

2015 Operating and Capital Budgets



CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY



**Approved Annual Operating and Capital Budgets
Fiscal Year 2015
January 1, 2015 – December 31, 2015
Adopted November 5, 2014**

2015 Operating and Capital Budgets

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Executive Summary

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 was posted on October 22, 2014, and the public hearing was held on November 5, 2014.

In accordance with the Code, the 2015 Annual Operating and Capital Budgets are balanced and sustainable by the Agency and consist of an **Operating Budget** which is based on a conservative 2.50% growth in sales tax as well as no increase in base fares and a **Capital Budget** in the amounts listed below:.

Budget	Amount
Operating	\$ 41,276,926
Capital	\$ 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 Operating Budget calls for an increase in Revenues of \$2,009,741 or 5.12% and a decrease in Expenditures of \$191,953 or 0.5% when comparing the same accounts 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 interest payment for the Staples Street Center that is 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 2015 projected unreserved/unrestricted fund balance is estimated to be \$3,516,989. The detailed analysis of this calculation begins on page 15.

The Chief Executive Officer developed the 2015 Annual Budgets together with department heads under the guidance of our budget priorities which 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

2015 Operating and Capital Budgets

A number of elements regarding the 2015 Operating Budget merit special notice:

- Compensation increases for Bus Operators:
 - Hourly start wage increase to \$14 from \$12.
 - Reduction of escalation period to top out pay from 14 to 7 years.
 - 2.5% COLA.
 - **Financial impact estimated at \$377,795 for 140 operators for Hourly start wage increase and step program and \$154,511 for 2.5% COLA.**

- Compensation increases for Non-Bus Operators:
 - 2.5% COLA.
 - 3% Merit Average Pay Program.
 - **Financial impact estimated at \$ 137,000 and \$155,000 respectively.**

- New investments:
 - Solar lighting for bus shelters and bus stops.
 - NTD Passenger Sampling Survey.
 - Comprehensive Operational Analysis.
 - Automated Board Agenda Process software.
 - Electronic Retention Program.

- Operating expense increase:
 - 6.75% increase in health care costs due to inflation.

- Debt service interest payment totaling \$1,073,364.

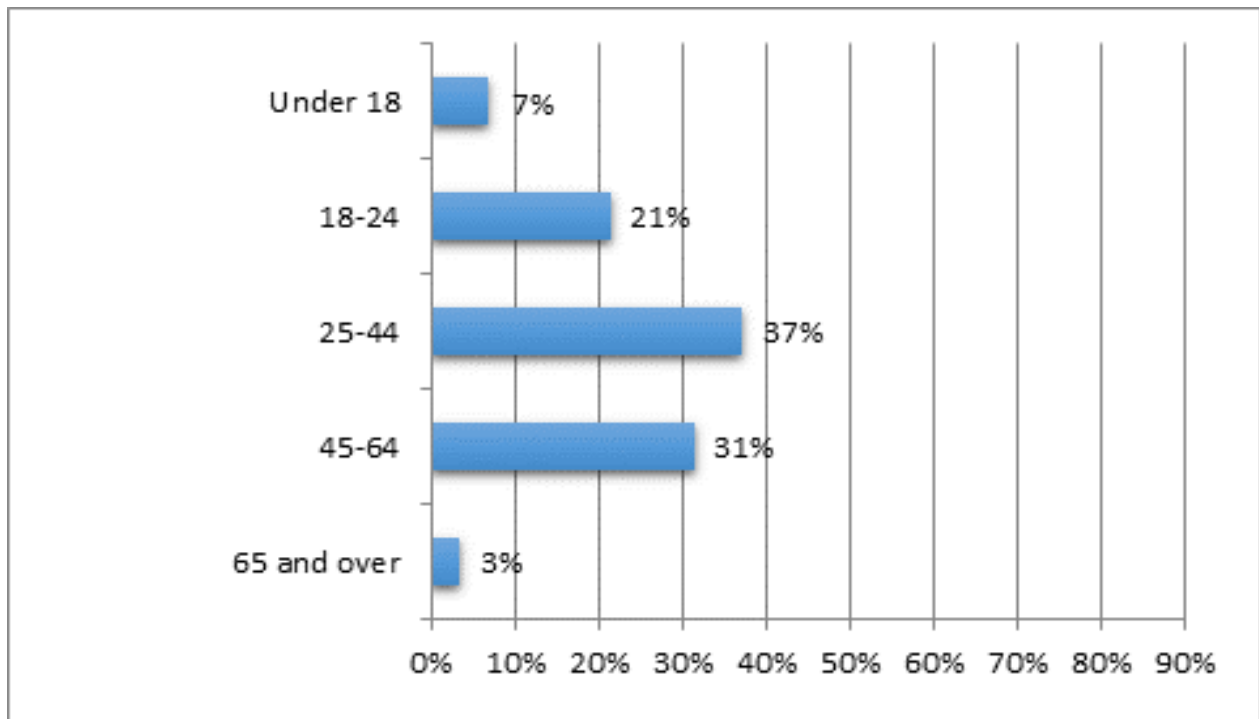
- Capital Transfer Out of \$1,520,000.

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 Operating and Capital Budgets

Overview Data

The Corpus Christi Regional Transportation Authority provides bus and other transit services to all of Nueces County (except Petronilla), City of Gregory (San Patricio County) and the City of San Patricio (San Patricio County) in a service area with a population of approximately 342,412. Approximately sixty (60) percent of our ridership uses our services to commute to and from work and school. As you can see from the below chart thirty-seven (37) percent of our ridership are between the ages of 25-44.



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Either directly or through our contractors the Authority provides virtually all public transportation services in this area utilizing:

- Fleet of 109:
 - Fixed Routes 74
 - Para-transit 34
 - Water Borne 1
- Van Pools ranging from 2 to 7 due to seasonal demand
- 44 bus routes
- 1351 bus stops
- 373,802 system hours
- 5,548,280 revenue miles in a service area of 830 square miles
- 25,207,739 passenger miles
- 6,050,430 boardings

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OPERATING BUDGET SUMMARY

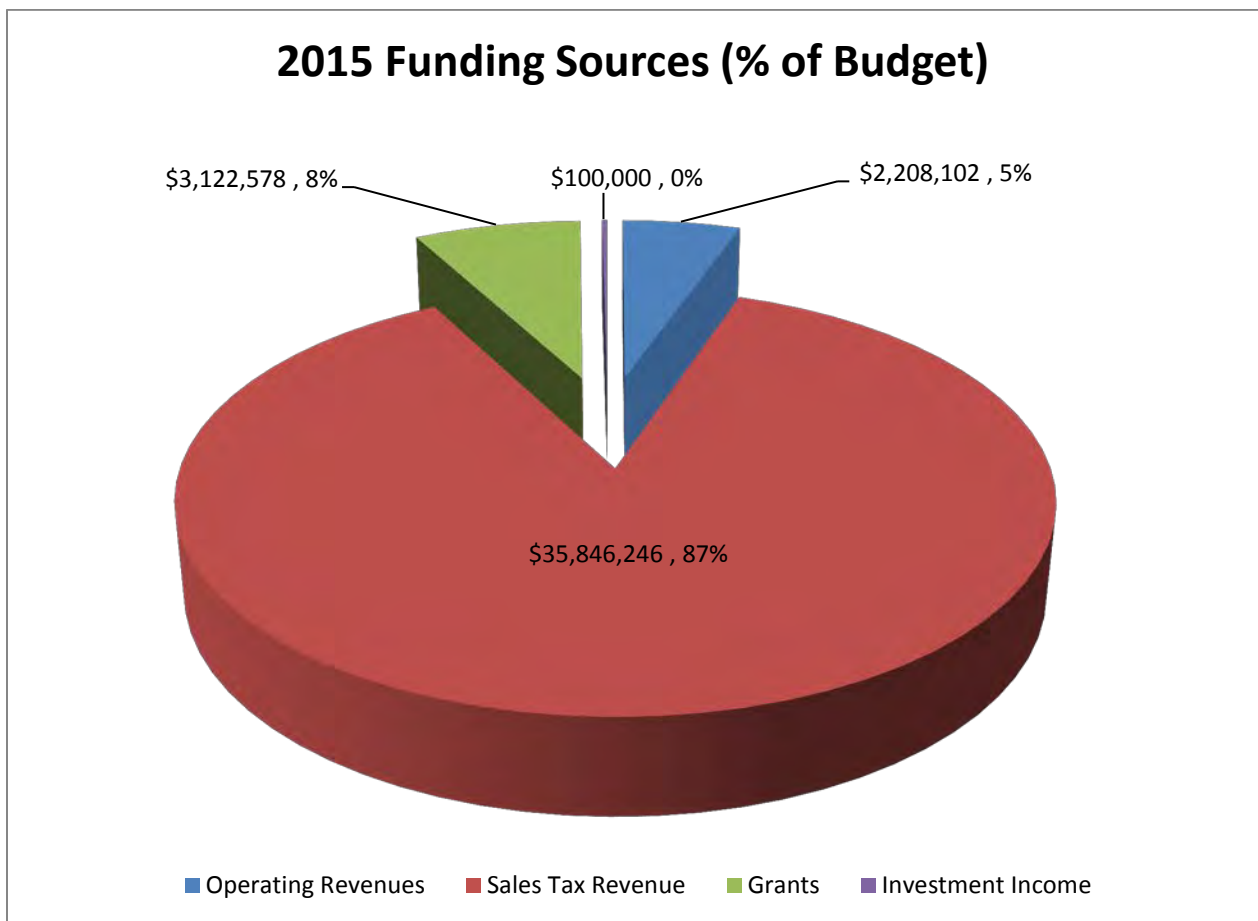
The Budget Summary provides an overall comparative budget-to-budget analysis of the Sources and Uses of Funding between 2015 Approved Budget and 2014 Adopted Budget which reflects an increase of \$2,401,411 or 6.18%. It is noted that two significant expenditures totaling \$2,593,364, namely a Capital Transfer Out of \$1,520,000 and Debt Service Payment of \$1,073,364, were not budgeted in 2014. Excluding these two items provides a comparable analysis that reflects a decrease of \$191,953, or 0.5%.

Budget Summary - 2015 Operating Budget vs 2014 Operating Budget					
Description	Budget 2014	Estimated 2014	Adopted 2015	2015 Adopted 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	\$ 39,267,185	\$ 39,458,443	\$ 41,276,926	\$ 2,009,741	5.12%
Uses of Funding:					
Department Expenses	\$ 30,174,612	\$ 27,952,321	\$ 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%
	\$ 38,875,516	\$ 37,175,622	\$ 41,276,926	\$ 2,401,411	6.18%
Sources in Excess of Uses/Net Income	\$ 391,669	\$ 2,282,821	\$ -	\$ (391,670)	

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REVENUES

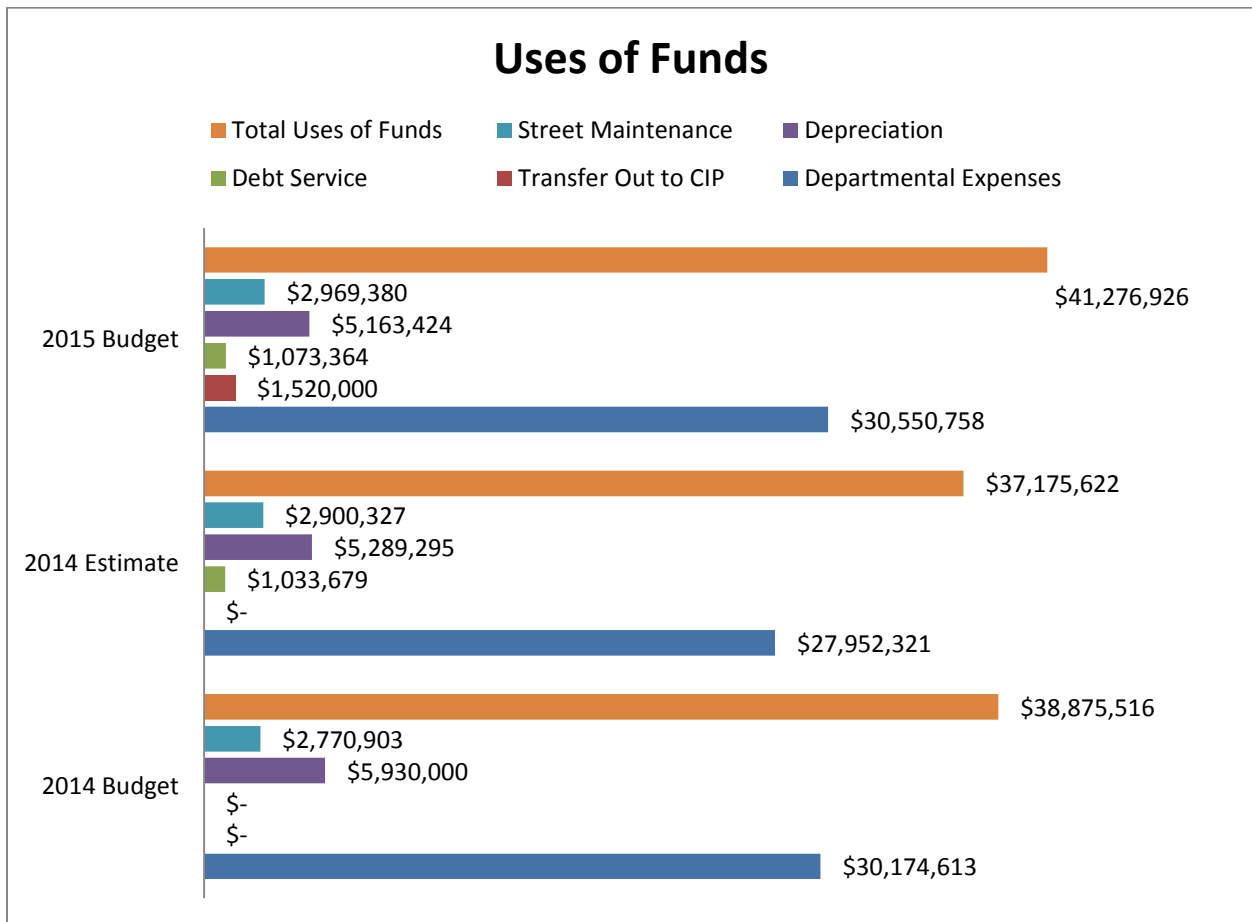
Because sales tax revenue accounts for nearly 90% of total income, the 2015 Operating Budget is based on a conservative 2.50% sales tax growth from our 2014 Estimate or an additional \$960,492 in comparison to the 2014 Adopted Budget. Revenues are generated from four (4) funding sources. The below chart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



2015 Operating and Capital Budgets

USES OF FUNDS

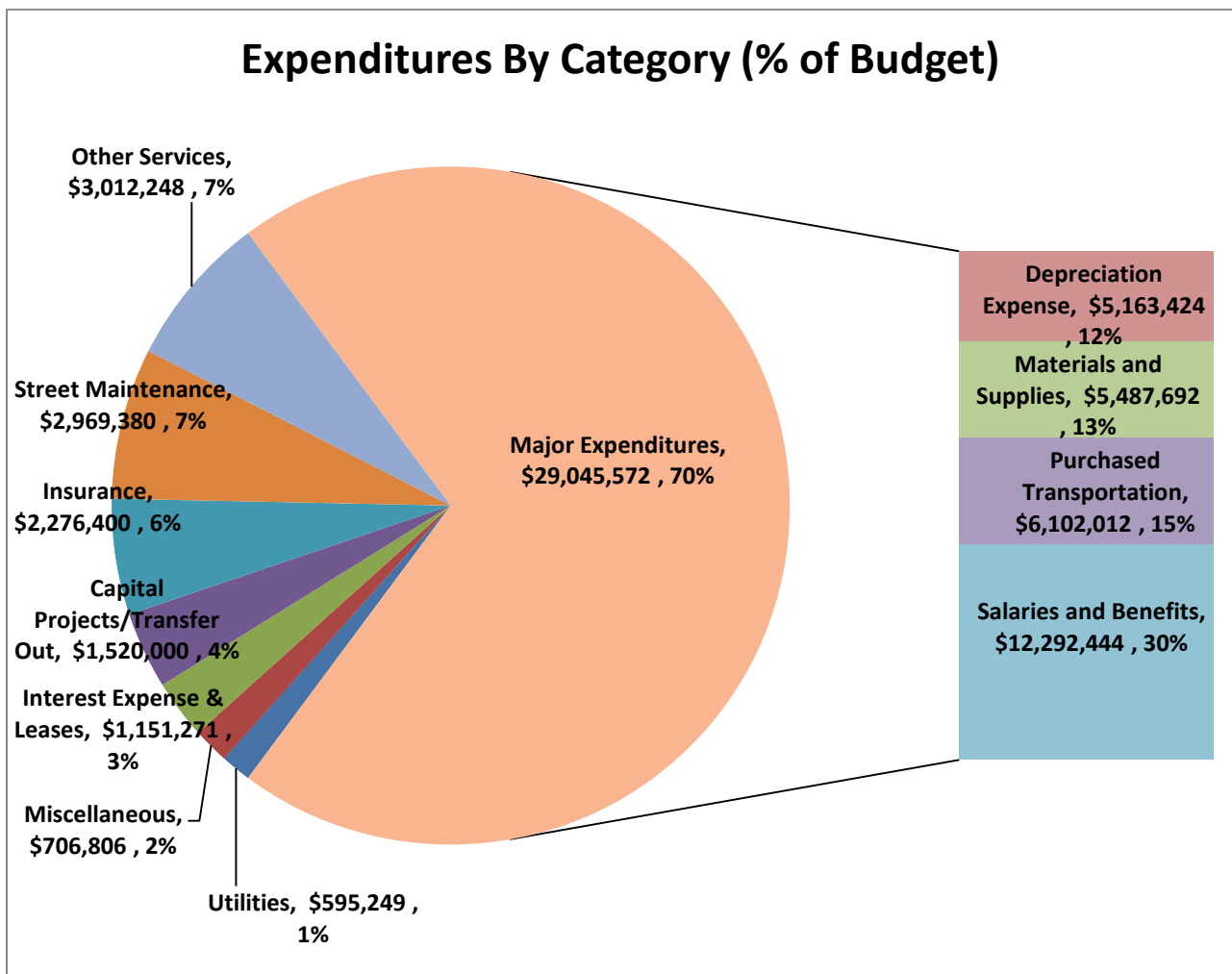
The below chart illustrates the five (5) major functional classifications that utilize the authorized funds and provides a visual comparison which reflects the \$2,401,411 increase over 2014 Adopted Budget while noting that when you exclude the debt service payment of \$1,073,364 and the Transfer Out to CIP of \$1,520,000 the comparable analysis shows a decrease of \$191,953.



2015 Operating and Capital Budgets

EXPENDITURES BY EXPENSE CATEGORY

This chart will provide further insight into the uses of funds by expense category. As you can see, four expenditure categories account for \$29,045,572 or 70% of the budget: Salaries and Benefits, accounting for 30%; Purchased Transportation, accounting for 15%; Materials and Supplies, accounting for 13%, and Depreciation, accounting for 12%. These expenditures are listed in detail in Schedule D starting on page 20.



2015 Operating and Capital Budgets

FY2015 Operating Budget versus FY 2014 Operating Budget

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

Department	% Variance	\$ Variance	Explanation
01-Transportation	8.34%	\$ 506k	Nine (9) new operators, entry level pay increase, service changes
02-Customer Programs	18.26%	\$ 48k	Increase in marketing & promotional efforts
03-Purchased Transportation	-30.12%	-\$ 2.7M	Cost savings from restructuring of MV contracted services and changes in accounting treatment of fleet maintenance for purchased transportation
04-Service Development	121.63%	\$ 390k	New NTD passenger sampling & an increase in consulting services due to required Comprehensive Operational Analysis
07-MIS	11.03%	\$ 55k	New telecommunication enhancements
11-Vehicle Maintenance	18.51%	\$1.1M	3 new FTEs, higher prices for parts & tires & changes in accounting treatment of fleet maintenance for purchased transportation
21-Facilities Management	56.98%	\$ 579k	Additional required contractual maintenance and compliance requirements
52-Safety and Security	42.24%	\$ 385k	1 new FTE, monthly bus station cleaning and implementation of new solar lighting program at bus shelters and stops
68-Debt Service	100.00%	\$1.1M	New item -Debt Service Interest Payment
77-Staples Street Center	-77.57%	\$ 94k	Reduction in fixed operating expenses due to timelines
80-Capital Projects	100.00%	\$1.5M	New item -Transfer Out to fund CIP



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Supporting Schedules

Starting on page 17 of this document, are the following budgetary schedules:

Schedule A – Comparative Statement of Revenues and Expenses, 2015 vs 2014, exhibits data from 2014 Budget, 2014 Estimated Budget, and 2015 Adopted Budget along with a budget-to-budget comparison and variances by amounts and percentages.

Schedule B – Revenues and Expenditures by Department, exhibits data from 2014 Budget, 2014 Estimated Budget, and 2015 Adopted Budget along with a budget-to-budget percentage change for each line item.

Schedule C – Revenues, exhibits data from 2014 Budget, 2014 Estimated Budget, and 2015 Adopted Budget along with a budget-to-budget percentage change for each line item.

Schedule D –Expenditures by Expense Category, exhibits data from 2014 Budget, 2014 Estimated Budget, and 2015 Adopted Budget along with a budget-to-budget percentage change for each line item.

Schedule E – Full Time Equivalent Positions, exhibits FTE positions for 2013, 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.



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2015 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 itemized list of Capital Projects is found on Page 14.



2015 Operating and Capital Budgets

2015 Capital Budget		
<u>Projects:</u>		<u>Amount</u>
Staples Street Center	\$	2,208,000
TAMU CC Bus Stop Improvements (4 Shelters + Infrastructure)	\$	345,000
Miscellaneous Concrete Services	\$	50,000
Bus Stop Amenities (1)	\$	500,000
Bus Stop Improvements Concrete Infrastructure (170) (1)	\$	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 (1)	\$ 65,000
	Replace R134 HVAC Reclaimer (1)	\$ 40,000
Bus Wash System	\$	589,367
DBE Application Software	\$	35,000
<u>Staples Street Center IT Projects:</u>		
	Informational Kiosk (1)	\$ 30,000
	Destination Signage (1)	\$ 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 (1)	\$	45,000
Veterans Information Interactive Wall (1)	\$	129,400
Server Storage Expansion	\$	18,000
Total 2015 CIP	\$	8,776,689
<u>Funding:</u>		
Grants (1)	\$	1,694,080
Unrestricted Fund Balance	\$	7,082,609
	\$	8,776,689

2015 Operating and Capital Budgets

2015 Estimated Fund Balance	(Unaudited)	
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
<u>2014 Estimated CIP paid from Unrestricted Funds:</u>		
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)
<u>2014 CIP projects rolled forward to 2015:</u>		
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)
12/31/2015 Estimated Balance before Restricted/Reserved	\$	22,631,460

2015 Operating and Capital Budgets

2015 Fund Balance (Unaudited)	Continued
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)
12/31/2015 Estimated Balance after Restricted/Reserved	\$ 10,599,598
<u>2015 Local Share of 2015 Capital Budget:</u>	
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)
2015 Projected Unreserved/Unrestricted Fund Balance	\$ 3,516,989

2015 Operating and Capital Budgets

SCHEDULE A - COMPARATIVE STATEMENT OF REVENUE AND EXPENSES							
2015 Adopted Operating Budget vs 2014 Adopted Operating Budget							
Description	2014		2015		Variance		
	Budget	Estimated	Adoped Budget				
				\$		%	
Operating Revenues:							
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	\$ 2,029,222	\$ 2,027,963	\$ 2,158,102	\$ 128,880		6.4%	
Operating Expenses:							
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 Management	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%	
General Management	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%	
Administration and DBE	360,358	280,535	373,851	\$ 13,493		3.7%	
Capital Projects	178,734	178,733	178,721	\$ (13)		0.0%	
Marketing & Communication	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	\$ 30,174,612	\$ 27,952,320	\$ 30,550,758	\$ 376,146		1.2%	
Transfer Out to Capital Improvement	\$ -	\$ -	\$ 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	\$ 36,104,612	\$ 34,275,294	\$ 38,307,546	\$ 2,202,934		6.1%	
Operating Income (Loss)	\$ (34,075,390)	\$ (32,247,331)	\$ (36,149,444)	\$ (2,074,054)		6.1%	
Other Income (Expense)							
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%	
Gain (Loss) on Property Disposition	-	-	-	\$ -		0.0%	
Federal Interest in Disposed Proper	-	-	-	\$ -		0.0%	
Disposal of Assets	-	72,511	50,000	\$ 50,000		100.0%	
Street Maintenance	(2,770,903)	(2,900,327)	(2,969,380)	(198,477)		7.2%	
Total Other Income (Expense)	\$ 34,467,060	\$ 34,530,152	\$ 36,149,444	\$ 1,682,384		4.9%	
Net Income (Loss)	\$ 391,670	\$ 2,282,821	\$ -	\$ (391,670)		-100.0%	

2015 Operating and Capital Budgets

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

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SCHEDULE C - REVENUES				
01 FUND REVENUES	FY 2014		FY 2015	
	BUDGET	ESTIMATED	ADOPTED	% CHG
40101010 PASSENGER FARES-RTA ROUTE	\$ 860,000	\$ 950,572	\$ 998,000	16.05%
40102010 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%
40704010 INVESTMENT INCOME	\$ 66,000	\$ 99,812	\$ 100,000	51.52%
40760010 GAIN(LOSS) ASSET DISPOSAL	\$ -	\$ 72,511	\$ 50,000	100.00%
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%
TOTAL 01 FUND REVENUES	\$ 39,267,185	\$ 39,458,443	\$ 41,276,926	5.12%

2015 Operating and Capital Budgets

SCHEDULE D - EXPENDITURE BY EXPENSE CATEGORY				
01 FUND EXPENDITURES	FY 2014		FY 2015	
	BUDGET	ESTIMATED	Adopted	% 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%
50201010 MEDICARE	\$ 142,698	\$ 139,429	\$ 153,834	7.80%
50202010 PENSION	\$ 1,187,998	\$ 1,187,971	\$ 831,915	-29.97%
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	1020.93%
TOTAL SALARIES AND BENEFITS	\$ 11,557,464	\$ 11,297,443	\$ 12,292,444	6.35%
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	\$ -	\$ 189	\$ -	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	3451.74%
50346610 CONTRACTED VEHICLE MAINT	\$ 250,000	\$ 237,442	\$ 245,400	-1.84%
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	\$ -	\$ -	\$ 5,120	0.00%
TOTAL OTHER SERVICES	\$ 2,189,581	\$ 2,227,785	\$ 3,012,248	37.87%
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	12.02%
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%

2015 Operating and Capital Budgets

SCHEDULE D - EXPENDITURE BY EXPENSE CATEGORY - CONTINUED				
01 FUND EXPENDITURES	FY 2014		FY 2015	
	BUDGET	ESTIMATED	Adopted	% 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%
50491110 OFFICE SUPPLIES	\$ 65,430	\$ 54,226	\$ 71,800	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	\$ 92,377	10.43%
50499910 OTHER MATERIALS AND SUPPLIES	\$ 15,856	\$ 37,838	\$ 27,199	71.54%
TOTAL MATERIAL AND SUPPLIES	\$ 4,876,539	\$ 5,185,518	\$ 5,487,692	12.53%
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%
TOTAL UTILITIES	\$ 528,775	\$ 520,176	\$ 595,249	12.57%
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%
TOTAL INSURANCE	\$ 2,116,314	\$ 2,254,619	\$ 2,276,400	7.56%
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%
50803610 TEXAS A&M WAVE	\$ 104,480	\$ 143,342	\$ 145,000	38.78%
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	\$ -	-100.00%
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	\$ -	\$ -	-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%
TOTAL PURCHASED TRANSPORTATION	\$ 8,167,425	\$ 5,804,558	\$ 6,102,012	-25.29
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%
50908010 ADVERT/PROMO MEDIA EXP.	\$ 97,117	\$ 102,050	\$ 112,731	16.08%
50909510 COMMUNITY SERVICES	\$ 100,263	\$ 63,688	\$ 108,890	8.60%
50909910 OTHER MISCELLANEOUS EXP.	\$ 118,410	\$ 83,221	\$ 29,659	-74.96%
TOTAL OTHER MISCELLANEOUS	\$ 669,689	\$ 593,579	\$ 706,806	5.54%
51102010 INTEREST EXPENSE	\$ -	\$ 1,033,679	\$ 1,073,364	0.00%
51201010 LEASES AND RENTALS	\$ 68,826	\$ 68,643	\$ 77,907	13.19%
TOTAL INTEREST EXPENSE AND LEASES & RENTALS	\$ 68,826	\$ 1,102,322	\$ 1,151,271	115.72%
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	\$ -	\$ -	\$ 1,520,000	0.00%
TOTAL DEPRECIATION, STREET MAINTENANCE & CAPITAL	\$ 8,700,903	\$ 8,189,622	\$ 9,652,804	10.94%
TOTAL 01 FUND EXPENDITURES	\$ 38,875,516	\$ 37,175,622	\$ 41,276,926	6.18%

2015 Operating and Capital Budgets

SCHEDULE E - FULL TIME EQUIVALENT POSTIONS					
DEPARTMENT	2013 FUNDED POSITIONS	2014 ADOPTED POSITIONS	2014 REVISED POSITIONS	2015 ADDITIONS (DELETIONS)	2015 FUNDED POSITIONS
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 ADMINISTRATION AND DBE	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
	225.55	254.35	255.35	13.00	268.35

Department Narratives

Schedule F



2015 Operating and Capital Budgets

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY					
01 - TRANSPORTATION					
PROGRAM DESCRIPTION					
<p>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 additional hours needed in 2015 for service changes and to accommodate Route 27 enhancements is 29,112.</p> <p>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.</p> <p>MATERIALS AND SUPPLIES increased by 12.44% (\$8,300) due to an increase in Rodeo expenses</p> <p>MISCELLANEOUS increased by 6.78% (\$2,475) due to an increase in travel and training expenses for existing and additional staff</p>					
GOALS AND OBJECTIVES					
<ol style="list-style-type: none"> 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 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	FY 2015 vs FY 2014
BUS OPERATOR	115.0	140.0	140.0	149.0	9.0
DISPATCHER	3.0	3.0	3.0	3.0	0.0
TRANSPORTATION SUPERVISOR	8.0	10.0	10.0	10.0	0.0
TRANSPORTATION SERVICE COORDINATOR	2.0	2.0	2.0	2.0	0.0
TRANSPORTATION TRAINER	0.0	2.0	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	1.0	1.0	1.0	1.0	0.0
TOTAL	131.0	160.0	160.0	169.0	9.0
EXPENDITURE SUMMARY	FY 2013 ACTUAL	FY 2014 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%
TOTAL	\$5,099,986	\$6,071,496	\$5,919,282	\$6,577,693	8.34%

2015 Operating and Capital Budgets

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 program; 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 BENEFITS - Increased by 4.34% (\$5630) 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 SUPPLIES - increased by 37.14% due primarily from costs associated with 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

1. Provide a customer friendly service to guests and callers with accurate up-to-date information and service promotion.
2. Continue bus pass sales and distribution adding the management of on-line pass sales and distribution.
3. Launch the Veterans Reduced Fare program and grow the on-school-site Student Reduced Fare program.
4. 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 AIDE	0.0	0.8	0.8	0.8	0.0
Info AIDE	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
TOTAL	4.0	4.8	4.8	4.8	0.0

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%
TOTAL	\$177,717	\$262,868	\$235,696	\$310,661	18.26%

2015 Operating and Capital Budgets

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.

PERSONNEL SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	FY 2015 vs FY 2014
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%
TOTAL	3.0	3.0	3.0	3.0	0%

EXPENDITURE SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	FY 2015 vs FY 2014
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%
TOTAL	\$7,601,782	\$8,977,307	\$5,967,938	\$6,273,170	-30.12%

2015 Operating and Capital Budgets

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

1. Develop and implement service improvements to improve connectivity, operational efficiency, balance passenger loads on high ridership services, and increase ridership levels.
2. Develop and implement 2-3 service changes.
3. 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
TOTAL	4.0	3.0	3.0	3.0	0

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%
TOTAL	\$239,623	\$321,084	\$280,507	\$711,630	121.63%

2015 Operating and Capital Budgets

Corpus Christi Regional Transportation Authority					
07 - MIS					
PROGRAM DESCRIPTION					
<p>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. In addition the functions of assessing the Authority's informational needs and hardware and software acquisitions, including installation and adaptation is centralized in this department. The department handles the operation and maintenance of the Authority's telephone systems, Servers and Workstations as well.</p>					
<p>SALARIES & BENEFITS increased by 5.75% (\$ 8,306) due to tuition reimbursement for higher education.</p> <p>SERVICES decreased by 15.68% (\$31,450) due to new economically contractual obligations for maintenance.</p> <p>MATERIALS AND SUPPLIES increased by 85.85% (\$ 18,754) due to new IT equipment for bus tracking with GPS capabilities</p> <p>UTILITIES increased by 18.96% (\$ 18,754) due to telecommunications enhancements.</p> <p>MISCELLANEOUS decreased by 4.66% (\$ 630) due to the decrease in staff travel.</p>					
GOALS AND OBJECTIVES					
<ol style="list-style-type: none"> 1. LCD Monitor Technology in RTA buses for Marketing Department. 2. Mobile Digital Bus Pass Technology. 3. Complete Live Mobile Bus Schedule Tracking System. 4. Transit Station destination signage. 5. Staples Street Center IT infrastructure. 6. 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
TOTAL	3.0	3.0	3.0	3.0	0
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%
TOTAL	\$341,938	\$502,719	\$433,907	\$558,191	11.03%

2015 Operating and Capital Budgets

Corpus Christi Regional Transportation Authority					
11 - VEHICLE MAINTENANCE					
PROGRAM DESCRIPTION					
<p>The Vehicle Maintenance Department provides comprehensive direct support to the agency's riders and employees by maintaining a reliable cost effective fleet while maintaining quality service 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.</p> <p>SALARIES AND BENEFITS increased by 8.62% (\$ 140,681) due to the addition of 3 employees in garage service</p> <p>SERVICES decreased by 223.66% by transferring the maintenance operations from outsourcing to in-house</p> <p>MATERIALS AND SUPPLIES increased by 7.31% (\$ 317,459) due to the increase in tire leasing services</p> <p>MISCELLANEOUS increased by 91.14% (\$44,250) due to required CNG certifications</p> <p>LEASES AND RENTALS increased by 768.06% due to the centralization of all lease payments</p>					
GOALS AND OBJECTIVES					
<p>Goals:</p> <ol style="list-style-type: none"> 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 <p>Objectives:</p> <ol style="list-style-type: none"> 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
TOTAL	36.0	38.0	38.0	41.0	3.0
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	1,772,633	8.62%
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%
TOTAL	\$5,065,704	\$5,919,786	\$6,753,976	\$7,015,393	18.51%

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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

1. Install additional amenities to 500 service stops
2. Complete 100% of scheduled facilities PMI's to include bus lifts, generators, bus wash, fuel and lubricant pumps
3. 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
TOTAL	15.0	15.0	15.0	15.0	0.0

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%
TOTAL	\$1,108,576	\$1,016,017	\$1,479,065	\$1,594,978	56.98%

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Corpus Christi Regional Transportation Authority

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

1. Transition into Paperless Records Retention Agency
2. Develop workforce
3. Ensure 100% of Contracts are renewed prior to contract expiration
4. Develop Automated Board Agenda Process
5. Enhance Purchase Order Process
6. Perform Monthly Grant Drawdowns
7. 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
TOTAL	3.0	4.0	4.0	5.0	1.0

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%
TOTAL	\$178,687	\$271,557	\$234,476	\$284,626	17.70%

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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
TOTAL	1.0	1.0	1.0	1.0	0.0

	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	FY 2015 vs FY 2014
EXPENDITURE SUMMARY					
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%
TOTAL	\$619,567	\$665,866 ▲	\$611,266	\$622,998	-6.44%

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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
TOTAL	5.0	5.55	5.55	5.55	0.0

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%
TOTAL	\$384,944	\$421,831	\$407,393	\$440,667	4.47%

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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
TOTAL	4.0	3.0	3.0	3.0	0.0
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%
TOTAL	\$128,235	\$128,215	\$118,514	\$125,811	-1.87%

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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
TOTAL	3.0	3.0	3.0	3.0	0

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%
TOTAL	\$2,576,263	\$3,405,522	\$3,466,828	\$3,549,335	4.22%

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45 - ADMINISTRATION AND DISADVANTAGED BUSINESS ENTERPRISE PROGRAM

PROGRAM DESCRIPTION

The Department provides management and oversight monitoring expertise to Finance/Accounting, Procurement, Grants, and Management Information Systems. This department also administers the Disadvantaged Business Enterprise Program with a staff of two (2); The Managing Director of Administration acting as the DBELO and one DBE Coordinator. 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 and extend DBE participation to include local funds not only to certified DBE's.

OBJECTIVES:

1. Revise DBE Program Plan to include application of local funds and extend participation to non-DBE Certification participants
2. Provide effective maintenance, support and management of the agency's accounting and budgeting system
3. Provide administrative support, assistance and structure to all departments and Board of Directors
4. Insure compliance with all FTA guidelines
5. Maintain a high qualified, professional, responsive and trained workforce
6. Provide appropriate technology for customers and staff
7. Maintain financial system in accordance with Generally Accepted Accounting Principles
8. 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
TOTAL	8.0	5.0	5.0	5.0	0

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%
TOTAL	\$327,055	\$360,358	\$280,535.0	\$373,851	3.74%

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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	1.0	0.0
PROGRAM MANAGER	1.0	1.0	1.0	1.0	1.0	0.0
TOTAL	2.0	2.0	2.0	2.0	2.0	0.0
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%	
TOTAL	\$198,950	\$178,733	\$178,733	\$178,721	-0.01%	

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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

1. Improve image perception through service campaigns, paid media strategies, additional customer communication tactics such as enhanced way finding signage, social media engagement, and community engagement.
2. Implement Real Time Bus App marketing campaign
3. Implement online bus pass sales campaign
4. 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
DIRECTOR 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
TOTAL	3.0	3.0	3.0	3.0	0.0

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%
TOTAL	\$347,019	\$638,192	\$565,480	\$625,211	-2.03%

2015 Operating and Capital Budgets

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 73.00% (\$58,770) 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
TOTAL	1.0	1.0	1.0	2.0	1.0

EXPENDITURE SUMMARY	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	% CHANGE
SALARIES AND BENEFITS	54,740	80,504	80,494	139,274	73.00%
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%
TOTAL	444,346	911,778	991,523	1,296,874	42.24%

2015 Operating and Capital Budgets

Corpus Christi Regional Transportation Authority						
68 - DEBT SERVICE						
PROGRAM DESCRIPTION						
<p>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.</p> <p>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.</p> <p>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.</p>						
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%	
TOTAL	\$0	\$0	\$1,033,679	\$1,073,364	100%	

2015 Operating and Capital Budgets

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
TOTAL	0.00	0.00	0.00	0.00	0.0
EXPENDITURE SUMMARY					
	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 REVISED	FY 2015 BUDGET	FY 2015 vs FY 2014
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
TOTAL	\$148	\$121,284	121,284	27,200	-77.57%

2015 Operating and Capital Budgets

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%
TOTAL	\$2,593,634	\$2,770,903	\$2,900,327	\$2,969,380	7.16%

2015 Operating and Capital Budgets

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%
TOTAL	\$5,772,221	\$5,930,000	\$5,289,295	\$5,163,424	-12.93%

2015 Operating and Capital Budgets

