



CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY

AGENDA MEETING NOTICE

BOARD OF DIRECTORS

DATE: Wednesday, July 10, 2019

TIME: 8:30 a.m.

LOCATION: Staples Street Center
602 North Staples Street, 2ND Floor Board Room • Corpus Christi, TX

BOARD OF DIRECTORS MEETING

EDWARD MARTINEZ (Chair)

Michael Reeves (Vice Chair) ~ Dan Leyendecker (Secretary)

Anne Bauman ~ George B. Clower ~ Patricia Dominguez ~ Scott Harris

Glenn Martin ~ Tom Niskala ~ Philip Skrobarczyk ~ Matt Woolbright

	TOPIC	SPEAKER	EST. TIME	REFERENCE
1.	Pledge of Allegiance	E. Martinez	1 min.	-----
2.	Roll Call	D. Leyendecker	2 min.	-----
3.	Safety Briefing	M. Rendón	2 min.	-----
4.	Receipt of Conflict of Interest Affidavits	E. Martinez	3 min.	-----
5.	Opportunity for Public Comment 3 min. limit – no discussion	E. Martinez	3 min.	-----
6.	Update on RCAT Committee Activities	S. Montez	3 min.	-----
7.	Discussion and Possible Action to Approve the Board of Directors SPECIAL Meeting Minutes of May 22, 2019	E. Martinez	2 min.	Pages 1-2
8.	Discussion and Possible Action to Approve the Board of Directors Meeting Minutes of June 5, 2019	E. Martinez	2 min.	Pages 3-14
9.	Presentation – 2020 U.S. Census within Nueces County	Barbara Canales Nueces County Judge	5 min.	<i>PPT</i>
10.	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.		7 min.	Pages 15-22 <i>PPT</i>
	<ul style="list-style-type: none"> a) Action to Award a One-Year Contract to Carlisle Insurance for Windstorm and Hail Insurance Coverage b) Action to Amend the 2019 Fiscal Year Operating Budget to include an increase of \$2.5 million, and Approve a one-time payment of \$2.5 million for the Defined Benefit Pension Trust to obtain 90% funding level c) Action to Award a Contract to IVS, Inc. AngelTrax for On-Board Mobile Video Surveillance System Replacement for Bus Fleet d) Action to Award a Contract to Toshiba America Business Solutions, Inc. for Multifunction Printer/Copier Lease Agreement 			

11. 2020 Budget Workshop #1		R. Saldaña	40 min.	PPT Attachment
<ul style="list-style-type: none"> a) 2019 Board Priorities Update b) 2020 Board Priorities Review c) 2018 Actuals d) Regional Economic Trends e) Revenue Budget 				
12. Presentations:				
a) May 2019 Financial Report		R. Saldaña	4 min.	Pages 23-31 PPT
b) Procurement Update		R. Saldaña	4 min.	
c) May 2019 Safety & Security Report		M. Rendón	4 min.	Pages 32-40 PPT
d) May 2019 Operations Report		G. Robinson	4 min.	
13. CEO's Report		J. Fehribach	5 min.	----
14. Board Chair's Report		E. Martinez	5 min.	----
15. Adjournment		E. Martinez	1 min.	----
16. Information Items:				<i>Attachments</i>
a) RCAT Meeting Minutes–May 16, 2019				
b) Member Inquiry Forms:				
1. Board Meeting–June 5, 2019				
2. Committee Meetings–May 22, 2019				

Total Estimated Time: 1 hr. 37 min.

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On **Tuesday, July 2, 2019** 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.

Mission Statement

The Corpus Christi Regional Transportation Authority was created by the people to provide quality transportation and enhance the regional economy in a responsible manner consistent with its financial resources and the diverse needs of the people.



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.



**CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS SPECIAL MEETING MINUTES
WEDNESDAY, MAY 22, 2019**

Summary of Actions

1. **Conducted Roll Call**
2. **Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or Designee to Implement Pilot Route 95 Port Aransas Express Service**
3. **Action to Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or Designee to enter into Agreements for Public Transportation Services from:**
 - a) **Corpus Christi to Port Aransas Via Aransas Pass**
 - b) **Corpus Christi to Port Aransas Via Ingleside**
4. **Adjournment**

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

Board Members Present: Mike Reeves, Board Vice-Chair; Dan Leyendecker, Board Secretary; Anne Bauman, Scott Harris, Glenn Martin, Tom Niskala, Philip Skrobarczyk and Matt Woolbright

Board Members Absent: Edward Martinez, George Clower and Patricia Dominguez

Staff Present: David Chapa, Angelina Gaitan, Dena Linnehan, Michelle Martinez, Derrick Majchszak, Sharon Montez, Rita Patrick, Mike Rendón, Gordon Robinson, Robert Saldaña, and Susan Teltschik.

Public Present: Benjamin Schmit, MV Transportation; Robert Lott, SEC-OPS, Inc.; Laura Stewart, Findley; Daniel Carrizales, MPO.

Call to Order & Roll Call

Mr. Mike Reeves called the meeting to order at 9:35 a.m. Ms. Dena Linnehan called Roll and stated a quorum was present.

Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or Designee to Implement Pilot Route 95 Port Aransas Express Service

Mr. Gordon Robinson reported on this new Express Service for Port Aransas workforce to begin on May 24, 2019 and end on September 2, 2019. He said the service would offer express trips serving Corpus Christi, Ingleside, Aransas Pass and Port Aransas. The route will operate Monday through Sunday with 12 one-way trips from 6:30 a.m. to 11:50 a.m., and also from 2:30 p.m. to 8:15 p.m. He said it will receive preferential and priority boarding onto the ferry and may need future service adjustments. A map



showing the route was displayed and the estimated operating cost as budgeted in the FY2019 operating budget is \$57,350.

MR. MATT WOOLBRIGHT MADE A MOTION TO RECOMMEND THE BOARD AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) OR DESIGNEE TO IMPLEMENT PILOT ROUTE 95 PORT ARANSAS EXPRESS SERVICE. MS. ANNE BAUMAN SECONDED THE MOTION. THE MOTION CARRIED. NISKALA, MARTIN, HARRIS, BAUMAN AND SKROBARCZYK VOTING IN FAVOR. ABSENT NONE.

Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or Designee to enter into Agreements for Public Transportation Services from: a. Corpus Christi to Port Aransas Via Aransas Pass, and b. Corpus Christi to Port Aransas Via Ingleside

Ms. Patrick commented this item aligns with the Board Priority – Innovation in providing transportation for disadvantage workforce. She said this new Express Route Service into Port Aransas will be a two-year pilot program initiates from Corpus Christi to Ingleside and Aransas Pass to the ferry landing and travels to Port Aransas. We will have bus stops at the HEB store in both Ingleside and Aransas Pass where workers and riders may board to travel to Port A. She displayed aerial pictures of the bus stop locations at the HEB stores.

MR. GLENN MARTIN MADE A MOTION TO RECOMMEND THE BOARD AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) OR DESIGNEE TO ENTER INTO AGREEMENTS FOR PUBLIC TRANSPORTATION SERVICES FROM: A. CORPUS CHRISTI TO PORT ARANSAS VIA ARANSAS PASS, AND B. CORPUS CHRISTI TO PORT ARANSAS VIA INGLESIDE. MR. SCOTT HARRIS SECONDED THE MOTION. THE MOTION CARRIED. NISKALA, MARTIN, HARRIS, BAUMAN AND SKROBARCZYK VOTING IN FAVOR. ABSENT NONE.

Adjournment

There being no further review of items, the meeting adjourned at 9:49 a.m.

Submitted by: Dena Linnehan

Dan Leyendecker, Board Secretary



**CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING MINUTES
WEDNESDAY, JUNE 5, 2019**

Summary of Actions

- 1. Pledge of Allegiance**
- 2. Roll Call**
- 3. Safety Briefing**
- 4. Receipt of Conflict of Interest Affidavits**
- 5. Opportunity for Public Comment**
- 6. Update on RCAT Committee Activities**
- 7. Discussion and Possible Action to move the July Board of Directors Meeting to Wednesday, July 10, 2019**
- 8. Update – Metropolitan Planning Organization**
- 9. Presentation – City of Corpus Christi Emergency Preparedness Plan and Corpus Christi Regional Transportation Authority Emergency Response Responsibility**
- 10. Discussion and Possible Action to Approve the Board of Directors Meeting Minutes of May 1, 2019**
- 11. Discussion and Possible Action to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Approve Issuing an Invitation for Bids (IFB) for Four (4) Transportation Supervisor Support Vehicles**
- 12. Discussion and Possible Action to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Award a Contract for Bus Parts Supply to Multiple Vendors**
- 13. Discussion and Possible Action to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Adopt a Resolution in Support of a 5339(B) Grant Application for the Buses and Bus Facilities Infrastructure Investment Program, for Port/Ayers Station Reconstruction, Del Mar South Campus Bus Stations, and Bear Lane Bus Parking Lot Improvements**
- 14. Discussion and Possible Action to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Enter into an Agreement between Corpus Christi Regional Transportation Authority (CCRTA) and Texas A&M University - Corpus Christi (TAMU-CC) for an Autonomous Vehicle Pilot Program**
- 15. Discussion and Possible Action to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Accept and Adopt the Recommended Assumption Changes to the Defined Benefit Plan as Identified in the Valuation Report from Consultant Actuary Findley, Inc. dated May 22, 2019, and to Authorize the Chief Executive Officer (CEO) to Implement the Assumption Changes and Amend the Plan to Increase the**



Benefit Formula Multiplier from 2.0 percent to 2.25 percent effective January 1, 2019

16. **Heard Consent Items – a) Action to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Authorize Amending Employee Pay Grades and Employee Pay Ranges; b) Action to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Award a 5-Year Contract in the amount of \$1,797,846 to SEC-OPS Security for Security Services at the Staples Street Center and Bear Lane Operations Facility; and c) Action to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Enter into Negotiations to Award Three Separate Contracts to Hanson Professional Services, Inc., R.H. Shackelford, Inc., and Zarinkelk Engineering Services, Inc., for Engineering Design Services for ADA Bus Stop Improvements Phase VII**
17. **Heard Presentations –**
 - a) **April 2019 Financial Report**
 - b) **Procurement Update**
 - c) **April 2019 Safety & Security Report**
 - d) **April 2019 Operations Report**
18. **Heard CEO's Report**
19. **Heard Chairman's Report**
20. **Adjournment**
21. **Information–**
 - a) **RCAT Route Analysis–April 18, 2019**
 - b) **Member Inquiry Forms:**
 1. **Board Meeting–May 1, 2019**
 2. **Committee Meetings–April 24, 2019**

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

Call to Order & Roll Call

Mr. Edward Martinez called the meeting to order at 8:30 a.m., and held the Pledge of Allegiance. Ms. Dena Linnehan called Roll and stated a quorum was present.

Board Members Present: Edward Martinez, Board Chair; Michael Reeves, Board Vice Chair; Dan Leyendecker, Board Secretary; George B. Clower; Tom Niskala, Glenn Martin, Scott Harris; Patricia Dominguez; Anne Bauman and Matt Woolbright.

Board Members Absent: Philip Skrobarczyk.

Staff Present: Jorge Cruz-Aedo, CEO; David Chapa, Jennifer Fehribach, Angelina Gaitan, Dena Linnehan, Derrick Majchszak, Michelle Martinez, Sharon Montez, Rita Patrick, Mike Rendón, Gordon Robinson, and Robert Saldaña.



Public Present: John Bell, Wood, Boykin, Wolter, CCRTA Legal Counsel; Benjamin Schmit and Laura Bailey, MV Transportation; Trace Dennis, SEC-OPS, Inc.; Laura Stewart, Findley; Ray Hernandez, Iconic Sign Group; Rob MacDonald and Daniel Carrizales, MPO; Billy Delgado, City of Corpus Christi; Loreen Salinas, Karyn Salazar-Vega, Stephanie Soliz and Stephanie Hammett, ADAPT; Monica Garcia, CBCIL.

Held Safety Briefing

Mr. Miquel Rendón provided safety information in the event of an emergency for the Board members and guests in the audience. He pointed out the area in the Employee Parking Lot where individuals are to assemble outside of the building, including shelter in-place instructions, and said Ms. Linnehan would be responsible for guiding the Board Members to the Muster Point. He also told us once you leave the building, you may not enter until an 'all clear' is given by Security personnel if or when you may re-enter.

Action to receive Conflict of Interest Affidavits

No affidavits received.

Provided Opportunity for Public Comment

Ms. Loreen Salinas stated she is a member of ADAPT and CBCIL. She asked the Board members to reconsider writing their policy to include more time to warn riders of bus stop closures, to include an accessible path of travel for riders with disabilities when making changes to temporary and permanent bus stops. She said the recent closure of the Metro Ministries bus stop does not allow an accessible path of travel to their facility, and is a hardship in getting to work and other facilities where riders may receive medical supplies and service, and meals.

Ms. Karyn Salazar-Vega spoke as a representative of ADAPT. She said on April 9, 2019, they were made aware the bus stop in front of Metro Ministries would be closing and a temporary bus stop would be put in place indefinitely. She said that our solution was a temporary bus stop 1,100 feet away from Metro Ministries facility making it difficult, if not impossible, for those with mobility and vision disabilities. Ms. Salazar-Vega passed out pictures of the issues. She mentioned they took this to the RCAT Committee and were told the inaccessible travel was out of their control due to a City Ordinance stating it is the private property's owner responsibility to maintain the sidewalk and pathways. She said it is the CCRTA's responsibility to provide equal and accessible service to all its riders. When changes are made there needs to be a policy that requires an accessible path of travel to ensure the safety of your riders and to uphold your obligation to the Americans with Disabilities Act.

Ms. Salazar-Vega commented on the 2013 Public Input Policy of the CCRTA and said there is not a policy that ensures an accessible path of travel when changes are made. She said this is a Civil Rights matter, quoted procedure 8 of the policy and requested a Public Meeting to be held to address this issue.

Ms. Stephanie Soliz also a member of ADAPT spoke on the issue with the bus stop at Metro Ministries, and stated she rides the bus route that services the temporary stop. She said as you see in the pictures in the handout, there is no mobility with the temporary stop for riders with mobility issues to get safely to the facility to get meals, hygiene, clothing and other items and services they provide. She mentioned she has looked at the CCRTA website, and that the agency is good in helping those with disabilities.

Ms. Stephanie Hammitt also a member of ADAPT shared her concerns regarding the Public Participation Plan which is part of the CCRTA's Public Input Policy, and asked if there was one in place regarding the closing of this particular bus stop. Mr. Jorge Cruz-Aedo stated as a matter of policy, the Board does not engage in a conversation during our Public Comment Opportunity.

Ms. Monica Garcia, Mobility Coordinator with CBCIL. She wanted to let everyone know of the path at this temporary bus stop and is not accessible. She reiterated what the others commented on and would like for the CCRTA to help make this an accessible bus stop for all who use it.

Update on RCAT Committee Activities

Ms. Sharon Montez commented the meeting was held Thursday, May 16TH. She said Mr. Roman Calderone, a B-Line Operator, was selected as the 1ST Quarter Un-Sung Hero and will receive a certificate at the August meeting. Mr. Richard Balli provided an update on the Committee for Persons with Disabilities, and Mr. Gordon Robinson, Director Planning at the CCRTA provide information on Route 16 to the members. The next regular meeting will be held on Thursday, August 15, 2019, and said the committee will not meet in July.

Chairman Martinez asked to move items around and start with the Consent items.

Heard Consent Items –

- a) **Action** Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Authorize Amending Employee Pay Grades and Employee Pay Ranges
- b) **Action** to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Award a 5-Year Contract in the amount of \$1,797,846 to SEC-OPS Security for Security Services at the Staples Street Center and Bear Lane Operations Facility
- c) **Action** to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Enter into Negotiations to Award Three Separate Contracts to Hanson Professional Services, Inc., R.H. Shackelford, Inc., and Zarinkelk Engineering Services, Inc., for Engineering Design Services for ADA Bus Stop Improvements Phase VII

MR. DAN LEYENDECKER MADE A MOTION TO APPROVE CONSENT ITEMS A) THROUGH C). MR. TOM NISKALA SECONDED THE MOTION. THE

MOTION CARRIED. MARTINEZ, REEVES, LEYENDECKER, NISKALA, CLOWER, MARTIN, HARRIS, DOMINGUEZ, BAUMAN AND WOOLBRIGHT VOTING IN FAVOR. ABSENT SKROBARCZYK.

Discussion and Possible Action to move the July Board of Directors Meeting to Wednesday, July 10, 2019

Mr. Jorge Cruz-Aedo commented with the scheduled July Board meeting being the day before the July 4TH holiday, we ask to move it to the following Wednesday, July 10TH to encourage a better attendance by the Board members.

MR. LEYENDECKER MADE A MOTION TO MOVE THE JULY BOARD OF DIRECTORS MEETING TO WEDNESDAY, JULY 10, 2019. MR. MATT WOOLBRIGHT SECONDED THE MOTION. THE MOTION CARRIED. MARTINEZ, REEVES, LEYENDECKER, NISKALA, CLOWER, MARTIN, HARRIS, DOMINGUEZ, BAUMAN AND WOOLBRIGHT VOTING IN FAVOR. ABSENT SKROBARCZYK.

Update – Metropolitan Planning Organization

Mr. Rob MacDonald, CEO of Corpus Christi Metropolitan Planning Organization (MPO) presented an overview and on Strategic Reserve Funding. Mr. MacDonald displayed a slide of the organizations/partners MPO serves in the Corpus Christi and Portland communities to include Federal Transit Administration (FTA) and Federal Highway Administration (FHWA), and Texas Department of Transportation (DOT). A slide showing the MPO website was also displayed and he explained how to maneuver the various links, where to go to get information on various transportation needs. Mr. MacDonald commented on the MPO boundaries they follow by Federal designation as defined by the Census. He displayed a map of the two counties; Nueces and San Patricio, and commented MPO wants to do planning in these areas for their partners. By working with our partners, we have a clean slate to begin new projects on how to travel, where to go and by what means of transportation to use.

Mr. MacDonald said they start by looking 25 years out using the MTP, or Metropolitan Transportation Plan, then TIP, Transportation Improvement Program in a 4-year period, and UPWP or Unified Planning Work Program in a 2-year period and is basically our Scope of Services. He said they also have a 5-year Capital Plan and it rolls into their 25-year plan, and has the information as shown in the CCRTA Capital Plan to include overlapping transportation such as, roads, bicycle, freight, aviation and rail needs.

He commented the MPO relies on Federal dollars from the state to keep them operational, and our local partners and agencies each contribute about \$10,000 per year of local funds to the them as part of their services in the counties.

Presentation – City of Corpus Christi Emergency Preparedness Plan and Corpus Christi Regional Transportation Authority Emergency Response Responsibility

Mr. Mike Rendón introduced Mr. Billy Delgado, Emergency Management Coordinator from the City of Corpus Christi who reported on how the city responds in an emergency and during other large events held by the city.

Mr. Delgado presented several slides with detailed information of the City's emergency process and how this information is provided to the Public. He thanked the CCRTA for their assistance and participation when called to action during an emergency event. He commented on planning being the key to a successful operation, how the city departments meet, review and establish an annual plan for emergencies, including large events where the Public is being transported within the city. He discussed meeting with outside agencies like the CCRTA, and by presenting their plan to different groups. Mr. Delgado also said every year they hold an evacuation drill with CCRTA and other agencies as a practice to keep everyone aware of the plan and its' procedures. He stated this year the State of Texas would be bringing their military forces to come see how we drill and prepare for an emergency in June.

He said it is important to keep working relationships with all their community partners and agencies during the year. The city has interlocal or memos of understanding (MOU) in place prior to hurricane season they review every year, and they visit all possible sites that can be used during an emergency. Mr. Delgado spoke on the details for notification of activation of CCRTA staff to be aware when and where to report to the EOC once an order is issued. He also provided evacuation trigger points, areas and times of evacuation, zones of storm surge so the Public may be evacuated in a safety and timely manner. Several maps were displayed to show storm surge, phases of evacuations and timeline.

Mr. Rendón provided details and procedures the Agency takes once the City has issued an evacuation order. He commented the Agency has several representatives/employees in various locations to prepare to transit people out of Corpus Christi, Port Aransas and surrounding areas. The Agency has an Emergency Preparedness Plan which outlines essential and non-essential employees and what their responsibilities are during an emergency. The Agency transports jail inmates from the Nueces County facility. He said a Reverse Alert is sent to all employees to keep them aware of status of the emergency and if they are to report to work.

Mr. Cruz-Aedo commented we work very closely with the Emergency Management Center at the City and other agencies so we are ready to serve our community and get them evacuated safely to the specific locations. Our service area is large and we are committed to reaching everyone to transport them to various locations as established in the City Plan to include the counties, Port Aransas and others in our service areas.

Action to Approve Board of Directors Meeting Minutes of May 1, 2019

MR. MIKE REEVES MADE A MOTION TO APPROVE BOARD OF DIRECTORS MEETING MINUTES OF MAY 1, 2019. MR. GEORGE CLOWER SECONDED



THE MOTION. THE MOTION CARRIED. MARTINEZ, REEVES, LEYENDECKER, NISKALA, CLOWER, MARTIN, HARRIS, DOMINGUEZ, BAUMAN AND WOOLBRIGHT VOTING IN FAVOR. ABSENT SKROBARCZYK.

Action to Recommend the Board of Directors to Approve Issuing an Invitation for Bids (IFB) for Four (4) Transportation Supervisor Support Vehicles

Mr. Jennifer Fehribach commented the Board Priority relates to Public Image and Transparency. She provided background information of 841 square miles service area, street supervision for the non-revenue fleet for Supervisors. This item is a 2019 CIP Capital project with 5307 federal grant and estimated at \$142,910; federal \$114,328 and 20 percent from the agency of \$28,582, and we will pursue DBE participation.

MR. NISKALA MADE A MOTION TO RECOMMEND THE BOARD OF DIRECTORS AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) OR DESIGNEE TO APPROVE ISSUING AN INVITATION FOR BIDS (IFB) FOR FOUR (4) TRANSPORTATION SUPERVISOR SUPPORT VEHICLES. MR. REEVES SECONDED THE MOTION. THE MOTION CARRIED. MARTINEZ, REEVES, LEYENDECKER, NISKALA, CLOWER, MARTIN, HARRIS, DOMINGUEZ, BAUMAN AND WOOLBRIGHT VOTING IN FAVOR. ABSENT SKROBARCZYK.

Action to Recommend the Board of Directors to Award a Contract for Bus Parts Supply to Multiple Vendors

Mr. Jennifer Fehribach commented the Board Priority relates to Budget. She commented on the need for over 1,900 unique replacement parts, and the contract agreements where we are able to receive volume discounts and firm pricing. Ms. Fehribach presented a slide of cost analysis with the breakdown per multiple vendors. The FY2019 Maintenance Budget has this item budgeted at a base year of \$391,719.60, with two option years 4 percent increase, and cost is determined by actual usage.

MR. REEVES MADE A MOTION TO RECOMMEND THE BOARD OF DIRECTORS AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) OR DESIGNEE TO AWARD A CONTRACT FOR BUS PARTS SUPPLY TO MULTIPLE VENDORS. MR. CLOWER SECONDED THE MOTION. THE MOTION CARRIED. MARTINEZ, REEVES, LEYENDECKER, NISKALA, CLOWER, MARTIN, HARRIS, DOMINGUEZ, BAUMAN AND WOOLBRIGHT VOTING IN FAVOR. ABSENT SKROBARCZYK.

Action to Recommend the Board of Directors to Adopt a Resolution in Support of a 5339(B) Grant Application for the Buses and Bus Facilities Infrastructure Investment Program, for Port/Ayers Station Reconstruction, Del Mar South Campus Bus Stations, and Bear Lane Bus Parking Lot Improvements

Mr. Sharon Montez commented this item was presented at the May Operations Committee meeting although some changes were made due to the Federal Build Grant we initially were seeking. This particular grant was very involved and so we are



consolidating the previous two grants to work on the 5339(B) Grant, and will look at the Federal Build Grant next year. Ms. Montez stated this item aligns with the Board Priority – Facilities. She commented this 5339(B) Grant for the Port-Ayers Transfer Station is estimated at \$5,811,645. Site plan pictures were displayed to show several views of the platform for 10 buses, park 'n ride spaces, future expansion and a driver lounge. Ms. Montez also commented we will consolidate this 5339(B) Grant application to include the Del Mar College South Campus Bus Station with an estimated cost of \$2,884,509 for two locations; Roddfield Road and Yorktown. She provided slides of the exterior elevations and other conceptual views. She commented the other project include in this 5339(B) Grant Application is for the Bear Lane Facility Pavement Master Plan, and it is estimated at \$945,011. She displayed an aerial picture of the facility's deterioration of the concrete areas.

Ms. Montez provided a recap of total estimated costs for the 5339(B) Grant Application for all three projects to be \$9,641,366 with 20 percent local match of \$1,928,273. She asked the Board to adopt a resolution in support of buses and bus facilities infrastructure program.

MR. LEYENDECKER MADE A MOTION TO RECOMMEND THE BOARD OF DIRECTORS AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) OR DESIGNEE TO ADOPT A RESOLUTION IN SUPPORT OF A 5339(B) GRANT APPLICATION FOR THE BUSES AND BUS FACILITIES INFRASTRUCTURE INVESTMENT PROGRAM, FOR PORT/AYERS STATION RECONSTRUCTION, DEL MAR SOUTH CAMPUS BUS STATIONS, AND BEAR LANE BUS PARKING LOT IMPROVEMENTS. MR. HARRIS SECONDED THE MOTION. THE MOTION CARRIED. MARTINEZ, REEVES, LEYENDECKER, NISKALA, CLOWER, MARTIN, HARRIS, DOMINGUEZ, BAUMAN AND WOOLBRIGHT VOTING IN FAVOR. ABSENT SKROBARCZYK.

Action to Recommend the Board of Directors to Enter into an Agreement between Corpus Christi Regional Transportation Authority (CCRTA) and Texas A&M University - Corpus Christi (TAMU-CC) for an Autonomous Vehicle Pilot Program

Mr. Rita Patrick stated this item aligns with the Board Priority – Innovation and providing groundbreaking transportation technology for this pilot program between the CCRTA and TAMU-CC for an autonomous vehicle. She stated the AV shuttle will operate Monday through Friday during the Fall, Spring and Summer semesters of 2019 to 2021. CCRTA will provide this pilot program to TAMU-CC that will allow us to bring data and cutting-edge technology into our region and build towards the reduction of emissions. Ms. Patrick stated this project will be funded locally and does not have a DBE participation requirement. She commented that a lease agreement between CCRTA and MV Transportation will be created, and MV will purchase, operate and maintain the AV shuttle. TAMU-CC as part of the pilot program will secure an indoor storage facility for the vehicle including the electricity to recharge the shuttle nightly.



MR. LEYENDECKER MADE A MOTION TO RECOMMEND THE BOARD OF DIRECTORS AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) OR DESIGNEE TO ENTER INTO AN AGREEMENT BETWEEN CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY (CCRTA) AND TEXAS A&M UNIVERSITY – CORPUS CHRISTI (TAMU-CC) FOR AN AUTONOMOUS VEHICLE PILOT PROGRAM. MR. REEVES SECONDED THE MOTION. THE MOTION CARRIED. MARTINEZ, REEVES, LEYENDECKER, NISKALA, CLOWER, MARTIN, HARRIS, DOMINGUEZ, BAUMAN AND WOOLBRIGHT VOTING IN FAVOR. ABSENT SKROBARCZYK.

Action to Recommend the Board of Directors to Accept and Adopt the Recommended Assumption Changes to the Defined Benefit Plan as Identified in the Valuation Report from Consultant Actuary Findley, Inc. dated May 22, 2019, and to Authorize the Chief Executive Officer (CEO) to Implement the Assumption Changes and Amend the Plan to Increase the Benefit Formula Multiplier from 2.0 percent to 2.25 percent effective January 1, 2019

Mr. Robert Saldaña committed on the previous committee meetings where the Board members asked for three specific items. Ms. Laura Stewart of Findley presented a slide of the three Options and details to include the actuarial accrued liability (AAL), annual contribution, increase/decrease annual contribution and the funded ratio-market value with receivable contribution for active retirees currently in the Plan.

She reported Option 1, adopts all assumptions as previously discussed to include a decrease of \$958,000 in annual contribution with an 84 percent ratio. If a one-time annual contribution of \$1.2 million would increase our ratio to 87 percent, or a one-time annual \$4.6 million giving a ratio of 95 percent. Mr. Leyendecker mentioned what would the one-time contribution be if we keep the assumptions, annually adopt the Mortality Table, take the 15-year smoothing with 5-year amortization, stay at 2.0 multiplier and have a 90 percent funded ratio, and Ms. Stewart said as shown in Option 3 at the 90 percent ratio, the one-time contribution would be \$2.5 million.

General discussion of various comments and recommendations by all members, asked Mr. Cruz-Aedo what does Staff recommend from the Board. His comment was to adopt all of the assumptions and the increase of the benefit multiplier from 2.0 to 2.25 percent.

Option 2 adopts the increase of the benefit multiplier from 2.0 to 2.25 percent, and would be an increase of the annual contribution of \$698,000 with a fund ratio of 80 percent; one-time annual contribution of \$1.2 million at 84 percent ratio and one-time contribution of \$4.6 million at a 92 percent fund ratio.

Option 3 combines of all assumptions and the increase of the benefit multiplier from 2.0 to 2.25 percent, and would be \$627,000 annual contribution of \$698,000 with a fund ratio of 80 percent; one-time annual contribution of \$1.2 million at 84 percent ratio and one-time contribution of \$4.6 million at a 90 percent fund ratio. Again, Mr. Cruz-Aedo pointed out this is the option Staff is recommending to adopt.



MR. WOOLBRIGHT MADE A MOTION TO RECOMMEND THE BOARD OF DIRECTORS AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) OR DESIGNEE TO ACCEPT AND ADOPT THE RECOMMENDED ASSUMPTION CHANGES TO THE DEFINED BENEFIT PLAN AS IDENTIFIED IN THE VALUATION REPORT FROM CONSULTANT ACTUARY FINDLEY, INC. DATED MAY 22, 2019, AMENDED TO UPDATE THE MORTALITY TABLES YEARLY WITH PERIODIC UPDATES AND TO INCREASE THE ONE-TIME CONTRIBUTION TO \$2.5 MILLION MAKING THE FUNDED RATIO OF 90 PERCENT WITH A FLOOR OF 85 PERCENT AND CEILING OF 95 PERCENT. MR. LEYENDECKER SECONDED THE MOTION. THE MOTION CARRIED. MARTINEZ, REEVES, LEYENDECKER, NISKALA, CLOWER, MARTIN, HARRIS, DOMINGUEZ, BAUMAN AND WOOLBRIGHT VOTING IN FAVOR. ABSENT SKROBARCZYK.

Heard Presentations –

a) April 2019 Financial Report

Mr. Saldaña stated the Board Priority for this item aligns with Financial Transparency. He mentioned a few highlights for the month of April 2019 of being 2.09 percent ahead of budget, investment income also ahead of budget at 75.96 percent and that total expenses were 11.77 percent under budget. For April 2019, he reported total revenues were \$3 million with bulk being from sales tax, and the total expenses were \$3.2 million on a budget of \$3.6 million. He displayed charts of the revenues by category, and the expenses by object that show the breakdown of revenues or expenses source. Mr. Saldaña said total operating expenses came in at \$2.5 million on a budget of \$2.9 million. A pie chart was shown detailing where the monies go by object category for the month of April excluding depreciation, debt service and street improvement dollars.

Mr. Saldaña also reported on highlights for year-to-date and said passenger services were up 12.49 percent, investment income up by 74.46 percent with total expenses being under budget by 12.46 percent for the year. He said annual revenues are \$12.1 million on a \$12.3 million budget, majority being from sales tax although January and February were the same as 2018 with March 2019 being under by \$236,196. Mr. Saldaña stated the annual expenses are \$12.5 million on a budget of \$14.2 million as we normally start off the year slow to see how the sales tax will perform. He also provided charts and details showing revenues by category, and the expenses by object with the breakdown of each category or expenses source. Total operating expenses for the year are \$1.5 million we can control that are not sales tax, street allocation or depreciation. Mr. Saldaña also provided a pie chart detailing where the monies go by object category for the year, and excludes depreciation, debt service and street improvement dollars. Mr. Saldaña commented on the Budget to Actual numbers for March 2018 versus March 2019, or \$230,442 less than last year, or compared to budget, we are down \$341,772.



b) Procurement Update

Mr. Saldaña commented on the Board Priority aligns with Financial Transparency. He reported on two projects, windstorm and hail insurance, and on-board automated passenger counters system for the fleet. He said the Request for Proposals (RFP) have been issued with one due today and the other in July. For the windstorm and hail insurance, a pre-bid meeting was held with 2 proposals being received.

On the 4-month outlook, there are 3 projects covering rebuilt transmissions contract; bus and bench advertising and a memorandum of agreement with TAMU-CC for Route 63 and Route 60.

He continued with projects requiring CEO approval to include six projects of \$50,000 or less for agreements for real-time passenger information system; remix planning software and trapeze software FX-Mon, pest control services, elevator services and Del Mar College Memorandum of Agreement. Each of these agreements will not exceed the agreement costs. Mr. Saldaña reported the agency still maintains the Marina Rental Space contract at \$6,100 monthly. He stated we have received interest from Harrison's Landing to sublease this from us for 2 years. He said we could not do anything with the ferry program during these 2 years and could discuss with the Board for input.

c) April 2019 Safety & Security Report

Mr. Rendón commented this item falls under the Board Priority of Facilities – Safety & Security. He stated there were 5 accidents for the month of April; 3 deemed preventable and 2 non-preventable giving us a collision rate for the month at 1.64, and still under the national range of 2.0. Mr. Rendón reported the CCRTA operators drove a total of 310,430 miles in the month of April. A slide showing the Security statistics was displayed and included there were 397 contacts with individuals for the month. He detailed each of the Security Statistics for the month and explained the percentages for each as displayed in the chart for the various stations.

d) April 2019 Operations Report

Mr. Gordon Robinson commented the Board Priority for this item aligns with Public Image & Transparency.

He reported the April monthly ridership at 466,796 passenger trips, or 21,036 more than last year. He stated B-Line up at 13.8 percent, Fixed Route up 3.8 percent, Vanpool services at 111.3 percent up for the month. He reported year-to-date only down by 1.9 percent although the rest are up. A chart showing the overall system performance of highest and lowest weekday productivity by route, by wheelchair and bicycle boardings indicated usual suspect routes performing well and were not any major switches for several of the low performing routes.



Mr. Robinson said the On-Time Performance just over for the quarter at 93.4 percent and is good with 309 out of 441 randomly surveyed trips. Mr. Robinson displayed a list of fixed route detours and stated 5 of these detours will be coming to completion soon. He said the B-line service had 13,000 miles between road calls and good ridership statistics, Customer Assistance Forms (CAF) came in at 10 confirmed and verified for the month, and stated miles between road calls for miles driven for the month of April recorded 14,411 and is above the thirteen-month average of 12,736 by only 1,675 miles compared to last year being a negative difference of 2,117 miles.

Heard CEO's Report

Mr. Cruz-Aedo commented he will be in Washington, DC next week working with Cassidy & Associates on grants administration. He also commented the County Judge has put together a challenge for the community and its' stakeholders; the City of Corpus and the CCRTA, regarding Emergency Management. He said the current county EOC is in the Courthouse and does not have all the space requirements and equipment necessary to operate an EOC center. He commented they reached out to the CCRTA to see if we could initiate some of the items necessary to take place including the a study and the siting, and the preparation in what it would take to do this project. He mentioned we have the properties that could be considered for this project as he has the authority to move forward with an engineering firm to do a feasibility study.

Heard Chairman's Report

Mr. Martinez Board Chairman thanked staff for their continued hard work and focusing on getting projects and items at the meetings in detail. He deferred his time to other members to comment. Board members commended Staff and thanked them for their hard work, efforts in cost savings on projects and for the Port Aransas Express route.

Adjournment

There being no further review of items, the meeting adjourned at 11:18 a.m.

Submitted by: Dena Linnehan

Dan Leyendecker, Board Secretary



Board of Directors Meeting Memo

July 10, 2019

Subject: Award a One-Year Contract to Carlisle Insurance for Windstorm and Hail Insurance Coverage

Background

The current contract with Carlisle Insurance was a one-year contract and it expires on July 28, 2019. The expiring premium is \$84,000. Specifications of policy are as follows; deductible of 1% of the sum of the stated values for each building (affected by loss) identified in the State of Values subject to \$25,000 minimum per occurrence – Named storm wind/hail with \$25,000 per occurrence – all other wind/hail storms.

Identified Need

A Request for Proposals (RFP) was issued on Thursday, May 2, 2019. CCRTA covered asset values total \$45,871.02. Proposals were received on Wednesday, June 5, 2019. Two proposals were received, Carlisle Insurance the incumbent and Victor O. Shinnerer & Co., Inc. Evaluation results are as follows:

Firms	Carrier	Score	Price
Carlisle Insurance	United Specialty Insurance Company National Fire & Marine Insurance Company	89.60	\$92,589.00
Victor O'Schinnerer	AmRisc	83.41	\$123,926.25

The policy term is July 28, 2019 through July 27, 2020.

Financial Impact

Funds are budgeted in FY 2019 Operating Budget, local funds.

Board Priority

This item aligns with Board Priority – Facilities – Safety and Security.

Committee Review

This item was discussed and approved at the Administrative & Finance Committee on June 26, 2019.

Recommendation

Staff recommend the Board of Directors authorize the Chief Executive Officer (CEO) or designee to award a one-year contract to Carlisle Insurance for windstorm and hail insurance coverage.

Respectfully submitted,

Submitted by: John Esparza
Safety & Security Administrator

Reviewed by: Mike Rendón
Director of Safety and Security

Final Approval by: 
Jorge G. Cruz-Aedo
Chief Executive Officer



CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY

Board of Directors Meeting

July 10, 2019

Subject: Fiscal 2019 Operating Budget Amendment #1 – Amend the 2019 Fiscal Year Operating Budget to include an increase of \$2.5 million. Approve a one-time payment of \$2.5 million for the Defined Benefit Pension Trust to obtain 90% funding level.

Background

By statute, the Board annually adopts an operating budget. A capital budget is adopted at the same time in order to properly allocate RTA financial resources in a way that meets current and future needs of the organization.

Identified Need

During the 2019 Operating budget process, staff accounted for the possibility of the Board adopting a potential budget amendment, and added \$717,000 for such amendment. During the May 2019 Administration and Finance Committee meeting Staff presented several amendment options. The choice of actuarial assumptions and pension cost methods are a critical part of identifying the target funded status required to financially sustain the plan's future pension obligations.

Disadvantaged Business Enterprise (DBE)

This is being funded with local funds and not applicable to DBE.

Financial Impact

The CCRTA Board of Directors adopted the following assumption changes:

1. Update Mortality to RP-2014 Blue Collar Table, and update the Mortality table on an annual basis.
2. Change discount rate to 7.40% and commit to continuing to decrease over time until appropriate benchmark of 7.0% is attained.
3. Update withdrawal and retirement assumptions based on plan experience.
4. Change from Market Value to 5-year Smoothed.
5. Reset period to 15 years beginning 1/1/2019.

As a result of the adoption of the updated assumptions, the Board agreed to an additional one-time contribution of \$2.5 million to be paid in 2019 from **unrestricted reserves**, to cover the increase in liability from these changes; as well as, increase the funding level to the range of 85% - 90%.

Board Priority

This project aligns with Board Priority – Financial Transparency.

Committee Review

This item was presented at the May 22, 2019 Administration & Finance Committee meeting to review other costing options. The item also was discussed and approved at the Administrative & Finance Committee on June 26, 2019.

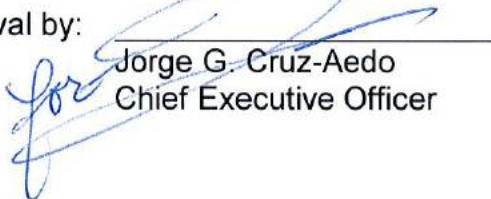
Recommendation

Staff recommend the Board of Directors authorize the Chief Executive Officer (CEO) or designee to Amend the 2019 Fiscal Year Operating Budget to include an increase of \$2.5 million, and Approve a one-time payment of \$2.5 million for the Defined Benefit Pension Trust to obtain 90% funding level.

Respectfully Submitted,

Submitted by: Sandy Roddel
Director of Finance

Reviewed by: Robert Saldaña
Managing Director of Administration

Final Approval by: 
Jorge G. Cruz-Aedo
Chief Executive Officer



Board of Directors Meeting Memo

July 10, 2019

Subject: Award a Contract to IVS, Inc. AngelTrax for On-Board Mobile Video Surveillance System Replacement for Bus Fleet

Background

The CCRTA bus fleet is equipped with On-Board Surveillance Systems to record internal and external video on the bus for deterrence, safety, and risk management. Currently video is provided to Management Staff, Security, and Law Enforcement daily as requested.

Identified Need

With the Board of Directors approval, a Request for Proposals (RFP) was issued on February 21, 2019, structured as an On-Board Mobile Video Surveillance System purchase with warranty and installation. The proposals were received from IVS, Inc. Angel Trax, Safe Fleet Bus and Rail and Eyeride. These proposals were evaluated for:

- Approach and Work Plan
- Qualifications and References
- Experience
- Price

The table below represents the results of the evaluation.

Firms	Subtotal - Maximum Points (70 Points Max.)	Cost (30 Points Max.)	Totals - Maximum Points 100	Price (Total Cost)
IVS, Inc.dba AngelTrax	65.8	30	95.80	\$139,179.01
Safe Fleet Bus and Rail	63.8	16	79.80	\$255,810.56
Eyeride	45	21	66.00	\$198,604.00

The firm that was deemed as being the best value is IVS, Inc. dba AngelTrax which has been in the business for many years worldwide and has specialized in vehicle mobile surveillance technologies. IVS, Inc. dba AngelTrax has worked with Student Transit, Mass Transit, Waste management, law enforcement and locomotive industries.

Disadvantaged Business Enterprise

For this procurement the DBE goal is zero percent (0%) – Contractors are encouraged to offer contracting opportunities to the fullest extent possible through outreach and recruitment activities to small, minority and disadvantaged businesses.

Financial Impact

Funds for the On-Board Mobile Video Surveillance System Replacement for bus fleet were identified in the MIS 2019 Capital Budget using funding provided by the 5307 Formula Funds with and 80/20 match. The total cost for the On-Board Mobile Video Surveillance System Replacement with Alternative Options is \$155,483.8. The total estimated project budget was \$323,030.

Board Priority

The Board Priority is Innovation.

Committee Review

This item was discussed and approved at the Administrative & Finance Committee on June 26, 2019.

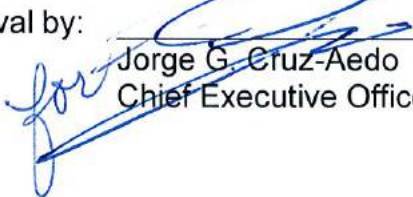
Recommendation

Staff recommend the Board of Directors authorize the Chief Executive Officer (CEO) or designee to Award a Contract to IVS, Inc. AngelTrax for On-Board Mobile Video Surveillance System Replacement for Bus Fleet.

Respectfully Submitted,

Submitted by: David Chapa
Director of IT

Reviewed by: Robert Saldaña
Managing Director of Administration

Final Approval by: 
Jorge G. Cruz-Aedo
Chief Executive Officer



CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY

Board of Directors Meeting Memo

July 10, 2019

Subject: Award a Contract to Toshiba America Business Solutions, Inc. for Multifunction Printer/Copier Lease Agreement

Background

Various CCRTA personnel utilize copiers for business purposes. Currently Six (6) of the CCRTA's leased copiers are included in multiple lease agreements that are up for a new contract. The six (6) copiers are currently leased from Toshiba America Business Solutions, Inc.

Identified Need

In order to minimize cost the CCRTA is trying to phase out desktop printers, and centralize all network scanning, faxing and printing. The new copiers' multifunctional features would be a streamline these functions for all departments. The new agreement that the CCRTA is requesting will contain six (6) Multifunction Printers and Two (2) Personal Printers.

Toshiba is a worldwide company that specializes in Multifunction Printers technologies. Toshiba has worked with many commercial and local government agencies including City of Corpus Christi and local refineries.

Disadvantaged Business Enterprise

For this procurement the DBE participation is zero percent (0%) – Contractors are encouraged to offer contracting opportunities to the fullest extent possible through outreach and recruitment activities to small, minority and disadvantaged businesses.

Financial Impact

The CCRTA will be purchasing these services through the Texas Department of Information Resources (DIR) which pools local government accounts to leverage purchasing power to achieve better pricing on products, equipment and IT services used by agencies. Estimated cost for a 5-year contract will be \$151,173. These monies are budgeted in the 2019 budget and will come from local funds.

Board Priority

The Board Priority is Innovation.

Committee Review

This item was discussed and approved at the Administrative & Finance Committee on June 26, 2019.

Recommendation

Staff recommend the Board of Directors authorize the Chief Executive Officer (CEO) or designee to Award a Contract to Toshiba America Business Solutions, Inc. for Multifunction Printer/Copier Lease Agreement.

Respectfully Submitted,

Submitted by: David Chapa
Director of IT

Reviewed by: Robert Saldaña
Managing Director of Administration

Final Approval by: 

Jorge G. Cruz-Aedo
Chief Executive Officer



SUMMARY:

Results from all Activities Compared to Budget

REVENUES

For the month of May, **Total Revenues** exceeded budget expectations by \$19,719, or 0.63%. **Passenger Service** fell short of budget expectations by \$4,393, or 2.71%.

The **Investment Portfolio** of the Agency continues to perform well, and exceeded budget expectations by **\$20,136** or **69.38%**. The non-cash portion of the portfolio yielded **2.857%** in May. The June 19 meeting of the Federal Open Markets Committee (FOMC) yielded no action in terms of drops in the Fed benchmark interest rate from the current target range of 2.25% to 2.50%, however there is speculation that there may be a rate cut or two by the end of 2020.

Sales tax revenue, including the May 2019 estimate, is down **0.64%** YOY and short of budget by **2.75%**. The actual allocation for May 2019 will be received July 12, 2019. Sales tax represented **90.60%** of total revenue realized in May and **89.24%** of total revenues YTD.

Sales tax represents the largest component of CCRTA's total income however there are several factors that can cause fluctuations from year to year. Although sales tax revenue is related to economic conditions, other factors such as the amount of revenues from other sources and capital improvement plans do come into play. The sales tax revenue over the last five years averages to **76.80%** of total income.

To stabilize the fluctuations of sales tax revenue, CCRTA has established several reserve accounts that serve as a liquidity cushion. As you can see from the fund balance breakdown below, over 50% of the unrestricted portion is assigned to fund reserves that are earmarked to meet unexpected demands.

	Current Month			
	Actual	Budget	Favorable (Unfavorable) Variance \$	Favorable (Unfavorable) Variance %
	A	B	A vs B (\$)	A vs B (%)
Revenues				
Passenger service	\$ 157,425	\$ 161,818	\$ (4,393)	-2.71%
Bus advertising	12,007	11,250	757	6.73%
Other operating revenues	2,647	2,450	197	8.06%
Sales Tax Revenue	2,854,156	2,854,156	-	0.00%
Federal, state and local grant assistance	4,748	1,934	2,814	145.50%
Investment Income	49,159	29,023	20,136	69.38%
Staples Street Center leases	40,038	39,831	207	0.52%
Capital Grants & Donations	30,187	30,187	-	0.00%
Total Revenues	\$ 3,150,368	\$ 3,130,649	\$ 19,719	0.63%

The detail of all revenue categories is presented in the following tables, along with the fare recovery ratio for May 2019:

Revenue Source	May-19	%	YTD	%
Passenger Service	\$ 157,425	5.00%	\$ 832,780	5.42%
Bus Advertising	\$ 12,007	0.38%	\$ 62,655	0.41%
Other Revenue	\$ 2,647	0.08%	\$ 62,337	0.41%
Sales Tax Revenue	\$ 2,854,156	90.60%	\$ 13,700,875	89.24%
Grants Operating	\$ 4,748	0.15%	\$ 14,198	0.09%
Grants Capital	\$ 30,187	0.96%	\$ 235,894	1.54%
Investment Income	\$ 49,159	1.56%	\$ 245,165	1.60%
SSC lease income	\$ 40,038	1.27%	\$ 199,324	1.30%
Total Revenue	\$ 3,150,368	100.00%	\$ 15,353,230	100.00%

Fare Recovery Ratio

Description	5/31/2019	Year to Date
Fare Revenue	\$ 157,425	\$ 832,780
Operating Expenses*	2,693,221	12,579,909
FRR	5.85%	6.62%
*Excluding Depreciation		

Note: Same period last year the FRR was 5.77%.

EXPENSES

Departmental operating expenses are presented below in accordance to their expense object category. For the month of May 2019, total departmental operating expenses realized a favorable variance of approximately \$223,281.

The most significant positive variance came from **Services**, and is a timing issue related to the receipt of invoices. **Purchased Transportation** continues to show a negative variance but it is due to fuel costs that have been allocated in accordance with GAAP, along with increased services provided by the contractor. Salaries & Benefits continues to present a favorable variance in relation to the amount that was budgeted for pension costs. The estimates used during the budgeting process were higher than the actuarial pension costs.

Total Expenses of \$3,763,609 came in \$345,803 less than budget expectations or 8.41%.

Operating Expense Object Category	Current Month			
	Actual	Budget	Favorable (Unfavorable) Variance \$	Favorable (Unfavorable) Variance %
	A	B	A vs B (\$)	A vs B (%)
Salaries & Benefits	\$ 1,204,345	\$ 1,282,097	\$ 77,752	6.06%
Services	318,317	382,763	64,447	16.84%
Materials & Supplies	243,778	269,346	25,569	9.49%
Utilities	54,086	58,676	4,590	7.82%
Insurance	298,390	354,520	56,131	15.83%
Purchased Transportation	569,685	526,203	(43,481)	-8.26%
Miscellaneous	39,200	77,475	38,275	49.40%
Total Expenses	\$ 2,727,800	\$ 2,951,081	\$ 223,281	7.57%

NET POSITION

The Total Net Position at the end of the month was \$88,357,139, a decrease of \$915,179 from December 2018 which is largely due to depreciation. Of the net position, \$29,090,882 is the portion of the fund balance that is not restricted. However, \$19,859,947 has been assigned by policy to specific reserves leaving the amount available for spending at \$9,230,935.

UNAUDITED FUND BALANCE AS OF MAY 31, 2019:


Net Invested in Capital Assets	\$ 57,654,956
Restricted for Debt Service	1,611,302
Assigned for Operating Reserve	8,279,831
Assigned for Capital Reserve	3,348,353
Assigned for Local Share of CIP	4,544,000
Assigned for Health Care Costs Reserve	712,218
Assigned for Emergency Fund Reserve	1,910,000
Restricted Deferrals Related to Pensions	1,065,545
Unassigned	9,230,935
	<u>\$ 88,357,139</u>

Please refer to the following pages for the detailed financial statements.

Respectfully Submitted,

Submitted by: Marie Sandra Roddel
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)
For the month ended May 31, 2019

	Current Month			
	Actual	Budget	Favorable (Unfavorable) Variance \$	Favorable (Unfavorable) Variance %
	A	B	A vs B (\$)	A vs B (%)
Revenues				
Passenger service	\$ 157,425	\$ 161,818	\$ (4,393)	-2.71%
Bus advertising	12,007	11,250	757	6.73%
Other operating revenues	2,647	2,450	197	8.06%
Sales Tax Revenue	2,854,156	2,854,156	-	0.00%
Federal, state and local grant assistance	4,748	1,934	2,814	145.50%
Investment Income	49,159	29,023	20,136	69.38%
Staples Street Center leases	40,038	39,831	207	0.52%
Gain (Loss) on Disposition of Property	-	-	-	0.00%
Capital Grants & Donations	30,187	30,187	-	0.00%
Total Revenues	3,150,368	3,130,649	19,719	0.63%
Expenses				
Transportation	608,442	625,663	17,221	2.75%
Customer Programs	27,583	33,592	6,009	17.89%
Purchased Transportation	569,685	538,703	(30,982)	-5.75%
Service Development	31,271	38,019	6,748	17.75%
MIS	84,626	86,077	1,451	1.69%
Vehicle Maintenance	422,497	434,087	11,592	2.67%
Facilities Maintenance	186,446	192,982	6,536	3.39%
Contracts and Procurements	17,650	19,340	1,691	8.74%
CEO's Office	61,456	61,921	465	0.75%
Finance and Accounting	62,934	69,362	6,428	9.27%
Materials Management	11,824	11,990	166	1.39%
Human Resources	431,354	546,506	115,152	21.07%
General Administration	48,160	52,855	4,695	8.88%
Capital Project Management	16,350	16,458	108	0.66%
Marketing & Communications	31,946	49,435	17,489	35.38%
Safety & Security	80,998	114,220	33,222	29.09%
Depreciation	357,309	357,309	-	0.00%
Staples Street Center	34,579	83,019	48,440	58.35%
Port Ayers Cost Center	-	28,703	28,703	100.00%
Debt Service	419,524	427,882	8,358	1.95%
Special Projects	-	8,553	8,553	100.00%
Subrecipient Grant Agreements	8,396	62,155	53,759	86.49%
Street Improvements Program for CCRTA Region Entities	250,581	250,581	-	0.00%
Total Expenses	3,763,609	4,109,412	345,803	8.41%
Change in Net Assets	\$ (613,241)	\$ (978,763)	365,522	37.35%

Corpus Christi Regional Transportation Authority
Statement of Revenues and Expenditures By Cost Center (Unaudited)
For the month ended May 31, 2019

	Year to Date			
	Actual	Budget	Favorable (Unfavorable) Variance	Favorable (Unfavorable) Variance %
	A	B	A vs B	A vs B (%)
Operating Revenues:				
Passenger service	\$ 832,780	762,170	70,610	9.26%
Bus advertising	62,655	56,250	6,405	11.39%
Other operating revenues	62,337	5,713	56,625	991.17%
Sales Tax Revenue	13,700,875	14,088,019	(387,144)	-2.75%
Federal, state and local grant assistance	14,198	9,670	4,528	46.83%
Investment Income	245,165	141,371	103,795	73.42%
Staples Street Center leases	199,324	199,137	188	0.09%
Gain (Loss) on Disposition of Property	-	-	-	0.00%
Capital Grants & Donations	235,894	205,706	30,188	14.68%
Total Operating Revenues	15,353,230	15,468,036	(114,806)	-0.74%
Operating Expenses:				
Transportation	2,987,995	3,017,748	29,753	0.99%
Customer Programs	141,159	160,222	19,062	11.90%
Purchased Transportation	2,822,708	2,693,517	(129,191)	-4.80%
Service Development	148,421	182,757	34,336	18.79%
MIS	352,952	392,716	39,764	10.13%
Vehicle Maintenance	1,887,469	2,024,068	136,600	6.75%
Facilities Maintenance	727,246	862,960	135,714	15.73%
Contracts and Procurements	84,178	92,263	8,086	8.76%
CEO's Office	335,844	336,394	551	0.16%
Finance and Accounting	232,638	265,202	32,564	12.28%
Materials Management	55,547	56,944	1,397	2.45%
Human Resources	1,980,327	2,658,791	678,464	25.52%
General Administration	220,437	280,065	59,629	21.29%
Capital Project Management	58,874	71,542	12,669	17.71%
Marketing & Communications	156,617	243,167	86,550	35.59%
Safety & Security	387,497	567,295	179,798	31.69%
Depreciation	1,786,544	1,786,544	-	0.00%
SSC Expenses	215,936	411,133	195,197	47.48%
Port Ayers Cost Center	-	143,517	143,517	100.00%
Debt Service	419,524	427,882	8,359	1.95%
Special Projects	-	116,696	116,696	100.00%
Subrecipient Grant Agreements	13,595	310,777	297,182	95.63%
Street Improvements Program for CCRTA Region Entities	1,252,903	1,252,903	-	0.00%
Total Expenses	16,268,410	18,355,104	2,086,694	11.37%
Change in Net Assets	\$ (915,180)	(2,887,068)	1,971,888	68.30%

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY
Statement of Net Position
Month ended May 31, 2019 and year ended December 31, 2018

	Unaudited May 31 2019	Unaudited December 31 2018
ASSETS		
Current Assets:		
Cash and Cash Equivalents	\$ 23,608,325	\$ 21,212,691
Investments	3,054,507	5,104,907
Receivables:		
Sales and Use Taxes	5,630,597	6,015,928
Accrued Interest	53,086	38,377
Federal Government	204,963	258,243
Other	146,659	245,913
Inventories	641,022	654,774
Prepaid Expenses	1,254,883	261,394
Total Current Assets	<u>34,594,042</u>	<u>33,792,226</u>
Non-Current Assets:		
Restricted Cash and Cash Equivalents	1,665,971	1,658,443
Capital Assets:		
Land	5,381,969	5,381,969
Buildings	53,734,210	53,734,210
Transit Stations, Stops and Pads	23,592,450	23,592,450
Other Improvements	5,525,123	5,525,123
Vehicles and Equipment	60,369,148	60,369,148
Construction in Progress	666,827	666,827
Current Year Additions	315,924	-
Total Capital Assets	<u>149,585,651</u>	<u>149,269,726</u>
Less: Accumulated Depreciation	<u>(72,685,695)</u>	<u>(70,899,151)</u>
Net Capital Assets	<u>76,899,956</u>	<u>78,370,575</u>
Total Non-Current Assets	<u>78,565,927</u>	<u>80,029,018</u>
TOTAL ASSETS	<u>113,159,969</u>	<u>113,821,245</u>
DEFERRED OUTFLOWS OF RESOURCES		
Deferred outflow related to pensions	2,932,452	2,932,452
TOTAL ASSETS AND DEFERRED OUTFLOWS	<u><u>116,092,421</u></u>	<u><u>116,753,697</u></u>

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY
Statement of Net Position (cotinued)
Month ended May 31, 2019 and year ended December 31, 2018

	Unaudited May 31 2019	Unaudited December 31 2018
LIABILITIES AND NET POSITION		
Current Liabilities:		
Accounts Payable	681,796	316,287
Contractors Retainage Payable	-	-
Current Portion of Long-Term Liabilities:		
Long-Term Debt	595,000	595,000
Compensated Absences	283,472	283,472
Distributions to Regional Entities Payable	3,009,439	3,077,888
Other Accrued Liabilities	573,636	616,793
Total Current Liabilities	<u>5,143,343</u>	<u>4,889,440</u>
Non-Current Liabilities:		
Long-Term Liabilities, Net of Current Portion:		
Long-Term Debt	18,650,000	18,650,000
Compensated Absences	344,752	344,752
Net Pension Liability	628,913	628,913
Net OPEB Obligation	1,101,367	1,101,367
Total Non-Current Liabilities	<u>20,725,032</u>	<u>20,725,032</u>
TOTAL LIABILITES	<u>25,868,375</u>	<u>25,614,472</u>
DEFERRED INFLOWS OF RESOURCES		
Deferred inflow related to pensions	1,866,907	1,866,907
TOTAL LIABILITIES AND DEFERRED INFLOWS	<u>27,735,282</u>	<u>27,481,379</u>
Net Position:		
Net Invested in Capital Assets	57,654,956	59,125,576
Restricted for Debt Service	1,611,302	1,611,302
Unrestricted	29,090,882	28,535,440
TOTAL NET POSITION	<u>\$ 88,357,139</u>	<u>\$ 89,272,318</u>

**Corpus Christi Regional Transportation Authority
Statement of Cash Flows (Unaudited)
For the month ended May 31, 2019**

	<u>5/31/2019</u>
Cash Flows From Operating Activities:	
Cash Received from Customers	\$ 216,882
Cash Received from Bus Advertising and Other Ancillary	40,760
Cash Payments to Suppliers for Goods and Services	(1,866,264)
Cash Payments to Employees for Services	(1,060,341)
Cash Payments for Employee Benefits	(416,926)
Net Cash Used for Operating Activities	<u>(3,085,889)</u>
Cash Flows from Non-Capital Financing Activities:	
Sales and Use Taxes Received	2,969,520
Grants and Other Reimbursements	19,391
Distributions to Subrecipient Programs	(4,748)
Distributions to Region Entities	-
Net Cash Provided by Non-Capital Financing Activities	<u>2,984,163</u>
Cash Flows from Capital and Related Financing Activities:	
Federal and Other Grant Assistance	90,562
Proceeds/Loss from Sale of Capital Assets	-
Proceeds from Bonds	-
Repayment of Long-Term Debt	-
Interest and Fiscal Charges	(505,285)
Purchase and Construction of Capital Assets	(30,187)
Net Cash Used by Capital and Related Financing Activities	<u>(444,910)</u>
Cash Flows from Investing Activities:	
Investment Income	41,656
Purchases of Investments	-
Maturities and Redemptions of Investments	-
Net Cash Provided by Non-Capital Financing Activities	<u>41,656</u>
Net Increase in Cash and Cash Equivalents	(504,980)
Cash and Cash Equivalents (Including Restricted Accounts), May 1, 2019	25,779,276
Cash and Cash Equivalents (Including Restricted Accounts), May 31, 2019	\$ <u><u>25,274,296</u></u>



Subject: May 2019 Operations Report

The system-wide monthly operations performance report 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 and customer service feedback.

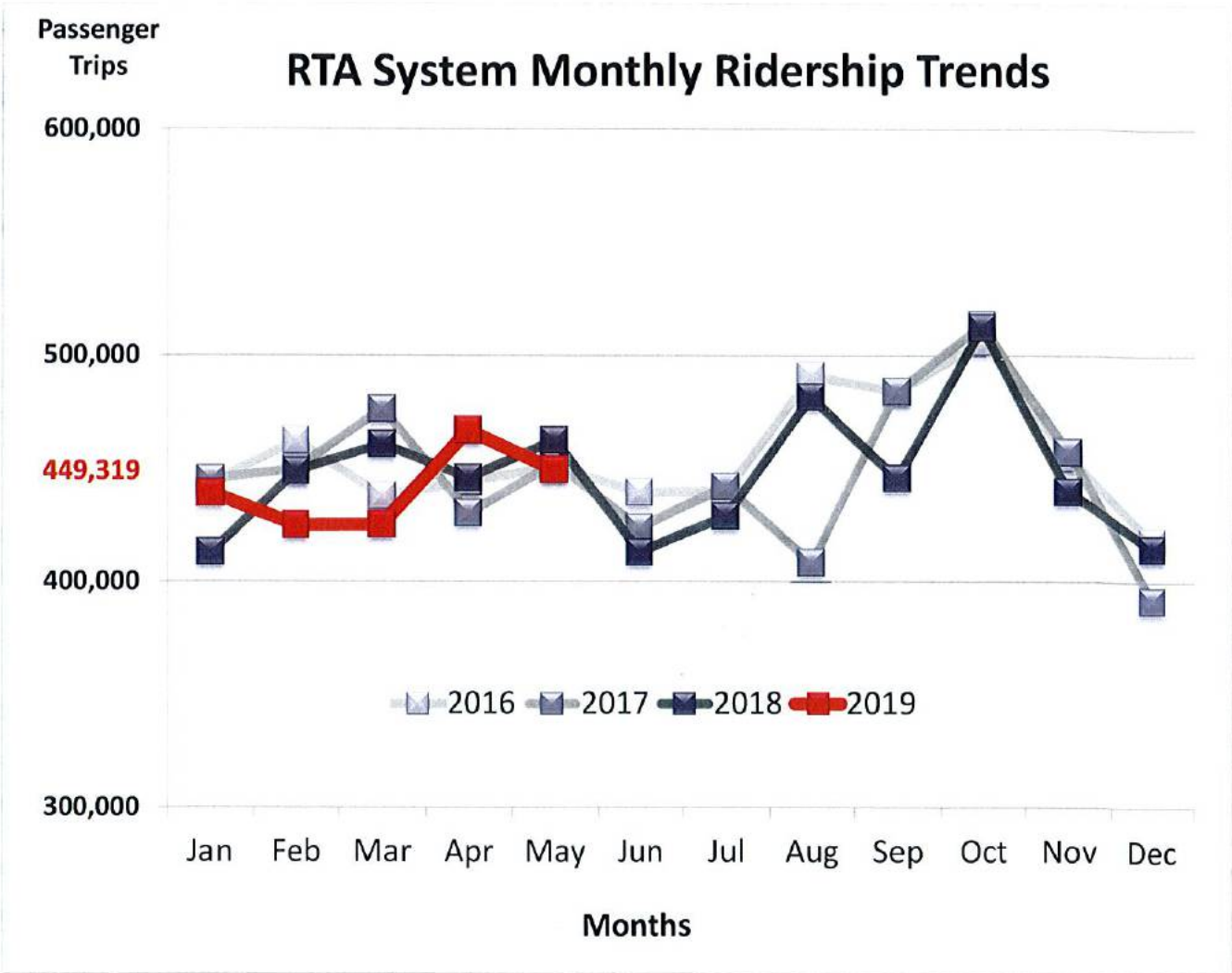


1. System-wide Ridership and Service Performance Results

Boardings for all services in May 2019 totaled 449,319. This represents a -2.8% decrease as compared to 462,415 boardings in May 2018 or 13,096 fewer boardings this month.

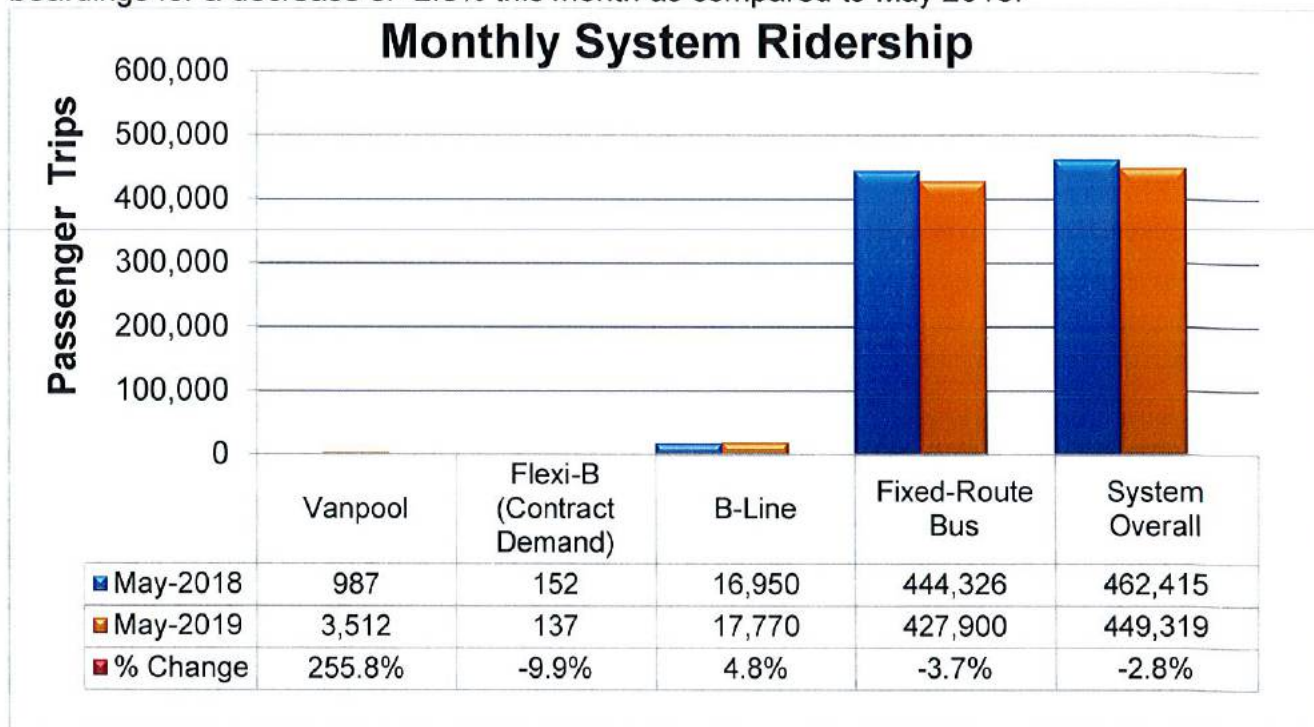
May 2019	May 2018	Variance
22 Weekdays	22 Weekdays	-
4 Saturdays	4 Saturdays	-
4 Sundays	4 Sundays	-
1 Holiday	1 Holiday	-
31 Days	31 Days	-

In May 2019, the average retail price for unleaded gas in Corpus Christi was approximately \$2.45 per gallon compared to approximately \$2.63 per gallon in May 2018¹. May rainfall was below normal at approximately 2.02 inches as compared to May 2018 which was 0.68 inches. Historically, average rainfall in May is 3.07 inches.² Average temperature was 79.85 degrees. Historically, the average temperature for May is 78 degrees.

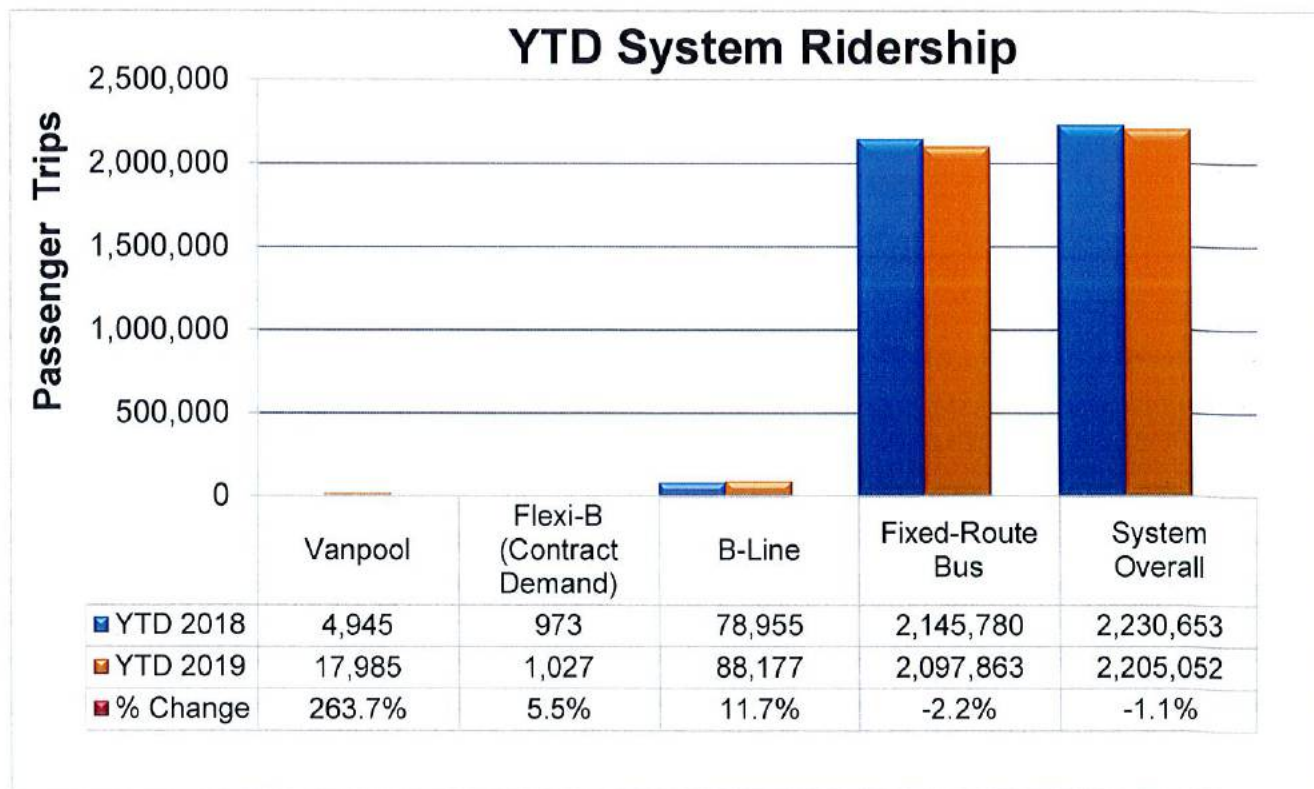


1. GasBuddy.com historical data at <http://www.gasbuddy.com>.
 2. <https://www.usclimatedata.com/climate/corpus-christi/texas/united-states>

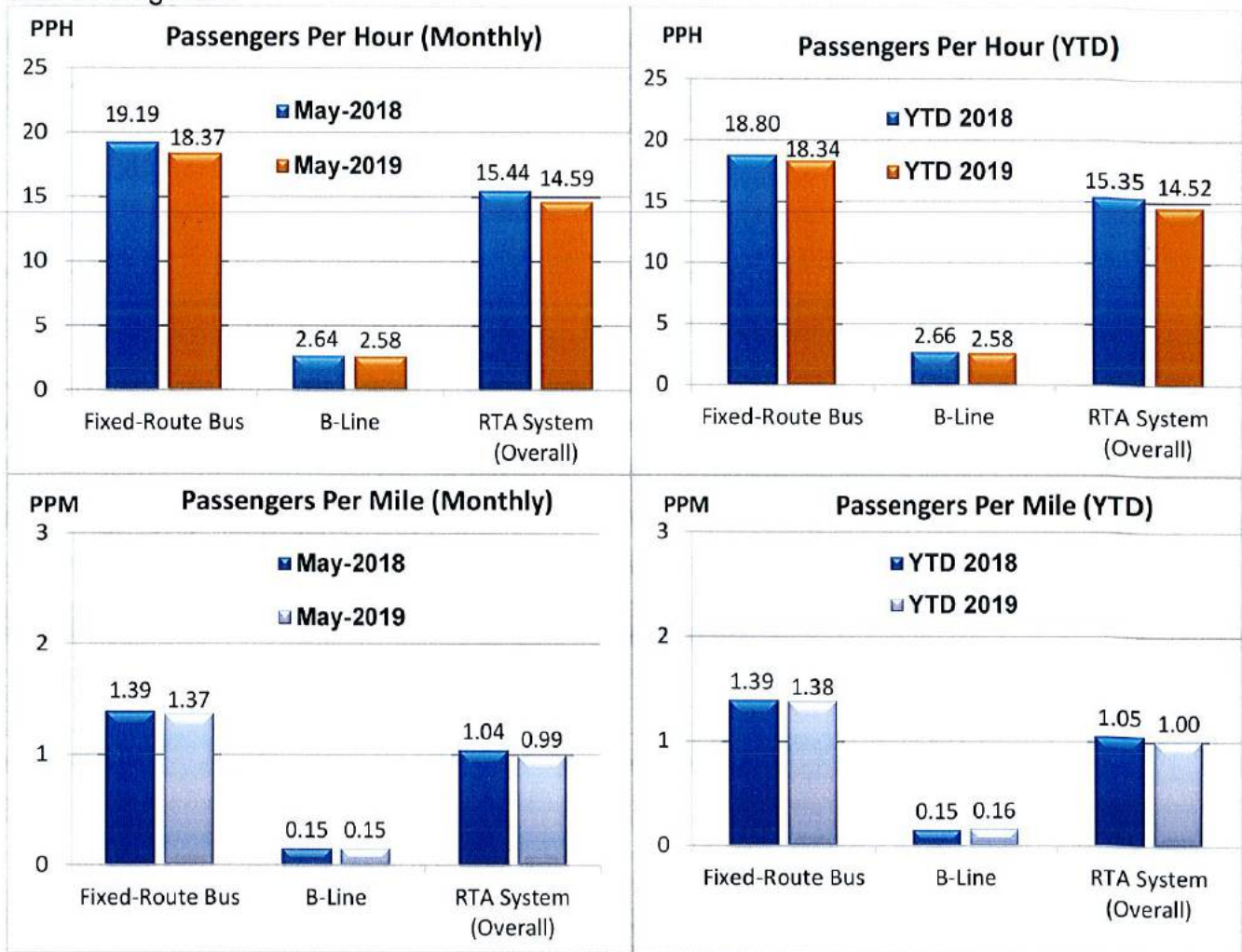
The chart below shows monthly ridership results for all services. CCRTA recorded 13,096 fewer boardings for a decrease of -2.8% this month as compared to May 2018.



The chart below shows YTD ridership results for all services. CCRTA has recorded 25,601 fewer boardings for a YTD decrease of -1.1% in 2019 as compared to the same period in 2018.



The following charts report system-wide productivity for the month of May 2019 vs. May 2018 and YTD figures.



The following table shows on-time performance of fixed route services.

Schedule Adherence	Standard	Mar-19	Apr-19	May-19	3-Month Average
Early Departure	<1%	0.8%	0.3%	0.3%	0.5%
Departures within 0-5 minutes	>85%	87.6%	93.4%	90.4%	90.5%
Monthly Wheelchair Boardings	No standard	4,757	5,291	5,022	5,023
Monthly Bicycle Boardings	No standard	8,075	8,389	8,351	8,272

The following detours potentially impact on-time performance:

On Detour	<ul style="list-style-type: none"> • Comanche St. Overpass-(TxDOT project)-<u>Nearing completion*</u> next month. <ul style="list-style-type: none"> ➤ Route 21
On Detour	<ul style="list-style-type: none"> • N. Staples St. Overpass-(TxDOT project)-<u>Nearing completion*</u> next month. <ul style="list-style-type: none"> ➤ Route 12
On Detour	<ul style="list-style-type: none"> • Carroll Ln. (Houston-McArdle)-(27) month project-To be complete late 2019 <ul style="list-style-type: none"> ➤ Route 17 (Final phase of a four phase project has begun)
On Detour	<ul style="list-style-type: none"> • Gollihar Rd. (Staples-Kostoryz)-(2) year project-To be complete mid-2019 <ul style="list-style-type: none"> ➤ Routes 32 & 37-<u>Nearing completion*</u> next month.
On Detour	<ul style="list-style-type: none"> • Old Robstown Rd. (Leopard-Agnes-Hwy 44)-(1) year project-To be complete late 2019-<u>Nearing completion*</u> w/n two months. <ul style="list-style-type: none"> ➤ Route 12
No Detour	<ul style="list-style-type: none"> • South Staples St. (Brawner Parkway-Kostoryz)-3/4 complete-traffic to be complete later this year. <ul style="list-style-type: none"> ➤ Routes 17 & 29
No Detour	<ul style="list-style-type: none"> • North Beach Improvements-<u>Nearing completion*</u> end of this month. <ul style="list-style-type: none"> ➤ Routes 76 & 78
No Detour	<ul style="list-style-type: none"> • Ayers St. (SPID-Gollihar) (12) month project-To be complete mid-2020. <ul style="list-style-type: none"> ➤ Routes 19G & 19M
No Detour	<ul style="list-style-type: none"> • Everhart Rd. (Holly Rd-SPID) (22) month project-To be complete mid-2021. <ul style="list-style-type: none"> ➤ Routes 17 & 32
Future Detour	<ul style="list-style-type: none"> • Morgan Ave. (Staples-Crosstown) (14) month project-To be complete April 2020 <ul style="list-style-type: none"> ➤ Routes 16 & 23 Detour to begin late-2019
Future Detour	<ul style="list-style-type: none"> • Morgan Ave. (Staples-Ocean Dr) (15) month project-To be complete mid-2020 <ul style="list-style-type: none"> ➤ Route 23 Detour to begin late-2019
No Detour	<ul style="list-style-type: none"> • S. Staples St. (Kostoryz- Baldwin) (29) month project-To be complete late 2021. <ul style="list-style-type: none"> ➤ Route 29
Future Detour	<ul style="list-style-type: none"> • Leopard St. (Palm-Nueces Bay) (14) month project-To be complete late 2020. <ul style="list-style-type: none"> ➤ Routes 27 & 28 Detour to begin late-2019
Future Detour	<ul style="list-style-type: none"> • Leopard St. (Crosstown-Palm) (13) month project-To be complete late 2020. <ul style="list-style-type: none"> ➤ Routes 27 & 28 Detour to begin late-2019
Future Detour	<ul style="list-style-type: none"> • Leopard Street TxDOT Project (Mexico to Doss St.) (24) month project-To be complete late 2021 <ul style="list-style-type: none"> ➤ Routes 27 & 28
No Detour	<ul style="list-style-type: none"> • Sea Town Improvements (5) month project-To be complete mid-2019 <ul style="list-style-type: none"> ➤ Routes 76 & 78 (project on hold)
Future Detour	<ul style="list-style-type: none"> • Airline Rd. (SPID-McArdle) (9) month project-To be complete mid-2020 <ul style="list-style-type: none"> ➤ Routes 26 & 65

Currently, there are (5) detoured routes out of 32 fixed routes travelling on the local street network (16%). Future detours in dashed outline will account for an additional (6) routes or 19% of detoured services. However, five construction projects are nearing completion four of which involve a detoured service.

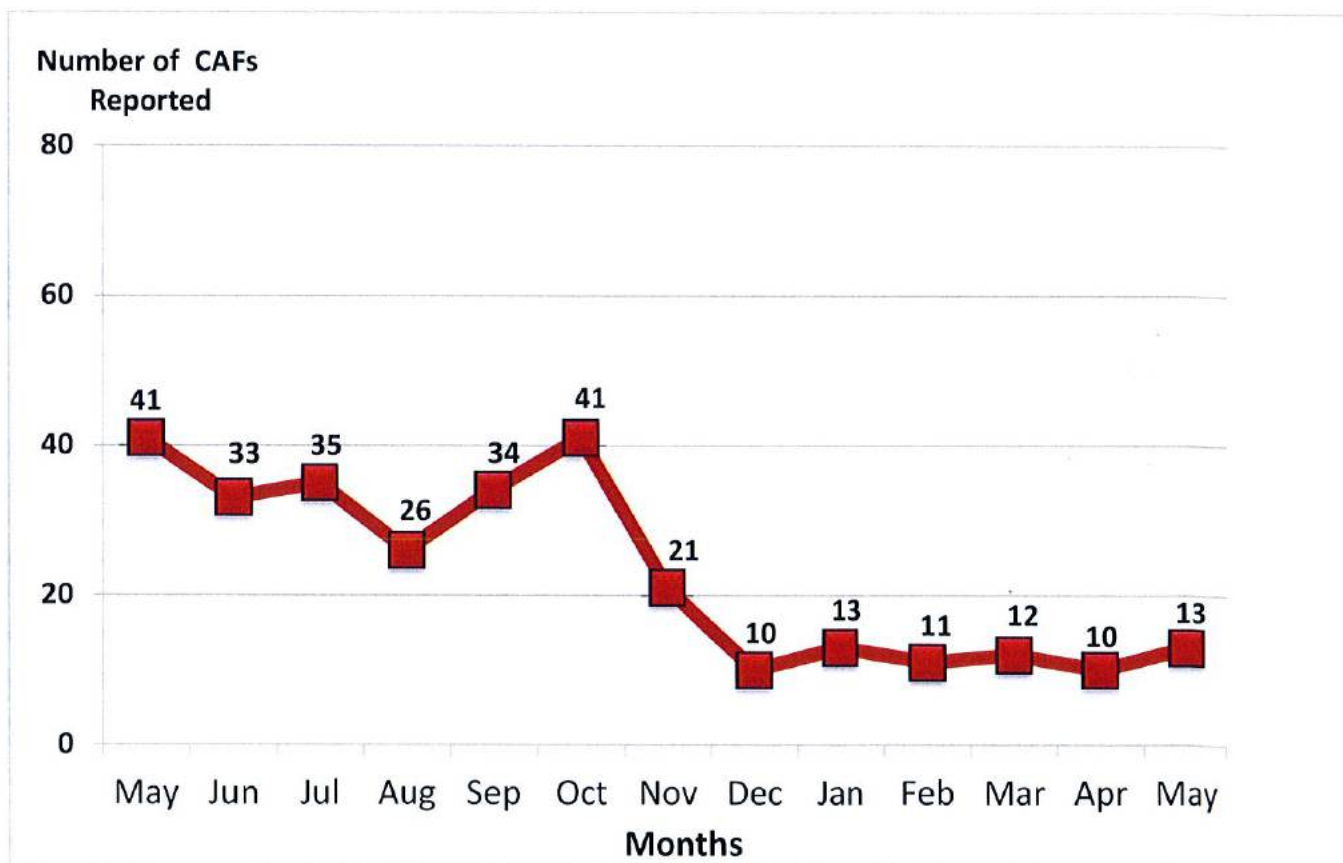
2. Purchased Transportation Department Report: B-Line Service Contract Standards & Ridership Statistics

- Productivity: **2.70** PPH did meet the contract standard of 2.50 PPH.
- Denials: 0 denials or **0.0%** did meet contract standard of 0.0%.
- Miles between Road Calls: **10,988** did not meet contract standard of 12,250 miles.
- Ridership Statistics: **11,530** ambulatory; **4,976** wheelchair boardings

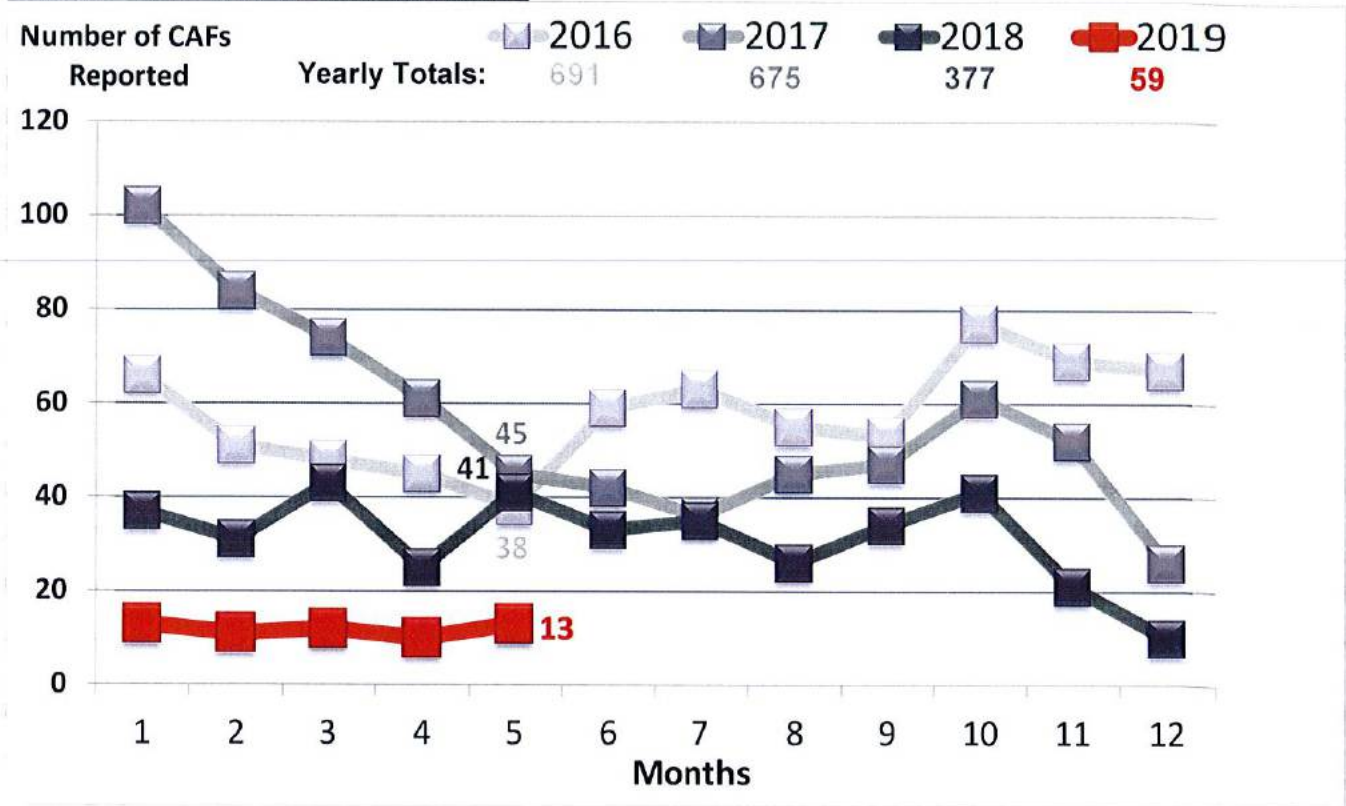
Metric	Standard	Mar-19	Apr-19	May-19	(3) Month-Ave.
Passengers per Hour	2.50	2.66	2.73	2.70	2.70
Denials	0.00%	0.00%	0.00%	0.00%	0.0%
Miles Between Roadcalls	12,250	12,696	13,000	10,988	12,228
Monthly Wheelchair Boardings	No standard	5,195	5,233	4,976	5,135

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

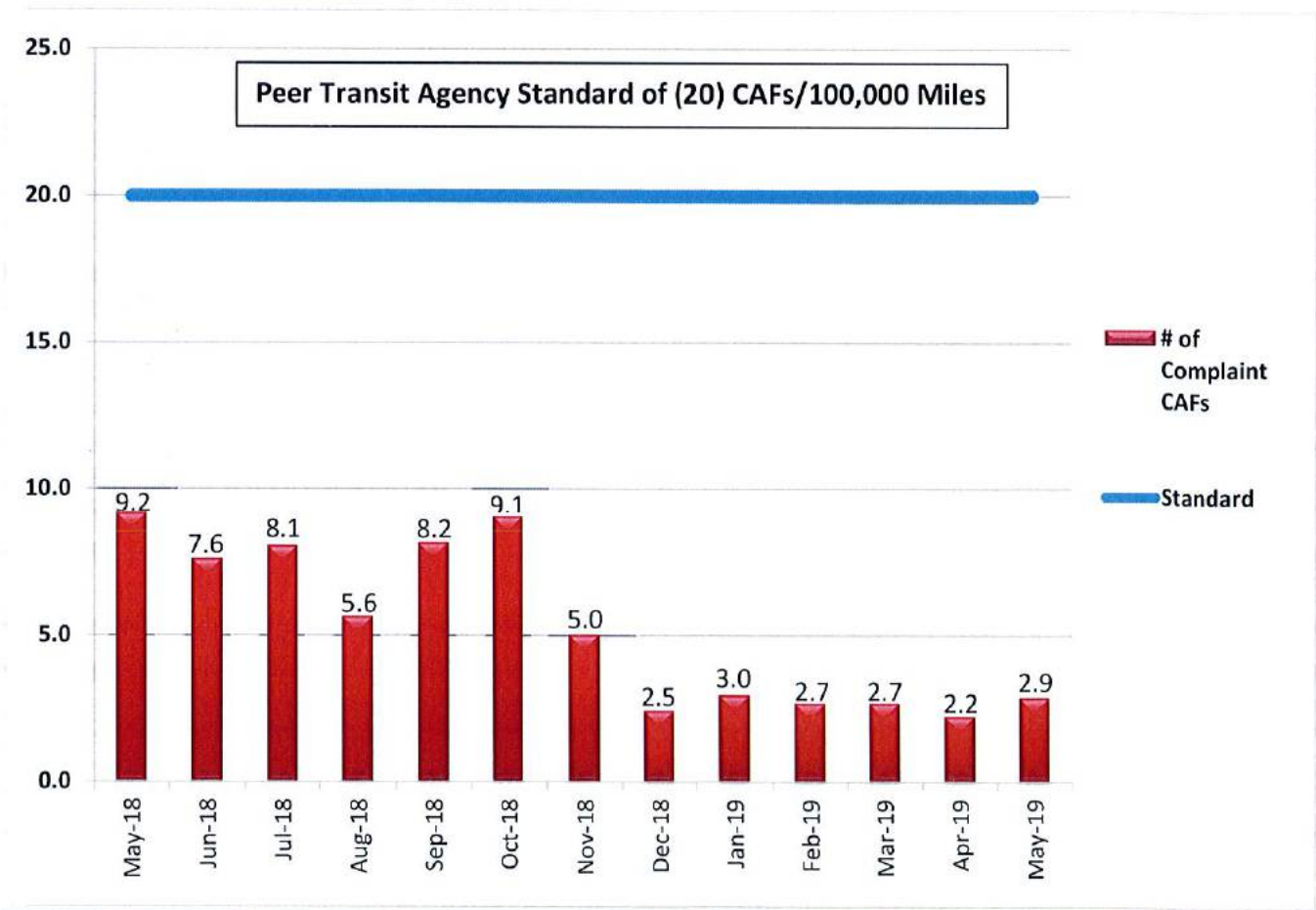
For May 2019, Customer Service received and processed 28 Customer Assistance Forms (CAF's) of which 13 or 46% were verified as valid. This represents an increase of three CAFs received and verified from the 10 CAF's in April 2018. There was one commendation received for this month.



3a. CAF Reports: Historical Trends



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



3d. May 2019 CAF Breakdown by Service Type:

CAF Category	RTA Fixed Route	B-Line ADA Paratransit	MV Fixed Route	Totals
ADA	1			1
Service Stop Issues	3			3
Driving Issues	2	5		7
Customer Services	3			3
Late/Early – No Show		1	1	2
Alleges Injury	2			2
Fare/Transfer Dispute	1			1
Clean Trash Can				
Dispute Drop-off/Pickup		2		2
Add Bench/Stop	1			1
Tie Down Issues				
Inappropriate Behavior				
B-line Calls				
Incident at Stop				
Incident at Station				
Incident on Bus				
Policy				
Denial of Service				
Safety & Security	1			1
Rude				
Facility Maintenance				
Service Development	1			1
Transportation (Other)				
Over Crowded Vehicle				
Route Suggestion	2			2
Customer Service Dept.	1			1
Commendations		1		1
Total CAFs	18	9	1	28

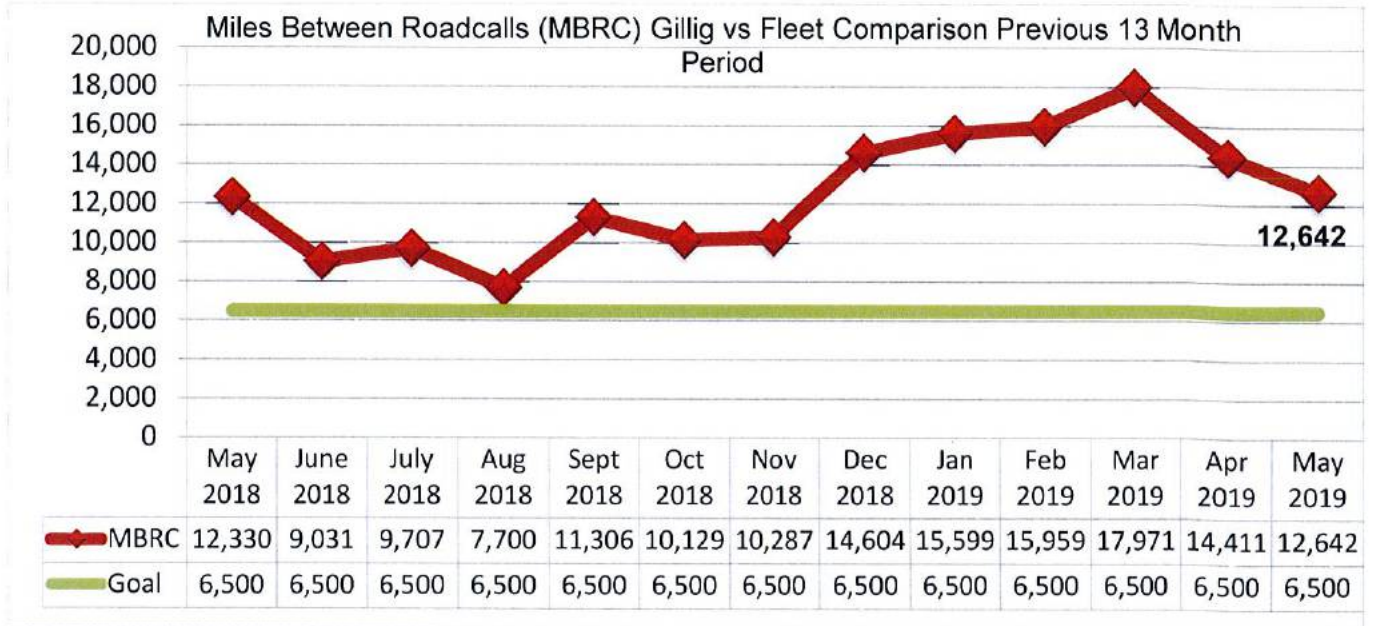
3c. Route Summary Report for May 2019:

Route	# of CAFs	Route	# of CAFs
#3 NAS Shuttle	1	#32 Southside Mini-B	1
#4 Flour Bluff Mini B		#34 Robstown North Circulator	
#5 Alameda	1	#35 Robstown South Circulator	
#5x Alameda Express		#37 Crosstown/TAMUCC	
#6 Santa Fe/Malls		#50 Calallen/NAS Ex (P&R)	
#12 Saxet Oak Park		#51 Gregory/NAS Ex (P&R)	
#15 Kostoryz	1	#53 Robstown/NAS Ex (P&R)	
#16 Morgan		#54 Gregory/Downtown Express	
#17 Carroll/Southside		#56 Flour Bluff/Downtown Express	
#19 Ayers		#63 The Wave	
#19G Greenwood	1	#65 Padre Island Connection	
#19M McArdle	1	#76 Harbor Bridge Shuttle	
#21 Arboleda	1	#78 North Beach Shuttle	
#23 Molina	3	#90 Flexi-B Port Aransas	
#25 Gollihar/Greenwood		#94 Port Aransas Shuttle	
#26 Airline/Lipes		B-Line (Para-transit) Services	9

#27 Northwest		Safety & Security	1
#27x Northwest (Express)	1	Safety/Transportation	2
#28 Leopard /Omaha	1	Customer Service Department	1
#29 Staples		Service Development/Facilities	3
#29F Staples/Flour Bluff		Transportation (Other)	
#29SS Staples/Spohn South		IT	
#30 Westside/Health Clinic		TOTAL CAF's	28

4. Vehicle Maintenance Department Monthly Miles Between Road Calls Report

For May 2019, there were 12,642 miles between road calls (MBRC) recorded as compared to 12,330 MBRC in May 2018. A standard of 6,500 miles between road calls is used based on the fleet size, age, and condition of CCRTA vehicles.



Board Priority

The Board Priority is Public Image and Transparency.

Respectfully Submitted,

Submitted by: Wesley Vardeman
Outreach Coordinator

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

**RTA Committee on Accessible Transportation (RCAT)
MEETING MINUTES**

Thursday, May 16, 2019

Advisory Committee Members Present: John Longoria, Richard Balli, Joyce Lopez, Dr. Deborah Stanley, Rhonda Alvarez, Tammye Salinas, Randal Chisamore and Robert Box

Advisory Committee Members Absent: Christa Rasche and Celia Mendez

Board Members Present: None

Staff Present: Susan Teltschik, Sharon Montez, Michelle Martinez, Terry Klinger, Melanie Gomez, Jeremy Sirio and Gordon Robinson

MV Present: Janessa Cano and Benjamin Schmit

Employee Representative(s) Present:

Call to Order: Mr. John Longoria called the meeting to order at 12:01 p.m.
Ms. Michelle Martinez called the roll and determined that a quorum was present.

Public Comment: Public Comments were presented by Melvin Kimbrell-Rider, ADAPT member; Luis Saucedo, RTA Rider; Tyra R. Issitt, Social Worker; Monica Garcia, CBCIL Mobility Coordinator; & Karyn Salazar-Vega, ADAPT member

Action to Approve Meeting Minutes of March 19, 2019: approved as presented. Ms. Tammye Salinas made a motion to adopt the RCAT Minutes of March 19, 2019 as presented; 2nd by Mr. Robert Box. Longoria, Stanley, Balli, Lopez, and Alvarez voting for approval. Motion Passed. Ms. Rasche and Ms. Mendez were not present.

Welcome to Mr. Robert Box, newest RCAT member – Mr. Longoria welcomed Mr. Robert Box to the RCAT Committee.

Presentation of 4th Quarter Unsung Hero Award to Mr. Richard Ponce.
Mr. Ponce was not present.

Discussion of –1st Quarter Unsung Hero Award: A motion by Richard Balli to nominate Mr. Roman Calderon for 1st Quarter Unsung Hero Award. A second by Dr. Stanley. All members in favor, Motion Passed.

Committee Reports:

Committee for Persons with Disabilities (CFPWD) Update: Mr. Balli informed the committee of the ADA Citation Count for January 2019 through April 2019 is 366; Blocking Sidewalk 1,187; Blocking the Architecture 33; (newly added) Scooter Complaints (0). YTD 1,586

No-Show/Eligibility Appeals for April 2019

The committee did not meet, there were no appeals.

Eligibility Appeals:

None scheduled for April 2019.

Staff Presentation(s): Mr. Gordon Robinson, Director of Planning presented to RCAT Members route improvements for Route 16. He discussed the re-route onto Laredo St & Agnes St and Port Ave. He also discussed the transition from a shuttle sized bus to a large bus. RCAT members were very positive about the improvements and enhancements to Route 16.

RCAT Liaison's Report: Ms. Sharon Montez presented the following information to RCAT Members;

- RCAT Route Evaluation Analysis Discussion on Route 76 from April 18, 2019. Operator #10937 was complimented about doing a great job maneuvering the bus through the construction sites along the path. Members stated that the operator was very professional while operating the vehicle. Members discussed a very positive experience on Route 76.
- Discussion on the upcoming June 20, 2019 RCAT Route Evaluation Route 16. Boarding will begin at the Staples Street Center. This route highlights Delmar West Campus, the Corpus Christi VA Specialty Outpatient Clinic, and Hector P. Garcia Health Clinic.
- Ms. Montez gave an update on the Autonomous Shuttle Pilot Program. She discussed the vehicle capacity and capabilities. Ms. Montez discussed RTA/MV responsibilities and the University's In-Kind donation. Ms.

Montez discussed the benefits of this pilot program to the University and CCRTA. The path of travel for the vehicle is proposed around student housing, high traffic areas, buildings most used and parking lots/facilities at the University.

Chairperson's Report:

Mr. John Longoria shared the upcoming meeting dates with the committee. Mr. Longoria discussed committee member presentations for future RCAT Meetings. Ms. Tammye Salinas will be presenting her agency, information during the August 2019 meeting.

Administration & Operation Committees of the Board

Wednesday, May 22, 2019 8:30 a.m.

RTA Board of Directors Meeting

Wednesday, June 5, 2019 8:30 a.m.

RCAT Route Evaluation

June 20, 2019 12:00 p.m.

No-Shows/Eligibility Appeals

Times to be Determined 11:30 a.m.

Informational Items:

Mr. Longoria shared upcoming 44th Armed Forces Day Beach to Bay 6 Person Relay Marathon on Saturday, May 18, 2019 at 7:00 am.

Board of Directors Meeting

Meeting Date	Agenda Item #	Member Name	Inquiry	Response	Response Date
6/5/2019	6	Scott Harris	Mr. Harris asked Ms. Sharon Montez in regards to approving public comment if the closures at Metro Ministries had been discussed at the RCAT meeting.	Ms. Sharon Montez responded that yes it had been discussed, but since it was public comment, we took the comments and are working on a response.	6/5/2019
6/5/2019	9	Dan Leyendecker	Mr. Dan Leyendecker asked Mr. Billy Delgado if there were any lessons learned after Hurricane Harvey?	Mr. Billy Delgado stated that yes there were lessons learned and the question to follow is would you change your plans and the answer is No. We have good, solid plans.	6/5/2019
6/5/2019	11	Michael Reeves	Mr. Reeves asked what is the minimum mileage or ratio and we take into account when replacing a vehicle?	Ms. Jennifer Fehribach responded that the useful life on a support vehicle is 100,000, VPG is 130,000 to 150,000 and Hybrid is 130,000 miles.	6/5/2019
6/5/2019	11	Anne Bauman	Ms. Bauman asked if the cameras and other safety equipment was included in the price and if it was being installed at the factory?	Ms. Jennifer Fehribach responded that we are hoping to get the installation done at the factory.	6/5/2019
6/5/2019	11	Dan Leyendecker	Mr. Leyendecker asked if we had considered purchasing vehicles through Buy Board?	Ms. Jennifer Fehribach responded that due to FTA regulations, we need to go through the procurement process.	6/5/2019
6/5/2019	13	Mike Reeves	Mr. Reeves asked if we move forward with the application process for the grants is the 20% match part of our capital plan?	Ms. Sharon Montez responded that yes it is part of our plan.	6/5/2019
6/5/2019	14	Dan Leyendecker	Mr. Leyendecker asked what is the deliverable of this project?	Mr. Jorge Cruz-Aedo responded that through this process we will have access to the autonomous information so that in future planning we will be able to use the technology for future routes.	6/5/2019
6/5/2019	15	Mike Reeves	Mr. Reeves asked what was the overall staff recommendation in regards to the implementation of Assumption Changes and amending the Plan to Increase the Benefit Formula Multiplier from 2.0 percent to 2.25 percent	Mr. Jorge Cruz-Aedo responded that staff would recommend the Board to consider all of the assumptions and the change in contribution from 2% to 2.5% and wait until after budget to see what contribution is needed to get to the percent we want.	6/5/2019

Administration Finance Committee Member Inquiry

Meeting Date	Agenda Item #	Member Name	Inquiry	Response	Response Date
5/22/2019	6	Phillip Skrobarczyk	In regards to Actuarial Assumption utilized for the RTA Employees' Defined Benefit Plan and Trust and amending the Plan to increase the calculation of retirement income, Mr. Skrobarczyk asked how much more money will be needed just to get to the 2.5% multiplier?	Ms. Laura Stewart responded that the answer was on the future forecast projections.	5/22/2019
5/22/2019	8	Anne Bauman	In regards to awarding the contract to SEC-OPS Security for Security Services at the Staples Street Center and Bear Lane Operations Facility, Ms. Anne Bauman asked what was the ratio of veterans working?	Mr. Mike Rendon responded that it is a 50/50 ratio.	5/22/2019
5/22/2019	8	Phillip Skrobarczyk	In regards to awarding the contract to SEC-OPS Security for Security Services at the Staples Street Center and Bear Lane Operations Facility, Mr. Phillip Skrobarczyk asked why did Vets Serving America score 44 on the technical component?	Mr. Mike Rendon responded that the Vets Serving America proposal was disorganized and not focused.	5/22/2019

Operations Capital Projects Committee Member Inquiry

Meeting Date	Agenda Item #	Member Name	Inquiry	Response	Response Date
6/5/2019	10	Dan Leyendecker	Mr. Leyendecker asked why R.H. Shackelford Engineering was not awarded points for being a disabled vet in the DBE component?	Ms. Sharon Montez responded that they had not included anything for that, and Mr. Tom Niskala also commented that they need to be DBE Certified.	6/5/2019