



CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY

## AGENDA MEETING NOTICE

**DATE:** Wednesday, August 2, 2017  
**LOCATION:** Staples Street Center  
 602 North Staples Street, 2<sup>ND</sup> 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.	<b>Pledge of Allegiance</b>	C. Rock	1 min.	-----
2.	<b>Moment of Reflection</b>	C. Rock	1 min.	-----
3.	<b>Roll Call</b>	C. Rock	2 min.	-----
4.	<b>Reading of Mission &amp; Vision Statements</b>	C. Rock	4 min.	-----
5.	<b>Opportunity for Public Comment</b>	C. Rock	3 min.	<i>No Attachment</i>
6.	<b>Update on RCAT Committee Activities</b>	A. Bauman/ S. Montez	3 min.	<i>No Attachment</i>
7.	<b>Discussion and Possible Action</b> to Approve the Board of Directors' Meeting Minutes of July 5, 2017	C. Rock	2 min.	Pages 1-5
8.	<b>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.</b>			
	a) <b>Action</b> 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>
9.	<b>Discussion and Possible Action</b> to Adopt a Resolution In Support of a Grant Application for Buses and Bus Facilities Infrastructure Investment Program, for the Port/Ayers Renovation Project	S. Montez	5 min.	Pages 8-9 <i>PowerPoint</i>
10.	<b>2018 Budget Workshop #2</b> a. Revenue Budget b. Administrative Support Budgets	J. Cruz-Aedo	30 min.	<i>PowerPoint</i>

11.	<b>Presentations:</b> a. June 2017 Financial Report  b. Procurement Update c. June 2017 Operations Report	R. Saldaña  R. Saldaña G. Robinson	5 min.  5 min.	Pages12-17 <i>PowerPoint</i> <i>PowerPoint</i> Pages 18-28 <i>PowerPoint</i>
12.	<b>Discussion (in Closed Session) and Possible Action Thereafter in Open Session Concerning Real Estate Matters involving the Port Ayers Transfer Station</b>	C. Rock	10 min.	<i>No Attachment</i>
13.	<b>CEO's Report</b>	J. Cruz-Aedo	5 min.	<i>No Attachment</i>
14.	<b>Chairman's Report</b>	C. Rock	5 min.	<i>No Attachment</i>
15.	<b>Adjournment</b>	C. Rock	1 min.	-----
16.	<b>Information Items:</b> a. RCAT Minutes – June 15, 2017 b. Member Inquiry Forms: o Committees Meeting – June 7, 2017 o Board Meeting – July 5, 2017			<i>Attachments</i>

**Total Estimated Time: 1 hr. 25 min.**

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On **Friday, July 28, 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.

## **Mission Statement**

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## **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. Action to Approve Board of Directors' Meeting Minutes of July 5, 2017
8. Action to Approve Consent Agenda Items –
  - a. 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.;
  - b. 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
  - c. 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
9. Heard Presentations – a. May 2017 Financial Report; b. Procurement Update; c. May 2017 Operations Report
10. Held Closed Session on Real Estate Matters Involving the Port Ayers Transfer Station
11. Heard CEO's Report
12. Heard Chairman's Report
13. Adjournment
14. Information –
  - a. Member Inquiry Forms – Committees Meetings - May 24, 2017 & Board Meeting held June 7, 2017
  - b. RCAT Minutes – May 18, 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, 2<sup>nd</sup> Floor Board Room, Corpus Christi, Texas.

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

**Board Members Absent:** Angie Granado

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

**Public Present:** John Bell, Wood, Boykin, Wolter, CCRTA Legal Counsel; Benjamin Schmit, MV Transportation; Amanda Drum, TAMUCC; Ronald Berglund, RIDC; Jeff Pollack, MPO

**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. Amanda Drum of TAMUCC again thanked the Agency for providing transportation for their students, along with renewal of the contract between TAMUCC and the CCRTA. She stated this will be the 19<sup>TH</sup> year of working together to provide transportation and has helped them grow with the university and increase their islander impact.

**Heard Update on RCAT Committee Activities**

Ms. Sharon Montez reported on the RCAT meeting held June 15, 2017 with a presentation for the Unsung Hero Award and was bestowed to Mr. Joe Palacios who went above and beyond to find out information a customer requested which another bus operator did not know. She gave a presentation on electric buses and the Agency's interest to implement a program based on the grant funding, and stated the FTA has designated 55 million in funding for this program to include the procurement of electric buses, infrastructure and charging station equipment. Ms. Montez continued with a PowerPoint presentation on autonomous vehicles and expressed to the FTA, the Agency's interest, to implement a program for these vehicles and that a white-paper draft would be ready to submit to the Research and Development division.

Ms. Montez commented that Mr. Bali reported on the ADA citations for the month of May. She commented he stated there were 37 citations issued for improper parking in the ADA parking areas, and 61 citations issued for blocking sidewalks. Ms. Montez reported that Mr. Bali also reported that CCPD is hosting its Sixth Annual Operations Safe Return for schools on August 12, 2017.

She commented No-Show Eligibility Committee met on June 13, 2017 and two appeals were submitted and reviewed. The next RCAT Committee meeting is July 20, 2017 at Noon.

**Action to Approve the Board of Directors Meeting Minutes of June 7, 2017**

**MR. MICHAEL REEVES MADE A MOTION TO APPROVE THE BOARD OF DIRECTORS' MEETING MINUTES OF JUNE 7, 2017. MR. LARRY YOUNG SECONDED THE MOTION. THE MOTION CARRIED. ROCK, REEVES, MARTINEZ, CLOWER, NISKALA, MARTIN, HARRIS, ESCOBEDO, ALONZO AND YOUNG VOTING IN FAVOR. GRANADO ABSENT.**

**HEARD CONSENT AGENDA ITEMS**

Mr. Rock asked members if there were any items to be pulled for discussion, and no one responded, so he asked for a motion to approve the following 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.
- 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
- 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

**MR. NISKALA MADE A MOTION TO RECOMMEND THE BOARD AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) OR HIS DESIGNEE TO APPROVE THE CONSENT ITEMS WHICH WERE APPROVED IN PRIOR COMMITTEE MEETINGS INDICATED ABOVE. MR. REEVES SECONDED THE MOTION. THE MOTION CARRIED. ROCK, REEVES, MARTINEZ, CLOWER, NISKALA, MARTIN, HARRIS, ESCOBEDO, ALONZO AND YOUNG VOTING IN FAVOR. GRANADO ABSENT.**

**Heard Presentations:**

**a) May 2017 Financial Report**

Mr. Saldaña reported operating revenues for May at \$160,700 on a budget of \$252,000, departmental expenses were at \$2.9 million versus a budget of \$3.1 million, or little more than \$280,000 savings. He reported depreciation was at \$708,000 and our budget at \$390,067, and we had budgeted for the local share versus the whole 100 percent. Mr. Saldaña reported operating expenses were at \$3.5 million on a budget of \$3.5 million, sales tax revenue at \$2.4 million versus \$2.6 million, or \$124,837 less. He continued with grants being pulled down \$403,113 on a budget of \$186,667 giving us a net loss of \$793,550, and when we take out the non-cash outlay depreciation, we break even for the month.

Mr. Saldaña commented the sales tax estimated at \$2.3 million and we received \$2.4 million, or \$124,837 under budget, and \$130,835 above compared to last April.

He reported on our 13 month rolling average, in April 2016 versus April 2017, the Agency is slightly below at \$2.4 million versus \$2.5 million last year.

Mr. Abel Alonzo commented on gas prices being lower and asked if the Agency is monitoring these costs. Mr. Saldaña commented there are very few vehicles in our fleet with the CNG conversions, and by utilizing support vehicles this helps with fuel cost savings.

**b) Procurement Update**

Mr. Saldaña reported the current procurement for Board review in July for rebuilt transmissions and not to exceed \$85,495 for the two year contract, and there were 12 bids sent out, 2 attended the pre-bid meeting and 3 bids received with one deemed non-responsive by not acknowledging our addendums.

He reported on the board items over the next 4 months to include brass fittings and hydraulic hoses at \$84,000; local and long distance provider at \$81,648; actuarial services at \$36,000; portfolio management of benefit plans at \$186,000. The law enforcement security contract was terminated and a request for proposal will be go to the committee in September and before the Board in October. Mr. Saldaña commented for the CEO's signature authority over the next 4 months will include Remix software at \$28,891; Trapeze Google-FX software at \$2,762; pest control at \$20,260; Trapeze FX-MON software \$17,218; solid waste services at \$20,201 and lubricants not to exceed \$30,000, all being a 1 year agreement with the pest control and solid waste agreements have two 1 year options.

**c) May 2017 Operations Report**

Mr. Gordon Robinson reported all services in May 2017 totaled 451,958, or 0.2 percent increase as compared to 450,927 boardings in May 2016, or 1,031 more boardings this month. He commented retail gas prices for unleaded fuel were about \$2.10 per gallon compared to \$1.95 per gallon in May 2016, and YTD ridership recorded 13,997 more boardings, or an increase of 0.6 percent in 2017 versus the same period in 2016.

Mr. Robinson commented on the B-Line ridership for the month of May 2017 was 17,259 compared to 16,775 for May 2016, or 484 more trips and 2.9 percent increase. He stated the YTD 2017 ridership is 82,953, or 2.2 percent less from 2016 at 84,815 in May 2016 and fixed route on-time performance met the industry standards with early departures at 4.0 percent, or 1.3 percent average over 3 months. He reported in May 2017, Customer Service received 76 Customer Assistance Forms (CAF's), 45 were verified as valid and were less than in April 2017 at 61 received. Mr. Robinson mentioned there were 9 commendations for the month of May.

Mr. Niskala wanted to know about the increase of early departures and whether related to all the current construction on the streets. Messrs. Robinson and Derrick Majchszak spoke this was a report he initiated and said riders were anticipating the

construction by getting their earlier to beat any delays to their destinations. Mr. Robinson mentioned we did have monitors checking trips for on-time performance. Mr. Alonzo mentioned he would like to see additional bikes on the buses, and Mr. Robinson reported on the bike rack equipment, there is 51, or 62 percent of dual racks, and triple racks at 31, or 31 percent. Messrs. Robinson and Saldaña commented the Agency is looking at different styled racks for buses that don't interfere with the headlights, and this would be a budget item to look at next year.

**Heard CEO's Report**

Mr. Saldaña commented on Mr. Jorge Cruz-Aedo behalf due to his traveling, with the first budget workshop being held at the next committee meeting and will be an overview. He also present to our Board Chairman a Proclamation from the City for our involvement with the Big Bang 4<sup>TH</sup> of July Celebration to thank us for our support.

**Heard Chairman's Report**

Mr. Curtis Rock deferred his time to other board members. Mr. Alonzo thanked Ms. Kelly Coughlin and her staff for a good job with the television stations for getting them the information so they can utilize our services for the events. Mr. Reeves thanked Ms. Kelly Coughlin and her staff for the Marketing Award, and commended Mr. Robinson and his staff and our riders for keeping the safety ratings down, and focusing on the CAFs so the Agency can make a difference. Mr. Glenn Martin commented on the pilot program in Port A with it's growing pains, yet ridership is increasing each day.

**Adjournment**

There being no further business, the meeting was adjourned at 8:55 a.m.

Submitted by: Dena Linnehan

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Edward Martinez, Secretary





CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY

Board of Directors Meeting Memo

August 2, 2017

**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.


**Committee Review**

This item was reviewed and approved at the Administration & Finance Committee meeting on July 26, 2017.

**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:** Adopt a Resolution In Support of a Grant Application for Buses and Bus Facilities Infrastructure Investment Program, for the Port/Ayers Renovation Project

### **Background**

The Federal Transit Administration released a Notice of Funding Opportunity on July 12, 2017, announcing the opportunity to apply for \$226.5 million in FY 2017. The Grant for Buses and Bus Facilities program (49 U.S.C. 5339) makes federal resources available to states and direct recipients to replace, rehabilitate and purchase buses and related equipment and to construct bus-related facilities including technological changes or innovations to modify low or no emission vehicles or facilities. Funding is provided through formula allocations and competitive grants.

The grant applications will need to be submitted by August 25, 2017.

### **Identified Need**

The agency has identified one projects for the grant submittal.

- *Port/Ayers Station Renovation - \$4,139,120*

### **Analysis**

Applicants must demonstrate how the proposed project will address an unmet need for capital investment in bus vehicles and/or supporting facilities, enhance the safety of the transit system for transit vehicle operators, riders, and the general public, or improve the connectivity of bus systems with other networks through the use of deployment-ready information technologies. For example, an applicant may demonstrate a substantial backlog of deferred capital investment, insufficient size or capacity of maintenance facilities, excessive reliance on vehicles that are beyond their intended service life, a vehicle fleet that is insufficient to meet current ridership demands, or passenger facilities that are insufficient for their current use. For safety, an applicant may demonstrate safety concerns with vehicles, equipment, or facilities that are beyond their intended useful life, or that are no longer appropriate for use due to safety concerns. To improve connectivity, bus systems may deploy Intelligent Transportation Systems (ITS) technologies or software that link buses with other transportation modes. Applicants should also describe how the proposed project will improve the operation of the transit system and whether the project represents a one- time or periodic need that cannot reasonably be funded from FTA formula program allocations and State or local resources.

**Financial Impact**

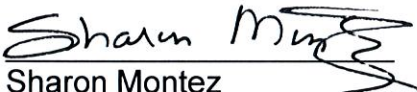
The federal share of eligible capital costs ranges from 80 to 90 percent of the net capital project cost, unless, the grant recipient requests a lower percentage. The Federal share may exceed 80 percent for certain projects related to the ADA, the Clean Air Act (CAA), and certain bicycle projects. The CCRTA's 20% local match that would equate to \$827,824.

Anything related to ADA could be funded up to 90%, but, FTA may prioritize projects proposed with a higher local share.

**Recommendation**

Staff requests the Board of Directors adopt a Resolution in Support of a Grant Application for Buses and Bus Facilities Infrastructure Investment Program, for the Port/Ayers Station Renovation Project.

Respectfully Submitted,

Reviewed by:   
Sharon Montez  
Managing Director of Customer Services and Capital Projects

Final Approval by:   
Jorge Cruz-Aedo  
Chief Executive Office

# Corpus Christi Regional Transportation Authority



## Resolution

### IN SUPPORT OF A GRANT APPLICATION FOR BUSES AND BUS FACILITIES INFRASTRUCTURE INVESTMENT PROGRAM

**WHEREAS**, the Corpus Christi Regional Transportation Authority has a goal of maintaining buses, bus related facilities and equipment in a state of good repair, through an effort to reduce the unmet need for capital investment in bus vehicles and/or supporting facilities, while enhancing the safety of the transit system for transit vehicle operators, riders, and the general public, or improving the connectivity of bus systems with other networks through the use of deployment-ready information technologies, leading to, reduced operating costs, safety and security enhancements, improved customer service and performance targets,

**WHEREAS**, phase I of the plan of development calls for exploration of grant opportunities for the financing of capital projects to replace, rehabilitate, purchase or lease buses and related equipment, and to rehabilitate, purchase, construct or lease bus-related facilities.

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

Section 1. The Board hereby declares its support for the goal of maintaining buses, bus related facilities and equipment in a state of good repair, through the effort to reduce the unmet need for capital investment in bus vehicles and/or supporting facilities, while enhancing the safety of the transit system for transit vehicle operators, riders, and the general public, or improving the connectivity of bus systems with other networks through the use of deployment-ready information technologies, leading to, reduced operating costs, safety and security enhancements, improved customer service and performance targets,

Section 2. The Board further declares its intention to support phase I of the plan of development for exploration of grant opportunities for the financing of capital projects to replace, rehabilitate, purchase or lease buses and related equipment, and to rehabilitate, purchase, construct or lease bus-related facilities.

**DULY PASSED AND ADOPTED** this 2nd day of August, 2017.

**ATTEST:**

**CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY**

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Jorge Cruz-Aedo  
Chief Executive Officer

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Curtis Rock  
Chairman of the Board



**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.

**COMMITTEE REVIEW**

This item was presented to the Operations & Capital Projects Committee on July 26, 2017.

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. Saldana  
 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
<b>Operating Revenues:</b>					
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)
<b>Total Operating Revenues</b>	<b>149,036</b>	<b>252,132</b>	<b>(103,095)</b>	<b>511,253</b>	<b>(362,217)</b>
<b>Operating Expenses:</b>					
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)
<b>Total Departmental Expenses</b>	<b>2,532,262</b>	<b>2,615,475</b>	<b>83,213</b>	<b>2,418,277</b>	<b>(113,985)</b>
Depreciation	708,333	390,067	(318,266)	663,747	(44,586)
<b>Total Operating Expenses</b>	<b>3,240,595</b>	<b>3,005,542</b>	<b>(235,053)</b>	<b>3,082,024</b>	<b>(158,571)</b>
<b>Operating Income (Loss)</b>	<b>(3,091,559)</b>	<b>(2,753,410)</b>	<b>(338,149)</b>	<b>(2,570,771)</b>	<b>(520,788)</b>
<b>Other Income (Expense)</b>					
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)
<b>Net Income (Loss) Before Capital Grants and Donations</b>	<b>(239,757)</b>	<b>412,576</b>	<b>(652,334)</b>	<b>860,597</b>	<b>(1,100,354)</b>
Capital Grants & Donations	10,659,195	-	10,659,195	-	10,659,195
<b>Change in Net Assets</b>	<b>\$ 10,419,438</b>	<b>412,576</b>	<b>10,006,861</b>	<b>860,597</b>	<b>9,558,841</b>



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

	<u>6/30/2017</u>
<b>Cash Flows From Operating Activities:</b>	
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	<u>(638,868)</u>
Net Cash Used for Operating Activities	<u>(3,657,756)</u>
<b>Cash Flows from Non-Capital Financing Activities:</b>	
Sales and Use Taxes Received	<u>2,468,113</u>
Net Cash Provided by Non-Capital Financing Activities	<u>2,468,113</u>
<b>Cash Flows from Capital and Related Financing Activities:</b>	
Federal and Other Grant Assistance	<u>10,704,460</u>
Net Cash Provided by Capital and Related Financing Activities	<u>10,704,460</u>
<b>Cash Flows from Investing Activities:</b>	
Investment Income	4,571
Maturities and Redemptions of Investments	<u>-</u>
Net Cash Provided by Non-Capital Financing Activities	<u>4,571</u>
<b>Net Increase in Cash and Cash Equivalents</b>	<b>9,519,388</b>
<b>Cash and Cash Equivalents (Including Restricted Accounts), June 1, 2017</b>	<b>20,163,034</b>
<b>Cash and Cash Equivalents (Including Restricted Accounts), June 30, 2017</b>	<b>\$ <u><u>29,682,421</u></u></b>

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

	<b>Unaudited June 30 2017</b>	<b>Audited December 31 2016</b>	<b>Audited December 31 2015</b>
<b>ASSETS</b>			
<b>Current Assets:</b>			
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
<b>Total Current Assets</b>	<b>39,622,781</b>	<b>31,558,243</b>	<b>38,186,856</b>
<b>Non-Current Assets:</b>			
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	156,065,288	147,935,958	137,456,386
Less: Accumulated Depreciation	(71,845,108)	(67,595,109)	(59,047,887)
Net Capital Assets	84,220,179	80,340,849	78,408,499
<b>Total Non-Current Assets</b>	<b>85,942,344</b>	<b>82,069,300</b>	<b>89,424,109</b>
<b>TOTAL ASSETS</b>	<b>125,565,125</b>	<b>113,627,543</b>	<b>127,610,965</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Deferred outflow related to pensions	4,550,803	4,550,803	2,147,798
<b>TOTAL ASSETS AND DEFERRED OUTFLOWS</b>	<b>130,115,928</b>	<b>118,178,346</b>	<b>129,758,762</b>

**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
<b>LIABILITIES AND NET POSITION</b>			
<b>Current Liabilities:</b>			
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
<b>Total Current Liabilities</b>	<b>10,705,625</b>	<b>6,922,358</b>	<b>8,306,096</b>
<b>Non-Current Liabilities:</b>			
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
<b>Total Non-Current Liabilities</b>	<b>23,761,057</b>	<b>23,761,056</b>	<b>21,765,252</b>
<b>TOTAL LIABLILITES</b>	<b>34,466,682</b>	<b>30,683,414</b>	<b>30,071,348</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Deferred inflow related to pensions	195,034	195,034	-
<b>TOTAL LIABILITIES AND DEFERRED INFLOWS</b>	<b>34,661,716</b>	<b>30,878,448</b>	<b>30,071,348</b>
<b>Net Position:</b>			
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
<b>TOTAL NET POSITION</b>	<b>95,454,212</b>	<b>\$ 87,299,898</b>	<b>\$ 99,687,414</b>

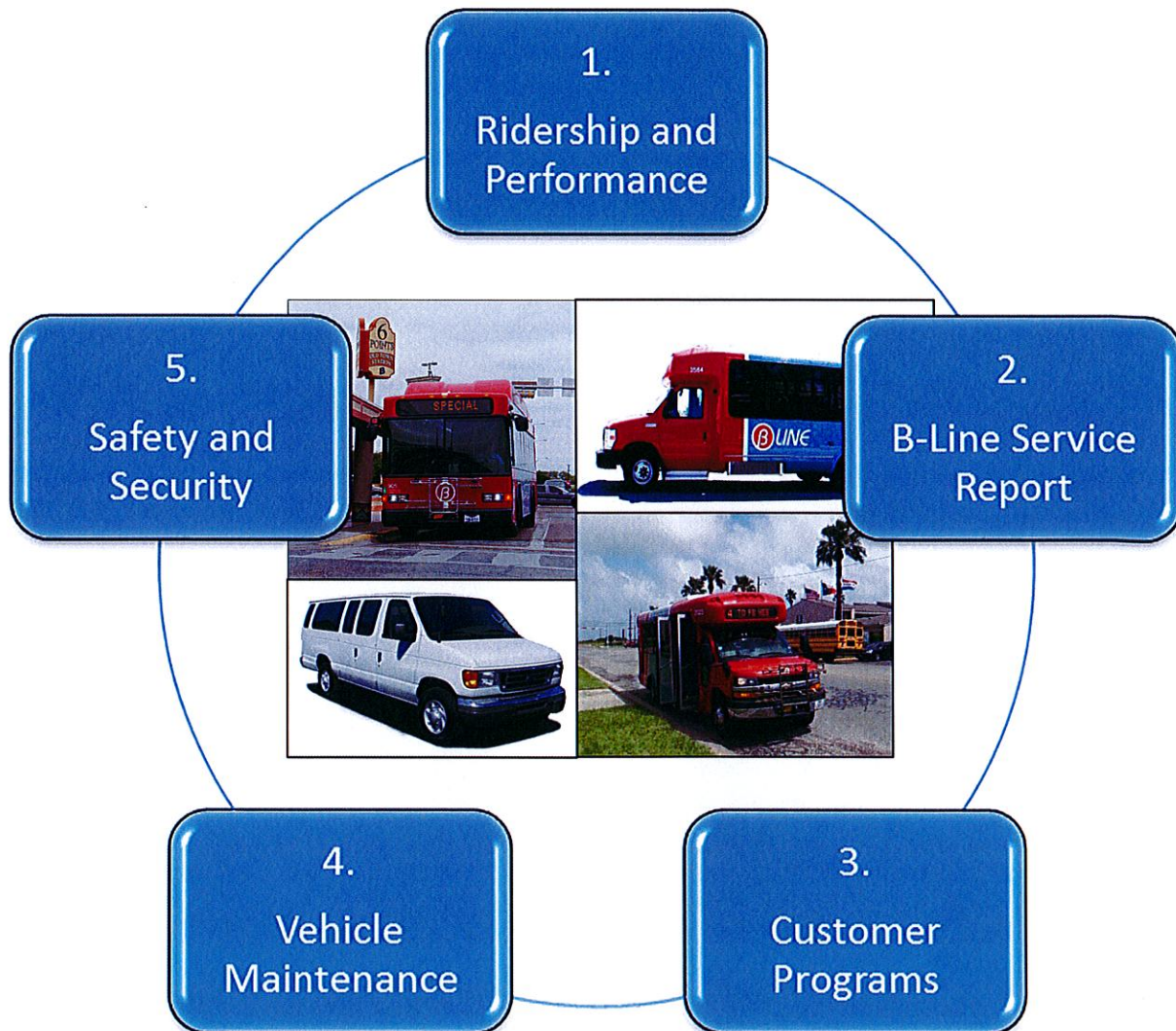
See Notes to Financial Statements



**Subject: Operations Report for June 2017**

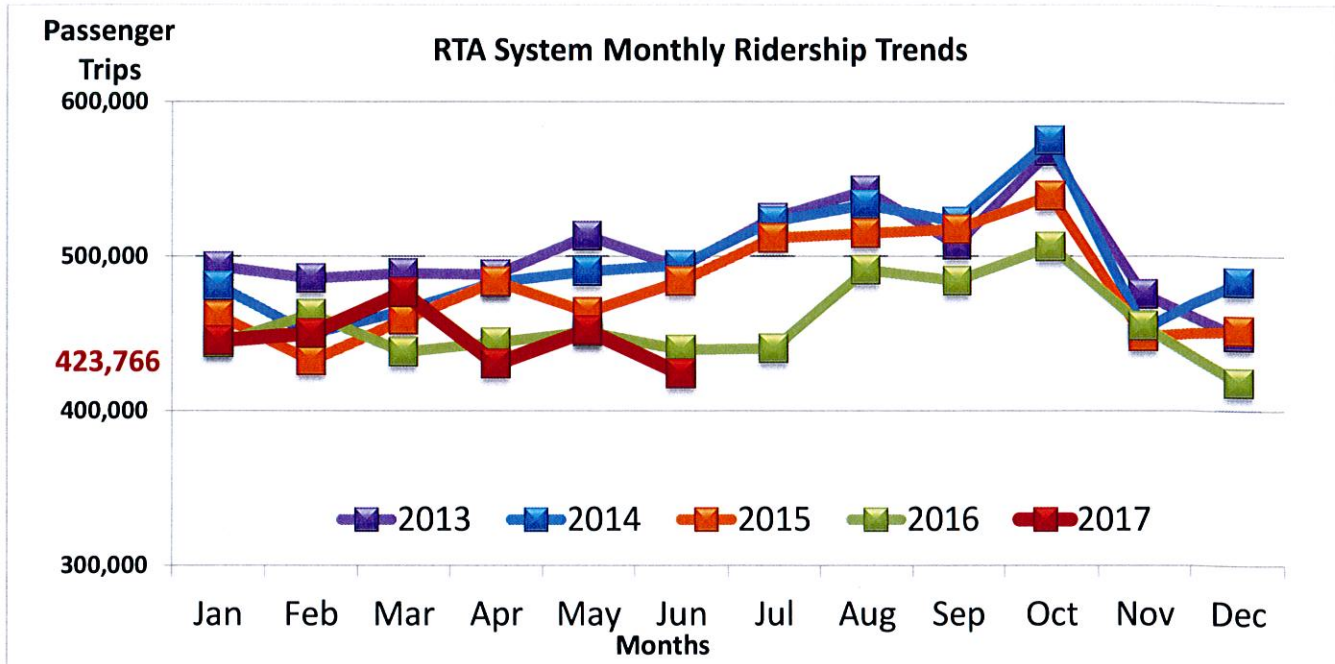
The system-wide monthly operations performance report for June 2017 is included below for your information and review. This report contains monthly and Year-to-Date (YTD) operating statistics and performance measurement summaries containing ridership, performance metrics by service type, miles between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

Detailed results are reported within the five sections outlined below:

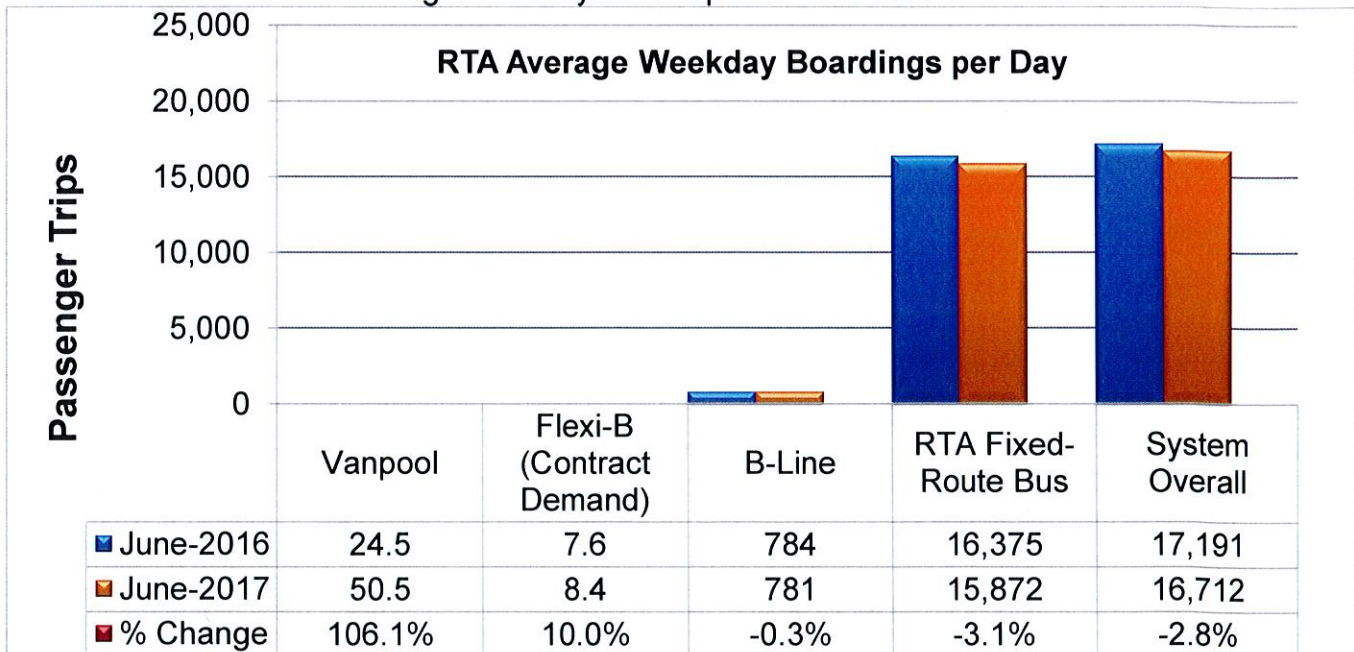


## 1. System-wide Ridership and Service Performance Results

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 2016<sup>1</sup>. Approximately 1.93 inches of rain was recorded this month as compared to 1.40 inches in June 2016.<sup>2</sup>



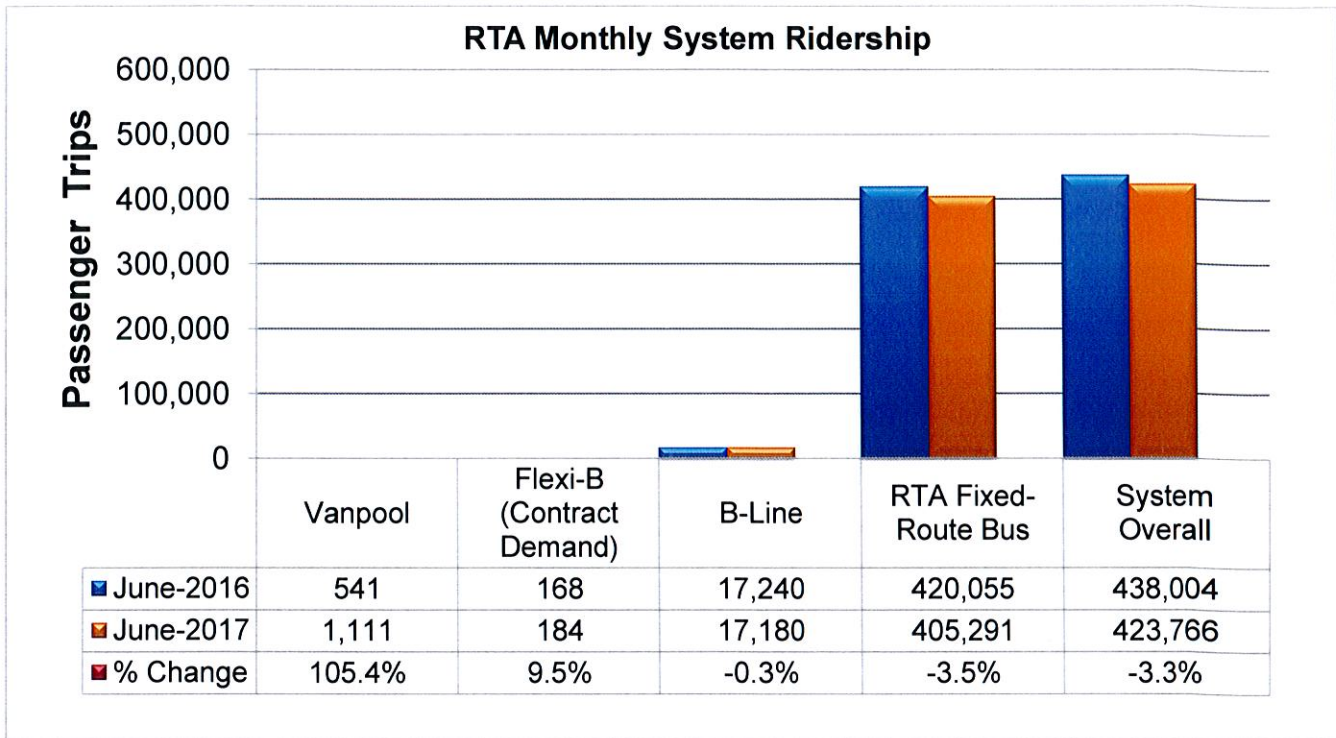
The chart below shows average weekday ridership for all services.



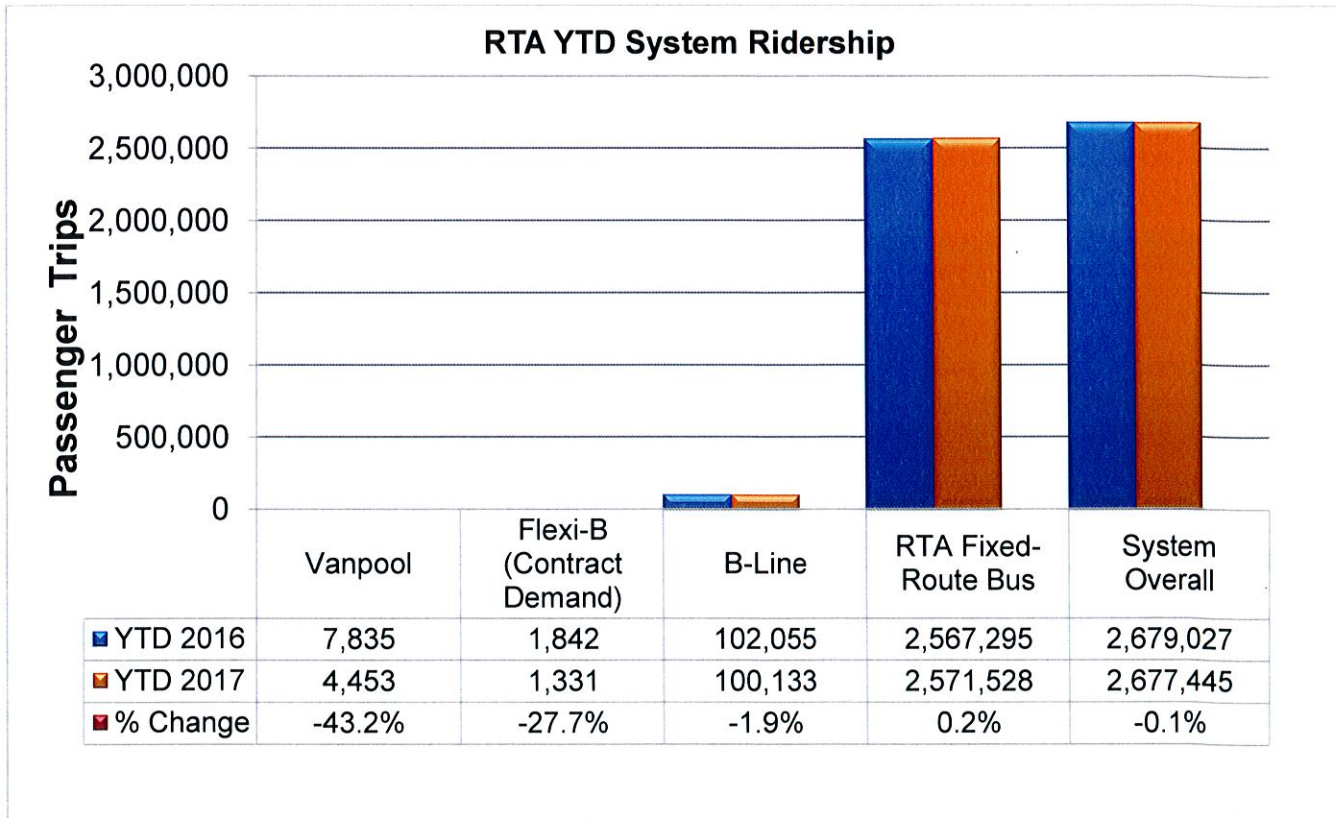
1. GasBuddy.com historical data at <http://www.gasbuddy.com>.

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

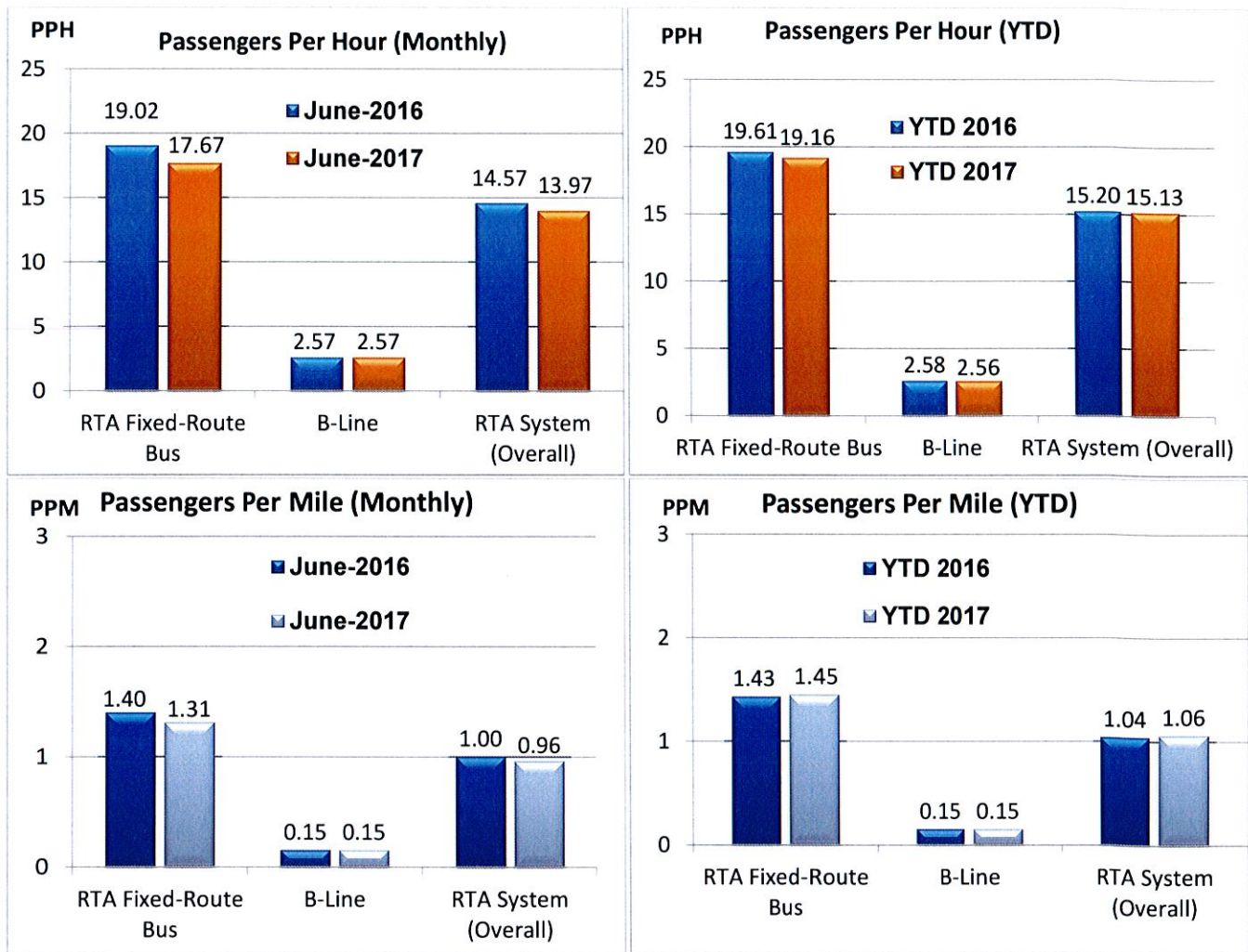
The chart below shows monthly ridership results for all services.



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

<b>Metric</b>	<b>Standard</b>	<b>Apr-17</b>	<b>May-17</b>	<b>Jun-17</b>	<b>YTD Average</b>
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

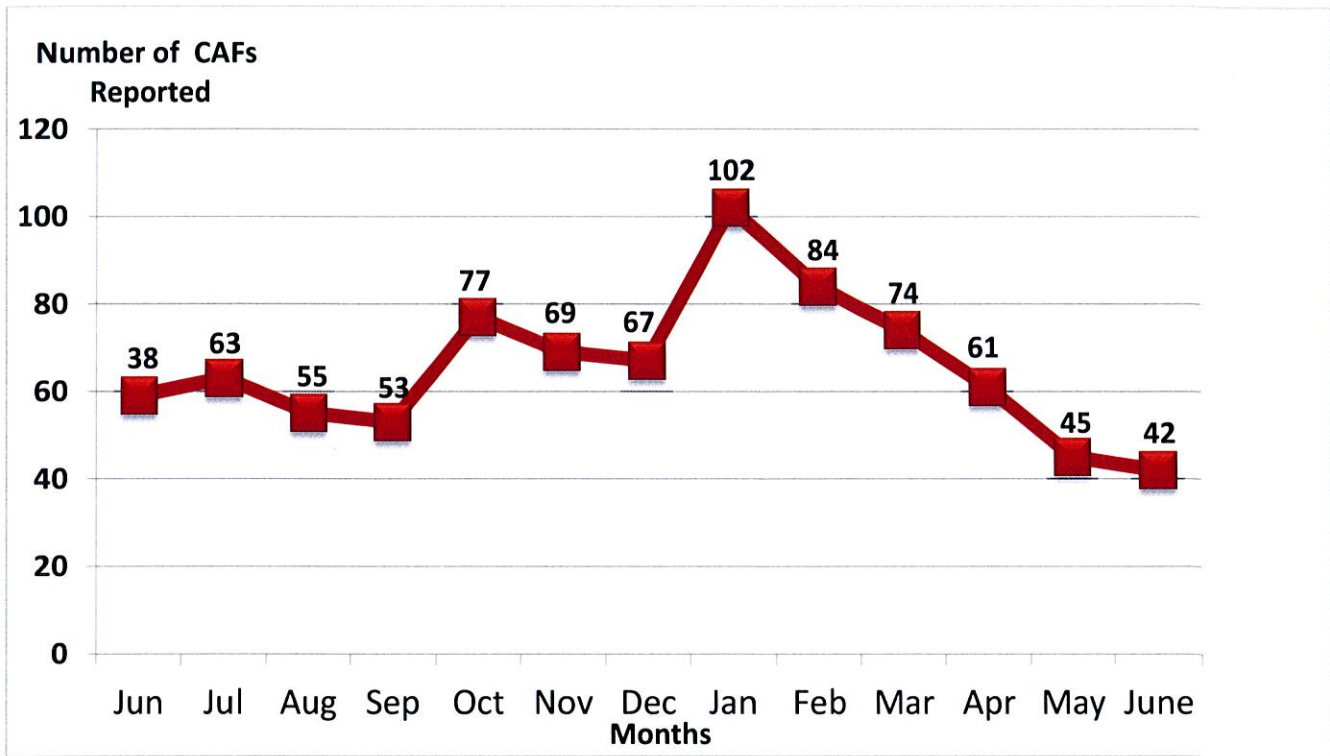
B-Line ridership for the month of June 2017 was 17,180 compared to 17,240 for June 2016, which equates to 60 less trips representing a decrease of -0.4%.

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.

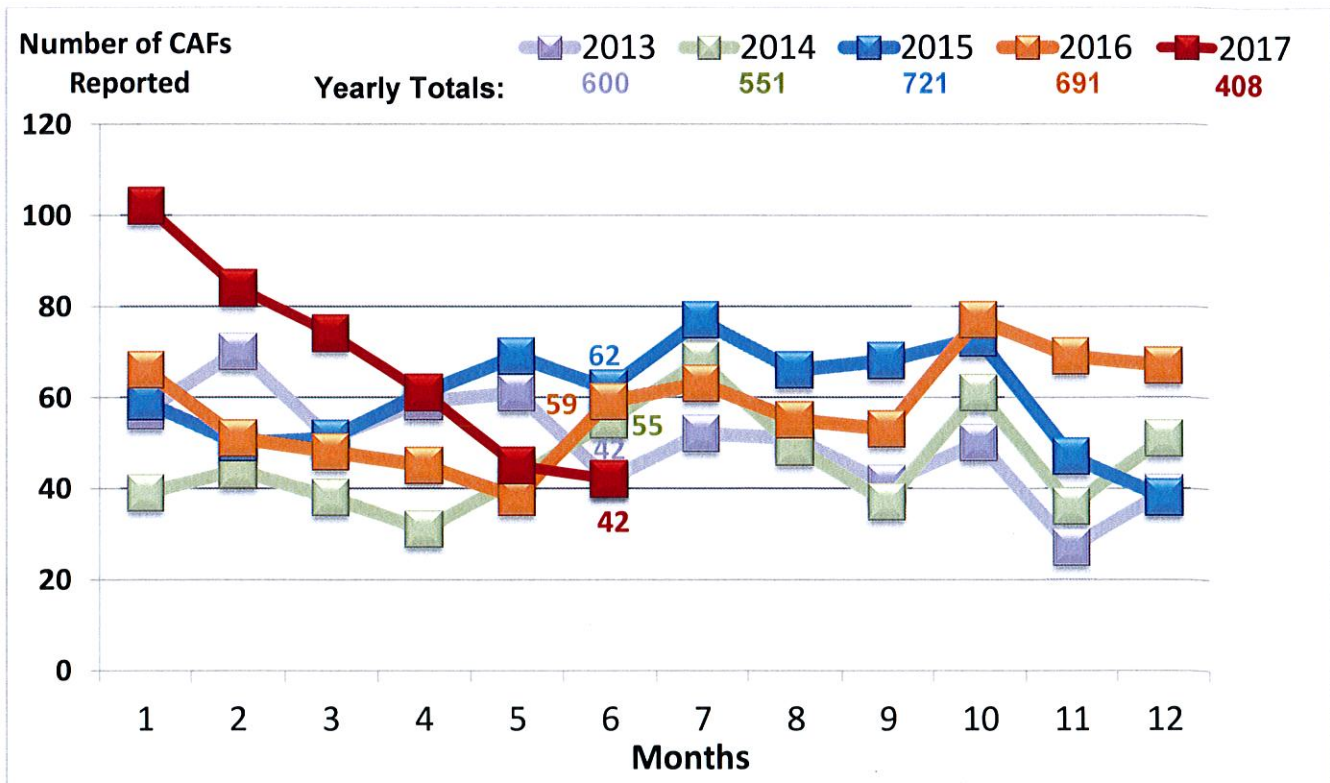


### 3. Customer Programs Monthly Customer Assistance Form (CAF) Report

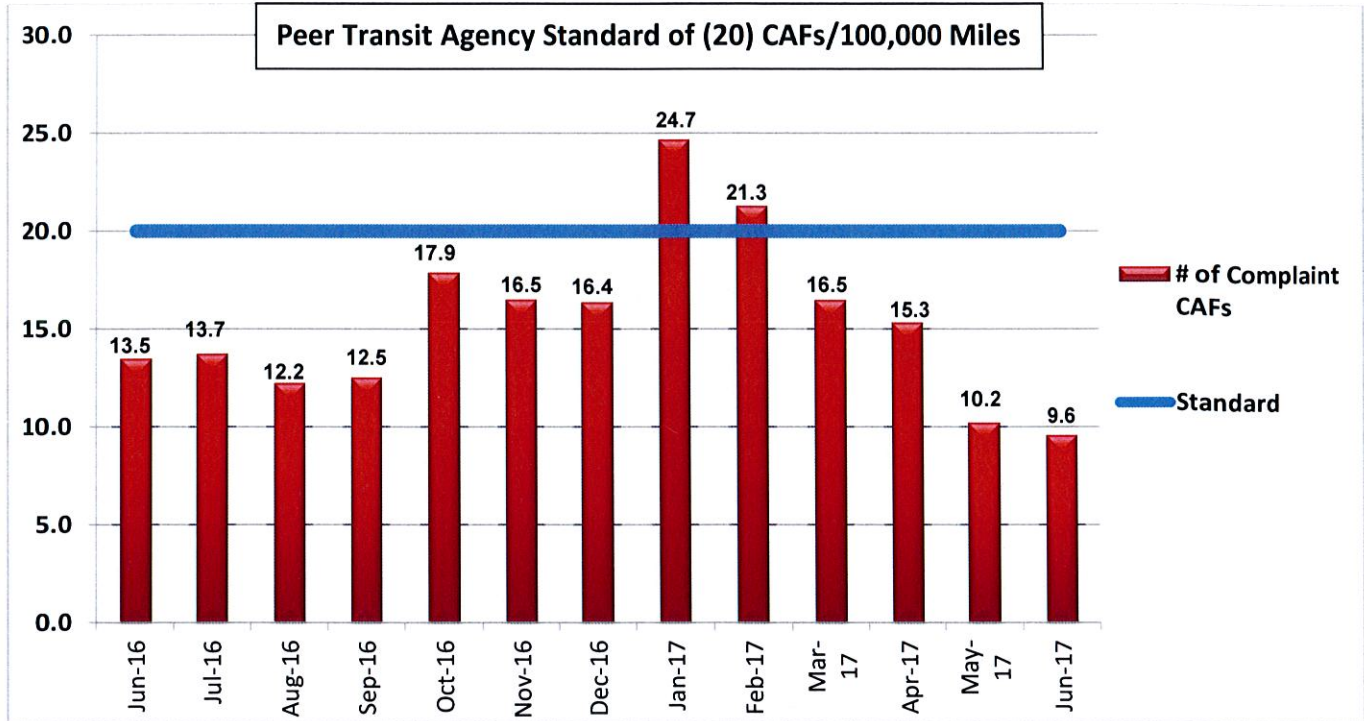
For June 2017, Customer Service processed 64 Customer Assistance Forms (CAF's) of which 42 were verified as valid. This represents a substantial decrease from the 45 verified CAF's overall in May 2017. There were 3 Commendations for the month of June.



#### 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	<b>TOTAL CAF'S</b>	<b>64</b>

**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
<b>Total</b>	<b>57</b>	<b>4</b>	<b>3</b>	<b>64</b>
<b>Commendations</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>5</b>

**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

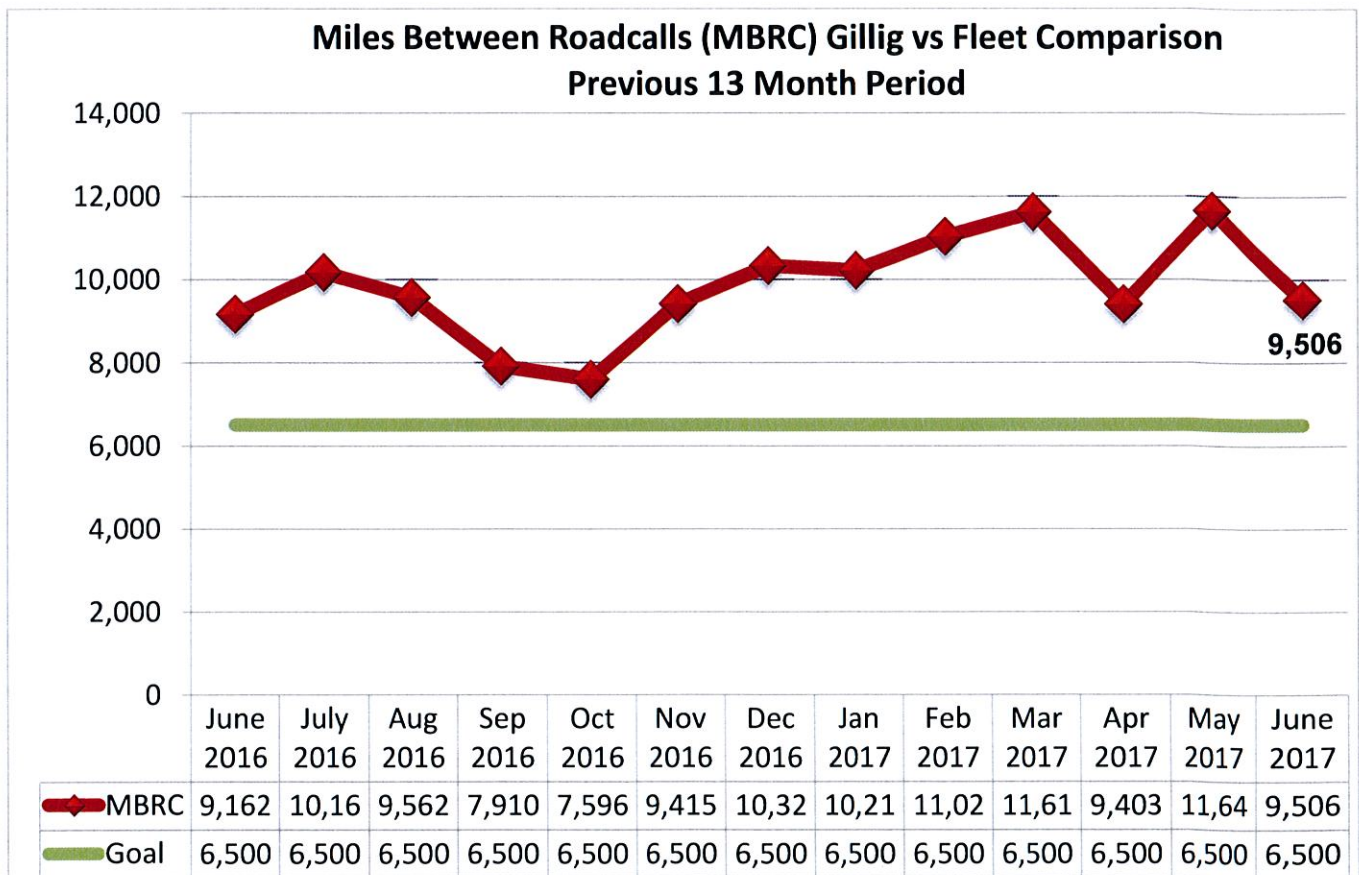
CCRTA documents CAF's to capture information regarding a wide range of issues from the community's perspective point of view. CAF's are communicated to the Customer Programs group via the telephone, e-mail, and letter or in person.

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.

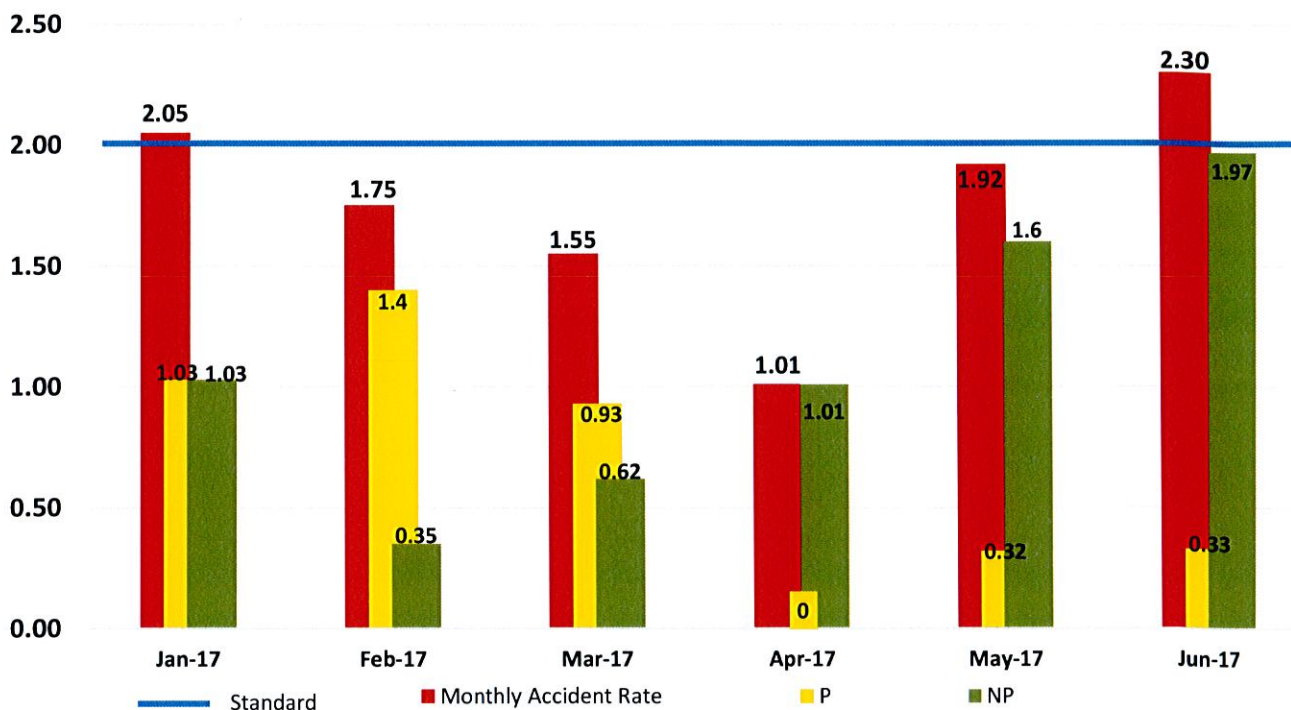
## 5. Safety/Security Department Report

### 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.

**Year-to-Date Accident Rate = 1.76**



### 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.

### COMMITTEE REVIEW

This item was presented at the Operations & Capital Projects Committee meeting on July 26, 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

Reviewed by:   
Jennifer Fehribach  
Managing Director of Operations

Final Approval by:   
Jorge Cruz-Aedo  
Chief Executive Officer