



DATE: Wednesday, July 26, 2017
LOCATION: Staples Street Center
602 North Staples Street, 2ND Floor Board Room • Corpus Christi, TX
TIME: 8:30 a.m. Administration & Finance Committee Meeting
9:00 a.m. Board of Directors' Budget Workshop
9:45 a.m. Operations & Capital Projects Committee Meeting

ADMINISTRATION & FINANCE COMMITTEE

TOM NISKALA (Chair)

Angie Flores-Granado ~ Butch Escobedo ~ Larry Young, Sr. ~ Abel Alonzo

	TOPIC	SPEAKER	EST.TIME	REFERENCE
1.	Roll Call –	D. Linnehan	1 min.	-----
2.	Opportunity for Public Comment	T. Niskala	3 min.	-----
3.	Discussion and Possible Action to Approve the Administration & Finance Committee Meeting Minutes of June 28, 2017	T. Niskala	2 min.	Pages 1-5
4.	Marketing Update – Social Media Analytics and Demographics	K. Coughlin	5 min.	<i>PowerPoint</i>
5.	Discussion and Possible Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or his Designee to Authorize Exercising the Last Option Year with Electronic Data Magnetics, Inc. (EDMI) for the Supply of Electronic Bus Passes	S. Montez	5 min.	Pages 6-7 <i>PowerPoint</i>
6.	Finance Update – 2017 Defined Benefit Plan and Trust Actuarial Valuation Report	R. Saldaña Ken Liew	7 min.	<i>PowerPoint</i>
7.	Presentations: a. June 2017 Financial Report	R. Saldaña	5 min.	Pages 8-13 <i>PowerPoint</i>
8.	Adjournment	T. Niskala	1 min.	-----

Total Estimated Time: 29 min.

BOARD OF DIRECTORS' BUDGET WORKSHOP

	TOPIC	SPEAKER	EST.TIME	REFERENCE
1.	2018 Budget Workshop #1 a. 2017 Budget Priorities Update b. 2017 CIP Status Report c. 2018 Board Priorities Review d. Preliminary L/R Financial Plan e. Regional Economy/Trends f. Preliminary Assumptions & Trends g. Budget Impact	J. Cruz-Aedo	40 min.	<i>PowerPoint</i>

Total Estimated Time: 40 min.

OPERATIONS & CAPITAL PROJECTS COMMITTEE

MICHAEL REEVES (Chair)

George B. Clower ~ Glenn Martin ~ Edward Martinez ~ Scott Harris

	TOPIC	SPEAKER	EST.TIME	REFERENCE
1.	Roll Call –	D. Linnehan	2 min.	-----
2.	Opportunity for Public Comment	M. Reeves	3 min.	-----
3.	Discussion and Possible Action to Approve the Operations & Capital Projects Committee Meeting Minutes of June 28, 2017	M. Reeves	3 min.	Pages 1-4
4.	Special Presentation – Anniversary of The Americans with Disabilities Act – Signing Ceremony on July 26, 1990	S. Montez	10 min.	<i>PowerPoint</i>
5.	Presentations: a. June 2017 Operations Report b. Procurement Update	G. Robinson R. Saldaña	5 min. 5 min.	Pages 5-15 <i>PowerPoint</i> <i>PowerPoint</i>
6.	Adjournment	M. Reeves	1 min.	-----

Total Estimated Time: 29 min.

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On **Thursday, July 19, 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.

**REGIONAL TRANSPORTATION AUTHORITY
ADMINISTRATION & FINANCE COMMITTEE MEETING MINUTES
WEDNESDAY, JUNE 28, 2017**

Summary of Actions

1. Conducted Roll Call
2. Provided Opportunity for Public Comment
3. Action to Approve Administration & Finance Committee Meeting Minutes of May 24, 2017
4. Action to Recommend the Board to Approve the Chief Executive Officer (CEO) or his Designee to approve funding for the SEATOWN Intermodal Study from Perkes Works and Blackhorse Worldwide
5. Action to Recommend 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.
6. Heard Presentations:
 - a. May 2017 Financial Report
7. Adjournment

The Regional Transportation Authority Administration & Finance Committee 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.

Committee Members Present: Tom Niskala, A.R. "Butch" Escobedo, Larry Young and Abel Alonzo

Committee Members Absent: Angie Granado

Staff Present: Jorge Cruz-Aedo, CEO; Daniel Benavidez, Esteban Campos, David Chapa, Kelly Coughlin, Bryan Garner, Denise Jones, Dena Linnehan, Derrick Majchszak, Sharon Montez, Christina Perez, Mike Rendoñ, Gordon Robinson, Robert Saldaña, Susan Teltschik and Esteban Campos

Public Present: Justice Gregory Perkes, Dr. Ron Benavides, PerkesWorks/ Blackhorse Worldwide; Benjamin Schmit, MV Transportation; Gina Salazar, ATU Local 1769

Call to Order & Roll Call

Mr. Tom Niskala called the meeting to order at 8:30 a.m. Ms. Dena Linnehan called Roll and stated a quorum being present.

Opportunity for Public Comment

No one spoke under Public Comment.

Action to Approve the Administration & Finance Committee Meeting Minutes of May 24, 2017

MR. ABEL ALONSO MADE A MOTION TO APPROVE ADMINISTRATION & FINANCE COMMITTEE MEETING MINUTES OF MAY 24, 2017. MR. A.R. "BUTCH" ESCOBEDO SECONDED THE MOTION. NISKALA, ESCOBEDO, YOUNG AND ALONZO VOTING IN FAVOR. THE MOTION CARRIED. GRANADO ABSENT

Heard Presentation of the SEATOWN Intermodal Study from Perkes Works and Blackhorse Worldwide

Mr. Tom Niskala introduced Justice Gregory Perkes and Dr. Ron Benavides to speak on this project. Justice Perkes provided some background on his company PerkesWorks, and stated they teamed up with Blackhorse Worldwide (Disney Imagineers) to perform an intermodal study in Corpus Christi on the 85 acres under the Harbor Bridge area once the bridge is torn down, to create a business and family-oriented entertainment area like that of the San Antonio Riverwalk. Justice Perkes is asking the Board to authorize \$40,000 of funding through the Agency for this study, which they have also asked from the City, the County and Corpus' business private sector.

He said the proposed study is road map identification of funds to get the project done. Justice Perkes commented that after four months of research and in talking with several at the City, the County, TxDot, Flatiron/Dragados, CVB (Corpus Visitor's Bureau), no one has proposed to do anything with the property once the bridge is torn down and would be a waste of taxpayers monies. He said this proposed study will show the highest and best use for the project and will tie the entertainment district together to with all the resources in the area to benefit the community. He mentioned that the proposed study, would be to create an entertainment and waterway area, like San Antonio's Riverwalk, Austin's and Chicago's River Areas and others. The proposed study will give the Public enough information to inform them how funding and costs associated with the project are generated, who funds it, what areas will be affected, and to help them make their decision whether there is a need to move forward, and commented the proposed study would last 3 to 6 months with the project lasting at about 5 years.

Mr. Scott Harris asked what part of transit would be a part of this, and Justice Perkes commented obviously would be the destination into the area by transporting passengers to and through the area. He stated, the lack of parking currently in the Downtown area along with addition of two new hotels, transit would need to be involved for passengers to travel the downtown and hotel districts, entertainment and restaurants areas, American Bank Center, and this proposed sea district, "SeaTown" waterway area. He also mentioned the proposed waterway would not dump into the Port.

Mr. Curtis Rock asked how much they were requesting from the Agency and what would the Agency receive for these funds. Justice Perkes responded with \$40,000 is requested from the RTA, \$30,000 from the City and \$30,000 from the County for Phase I of the project. He said for Phase II, they are looking for the private sector and

other entities to fully fund. He commented for we would receive, the feasibility and economic analyses, a storyline on the project, Corpus Christi's history of the Port, Corpus Christi Bay, first navigated by Alonso de Pineda in 1519, he said information in the study would give visitors and residents, a reason to want to visit "SeaTown". Mr. Rock asked about returning our funding if other entities did not fund, and Justice Perkes said they would want to know why and also would reach out to the private sector.

Mr. Abel Alonso finds this information interesting, yet referenced the Agency's Mission Statement, saying this falls within the statement, yet doesn't feel it is realistic with other projects the Board has supported in line with the Mission Statement. He did comment that if the City and County come onboard with funding, he would support our funding, yet would like to see more information before making a decision to support the proposed study. Mr. Tom Niskala mentioned this would need to be looked at over the next few months during our budget process since there are no monies to support the proposed study at this time. Mr. Jorge Cruz-Aedo agreed this would need to be discussed during the budget workshops.

Action to Recommend to the Board to 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.

Mr. Robert Saldaña introduced the Messrs. John Shepherd and Craig Milady to present the findings of the Comprehensive Annual Financial (CAFR) Report. Mr. Saldaña commented each year between March and June, the Agency receives the CAFR as a requirement to receive Federal funding, and the report is on the prior year financials.

Mr. Milady first commented and thanked Mr. Daniel Benavides for his expedient assistance with getting information to Collier, Johnson & Woods, P.C. for them to complete the report by June. Using a PowerPoint, Mr. Milady spoke on the details of the report and mentioned it is divided into four sections, Introductory-general information; Financials-independent auditor report and management's discussion and analysis; Statistical-history and tenure, and demographics of the Agency; and Single Audit-federal funding and audit. Mr. Milady mentioned that the Agency's Management and Board are responsible for the contents of the CAFR and provide information to their company. He said, as the outside auditor, we have audited the 2016 CAFR for the RTA and expressed a clean opinion of the financial statements in accordance with auditing standards of the United States contained in the Government Auditing Standards, issued by the Comptroller General of the United States. Mr. Milady also commented an independent auditor's report was sent to the Agency's Board of Directors on June 28, 2017, and stated opinions were not modified with respect to the Agency restating federal government receivables and net position in 2015 that was related to the correction of an error in their previous issued financial statements. This delay in timing has been backed out of 2017 to be reported in 2017.

Mr. Alonso thanked Collier, Johnson & Woods, P.C. and asked about Title 6 Audit and did they review to see if the Agency is compliant. Mr. Milady said they did not, and

explained the Single Audit process where auditors are required to make a risk assessment of the grants on a year-to-year basis. He commented over the years they have predominately audited the Capital and Formula grants, and now with the new changes, auditors being motivated to rotate through grants more and cannot automatically look at specific grants just because there are more monies being spent. Mr. Niskala mentioned the Title 6 Audit is a special audit and Mr. Saldaña said that the CAFR is a financial audit, and Title 6 Audit was part of the Triannual Audit process.

Mr. Alonso would like the Board to revisit Title 6 Audit education in the upcoming budget meetings. Mr. Niskala commented this is definitely an item the Board members can discuss during budget workshops and the budget process. He also thanked Staff for getting the required information to Collier, Johnson & Woods, P.C. in such a quick turnaround with the various staff changes. Mr. Niskala said it has been a difficult year and finances are tight at the Agency, although there are safeguards in place to keep the budget in check to address any issues.

Mr. Cruz-Aedo asked Mr. Benavidez to stand and also recognized him for getting onboard in such a short period as he started in March 2017. He commented Mr. Benavidez brought a lot to the Agency with his experience, and was key in getting Collier, Johnson & Woods, P.C. the information they needed that provided us the results the Agency has received.

MR. ALONZO MADE A MOTION TO RECOMMEND TO THE BOARD TO 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.. MR. LARRY YOUNG SECONDED THE MOTION. NISKALA, ESCOBEDO, YOUNG AND ALONZO VOTING IN FAVOR. THE MOTION CARRIED. GRANADO ABSENT

Heard Presentations:

a. May 2017 Financial Report

Mr. Robert Saldaña reported for the month of May operating expenses were \$160,763 versus the budget of \$252,132, or \$91,368 below, and countered with controlling departmental expenses of \$2.8 million versus budget of \$3.1 million, or a \$280,219 in savings. He commented the sales tax revenues of \$2.4 million versus budget of \$2.6 million, or \$124,837 below budget.

He thanked Mr. Benavidez and Ms. Christina Perez for their efforts on the processing of grants where the Agency was able to drawdown \$403,113 for the month versus the \$186,667 budgeted. Mr. Saldaña stated that the \$6.0 million adjustment on grants due to a timing issue has been appropriated and obligated so the Agency is ready to drawdown these funds, thus a net savings of \$793,550 in assets with depreciation at \$708,000 and not a cash outlay, or even for the month. He said for year-to-date operating expenses came in at \$1.4 million versus the \$1.3 budgeted. Mr. Saldaña also pointed out on the Agency's net income of negative

amount of \$2.1 million, less the depreciation amount, the Agency puts the cash flow at \$1.4 million to the positive. He stated the estimated sales tax was at \$2.3 million and we received \$2.4 million on June 9, 2017. Mr. Niskala spoke and was glad to see staff drawing down grants even with a few issues in closing out grants.

Adjournment

There being no further business, the meeting was adjourned at 9:18 a.m.

Submitted by: Dena Linnehan



Subject: Exercise the Last Option Year with Electronic Data Magnetics, Inc. (EDMI) for the Supply of Electronic bus passes

Background

The CCRTA is using an electronic fare box collection system called Genfare (GFI). The GFI System was purchased in February 2008; this system uses specialized encoded bus passes to help provide a collection of data and reports.

Over two million coded and non-encoded paper stock are being used on board the buses each year. Electronic bus passes include:

- | | |
|---------------------|---------------------|
| Transfers | 1 Day Pass |
| 7 Day Pass | 31 Day Regular Pass |
| 31 Day Reduced Pass | 31 Day B-Line |
| 11 Trip Pass | Change Cards |

Identified Need

On February 07, 2013, the Board of Directors approved issuing an Invitation for Bid (IFB) for the supply of Electronic Bus Passes. The IFB was structured as a three (3) year base contract with two (2) one-year options. One proposal was received from Electronic Data Magnetics Inc. (EDM). EDM has a history of supplying CCRTA with electronic bus passes and has been able to meet delivery schedule needs.

Financial Impact

The estimated annual amount of contract is \$102,000 for purchasing of GFI Bus Passes. Total amount of expenditures will vary, to some degree, based on passenger trips and matching bus pass program usage. Funds are budgeted in FY 2017 Operating Budget.

Recommendation

Staff requests that the Administration Committee recommend to the Board of Directors to authorize the Chief Executive Officer (CEO) or designee to exercise the last option year with Electronic Data Magnetics, Inc. (EDMI) for the supply of electronic bus passes.

Respectfully Submitted,

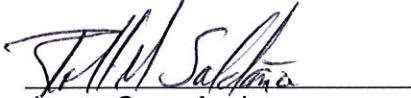
Reviewed by:



Sharon Montez

Managing Director of Capital Programs and Customer Services

Final Approval by:



Jorge Cruz-Aedo

Chief Executive Officer





Subject: June 2017 Financial Report

SUMMARY: The Authority's net financial performance for the month of June exceeds budgeted amounts by \$10,006,861. The monthly variance is attributed to federal reimbursement of \$4,545,240 for buses purchased in 2017 and reimbursement \$6,086,312 for buses purchased in 2015. Excluding these federal capital funds, the Authority saw a net loss for June 2017 of \$239,757.

REVENUES

- **Sales Tax** – June sales tax has been estimated at \$2,902,434 which is lower than June 2016 actual collections by \$29,317.

UPDATE – SALES TAX COLLECTIONS FOR MAY 2017 OF \$2,623,167 WERE RECEIVED ON JULY 14, 2017 AND ARE \$211,297 HIGHER THAN COLLECTIONS FOR THE SAME PERIOD LAST YEAR, AN INCREASE OF 8.8%. YEAR-TO-DATE COLLECTIONS FOR 2017 TOTAL \$12,652,705 WHICH ARE 7.6% (\$964,895) UNDER 2017 BUDGETED AMOUNTS.

- **Operating Revenues** – For the month of June, Passenger Service was \$133,523 vs. \$133,768 in 2016 – a decrease of \$245 and \$66,591 (33.3%) lower than current budget estimates. Other operating revenues, which includes advertising, were \$15,513 vs. \$52,018 budgeted for a net shortfall of \$36,505. The shortfall is a timing issue as the anticipated annual amount for CNG rebates was received in April 2017.

EXPENSES

Over all, monthly departmental expenses are under budget by \$83,213, or 3.2%. For the year to date, expenses are under budget by \$610,275, or 3.8%. 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** – June reflects \$1,106,595, which is 6.9% (\$81,871) under budgeted amounts. For year to date expenses, this category is 5.48% under budget.
- **Services** – June reflects \$281,256, which is 0.06% (\$162) under budgeted amounts.
- **Materials and Supplies** – June reports \$287,812, which is 18.6% (\$45,141) under budgeted amounts. The main variance is related to timing of receipt of invoices for repair parts and supplies for fleet vehicles.


- Utilities – June reports \$55,828, which is 52.22% (\$61,006) under budgeted amounts. The variance is primarily due to the timing of the invoice for CNG.
- Insurance – June reports \$275,463, which is \$9,629 (3.62%) over budgeted amounts. The major factor of this variance is health insurance claims invoices. The year-to-date expenses are at 29.66% over budget.
- Purchased Transportation – June reports \$478,309 which is \$1,194 (0.25%) under budgeted amounts.
- Miscellaneous – May reports \$47,000 which is \$6,284 (15.43%) over budgeted amounts. The variance is primarily due to the timing differences.

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

Respectfully Submitted,

Submitted by: Daniel Benavidez and Sandra Roddel
Comptroller Director of Finance

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 June 30, 2017 & June 30, 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	\$ 133,523	200,114	(66,591)	133,768	(245)
Bus advertising	13,686	18,268	(4,582)	6,182	7,504
Charter service	-	-	-	-	-
Other operating revenues	1,827	33,750	(31,923)	371,303	(369,476)
Total Operating Revenues	149,036	252,132	(103,095)	511,253	(362,217)
Operating Expenses:					
Transportation	569,184	577,154	7,970	537,521	(31,663)
Customer Programs	37,499	37,431	(68)	17,244	(20,255)
Purchased Transportation	466,094	479,503	13,409	474,120	8,026
Service Development	28,823	35,451	6,628	69,600	40,777
MIS	62,007	71,556	9,548	70,579	8,572
Vehicle Maintenance	425,061	410,532	(14,530)	407,129	(17,932)
Facilities Maintenance	137,716	146,688	8,973	150,796	13,080
Contracts and Procurements	14,095	14,618	523	9,748	(4,347)
CEO's Office	61,235	52,159	(9,076)	42,243	(18,992)
Finance and Accounting	61,054	40,876	(20,178)	43,061	(17,993)
Materials Management	15,537	13,785	(1,752)	13,490	(2,047)
Human Resources	409,830	442,677	32,847	348,739	(61,091)
General Administration	32,897	50,410	17,513	24,454	(8,443)
Capital Project Management	16,471	16,284	(187)	13,637	(2,834)
Marketing & Communications	47,763	46,821	(941)	63,897	16,134
Safety & Security	95,265	105,244	9,979	111,889	16,624
Debt Service	-	-	-	-	-
Staples Street Center	51,732	74,286	22,554	20,130	(31,602)
Total Departmental Expenses	2,532,262	2,615,475	83,213	2,418,277	(113,985)
Depreciation	708,333	390,067	(318,266)	663,747	(44,586)
Total Operating Expenses	3,240,595	3,005,542	(235,053)	3,082,024	(158,571)
Operating Income (Loss)	(3,091,559)	(2,753,410)	(338,149)	(2,570,771)	(520,788)
Other Income (Expense)					
Sales Tax Revenue	3,033,268	3,165,300	(132,032)	3,303,006	(269,738)
Federal, state and local grant assistance	45,265	186,667	(141,402)	130,000	(84,735)
Investment Income	4,571	8,167	(3,596)	9,523	(4,952)
Gain (Loss) on Disposition of Property	-	4,583	(4,583)	-	-
Other Income (Expense)	31,729	30,353	1,376	-	31,729
Subrecipient Grant Agreements	(10,424)	-	(10,424)	(11,161)	737
Street Improvements Program for CCRTA Region Entities	(252,608)	(229,083)	(23,525)	-	(252,608)
Net Income (Loss) Before Capital Grants and Donations	(239,757)	412,576	(652,334)	860,597	(1,100,354)
Capital Grants & Donations	10,659,195	-	10,659,195	-	10,659,195
Change in Net Assets	\$ 10,419,438	412,576	10,006,861	860,597	9,558,841

Corpus Christi Regional Transportation Authority
Statement of Cash Flows (Unaudited)
Month ended June 30, 2017

	<u>6/30/2017</u>
Cash Flows From Operating Activities:	
Cash Received from Customers	\$ 166,698
Cash Received from Bus Advertising and Other Ancillary	60,163
Cash Payments to Suppliers for Goods and Services	(2,246,318)
Cash Payments to Employees for Services	(999,432)
Cash Payments for Employee Benefits	(638,868)
Net Cash Used for Operating Activities	<u>(3,657,756)</u>
Cash Flows from Non-Capital Financing Activities:	
Sales and Use Taxes Received	<u>2,468,113</u>
Net Cash Provided by Non-Capital Financing Activities	<u>2,468,113</u>
Cash Flows from Capital and Related Financing Activities:	
Federal and Other Grant Assistance	<u>10,704,460</u>
Net Cash Provided by Capital and Related Financing Activities	<u>10,704,460</u>
Cash Flows from Investing Activities:	
Investment Income	4,571
Maturities and Redemptions of Investments	-
Net Cash Provided by Non-Capital Financing Activities	<u>4,571</u>
Net Increase in Cash and Cash Equivalents	9,519,388
Cash and Cash Equivalents (Including Restricted Accounts), June 1, 2017	20,163,034
Cash and Cash Equivalents (Including Restricted Accounts), June 30, 2017	\$ <u><u>29,682,421</u></u>

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY
Statement of Net Position
Month ended June 30, 2017 and years ended December 31, 2016 and 2015

	<u>Unaudited</u> <u>June 30</u> <u>2017</u>	<u>Audited</u> <u>December 31</u> <u>2016</u>	<u>Audited</u> <u>December 31</u> <u>2015</u>
ASSETS			
Current Assets:			
Cash and Cash Equivalents	\$ 27,960,256	\$ 15,727,428	\$ 12,364,605
Investments	4,316,454	9,002,510	10,929,003
Receivables:			
Sales and Use Taxes	5,290,135	5,439,760	5,761,555
Accrued Interest	58,418	54,719	53,448
Federal Government	-	406,078	8,095,916
Other	9,510	36,938	226,356
Inventories	632,845	610,376	576,228
Prepaid Expenses	1,355,164	280,434	179,745
Total Current Assets	<u>39,622,781</u>	<u>31,558,243</u>	<u>38,186,856</u>
Non-Current Assets:			
Restricted Cash and Cash Equivalents	1,722,165	1,728,452	11,015,610
Capital Assets:			
Land	3,658,054	3,658,054	3,658,054
Buildings	49,958,064	49,958,064	18,363,541
Transit Stations, Stops and Pads	25,799,089	25,799,089	25,595,487
Other Improvements	4,706,675	4,706,675	4,656,155
Vehicles and Equipment	63,604,886	63,604,886	61,205,177
Construction in Progress	209,190	209,190	23,977,972
Current Year Additions	8,129,329	-	-
Total Capital Assets	<u>156,065,288</u>	<u>147,935,958</u>	<u>137,456,386</u>
Less: Accumulated Depreciation	<u>(71,845,108)</u>	<u>(67,595,109)</u>	<u>(59,047,887)</u>
Net Capital Assets	<u>84,220,179</u>	<u>80,340,849</u>	<u>78,408,499</u>
Total Non-Current Assets	<u>85,942,344</u>	<u>82,069,300</u>	<u>89,424,109</u>
TOTAL ASSETS	<u>125,565,125</u>	<u>113,627,543</u>	<u>127,610,965</u>
DEFERRED OUTFLOWS OF RESOURCES			
Deferred outflow related to pensions	4,550,803	4,550,803	2,147,798
TOTAL ASSETS AND DEFERRED OUTFLOWS	<u><u>130,115,928</u></u>	<u><u>118,178,346</u></u>	<u><u>129,758,762</u></u>

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY
Statement of Net Position (cotinued)
Month ended June 30, 2017 and years ended December 31, 2016 and 2015

	Unaudited June 30 2017	Audited December 31 2016	Audited December 31 2015
LIABILITIES AND NET POSITION			
Current Liabilities:			
Accounts Payable	5,762,116	843,276	3,890,382
Contractors Retainage Payable	289,246	1,293,190	911,034
Current Portion of Long-Term Liabilities:			
Long-Term Debt	555,000	555,000	540,000
Compensated Absences	275,328	275,328	234,460
Distributions to Regional Entities Payable	3,165,654	3,329,846	2,291,546
Other Accrued Liabilities	658,282	625,718	438,674
<i>Total Current Liabilities</i>	<u>10,705,625</u>	<u>6,922,358</u>	<u>8,306,096</u>
Non-Current Liabilities:			
Long-Term Liabilities, Net of Current Portion:			
Long-Term Debt	19,820,000	19,820,000	20,375,000
Compensated Absences	185,229	185,229	173,589
Net Pension Liability	3,320,409	3,320,409	732,975
Net OPEB Obligation	435,418	435,418	483,688
<i>Total Non-Current Liabilities</i>	<u>23,761,057</u>	<u>23,761,056</u>	<u>21,765,252</u>
TOTAL LIABLILITES	<u>34,466,682</u>	<u>30,683,414</u>	<u>30,071,348</u>
DEFERRED INFLOWS OF RESOURCES			
Deferred inflow related to pensions	195,034	195,034	-
TOTAL LIABILITIES AND DEFERRED INFLOWS	<u>34,661,716</u>	<u>30,878,448</u>	<u>30,071,348</u>
Net Position:			
Net Invested in Capital Assets	63,956,041	60,082,998	66,897,807
Restricted for Debt Service	1,611,302	1,611,302	1,611,302
Unrestricted	29,886,869	25,605,598	31,178,305
TOTAL NET POSITION	<u>95,454,212</u>	<u>\$ 87,299,898</u>	<u>\$ 99,687,414</u>

See Notes to Financial Statements

**REGIONAL TRANSPORTATION AUTHORITY
OPERATIONS & CAPITAL PROJECTS COMMITTEE MEETING MINUTES
WEDNESDAY, JUNE 28, 2017**

Summary of Actions

1. **Conducted Roll Call**
2. **Provided Opportunity for Public Comment**
3. **Action to Approve Operations & Capital Projects Committee Meeting Minutes of May 24, 2017**
4. **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**
5. **Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or his Designee to Execute a One-Year Memorandum of Agreement with Texas A&M University-Corpus Christi for Transportation Services**
6. **Heard Presentations:**
 - a. **May 2017 Financial Report**
 - b. **Procurement Update**
7. **Adjournment**

The Regional Transportation Authority Operations & Capital Projects Committee met at 9:30 a.m. in the Regional Transportation Authority Staples Street Center facility located at 602 N. Staples Street, 2nd Floor Board Room, Corpus Christi, Texas.

Committee Members Present: Glenn Martin and Scott Harris

Committee Members Absent: Michael Reeves, Edward Martinez and George B. Clower

Staff Present: Jorge Cruz-Aedo, CEO; Daniel Benavidez, Esteban Campos, David Chapa, Kelly Coughlin, Bryan Garner, Denise Jones, Dena Linnehan, Derrick Majchszak, Sharon Montez, Christina Perez, Mike Rendoń, Gordon Robinson, Robert Saldaña, Susan Teltschik and Esteban Campos

Public Present: Justice Gregory Perkes, Dr. Ron Benavides, PerkesWorks/ Blackhorse Worldwide; Benjamin Schmit, MV Transportation; Gina Salazar, ATU Local 1769

Call to Order & Roll Call

Mr. Michael Reeves called the meeting to order at 9:30 a.m. and Ms. Dena Linnehan called Roll and stated a quorum was present.

Opportunity for Public Comment

No one spoke under Public Comment.

Action to Approve Operations & Capital Projects Committee Meeting Minutes of May 24, 2017

MR. GLENN MARTIN MADE A MOTION TO APPROVE OPERATIONS & CAPITAL PROJECTS COMMITTEE MEETING MINUTES OF MAY 24, 2017. MR. SCOTT HARRIS SECONDED THE MOTION. REEVES, CLOWER, MARTIN AND HARRIS VOTING IN FAVOR. THE MOTION CARRIED. MARTINEZ ABSENT

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

MR. HARRIS MADE A MOTION TO AUTHORIZE ISSUING A CONTRACT TO RELIABLE TRANSMISSION SERVICES, LLC FOR SUPPLY OF REFURBISHED TRANSMISSIONS. MR. MARTIN SECONDED THE MOTION. REEVES, CLOWER, MARTIN AND HARRIS VOTING IN FAVOR. THE MOTION CARRIED. MARTINEZ ABSENT

Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or his Designee to Execute a One-Year Memorandum of Agreement with Texas A&M University-Corpus Christi (TAMUCC) for Transportation Services

Mr. Robinson reported on the Agreement between the Agency and TAMUCC and how the RTA has operated bus service since the year 2000, and an Agreement containing reimbursement costs is negotiated annually. Mr. Robinson pointed out we currently service Route 60, The Momentum Shuttle, and Route 63, The Wave, and said students, employees and faculty display a *SandDollar* identification ride on our fixed route and B-Line services at no charge to us.

He stated the RTA and TAMUCC share costs and the Agency has negotiated reimbursement for 2017-2018 Fall, Spring and Summer semesters in the amount of \$132,827.20 for Route 63, and \$68,622.74 for Route 60 for a total of \$201,449.94. He commented the Agency's estimated annual cost to operate Route 63 is \$155,927.59 and \$229,736.98 for Route 60, for a total estimated annual cost of \$385,664.57.

Mr. Alonzo asked for reference of the word 'Free' not used since the TAMUCC includes the fare as part of the student's semester tuition. Mr. Reeves noted Mr. Alonzo's comments and Mr. Niskala stated the recovery ratio is greater on these two routes compared to any other routes in our system, when you factor in the reimbursement costs by TAMUCC. Mr. Reeves commented on Del Mar's students and faculty have a similar program, and Mr. Robinson said yes they do and both programs have had a positive image on the Agency.

MR. GEORGE CLOWER MADE A MOTION TO RECOMMEND THE BOARD AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) OR HIS DESIGNEE TO EXECUTE A ONE-YEAR MEMORANDUM OF

AGREEMENT WITH TEXAS A&M UNIVERSITY-CORPUS CHRISTI FOR TRANSPORTATION SERVICES. MR. HARRIS SECONDED THE MOTION. REEVES, CLOWER, MARTIN AND HARRIS VOTING IN FAVOR. THE MOTION CARRIED. MARTINEZ ABSENT

Heard Presentations

a. May 2017 Operations Report

Mr. Robinson reported on the system-wide ridership for all services in May totaled 451,958 boardings, a 0.2 percent increase as compared to 450,927 in May 2016, and mentioned Houston Metro, VIA and other transit agencies receiving the same marginal increase/decrease numbers in ridership. He commented for the month of May, we serviced the 'Beach To Bay' event and recorded close to 11,000 boardings, or 60 per hour. He stated other factors for the increase of ridership, dealt with the slightly higher gas prices and lower rainfall levels which reported an overall fixed route percentage of 0.2, and B-line almost 0.3 percent with year-to-date holding at 0.6 percent system overall.

Mr. Robinson continued with his presentation and reported on the highest and lowest passenger boardings per route, highest wheelchair and bicycle boardings per route, and we met our standard for on-time performance at 85 percent. He also commented for the Customer Assistance Forms (CAFs), for the month of May, we only reported 45 by verifying the CAFs, and there were 9 accommodations reported. Mr. Robinson reported 11,647 miles between roadcalls (MBRC) were reported in May and there were 6 vehicle accidents; 5 non-preventable and 1 deemed preventable and still kept the Agency within the industry standards.

Mr. Alonso commented on a few route changes he experienced lately, and commended the operators for their patience and interest to educate riders on these construction, route changes and delays which are not the Agency's fault. Mr. Harris asked for additional information on the number of buses with bicycle racks, and what the percentage with 2 position versus 3 position, and Mr. Robinson stated all of the fixed route buses have bicycle racks and he will provide the percentages at the July Board meeting to include retrofitting those with 2 positions into 3 positions.

A question was asked by Mr. Reeves regarding this year's heavy construction and bond projects on the streets and how it is affecting our routes, and is it going to hinder our heaviest travelled routes for 2018. Mr. Robinson responded with the city will focus on their heaviest used streets and bond projects first which is also where the Agency's heaviest routes serviced and stated he feels this will continue on for some time and believes it will continue over the next few years. Several members spoke and commented it will most likely become worse before getting better.

b. Procurement Update

Mr. Saldaña reported on the current project to be presented to the Board in July for rebuilt transmissions two-year agreement with a one-year option, not to exceed \$85,495, and of the 12 companies we solicited, 2 attended the pre-bid meeting and

we received only 3 bids, with one being deemed non-responsive. He commented there are currently 5 projects over the next 4 months the Agency will present to the Board for review. He stated for brass fittings and hydraulic hoses two-year supply contract estimated at \$84,000 will be an Invitation for Bid (IFB) for approval in August. The remaining 4 projects; \$81,000 for local and long distance service provider, \$700,000 for a law enforcement/security contract, \$36,000 for actuarial services and a benefits portfolio management agreement at \$186,000 Request for Proposal (RFP) will present to the Board in August and October once they are reviewed at the prior committee meetings.

Mr. Saldaña provided details regarding the CEO's 4 month outlook to include 1 year agreements for Remix software at \$29,000; Trapeze Google-FX at \$3,000; Pest Control Services at \$20,000; Trapeze FX-MON at \$17,000; Solid Waste Services at \$20,000 and Supply of Lubricants not to exceed \$30,000. He reported on the month-to-month agreements included Long Term Disability at \$21,550 and mentioned he spoke with Mr. A.R. 'Butch' Escobedo regarding commissions being paid so there has been verbiage added to the contract to prohibit any commissions from being paid. For the Marina Rental Space contract at \$11,893.20, he will discuss this at the budget planning sessions.

Adjournment

There being no further discussions the meeting ended at 9:55 a.m.

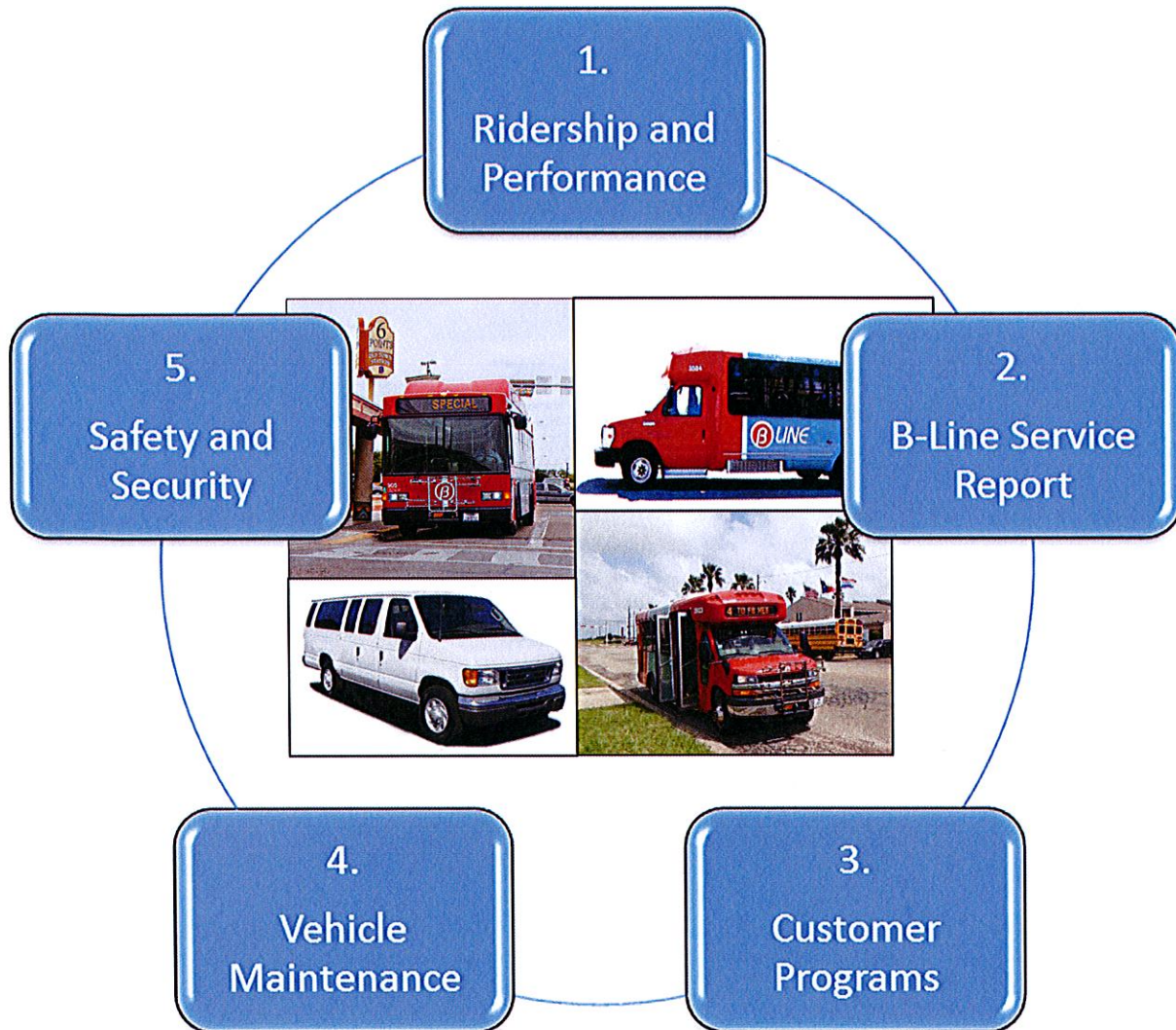
Submitted by: Dena Linnehan



Subject: Operations Report for June 2017

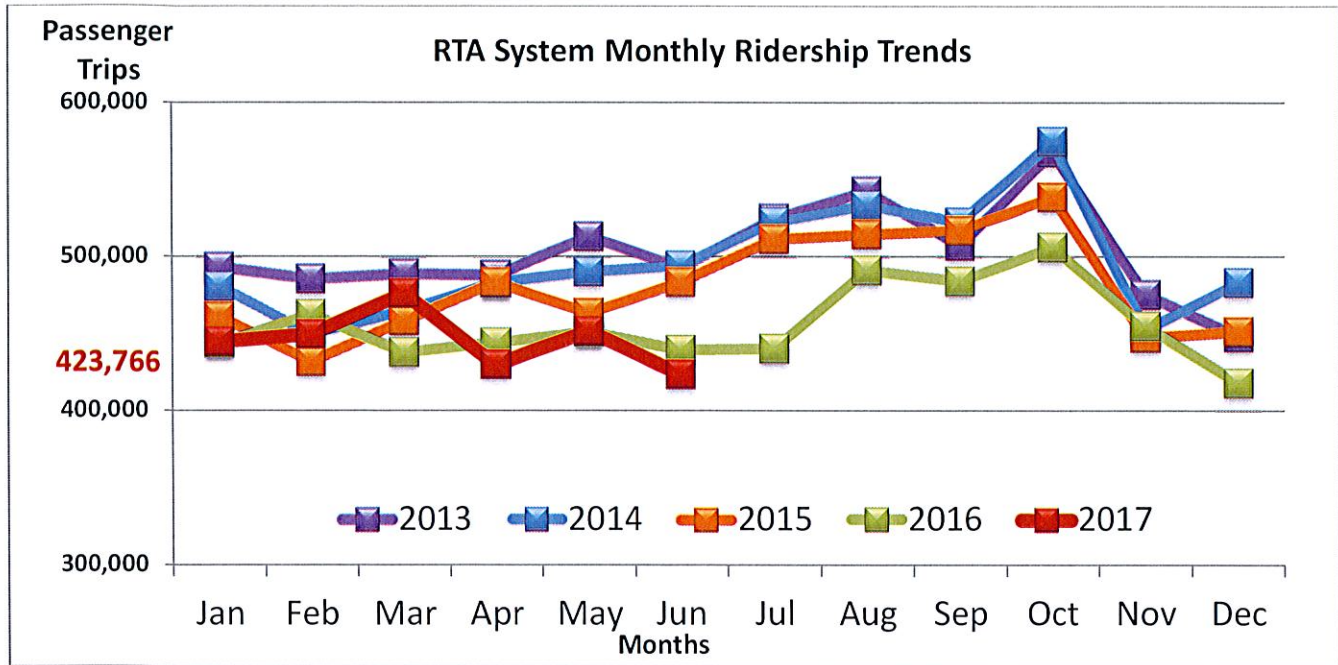
The system-wide monthly operations performance report for June 2017 is included below for your information and review. This report contains monthly and Year-to-Date (YTD) operating statistics and performance measurement summaries containing ridership, performance metrics by service type, miles between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

Detailed results are reported within the five sections outlined below:

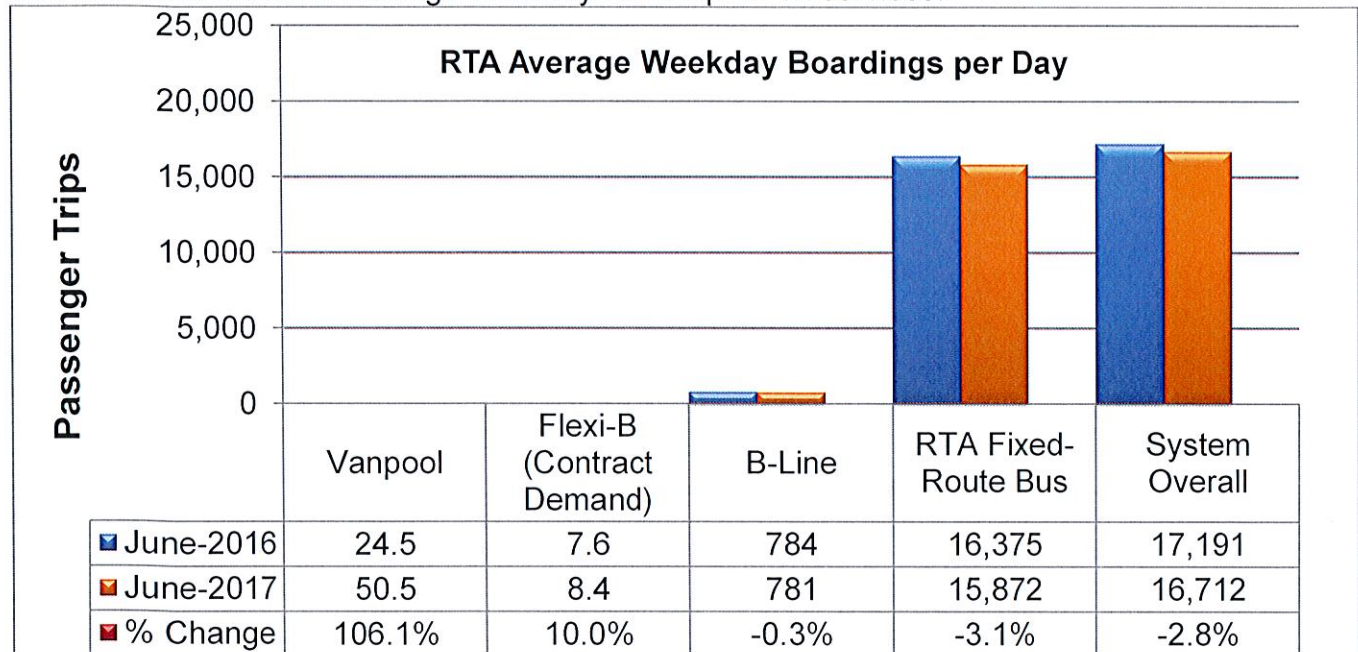


1. System-wide Ridership and Service Performance Results

Boardings for all services in June 2017 totaled 423,766. This represents a -3.3% decrease as compared to 438,004 boardings in June 2016 or 14,238 less boardings this month. This month contained 22 weekdays, 4 Saturdays, and 4 Sundays. In June 2016, there were 22 weekdays, 4 Saturdays, and 4 Sundays. Retail gas prices for unleaded fuel cost about \$2.05 per gallon compared to \$2.07 per gallon in June 2016¹. Approximately 1.93 inches of rain was recorded this month as compared to 1.40 inches in June 2016.²



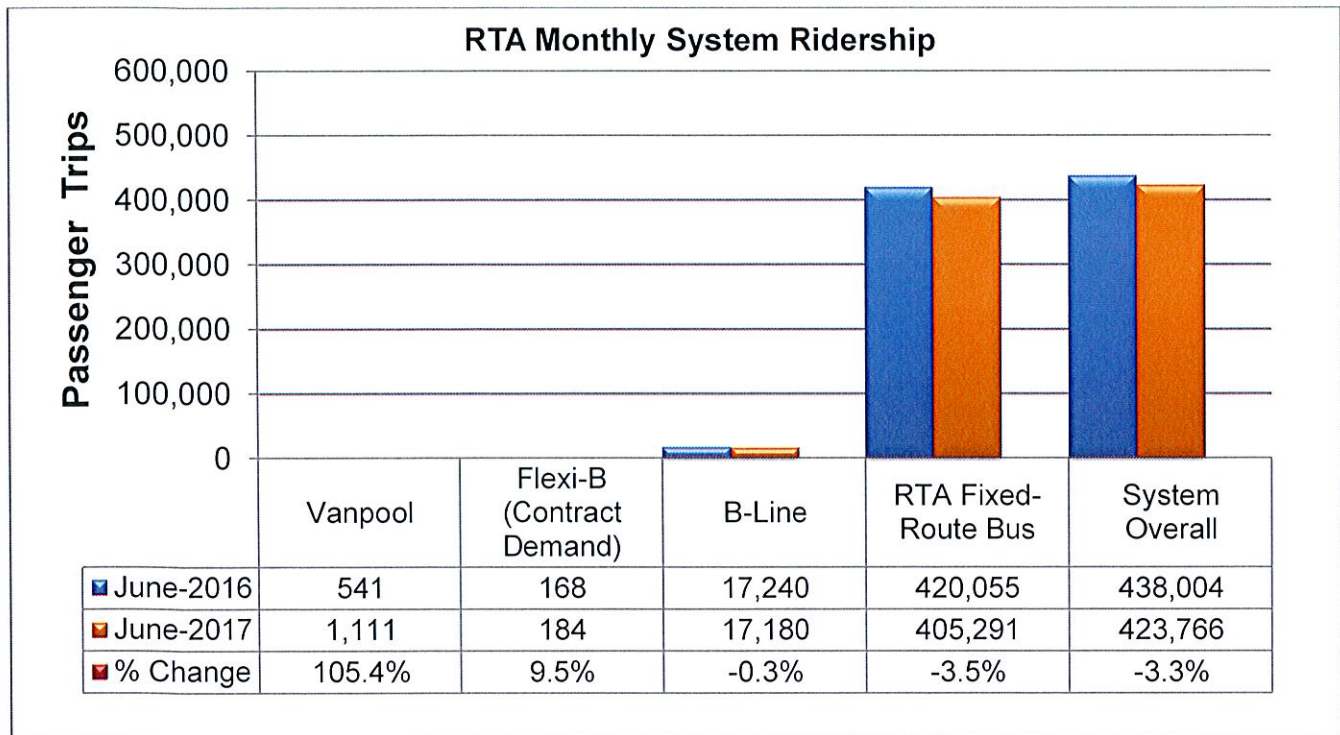
The chart below shows average weekday ridership for all services.



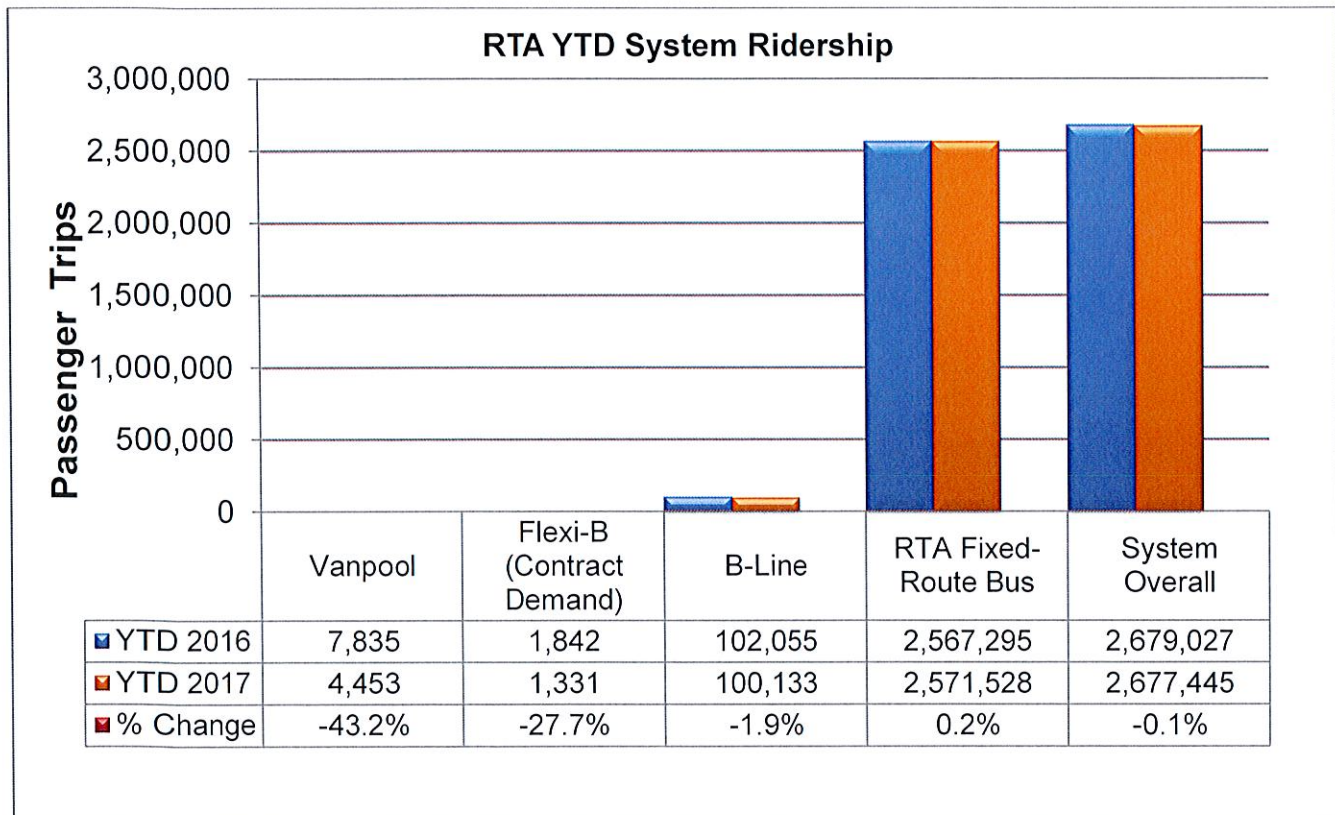
1. GasBuddy.com historical data at <http://www.gasbuddy.com>.

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

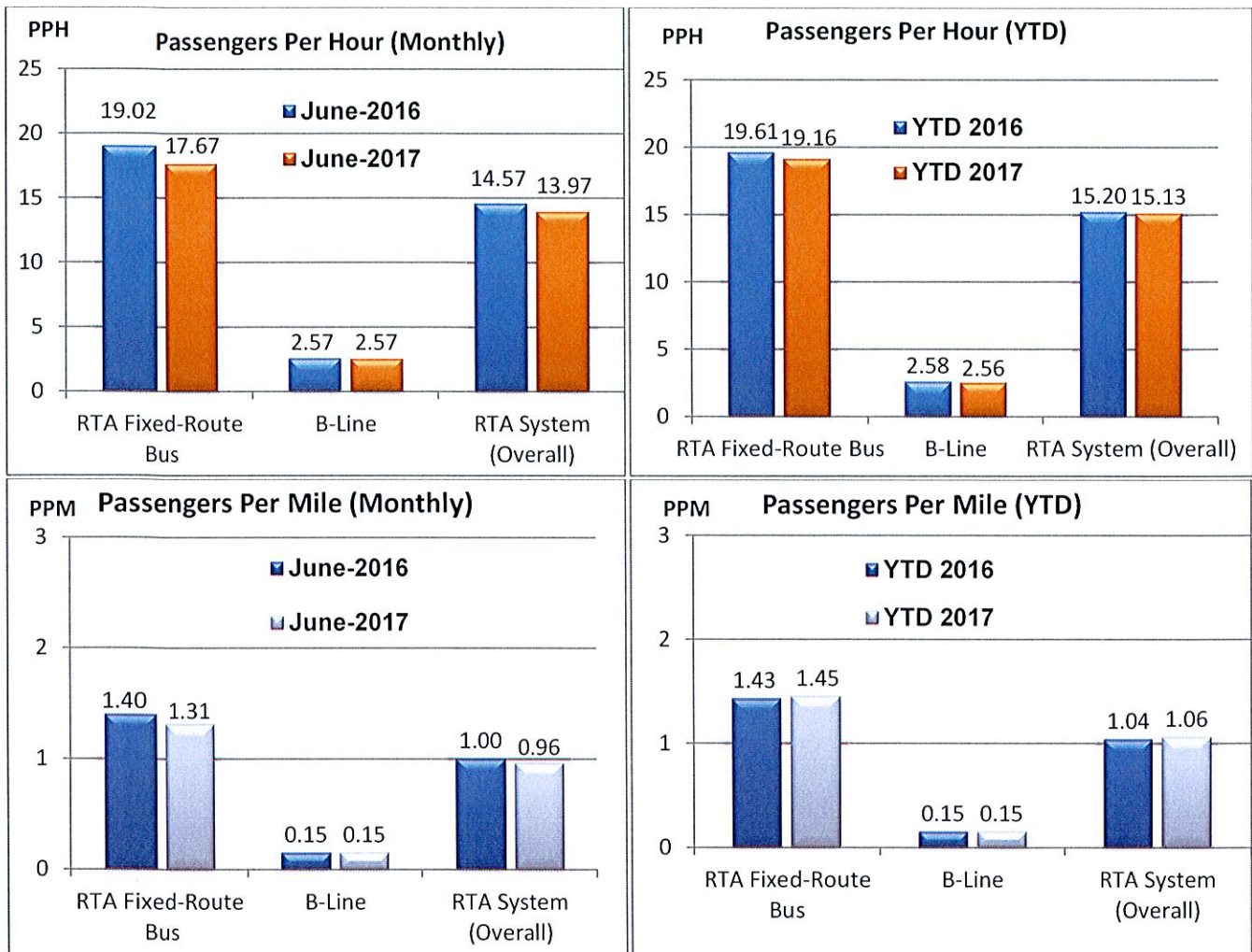
The chart below shows monthly ridership results for all services.



The chart below shows YTD ridership results for all services. CCRTA has recorded 1,582 less boardings for a decrease of -0.1% in 2017 as compared to the same period in 2016.



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



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

Schedule Adherence	Standard	Apr-17	May-17	Jun-17	3-Month Average
Early Departure	<1%	0.0%	4.0%	1.0%	1.7%
Departures within 0-5 minutes	>85%	88.5%	85.0%	91.7%	88.4%
Monthly Wheelchair Boardings	No standard	4,496	5,065	5,284	4,948
Monthly Bicycle Boardings	No standard	8,495	8,885	8,938	8,773
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:

- Alameda Street (Ayers – Louisiana): To be completed Mid-2018
 - Routes 5, 5s, 15s, 19, 29, & 29s
- Carroll Lane (Houston – McArdle): To begin in near future: 12 month project.
 - Route 17 has already been on detour for six weeks for utility work.
- Gollihar Street (Staples – Kostoryz): To be completed Mid-2019
 - Routes 32, 37 & 37s
- Greenwood Drive (Horne – Gollihar): To be completed October 2017
 - Routes 15s & 23
- Kostoryz Road (Brawner – Staples): To be completed December 2017
 - Routes 15 & 24s
- McArdle Road (Whitaker – Nile): To be completed September 2017
 - Routes 37 & 66s
- Staples Street (Morgan - I-37): To be completed July 2017
 - Routes 5s, 5x, 17, 29 & 29s
- Williams Street (Staples - Airline): To be completed September 2017
 - Routes 8s, 29 & 63

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

- Productivity: **2.57** PPH did meet the contract standard of 2.50 PPH.
- On Time Performance: **96.9%** did meet the contract standard of 96%.
- In Vehicle Time: **99.2%** exceeded the contract standard of 95%.
- Denials: 0 denials or **0.0%** did meet contract standard of 0.0%.
- Miles between Road Calls: **44,320** exceeded the contract standard of 12,250 miles.
- Ridership Statistics: **11,259** ambulatory; **4,710** wheelchair boarding's

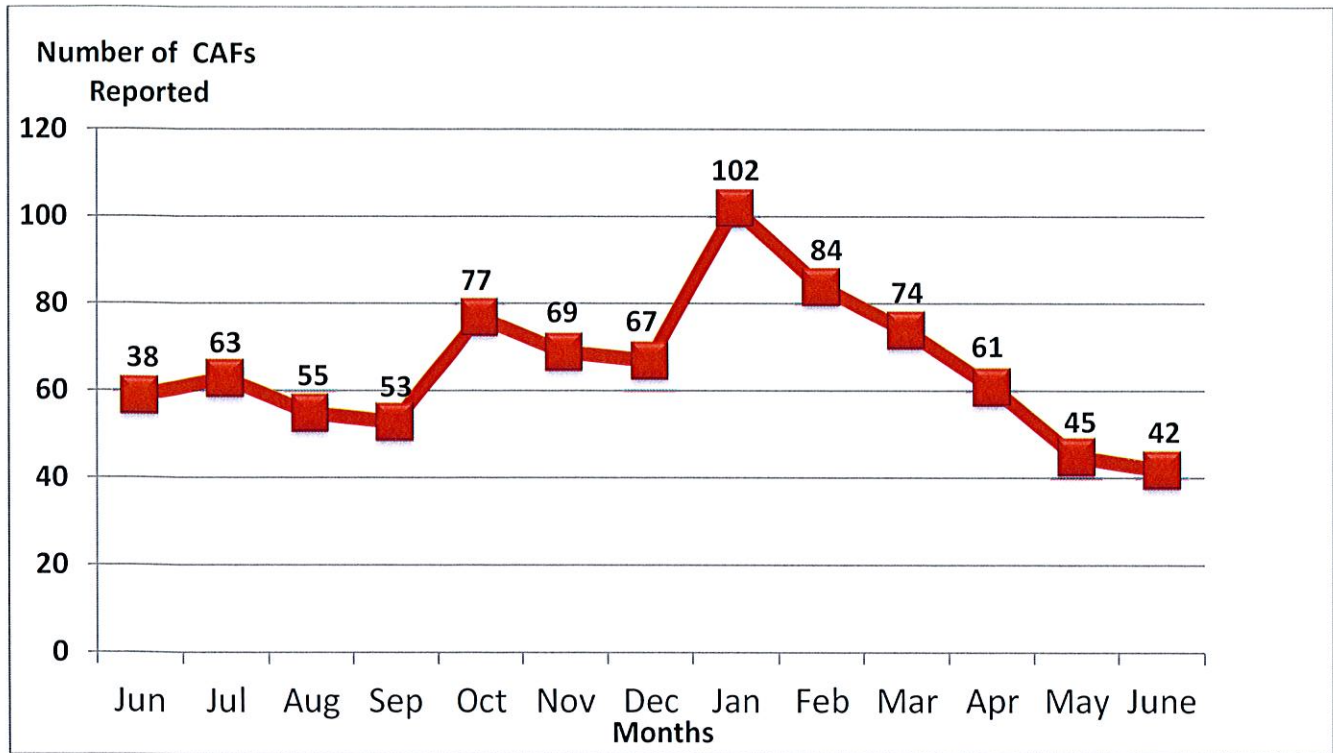
Metric	Standard	Apr-17	May-17	Jun-17	YTD Average
Passengers per Hour	2.50	2.55	2.54	2.57	2.56
On-time Performance	96%	94.6%	95.3%	96.9%	95.7%
In Vehicle Time	95.0%	98.9%	98.6%	99.2%	99.0%
Denials	0.00%	0.00%	0.00%	0.00%	0.0%
Miles Between Roadcalls	12,250	113,963	33,853	44,320	47,251
Monthly Wheelchair Boardings	No standard	4,398	4,872	4,710	4,653

B-Line ridership for the month of June 2017 was 17,180 compared to 17,240 for June 2016, which equates to 60 less trips representing a decrease of -0.4%.

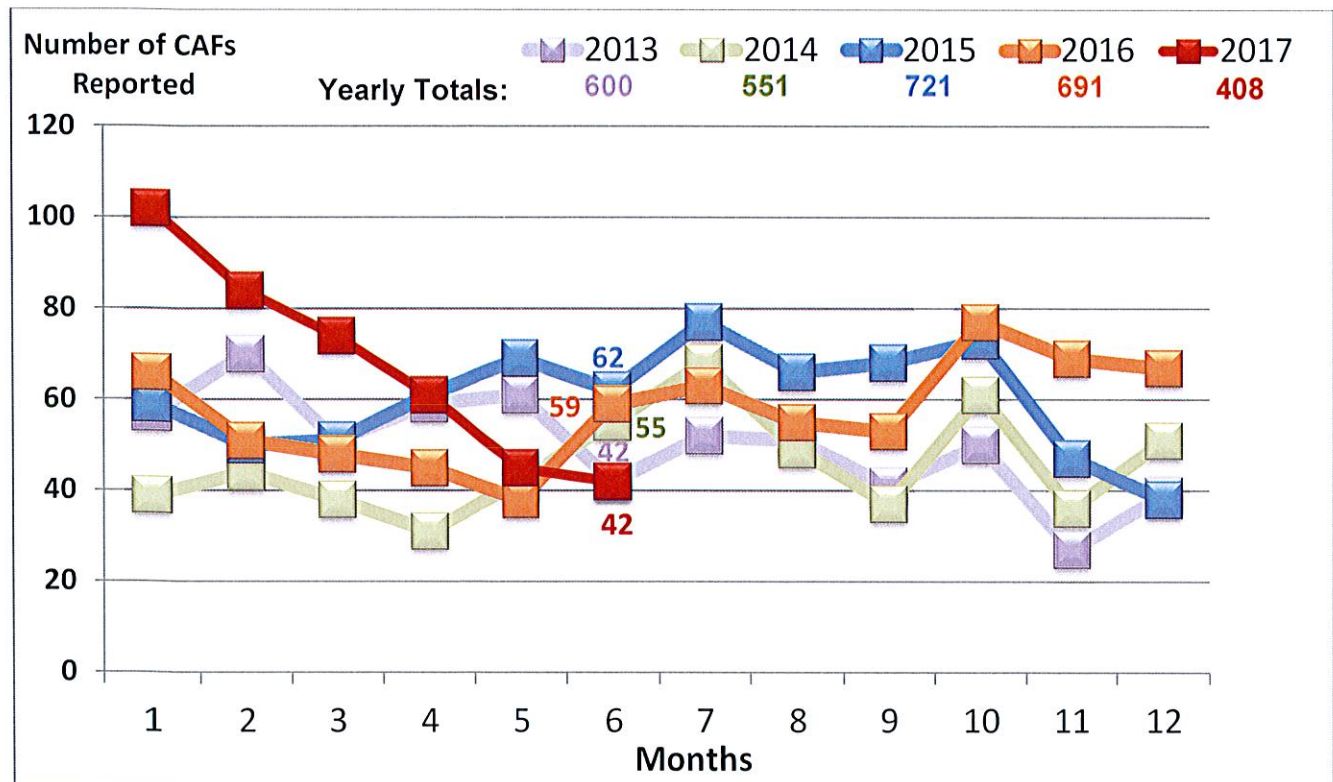
YTD 2017 Ridership is 100,133 representing a decrease of -1.9% from 2016 ridership statistics which was 102,055 YTD by June 2016 a difference of 1,922 rides.

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

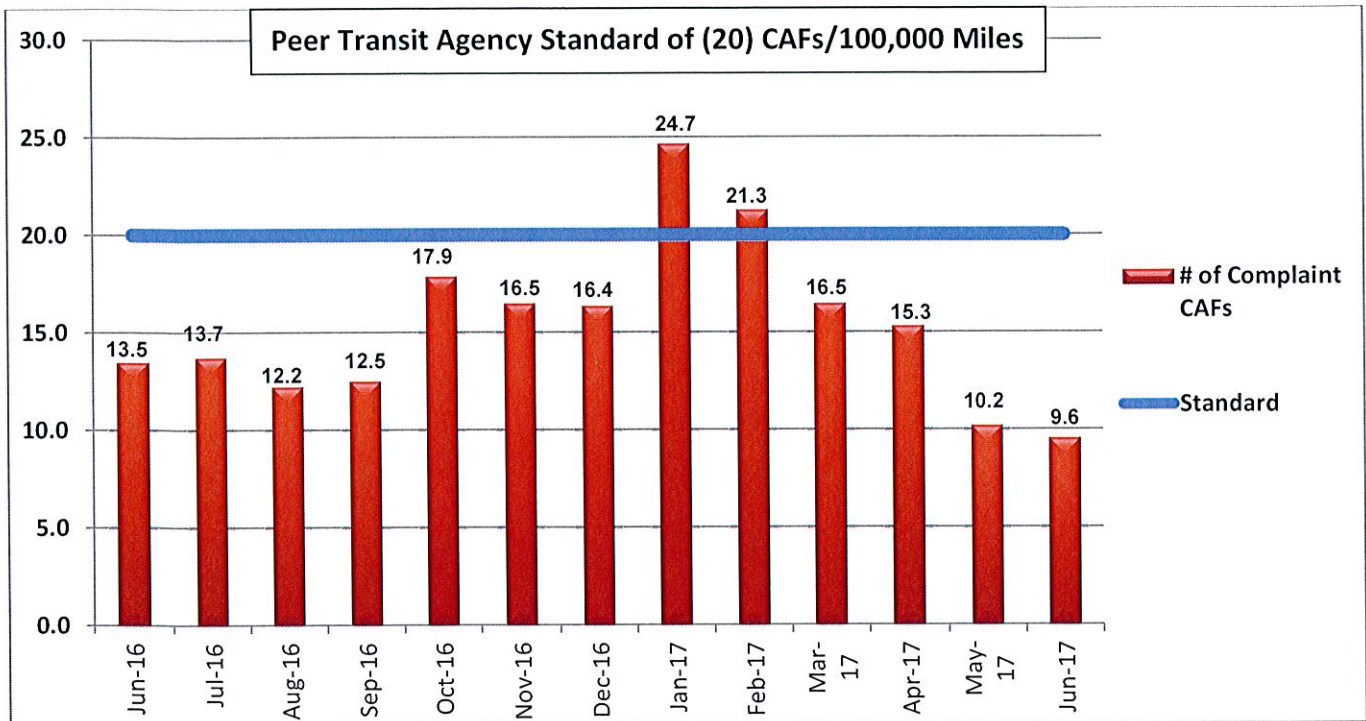
For June 2017, Customer Service processed 64 Customer Assistance Forms (CAF's) of which 42 were verified as valid. This represents a substantial decrease from the 45 verified CAF's overall in May 2017. There were 3 Commendations for the month of June.



3a. CAF Reports: Historical Trends



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



3c. Route Summary Report for June 2017

Route	# of CAF's	Route	# of CAF's
#3 NAS Shuttle	0	#29SS Spohn South	2
#4 Flour Bluff Mini B	0	#32 Southside Mini B	0
#5 Alameda	0	#34 Robstown Circulator	0
#5x Alameda Express	0	#35 Robstown South	1
#5s Alameda (Sunday)	0	#37 Crosstown	1
#6 Santa Fe/Malls	0	#51 Gregory Park & Ride	0
#12 Saxet Oak Park	1	#63 The Wave	1
#15 Kostoryz	0	#65 Padre Island Connector	0
#16 Agnes/Ruth	1	#76 Harbor Bridge Shuttle	0
#17 Carroll/Southside	3	#78 North Beach	1
#19 Ayers/Norton	3	#83 Advanced Industries	0
#19G Greenwood	0	#84 Lighthouse	0
#19M McArdle	1	#90 Flexi-B Port A	0
#21 Arboleda	2	#94 Port Aransas Shuttle	0
#23 Molina	2	B-Line (Para-transit)	4
#25 Gollihar/Greenwood	1	Facility Maintenance	6
#26 Airline/Lipes Connector	0	Service Development	7
#27 Northwest	4	Safety and Security	14
#27s Northwest (Sunday)	0	General Management	1
#28 Leopard Omaha	0	Purchased (Other)	1
#29 Staples	1	Transportation (Other)	1
#29F Flour Bluff	5	TOTAL CAF'S	64

3d. June 2017 CAF Breakdown by Service Type:

CAF Category	RTA Fixed Route	B-Line ADA Paratransit	Contracted Fixed Route	Totals
Service Stop Issues	10	0	0	10
Driving Issues	3	3	0	6
Customer Services	11	0	1	12
Late/Early – No Show	1	0	1	2
Fare/Transfer Dispute	3	0	0	3
Dispute Drop-off/Pickup	0	1	0	1
Facility Maintenance	6	0	0	6
Safety and Security	14	0	0	14
Service Development	7	0	0	7
General Management	1	0	0	1
Transportation (Other)	1	0	0	1
Purchased Trans (Other)	0	0	1	1
Total	57	4	3	64
Commendations	3	1	1	5

Conclusion:

During June 2017, RTA received 64 CAF's/Commendations regarding RTA Fixed-Route Service, B-Line and Purchased Transportation; three (3) of the 64 reported CAF's (June) were commendations.

There were a total of 57 CAF's/Commendations received regarding RTA Service representing 89% of total customer contacts: 6 for Facilities Maintenance, 7 for Service Development, 14 for Safety and Security, 1 for General Management, and 29 for Transportation.

A total of 4 CAF's/Commendations were reported regarding B-Line service representing 6% of the total customer contacts.

A total of 3 CAF's were reported regarding Contracted Fixed Route service representing 5% of the total customer contacts.

(There were 4 issues relating to the detours and relocation of 6pts Station not included with total CAF numbers).

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

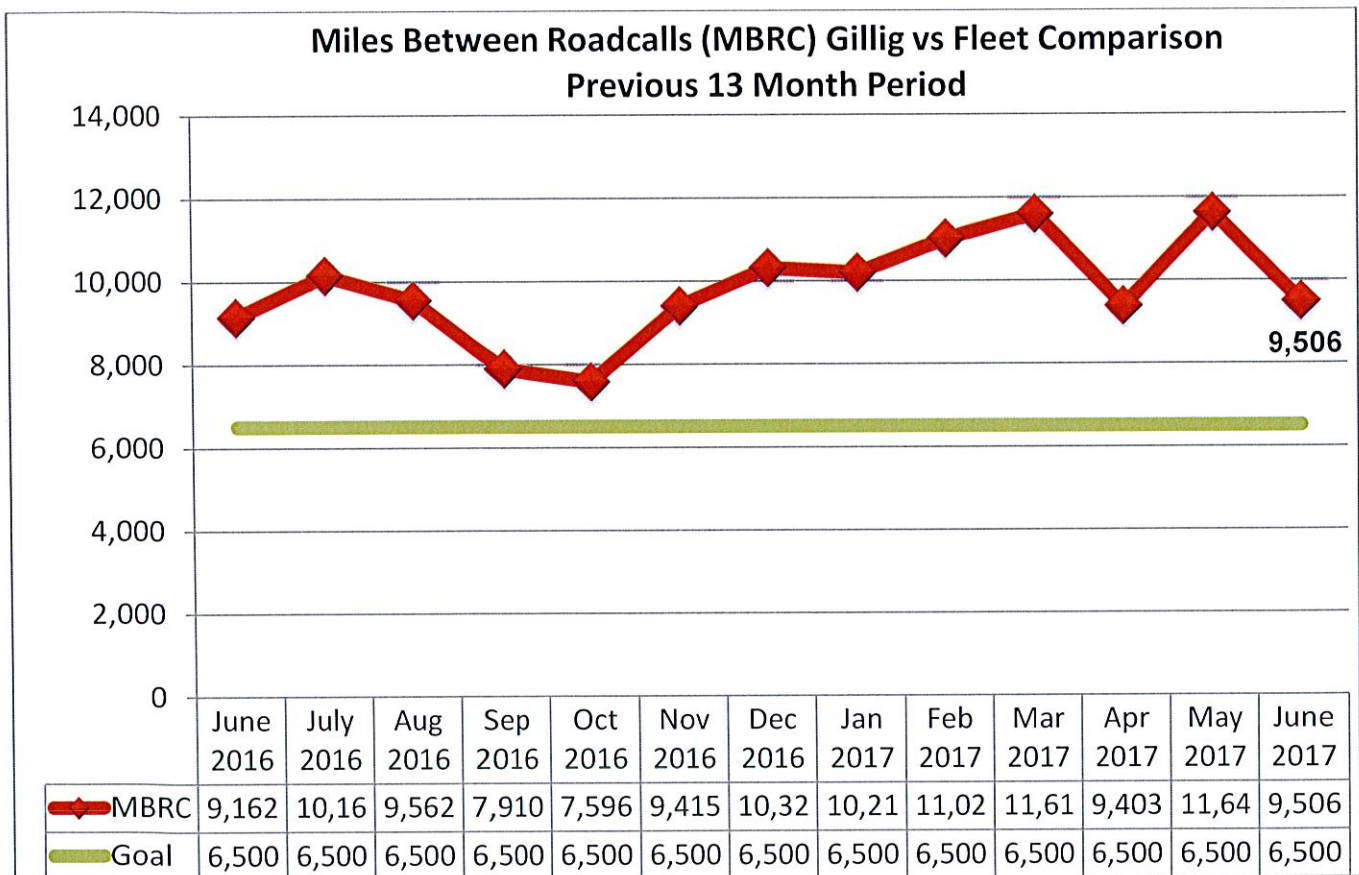
CCRTA documents CAF's to capture information regarding a wide range of issues from the community's perspective point of view. CAF's are communicated to the Customer Programs group via the telephone, e-mail, and letter or in person.

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 June 2017, 9,506 miles between road calls (MBRC) were recorded as compared to 9,162 MBRC in June 2016. A standard of 6,500 miles between road calls is used based on the fleet size, age, and condition of CCRTA vehicles.



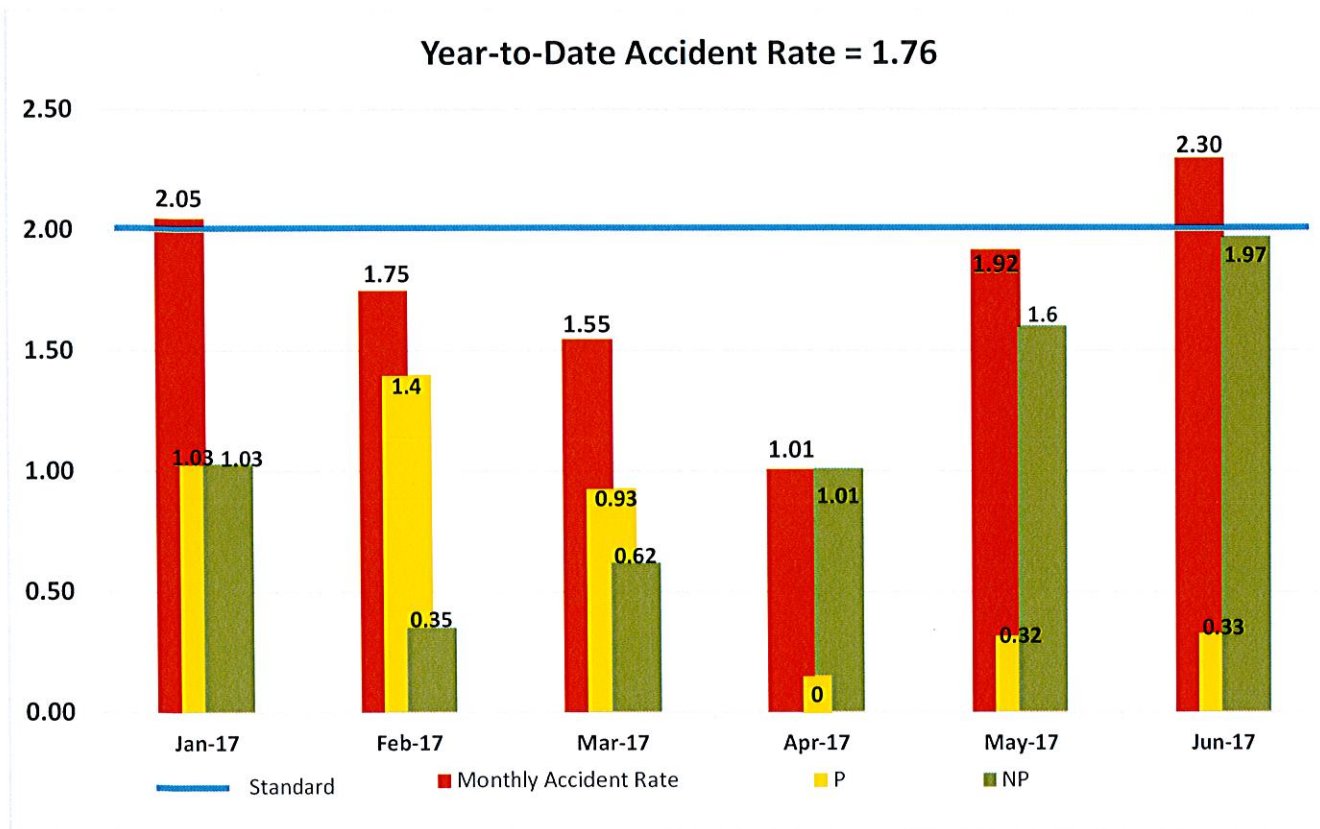
MBRC is a performance gauge of maintenance quality, fleet age, and condition; an increase in MBRC is a positive indicator. As defined by the Federal Transit Administration, a road-call is the practice of dispatching a service vehicle to repair or retrieve a vehicle on the road. There are two types of 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 June 2017, there were seven (7) vehicle accidents. Six (6) were determined to be non-preventable (NP). One (1) was determined to be preventable. There were thirty-two (32) customer-related incidents. CCRTA operators drove a total of 304,890.80 miles. The accident rate for the month of June is 2.30 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 June 2017, there were approximately 1,400 hours of security coverage was used for all areas of CCRTA Operations. Officers arrested 1 individual for public intoxication, issued 31 criminal trespass warnings, arrested 3 individuals for criminal trespassing, made 273 contacts with individuals and responded to 11 other calls for service.


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

Jor