CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

BOARD OF DIRECTORS' MEETING NOTICE

Date: **Wednesday, October 1, 2014**

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

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

	Topic	Speaker	Est. Time	Reference
1.	**Roll Call**	M. Saenz	3 min.	No Attachment
2.	**Personnel Recognition**	S. Neeley	3 min.	No Attachment
3.	**Opportunity for Public Comment**	V. Chapa	6 min.	No Attachment
4.	**Update** on RCAT Committee Activities	M. Rendon	3 min.	No Attachment
5.	**Discussion and Possible Action** to Approve the Board of Directors' Minutes of September 3, 2014	V. Chapa	3 min.	Pages 1-11
6.	**The following items are of routine or administrative nature and have been discussed previously by the Board or Committees. The Board has been furnished with support documentation on these items.** a) **Action** to Authorize Issuing an Invitation for Bids (IFB) for Expansion of the Bear Lane Employee Parking Lot b) **Action** to Authorize Issuing a Request for Proposals (RFP) for Transfer Station Cleaning Services	V. Chapa	5 min.	Pages 12-13 Page 14

	Topic	Speaker	Est. Time	Reference
7.	**Action** to Award a Contract to Creative Bus Sales for Cut-a-Way Buses	W. Laridis	35 min.	Pages 15-17
8.	**Discussion and Possible Action** to Adopt a Resolution Supporting Proposition 1, To Amend the Constitution Allowing for Transfer of $1.7 Billion from Rainy Day Fund to TxDOT, Fund 6, for Increased Transportation Funding Prior to the November 4 Ballot Initiative	W. Laridis	7 min.	Pages 18-19
9.	**Action** to Approve Proposed Second Amendment to the Fiscal 2014 Capital Budget	C. O'Brien	5 min.	Pages 20-21
10.	**Discussion** on Proposed 2015 Operating and Capital Budgets	J. Cruz-Aedo	25 min.	Pages 22-27
11.	**Discussion and Possible Action** to Approve an Update to the Title VI Program	G. Robinson	12 min.	Pages 28-29 Attachments
12.	**Presentations:** a. Operations Report – August 2014 b. Financial Report – August 2014 c. Community Bus d. Harbor Ferry e. Procurement f. Grant Update	 Robinson O'Brien Klinger Klinger Laridis Laridis	30 min.	 Pages 30-40 Pages 41-45 No Attachment No Attachment No Attachment No Attachment
13.	**CEO's Report** a. Texas Transit Association b. Bus Stop Improvements c. South Side Station d. National Transit Database (NTD) e. Walk n Roll Event	S. Neeley	4 min.	No Attachment
14.	**Chair's Report** a. SWTA Awards b. APTA Award c. Community Events	V. Chapa	3 min.	No Attachment
15.	**Adjournment**	V. Chapa	1 min.	No Attachment
	Information RCAT Minutes – 08/14/14 and 08/28/14			Pages 46-52

Total Estimated Time: 2:25

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

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

In compliance with the Americans with Disabilities Act, individuals with disabilities who plan to attend this meeting and who may need auxiliary aids or services are requested to contact the Assistant Secretary to the Board at 903-3561 at least 48 hours in advance so that appropriate arrangements can be made.

Información en Español: Si usted desea esta información en Español o en otro idioma, per favor llame al telèfono (361) 289-2712.

On **Friday, September 26, 2014** this Notice was posted by **Beth Vidaurri** at the Nueces County Courthouse, 901 Leopard, Corpus Christi, Texas, the RTA Administration Offices, 5658 Bear Lane, Corpus Christi, Texas and sent to the Nueces County Clerk and San Patricio County Clerk.

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS' MEETING MINUTES
WEDNESDAY, SEPTEMBER 3, 2014

SUMMARY OF ACTIONS

1. **Conducted Roll Call**
2. **Administered the Oath of Office to City of Corpus Christi Appointee to the CCRTA Board of Directors**
3. **Conducted Personnel Recognition**
4. **Provided Opportunity for Public Comment**
5. **Hear Update on RCAT Committee Activities**
6. **Awarded JARC and New Freedom Funds**
7. **Approved the Board of Directors' Minutes of August 6, 2014**
8. **Approved Consent Agenda: a. Action to Authorize Entering into a Five-Year Lease Agreement with Toshiba for Three Multi Copiers**
9. **Tabled Discussion and Possible Action to Award a Contract to Creative Bus Sales for Cut-a-Way Buses to the Next Operations Committee Meeting**
10. **Awarded a Contract to A. Ortiz Construction and Paving Inc. for Bus Stop Improvements, Southside Station Concrete Services**
11. **Authorized Issuing a Request for Proposals (RFP) for Risk Management Services - Auto Liability Insurance, Auto Catastrophe Insurance, Property Insurance, Windstorm, General Liability Insurance, Errors & Omissions Insurance, Workers' Compensation Insurance**
12. **Approved Establishing a Bus Operator Incentive Program**
13. **Heard Presentations on: a. July 2014 Operations Report; b. Regional/Urban Design Assistance Team (R/UDAT); c. Harbor Ferry/ 2014 Season; d. Procurement; e. Second Quarter 2014 Investment Report; f. Financial Report/July 2014; g. Fuel Analysis Report; h. Second Quarter Performance Report for the Defined Benefit and Defined Contribution Plans**
14. **Heard CEO's Report on: a. Texas Transit Association; b. TxDot Letter; c. Trash Receptacles; d. Gillig Pre-Production; e. APTA/Houston**
15. **Heard Chair's Report on: a. Press Conference/Bishop Senior Center; b. Committee of Mayors' Meeting**
16. **Did not Conduct Discussion (in Closed Session) Concerning Staples Street Center Proposed Leases and Tenants**

The Corpus Christi Regional Transportation Authority Board of Directors met at 8:30 a.m. in the Corpus Christi Regional Transportation Authority Facility located at 5658 Bear Lane, Corpus Christi, Texas.

Board Members Present: Vangie Chapa, Chair; Mary Saenz, Secretary; George Clower; Thomas Dreyer; Tony Elizondo; Robert Garcia; Angie Flores Granado; Jeffrey Pollack; Curtis Rock

Board Members Absent: Lamont Taylor, Vice Chair; Ray Hunt

Staff Present: Scott Neeley, David Chapa, Jorge Cruz-Aedo, Terry Klinger, Beth Vidaurri, Keith Korenek, William Laridis, Angelina Gaitan, Sharon Montez, Cindy O'Brien, Gordon Robinson, Robert Saldana, Jose Tovar

Public Present: John Bell, Wood, Boykin, Wolter, CCRTA Legal Counsel; Louis Guidy; Dalia Gutierrez, Judy Telge, John E. Jackson, Lorri Hill, CBCIL; Dana Smith, C.J. Loomis, Janessa Cano, MV Transportation; Kevin Stowers, FCC/DLP; Belinda Loera, Veterans Affairs; Jeff Johnson, National Bus Sales; Joe Kizinski, ARBOC; Rosie Aguiar, Rowland Estrada, ATU-Local 1769; Lynn Spencer, Becky Man, San Patricio EDC; Ray Chong, City of Corpus Christi; Martin Ornelas, TCN; Elias R. Vasquez, Moises R. Vasquez, First Christian Church; Ryan Frost, Ryan Lamb, Creative Bus Sales; Jamie Lipka, Champion Bus, Inc.; Moses Vasquez, Xodus Project

Roll Call/Call to Order

Ms. Mary Saenz called the roll and declared that a quorum was present. Ms. Vangie Chapa called the meeting to order at 8:35 a.m.

Action to Administer the Oath of Office to City of Corpus Christi Appointee to the CCRTA Board of Directors

Ms. Vangie Chapa welcomed Mr. Thomas Dreyer. She asked Mr. John Bell to administer the oath of office to Mr. Dreyer. He had been reappointed to serve another two-year term on the Board by the City of Corpus Christi in June 2014 but had been unable to attend a Board meeting due to medical issues.

Mr. John Bell administered the oath of office to Mr. Dreyer.

Personnel Recognition

Mr. Scott Neeley recognized Ms. Jane Haas and Ms. Dianne Garcia for their coordination of a successful press conference held at the Bishop Senior Center on August 19, 2014 to promote the new coordinated transportation service that would serve the residents of Driscoll and Bishop.

Mr. Neeley reported that at the SWTA Mobility Management Conference Mr. William Laridis had participated in a session and talked about the Authority's ADA and accessibility accomplishments. Ms. Jane Haas would be presenting on Crisis Communication at the SWTA Marketing Conference.

Opportunity for Public Comment

Mr. Elias Vasquez, Pastor at First Christian Church in Alice, Texas, expressed appreciation for the opportunity to apply for New Freedom grant funds. Their project would serve about 100 children and fill the gap in transportation needs.

Ms. Lorri Hill, Coastal Bend Center for Independent Living (CBCIL), expressed appreciation for the funding allocated for the Mobility Management/Purchase of Service project. She stated that CBCIL would continue to operate with integrity and

transparency. She asked that the Board of Directors consider funding the CBCIL project under the New Freedom grant.

Ms. Dalia Gutierrez, CBCIL, expressed that the Mobility Management/Purchase of Service project submitted by CBCIL helped persons with disabilities get to work and was very important for the community. She supported continued funding for this project.

Ms. Belinda Loera, Social Worker for the Homeless Program administered by the Veterans Affairs in conjunction with the CC Housing Authority, distributed a letter. She remarked that this was the seventh attempt she had made to draw attention to the plight of a veteran. He had received a permanent lifetime suspension and was unable to use public transportation in Corpus Christi. She asked if there was an appeal process or other procedure to get him qualified to be able to ride the bus system again.

Mr. Louis Guidy, patient advocate with the Veterans Administration, explained that he advocated for veterans to make sure that they were treated fairly by Agencies. He also assisted them in finding employment and housing and that the only means of transportation was the CCRTA bus service.

Ms. Judy Telge, CBCIL, stated that two grant applications had been submitted under the recent call for projects. She talked about the success of the Mobility Management Project which addressed transportation barriers and was being recommended for award under JARC funds. The Purchase of Service project, submitted for funding under the New Freedom grant, was not being recommended for funding. She stated that this project would assist the CCRTA in going beyond the ADA requirements. She asked for consideration of full funding.

Ms. Lynn Spencer, Executive Director, San Patricio EDC, expressed appreciation for being recommended for funding under JARC for their transportation study project. She stated that the project would address workforce issues facing San Patricio County and benefit multiple entities.

Mr. Martin Ornelas, Director, TCN, thanked CCRTA for their participation in the recent successful event held in Driscoll. He expressed appreciation for the recommendation to fund the vanpool project. He asked that full funding be considered. The projects proposed by TCN had demonstrated benefits and impact. He asked that the project submitted for funding consideration under the New Freedom grant be reconsidered for funding at $30,000.

Update on RCAT Committee Activities

Mr. Mike Rendon, reporting on the August 15, 2014 RCAT meeting stated that Mr. Gignac had made a presentation on the Staples Street Center project addressing the accessibility concerns. He cited that there would be a ramp leading into the building, there would be ten parking spaces, all exterior doors would be electronic, drinking fountains met standard, and restrooms would have an automatic door button. He stated that it was important that the pedestrian light on the east side of the building be audible.

He explained the reasoning for having two elevators. He informed that the primary reason for building on the Staples Street site was to provide adequate space for eligibly and assessment services for paratransit riders.

Discussion and Possible Action to Award JARC and New Freedom Funds

Mr. Billy Laridis reviewed the process taken to award the remaining JARC and New Freedom funds. He stated that six proposals had been received. Three were submitted for funding through the JARC grant and three through the New Freedom grant. The total remaining grant funds of $256,574 under JARC and $114,086 under New Freedom were being recommended for award.

Using a PowerPoint presentation, Mr. Laridis cited each submittal, evaluation factors, and the evaluation results.

Mr. Laridis cited that the following was being recommended under JARC funding: a) CBCIL – Mobility Management/Purchase of Service- $78,957; b) San Patricio EDC – Transportation Study - $120,000; c) TCN – Vanpool - $57,617.

He noted that for CBCIL and TCN the requirement was that they use 25 percent of the awarded funds for salaries and 75 percent of the awarded funds for providing the service.

Mr. Laridis cited that the following was being recommended for funding under the New Freedom grant: First Christian Church – (1) Bus - $114,086. He explained that due to benefits of purchasing a low floor, CNG bus, instead of a high floor paratransit bus, they had been award more than the requested amount of $80,000.

Mr. Laridis reviewed the next steps with the goal of having the funds available by November 2014.

A lengthy discussion followed on the quantitative translation of the amount awarded, outreach, and communication of the funding percentage for salaries and for providing the service. The recommendation was to make sure and let future applicants know of any funding percentage splits such as for salaries and for delivering the service when the call for projects is issued and to advertise in the small community newspapers.

MS. GRANADO MADE A MOTION TO AWARD JARC AND NEW FREEDOM FUNDS AS RECOMMENED. MR. DREYER SECONDED THE MOTION. THE MOTION CARRIED. DREYER, ROCK, GRANADO, ELIZONDO, SAENZ, AND CLOWER IN FAVOR. POLLACK AGAINST. TAYLOR AND HUNT ABSENT.

Discussion and Possible Action to Approve the Board of Directors' Minutes of August 6, 2014

MS. SAENZ MADE A MOTION TO APPROVE THE BOARD OF DIRECTORS' MINUTES OF AUGUST 6, 2014. MR. ELIZONDO SECONDED THE MOTION. THE MOTION CARRIED. DREYER, ROCK, GRANADO, ELIZONDO, SAENZ, POLLACK, AND CLOWER IN FAVOR. TAYLOR AND HUNT ABSENT.

Consent Agenda

a) Action to Authorize Entering into a Five-Year Lease Agreement with Toshiba for Three Multi Copiers

Ms. Chapa stated that the consent agenda item was of routine or administrative in nature and had been discussed previously by the Board or Committees. She asked if anyone wanted to pull the item for discussion. No one asked that the item be pulled.

MR. ELIZONDO MADE A MOTION TO APPROVE CONSENT AGENDA ITEM 8a. MS. GRANADO SECONDED THE MOTION. THE MOTION CARRIED. DREYER, ROCK, GRANADO, ELIZONDO, SAENZ, POLLACK, AND CLOWER IN FAVOR. TAYLOR AND HUNT ABSENT.

Discussion and Possible Action to Award a Contract to Creative Bus Sales for Cut-a-Way Buses

Mr. William Laridis, using a PowerPoint presentation, explained that thirty vehicles were due for replacement. Three proposals had been received. He cited the evaluation factors, technical scores, pricing, and best and final offers. The next steps, upon Board approval, a pre-production meeting would be held in October with the first bus scheduled for delivery by January 2015.

Mr. Jeff Johnson, Regional Sales Manager, National Bus Sales, explained the mileage and fuel savings advantages provided by his bus compared to the bus being recommended for purchase. He questioned whether there had been enough information provided to help the evaluation team determine the best score.

Mr. Joe Kizinski, ARBOC, spoke on the extra safety features of their bus, the importance of the location of the CNG fuel tank, and the ease with which a bus driver can get passengers out of harms way in an accident situation. He stated that their bus had passed various safety tests.

In response to Mr. Elizondo, Mr. Laridis stated that the recommended vehicle had the capacity to add additional fuel tanks at about $4,000 per tank to improve the travel range. He stated that staff was recommending the Champion bus because of the current warranty issues with ARBOC due to the chassis modification.

Relative to the side impact feature, Mr. Laridis confirmed that all proposers' vehicles had met that requirement.

Responding to Mr. Jeff Pollack, Mr. Laridis stated that the buses were comparable but what made the difference was service after the sale. Mr. Pollack asked that feedback be provided by staff to the proposers.

Mr. Curtis Rock asked to be provided with a copy of the Request for Proposals for this solicitation.

Mr. Tony Elizondo requested that Mr. Laridis ask the proposers what the associated cost are for 58 Gasoline Gallon Equivalents (GGE) instead of the 27 GGE that was specified.

MS. SAENZ MADE A MOTION TO TABLE AWARDING A CONTRACT TO CREATIVE BUS SALES FOR CUT-A-WAY BUSES TO THE NEXT OPERATIONS COMMITTEE MEETING. MR. POLLACK SECONDED THE MOTION. THE MOTION CARRIED. DREYER, ROCK, GRANADO, ELIZONDO, SAENZ, POLLACK, AND CLOWER IN FAVOR. TAYLOR AND HUNT ABSENT.

Discussion and Possible Action to Award a Contract to A. Ortiz Construction and Paving Inc. for Bus Stop Improvements, Southside Station Concrete Services

Ms. Sharon Montez stated that this award included the Southside Transfer Station concrete infrastructure improvements, the ADA bus stop improvements for the Long Range System Plan changes effect this June, and minor concrete improvements surrounding a storm water inlet in the Bear Lane parking lot. The Southside Station improvements were a top priority and an early contract with A. Ortiz Construction was executed totaling $31,417.50. Mr. Scott Neeley consulted with Ms. Vangie Chapa prior to execution of the contract. She noted that A. Ortiz Construction was a certified DBE firm.

MR. ELIZONDO MADE A MOTION TO AWARD A CONTRACT TO A. ORTIZ CONSTRUCTION AND PAVING INC. FOR BUS STOP IMPROVEMENTS, SOUTHSIDE STATION CONCRETE SERVICES. MS. GRANADO SECONDED THE MOTION. THE MOTION CARRIED. DREYER, ROCK, GRANADO, ELIZONDO, SAENZ, POLLACK, AND CLOWER IN FAVOR. TAYLOR AND HUNT ABSENT.

Discussion and Possible Action to Authorize Issuing a Request for Proposals (RFP) for Risk Management Services - Auto Liability Insurance, Auto Catastrophe Insurance, Property Insurance, Windstorm, General Liability Insurance, Errors & Omissions Insurance, Workers' Compensation Insurance

Mr. William Laridis explained that currently the Texas Municipal League (TML)-Intergovernmental Risk Pool provided insurance for all these lines of coverage at a cost of $378,365. He informed that the Authority was not required to go out for competitive bids but that doing so would provide the opportunity to re-test the market. He cited the timeline with proposals due on October 10, 2014. The current coverage would lapse on November 30, 2014.

Mr. Curtis Rock asked that proposers be allowed to bid on individual lines of coverage.

Mr. Thomas Dreyer recommended adding Texas Mutual Insurance Company to the bid list.

MS. GRANADO MADE A MOTION TO AUTHORIZE ISSUING A REQUEST FOR PROPOSALS (RFP) FOR RISK MANAGEMENT SERVICES - AUTO LIABILITY INSURANCE, AUTO CATASTROPHE INSURANCE, PROPERTY INSURANCE, WINDSTORM, GENERAL LIABILITY INSURANCE, ERRORS & OMISSIONS INSURANCE, WORKERS' COMPENSATION INSURANCE. MR. DREYER SECONDED THE MOTION. THE MOTION CARRIED. DREYER, ROCK, GRANADO, ELIZONDO, SAENZ, POLLACK, AND CLOWER IN FAVOR. TAYLOR AND HUNT ABSENT.

Discussion and Possible Action to Approve Establishing a Bus Operator Incentive Program

Ms. Angelina Gaitan stated that currently the Authority did not have a bus operator incentive program and that this was being proposed in an effort to retain employees. Using a PowerPoint presentation, Ms. Gaitan cited that proposed incentives were: 1) attendance – employee would be eligible to receive $75 quarterly if they had perfect attendance; 2) safety (individual) – employee would be eligible to receive $100 every six months if they had no preventable collision or passenger incident; and 3) safety (group) – employees would be eligible to receive $100 every six months if the bus operator group averaged no more than .5 preventable collisions per 100,000 miles. The annual potential incentive earning per employee would be $700.00. Additionally, employees who met the attendance and individual safety requirements during a 12-month period would receive an extra $300. The incentives would be assessed quarterly and six months and payable in the first payroll check of November. Ms. Gaitan said that the potential budget impact would be about $140,000 based on 140 bus operators meeting all incentive requirements.

Continuing with her presentation, Ms. Gaitan informed that projects being worked on were to conduct a compensation study, review the Attendance and Safety policies, implement an Employee of the Month Program, conduct Employee appreciation days, and look into providing non-monetary incentives to employees.

Mr. Rowland Estrada informed that after discussion with employees it was noted that it was the general practice of the Authority to award incentives to all employees. The Union was asking that staff and Board reconsider having a policy that provided incentives for all employees.

A general discussion was held regarding the groups that would be covered such as all hourly employees; the need for a second set of metrics for non-bus operators; the

incentives applicable to non-exempt employees; and the need to not delay implementing the agency-wide program.

Ms. Rosa Villarreal stated that previously the Authority had provided incentives for the entire organization. The focus for the last six months has been to recruit and retain bus operators and this was another benefit that could be provided to attain this goal. Providing organization-wide incentives would be a goal for next year.

MR. CLOWER MADE A MOTION TO APPROVE ESTABLISHING A BUS OPERATOR INCENTIVE PROGRAM. MR. DREYER SECONDED THE MOTION. THE MOTION CARRIED. DREYER, ROCK, GRANADO, ELIZONDO, SAENZ, POLLACK, AND CLOWER IN FAVOR. TAYLOR AND HUNT ABSENT.

Presentations

a. July 2014 Operations Report

Mr. Gordon Robinson reported that for the month of July 2014 boardings for all services had totaled 522,331; the 13-month average ridership showed a slight upturn with 5,960,232 boardings; year-to-date ridership was lower compared to July 2013 with 110,682 fewer boardings; fixed-route on-time performance had not met standard under early departure and over 10 minutes late categories; and the miles between road calls metric had been met.

Regarding the B-Line service metrics, Mr. Robinson said that out of the five metrics on-time performance and miles between road calls had not been met.

Reporting on the Customer Assistance Form (CAF) report, Mr. Robinson stated that there had been 68 reported CAFs which represented a 24 percent increase compared to June 2014. There had been six commendations for the month of July. The highest number of calls were received on service stop issues and service development, primarily on location of new stops.

During the month of July, Mr. Robinson reported that there had been ten vehicle collisions with four that were preventable and there had been 56 customer related incidents. The total collision rate for the month was at 3.30 per hundred thousand miles driven.

b. Regional/Urban Design Assistance Team (R/UDAT)

Mr. Gordon Robinson reported that the R/UDAT National Team, comprised of eight members, had held meetings in Corpus Christi from August 14 through August 18, 2014. The team had an intense set of goals and tasks to meet relative to the Harbor Bridge relocation project. Their report would over five categories which were transportation, landscape, connections and recreation, economic development, and design and wayfinding. The conclusions were that it would be an opportunity to re-define the area with the removal of the Harbor Bridge, Corpus Christi was an impressive community with lots of capacity and potential, and that now was the time to leverage

community excitement into action and build momentum for a dramatic transformation. Within the next week, Mr. Robinson stated that stakeholders would meet to decide who would own certain portions of the R/UDAT project.

c. Harbor Ferry/2014 Season

Mr. William Laridis stated that when the first option year for the Harbor Ferry service was approved it was with a 50 percent increase in the hourly rate. The rate went from $421.20/hour to $626.80/hour. A Request for Proposals (RFP) had been issued in June 2014 and no proposals had been received. He researched other waterborne transportation services and found that several agencies owned the vessel and contracted out with a private company to run the service.

Mr. Laridis reported that the current contractor had stated that it was difficult to lease a vessel for a short period of time and that providing the service for the past three years had not been profitable. Mr. Laridis informed that he had asked HMS Global to quote their hourly rate for the final option year on the contract.

The next steps, stated Mr. Laridis, were to bring back the contract for Board consideration of approving the final option year. He noted that in the 2015 capital budget there was a line item for the purchase of a vessel. Currently there was a vessel on the market at a reasonable price. Should a vessel be purchased, then an RFP would be issued for crew and to provide the service.

Ms. Angie Granado asked that she be provided with a copy of the research results.

d. Procurement

Mr. Billy Laridis, using a PowerPoint presentation, informed that the Financial Advisory Services and Fasteners and Shop Supplies contracts had been awarded. He reviewed procurements within the 1 month, 3 month, and 6 month timeframe.

e. Second Quarter 2014 Investment Report

Ms. Cindy O'Brien stated that a representative from Patterson and Associates had provided a detailed report at the August Administration Committee meeting. Using a PowerPoint presentation, Ms. O'Brien noted that there were four driving forces that impacted rates. They were the Federal Reserve, inflation rate, deflation rate, and the overall economy. For the quarter from April to June 2014 the portfolio ending market value was $47,689,812 and earnings for the quarter were $27,989. The weighted average maturity (WAM) had decreased from 177 to 141 days. She provided details on how the funds were allocated and their compliance with the diversification limits set by the CCRTA Investment Policy.

f. Financial Report/July 2014

Ms. Cindy O'Brien, using a PowerPoint presentation, reported that July operating revenues had exceeded budget by $20,751; year-to-date operating revenues were under budget by $77,193; higher by $64,289 compared to July 2013; and passenger service fares were under budget by $69,376.

Reporting on operating expenses, Ms. O'Brien stated that for the month of July 2014 operating expenses were over budget by 34.1 percent primarily due to the pension payment which had been budgeted for June. For year-to-date, this category was under budget due to purchased transportation budget allocation that was not used due to a change in the structure of the MV contract. She stated that the Human Resources department was over budget by $469,047 due to higher than normal health claims. She noted that stop loss reimbursements were pending.

Providing an update on the June sales tax, Ms. O'Brien reported that the June sales tax collection was $247,082 less than budget but $246,559 greater than the amount collected in June 2013. Year-to-date collections at $16,812,191 were 2.1 percent less than budgeted.

Reporting on the unaudited comparative statement of net position, Ms. O'Brien cited the designated funds, the various unrestricted designations which produced a net position as of July 31, 2014 of $78,218,243.

Summarizing the fuel costs, Ms. O'Brien stated that diesel was at 2.90, unleaded was at $2.56 and CNG was at $1.13.

g. Fuel Analysis Report

Ms. Cindy O'Brien reported that after approval of the additional 30 CNG buses 60 percent of the fleet would be CNG. She explained that the breakdown, based on equivalent gallon, was comprised of three components. They were: 1) the cost paid to the City of Corpus Christi for administration - $0.17; 2) the cost of the fuel - $0.68; and 3) the cost of electricity to compress the CNG - $0.28. The total cost to provide CNG was $1.13 per equivalent gallon.

h. Second Quarter Performance Report for the Defined Benefit and Defined Contribution Plans

Ms. Vangie Chapa informed the Board that the detailed reports for both plans were in the dropbox on their ipads.

Ms. Cindy O'Brien informed that the Defined Benefit Plan portfolio value as of June 30, 2014 was $31,674,302. The investment income was $1,028,604. She reviewed the asset allocation and funding progress. She noted that the funded ratio of the plan had increased during the quarter ending on June 30, 2014.

The Defined Contribution Plan, as reported by Ms. O'Brien, had a value of $8,604,029 as of June 30, 2014. She reviewed the asset allocation.

CEO's Report

a. Texas Transit Association

Mr. Neeley reported that a meeting would be held on September 19, 2014.

b. TxDot Letter

Mr. Neeley commented that the letter sent to the Texas Transportation Commission/Texas Department of Transportation by the Presidents/CEOs of Texas' largest Metropolitan Transit Authorities thanked them for their support of public transportation.

c. Trash Receptacles

Mr. Neeley informed that 510 trash cans have been ordered. The first ones are scheduled for delivery by October 2014. This was in an effort to improve passenger amenities and provide a cleaner bus stop environment.

d. Gillig Pre-Production

Mr. Neeley announced that Mr. Robert Saldana, Ms. Rosa Villarreal, and Mr. Jose Tovar were attending the pre-production meeting.

e. APTA/Houston

Mr. Neeley said that staff would be contacting Board to determine their travel needs if attending the APTA Annual Meeting and EXPO in Houston, Texas.

Chair's Report

a. Press Conference/Bishop Senior Center

Ms. Vangie Chapa reported that she had addressed attendees at the press conference that was held on August 19, 2014 at the Bishop Senior Center to promote the coordinated transportation efforts between Pisano Transit, TCN, and CCRTA. She noted that the event had been well attended.

b. Committee of Mayors' Meeting

Ms. Vangie Chapa announced that the Committee of Mayors would be convening tomorrow, Thursday, September 4, 2014 to appoint someone to fill the position vacated by Mr. Robert Garcia.

Discussion (in Closed Session) Concerning Staples Street Center Proposed Leases and Tenants

Ms. Vangie Chapa asked if there was a consensus to adjourn the meeting and not hold the closed session. Hearing no objection. Ms. Chapa adjourned the meeting at 10:54 a.m.

Submitted by Beth Vidaurri

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Board of Directors' Memo October 1, 2014

Subject: Issue an Invitation for Bids for the Expansion of the Bear Lane Employee Parking Lot

Background

The CCRTA's Administration building was completed in November 2002 and provided ample parking for all employees and visitors. But, since the building's completion the organization has gone through various staffing level changes. Especially this year, with the need to increase the bus operator group numbers due to expanded service levels.

Identified Need

The employee and visitors parking lot is at/beyond maximum capacity and requires expansion. Currently there are 227 payroll employees (including part-timers) that are employed at the CCRTA and of that number 114 are bus operators. There are an estimated 151 employee parking spaces in the main employee parking lot and six (6) along the Bear Lane fence line, which should only be used in overflow situations.

The 227 does not include vacant positions. Currently there are an estimated 40 vacant positions, so that at full staffing levels we would have an estimated 267 employees. And, although, not everyone is here at the same time the majority of the employees are here simultaneously at some point between 8:00 a.m. and 5:00 p.m. In conjunction with the employee weekday parking needs the CCRTA hosts various meetings throughout the month which increases parking demand as does the CCRTA's Eligibility Program.

Below please find two tables. Table one captures the maximum capacity parking needed between now and summer 2016. The second table projects the parking needs after summer 2016. This project will be completed in phases.

Table #1 - Current Needs through summer 2016

Description	Total
Employees scheduled to be at work between 8:00 a.m. to 5:00 p.m. with vehicles - 85% (34 employees inclusive of evening shifts, split shifts, staff at other location, and that are dropped off)	193
Estimated vacant position	40
Board member/visitor parking (11 Board members and 10 visitors/students)	21
ADA parking spots	7
Subtotal	261
Less estimated employees off daily	-35
Estimated Weekday Parking Spaces Needed	226

Table #2 - Estimated parking needs beyond summer 2016

Description	Total
*Employees scheduled to be at work between 8:00 a.m. to 5:00 p.m. with vehicles - 85% (40 employees inclusive of evening shifts, split shifts, and that are dropped off)	227
Contractor employees at peak time (MV will relocate to CCRTA Administration building after the completion of the Staples Street Center)	70
Visitor parking	10
ADA parking spots	9
Subtotal	316
Less estimated employees off daily	-35
Less employees at Staples Street Center	-28
Estimated Weekday Parking Spaces Needed	253

*Full staffing levels estimated 267 (227 employees plus the 40 vacant))

Based on the imminent parking needs in Table #1 the scope of work for the first phase of the parking lot expansion plan would provide for an additional 69 parking spaces bringing the total parking space availability to 226 including the six (6) parking spaces in the overflow area. Of the 226 parking spaces nine (9) of those would be for ADA parking. A presentation will be made at the Operations Committee meeting that will display the proposed parking schematic.

Disadvantaged Business Enterprise (DBE)
The DBE goal for this project is 25%.

Financial Impact
The estimated construction cost for the parking lot expansion for phase I is $290,000. The funding for this project is part of the 2014 Capital Budget Amendment #2 and is contingent upon Board's approval.

Committee Review
The Operations Committee reviewed this item at the September 24, 2014 meeting and recommended approval.

Recommendation
The Board of Directors authorize the Chief Executive Officer (CEO) or designee to issue an Invitation for Bids for the Expansion of the Bear Lane Employee Parking Lot.

Respectfully Submitted,

Submitted by: Sharon Montez
Sharon Montez
Managing Director of Capital Programs

Approval:
Scott Neeley
Chief Executive Officer

CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY

Board of Directors' Memo October 1, 2014

Subject: Request for Proposals (RFP) for Transfer Station Cleaning Services for the following locations: Port/Ayers Station, Southside Station, Six Points Station, Staples Street Station, Robstown Station, and miscellaneous bus stops.

Background
The RTA has five transfer stations, approximately two hundred bus stop shelters/ sun shades, and seven hundred concrete bus pads. The RTA has provided for contract cleanings through contract outsourcing in years past, but discontinued them due to budgetary constraints.

Identified Need
The Authority's transfer stations and shelters consist of various types of construction; pre-engineered units to uniquely designed shelters. The major transfer stations require pressure-washing services on a monthly basis to reflect proper cleanliness. Depending on activity levels/high ridership, some shelters require cleaning on a monthly basis while other shelters require less frequent cleaning.

Financial Impact
An initial quote was received for monthly power washing of the five transfer stations miscellaneous bus stops for approximately $6,000 per month for an annual cost of approximately $72,000 per year. The estimated cost of this service is currently in the 2015 budget awaiting Board approval.

Committee Review
The Operations Committee reviewed this item at the September 24, 2014 meeting and recommended approval.

Recommendation
The Board of Directors authorize the Chief Executive Officer to issue a Request for Proposals (RFP) for Transfer Station Cleaning Services for the following: Port/Ayers Station, Southside Station, Six Points Station, Staples Street Station, Robstown Station, and miscellaneous bus stops.

Respectfully Submitted,

Submitted by: Keith Korenek
Director of Safety & Security

Approval: Scott Neeley
Chief Executive Officer

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Board of Directors' Memo October 01, 2014

Subject: Authorize Awarding a Contract to Creative Bus Sales for Cut-a-Way Buses

Background

Continuing the initiative to convert the entire CCRTA fleet to compressed natural gas (CNG), the Board of Directors authorized issuing a Request for Proposals (RFP) for low-floor, compressed natural gas (CNG) Cut-a-Way vehicles that are typically utilized with Paratransit and select Fixed-Route services. The estimated quantities of buses are shown below:

Order	**CCRTA** ESTIMATED QUANTITY
Base Order	19
Option 1	11
ESTIMATED TOTALS	**30**

Identified Need

In response to the RFP, three (3) proposals were received from two dealers; Creative Bus Sales and National Bus Sales. These proposals were evaluated for their capability to meet the needs of the CCRTA, successful experience with similar efforts, qualifications, directly applicable experience, and price. The following is a summary of the technical scores and price received from the two proposers:

	TECHNICAL SCORE				
Dealer	Model	Capability to Meet the Needs of RTA (30 points max)	Successful Experience with Similar Efforts (20 points max)	Qualifications and Directly Applicable Experience (20 points max)	Subtotal (70 points max)
Creative Bus Sales	Champion	27.2	15	16.8	**59.0**
National Bus Sales	Glaval	23.8	14.4	16.0	**54.2**
National Bus Sales	ARBOC	26.2	17.2	17.2	**60.6**

	PRICE		
Firm	Model	Price for Base Order (19 Buses)	Points (30 points max)
Creative Bus Sales	Champion	$2,324,954	**30**
National Bus Sales	Glaval	$2,388,680	**27**
National Bus Sales	ARBOC	$2,455,522	**24**

	TOTAL OVERALL SCORE			
Firm	Model	Technical Score (70 points max)	Price (30 points max)	Total Overall Score
Creative Bus Sales	Champion	59.0	30	**89.0**
National Bus Sales	Glaval	54.2	27	**81.2**
National Bus Sales	ARBOC	60.6	24	**84.6**

Creative Bus Sales submitted the proposal with the apparent overall highest score with the lowest price. Creative Bus Sales has been in business since 1980 and is the largest volume small and mid-size bus dealership in the United States. Creative Bus Sales has 13 locations in the United States including Irving, Texas. Other Creative Bus Sales customers include:

- Orange County Transit Authority – 950 Paratransit Vehicles
- Dallas Area Rapid Transit – 398 Paratransit Vehicles
- Capital Metro – 50 Paratransit Vehicles
- City of Los Angeles Department of Transportation – 500 Paratransit Vehicles
- RTC Las Vegas – 400 Paratransit Vehicles

With approval, CCRTA's base order of 19 buses would be delivered in March of 2015.

Financial Impact
The base year cost is $2,324,954. The total for CCRTA's base year and option year is $3,704,630. After the pre-production meeting, the price may vary as a result of final bus option selections. Federal grants and local funds will be programmed into the Capital Budget in subsequent years.

Committee Review
The Operations Committee did not meet on August 27, 2014, due to lack of quorum. This item was presented to the Board of Directors on September 03, 2014, at which time it was requested the item be taken to the September 24, 2014, Operations Committee for further discussion. On September 24, 2014, the Operations Committee requested a follow-up demonstration of the recommended bus to the RTA Committee for Accessibility (RCAT). A demonstration is scheduled for Tuesday, September 30, 2014.

Recommendation
Staff requests that the Board of Directors authorize the Chief Executive Officer (CEO) to award a contract to Creative Bus Sales for Cut-a-Way Buses.

Respectfully Submitted,

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

Final Review _____
Jorge Cruz-Aedo
Managing Director of Administration

Approval: _____
Scott Neeley
Chief of Executive Officer

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Board of Directors' Memo October 01, 2014

Subject: Adopt a Resolution Supporting Proposition 1

Background
The Governmental Relations Subcommittee met on September 15, 2014, to develop the 2015 State Legislative Program and unanimously approved endorsing Proposition 1 which is on the November 4, 2014, ballot. Proposition 1 proposes the transfer of $1.7 billion from the State's oil and gas production tax collections into the State Highway Fund to meet the unmet funding need for highways and roads in Texas. None of the funds could be used for the construction of toll roads, nor could the funds be used for direct benefit by the RTA or other public transit providers, the increase in road construction funding by TxDOT would enhance mobility and benefit all users of highways and roadways in Texas.

Identified Need
To proceed with endorsing Proposition 1 at the November 04, 2014, ballot, the Board of Directors is required to adopt the proposed resolution.

Committee Review
The Governmental Relations Subcommittee met on September 15, 2014, and recommended the Board of Directors adopt a resolution supporting Proposition 1.

Recommendation
Staff requests that the Board of Directors Adopt a Resolution Supporting Proposition 1, To Amend the Constitution Allowing for Transfer of $1.7 Billion from Rainy Day Fund to TxDOT, Fund 6, for Increased Transportation Funding Prior to the November 4 Ballot Initiative.

Respectfully Submitted,

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

Final Review _____
Jorge Cruz-Aedo
Managing Director of Administration

Approval: _____
Scott Neeley
Chief of Executive Officer

RESOLUTION

ENDORSING THE PASSAGE OF PROPOSITION 1

WHEREAS, the State of Texas has least $5 billion in unmet highway and roadway construction needs each year, and due to its demonstrated increasing population Texas anticipates the addition of another 18 million vehicles on the roadways of Texas by 2040;

WHEREAS, Proposition 1 on the ballot on November 4, 2014, has been proposed to authorize the transfer a portion of the funds from the state's oil and gas production tax collections into the State Highway Fund in order to take a significant step toward meeting the unmet funding needs for highway and road projects in Texas, with an estimated transfer of $1.7 billion in funds during the first year;

WHEREAS, increased oil and gas production in areas such as the Eagle Ford Shale have created increased demand upon the highways and roadways of Texas, and Proposition 1 would not create any new taxes or any new fees to be paid but only would reallocate certain funds from oil and gas production tax collections to the State Highway Fund that previously were dedicated to the Economic Stabilization Fund;

WHEREAS, none of the funds could be used for the construction of toll roads, nor could the funds be used for direct benefit by the RTA or other public transit providers, the increase in road construction funding by TxDOT would enhance mobility and benefit all users of highways and roadways in Texas;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY THAT:

RESOLVED, the Corpus Christi Regional Transportation Authority endorses the passage of Proposition 1 on the ballot for November 4, 2014, and encourages all voters in the RTA's service area to support the adoption of this measure so that the State of Texas may continue to develop and prosper through improved mobility for the public.

DULY PASSED AND ADOPTED this _____ day of October, 2014.

ATTEST:

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Mary Saenz
Secretary

Vangie Chapa
Board Chair

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Board of Directors' Memo October 1, 2014

Subject: Fiscal 2014 Capital Budget Amendment #2

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

Identified Need
There are 2013 Capital Projects that were not fully expended prior to December 31, 2013. These projects are grant funded and require that a budget amendment be made in order to complete the projects and receive grant reimbursement. Additionally, a grant was submitted and approved in 2014 for Harbor Ferry Improvements which must also be added to the FY2014 Capital Budget. Finally, the employee parking lot at Bear Lane is in need of expansion due to the increase in number of employees, which requires a capital budget amendment.

The attached schedule shows the FY2014 Capital Budget, Amendment #1 approved on May 7, 2014, the Proposed Amendment #2, and the revised 2014 Capital Budget.

Committee Review
This item was not reviewed by the Administration Committee in September due to lack of a quorum.

Recommendation
Staff recommends that the Board of Directors approve Amendment #2 to the 2014 Capital Budget in the amount of $3,434,865.

Respectfully Submitted,

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

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

Approval:
Scott Neeley
Chief Executive Officer

FY 2014 Capital Budget Amendment #2

Projects:	2014	Amendment #1	Amendment #2	Revised 2014 Total
Staples Street Center				
Construction - GMP ($22,971,300) (1) (Includes IT and Security Buildout)	$18,919,250			$18,919,250
Land Acquisition				
Demolition				
Architectural	$ 344,217			$ 344,217
Project Management	$ 93,874			$ 93,874
Owner's Contingency	$ 500,000			$ 500,000
Furniture and Equipment	$ 400,000			$ 400,000
Total Staples Street Center	$20,257,341			$20,257,341
Six Points Station	$ 810,000			$ 810,000
Bus Stop Improvements Phase V (2) ($15,000 x 67 stops)	$ 1,005,000			$ 1,005,000
Bus Stop Trash Receptacles	$ -	$ 400,000		$ 400,000
ADA Bus Stop Improvements (2)	$ -		$ 596,800	$ 596,800
Corpus Christi Street Program - Transit Enhancements (2)	$ -		$ 664,113	$ 664,113
Shelter amenities (2)	$ -		$ 506,994	$ 506,994
Robstown Transfer Station (2)	$ -		$ 396,793	$ 396,793
Bus Wash Renovation (2)	$ -		$ 200,000	$ 200,000
Trip Planning System - Hardware/Software Equipment - VTCLI Grant (2)	$ -		$ 374,600	$ 374,600
Farebox Vault (2)	$ -		$ 20,000	$ 20,000
Harbor Ferry Improvements (2)	$ -		$ 385,565	$ 385,565
Bear Lane Employee Parking Lot Expansion	$ -		$ 290,000	$ 290,000
Bear Lane Bus Parking Lot Improvements	$ 216,000			$ 216,000
Generator for Natural Gas (Design and Analysis Only)	$ 8,000			$ 8,000
La Retama Park	$ 70,000			$ 70,000
Big Buses (5 x $491,001 each) (2)	$ 2,455,005			$ 2,455,005
Small Buses (7 x $198,522 each) (2)	$ 1,389,654			$ 1,389,654
Double Decker Buses (2 x $500,000)	$ 1,000,000			$ 1,000,000
Fiber for Security Cameras at 4 Transit Stations and Administration Building	$ 79,750			$ 79,750
APP for Web-Based Public Bus Live Tracking (NEXT BUS)	$ 40,000			$ 40,000
GFI Server (Replacement)	$ 6,000			$ 6,000
Display Monitors for Bear Lane Administration Building	$ 30,000			$ 30,000
Internet Web Filter (Hardware Device with 3 year Warranty and Replacement)	$ 17,134			$ 17,134
Monitors with LCD Technology on Buses ($1,000 x 77 buses)	$ 77,000			$ 77,000
Digital Mobile APP Bus Passes-GO PASS	$ 75,000			$ 75,000
Benefits Tracking System for HR	$ 15,000			$ 15,000
	$27,550,884	$ 400,000	$ 3,434,865	$31,385,749

Funding:	2014	Amendment #1	Amendment #2	Total
Bonds (1)	$18,919,250			$18,919,250
Grants (2)	$ 4,849,659	$ 400,000	$ 3,144,865	$ 8,394,524
Reserves from Unexpended 2013 Funds	$ 2,085,996			$ 2,085,996
Unrestricted Fund Balance	$ 1,695,979		$ 290,000	$ 1,985,979
	$27,550,884	$ 400,000	$ 3,434,865	$31,385,749

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Board of Directors' Memo October 1, 2014

Subject: Draft 2015 Operating and Capital Budgets

Background

The Chief Executive Officer has developed the draft 2015 Operating and Capital Budgets with department heads that meet the goals and objectives of the Board of Directors, meet the ridership needs of the community, and meet current and future needs of the organization. The draft 2015 Operating Budget, which addresses expenses and revenues for a single year, is balanced and sustainable for the RTA. The draft 2015 Capital Budget, which is project oriented may include projects that span more than one year.

Identified Need

The draft 2015 Operating and Capital Budgets were developed in accordance with the 2015 Agency Initiatives:

- Customer Service and Satisfaction
- Efficient and Effective Service Delivery
- Enhance Awareness of Agency in the Region
- Expansion of Service
- Capital Projects
- Safety
- Board Development

Included in the draft 2015 Operating Budget are the following:

- 9 Additional Bus Operators necessary for the continued implementation of the System Enhancements that were effective June 1, 2014 which:
  - Improved frequency from 30 minutes to 15 minutes on Routes 19 & 29,
  - Restructured of routes to improve efficiencies in service,
- 3 Garage Service Positions
- Additional Security hours at RTA stations and other facilities
- 1 New position in Safety and Security Department
- Additional Solar Lighting for Bus Shelters and Bus Stops

- Enhanced focus on passenger amenities
- NTD Passenger Sampling survey
- Comprehensive Operational Analysis
- Continuation of CNG conversion
- Continuation of Grant funded Preventive Maintenance
- Software for Automated Board Agenda Process and Electronic Retention Program
- Additional IT equipment including Bus Tracking with GPS
- 2.5% Cola and 3% Merit Pay Program
- Sales Tax is budgeted at a 2.5% increase

The Draft 2015 Operating Budget begins on the following page.

DEPARTMENTS	BUDGET 2014	YTD 6/30/2014	ESTIMATED 2014	BASE2015	SUPPLEMENTAL 2015	PROPOSED 2015	% CHANGE
00 REVENUES	$39,267,185	$17,948,107	$39,458,443	$41,276,926	$0	$41,276,926	5.12%
REVENUE TOTALS	**$39,267,185**	**$17,948,107**	**$39,458,443**	**$41,276,926**	**$0**	**$41,276,926**	
01 TRANSPORTATION	$6,071,496	$3,008,011	$5,919,282	$6,577,693	$0	$6,577,693	8.34%
02 CUSTOMER PROGRAMS	$262,868	$92,111	$235,696	$304,809	$6,052	$310,861	18.26%
03 PURCHASED TRANSPORTATION	$8,977,307	$3,363,856	$5,967,938	$6,273,169	$0	$6,273,169	-30.12%
04 SERVICE DEVELOPMENT	$321,084	$149,569	$280,506	$711,630	$0	$711,630	121.63%
07 MIS	$502,719	$231,566	$433,907	$501,991	$56,200	$558,191	11.03%
11 VEHICLE MAINTENANCE	$5,919,786	$2,683,166	$6,753,976	$6,926,891	$88,502	$7,015,393	18.51%
21 FACILITIES MANAGEMENT	$1,016,017	$760,854	$1,479,067	$1,594,978	$0	$1,594,978	56.98%
40 CONTRACTS AND GRANTS	$271,557	$105,045	$234,476	$254,626	$30,000	$284,626	4.81%
41 GENERAL MANAGEMENT	$665,866	$317,206	$611,266	$622,998	$0	$622,998	-6.44%
42 FINANCE AND ACCOUNTING	$421,831	$165,347	$407,393	$440,665	$0	$440,667	4.47%
43 MATERIALS MANAGEMENT	$128,215	$59,857	$118,514	$125,811	$0	$125,811	-1.87%
44 HUMAN RESOURCES	$3,405,522	$1,476,791	$3,466,828	$3,241,702	$291,184	$3,532,886	3.74%
45 DBE/EEO	$360,358	$125,304	$280,535	$373,851	$0	$373,851	3.74%
49 CAPITAL PROJECTS	$178,733	$88,047	$178,733	$178,721	$0	$178,721	-0.01%
50 MARKETING AND COMMUNICATION	$638,192	$230,065	$565,480	$625,211	$0	$625,211	-2.03%
52 SECURITY	$911,778	$302,259	$991,523	$1,041,228	$255,646	$1,296,874	42.24%
68 DEBT SERVICE	$0	$0	$1,033,679	$1,073,364	$0	$1,073,364	100.00%
77 STAPLE STREET CENTER	$121,284	$0	$27,200	$27,200	$0	$27,200	-77.57%
80 TRANSFER TO CAPITAL IMPROVEMENT PROGRAM	$0	$0	$0	$1,520,000	$0	$1,520,000	100.00%
88 STREET MAINTENANCE	$2,770,903	$0	$2,900,327	$2,969,380	$0	$2,969,380	7.16%
99 DEPRECIATION	$5,930,000	$2,964,998	$5,289,295	$5,163,424	$0	$5,163,424	-12.93%
EXPENDITURE TOTALS	**$38,875,516**	**$16,124,051**	**$37,175,622**	**$40,549,342**	**$727,584**	**$41,276,926**	6.18%
	$391,669	$1,824,056	$2,282,821	$727,584	($727,584)	$0	

The Draft 2015 Operating Revenue Detail is as follows:

	FY 2014			FY 2015	
FUND REVENUES	BUDGET	YTD	ESTIMATED	PROPOSED	% CHG
40101010 PASSENGER FARES-RTA ROUTE	$860,000	$476,572	$950,572	$998,000	16.05%
40102010 RTA PRESOLD PASSES/TICKET	$310,000	$87,573	$187,573	$190,000	-38.71%
40102510 TAMUCC & DEL MAR CONTRACTS	$149,122	$68,658	$185,174	$234,415	57.20%
40103010 STUDENT TICKETS	$1,600	$455	$1,087	$1,105	-30.94%
40104010 PORT ARANSAS SERVICES	$4,000	$2,486	$3,850	$4,000	0.00%
40106010 HARBOR FERRY	$100,000	$32,631	$93,308	$94,000	-6.00%
40107010 WATER TAXI	$0	$0	$0	$0	0.00%
40108010 EXPRESS FARES - PARK & RIDE	$210,000	$97,170	$200,857	$210,000	0.00%
40109010 EXPRESS FARES - COMMUTER CARDS	$35,000	$1,082	$1,082	$1,082	-96.91%
40110010 DEMAND RESPONSE	$180,000	$83,860	$168,408	$180,000	0.00%
40113010 VANPOOL REVENUE	$36,000	$21,718	$47,846	$50,000	38.89%
40115010 OVERS & SHORTS	$0	$451	$451	$0	0.00%
40603010 BUS BENCH ADVERTISING	$65,000	$28,897	$57,794	$65,000	0.00%
40704010 INVESTMENT INCOME	$66,000	$46,197	$99,812	$100,000	51.52%
40760010 GAIN(LOSS) ASSET DISPOSAL	$0	$72,511	$72,511	$50,000	0.00%
40790010 LEASING INCOME	$0	$0	$0	$0	0.00%
40798010 ON-BOARD BUS ADVERTISING	$70,000	$13,333	$101,515	$102,000	45.71%
40799010 OTHER INCOME	$8,500	$18,446	$28,446	$28,500	235.29%
40802010 SALES TAX REVENUES	$34,885,754	$16,896,067	$34,971,947	$35,846,246	2.75%
41301010 FEDERAL CAPITAL GRANTS	$2,286,209	$0	$2,286,209	$3,122,578	36.58%
TOTAL FUND REVENUES	**$39,267,185**	**$17,948,107**	**$39,458,443**	**$41,276,926**	**5.12%**

Draft 2015 Capital Budget

The Capital Budget includes capital projects that may span several fiscal years, such as the Staples Street Center, as presented in 2014. For 2015, all proposed projects are expected to be complete in 2015.

Taking into consideration the 2015 board initiative of emphasizing capital projects, the following draft capital budget is presented for discussion, beginning on the next page.

Proposed FY 2015 Capital Budget

Projects:	Amount
Staples Street Center	$2,208,000
(Tenant Buildout 34,500 sq ft @ $64)	
TAMU CC Bus Stop Improvements	$ 345,000
(4 Shelters plus infrastructure to Nile Street)	
Miscellaneous Concrete Services	$ 50,000
(Concrete, Asphalt Improvement plus tiles)	
Bus Stop Amenities **(1)**	$ 500,000
(Shelters, benches, Schedule cases, lighting, bike racks)	
Bus Stop Improvements Concrete Infrastruture **(1)**	$1,000,000
(170 X $5,882.35)	
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
Staples Street Center IT Projects:	
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
	$8,776,689

Proposed FY 2015 Capital Budget

Funding:	**2015**
Grants **(1)**	$1,694,080
Unrestricted Fund Balance	$7,082,609
	$8,776,689

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

Board of Directors' Memo October 1, 2014

Subject: Title VI Program Update

Background

Title VI of the Civil Rights Act of 1964 (Title VI) protects people from discrimination based on race, color, or national origin in programs or activities that receive federal financial assistance. Every three years, the Federal Transit Administration (FTA) Office of Civil Rights conducts discretionary compliance reviews of recipients of FTA funding, including transit providers, state Departments of Transportation, and Metropolitan Planning Organizations to determine their compliance with FTA Circular 4702.1 "Title VI Program Guidelines for Federal Transit Administration Recipients".

On October 1, 2012, the FTA Office of Civil Rights issued a revised Title VI Circular, 4702.1B, containing new guidelines and requirements from the previous version, Circular 4702.1A, dated May 13, 2007. As the Corpus Christi Regional Transportation Authority is a transit provider which operates 50 or more fixed route vehicles in peak service and is located in an urbanized area of 200,000 or greater in population, a Title VI Program update must be filed in accordance with FTA timelines in order to continue to receive federal funding.

Identified Need

The fiscal year 2011-13 Title VI Program update is due to the FTA 60 days prior to the expiration date of November 30, 2014. Per FTA guidelines, the Board of Directors are required to approve this program update prior to submittal to the FTA in TEAM.

In the development of the program update, demographic and socioeconomic characteristics of riders were based on results of on-board surveys collected under the Long Range System Plan effort between October 26 and November 14, 2011 and U.S. Census Bureau 2010 demographic data. On-board surveys, 2010 census, and current American Community Survey data were used to identify minority and low-income populations within census tracts including an assessment of transit services and facilities throughout the service area.

In regards to findings within the program update, no Title VI complaints have been filed or investigated in the last three years. In addition, the Authority serves a population base of 348,892 residents which excludes the City of Portland. Out of this total, the minority population by race in the service area is 233,539 or 66.9% of the total population share. The analysis concluded that 27 of 43 fixed routes are minority routes. Minority routes are defined as routes that have at least one-third of revenue service miles located in a census tract where the percentage of minority population exceeds the average percentage of the minority population within the service area.

The summary table below contains a breakdown of population totals by race or ethnicity within the service area. All totals were derived from data within census tracts from the 2010 census.

Nueces County

Total Population	White	Black or African American	American Indian or Alaskan Native	Asian	Other or Two or More Races	Hispanic	Not Hispanic, White	All Minority	% Minority
340,223	277,402	13,637	2,128	5,731	41,325	206,293	111,870	228,353	**67.1%**

San Patricio County

Total Population	White	Black or African American	American Indian or Alaskan Native	Asian	Other or Two or More Races	Hispanic	Not Hispanic, White	All Minority	% Minority
8,669	7,314	84	45	65	1,161	4,960	3,483	5,186	**59.8%**
Total Service Area	**348,892**	**284,716**	**13,721**	**2,173**	**5,796**	**42,486**	**211,253**	**115,353**	**233,539**	**66.9%**

In regards to the analysis of low-income populations within the service area, 6,688 households across nine census blocks in Nueces County have median household incomes lower than $23,850[1]. Six of the nine census blocks are minority populations. The income level of $23,850 represents the poverty level for a family of four as classified within the 2014 Poverty Guidelines by the U.S. Department of Health and Human Services. In 2013, the poverty level for a family of four was $23,550.

Financial Impact
None.

Committee Review
The Operations Committee met on September 24, 2014 and received a verbal presentation on this item.

Recommendation
Staff requests that the Board of Directors approve the Title VI Program Update fiscal years 2011-13.

Respectfully Submitted,

Submitted by: _____
Gordon Robinson
Director of Planning

Final Review: _____
FOR Rosa Villarreal
Managing Director of Operations

Approval: _____
Scott Neeley
Chief Executive Officer

[1] Source: U.S. Census Bureau, 2008-2012 American Community Survey; S1903 Median Income in the Past 12 Months (In 2012 Inflation-Adjusted Dollars)

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Board of Directors' Memo October 1, 2014

Subject: Operations Report for August 2014

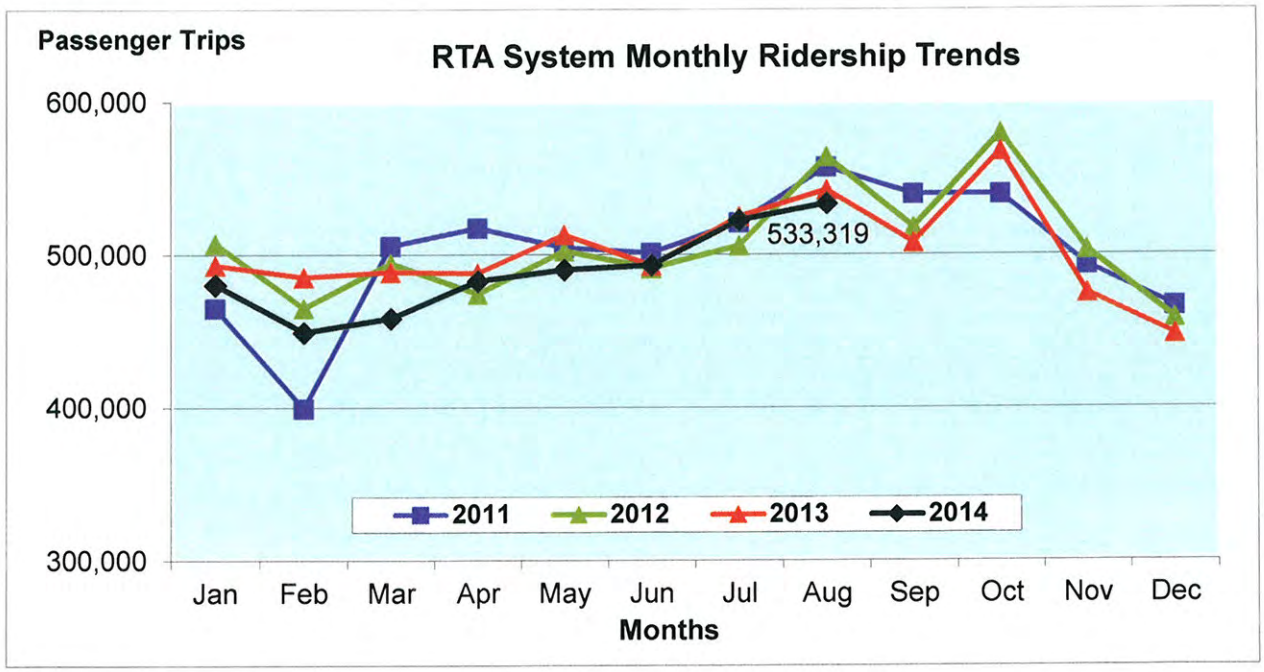
The system-wide monthly operations performance report for August 2014 is included below for your information and review. This report contains monthly and Year-to-Date (YTD) operating statistics and performance measurement summaries containing ridership, performance metrics by service type, miles between 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

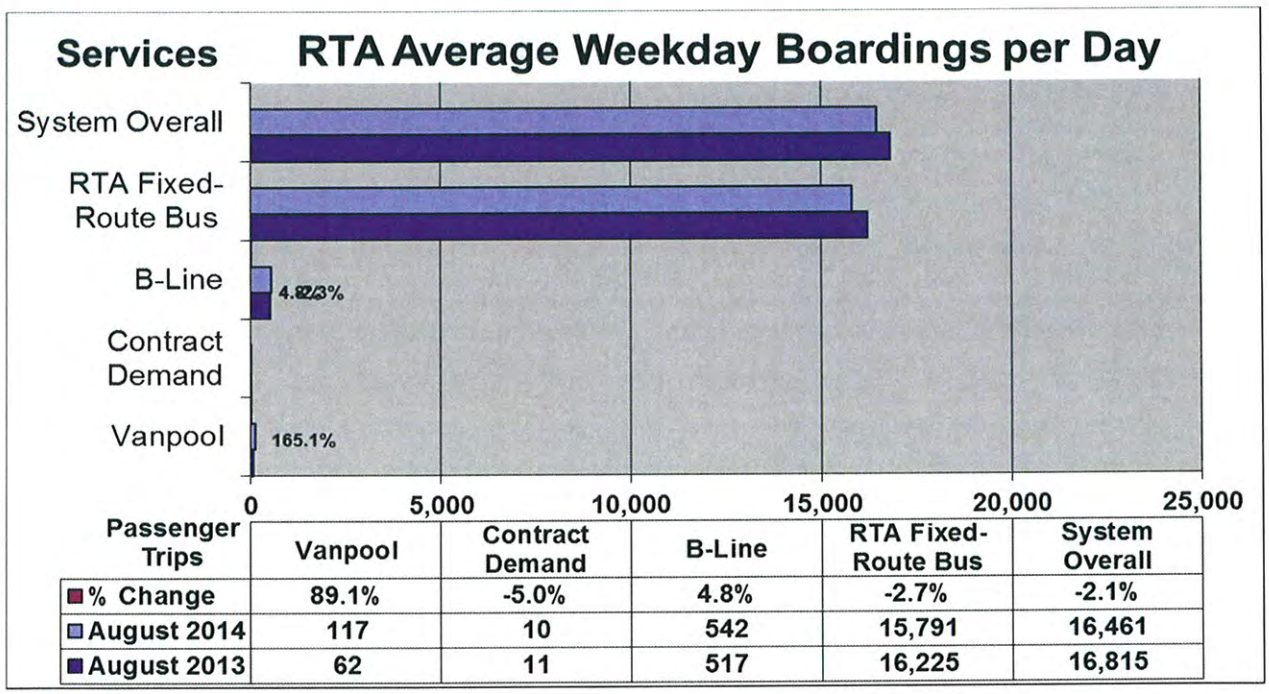
1. System-wide Ridership and Service Performance Results

Boardings for all services in August 2014 totaled 533,319. This represents less than a 1.7% decrease as compared to a total of 542,403 boardings in August 2013.

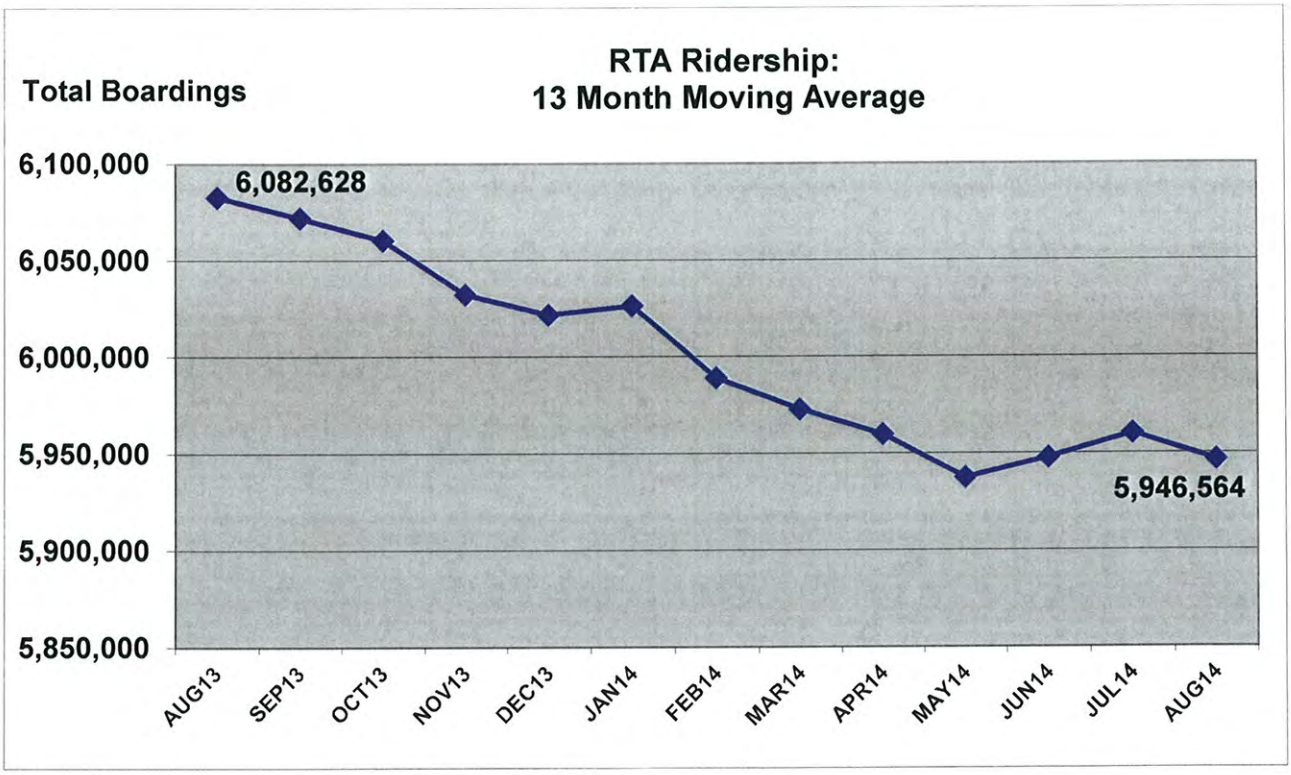
The following graph below compares system-wide monthly ridership trends for a four year period.



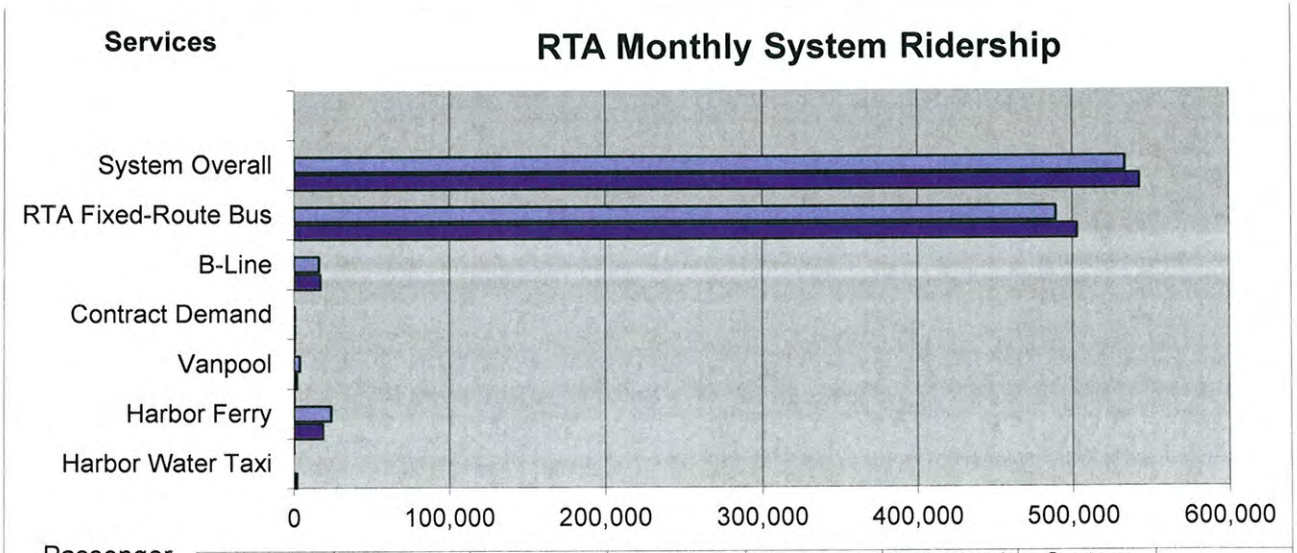
The chart below shows average weekday ridership for all services. The RTA recorded an average of 16,461 boardings per weekday in August 2014 as compared to 16,815 in August 2013.



Passenger Trips	Vanpool	Contract Demand	B-Line	RTA Fixed-Route Bus	System Overall
% Change	89.1%	-5.0%	4.8%	-2.7%	-2.1%
August 2014	117	10	542	15,791	16,461
August 2013	62	11	517	16,225	16,815

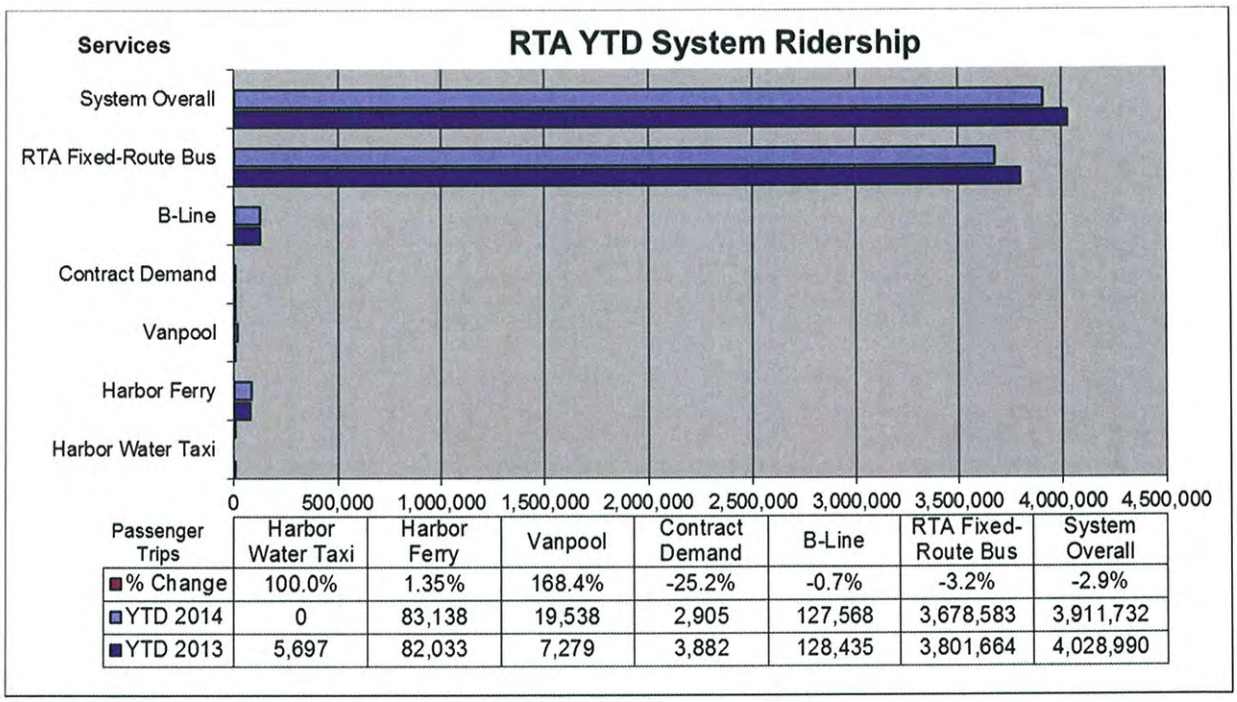


The chart below shows monthly ridership results for all services. The RTA recorded 9,084 fewer boardings in August 2014 as compared to August 2013.



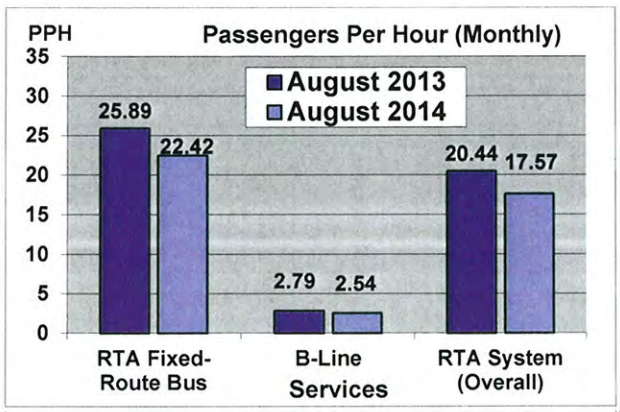
Passenger Trips	Harbor Water Taxi	Harbor Ferry	Vanpool	Contract Demand	B-Line	RTA Fixed-Route Bus	System Overall
% Change	-100.0%	29.1%	89.1%	-5.7%	-4.6%	-2.67%	-1.7%
August 2014	0	23,809	3,642	315	16,036	489,517	533,319
August 2013	1,930	18,437	1,926	334	16,812	502,964	542,403

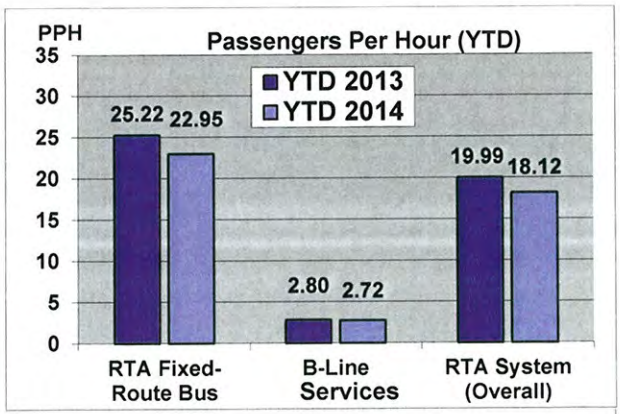
The chart below shows YTD ridership results for all services. The RTA recorded 117,258 less boardings in 2014 as compared to the same period in 2013.

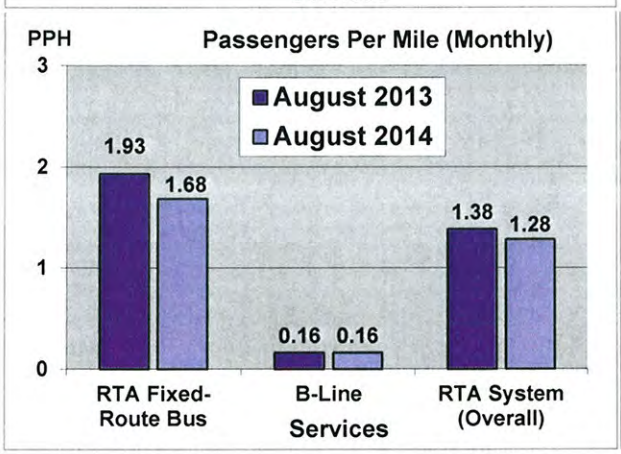


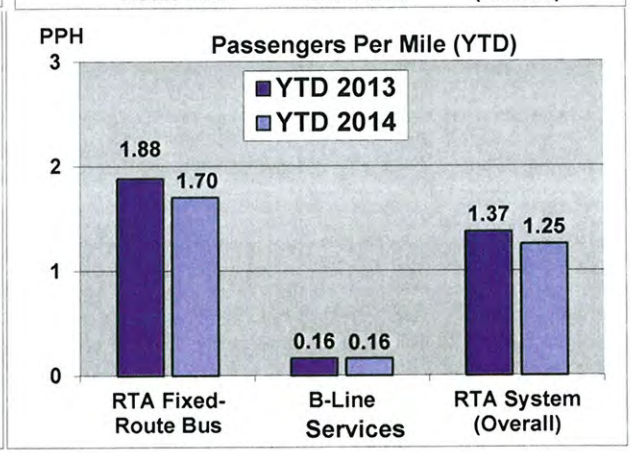
Passenger Trips	Harbor Water Taxi	Harbor Ferry	Vanpool	Contract Demand	B-Line	RTA Fixed-Route Bus	System Overall
% Change	100.0%	1.35%	168.4%	-25.2%	-0.7%	-3.2%	-2.9%
YTD 2014	0	83,138	19,538	2,905	127,568	3,678,583	3,911,732
YTD 2013	5,697	82,033	7,279	3,882	128,435	3,801,664	4,028,990

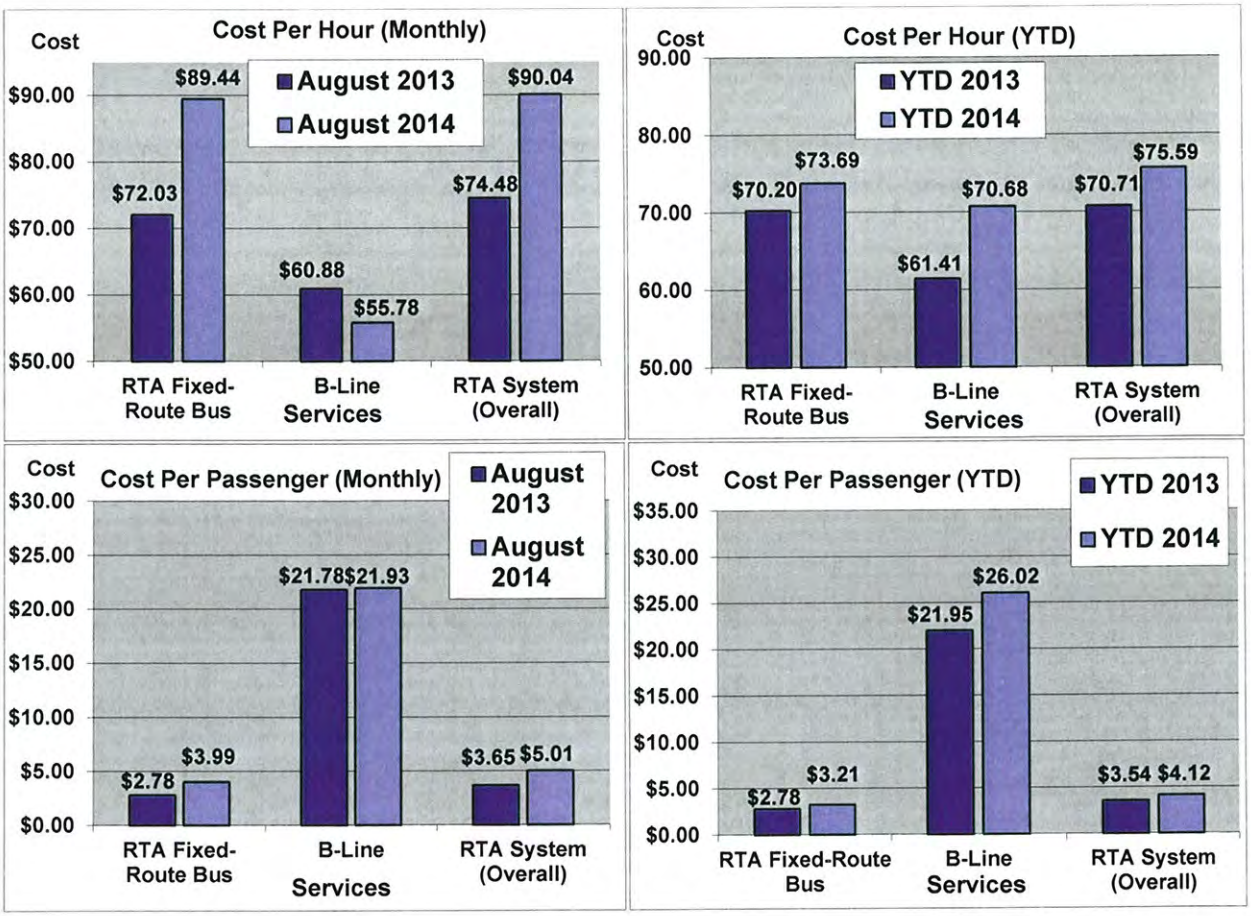
The following charts report system-wide productivity and other cost performance measurements for the month of August 2014 vs. August 2013 and YTD figures.











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	Jun-14	Jul-14	Aug-14	YTD Average
Early Departure	<1%	4.3%	2.1%	0.9%	1.2%
Over 3 minutes Late	<20%	21.9%	13.0%	18.0%	14.9%
Over 5 minutes Late	<5%	10.4%	4.0%	8.5%	6.5%
Over 10 minutes Late	<1%	4.8%	1.3%	2.3%	2.3%
Monthly Wheelchair Boardings	No standard	5,288	4,732	5,418	4,823
Monthly Bicycle Boardings	No standard	7,156	7,646	8,612	6,415

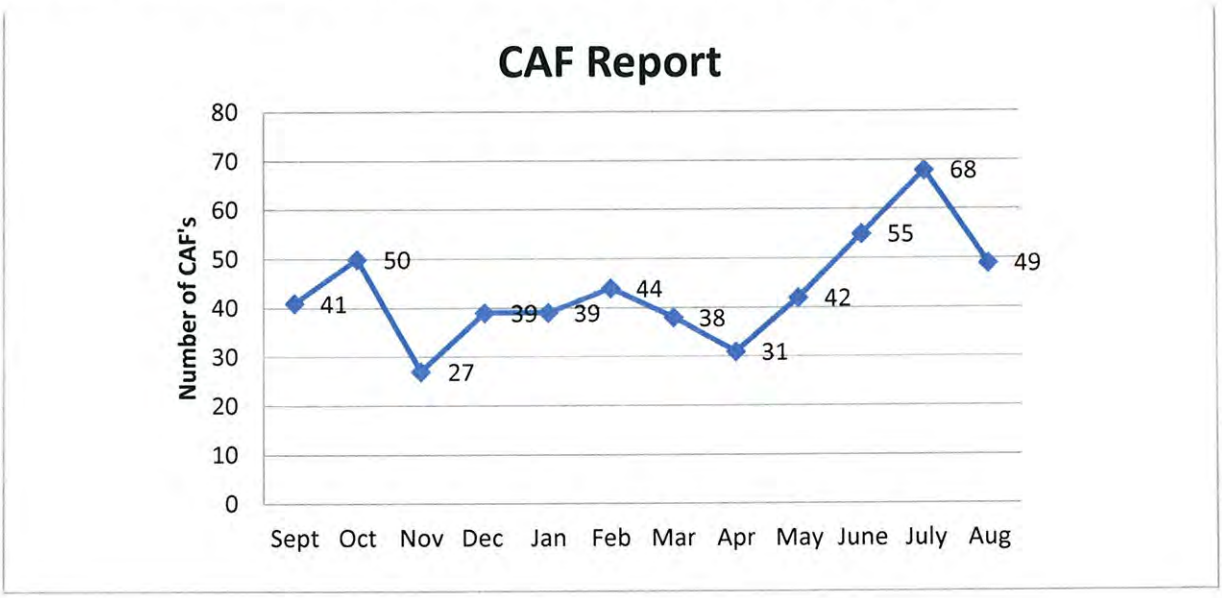
2. Purchased Transportation Department Report: B-Line Service Contract Standards & Ridership Statistics

- Productivity: 2.54 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: 99.1% exceeded contract standard of 95%.
- Miles Between Road Calls: 19,204 more than met the contract standard of 12,250 miles.
- Denials: 0 denials did meet contract standard of 0.0%.
- Ridership Statistics: 10,520 ambulatory; 4,655 wheelchair boarding's

Metric	Standard	Jun-14	Jul-14	Aug-14	YTD Average
Passengers per Hour	2.50	2.58	2.50	2.54	2.61
On-time Performance	96%	93.4%	94.0%	93.7%	94.0%
In Vehicle Time	95.0%	98.6%	98.8%	99.1%	98.8%
Denials	0.00%	0.00%	0.00%	0.00%	0.01%
Miles Between Roadcalls	12,250	15,957	11,853	19,204	15,641
Monthly Wheelchair Boardings		4,450	4,668	4,655	4,445

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

For August 2014, there were 49 reported CAF's (excludes commendations) which represents a decrease from 68 reported CAF's overall in July 2014. The statistics for August represents a 28% decrease, 49 CAF's vs. 68 CAF's compared to the month of July 2014. There were 6 commendations for the month of August.



Route Summary Report for August 2014

Route	# of CAF's	Route	# of CAF's
#3 NAS Shuttle	2	#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	1
#8 Flour Bluff/Malls (Sun)	0	#51 Gregory Park & Ride	2
#12 Saxet Oak Park	3	#63 The Wave	0
#15 Kostoryz	0	#65 Padre Island Connector	1
#15S Ayers/Molina (Sun)	1	#67 Robstown/Gregory	0
#16 Agnes/Ruth	0	#76 Harbor Bridge Shuttle	1
#17 Carroll/Southside	3	#76S Harbor Bride (Sun)	1
#19 Ayers/Norton	1	#77 Harbor Ferry	1
#19G Greenwood	0	#78 North Beach	0
#19M McArdle	0	#84 LightHouse	0
#21 Arboleda	1	#94 Port Aransas Shuttle	0
#23 Molina	2	#90 Flexi-B	0
#25 Gollihar/Greenwood	2	B-Line (Para-transit)	4
#26 Airline/Lipes Connector	0	Safety & Security	4
#27 Northwest	2	Facility Maintenance	5
#29 Staples	1	Vehicle Maintenance	4
#29F Flour Bluff	1	Service Development	5
#29S Staples (Sunday)	1		
#32 Southside Mini B	0	TOTAL CAF'S	49

August 2014 CAF Breakdown by Service Type:

CAF Category	RTA Fixed Route	B-Line ADA Paratransit	Contracted Fixed Route	Totals
Service Stop Issues	8	0	2	10
Driving Issues	2	0	1	3
Customer Services	8	1	0	9
Late/Early	2	3	0	5
Fare/Transfer Dispute	3	0	0	3
Over Crowded Vehicle	0	0	1	1
Safety and Security	4	0	0	4
Service Development	5	0	0	5
Facility Maintenance	5	0	0	5
Vehicle Maintenance	4	0	0	4
Total	**41**	**4**	**4**	**49**
Commendations	4	2	0	6

Conclusion:

During August 2014, RTA received 49 CAF's/Commendations regarding RTA Fixed-Route Service, B-Line and Purchased Transportation; six (6) of the 55 reported CAF's (August) were commendations.

There were a total of 41 CAF's/Commendations received regarding RTA Service representing 81.8% of total customer contacts: 4 for Safety & Security, 5 for Facilities Maintenance, 4 for Vehicle Maintenance, 5 for Service Development and 23 for Transportation.

A total of 2 CAF's/Commendations were reported regarding B-Line service representing 10.9% of the total customer contacts.

A total of 4 CAF's/Commendations were reported regarding Contracted Fixed Route representing 7.3% 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

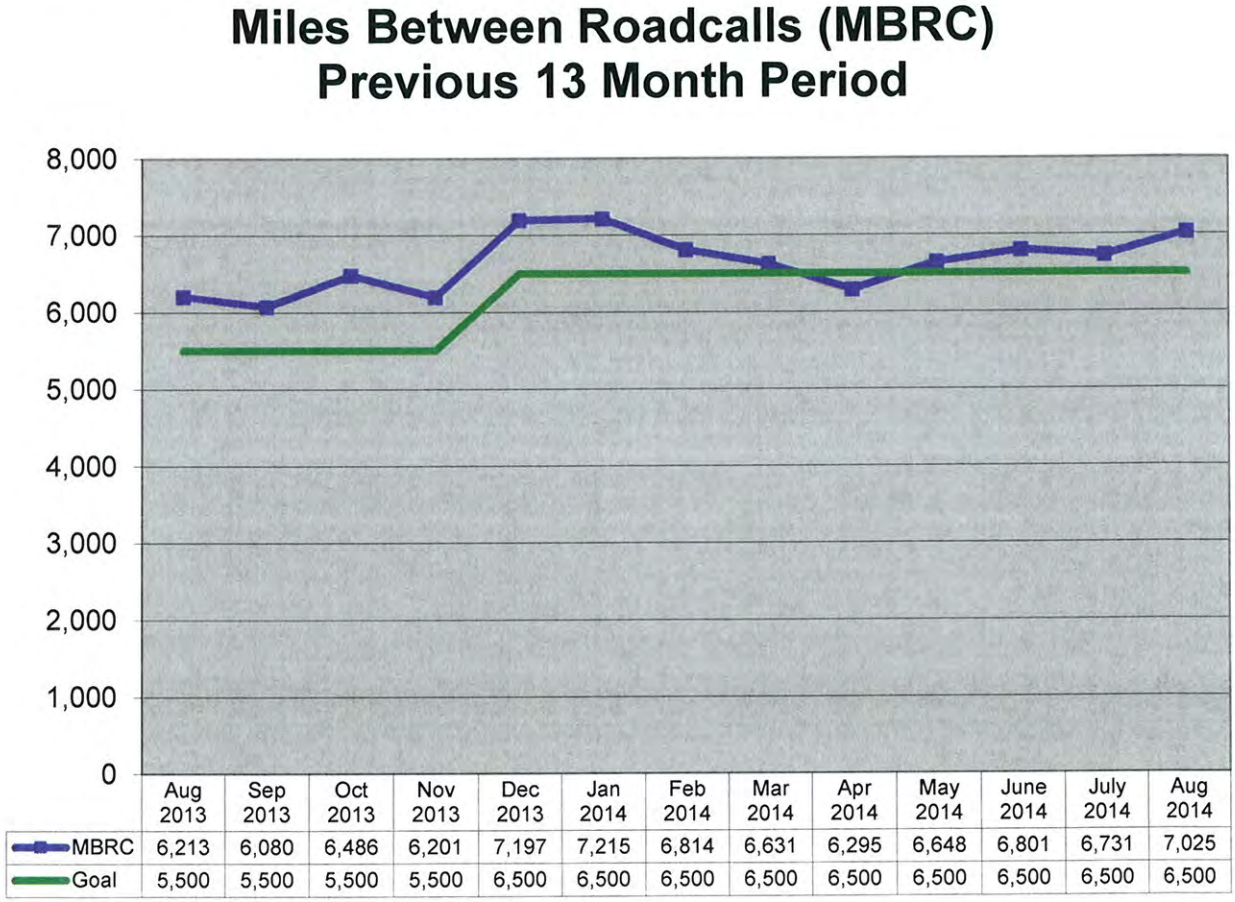
The RTA documents CAF's to capture information regarding a wide range of issues from the community's perspective point of view. CAF's are communicated to the Customer Programs group via the telephone, e-mail, letter or in person.

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 August 2014, 7,025 miles between road calls (MBRC) were recorded as compared to 6,213 MBRC in August 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.



	Aug 2013	Sep 2013	Oct 2013	Nov 2013	Dec 2013	Jan 2014	Feb 2014	Mar 2014	Apr 2014	May 2014	June 2014	July 2014	Aug 2014
MBRC	6,213	6,080	6,486	6,201	7,197	7,215	6,814	6,631	6,295	6,648	6,801	6,731	7,025
Goal	5,500	5,500	5,500	5,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500

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.

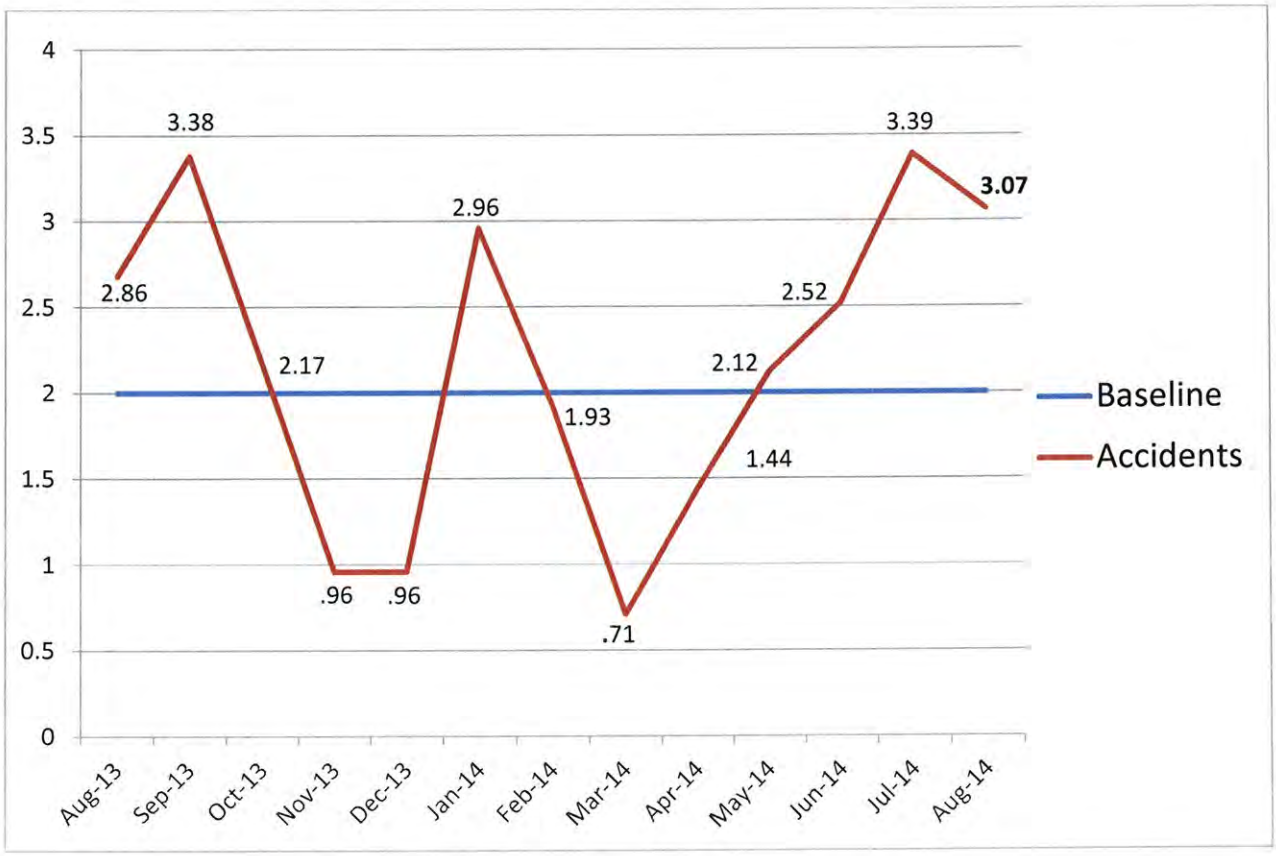
5. Safety/Security Department Report

SAFETY SUMMARY

For the month of August 2014, we had 9 vehicle collisions (2 preventable), 58 customer related incidents and drove a total of 293,059 miles. The total collision rate for the month was at 3.07 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 August 2014, 1,464 hours of security coverage was used for all areas of RTA Operations. Officers arrested eight individuals for public intoxication, issued eleven criminal trespass warnings, and cited four individuals for loitering.

Committee Review
The Operations Committee met on September 24, 2014. Committee members did not receive a presentation on this item due to time constraints.

Respectfully Submitted,

Submitted by: _____
Wesley Vardeman
Senior Transit Planner

Submitted by: _____
Keith Korenek
Director of Safety and Security

Submitted by: _____
Robert Saldaña
Director of Transportation

Submitted by: _____
For José A. Tovar
Director of Maintenance

Reviewed by: _____
Gordon Robinson
Director of Planning

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

Approved by: _____
Scott Neeley
Chief Executive Officer

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Board of Directors' Memo October 1, 2014

Subject: August 2014 Financial Report

SUMMARY: The Authority's financial performance for the month of August exceeds net budget by $3,406,462 and exceeds net budget by $3,760,753 for the year-to-date August 31st. The major variance for August is the Federal Grant revenue of $3,359,787 associated with funding for the buses purchased at the end of last year. Year-to-date favorable variances are mainly made up of $1.59 million in Purchased Transportation due to changes in the method of recording purchased transportation costs, offset by higher than budgeted healthcare costs ($592,083). Total operating expenses, including estimated depreciation, are under budget by $127,838 for August (4.2%), and under budget year-to-date by $1,730,219, or 7% below budget, both for the reasons mentioned above.

REVENUES

- Sales Tax – August sales tax has been estimated at $2,826,305, which is a 7.4% increase over August 2013 actuals.

UPDATE – SALES TAX COLLECTIONS FOR JULY 2014 WERE RECEIVED ON SEPTEMBER 12, 2014 AND ARE $720,006 HIGHER THAN COLLECTIONS FOR THE SAME PERIOD LAST YEAR, AN INCREASE OF 34%. HOWEVER, IN JULY 2013 WE RECEIVED A NEGATIVE AUDIT ADJUSTMENT OF $494,761, WHICH WHEN ADJUSTED OUT FOR COMPARATIVE PURPOSES, STILL REFLECTS AN INCREASE OF $224,245, OR 8.5% OVER 2013. YEAR-TO-DATE COLLECTIONS ARE $1,658,716 (9.2%) HIGHER THAN YEAR-TO-DATE COLLECTIONS IN 2013.

- Passenger Revenues – For the month of August, $181,914 vs. $170,690 in 2013 – an increase of $11,224 (6.7%), and $16,439 over current budget estimates. Year-to-date revenues of $1,237,543 reflect $52,937 less than amounts budgeted, or 4.1%. Though cumulative revenues are less than amounts budgeted, they are higher than prior year, and are trending up slightly.

EXPENSES

Over all, monthly departmental expenses, as mentioned above, are under budget. Year-to-date departmental expenses are $19,011,618, which are $1,730,219 under budget (8.3%). Following are comments relating to the specific expense categories.

- Salaries & Benefits – August reflects $792,130, with year-to-date expenses of $7,608,097, which is 6.28% ($509,462) under budget. This positive variance is due to increased budgeted expenses for new operators needed for the service improvements implemented June 2nd, where the positions are not fully filled to date, as well as vacancies in the maintenance department.

- Services – August reflects $230,678 with year-to-date expenses of $1,327,955, with a favorable variance of $227,502, or 14.63%. This variance is partially due to timing of expenses in relation to amounts budgeted for the period.

- Materials and Supplies – August reports $362,097 with year-to-date expenses of $2,824,532 vs. $3,213,687 budgeted for a positive variance of $389,155 (12.11%).

- Insurance – August reports $256,285 versus budgeted amounts of $176,360, which is over budget by $79,925, due to an increase in claims processed this month. Year-to-date amounts are $2,018,054 vs. $1,410,880 budgeted for a negative variance of $607,174 (43.04%) 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 through August.

- Purchased Transportation – August reports $689,290 versus budgeted amounts of $822,904, for a positive variance of $133,614. Year-to-date variance is under budget by $1,114,210, or 19.72%. The variance is primarily due to the change in the contract with MV, and how the costs are recorded.

- Miscellaneous – August reports $42,584 versus budgeted amounts of $57,398, with year-to-date values of $378,664 versus budgeted amounts of $476,558 for a positive variance of $97,894 (20.54%). The variance is primarily due to timing of travel and community events compared to amounts included in the year-to-date budget.

Committee Review
This item was not reviewed at the September Administration Committee due to lack of a quorum.

Respectfully Submitted,

Submitted by: Cindy O'Brien
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 August 31, 2014 & July 31, 2014 & August 31, 2013

	August 31, 2014	July 30, 2014	August 31, 2013
ASSETS			
Current Assets:			
Cash and cash equivalents	$ 21,844,958	19,535,691	5,359,982
Investments	28,270,844	29,546,853	23,623,011
Receivables			
Sales taxes	5,681,840	5,693,887	4,767,966
Accrued interest receivable	96,210	82,515	105,170
Due from federal/state Government	3,067,041	574,468	678,560
Other	57,519	43,880	61,578
Inventories	645,402	638,542	586,169
Prepaid Expenses	778,729	822,081	261,170
Net Pension Asset	452,465	1,630,963	452,465
Total Current Assets	60,895,008	58,568,880	35,896,071
Capital Assets:			
Land and Construction in progress	9,039,984	8,734,406	7,557,288
Other capital assets, net of depreciation	37,076,369	38,064,703	35,092,759
Total Capital Assets	46,116,353	46,799,109	42,650,047
Total Assets	**107,011,361**	**105,367,989**	**78,546,118**
LIABILITIES			
Current Liabilities:			
Accounts payable	846,240	676,530	695,976
Accrued compensated absences	225,748	225,748	175,493
Bonds Payable	575,000	575,000	-
Distributions to regional entities payable	1,351,650	2,088,422	727,454
Other accrued liabilities	106,867	499,796	285,888
Total current liabilities	3,105,505	4,065,496	1,884,811
Non-Current Liabilities;			
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
	22,028,257	22,028,257	607,514
Total Liabilities	**25,133,762**	**26,093,753**	**2,492,325**
NET POSITION			
Net Investment in Capital Assets	46,116,353	46,799,109	42,650,047
Restricted for debt service	1,611,302	1,611,302	452,465
Restricted for pension plan obligation	452,465	1,630,963	452,465
Unrestricted	33,697,480	29,232,863	32,951,281
Total Net Position	$ **81,877,599**	**79,274,236**	**76,053,793**

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

	Current Month			Prior Year Comparison	
	Actual	Budget	Favorable (Unfavorable) Variance	2013	Favorable (Unfavorable) Comparison
	A	B	A vs B	C	A vs C
Operating Revenues:					
Passenger service	$ 181,914	165,475	16,439	170,690	11,224
Bus advertising	64,849	5,833	59,016	12,095	52,754
Charter service	-	-	-	-	-
Other operating revenues	6,202	6,125	77	6,231	(29)
Total Operating Revenues	252,965	177,433	75,532	189,016	63,949
Operating Expenses:					
Transportation	519,078	503,283	(15,795)	422,593	(96,485)
Customer Programs	15,627	14,274	(1,353)	11,006	(4,621)
Purchased Transportation	694,149	892,483	198,334	749,803	55,654
Service Development	19,701	28,357	8,656	14,169	(5,532)
MIS	30,712	40,071	9,359	32,836	2,124
Vehicle Maintenance	479,605	507,671	28,066	502,691	23,086
Facilities Maintenance	131,354	82,909	(48,445)	96,401	(34,953)
Contracts and Procurements	17,764	18,645	881	15,363	(2,401)
CEO's Office	27,351	52,093	24,742	32,875	5,524
Finance and Accounting	75,664	34,994	(40,670)	34,213	(41,451)
Materials Management	9,252	10,555	1,303	9,429	177
Human Resources	244,801	182,499	(62,302)	98,364	(146,437)
General Administration	21,949	29,107	7,158	26,236	4,287
Capital Project Management	12,292	13,308	1,016	20,652	8,360
Marketing & Communications	29,009	44,463	15,454	32,709	3,700
Safety & Security	84,654	75,981	(8,673)	36,061	(48,593)
Staples Street Center	-	10,107	10,107	-	-
Total Departmental Expenses	2,412,962	2,540,800	127,838	2,135,401	(277,561)
Depreciation	494,167	494,167	-	495,438	1,271
Total Operating Expenses	2,907,129	3,034,967	127,838	2,630,839	(276,290)
Operating Income (Loss)	(2,654,164)	(2,857,534)	203,370	(2,441,823)	(212,341)
Other Income (Expense)					
Sales Tax Revenue	2,911,946	2,882,013	29,933	2,215,525	696,421
Federal, state and local grant assistance	3,359,787	190,517	3,169,270	14,785	3,345,002
Investment Income	9,389	5,500	3,889	6,244	3,145
Gain (Loss) on Disposition of Property	-	-	-	-	-
Street Improvements Program for CCRTA Region Entities	-	-	-	-	-
Net Income (Loss) Before Capital Grants and Donations	3,626,958	220,496	3,406,462	(205,269)	3,832,227
Capital Grants & Donations	-	-	-	-	-
Change in Net Assets	$ 3,626,958	220,496	3,406,462	(205,269)	3,832,227

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

	Year-to-date			Prior Year Comparison	
	Actual	Budget	Favorable (Unfavorable) Variance	2013	Favorable (Unfavorable) Comparison
	A	B	A vs B	C	A vs C
Operating Revenues:					
Passenger service	$ 1,237,543	1,290,480	(52,937)	1,176,355	61,188
Bus advertising	88,182	46,664	41,518	35,428	52,754
Charter service	-	-	-	158	(158)
Other operating revenues	58,758	49,000	9,758	44,304	14,454
Total Operating Revenues	1,384,483	1,386,144	(1,661)	1,256,245	128,238
Operating Expenses:					
Transportation	4,029,648	4,052,564	22,916	3,356,450	(673,198)
Customer Programs	124,870	169,022	44,152	116,178	(8,692)
Purchased Transportation	4,598,336	6,191,468	1,593,132	5,255,083	656,747
Service Development	189,740	214,356	24,616	167,308	(22,432)
MIS	318,887	339,689	20,802	217,587	(101,300)
Vehicle Maintenance	3,660,832	3,969,306	308,474	3,334,851	(325,981)
Facilities Maintenance	1,010,005	684,772	(325,233)	695,333	(314,672)
Contracts and Procurements	140,204	190,641	50,437	107,335	(32,869)
CEO's Office	379,410	455,144	75,734	379,089	(321)
Finance and Accounting	272,751	280,402	7,651	270,828	(1,923)
Materials Management	79,090	85,740	6,650	80,254	1,164
Human Resources	3,188,894	2,657,545	(531,349)	2,039,586	(1,149,308)
General Administration	172,543	236,456	63,913	229,119	56,576
Capital Project Management	118,511	119,614	1,103	124,689	6,178
Marketing & Communications	296,021	405,664	109,643	225,284	(70,737)
Safety & Security	431,876	608,598	176,722	259,176	(172,700)
Staples Street Center	-	80,856	80,856	-	-
Total Departmental Expenses	19,011,618	20,741,837	1,730,219	16,858,150	(2,153,468)
Depreciation	3,953,336	3,953,336	-	3,963,504	10,168
Total Operating Expenses	22,964,954	24,695,173	1,730,219	20,821,654	(2,143,300)
Operating Income (Loss)	(21,580,471)	(23,309,029)	1,728,558	(19,565,409)	(2,015,062)
Other Income (Expense)					
Sales Tax Revenue	22,494,028	22,395,687	98,341	20,641,447	1,852,581
Federal, state and local grant assistance	3,359,787	1,524,136	1,835,651	1,206,786	2,153,001
Investment Income	64,701	44,000	20,701	39,407	25,294
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
Net Income (Loss) Before Capital Grants and Donations	4,410,556	649,803	3,760,753	2,317,465	2,093,091
Capital Grants & Donations	-	-	-	452,778	(452,778)
Change in Net Assets	$ 4,410,556	649,803	3,760,753	2,770,243	1,640,313

RTA Committee on Accessible Transportation (RCAT)
MEETING MINUTES
Friday, August 15, 2014

Advisory Committee Members Present: Mike Rendon, John Lee, David Ramos, Robert Box, Tammye Salinas and Joyce Lopez

Advisory Committee Members Absent: Yvette Silva-Cantu, Roxana Sandoval, Sylvia Wilson, and Richard Balli

Board Members Present: None

Staff Present: Rosa Villarreal, Sharon Montez, John Alexander and Shannon Tabor

Employee Representative(s): None

Call to Order: Mr. Mike Rendon called the meeting to order at 12:00 p.m. Ms. Shannon Tabor called the roll and determined that a quorum was present.

Opportunity for Public Comment
Ms. Elena Buentello, with the Corpus Christi MPO, spoke to the committee in public comment and stated they were federally mandated and federally funded. She mentioned they help coordinate transportation and they work with the county, city and the port. Ms. Buentello advised the committee that a MPO is required for a population for over 50,000 and they have a technical group and a policy committee who is the decision maker. She also advised they are in process of updating their long range plan, which has a 25 year horizon. Ms. Buentello stated they are mandated to do this every five (5) years. Ms. Buentello asked the committee to participate in a transportation survey, which is a part of outreach.
At the end of the meeting, a B-Line rider addressed the committee with some concerns he had with B-Line.

Action to Approve Minutes of July 17, 2014 was approved as presented.

MR. ROBERT BOX MADE A MOTION TO ADOPT THE RCAT MINUTES OF JULY 17, 2014 AS PRESENTED; MR. JOHN LEE SECONDED THE MOTION. RENDON, LOPEZ, RAMOS, AND SALINAS VOTING FOR. SILVA-CANTU, SANDOVAL, WILSON AND BALLI WERE ABSENT.

Action to Approve Minutes of August 1, 2014 was approved as presented.

MR. DAVID RAMOS MADE A MOTION TO ADOPT THE RCAT MINUTES OF AUGUST 1, 2014 AS PRESENTED; MS. JOYCE LOPEZ SECONDED THE MOTION. RENDON, SALINAS, BOX, AND LEE VOTING FOR. SILVA-CANTU, SANDOVAL, WILSON AND BALLI WERE ABSENT.

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

Presentation: Staples Street Center
Mr. Nick Gignac gave a presentation to the committee concerning the new Staples Street Center and the accessibility concerns. Mr. Gignac advised the committee they were working on the Staples Street Center for RTA and the architectures were present at the meeting. Mr. Gignac advised they were working with architectural accessibility consultant, Edgar Farrera, to make sure they were meeting Texas accessibility standards. He also mentioned he was receiving consistent input from CCRTA Administration Staff and the Board. Mr. Gignac discussed accessibility standards, site accessibility, building circulation, specific accessible spaces and miscellaneous accessibility. Mr. Gignac showed the committee the master plan of the site including all ramps on site. He also showed the committee ramps leading up to every doorway and every entrance to the building. Mr. Gignac showed the circulation where you can get into the main entrances of the building. Mr. Gignac mentioned that the transfer station has 6 ramps and can be entered from any point on site. Mr. Gignac shared images of the parking lot with accessible ramps. Mr. Gignac advised the committee there were 141 parking spaces and they were required to have 5 designated ADA spaces by law. He also advised the committee they currently have 10 ADA preferred parking spaces. Mr. Gignac discussed

exterior doors and double sliding doors at all 3 major entrances and there were no barriers to entry of the building. Mr. Gignac advised the committee there is one centrally located elevator, which is a high capacity elevator with doors on both sides. Mr. Gignac also discussed the 2nd floor board room access. Mr. Gignac advised the committee there is a board desk access ramp to accommodate a wheelchair. Mr. Gignac advised that the restrooms in the building meet TAS and ADA standards. He also advised that the drinking fountains also meet standards. Mr. Gignac advised of standards items being included in the building such as tact out signage for the vision impaired; counter heights at the main front desk and the fixed podium in the boardroom to accommodate wheel chair users. Mr. John Lee asked how persons in wheelchairs go into the restrooms. Ms. Villarreal made a suggestion to have similar blue buttons available as used here at the CCRTA. Mr. Gignac advised the committee that the public restrooms are open with no doors. Mr. Rendon and the committee expressed concerns about the elevator not being close to the main entrance. Mr. Rendon also expressed concern about the elevator being down for maintenance and how individuals will travel up or down. Mr. Rendon asked Mr. Gignac to look into that and if the elevator cannot be moved, possibly putting a smaller elevator on the other side of the building. Mr. Gignac advised the committee that they have begun incorporating some of RCAT's ideas. Mr. Rendon asked if Waco Street was going to remain a public street. Ms. Sharon Montez advised the committee it will remain open and they are working with transportation engineers on signage. Mr. Rendon asked if someone is sight or hearing impaired, how they would know it's clear to cross the street. Mr. Gignac stated they might need to look into a sound system or audible system to cross Waco Street. Ms. Joyce Lopez asked about the lighting at the transfer station. Ms. Montez advised the committee the canopy cover will be lit up with good lighting and also mentions external lighting in the area. Ms. Lopez made a suggestion to use different textures to identify the bays.

MPO MTP Update

Ms. Elena Buentello addressed the committee in public comment.

Update: JARC and New Freedom Funds

Ms. Rosa Villarreal gave a brief presentation to the committee. Ms. Villarreal advised that Mr. Rendon and Mr. William Laridis explained the process to the Board and how they came to the final outcome for

recommending funding. Ms. Villarreal advised the committee that the Board supported the funding recommendation. Ms. Villarreal stated there was another call for projects that went out the next day for the remaining funds available. Ms. Villarreal discussed the next steps timeline.

Discussion and Nomination of the 2nd Quarter Unsung Hero Award
The committee reviewed the 2nd Quarter Unsung Hero Award report. After discussion and review, the committee was unanimous in selecting Mr. Richard Ponce and Ms. Elverda Arellano as the 2nd Quarter Unsung Hero Award recipients. This award will be presented to Mr. Ponce and Ms. Arellano at the RCAT meeting in September.

Chairman's Report
Mr. Rendon thanked Ms. Villarreal, Mr. Laridis, Mr. Robinson and staff and the two committee members on the great work done.

Informational Items
These items were made available to the committee members in their packets.

Request for Agenda Items
None requested.

Other Business: It was moved and seconded that the meeting be adjourned. The motion was adopted and the meeting was adjourned at 1:17 p.m. The next meeting will be held on Thursday, September 11, 2014.

SPECIAL MEETING
RTA Committee on Accessible Transportation (RCAT)
MEETING MINUTES
Thursday, August 28, 2014

Advisory Committee Members Present: Mike Rendon, John Lee, David Ramos, Robert Box, Tammye Salinas, Sylvia Wilson, Richard Balli, and Joyce Lopez

Advisory Committee Members Absent: Yvette Silva-Cantu and Roxana Sandoval

Board Members Present: None

Staff Present: Rosa Villarreal, William Laridis and Shannon Tabor

Employee Representative(s): None

Call to Order: Mr. Mike Rendon called the meeting to order at 12:00 p.m. Ms. Shannon Tabor called the roll and determined that a quorum was present.

Opportunity for Public Comment
There were several public comments in support of the Coastal Bend Center for Independent Living (CBCIL). The pastor from First Christian Church addressed the committee. A father of a special needs son addressed the committee in support of CBCIL. The director of Transportation Coordination Network (TCN) addressed the committee.

Discussion and Possible Action to recommend awarding JARC and New Freedom Funds
Mr. William Laridis gave a brief presentation to the committee concerning the remaining funds available for JARC and New Freedom. Mr. Laridis advised the committee about the issuance of the Call for Projects to distribute the remaining funds. Mr. Laridis stated the Grants Review committee met to discuss the proposals and interviewed the applicants who

submitted proposals. He also stated that the recommendation from this committee will be taken to the Board of Directors at next week's meeting. Mr. Laridis discussed each proposal with the committee and explained the funds requested. Mr. Laridis advised the committee the proposals received for JARC funds included CBCIL (mobility management/purchase of service), San Patricio EDC (transportation study) and TCN (vanpool). He also advised the committee the proposals received for New Freedom funds included CBCIL (purchase of service), TCN (purchase of service), and First Christian Church (1 bus). Mr. Laridis explained the evaluation factors with the committee, which included project mobility, effectiveness, benefit to urbanized area, program reach, demonstrated competence, and past performance. Mr. Laridis advised the committee that in reviewing the proposals, there were six (6) individual scores to help determine the average group score. Mr. Laridis shared the committee's recommendation and discussed the next steps. Mr. Mike Rendon asked for discussion from the committee. Ms. Sylvia Wilson stated the decision for granting additional monies to First Christian Church was to make sure the vehicle that would be purchased was ADA compliant. She also stated that San Patricio would help the community as a whole. Mr. Rendon explained the process in making their recommendation. Mr. David Ramos asked if the applicants were required to share the number of people they were going to service. Mr. Laridis advised this question was asked on the application. Mr. Rendon stated there was discussion about the number of people that would be served by each applicant. Ms. Wilson informed the committee that there is a process for reporting back to the RTA on a quarterly basis.

RECOMMENDATION

JARC				
Federal Funds Available $256,574				
	Project Type	**Project Description**	**Federal Share Requested**	**Federal Share Recommended**
CBCIL	Capital	Mobility Management/ Purchase of Service	$ 188,782	$ 78,957
San Patricio EDC	Capital	Transportation Study	$ 120,000	$ 120,000
TCN	Capital	Vanpool	$ 141,834	$ 56,617
Total			$ 450,616	**$ 256,574**

New Freedom				
Federal Funds Available $114,086				
	Project Type	**Project Description**	**Federal Share Requested**	**Federal Share Recommended**
CBCIL	Capital	Purchase of Service	$ 77,307	$ 0
First Christian Church	Capital	(1) Bus	$ 80,000	$ 114,086
TCN	Capital	Purchase of Service	$ 66,000	$ 0
Total			$ 223,307	**$ 114,086**

Action to Recommend Awarding JARC and New Freedom Funds were approved as presented.

MR. ROBERT BOX MADE A MOTION TO RECOMMEND AWARDING JARC AND NEW FREEDOM FUNDS AS PRESENTED; MS. SYLVIA WILSON SECONDED THE MOTION. RENDON, RAMOS, LOPEZ, SALINAS, BALLI, AND LEE VOTING FOR. SALINAS AND SILVA-CANTU WERE ABSENT.

Other Business: It was moved and seconded that the meeting be adjourned. The motion was adopted and the meeting was adjourned at 1:07 p.m. The next meeting will be held on Thursday, September 11, 2014.