



DATE: Wednesday, July 5, 2017
LOCATION: Staples Street Center
 602 North Staples Street, 2ND Floor Board Room • Corpus Christi, TX
TIME: 8:30 a.m.

BOARD OF DIRECTORS' MEETING

CURTIS ROCK (Chair)

Michael Reeves (Vice Chair) ~ Edward Martinez (Secretary)

	TOPIC	SPEAKER	EST.TIME	REFERENCE
1.	Pledge of Allegiance	C. Rock	1 min.	-----
2.	Moment of Reflection	C. Rock	1 min.	-----
3.	Roll Call	C. Rock	2 min.	-----
4.	Reading of Mission & Vision Statements	C. Rock	4 min.	-----
5.	Opportunity for Public Comment	C. Rock	3 min.	<i>No Attachment</i>
6.	Update on RCAT Committee Activities	A. Bauman/ S. Montez	3 min.	<i>No Attachment</i>
7.	Discussion and Possible Action to Approve the Board of Directors' Meeting Minutes of June 7, 2017	C. Rock	2 min.	Pages 1-11
8.	CONSENT ITEMS: The following items are routine or administrative in 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 Recommend the Board Authorize the Chief Executive Officer (CEO) or his Designee to Approve the 2016 Financial Audit & Comprehensive Annual Financial Report (CAFR) by Collier, Johnson & Woods, P.C.	R. Saldaña J. Shepherd C. Milady	3 min.	Pages 12-13 <i>Attachment B PowerPoint</i>
	b) Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or his Designee to Authorize Issuing a Contract to Reliable Transmission Services, LLC for Supply of Refurbished Transmissions	R. Saldaña	3 min.	Page 14-15 <i>PowerPoint</i>

	c) Action to Recommend the Board Authorize the Chief Executive Officer (CEO) to Execute a One-Year Memorandum of Agreement with Texas A&M University-Corpus Christi for Transportation Services	G. Robinson	3 min.	Pages16-17 <i>PowerPoint</i>
9.	Presentations: a. May 2017 Financial b. Procurement Update c. May 2017 Operations Report	R. Saldaña R. Saldaña G. Robinson	5 min. 5 min.	Pages18-21 <i>PowerPoint</i> <i>PowerPoint</i> Pages 22-32 <i>PowerPoint</i>
10.	CEO's Report	J. Cruz-Aedo	5 min.	<i>No Attachment</i>
11.	Chairman's Report	C. Rock	5 min.	<i>No Attachment</i>
12.	Adjournment	C. Rock	1 min.	-----
13.	Information Items: a. Member Inquiry Forms: o Committees Meeting – May 24, 2017 o Board Meeting – June 7, 2017 b. RCAT Minutes – May 18, 2017			<i>Attachments</i>

Total Estimated Time: 46 min.

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On **Friday, June 30, 2017** this Notice was posted by **Dena Linnehan** at the CCRTA Staples Street Center, 602 N. Staples Street, Corpus Christi, Texas; and sent to the Nueces County and the San Patricio County Clerks for posting at their locations.

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 (361) 903-3474 at least 48 hours in advance so that appropriate arrangements can be made. Información en Español: Si usted desea esta información en Español o en otro idioma, por favor llame al teléfono (361) 289-2712.

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Mission Statement

The Regional Transportation Authority was created by the people to provide quality transportation in a responsible manner consistent with its financial resources and the diverse needs of the people. Secondly, The RTA will also act responsibly to enhance the regional economy.



Vision Statement

Provide an integrated system of innovative, accessible and efficient public transportation services that increase access to opportunities and contribute to a healthy environment for the people in our service area.

**REGIONAL TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS' MEETING MINUTES
WEDNESDAY, JUNE 7, 2017**

Summary of Actions

- 1. Pledge of Allegiance**
- 2. Moment of Reflection**
- 3. Conducted Roll Call**
- 4. Reading of Mission and Vision Statements by Chairman**
- 5. Provided Opportunity for Public Comment**
- 6. Heard Update on RCAT Committee Activities**
- 7. Heard Update on Beach to Bay Event**
- 8. Action to Approve Board of Directors' Meeting Minutes of May 3, 2017**
- 9. Action to Approve Consent Agenda Items – a. Recommend the Board Authorize the Chief Executive Officer (CEO) or his Designee to Approve the Scope of Work for Law Enforcement Services RFP Background; b. Recommend the Board Authorize the Chief Executive Officer (CEO) or his Designee to Award a Contract to Victor O. Schinnerer & Co., Inc. for Windstorm and Hail Coverage**
- 10. Action to Recommend the Board to Adopt a Resolution for the Support of an Electric Bus Program, Authorize Low or No Emission Discretionary Bus Program Grant Application Submittal, Issuance of a Request for Proposals for Fixed Route Zero Emission Electric Transit Buses (contract award contingent upon a grant award), and Issuance of a Professional Services Agreement with the Center for Transportation and the Environment (contingent upon a grant award)**
- 11. Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or his Designee to Award a Contract to Brad Hall & Associates for Diesel Fuel Supply**
- 12. Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or his Designee to Approve a Pilot Program for Port Aransas Ferry Shuttle Service**
- 13. Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or his Designee to Approve Revisions to Service Standards**
- 14. Heard Presentations – a. April 2017 Financial Report; b. Procurement Update; c. City of Corpus Christi Bond Projects and Service Impacts; d. April 2017 Operations Report**
- 15. Held Closed Session on Real Estate Matters Involving the Port Ayers Transfer Station**
- 16. Heard CEO's Report**
- 17. Heard Chairman's Report**
- 18. Adjournment**
- 19. Information –**
 - a. Member Inquiry Forms – Committees Meetings - April 26, 2017 & Board Meeting held May 3, 2017**

b. RCAT Minutes – April 20, 2017

The Regional Transportation Authority Board of Directors met at 8:30 a.m. in the Regional Transportation Authority Staples Street Center facility located at 602 N. Staples Street, 2nd Floor Board Room, Corpus Christi, Texas.

Board Members Present: Curtis Rock, Chairman; Michael Reeves, Vice Chairman; Edward Martinez, Secretary; George B. Clower; Tom Niskala; Glenn Martin; Scott Harris; A.R. 'Butch' Escobedo and Abel Alonzo.

Board Members Absent: Larry Rucker Young

Staff Present: Jorge Cruz-Aedo, CEO; Daniel Benavides, Esteban Campos, David Chapa; Sherrié Clay; Kelly Coughlin, Bryan Garner, Denise Jones, Dena Linnehan, Sharon Montez, Christina Perez, Mike Rendón, Gordon Robinson, Robert Saldaña; Susan Teltschik

Public Present: John Bell, Wood, Boykin, Wolter, CCRTA Legal Counsel; Benjamin Schmit, MV Transportation; Gina Salazar & Michael A. Hinojosa, ATU-Local 1769; Ray Hernandez, Iconic Signs; Ann Bauman, RCAT; Ronald Berglund, RIDC; Ray Madrigal, Citizen

Call to Order & Roll Call

Mr. Curtis Rock called the meeting to order at 8:30 a.m., announced the Pledge of Allegiance and held a moment of reflection. Mr. Edward Martinez called Roll and stated a quorum was present.

Mr. Rock read the Agency's Mission and Vision Statements aloud and asked everyone to reflect on the purpose of the Agency.

Provided Opportunity for Public Comment

Ms. Gina Salazar at ATU-Local Union commented on their concern with the revised Employees' Holiday Schedule and Pay. She asked the Board if they would revisit the changes made since the schedule was different from previous discussions and meetings between the Union and the Authority.

Mr. Ray Madrigal spoke on possibly getting longer microphones for the board panel as it is hard to hear the board members when speaking to the audience. He also commented on the bus fare for Port Aransas (inaudible).

Heard Update on RCAT Committee Activities

Ms. Ann Bauman reported on the RCAT meeting held May 18, 2017 and said there were about 11 people who spoke on the ADA concerns of recent bus stop and route changes who felt they were not being considered. She encouraged the public to stay and hear their program as both the RCAT members, as an Advisory Committee, and the RTA Staff and Board members view their concerns seriously. Ms. Bauman also

mentioned she had shared this information with Director Harris when she saw him at another event and mentioned to let the other Board members know of these concerns.

Ms. Bauman said the Committee had selected the next Unsung Hero Award winner, and that the Committee still has the need for additional members. She said the Committee discussed the Port Aransas Pilot Bus Shuttle Program and as a former resident, she was felt positive this program would work out from lessons learned at the prior pilot program, and would be helpful to the businesses in Port Aransas. She stated the Committee updated their citations for the month, and majority were the ADA architect being blocked, even with the \$500 fine people need to watch where they park.

Heard Update on Beach to Bay Event

Mr. Jorge Cruz-Aedo commented on the Authority's continued support and partnership with Beach to Bay for transportation of runners to the event, including several employees that ran a relay in the event. He also provided a PowerPoint with pictures of the buses and runners, and the employees who placed in the run. Mr. Cruz-Aedo also thanked the operators and maintenance employees and all involved for a successful event.

Action to Approve the Board of Directors Meeting Minutes of May 3, 2017

MR. TOM NISKALA MADE A MOTION TO APPROVE THE BOARD OF DIRECTORS' MEETING MINUTES OF MAY 3, 2017. MR. GLENN MARTIN SECONDED THE MOTION. THE MOTION CARRIED. ROCK, REEVES, MARTINEZ, NISKALA, GRANADO, CLOWER, MARTIN, HARRIS, ESCOBEDO AND ALONZO VOTING IN FAVOR. YOUNG ABSENT.

HEARD CONSENT AGENDA ITEMS

Mr. Rock stated Consent Agenda Items A and B were approved as shown below with Item A being pulled by Mr. A.R. 'Butch' Escobedo for further discussion.

- a. Action** to Recommend the Board Authorize the Chief Executive Officer (CEO) or his Designee to Approve the Scope of Work for Law Enforcement Services RFP Background

Mr. Mike Rendón gave a presentation on the scope of work with details and required training officers would require for this program, and to also focus on improved security and law enforcement officer presence. He mentioned on April 26, 2017, the Administration & Finance Committee reviewed the scope of work, and on May 3, 2017 at the Board Meeting, a Request for Proposals (RFP) was approved by the members.

Mr. Tom Niskala thanked Mr. Rendón for the response to Mr. Larry Young's previous concerns regarding training and details surrounding this RFP. Mr. Abel Alonzo stated he would like to see the officers in this program become more proactive instead of reactive. Mr. Escobedo stated he preferred to have Mr. Young present due to his expertise, yet thanked Mr. Cruz-Aedo for reaching out to him to respond, and Mr. Escobedo felt he could move forward with this item today. Ms. Angie Granado

commented that legislative actions taken at the State level in the recent sessions had passed the Police Protection Act, which protects officers from hate crimes like what happened in Dallas, Texas at D.A.R.T. She stated it would be beneficial for our officers to receive this positive training, and Mr. Rendón stated this type of training was part of the scope of work, to include being trained in good Customer Service, ADA and SWAT, not just enforcing the law. Mr. Alonzo stated he and Mr. Young had previously requested this to be part of training and thanked Mr. Rendón for adding to the scope of work.

MR. MICHAEL REEVES MADE A MOTION TO RECOMMEND THE BOARD AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) OR HIS DESIGNEE TO APPROVE THE SCOPE OF WORK FOR LAW ENFORCEMENT SERVICES RFP BACKGROUND. MR. NISKALA SECONDED THE MOTION. THE MOTION CARRIED. ROCK, REEVES, MARTINEZ, NISKALA, GRANADO, CLOWER, MARTIN, HARRIS, ESCOBEDO AND ALONZO VOTING IN FAVOR. YOUNG ABSENT.

b. Action to Recommend the Board Authorize the Chief Executive Officer (CEO) Windstorm and Hail Coverage

MR. NISKALA MADE A MOTION TO RECOMMEND THE BOARD AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) WINDSTORM AND HAIL COVERAGE. MR. ALONZO SECONDED THE MOTION. THE MOTION CARRIED. ROCK, REEVES, MARTINEZ, NISKALA, GRANADO, CLOWER, MARTIN, HARRIS, ESCOBEDO AND ALONZO VOTING IN FAVOR. YOUNG ABSENT.

Action to Recommend the Board to Adopt a Resolution for the Support of an Electric Bus Program, Authorize Low or No Emission Discretionary Bus Program Grant Application Submittal, Issuance of a Request for Proposals for Fixed Route Zero Emission Electric Transit Buses (contract award contingent upon a grant award), and Issuance of a Professional Services Agreement with the Center for Transportation and the Environment (contingent upon a grant award)

Ms. Sharon Montez commented there are four areas to accomplish with this item; 1 –to adopt a resolution to support the electric bus program; 2 –authorize submittal of a grant application for the bus program; 3 –request issuance of an RFP for fixed route; and 4 –to issue a professional agreement to assist with project management of the program, and all are contingent upon being awarded the grant. Ms. Montez spoke on research she gathered regarding previous concerns by the Board with this type of program. She stated the Federal Transportation Administration (FTA) released a Notice there is \$55 million dollars of funds available for a Lo/No Grant or Zero/Low Emission Transit Bus Purchase or Lease that will include construction and installation of charging stations and equipment for the buses.

She commented the FTA has recognized a transformation in the industry for the autonomous and electric vehicles and how this is changing the transit industry. Using a

PowerPoint presentation, Ms. Montez stated we are looking to purchase 5-35 foot electric buses. Ms. Montez said that ownership costs are 18 percent better for electric over diesel. Per the State of Texas' Chapter 451 the Authority is governed under, we would be required to issue an RFP for procurement, even though the FTA waives the competitive procurement process, and it would be contingent upon grant award, she said. Ms. Montez also said that the Chief Executive Officer (CEO) requested authorization from the Board Chairman to move forward, given the grant timeline was approved.

Ms. Montez reported for bus mileage, diesel is at 3.8 mpg while electric buses receive 21 mpg, and cost comparison of diesel versus electric (zero emissions) is \$0.84 versus \$0.19, for an estimated savings over the life of an electric versus diesel being estimated around \$300,000. She reported electric bus estimates at \$750,000, or total costs of 5 electric buses at \$3.7 million. She stated the Federal funds of \$2.9 million with a local amount of around \$843,750, or 22.5 percent match with additional funding of supporting equipment would be applied for in a grant. Mr. Alonzo questioned we do not need to go out an RFP for additional funds, and Ms. Montez again stated no as the FTA is waving the competitive process as part of the grant award. She stated Proterra has sold over 400 electric buses to several transit authorities in 38 cities and ongoing since 2009.

Ms. Granado commented on her recent education on the electric vehicles while in legislative session over the past six months has shown that every area is different, and asked if we have had an assessment of the program for our community. Ms. Montez stated we are working with Center for Transportation and Environment (CTE) to utilize their project management expertise, and we will also be working closely with AEP Energy to find out what companies in the area are using for electricity as the research has shown some companies utilizing both solar and/or wind as a means for the electricity depending on the locale. She stated other entities in the area awarded grants, is the basis behind the Lo/No Grants from the Federal Government, and Mr. Cruz-Aedo commented the Federal Government has allowed the Lo/No Grants to be awarded for the specific purpose as a testing of the electrical fleet throughout the nation. Ms. Granado asked if the Agency had done any analysis regarding the program, and Ms. Montez stated no we have not. She commented the grant will not be awarded until late Summer and we are requesting approval to submit a grant application by the deadline date of June 20, 2017. Mr. Cruz-Aedo commented this is a one-time opportunity for the Agency, and Ms. Montez commented if we receive the grant, we have several months to move forward with further analysis of the project as we will have up to 3 years before spending any funds.

Mr. Niskala commented on his concerns with the process and the \$843,000 evaluation on a concept that may or may not be a viable system for the Agency. He said he would like to hear more on the discussions held in the previous Operations & Capital Projects Committee meeting, and questioned other avenues to utilize in order to reduce costs associated with the program. He commented he was not comfortable with the Agency taking on this project since we are currently going through a fleet change to natural gas buses.

Ms. Montez stated other agencies are seeing cost savings on their electric buses of \$300,000 over the life of the bus since there are no oil or transmission fluid changes, moving parts, which keeps maintenance at a minimum. She commented fuel costs are also reduced and the charging costs are still less than what we are currently paying for our maintenance costs. Ms. Montez stated historical data is available and we can work with CTE to pull the data to perform detailed analysis of the program.

Mr. Cruz-Aedo stressed this item is for grant submission, and if awarded, the Agency must use the funds to purchase and operate the electric buses as part of their fleet, and the submission deadline is June 20, 2017. He mentioned if we were to receive the award, we still were able to perform necessary research and analysis before we actually accept the award as we are requesting the Board to approve this item to move forward and submit the grant application so as to not miss out on the opportunity and be considered in line of the award process with the Federal Government.

After General Discussion, board members would like to see additional information gathered in order to make a better defined decision on this program for the Agency and would like to move forward with approving grant application submittal.

MR. REEVES MADE A MOTION TO RECOMMEND THE BOARD TO ADOPT A RESOLUTION FOR THE SUPPORT OF AN ELECTRIC BUS PROGRAM, AUTHORIZE LOW OR NO EMISSION DISCRETIONARY BUS PROGRAM GRANT APPLICATION SUBMITTAL, ISSUANCE OF A REQUEST FOR PROPOSALS FOR FIXED ROUTE ZERO EMISSION ELECTRIC TRANSIT BUSES (CONTRACT AWARD CONTINGENT UPON A GRANT AWARD), AND ISSUANCE OF A PROFESSIONAL SERVICES AGREEMENT WITH THE CENTER FOR TRANSPORTATION AND THE ENVIRONMENT (CONTINGENT UPON A GRANT AWARD). MR. HARRIS SECONDED THE MOTION. THE MOTION CARRIED. ROCK, REEVES, MARTINEZ, NISKALA, GRANADO, CLOWER, MARTIN, HARRIS, ESCOBEDO AND ALONZO VOTING IN FAVOR. YOUNG ABSENT.

Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or Designee to Award a Contract to Brad Hall & Associates for Diesel Fuel Supply

Mr. Robert Saldaña reported that with the conversion from diesel to CNG in 2013, our diesel costs reduced, the Agency would like to lock into fixed pricing with a vendor for our diesel fuel supply. He commented we are 65 percent converted to CNG, although we are still utilizing buses that require diesel fuel, and an Invitation for Bid (IFB) was issued on March 13, 2017 as a 3-year fixed-price contract. Mr. Saldaña said 13 proposals were received; 1 did not meet deadline date and was disqualified, 2 deemed non-responsive did not meet bid criteria with acknowledgement of the addendums, and the other did not have their price schedule per the bid criteria. He mentioned of the 10 proposals reviewed who met the criteria, Brad Hall & Associates had the best pricing. This item was presented to the Board on May 24, 2017 at the Operations & Capital Projects Committee meeting.

MR. HARRIS MADE A MOTION TO RECOMMEND THE BOARD AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) OR HIS DESIGNEE TO AWARD A CONTRACT TO BRAD HALL & ASSOCIATES FOR DIESEL FUEL SUPPLY. MR. ESCOBEDO SECONDED THE MOTION. THE MOTION CARRIED. ROCK, REEVES, MARTINEZ, NISKALA, GRANADO, CLOWER, MARTIN, HARRIS, ESCOBEDO AND ALONZO VOTING IN FAVOR. YOUNG ABSENT.

Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or his Designee to Approve a Pilot Program for Port Aransas Ferry Shuttle Service

Mr. Gordon Robinson reported on this Pilot Program and that in order to implement this project, staff is requesting the Board to pass this item. He continued with this program will help expedite travel to employees working in Port Aransas and the businesses. Mr. Robinson reported the estimated operating costs at \$122,210, leasing costs at \$64,500, marketing costs at \$7,500 for a total annual cost for the pilot program at \$194,210. He commented that during the peak tourism season, this pilot program is designed to transport workers as quickly as possible to and from employment locations in Port Aransas. He stated with assistance from TxDOT, buses will travel within a preferential lane at ferry terminals on each side of the Corpus Christi Channel to employment locations in Port Aransas.

Mr. Alonzo commented he does not support this pilot program as the fare is less than what all other riders pay. Mr. Cruz-Aedo commented we entered into an agreement with Port Aransas over 31 years ago when the RTA was created and the fare structure was set at \$0.25 per fare.

Mr. Harris asked why the Robstown fare cannot be lowered to be the same as Port Aransas, and Mr. Cruz-Aedo commented a bond contract was set with Robstown and other cities, that we cannot lower fares as the Agency can only increase fares. Mr. Alonzo asked to make a motion to lower the fares for other cities and Mr. Rock called the motion out of order.

Mr. Cruz-Aedo again commented there are interlocal agreements with other cities on fare structure. Mr. Escobedo asked how long of a pilot program and Messrs. Cruz-Aedo and Robinson commented would be for this year. Ms. Granado and Mr. Rock commented the item is to approve a pilot program needed for workers to travel to their place of employment on the island of Port Aransas.

MR. REEVES MADE A MOTION TO RECOMMEND THE BOARD AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) OR HIS DESIGNEE TO APPROVE A PILOT PROGRAM FOR PORT ARANSAS FERRY SHUTTLE SERVICE. MR. GRANADO SECONDED THE MOTION. THE MOTION CARRIED. ROCK, REEVES, MARTINEZ, NISKALA, GRANADO, CLOWER, MARTIN, HARRIS, ESCOBEDO AND ALONZO VOTING IN FAVOR. YOUNG ABSENT.

Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or his Designee to Approve Revisions to Service Standards

Mr. Gordon Robinson reported on service standards from the last revision in December 2013 and revisions currently needed in order to improve service delivery and also to budget for new and additional amenities. After several discussions at previous meeting on this subject, all agreed that the on-time performance is working very well even with all the bond projects and construction on the streets. Mr. Robinson also stated for the bus stop spacing, changes are being proposed by increasing distance between stops, shelters/shade structures added to be conducive in order to increasing ridership growth within ¼ mile, and benches installed at stops for ridership who meet the criteria of 15 daily boardings.

Mr. Alonzo commended Mr. Robinson for bringing this to the RCAT Committee yet would like to table the item and made a motion to table, as he believes it will have a negative impact on the ridership because the ridership should be educated on the changes before they are implemented, especially for the disabled community. Chairman Rock asked if Mr. Alonzo wanted to make a motion to table the item which he responded yes, so Chairman Rock called for a motion and vote.

MR. ALONZO MADE A MOTION TO TABLE THIS ITEM. MR. ESCOBEDO SECONDED THE MOTION. THE MOTION DID NOT CARRY. ESCOBEDO AND ALONZO VOTING IN FAVOR, ROCK, REEVES, MARTINEZ, NISKALA, GRANADO, CLOWER, MARTIN, AND HARRIS VOTING NO. YOUNG ABSENT.

Mr. Robinson commented the standards are in place as a guideline to follow as we move forward with changes, and there is a 30-day notice we provide to the ridership at the locations prior to any changes. Chairman Rock commented he does not support tabling the item as the Agency needs to plan and budget for the changes at this time. Mr. Cruz-Aedo commented on the recommendations are coming from Transit Plan 20/20 where the public and ridership were made aware of future changes and/or revisions of our bus stops for reliability of the system to benefit the riders. Mr. Escobedo also continued with this item as he seconded the motion to table as a respect to Mr. Alonzo since he rides the buses and has relationship with the riders. Mr. Alonzo again stressed he does not support this item from the rider's perspective. Mr. Reeves commented on the community outreach of riders including those with disabilities and Mr. Robinson stated the feedback was positive and based on Transit Plan 20/20. Mr. Reeves asked why the RCAT Committee members were against these changes and Mr. Alonzo commented they felt it would be a burden to them with the distance between bus stops.

Chairman Rock recognized Messrs. Alonzo and Escobedo's motion and asked for a vote from the Board members.

THE ITEM WAS NOT TABLED AND A NEW MOTION WAS MADE BY MR. NISKALA TO RECOMMEND THE BOARD AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) OR HIS DESIGNEE TO APPROVE REVISIONS TO SERVICE STANDARDS. MS. GRANADO SECONDED THE MOTION.

THE MOTION CARRIED. ROCK, REEVES, MARTINEZ, NISKALA, GRANADO, CLOWER, MARTIN, AND HARRIS VOTING IN FAVOR, ESCOBEDO AND ALONZO VOTING NO. YOUNG ABSENT.

Heard Presentations:

a) April 2017 Financial Report

Mr. Saldaña reported April 2017 financial performance fell short of budgeted amounts by \$254,582, and attributed to sales tax decrease by \$275,722, operating revenues decreased by \$50,085, operating costs increased by \$116,820, and offset by Federal grant drawdowns of \$222,968 in excess due to the timing of the drawdowns. He reported April sales tax estimate of \$2,337,278, less than April 2016 collections by \$82,921, and sales tax collections for March 2017 at \$11,764 increase over 2016.

Mr. Saldaña commented Passenger Service was \$147,283 vs. \$138,063 in 2016 in April; an increase of \$9,220, or 6.67 percent, and \$52,831 lower than current budget estimates, or 26.4 percent. Other operating revenues include advertising at \$54,764 vs. \$52,018, or an increase of \$2,746. He stated departmental expenses being under budget by \$201,446, or 7.7percent, and YTD expenses decreased by \$527,503, or 5.04 percent due to timing of invoices for supplies and higher health insurance costs.

b) Procurement Update

Mr. Saldaña reported current procurements of a diesel fuel contract for Board review in May being \$1.5 million was sent to 67 vendors, 11 vendors attending the pre-bid meeting and 13 bids received; 1 being late and 2 being non-responsive as he had mentioned earlier on Agenda Item no. 11 being awarded to Brad Hall & Associates. He commented the contract for windstorm and hail insurance was for one-year at \$155,000, 57 companies contacted with 3 vendors attending and 3 bids received.

Mr. Saldaña continued with the 4 month outlook for Brass Fittings and Hydraulic Hoses two-year contract at \$84,000; Rebuilt Transmissions two-year contract at \$45,000; Local and Long Distance Provider three-year contract at \$81,648; Law Enforcement contract terminated and now go out for an RFP estimated at \$700,000; Pension Benefits contract at \$36,000 and Portfolio Management at \$186,000. He commented the CEO signature projects are for pest control services at \$20,260 and a Solid Waste Service contract at \$20,000. Mr. Saldaña also included month-to-month contracts for Long Term Disability at \$21,550, and Marina Rental at \$11,893.

He continued with a response to a previous request by Mr. Escobedo regarding the budget for Public Outreach in Marketing and stated the agency has spent \$51,000 for 2017; \$36,000 with Kailo, \$15,000 with GeoMedia, or 10 percent of the \$451,000 Marketing budget. He stated 7 percent, or \$35,000 for media buys makes up 17 percent of the Marketing budget for public outreach. He mentioned the costs for staff include time spent on service changes, time spent at stations, and time spent on public outreach by Marketing, Planning and Transportation personnel. He stated

actual figures vary dependent upon an employee's pay rate and time spent doing public outreach. Mr. Alonzo commended Staff for being out at the stations performing the public outreach and said it does work and benefits the ridership, and helps to develop working relationships with the operators and riders.

Mr. Escobedo referenced the Long-Term Disability contract and asked who is the Agent of Record, if commissions are being paid and when it renews. Mr. Saldaña responded he would get with Human Resources since they are working on the Scope of Work of this contract. He did comment the contract is based on a 3 year contract and once it is up for renewal, an RFP will be required to be issued.

c) City of Corpus Christi Bond Projects and Service Impacts

Using a PowerPoint, Mr. Robinson reported on 18 separate bond projects currently being worked on, or to be worked on in the future by the City of Corpus. He stated this has been an agency-wide effort by Transportation, Marketing and Planning departmental personnel to inform riders of the changes and how it impacts the service. A map was displayed of the RTA system highlighting the areas where the bond projects are currently taking place and future areas of construction. Mr. Robinson stated the Six Points location has been temporarily moved in front of the Office Depot store area and effects Routes 5, 5s, 15s, 17, 19, 29 and 29s as part of Phase 1. He mentioned there will be several Phases, as current projects near completion are finalized and start-up of other areas begin in mid-to-late Summer, and then later in 2017 are implemented. Mr. Robinson stated changes are provided to the public in order to keep them informed through outreach, maps and notices on the buses and through the social media and the RTA website.

Mr. Alonzo commented on the operators and thanked them for understanding the changes and working with the riders frustrations. Mr. Scott Harris asked if the City was educated on the reroutes and how they might address these construction realignments so buses aren't utilizing the smaller residential streets. Mr. Cruz-Aedo responded we talked with the City to make sure we are all informed and stay abreast of bond project constructions. Ms. Granado wanted to see a Marketing presentation on social media updates, and asked how the public was being made aware of these changes on reroutes. Ms. Kelly Coughlin commented she will provide this information at the next meeting and Mr. Robinson said we are putting signage in the buses and doing outreach at the locations to make the public aware of the changes.

Mr. Escobedo asked if how we relay this to the Spanish-speaking only community, and Ms. Coughlin stated we have relayed this information to not only media at television and radio stations and *Caller Times* publications, we also have a media spot with Cotton Broadcasting on radio station 104.1, and *UniVision* who will broadcast a commercial for us on this project.

d) April 2017 Operations Report

Mr. Gordon Robinson reported on April 2017 Operations using a PowerPoint, boardings for all services in April 2017 totaled 430,275, or 3.1 percent compared to

444,168 in 2016, a 13,893 decrease. Mr. Robinson continued with unleaded fuel costs being at \$2.12 per gallon versus \$1.89 per gallon in 2016, and approximately 2.2 inches of rain was recorded for April compared to 3.4 inches in 2016. He also stated there was an increase of 12,966 boardings in 2017 versus April 2016. The B-Line ridership for the month of April 2017 was 15,899 compared to 17,288 for April 2016, a 1,389 less trips, or an 8.0 percent decrease, and he commented the YTD 2017 ridership is 65,694, a 3.5 percent decrease from the 68,040 YTD stats in 2016. On-time performance was a little under for the month of April, and mentioned there were 85 reported CAF's in April 2017, a 15 percent increase compared to the month of March 2017, and 7 were commendations. He said there were 3 accidents for the month and all were determined as non-preventable which our accident rate is 1.01.

Closed Session on Concerning Real Estate Matters involving the Port Ayers Transfer Station

Chairman Rock announced it was 10:13 a.m. and the Board would be going into Closed Session to discuss Concerns of Real Estate Matters involving the Port Ayers Transfer Station under Section 551.072 of the Texas Open Meetings Act.

No Action Taken and Chairman Rock reconvened the meeting at 10:37 a.m.

Heard CEO's Report

Mr. Cruz-Aedo welcomed Derrick Majschik as the Director of Transportation coming from Fort Worth, Texas and he spoke and thanked the Agency for the opportunity. Mr. Cruz-Aedo recognized the Agency as being in the publication *Metro Leader* article, "Downtown gets Facelift Experiencing Growth," and our Chairman Rock and the Senator were pictured in the article.

Heard Chairman's Report

Mr. Curtis Rock deferred his time to other board members where Mr. Niskala welcomed Mr. Majschik, Ms. Granado said hello as she had been away at Legislative Session the past six months, Mr. Martin spoke on workers who come to Port Aransas and they pay \$1.25 or \$1.50 and wanted to mention as part of the pilot program, and it needs to be implemented for these workers.

Adjournment

There being no further business, the meeting was adjourned at 10:45 a.m.

Submitted by: Dena Linnehan

Edward Martinez, Secretary



Subject: Approve the 2016 Financial Audit & Comprehensive Annual Financial Report

Background

The Fiscal 2016 Comprehensive Annual Financial Report (CAFR) is being submitted to the Administration & Finance Committee for review. Messrs. F. John Shepherd, CPA, President, and Craig Milady, CPA, Audit Manager, both of the accounting firm of Collier, Johnson, & Woods, P.C., have provided an overview of the financial performance of the Year Ended December 31, 2016, and express opinions on any findings identified during the course of the audit.

The CAFR has been reviewed by the auditors and their input has been incorporated throughout the document. The auditors have expressed an “unmodified,” or clean, opinion. This type of opinion is issued when the auditors feel that financial statements are presented, in all material respects, in accordance with applicable financial reporting framework. The document also contains the single audit reports which are required of the Authority as a recipient of Federal Funds.

The prior year 2015 CAFR was awarded the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting, and the 2016 CAFR will be submitted to GFOA once approved by the Board.

Identified Need

As a part of the annual audit, the auditor also submits a “Management Letter” detailing any internal control or operating efficiency issues that came to their attention during the audit. Collier, Johnson & Woods, P.C. are finalizing their determinations and will provide a management letter, if necessary, at the July 5 Board meeting.

Financial Impact

None at this time.

Committee Review


This item was reviewed and approved at the Administration & Finance Committee meeting on June 28, 2017.

Recommendation

Staff requests the Board of Directors to Approve the 2016 Comprehensive Annual Financial Report (CAFR).

Respectfully Submitted,

Submitted by: Daniel Benavidez
Comptroller

Reviewed by: 
Robert M. Saldana
Managing Director of Administration

Final Approval by: 
Jorge Cruz-Aedo
Chief Executive Officer



**COMPREHENSIVE ANNUAL
FINANCIAL REPORT**
FOR THE YEARS ENDED DECEMBER 31, 2016 AND 2015



**CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY**



Subject: Authorize Issuing a Contract to Reliable Transmission Services-Texas, LLC for the supply of Rebuilt Transmissions

Background

The Agency is in need of a contractor to provide refurbished transmissions to keep the fleet in state of good repair. Replacement transmissions are needed due to the life cycle of the fleet. The fleet average age is now over 6.5 years old, this requires the maintenance department to be proactive in having inventory stock ready for any type of failures on the fleet. The Board of Directors approved the issuance of Invitation for Bid (IFB – No.2017-SP-10) at the April 5, 2017 meeting. An IFB was advertised on April 13, 2017 and bids due on May 18, 2017. The bid was structured as a two-year firm supply agreement with a one-year option; the option year will require Board of Directors approval.

This contract will be specified to meet or exceed “Original Equipment Manufacturer” (OEM) specifications to ensure a quality product to meet our duty cycle demands for the fleet. The Vehicle Maintenance Department will only purchase transmissions that are under this Agreement. It would be advantageous for the Agency to lock-in this supply contract price, as the alternative of paying out-of-contract prices, results in higher annual parts expenses in a volatile market, and the excessive administration time of staff for parts procurement processes.

Bidders submitted pricing based on per unit replacement (rebuilt) transmissions and the table below illustrates the bid proposals received by the Agency.

**BID TABULATION FOR
IFB NO. 2017-S-10
REBUILT TRANSMISSION**

Bid Closing: 05/18/2017 by 3:00pm

Vendor	Allison Model #/Serial #	Price Each	Delivery Days
Allison Trans Tech, LLC	B400R-5 SN#6510861760	\$4,495.00	10
Allison Trans Tech, LLC	B400R-5 SN#6511297981	\$4,495.00	10
Total Bid		\$8,990.00	
Option Year Percentage:		Not Stated	

Vendor	Allison Model #/Serial #	Price Each	Delivery Days
Reliable Transmission Service-Texas, LLC.	B400R-5 SN#6510861760	\$4,395.00	3 Business Days
Reliable Transmission Service-Texas, LLC.	B400R-5 SN#6511297981	\$4,395.00	3 Business Days
Total Bid		\$8,790.00	
Option Year Percentage:		0%	

NON-RESPONSIVE BIDDER - NOT CONSIDERED FOR AWARD			
Vendor	Allison Model #/Serial #	Price Each	Delivery Days
DARTCO Transmission	B400R-5 SN#6510861760	\$5,191.80	3
DARTCO Transmission	B400R-5 SN#6511297981	\$5,191.80	3
Total Bid		\$10,383.60	
Option Year Percentage:		5%	

Non-responsive bids due to vendor did not follow bid instructions; Acknowledgement of addenda # 1 was not received in bid.

Identified Need

A transmission rebuilder is needed to ensure the fleet will be maintained to the state of good repair. This contract will allow for a faster repair time for the fleet, which will keep the operation in ready status to meet daily service demands for our riding public. This Supply Agreement will be a two-year base contract and one (1) one-year option.

Financial Impact

Total amount of usage will determine actual expenditures FY2017 & FY2018 Operating Budget local funds, and have been budgeted for this activity in the 2017 Operating budget. The total amount not to exceed \$85,495 for the two year base contract, and option year must be approved by Board of Directors.

Committee Review

This item was reviewed and approved at the Operations & Capital Projects meeting on June 28, 2017

Recommendation

Staff requests the Board of Directors to Authorize the Chief Executive Officer (CEO) or Designee to issue a contract to Reliable Transmission Services Texas, LLC for the supply of Rebuilt Transmissions.

Respectfully Submitted,

Submitted by: Bryan J. Garner
Director of Maintenance

Reviewed by: 
Robert M. Saldaña
Managing Director of Administration

Final Approval by: 
Jorge Cruz-Aedo
Chief Executive Officer



CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Board of Directors Meeting Memo

July 5, 2017

Subject: Discussion and Possible Action to Recommend the Board Authorize the Chief Executive Officer (CEO) to Execute a One-Year Memorandum of Agreement with Texas A&M University-Corpus Christi for Transportation Services

Background

RTA has operated bus service for Texas A&M University – Corpus Christi (TAMU-CC) since the year 2000. Currently, the service consists of Route 60 – The Momentum Shuttle and Route 63 – The Wave. In addition, TAMU-CC students, employees, and faculty who display a valid “SAND DOLLAR” identification ride all fixed route and B-Line services at no charge. A Memorandum of Agreement containing reimbursement costs is negotiated annually.

Route 60 – The Momentum Shuttle provides transportation between student housing areas at Momentum Village and the main campus. In the 2016-2017 academic year, this service operated on weekdays on a 10-minute frequency between 7:30 a.m. and 1 p.m. and every 20 minutes from 1 p.m. and 7:30 p.m. For the upcoming 2017-2018 academic year, Route 60 will operate the same service levels but end at 6 p.m. on Fridays. From January through May 2017, ridership increased 43% as compared to the same period in 2016.

Route 63 – The Wave provides transportation to student housing, off campus apartments, retail and grocery shopping establishments at Moore Plaza, the Southside Station, and to the main campus. In the 2016-2017 academic year, this service operated seven days per week on a 60-minute frequency between 7:15 a.m. and approximately 11:00 p.m. Monday through Friday, 7:15 a.m. and 9:10 p.m. on Saturdays, and 11:15 a.m. and approximately 8:00 p.m. on Sundays. For the upcoming 2017-2018 academic year, Route 63 will operate the same service levels but one additional vehicle will be inserted in the peak morning, afternoon, and evening periods to better accommodate ridership growth. From January through May 2017, ridership increased 74% as compared to the same period in 2016.

Financial Impact

Both the RTA and TAMU-CC share the cost of the transportation services. RTA has negotiated reimbursement from TAMU-CC for the 2017-2018 Fall, Spring, and Summer semesters in the amount of \$132,827.20 for Route 63. The estimated annual cost to operate the Route 63 service is \$288,754.79.

RTA has negotiated reimbursement from TAMU-CC for the 2017-2018 Fall and Spring semesters in the amount of \$68,622.74 for Route 60. The estimated annual cost to

operate the Route 60 service is \$298,359.72. Total estimated annual cost for both services is \$587,114.51.

Committee Review

This item was reviewed and approved at the Operations & Capital Projects Committee meeting on June 28, 2017.

Recommendation

Staff requests the Board of Directors to Authorize the Chief Executive Officer or his designee to execute a one-year Memorandum of Agreement in the amount of \$132,827.20 with TAMU-CC for Route 63 service and \$68,622.74 for Route 60 service for a total of \$201,449.94.

Respectfully Submitted,

Submitted by: Gordon Robinson
Director of Planning

Final Approval by: 
Jorge Cruz-Aedo
Chief Executive Officer



Subject: May 2017 Financial Report

NOTICE: The Authority's December 31, 2016 year-end audit is underway, with a projected completion date of June 30, 2017. Since the year-end audit adjustments, which affect the balance sheet, have not been finalized, the financial report for May 31, 2017 will only include the Income Statements.

SUMMARY: The Authority's net financial performance for the month of May falls short of budgeted amounts by \$120,413. The monthly variance is attributed to sales tax falling short of budgeted amounts by \$124,837, operating revenues falling short of budgeted amounts by \$91,368, operating costs exceeding budgeted amounts by \$38,047, and offset by Federal grant assistance drawdowns of \$216,446 in excess of the monthly amount budgeted due to the timing of the drawdowns.

REVENUES

- **Sales Tax** – May sales tax has been estimated at \$2,479,163 which is greater than May 2016 actual collections by \$109,430.

UPDATE – SALES TAX COLLECTIONS FOR April 2017 SALES OF \$2,468,112.56 WERE RECEIVED ON JUNE 9, 2017 AND ARE \$47,913.16 HIGHER THAN COLLECTIONS FOR THE SAME PERIOD LAST YEAR, AN INCREASE OF 1.9%. YEAR-TO-DATE COLLECTIONS FOR 2017 TOTAL \$10,029,588.61 WHICH ARE 8.9% (\$984,011.39) UNDER 2017 BUDGETED AMOUNTS.

- **Operating Revenues** – For the month of May, Passenger Service was \$150,264 vs. \$141,607 in 2016 – an increase of \$8,657 (6.1%), and \$49,849 (24.9%) lower than current budget estimates. Other operating revenues, which includes advertising, were \$10,499 vs. \$52,018 budgeted for a net shortfall of \$41,519.

EXPENSES

Over all, monthly departmental expenses are under budget by \$280,219, or 8.9%. For the year to date, expenses are under budget by \$725,337, or 5.34%. The majority of the variances are due to timing of invoices for supplies and cost-savings from several unfilled staff positions, offset by higher health insurance costs. Following are comments relating to the specific expense categories.

- **Salaries & Benefits** – May reflects \$1,099,257, which is 7.51% (\$89,309) under budgeted amounts. For year to date expenses, this category is 6.92% under budget.

- Services – May reflects \$202,559, which is 28.02% (\$78,859) under budgeted amounts. The main variance is related to timing of receipt of invoicing professional services and security services.
- Materials and Supplies – May reports \$183,873, which is 24.23% (\$58,798) under budgeted amounts. The main variance is related to timing of receipt of invoices for repair parts and supplies for fleet vehicles.
- Utilities – May reports \$47,802, which is 59.09% (\$69,032) under budgeted amounts. The variance is primarily due to the timing of invoices.
- Insurance – May reports \$423,839, which is \$158,006 (59.44%) over budgeted amounts. The major factor of this variance is timing of health insurance claims invoices. The year-to-date expenses are at 34.87% over budget.
- Purchased Transportation – May reports \$451,000 which is \$28,504 (5.94%) under budgeted amounts. The variance is due to invoices not yet received from MV Transportation at the time of the preparation of this report.
- Miscellaneous – May reports \$16,336 which is \$24,380 (59.88%) under budgeted amounts. The variance is primarily due to the timing differences.

COMMITTEE REVIEW

This item was presented to the Administration & Finance Committee on June 28, 2017.

Please refer to the following page for the detailed financial statement.

Respectfully Submitted,

Submitted by: Daniel Benavidez
Comptroller

Reviewed by: 
Robert M. Saldaña
Managing Director of Administration

Final Approval by: 
Jorge Cruz-Aedo
Chief Executive Officer

Corpus Christi Regional Transportation Authority
Statement of Revenues and Expenditures By Cost Center (Unaudited)
Months ended May 31, 2017 & May 31, 2016

	Current Month			Prior Year Comparison	
	Actual	Budget	Favorable (Unfavorable) Variance	2016	Favorable (Unfavorable) Comparison
	A	B	A vs B	C	A vs C
Operating Revenues:					
Passenger service	\$ 150,264	200,114	(49,849)	141,607	8,657
Bus advertising	11,756	18,268	(6,512)	5,438	6,318
Charter service	-	-	-	-	-
Other operating revenues	(1,257)	33,750	(35,007)	5,980	(7,237)
Total Operating Revenues	160,763	252,132	(91,368)	153,025	7,738
Operating Expenses:					
Transportation	555,541	577,154	21,613	562,790	7,249
Customer Programs	22,652	37,431	14,779	16,864	(5,788)
Purchased Transportation	450,968	479,503	28,536	471,626	20,658
Service Development	24,678	35,451	10,773	21,676	(3,002)
MIS	49,864	71,556	21,692	50,088	224
Vehicle Maintenance	308,712	410,532	101,820	364,758	56,046
Facilities Maintenance	129,055	146,688	17,633	129,065	10
Contracts and Procurements	12,431	14,618	2,187	11,334	(1,097)
CEO's Office	44,802	52,159	7,356	33,739	(11,063)
Finance and Accounting	22,515	40,876	18,361	45,697	23,182
Materials Management	12,841	13,785	944	9,546	(3,295)
Human Resources	585,941	442,677	(143,264)	376,611	(209,330)
General Administration	27,759	50,410	22,652	40,968	13,209
Capital Project Management	15,803	16,284	480	13,278	(2,525)
Marketing & Communications	41,891	46,821	4,931	66,423	24,532
Safety & Security	85,278	105,244	19,966	118,073	32,795
Debt Service	435,402	524,413	89,011	532,523	97,121
Staples Street Center	33,537	74,286	40,749	8,245	(25,292)
Total Departmental Expenses	2,859,669	3,139,888	280,219	2,873,304	13,635
Depreciation	708,333	390,067	(318,266)	663,747	(44,586)
Total Operating Expenses	3,568,002	3,529,955	(38,047)	3,537,051	(30,951)
Operating Income (Loss)	(3,407,239)	(3,277,823)	(129,416)	(3,384,026)	(23,213)
Other Income (Expense)					
Sales Tax Revenue	2,479,163	2,604,000	(124,837)	2,369,733	109,430
Federal, state and local grant assistance	403,113	186,667	216,446	130,000	273,113
Investment Income	4,630	8,167	(3,537)	9,989	(5,359)
Gain (Loss) on Disposition of Property	-	4,583	(4,583)	-	-
Other Income (Expense)	29,612	30,353	(741)	-	29,612
Subrecipient Grant Agreements	(50,221)	-	(50,221)	(15,704)	(34,517)
Street Improvements Program for CCRTA Region Entities	(252,608)	(229,083)	(23,525)	-	(252,608)
Net Income (Loss) Before Capital Grants and Donations	(793,550)	(673,137)	(120,413)	(890,008)	96,458
Capital Grants & Donations	-	-	-	-	-
Change in Net Assets	\$ (793,550)	(673,137)	(120,413)	(890,008)	96,458

Corpus Christi Regional Transportation Authority
Statement of Cash Flows (Unaudited)
Month ended May 31, 2017

	<u>5/31/2017</u>
Cash Flows From Operating Activities:	
Cash Received from Customers	\$ 102,796
Cash Received from Bus Advertising and Other Ancillary	21,788
Cash Payments to Suppliers for Goods and Services	(1,999,334)
Cash Payments to Employees for Services	(645,839)
Cash Payments for Employee Benefits	(457,188)
Net Cash Used for Operating Activities	<u>(2,977,777)</u>
Cash Flows from Non-Capital Financing Activities:	
Sales and Use Taxes Received	<u>2,968,716</u>
Net Cash Provided by Non-Capital Financing Activities	<u>2,968,716</u>
Cash Flows from Capital and Related Financing Activities:	
Federal and Other Grant Assistance	<u>403,235</u>
Net Cash Provided by Capital and Related Financing Activities	<u>403,235</u>
Cash Flows from Investing Activities:	
Investment Income	4,362
Maturities and Redemptions of Investments	<u>992,000</u>
Net Cash Provided by Non-Capital Financing Activities	<u>996,362</u>
Net Increase in Cash and Cash Equivalents	1,390,536
Cash and Cash Equivalents (Including Restricted Accounts), May 1, 2017	18,762,328
Cash and Cash Equivalents (Including Restricted Accounts), May 31, 2017	<u>\$ 20,152,864</u>



CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

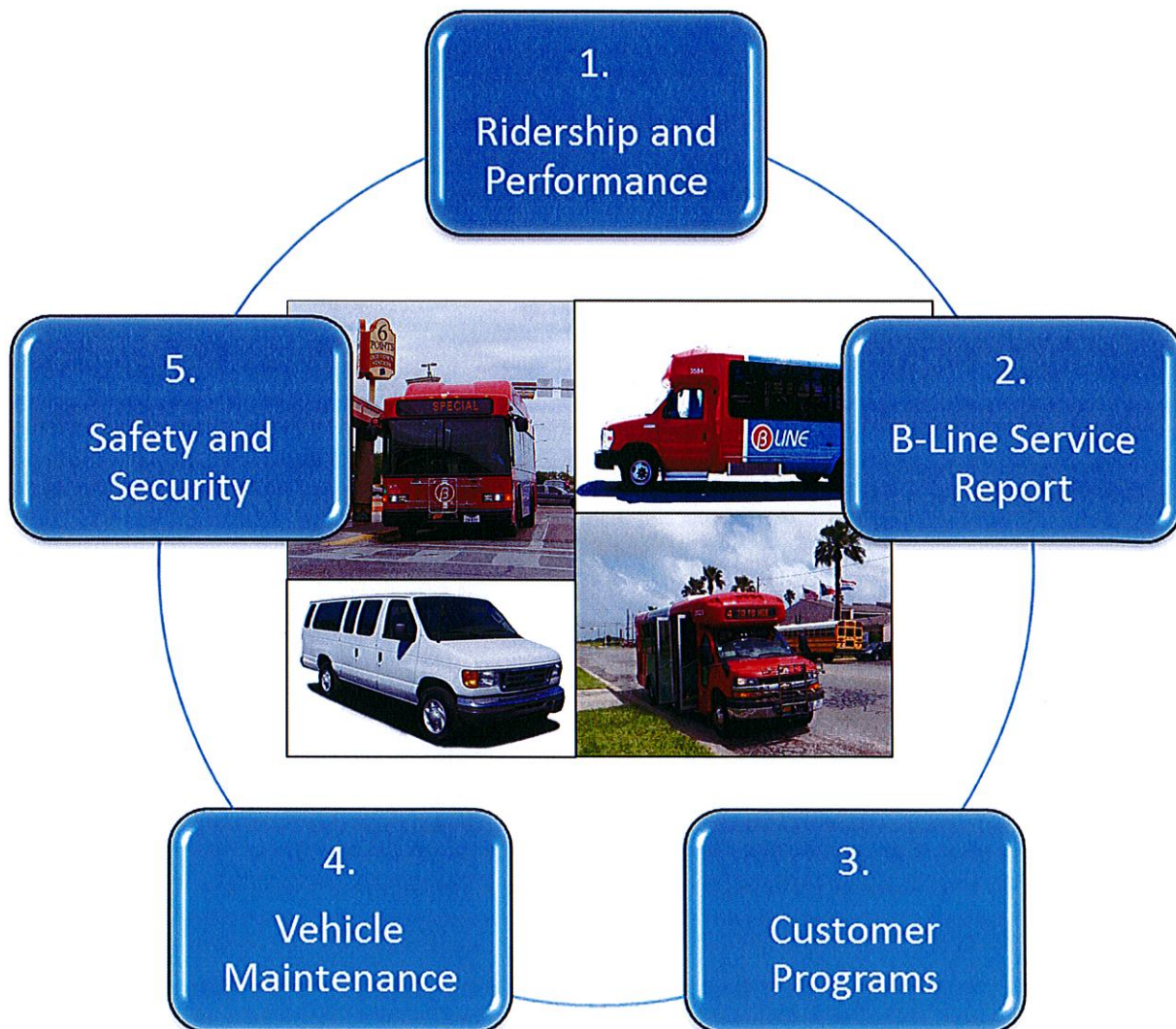
Board of Directors Meeting Memo

July 5, 2017

Subject: Operations Report for May 2017

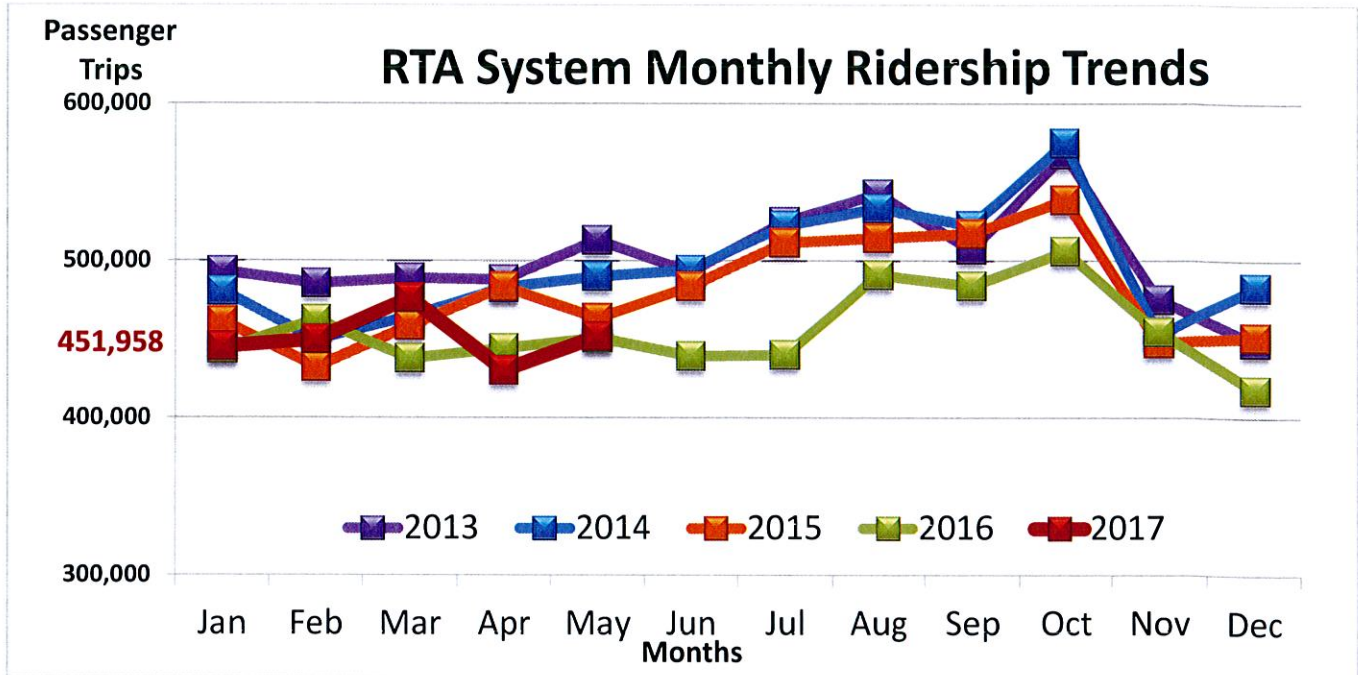
The system-wide monthly operations performance report for May 2017 is included below for your information and review. This report contains monthly and Year-to-Date (YTD) operating statistics and performance measurement summaries containing ridership, performance metrics by service type, miles between road calls, customer service feedback, and a safety and security summary.

Detailed results are reported within the five sections outlined below:

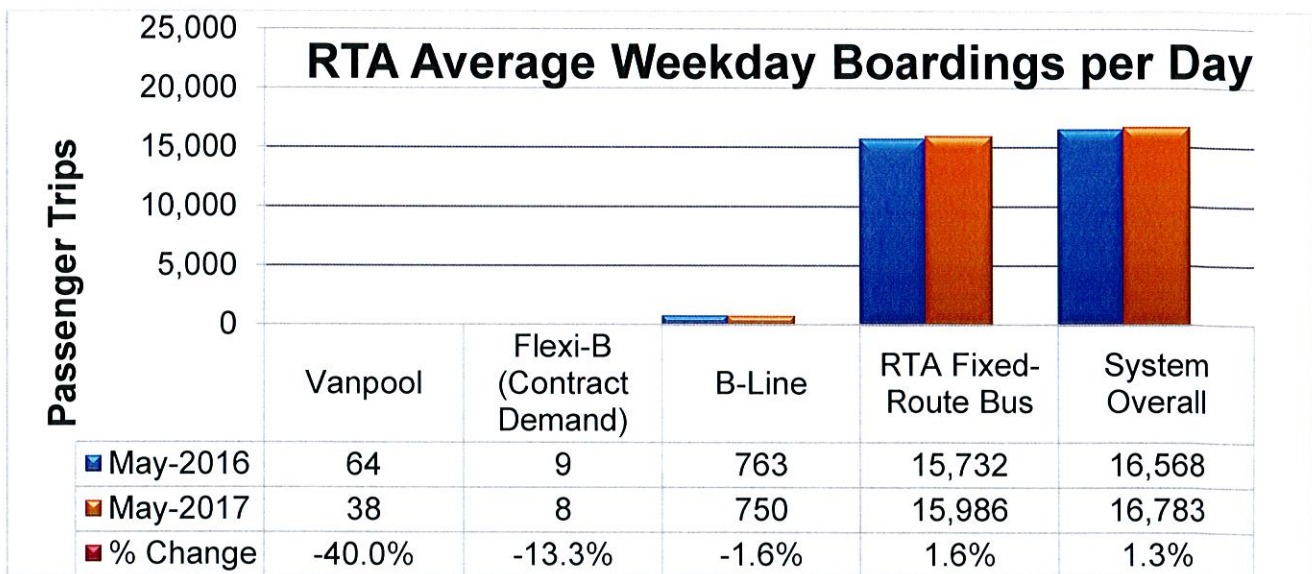


1. System-wide Ridership and Service Performance Results

Boardings for all services in May 2017 totaled 451,958. This represents a 0.2% increase as compared to 450,927 boardings in May 2016 or 1,031 more boardings this month. This month contained 22 weekdays, 4 Saturdays, and 5 Sundays (Sunday service levels on Memorial Day). In May 2016, there were 21 weekdays, 4 Saturdays, and 6 Sundays (Sunday service levels on Memorial Day). Retail gas prices for unleaded fuel cost about \$2.10 per gallon compared to \$1.95 per gallon in May 2016¹. Approximately 3.22 inches of rain was recorded this month as compared to 5.99 inches in May 2016.²



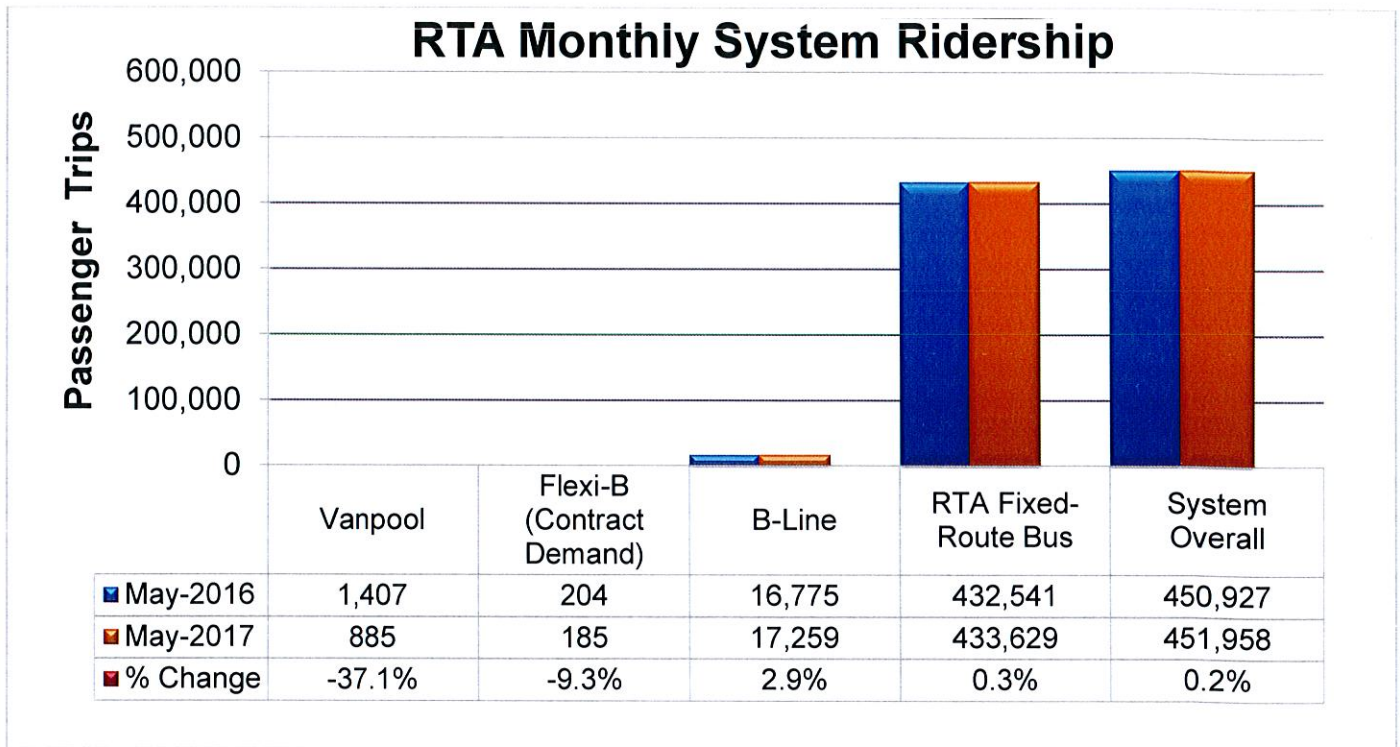
The chart below shows average weekday ridership for all services.



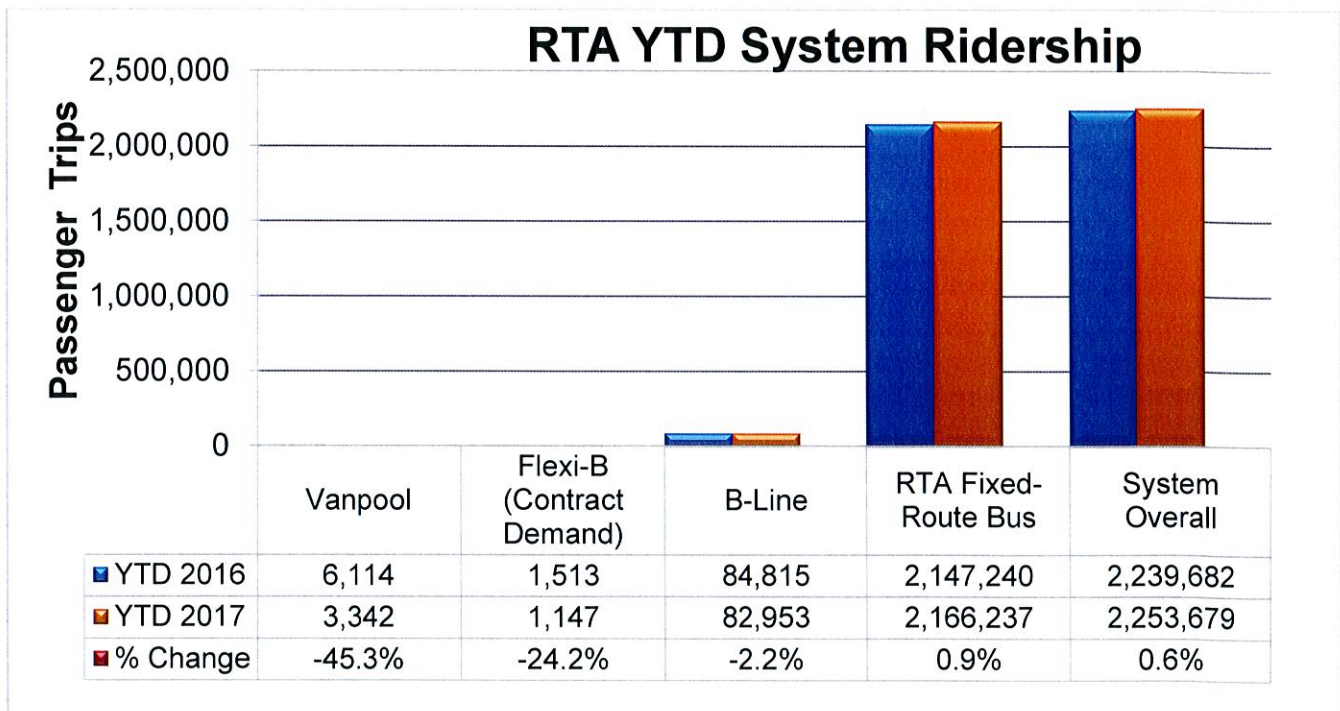
1. GasBuddy.com historical data at <http://www.gasbuddy.com>.

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

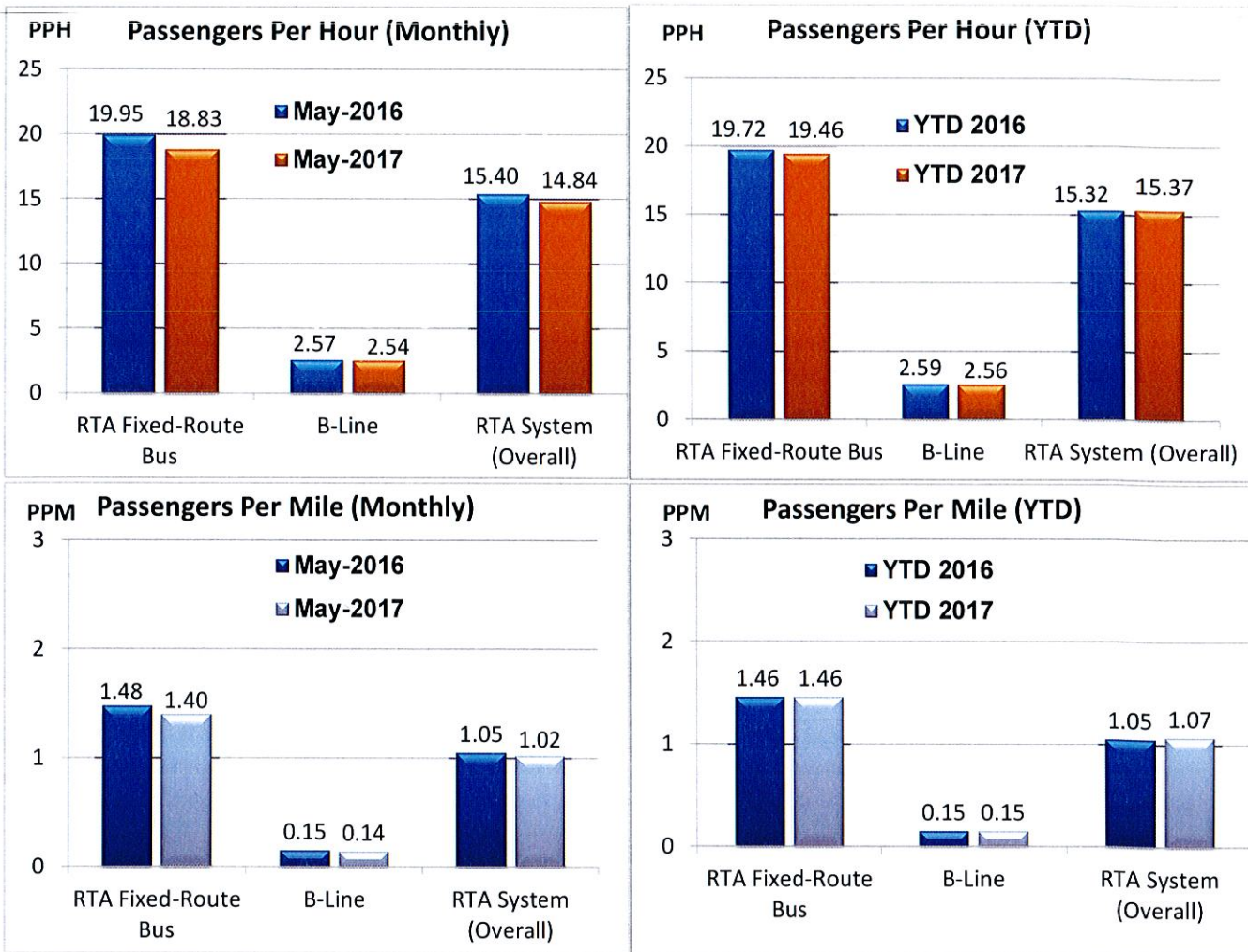
The chart below shows monthly ridership results for all services.



The chart below shows YTD ridership results for all services. CCRTA has recorded 13,997 more boardings for an increase of 0.6% in 2017 as compared to the same period in 2016.



The following charts report system-wide productivity for the month of May 2017 vs. May 2016 and YTD figures.



The following table shows on-time performance of RTA Fixed-Route services.

Schedule Adherence	Standard	Mar-17	Apr-17	May-17	3-Month Average
Early Departure	<1%	0.0%	0.0%	4.0%	1.3%
Departures within 0-5 minutes	>85%	88.3%	88.5%	85.0%	87.3%
Monthly Wheelchair Boardings	No standard	4,519	4,496	5,065	4,693
Monthly Bicycle Boardings	No standard	8,850	8,495	8,885	8,743

On-time performance surveys with departures > 5 minutes late will be examined by Planning and Transportation Departments. Corrective actions may follow.

The following existing detours potentially impact on-time performance:

- South Alameda Street (Ayers – Louisiana): To be completed late 2018.
 - Route 5, 5s, 5x, 15s, 17, 19G, 19M, 29F, 29SS, & 29s
- Gollihar Road (S. Staples – Kostoryz): To be completed late May 2019.
 - Route 32, 37 & 37s
- Greenwood Drive (Horne – Gollihar): To be completed Fall 2017.
 - Routes 15S & 23
- Kostoryz Road (Brawner – Staples): To be completed in early 2018.
 - Routes 15 & 24S
- McArdele Road (Whitaker – Nile): Project delayed (completion in late Summer 2017).
 - Routes 37 & 66S
- S. Staples Street (Morgan to I-37): To be completed July 2017.
 - Routes 5S, 17, 29F, 29SS & 29S
- Williams Drive (Staples - Airline): To be completed March 2018.
 - Routes 8S, 29F & 63

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: **95.3%** did not meet the contract standard of 96%.
- In Vehicle Time: **98.6%** exceeded the contract standard of 95%.
- Denials: 0 denials or **0.0%** did meet contract standard of 0.0%.
- Miles between Road Calls: **33,853** exceeded the contract standard of 12,250 miles.
- Ridership Statistics: **11,381** ambulatory; **4,872** wheelchair boarding's

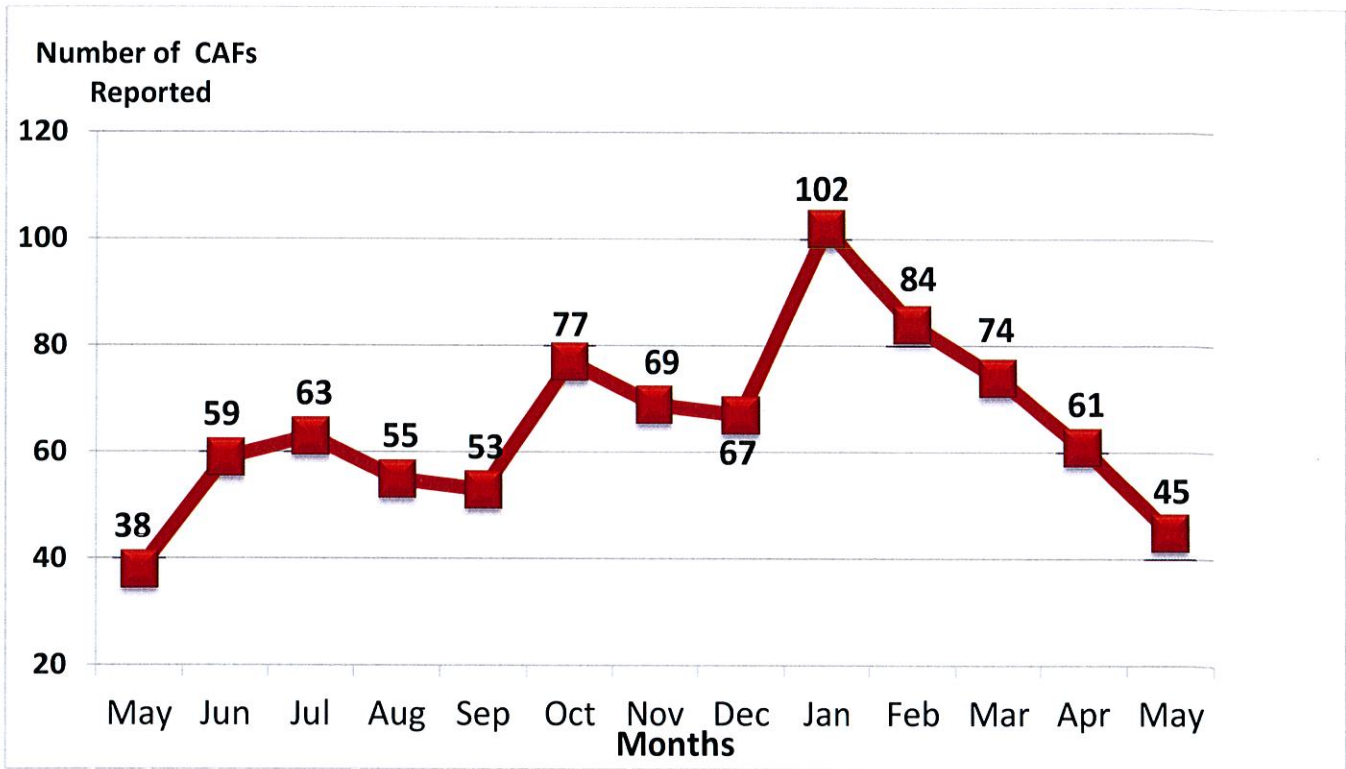
Metric	Standard	Mar-17	Apr-17	May-17	YTD Average
Passengers per Hour	2.50	2.57	2.55	2.54	2.56
On-time Performance	96%	94.9%	94.6%	95.3%	95.5%
In Vehicle Time	95.0%	99.2%	98.9%	98.6%	99.0%
Denials	0.00%	0.00%	0.00%	0.00%	0.0%
Miles Between Roadcalls	12,250	34,877	113,963	33,853	47,837
Monthly Wheelchair Boardings	No standard	4,935	4,398	4,872	4,641

B-Line ridership for the month of May 2017 was 17,259 compared to 16,775 for May 2016, which equates to 484 more trips representing a 2.9% increase.

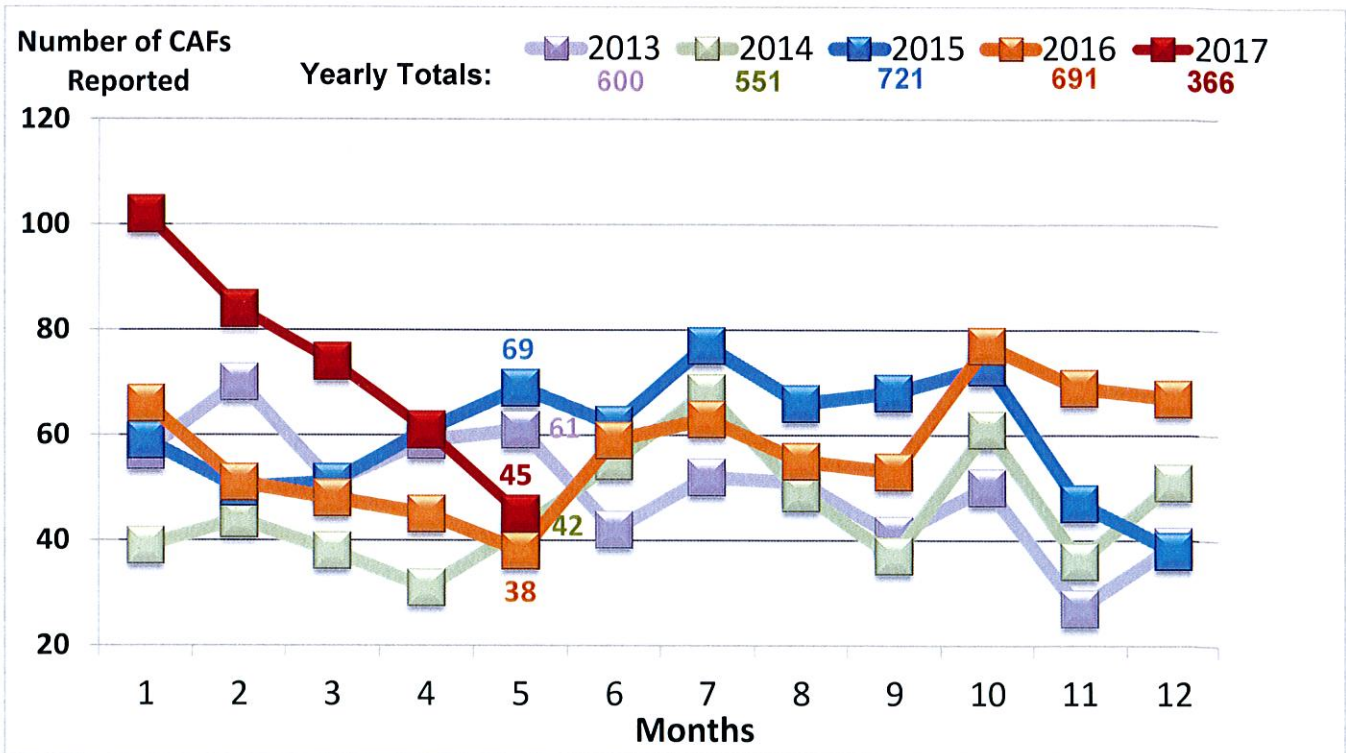
YTD 2017 Ridership is 82,953 representing a 2.2% decrease from 2016 ridership statistics which was 84,815 YTD by May 2016.

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

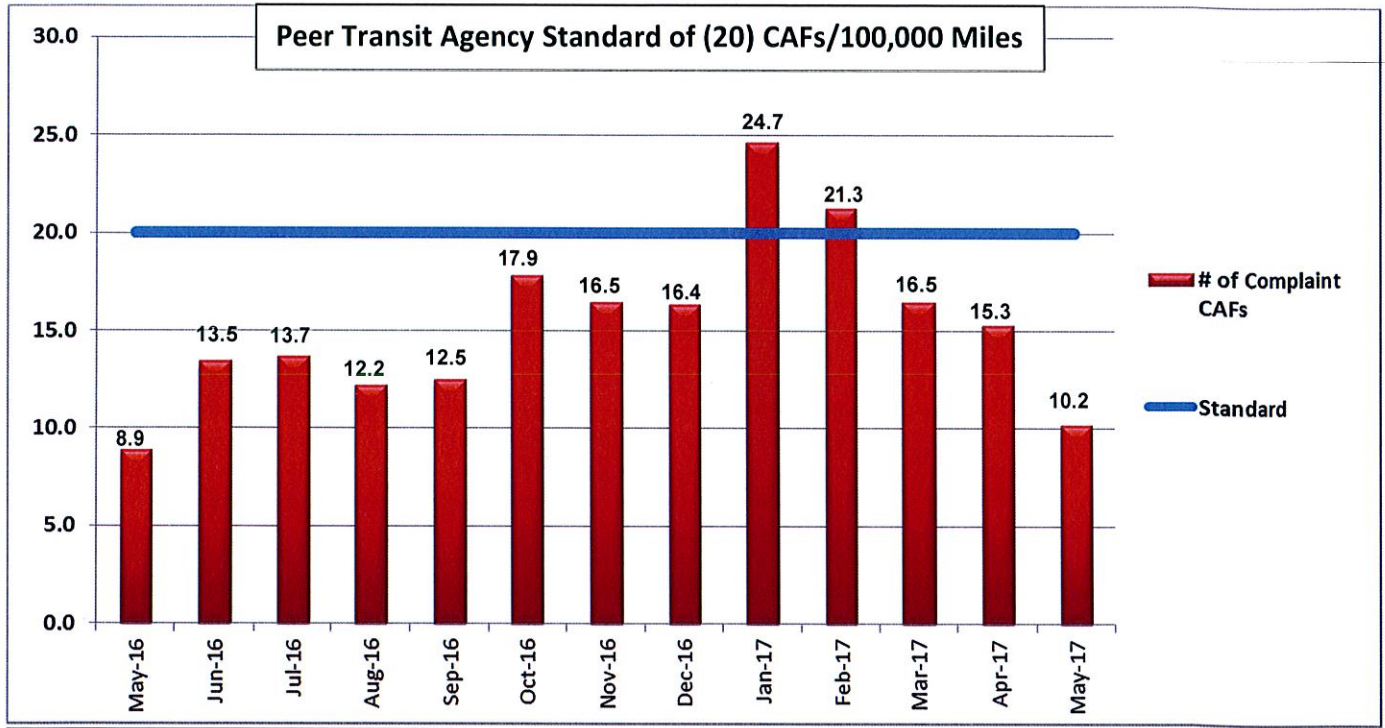
For May 2017, Customer Service processed 76 Customer Assistance Forms (CAF's) of which 45 were verified as valid. This represents a decrease from 61 verified CAF's overall in April 2017. There were 9 Commendations for the month of May.



3a. CAF Reports: Historical Trends



3b. Reported Complaint CAFs w/o Commendations & Suggestions: Historical Trend



3c. Route Summary Report for May 2017

Route	# of CAF's	Route	# of CAF's
#3 NAS Shuttle	0	#29SS Spohn South	2
#4 Flour Bluff Mini B	1	#32 Southside Mini B	3
#5 Alameda	0	#34 Robstown Circulator	1
#5x Alameda Express	0	#35 Robstown South	1
#5s Alameda (Sunday)	0	#37 Crosstown	2
#6 Santa Fe/Malls	2	#51 Gregory Park & Ride	0
#12 Saxet Oak Park	0	#63 The Wave	0
#15 Kostoryz	2	#65 Padre Island Connector	0
#16 Agnes/Ruth	2	#76 Harbor Bridge Shuttle	1
#17 Carroll/Southside	4	#78 North Beach	1
#19 Ayers/Norton	0	#83 Advanced Industries	0
#19G Greenwood	1	#84 Lighthouse	0
#19M McArdle	0	#90 Flexi-B Port A	0
#21 Arboleda	4	#94 Port Aransas Shuttle	0
#23 Molina	3	B-Line (Para-transit)	5
#25 Gollihar/Greenwood	0	Facility Maintenance	2
#26 Airline/Lipes Connector	1	Service Development	7
#27 Northwest	9	Safety and Security	11
#27s Northwest (Sunday)	0	Vehicle Maintenance	2
#28 Leopard Omaha	1	Marketing	1
#29 Staples	3	Transportation (Other)	1
#29F Flour Bluff	3	TOTAL CAF'S	76

3d. May 2017 CAF Breakdown by Service Type:

	RTA Fixed Route	B-Line ADA Paratransit	Contracted Fixed Route	Totals
Service Stop Issues	13	0	0	13
Driving Issues	7	0	0	7
Customer Services	17	3	2	22
Late/Early – No Show	3	1	0	4
Fare/Transfer Dispute	3	0	1	4
Dispute Drop-off/Pickup	1	0	0	1
Facility Maintenance	2	0	0	2
Vehicle Maintenance	2	0	0	2
Safety and Security	11	1	0	12
Service Development	7	0	0	7
Marketing	1	0	0	1
Transportation (Other)	1	0	0	1
Total	68	5	3	76
Commendations	8	1	0	9

Conclusion:

During May 2017, RTA received 76 CAF's/Commendations regarding RTA Fixed-Route Service, B-Line and Purchased Transportation; nine (9) of the 76 reported CAF's (May) were commendations.

There were a total of 68 CAF's/Commendations received regarding RTA Service representing 89% of total customer contacts: 2 for Facilities Maintenance, 7 for Service Development, 11 for Safety and Security, 2 for Vehicle Maintenance, 1 for Marketing and 45 for Transportation.

A total of 5 CAF's/Commendations were reported regarding B-Line service representing 7% of the total customer contacts.

A total of 3 CAF's were reported regarding Contracted Fixed Route service representing 4% of the total customer contacts.

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

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

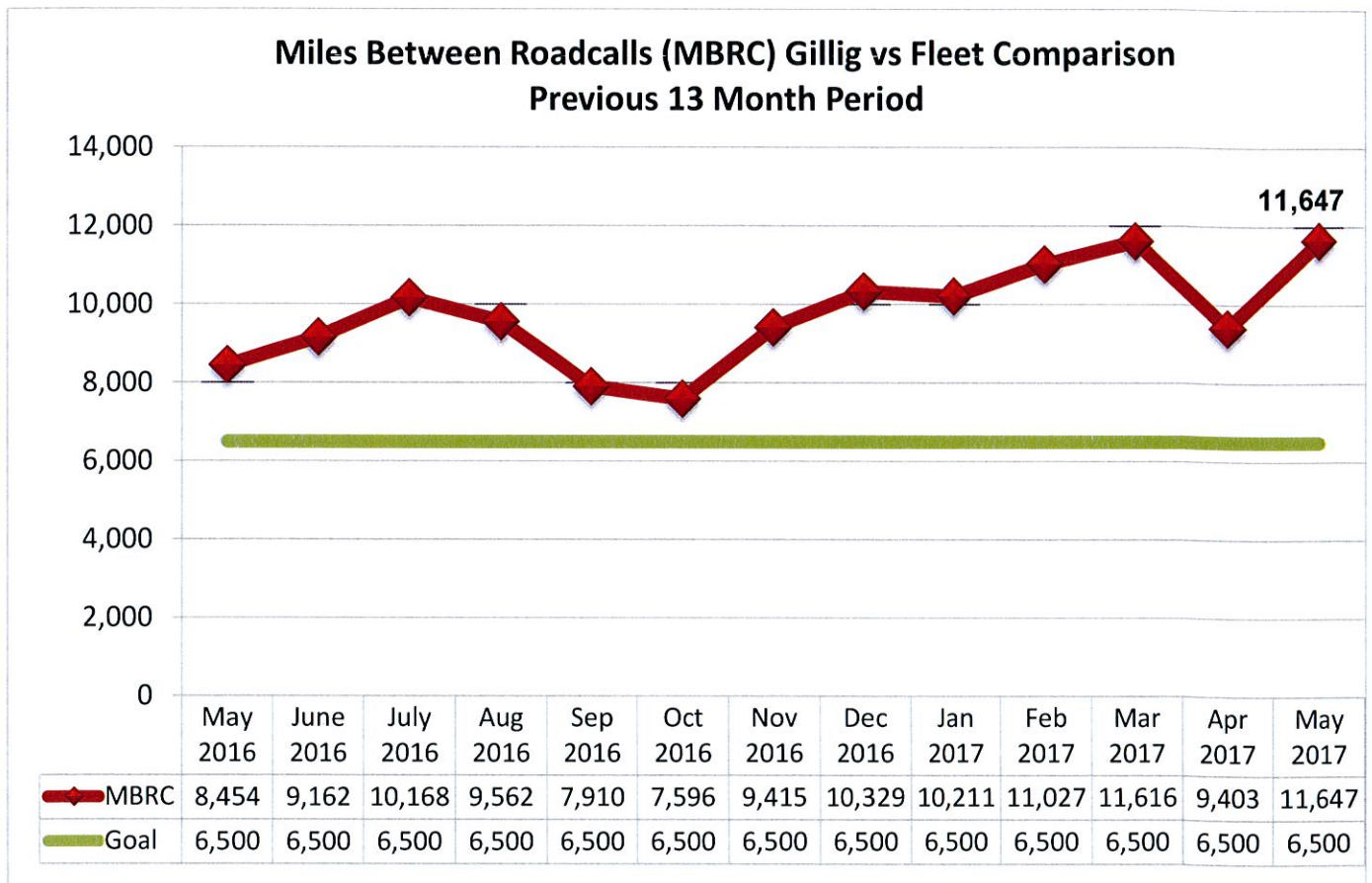
CCRTA documents CAF's to capture information regarding a wide range of issues from the community's perspective point of view. CAF's are communicated to the Customer Programs group via the telephone, e-mail, and letter or in person.

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 CCRTA 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 May 2017, 11,647 miles between road calls (MBRC) were recorded as compared to 8,454 MBRC in May 2016. A standard of 6,500 miles between road calls is used based on the fleet size, age, and condition of CCRTA vehicles.



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

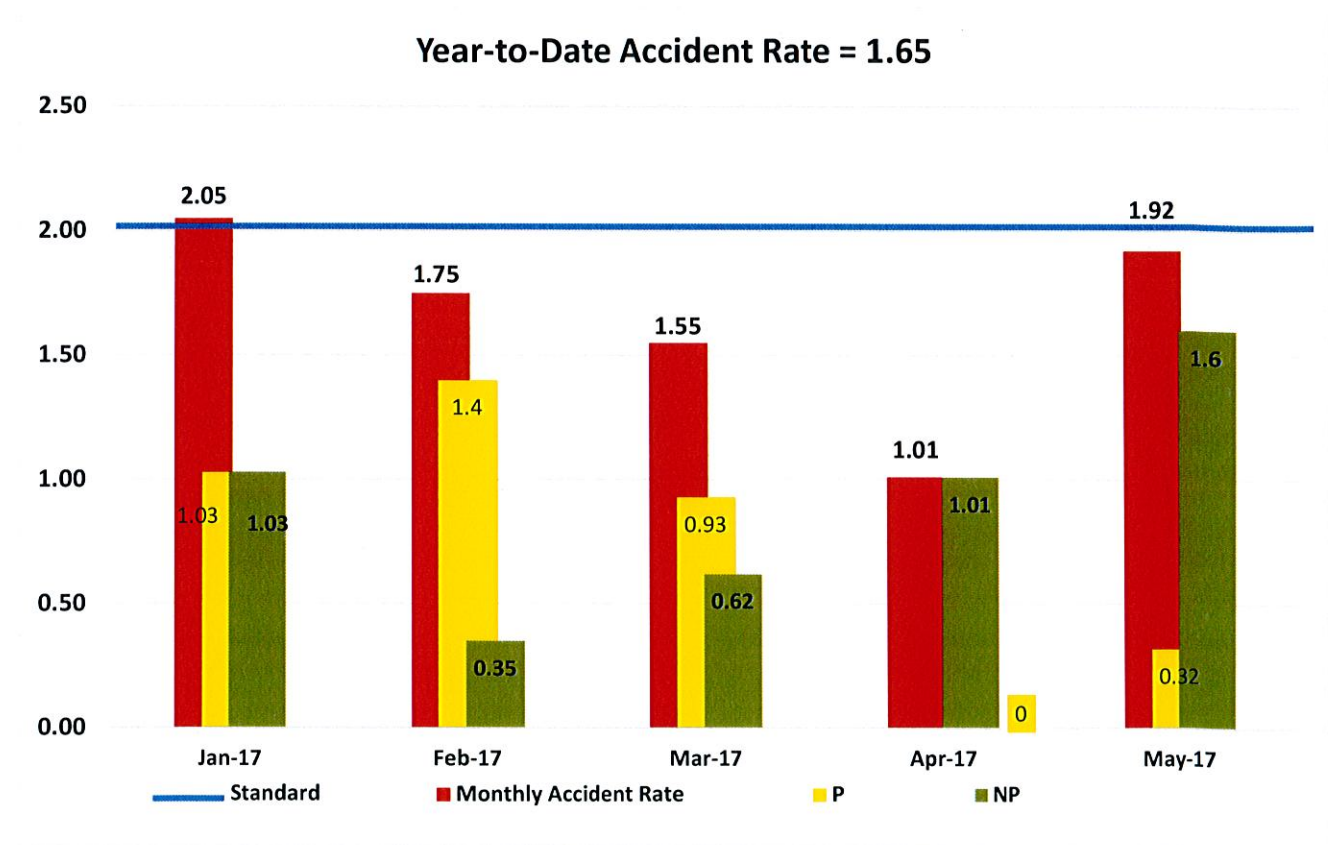
that prevents the revenue vehicle from completing a scheduled revenue trip. A Type II road-call is a mechanical failure causing an interruption in revenue service.

5. Safety/Security Department Report

SAFETY SUMMARY

For May 2017, there were six (6) vehicle accidents. Five (5) were determined to be non-preventable (NP). One (1) was determined to be preventable. There were nineteen (19) customer-related incidents. CCRTA operators drove a total of 312,283.40 miles. The year-to-date accident rate through the month of May is 1.65 per hundred thousand miles driven. The desirable range for total collisions is at 2.0 or less.

The chart below illustrates the Year-to-Date accident rate. Please keep in mind that this chart shows all vehicle accidents regardless of fault.



SECURITY SUMMARY

For May 2017, there were approximately 1,400 hours of security coverage was used for all areas of CCRTA Operations. Officers arrested 3 individuals for public intoxication, issued 8 criminal trespass warnings, arrested 7 individuals for criminal trespassing, issued 67 disturbance warnings and responded to 12 other calls for service.

COMMITTEE REVIEW

This item was presented to the Operations & Capital Projects Committee on June 28, 2017.

Respectfully Submitted,

Submitted by: Wesley Vardeman
Outreach Coordinator

Submitted by: Mike Rendon
Director of Safety & Security

Submitted by: Bryan Garner
Director of Maintenance

Reviewed by: Gordon Robinson
Director of Planning

Final Approval by: 
Jorge Cruz-Aedo
Chief Executive Officer

Administration Finance Committee Member Inquiry

Meeting Date	Agenda Item #	Member Name	Inquiry	Response	Response Date
5/24/2017 Admin	6.	Butch Escobedo	In reference to the recommendation to award a windstorm and hail coverage contract to Schinnerer & Co, Mr. Escobedo inquired about the lack of interest in the process and asked how the CCRTA can increase participation.	Mr. Rendon replied there was very little participation, the CCRTA called different insurance companies and there was vendor that came to the meeting, and two on GoToMeeting. Ms. Clay and Ms. Hinojosa provided the information to the bidders. Mr. Cruz-Aedo stated the vendors on file that have requested to do business with the CCRTA received an RFP directly, along with posting the information on social media and posting legal notices. Mr. Saldana stated we have a program, B2G, that vendors use to register with us so we can send Requests directly to each vendor. There were 56 RFPs sent out, three vendors at the pre-bid meeting and three proposals received.	5/24/2017
5/24/2017 Admin	7.a.	Butch Escobedo	In reference to the April 2017 Financial Report, Mr. Escobedo asked what Dr. Lee is basing his optimistic sales tax increase prediction on.	Mr. Cruz-Aedo replied Dr. Lee is a regional economist and has predicted a 2% growth in sales tax for 2017, but we have not seen it as of this month.	5/24/2017

Operations Capital Projects Committee Member Inquiry

Meeting Date	Agenda Item #	Member Name	Inquiry	Response	Response Date
5/24/2017 Ops	4.	Abel Alonzo	In reference to the Recommendation for the board to adopt a Resolution for the Support of an Electric Bus Program, Mr. Alonzo asked if this information had been presented to the RCAT Committee.	Ms. Montez replied in the negative but said she would circle back to the RCAT committee to provide them with the information on the electric bus program. Mr. Cruz-Aedo stated the purpose of the RCAT committee is to advise the CCRTA on disabilities and the disability programs. The CCRTA has not taken equipment purchases to an advisory committee.	5/24/2017
5/24/2017 Ops	4.	Butch Escobedo	In reference to the Recommendation for the board to adopt a Resolution for the Support of an Electric Bus Program, Mr. Escobedo inquired about the safety issues of the electric buses.	Ms. Montez replied the Proterra company has completed the FTA Altoona Safety Testing on the 2015 model and they broke three records.	5/24/2017
5/24/2017 Ops	4.	Scott Harris	In reference to the Recommendation for the board to adopt a Resolution for the Support of an Electric Bus Program, Mr. Harris asked if the local match funding was in the budget.	Ms. Montez replied in the affirmative, the CCRTA budgets for buses on a long range plan.	5/24/2017
5/24/2017 Ops	4.	Scott Harris	In reference to the Recommendation for the board to adopt a Resolution for the Support of an Electric Bus Program, Mr. Harris asked what route was being considered for the longer bus.	Ms. Montez stated Route 63 to the Texas A&M Corpus Christi University route was being considered. The 35' Proterra is a lightweight bus so the wear and tear on the roads is minimal compared to the other buses.	5/24/2017
5/24/2017 Ops	4.	Curtis Rock	In reference to the Recommendation for the board to adopt a Resolution for the Support of an Electric Bus Program, Mr. Rock asked if the electric bus was able to power air conditioning units.	Ms. Montez stated there has been a known issue with heaters but she was not aware of issues with the air conditioning units but she will reach out to VIA in San Antonio as they have several of the Proterra buses.	5/24/2017
5/24/2017 Ops	4.	Scott Harris	In reference to the Recommendation for the board to adopt a Resolution for the Support of an Electric Bus Program, Mr. Harris asked about the seating capacity on the bus.	Ms. Montez stated there were 28 seats on the Proterra bus, comparable to what our current buses have in capacity.	5/24/2017

Operations Capital Projects Committee Member Inquiry

Meeting Date	Agenda Item #	Member Name	Inquiry	Response	Response Date
5/24/2017 Ops	4.	Abel Alonzo	In reference to the Recommendation for the board to adopt a Resolution for the Support of an Electric Bus Program, Mr. Alonzo asked about the wheelchair securement capacity on the bus.	Ms. Montez stated there were two wheelchair securements.	5/24/2017

Board Member Inquiry

Meeting Date	Agenda Item #	Member Name	Inquiry	Response	Response Date
6/7/2016 Board	10.	Eddie Martinez	In reference to the Resolution for the Support of an Electric Bus Program, Mr. Martinez asked what the normal match is between Federal funding and Local funding, (with this match being a 77.50% Federal Funding and 22.50% Local Funding).	Ms. Montez responded normal matching is 80% Federal Funding and 20% Local Funding.	6/7/2017
6/7/2016 Board	10.	Able Alonzo	In reference to the Resolution for the Support of an Electric Bus Program, Mr. Alonzo asked if the CCRTA needs to get an RFP for the additional funds	Ms. Montez stated the competitive process is being waived by the FTA as part of the grant award.	6/7/2017
6/7/2016 Board	10.	Able Alonzo	In reference to the Resolution for the Support of an Electric Bus Program, Mr. Alonzo asked if there are transportation authorities with electric buses.	Ms. Montez stated since 2009 Proterra has sold over 400 electric buses to transit authorities in 38 cities.	6/7/2017
6/7/2016 Board	10.	Angie Granado	In reference to the Resolution for the Support of an Electric Bus Program, Ms. Granado asked if we have had an assessment of the program for our area.	Ms. Montez stated the CCRTA is working with Center for Transportation and Environment (CTE) to utilize their project management expertise, and the CCRTA will also be working closely with AEP (American Electric Power). The CCRTA will also research solar power and wind power and look for grant monies to cover these options.	6/7/2017
6/7/2016 Board	10.	Angie Granado	In reference to the Resolution for the Support of an Electric Bus Program, Ms. Granado asked if the Agency had done an analysis of the program.	Ms. Montez stated the CCRTA has not yet completed an analysis but if we receive the grant, we have several months to move forward with further analysis of the project.	6/7/2017
6/7/2016 Board	10.	Angie Granado	As a follow up to the previous questions concerning the assessment and analysis of the Electric Bus Program, Ms. Granado asked if the CCRTA board slows down the process will the grant monies still be available.	Ms. Montez stated this is a one time deal this year and the grant monies may not be approved in the future.	6/7/2017

Board Member Inquiry

Meeting Date	Agenda Item #	Member Name	Inquiry	Response	Response Date
6/7/2016 Board	10.	Mike Reeves	In reference to the Resolution for the Support of an Electric Bus Program, Mr. Reeves asked for confirmation that the air conditioning unit on the electric buses will be in working order for our area (unlike the air conditioning unit on the electric bus that came to Staples Street Station on a demonstration tour).	Ms. Montez assured the board that the air conditioning units will be operational, she did address the issue of the inoperable air conditioning units with Proterra.	6/7/2017
6/7/2016 Board	10.	Butch Escobedo	In reference to the Resolution for the Support of an Electric Bus Program, Mr. Escobedo asked for a list comparable areas where the electric buses have been tested.	Ms. Montez stated Port Arthur, VIA in San Antonio, DART in Dallas and Houston and possibly Laredo have electric buses.	6/7/2017
6/7/2016 Board	10.	Butch Escobedo	As a follow up, Mr. Escobedo asked about the experience the transit companies have had with the electric buses in these comparable areas.	Ms. Montez stated VIA in San Antonio is applying to purchase more electric buses. They are continuing to pursue electric buses.	6/7/2017
6/7/2016 Board	12.	Butch Escobedo	In reference to the Resolution for the Support of an Electric Bus Program, Mr. Escobedo asked the cost of the infrastructure needed to maintain the electric buses.	Ms. Montez stated the cost for infrastructure is \$350,000-\$450,000 for the charging stations and this cost is included as part of the grant.	6/7/2017
6/7/2016 Board	12.	Scott Harris	In reference to the Pilot Program for the Port Aransas Ferry Shuttle Service, Mr. Harris asked why are we not able to lower the Robstown fare to be the same as Port Aransas.	Mr. Cruz-Aedo commented the CCRTA board entered into a covenant with Robstown and other cities to meet the requirements of the bond contract . The CCRTA cannot lower fares, only increase.	6/7/2017
6/7/2016 Board	12.	Butch Escobedo	In reference to the Pilot Program for the Port Aransas Ferry Shuttle Service, Mr. Escobedo asked how long the CCRTA will run the pilot program.	Mr. Cruz-Aedo and Mr. Robinson commented the CCRTA will only run the pilot program through Labor Day of 2017, unless there is a need which will be defined by the ridership.	6/7/2017

Board Member Inquiry

Meeting Date	Agenda Item #	Member Name	Inquiry	Response	Response Date
6/7/2016 Board	14.a.	Glenn Martin	In reference to the April 2017 Financials Presentation, Mr. Martin asked if the CCRTA Board adjusted the revenue side of the sales tax during the 2017 budget planning meetings in 2016.	Mr. Cruz-Aedo replied that the budget was decreased but then increased by anticipated growth. There has not been any growth this year so CCRTA has been off by 2% throughout this year so we are watching our expenses. CCRTA has been advised there will be a rebound in the sales tax but still waiting to see the rebound. CCRTA while focusing on the budget, also watches the cash flow so we don't spend anymore money than we take in.	6/7/2017
4/26/2016 Admin	14.b.	Butch Escobedo	On 4/26/2017 in the Administration and Finance Committee Meeting, and in reference to the 2017 March Financial Report, Mr. Escobedo asked how much the CCRTA budgets for Public Relations, not just the Marketing Department but overall.	Mr. Saldana replied the CCRTA has spent \$51,000 for 2017; \$36,000 with Kailo, \$15,000 with GeoMedia, or 10 percent of the \$451,000 budget for Marketing. He stated 7 percent, or \$35,000 for media buys makes up the 17 percent of the Marketing budget for public outreach. Mr. Saldana also mentioned there are costs that include staff time spent on service changes, time spent at stations, and time spent on public outreach and by Marketing, Planning and Transportation personnel. He stated actual figures vary dependent upon the employee's pay rate and time spent doing public outreach.	6/7/2017
6/7/2016 Board	14.b.	Butch Escobedo	In reference to the Procurement Update, Mr. Escobedo asked who the agent of record is on the Long Term Disability insurance plan and is the CCRTA paying commissions.	Mr. Saldana replied the he will get with HR to see who is the agent of record. Mr. Saldana explained to the committee on 6/28/17 that he spoke with Mr. Escobedo and the CCRTA is not paying any commissions on the Long Term Disability Insurance Plan.	6/7/2017 6/28/2017

Board Member Inquiry

Meeting Date	Agenda Item #	Member Name	Inquiry	Response	Response Date
6/7/2016 Board	14.c.	Scott Harris	In reference to the City of Corpus Christi Bond Projects and Service Impacts, Mr. Harris wanted to know if the CCRTA is going to be obligated to repair the streets the buses damage during the detoured routes.	Mr. Cruz-Aedo stated the CCRTA is being proactive with the City of Corpus Christi, we are not taking the City suggestions for detour if the detour leads the buses onto residential streets.	6/7/2017
6/7/2016 Board	14.c.	Angie Granado	In reference to the City of Corpus Christi Bond Projects and Service Impacts, Ms. Granado wanted to know how are we getting the information on detours out to the public	Mr. Robinson stated the CCRTA is using rider alerts on the buses, A frames with rider information at the stations and social media. Ms. Coughlin stated the CCRTA is also using radio announcements, press releases to the major television stations and several other local publications and social media.	6/7/2017
6/7/2016 Board	14.c.	Butch Escobedo	In reference to the City of Corpus Christi Bond Projects and Service Impacts, Mr. Escobedo wanted to know in terms of outreach, where is the CCRTA in terms of Spanish communication.	Ms. Coughlin stated the CCRTA is using 104.9 Cotton Broadcasting, KORO Univision for commercials and they are having a one-on-one interview about the detours, all rider alerts are in Spanish, and Spanish newspapers.	6/7/2017

RTA Committee on Accessible Transportation (RCAT)
MEETING MINUTES
Thursday, May 18, 2017

Advisory Committee Members Present: Anne Bauman, Richard Balli, Robert Box, Donnie Contreras, Tammye Salinas, Sylvia Wilson

Advisory Committee Members Absent: Joyce Lopez

Board Members Present: Abel Alonzo

Staff Present: Susan Teltschik, Melanie Gomez, Gordon Robinson, Rosa Villarreal, Mike Rendon

MV Present: Benjamin Schmit, Janessa Cano

Employee Representative(s): Gina Salazar

Call to Order: Ms. Anne Bauman called the meeting to order at 12:01 p.m. Ms. Susan Teltschik called the roll and determined that a quorum was present.

Opportunity for Public Comment: Board member Abel Alonzo addressed the RCAT committee as well as RCAT Committee member Richard Balli. Members from the Coastal Bend Center for Independent Living addressed the RCAT committee, who are also public transportation riders, persons with disabilities and/or advocates for persons with disabilities, addressed the RCAT Committee: Damian Tabor, Dalia Gutierrez, Toni Padilla, Karyn Salazar, Sabrina Avila, Linda Fallwell-Stover and Judy Telge. These members addressed their concerns about the proposed revisions to the Corpus Christi Regional Transit Authority's Service Standards and the proposed increased distance between bus stops. The general comments took into consideration the disabled and the aging riders. Under the proposed new service standards, a possibility exists that the riders may be faced to walk or roll a further distance. If unable to access the new bus stop, the riders would still have the option to choose to utilize the B-Line.

Action to Approve Minutes of April 20, 2017 was approved as presented.

MR. BOX MADE A MOTION TO ADOPT THE RCAT MINUTES OF APRIL 20, 2017 AS PRESENTED; MR. CONTRERAS SECONDED THE MOTION. BAUMAN, BALLI, WILSON AND SALINAS VOTING FOR. LOPEZ WAS ABSENT.

Discussion and Recommendation of 4th Quarter Unsung Hero Award:

Ms. Anne Bauman had committee members review the commendations for the 4th quarter Unsung Hero Award. There was discussion regarding commendations. The committee voted to nominate, Mr. Joe Palacios because he went above and beyond by helping the customer when another operator didn't. The customer stated when he asked an operator for help she just said "I don't know" and walked off, Mr. Palacios actually said he didn't know but he would find out. The committee will present him with a certificate at the next RCAT meeting.

Presentation Proposed Revisions to Service Standards:

Mr. Gordon Robinson presented the Proposed Revisions to Service Standards to the RCAT Committee. Proposed revisions to the Service Standards include the following:

- Adding boarding level metrics for the placement of bus stop amenities
- Increasing bus stop spacing to improve travel time
- Revising on-time performance metric to match criteria specified in monthly Operations Reports

There was discussion regarding the importance of streamlining the efficiency of the service to the riders while being prepared for the expansion and growth of the service. Mr. Robinson assured the RCAT committee and the public in attendance that no action is being taken on the streets at this time, this is just a policy document to direct where, when, and how we provide general public transit services and customer amenities to the communities we serve.

Presentation Port Aransas Ferry Shuttle:

Mr. Gordon Robinson presented the Port Aransas Ferry Shuttle Pilot Program to the RCAT Committee. The CCRTA and the City of Port Aransas, in coordination with the Texas Department of Transportation (TxDOT), are working to implement a pilot program, Route 99: Port

Aransas Ferry Shuttle. This service is planned to begin operating in the coming weeks through Labor Day, September 4, 2017. A description of this service:

- Buses will transport workers from the Aransas Pass ferry terminal over the Corpus Christi Channel to employment locations within Port Aransas.
- A preferential lane will be utilized in coordination with TxDOT on each side of the ferry channel.
- 6am-8pm, 7 days per week.
- 30-minute frequency
- 2 leased buses
- 4-6 operators depending on available work assignments
- \$0.25 one-way trip fare

In 2007 and 2008, Route 99 operated a limited peak hour service at a fare of \$0.25, Thursday through Sunday, 7am to 10am and 2pm to 5pm. In contrast to this pilot program, the service did not travel over the channel using a preferential lane on ferry vessels. Buses remained in the Port Aransas area where passengers boarded and alighted at a bus stop near the Port Aransas ferry terminal. During the peak tourism season, this pilot program is designed to transport workers as quickly as possible to and from employment locations in Port Aransas. With assistance from TxDOT, buses will travel within a preferential lane at ferry terminals on each side of the Corpus Christi Channel to employment locations in Port Aransas. The City of Port Aransas has completed a roadway from Port Street through the TxDOT parking area to provide direct access to the preferential lane. As this is a pilot program, adjustments to the Route 99 routing or schedule may occur periodically to increase ridership and performance. A minimum performance threshold of 10 passengers per revenue service hour will be used for evaluation purposes.

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

Mr. Richard Balli updated the committee on ADA citations for the month of April: There were 46 citations issued for disabled parking, 7 citations issued for blocking architecture (a motorcycle or another vehicle blocking the stripes marking an ADA parking area) and 97 citations issued for blocking sidewalks for a total of 150 citations issued for the year 2017. This is an increase of 167 over April 2016. Fines average from \$250.00 to \$750.00.

Mr. Richard Balli informed the committee the South Texas Lighthouse for the Blind is having their fundraiser, the Rubber Duck Roundup on Saturday, May 27, 2017 at Cole Park from 10:00am – 2:00pm.

Committee Reports:

No-Show/Eligibility Appeals

The No-Show/Eligibility Appeals Committee met on Tuesday, May 16, 2017 for no show appeals. There was no quorum so no decisions could be made. The committee heard appeals but could not vote on a decision.

Chairperson's Report:

Ms. Anne Bauman asked Rosa Villarreal to share information about her move to VIA Metropolitan Transportation in San Antonio with the committee. Ms. Bauman shared upcoming meeting dates with the committee.

Informational Items:

Ms. Anne Bauman advised that these items were made available to the committee members in their packets.

Request for Agenda Items: None

Other Business: Ms. Anne Bauman adjourned the meeting at 1:24 p.m. The next meeting will be held on Thursday, June 15, 2017.