund			\$33,247	\$34,909
Public Employee Dishonesty	\$500,000	\$2,500	\$853	\$853
<u>Sub Total:</u>			<u>\$54,469</u>	<u>\$56,631</u>
<b>TOTAL: LIABILITY, PROPERTY &amp; CRIME</b>			<b>\$264,576</b>	<b>\$275,940</b>
<u>Workers' Compensation</u>	Statutory		\$84,767	\$84,767
<b>GRAND TOTAL</b>			<b>\$349,343</b>	<b>\$360,707</b>
<b>ROE</b>			<b>(\$2,075)</b>	<b>(\$3,374)</b>
			<b>\$347,268</b>	<b>\$357,333</b>

Respectfully Submitted,

Submitted by:   
 Keith Korenek  
 Director of Safety and Security

Approval:   
 Scott Neeley  
 Chief Executive Officer



# CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Operations Committee Meeting

October 22, 2014

## Subject: Operations Report for September 2014

The system-wide monthly operations performance report for September 2014 is included below for your information and review. This report contains monthly and Year-to-Date (YTD) operating statistics and performance measurement summaries containing ridership, performance metrics by service type, miles between road calls, customer service feedback, and a safety and security summary. Detailed results are reported within the five sections listed below:

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

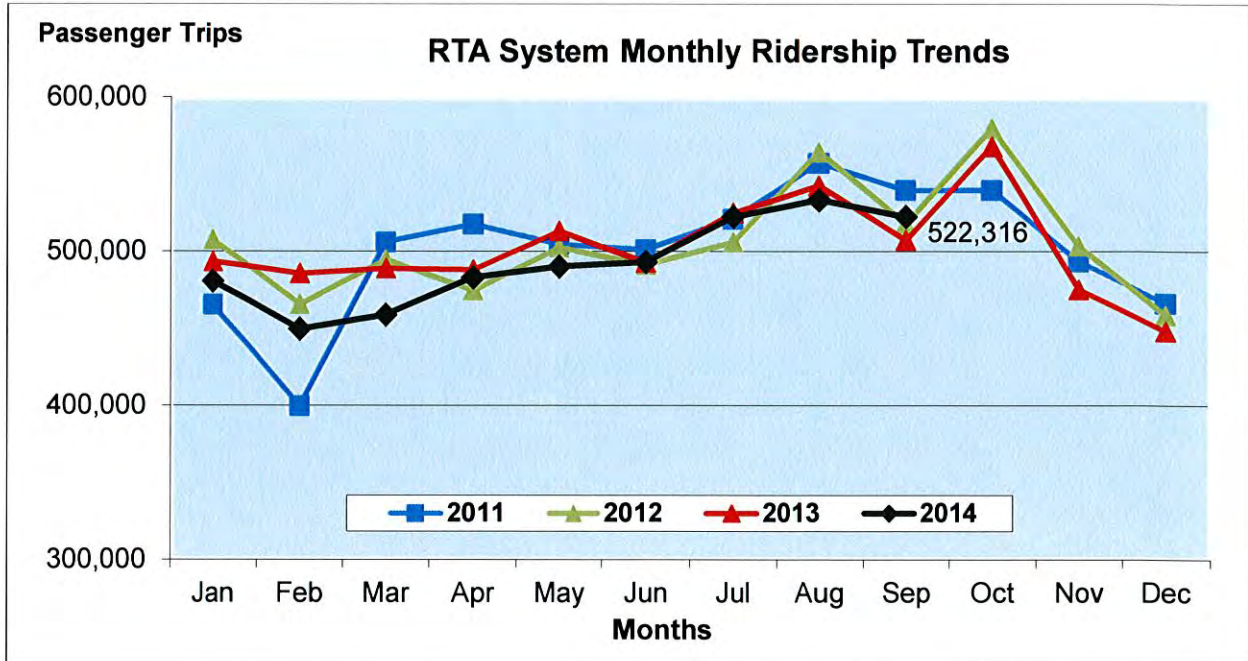




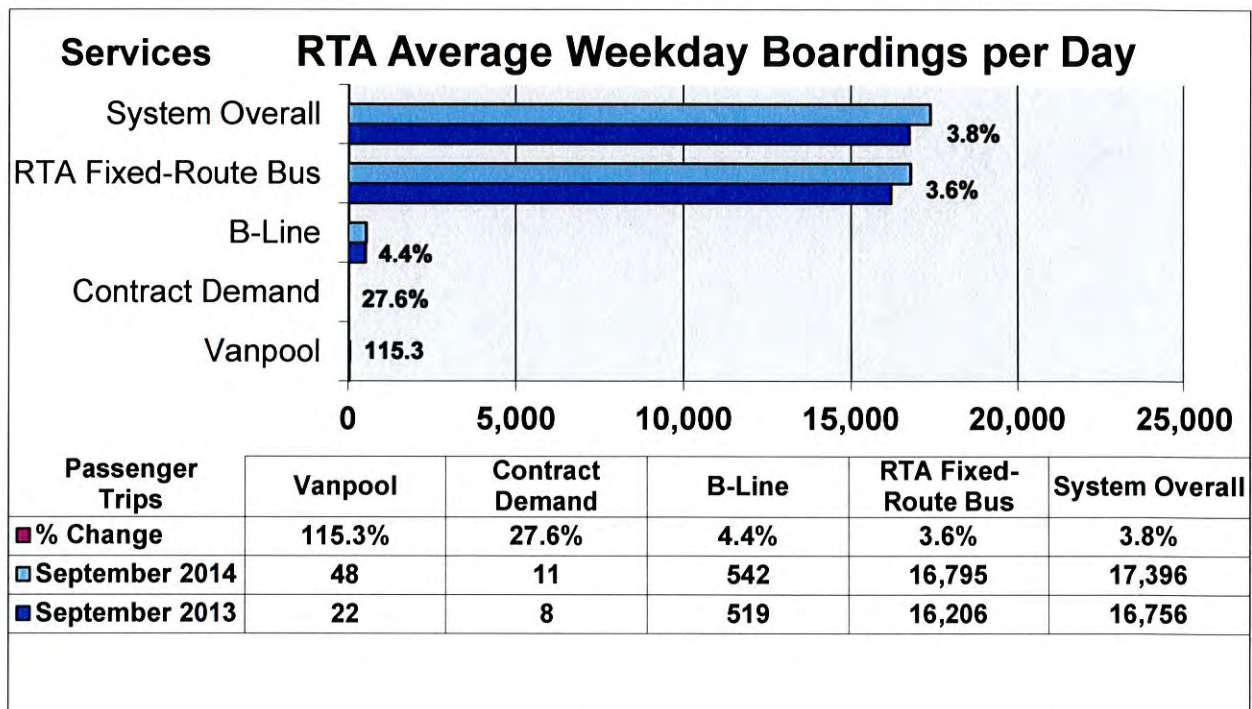
## 1. System-wide Ridership and Service Performance Results

Boardings for all services in September 2014 totaled 522,316. This represents a 3.0% increase as compared to a total of 507,165 boardings in September 2013.

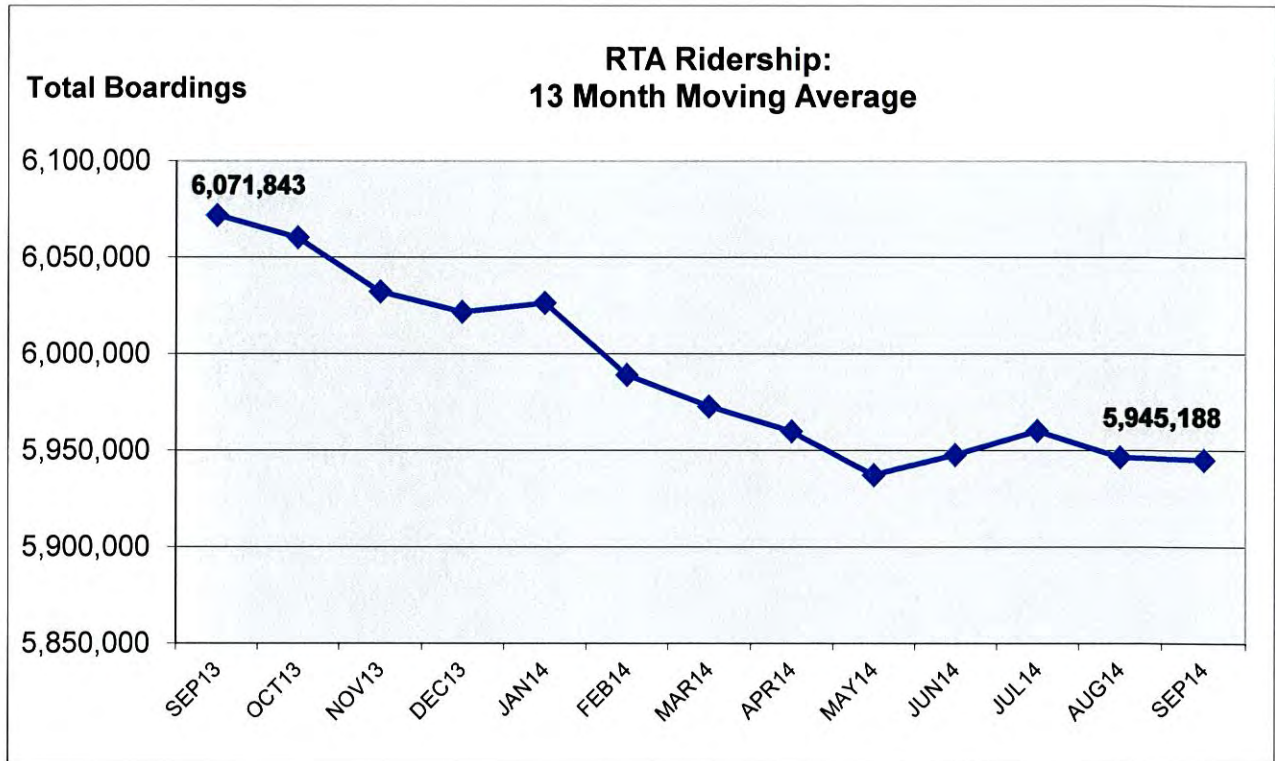
The following graph below compares system-wide monthly ridership trends for a four year period.



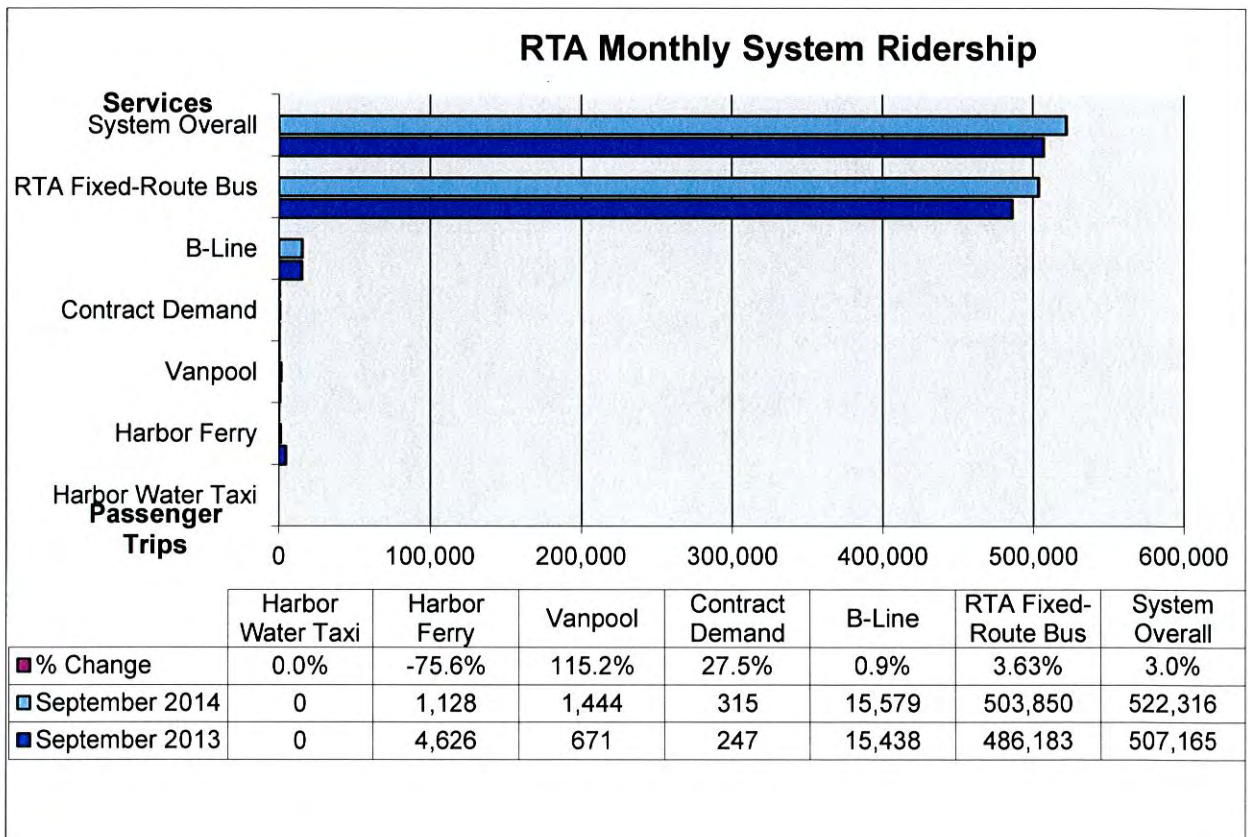
The chart below shows average weekday ridership for all services. The RTA recorded an average of 17,396 boardings per weekday in September 2014 as compared to 16,756 in September 2013. This is a difference of 3.8% more riders per day.



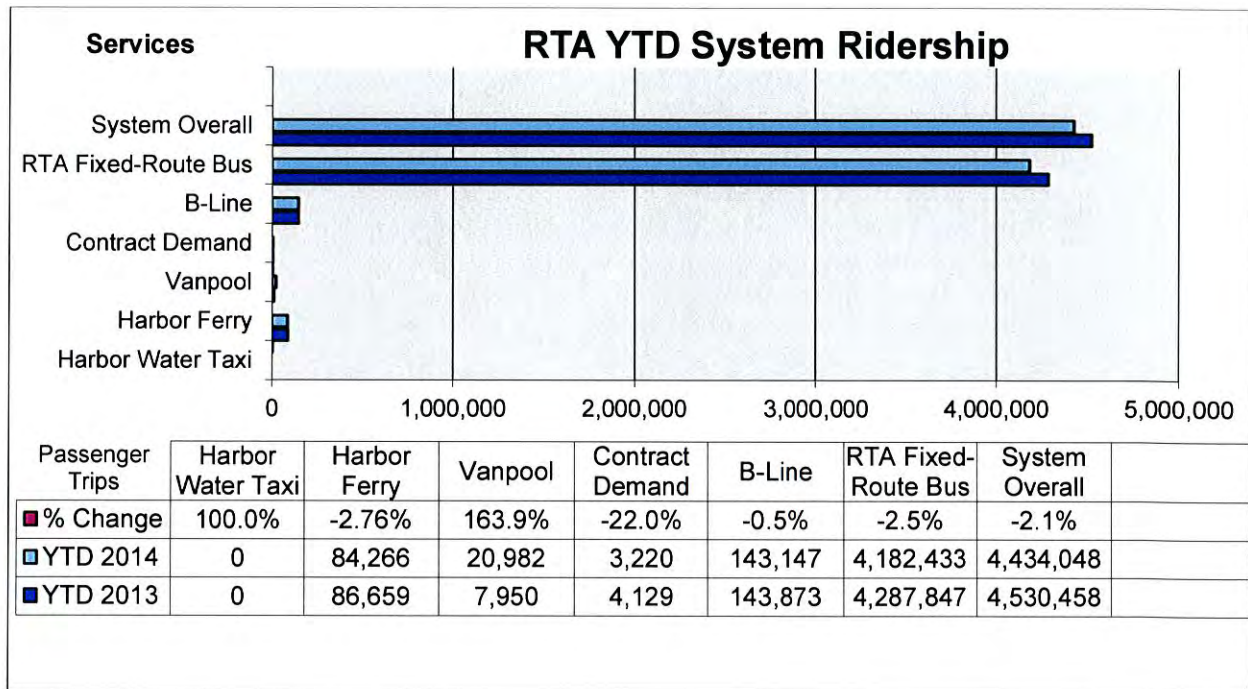




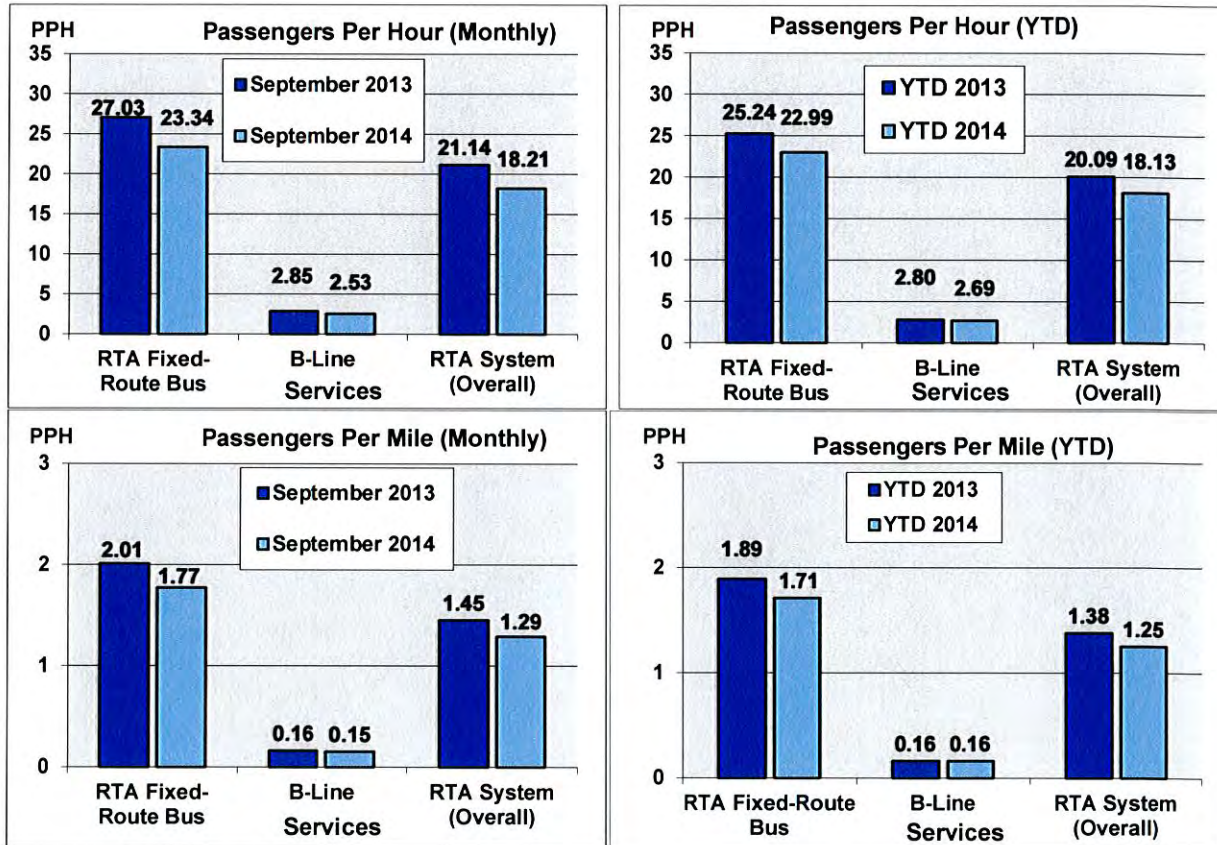
The chart below shows monthly ridership results for all services. The RTA recorded 15,151 more boardings in September 2014 as compared to September 2013.



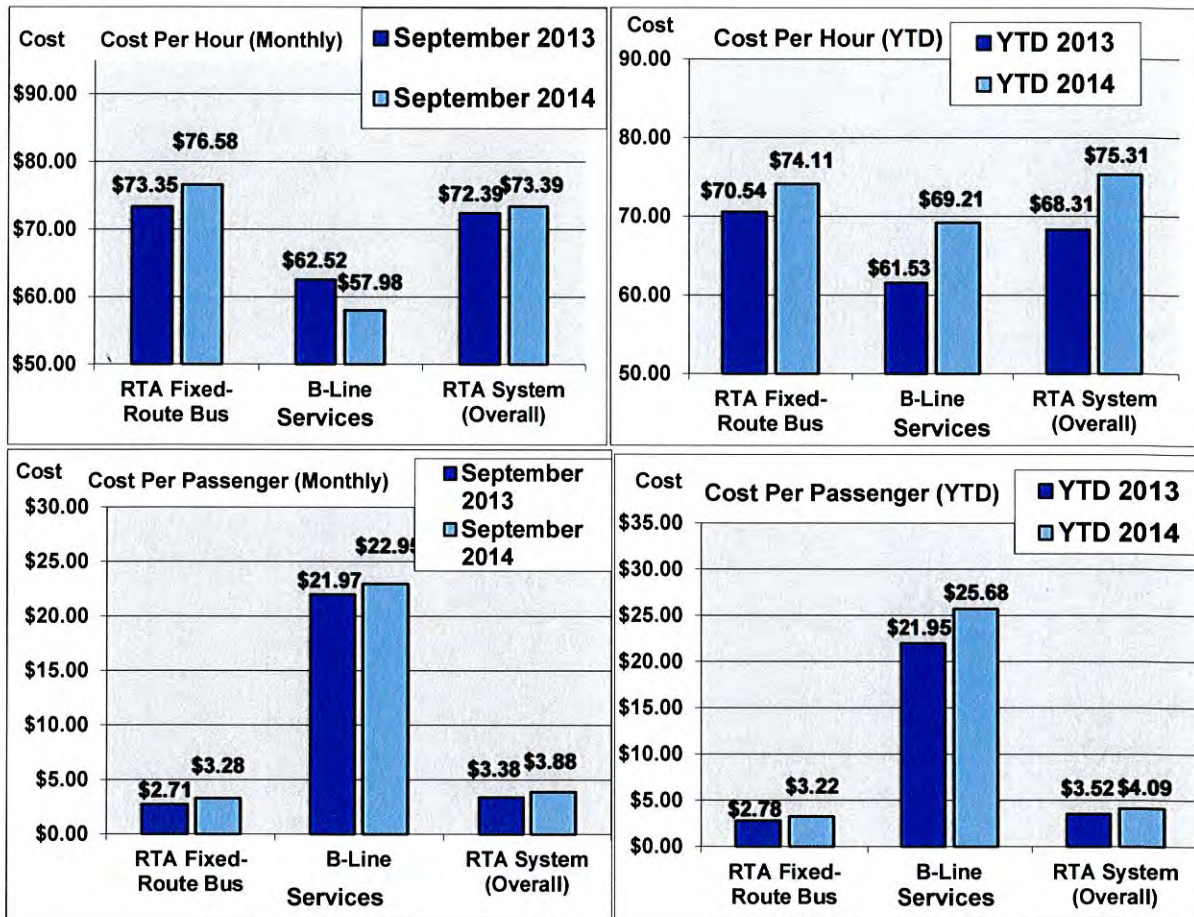
The chart below shows YTD ridership results for all services. The RTA recorded 96,410 less boardings in 2014 as compared to the same period in 2013.



The following charts report system-wide productivity and other cost performance measurements for the month of September 2014 vs. September 2013 and YTD figures.







The following table shows on-time performance of RTA Fixed-Route services for the last three months and an average with a 2014 YTD figure. Standards for each category are provided along with actuals. Surveys are weighted by passenger volume for each route and service type.

Schedule Adherence	Standard	Jul-14	Aug-14	Sep-14	YTD Average
Early Departure	<1%	2.1%	0.9%	0.7%	1.1%
Over 3 minutes Late	<20%	13.0%	18.0%	15.1%	15.0%
Over 5 minutes Late	<5%	4.0%	8.5%	7.5%	6.7%
Over 10 minutes Late	<1%	1.3%	2.3%	2.0%	2.2%
Monthly Wheelchair Boardings	No standard	4,732	5,418	4,798	4,776
Monthly Bicycle Boardings	No standard	7,646	8,612	8,090	6,601



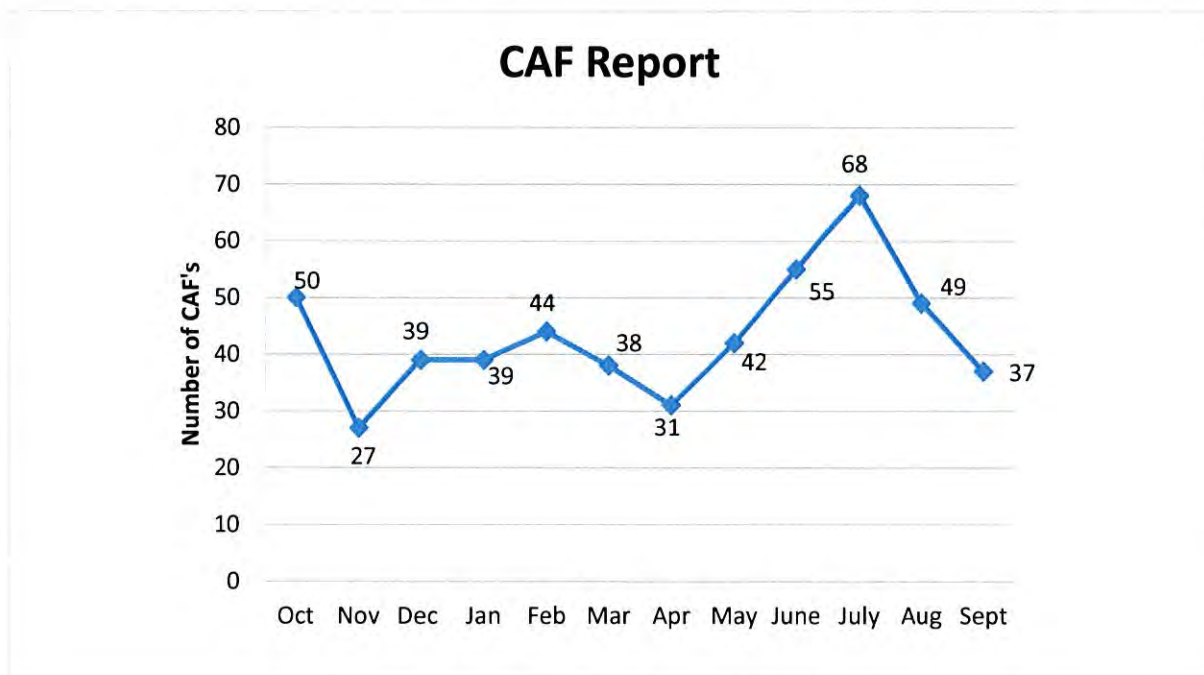
## 2. Purchased Transportation Department Report: B-Line Service Contract Standards & Ridership Statistics

- Productivity: 2.53 PPH did meet the contract standard of 2.50 PPH.
- On Time Performance: 93.7% did not meet the contract standard of 96%.
- In Vehicle Time: 98.9% exceeded contract standard of 95%.
- Miles Between Road Calls: 17,308 more than met the contract standard of 12,250 miles.
- Denials: 0 denials did meet contract standard of 0.0%.
- Ridership Statistics: 10,349 ambulatory; 4,465 wheelchair boarding's

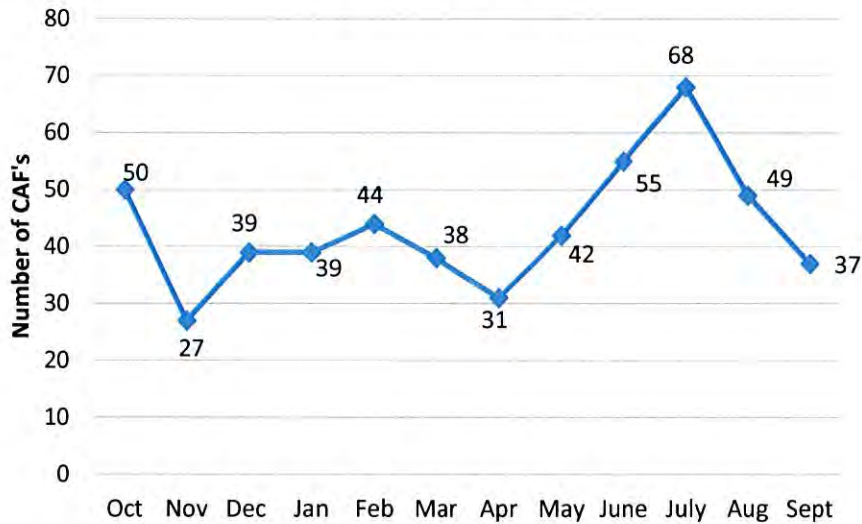
Metric	Standard	Jul-14	Aug-14	Sep-14	YTD Average
Passengers per Hour	2.50	2.50	2.54	2.53	2.60
On-time Performance	96%	94.0%	93.7%	93.7%	94.0%
In Vehicle Time	95.0%	98.8%	99.1%	98.9%	98.8%
Denials	0.00%	0.00%	0.00%	0.00%	0.00%
Miles Between Roadcalls	12,250	11,853	19,204	17,308	15,826
Monthly Wheelchair Boardings		4,668	4,655	4,465	4,448

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

For September 2014, there were 37 reported CAF's (excludes commendations) which represents a decrease from 49 reported CAF's overall in August 2014. The statistics for September represents a 24% decrease, 37 CAF's vs 49 CAF's compared to the month of August 2014. There were 3 Commendations for the month of September.



## CAF Report



### Route Summary Report for September 2014

Route	# of CAF's	Route	# of CAF's
#3 NAS Shuttle	0	#34 Robstown Circulator	0
#4 Flour Bluff Mini B	0	#37 Crosstown	0
#5 Alameda	0	#37S Crosstown (Sunday)	0
#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	1	#63 The Wave	1
#15 Kostoryz	1	#65 Padre Island Connector	0
#15S Ayers/Molina (Sun)	0	#67 Robstown/Gregory	0
#16 Agnes/Ruth	0	#76 Harbor Bridge Shuttle	0
#17 Carroll/Southside	0	#76S Harbor Bride (Sun)	0
#19 Ayers/Norton	1	#77 Harbor Ferry	0
#19G Greenwood	1	#78 North Beach	0
#19M McArdle	1	#84 Light House	0
#21 Arboleda	1	#94 Port Aransas Shuttle	0
#23 Molina	2	#90 Flexi-B	0
#25 Gollihar/Greenwood	1	B-Line (Para-transit)	6
#26 Airline/Lipes Connector	0	Safety & Security	2
#27 Northwest	4	Facility Maintenance	7
#29 Staples	2	Vehicle Maintenance	2
#29F Flour Bluff	2	Service Development	2
#29S Staples (Sunday)	0		
#32 Southside Mini B	0	<b>TOTAL CAF'S</b>	<b>37</b>

### September 2014 CAF Breakdown by Service Type:

CAF Category	RTA Fixed Route	B-Line ADA Paratransit	Contracted Fixed Route	Totals
Service Stop Issues	7	1	0	8
Driving Issues	3	2	0	5
Customer Services	6	1	0	7
Late/Early	1	2	1	4
Fare/Transfer Dispute	0	0	0	0
Over Crowded Vehicle	0	0	0	0
Safety and Security	2	0	0	2
Service Development	2	0	0	2
Facility Maintenance	7	0	0	7
Vehicle Maintenance	2	0	0	2
<b>Total</b>	<b>30</b>	<b>6</b>	<b>1</b>	<b>37</b>
Commendations	2	1	0	3

### Conclusion:

During September 2014, RTA received 37 CAF's/Commendations regarding RTA Fixed-Route Service, B-Line and Purchased Transportation; three (3) of the 40 reported CAF's (September) were commendations.

There were a total of 30 CAF's/Commendations received regarding RTA Service representing 80% of total customer contacts: 2 for Safety & Security, 7 for Facilities Maintenance, 2 for Vehicle Maintenance, 2 for Service Development and 17 for Transportation.

A total of 6 CAF's/Commendations were reported regarding B-Line service representing 17.5% of the total customer contacts.

A total of 1 CAF's/Commendations were reported regarding Contracted Fixed Route representing 2.5% of the total customer contacts.

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

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

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



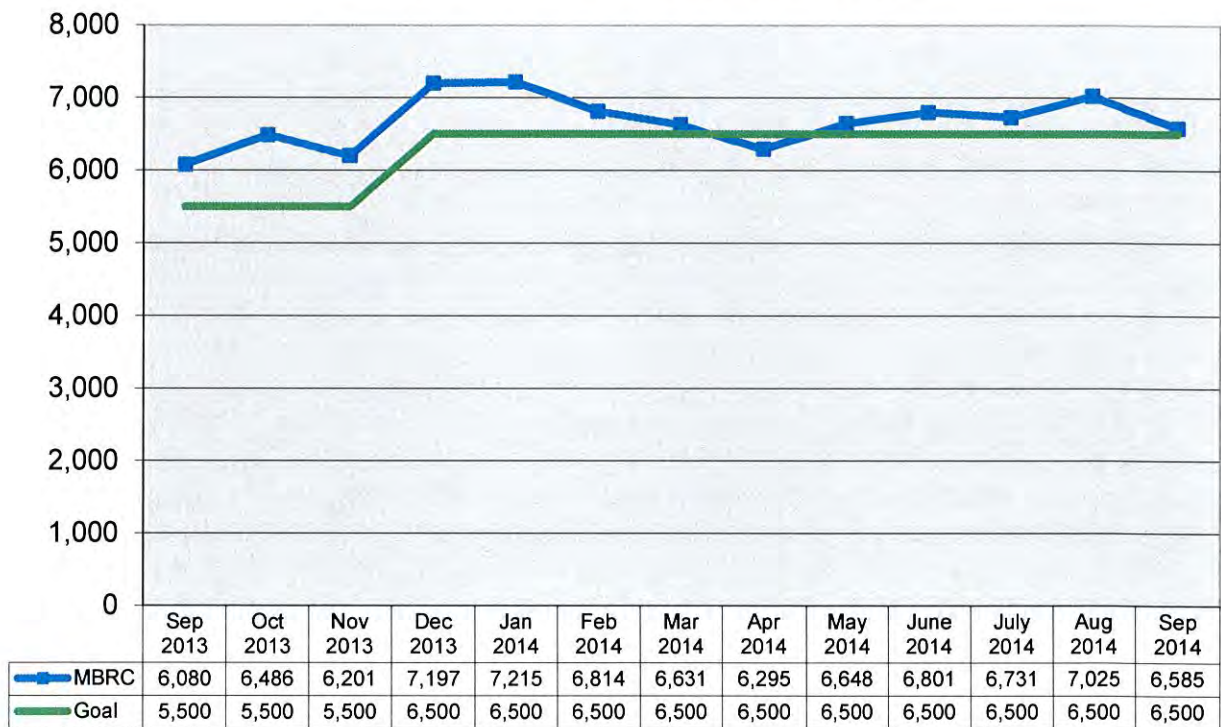
CAF's are redirected to relevant management and supervisory staff for further investigation. Customer Service staff will provide a prompt and written response at the conclusion of the investigation to the customer within ten working days.

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

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

For the month of September 2014, 6,585 miles between road calls (MBRC) were recorded as compared to 6,080 MBRC in September 2013. A standard of 6,500 miles between road calls is used based on the fleet size, age, and condition of RTA vehicles. The following graph shows the previous 13 month period.

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



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

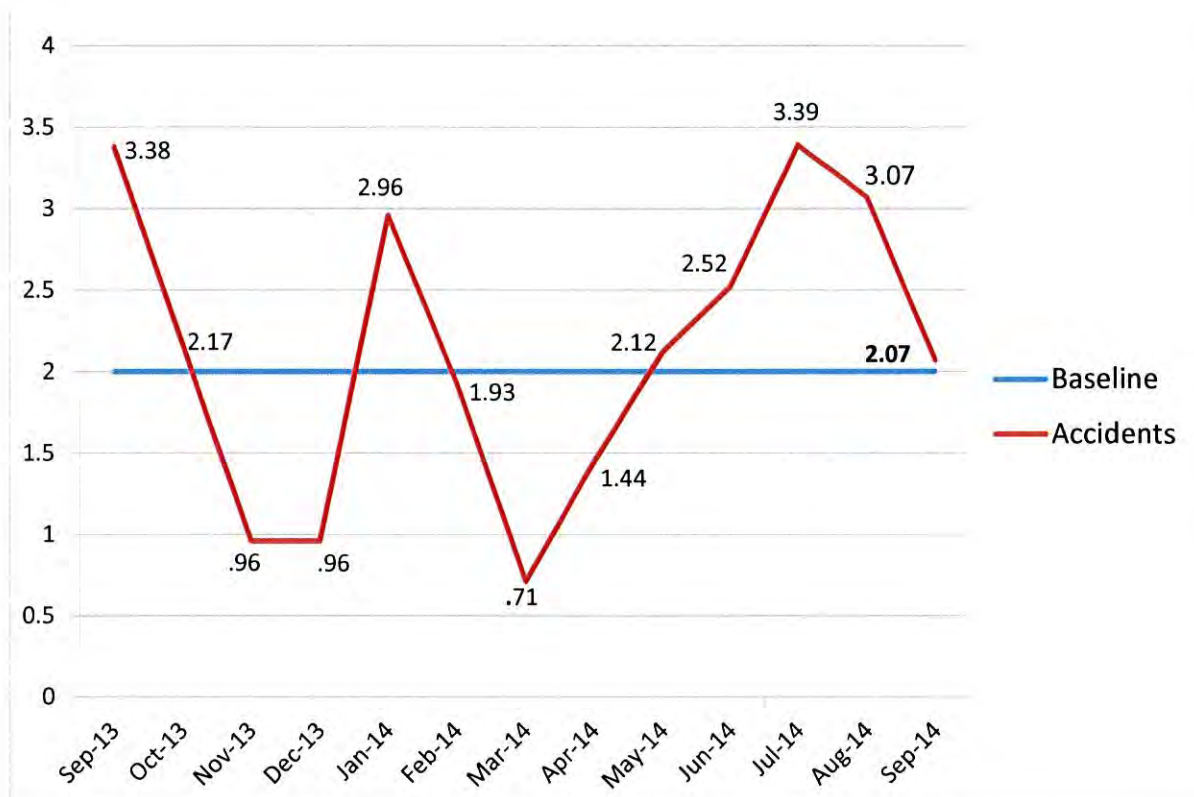
## 5. Safety/Security Department Report

### SAFETY SUMMARY

For the month of September 2014, we had 6 vehicle collisions (4 preventable), 55 customer related incidents and drove a total of 289,704 miles. The total collision rate for the month was at 2.07 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**

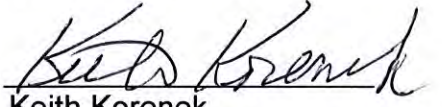


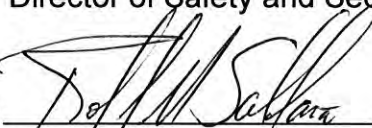
### SECURITY SUMMARY

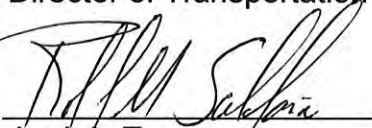
For the month of September 2014, 1,420 hours of security coverage was used for all areas of RTA Operations. Officers arrested thirteen individuals for public intoxication, issued eleven criminal trespass warnings, and cited one individual for loitering.

Respectfully Submitted,

Submitted by:   
Wesley Vardeman  
Senior Transit Planner

Submitted by:   
Keith Korenek  
Director of Safety and Security

Submitted by:   
Robert Saldaña  
Director of Transportation

Submitted by:   
For José A. Tovar  
Director of Maintenance

Reviewed by:   
For Gordon Robinson  
Director of Planning

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

Approved by:   
Scott Neeley  
Chief Executive Officer