



CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY

**Approved Annual Operating Budget and Capital Budget  
Fiscal Year Ending December 31, 2014**

ADOPTED DECEMBER 11, 2013



CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY

**2014 Operating Budget & Capital Budget**

The following schedule depicts the approved FY 2014 Operating Budget in comparison to the 2013 Operating Budget and Estimated 2013 amounts.

<b>Operating Budgets for 2013 &amp; 2014</b>					
Description	Budget 2013	Estimated 2013	Approved 2014	Approved 2014 VS Estimated 2013	% Change
<b>Source of Funding:</b>					
Operating Revenues	\$ 1,867,517	\$ 1,836,789	\$ 2,029,222	\$ 192,433	10.5%
Sales Tax Revenue	31,482,000	33,220,700	34,885,754	1,665,054	5.0%
Federal, State and Local operating grants	3,232,067	2,000,000	2,286,209	286,209	14.3%
Investment Income	56,000	54,812	66,000	11,188	20.4%
Total Source of Funds	<u>\$ 36,637,584</u>	<u>\$ 37,112,301</u>	<u>\$ 39,267,185</u>	<u>\$ 2,154,884</u>	5.8%
<b>Uses of Funding:</b>					
Department Expenses	\$ 27,142,118	\$ 26,487,415	\$ 30,174,612	\$ 3,687,197	13.9%
Depreciation	5,840,000	5,945,255	5,930,000	(15,255)	-0.3%
Street Improvement Program	2,593,634	2,593,634	2,770,903	177,269	6.8%
Non-Capital Uses of Funding	<u>\$ 35,575,752</u>	<u>\$ 35,026,304</u>	<u>\$ 38,875,515</u>	<u>\$ 3,849,211</u>	11.0%
Sources in Excess of Uses/Net Income	<u>\$ 1,061,832</u>	<u>\$ 2,085,997</u>	<u>\$ 391,670</u>	<u>\$ (1,694,327)</u>	

As shown in the schedule above, the total approved revenues for 2014 are \$39.3 million - \$34.9 million of which is sales tax, which is 89% of the budgeted revenues. The approved operating budget for 2014 is \$38.9 million - \$30.2 million for departmental expenses, which is 78% of the budget.

## Identified Needs

The FY 2014 Operating Budget includes the following board goals, projects and service levels enhancements:

- Improved System Safety and Security
  - CCRTA has increased the number of Officers from .84 to 1.47 per 1,000 riders (CCPD has 1.5 Officers per 1,000 Citizens) and will continue at this level for 2014
  - A comprehensive review of all systems at the Bear Lane facility identified deficiencies which have been corrected to 100% coverage with operating cameras and DVR recordings
  - All vehicle and pedestrian gates are fully functional
  - Transfer Stations are now fully functional with operating cameras and DVRs
  - Program was started relating to claims recovery, and will continue in 2014
  
- Additional Public Outreach and Marketing Efforts
  - Increasing hours of operations at Customer Service Center
  - Branding projects – bus wraps, outdoor boards, bus bench ads
  - Adding on-board communication devices to enhance customer satisfaction
  - Adding electronic and print media to support branding campaigns
  - Replacement of “Schedule” racks across the CCRTA service area
  
- System Enhancements
  - Effective January 1, 2014 CCRTA will directly operate several fixed route services which were previously contracted to MV Transportation – including all of our Commuter Routes + Route 27. This will require an additional 10 bus operators and 2 more Transportation Supervisors in order to cover the larger geographic area.
    - Increased hours needed to cover this change – 27,734
  - Effective June 1, 2014, CCRTA will implement major service improvements which will ultimately expand our service on the street. This requires an additional 15 bus operators, for a total of 140.
    - Increased hours needed to cover improvements – 11,175
  - 2 Training Coordinators will be added in 2014 to conduct new driver classroom and road instruction, and will work closely with Safety and Security to develop and administer year-round pro-active training for Operations.
  - Improve frequency from 30 minutes to 15 minutes on Routes 19 & 29,
  - Restructuring of routes to improve efficiencies in service.
  - Improve on-time performance for all routes
  - Enhancements will increase ridership which may require mid-year adjustments to passenger statistics
  
- Enhanced focus on passenger amenities
- Continuation of CNG conversion of fleet
- Implementation of new Para-Transit Contract

- 2% Cola and 3% Merit Pay Program (\$435,000 included in 2014 Budget)
- Inclusion of funding for NTD reporting of ridership statistics through passenger samplings
- Inclusion of funding for semi-annual transfer station cleaning (power washing)
- Continued funding for department-wide workforce development
- Added funding for recruitment efforts - job fares, staff training
- Sales & Use Tax is the largest source of Local Funding for the CCRTA and is the primary funding source for operations. Sales tax is estimated at \$33.2 million in 2013 and is budgeted for 2014 at \$34.9 million, for a 5% increase
- Departmental expenses are budgeted at \$30.2 million, the street improvement program is budgeted at \$2.8 million, and depreciation is budgeted at \$5.9 million.
- As in FY 2013 the CCRTA will continue to utilize FTA grants for preventive maintenance and para-transit operating assistance. This will allow the RTA to more rapidly close grants and allow for a more flexible mix of Federal/local funding for both operations and capital.
- Bonds for the Staples Street Center will be issued in late November 2013, however, no debt service payments will be required until 2015.
- CCRTA has a net increase of 32.35 positions budgeted for 2014, compared to the adopted 2013 budget with the majority of the positions being in Transportation, due in part to the increase in service levels for 2014. A personnel summary for each department is included in the budget packet.

#### **FY2014 Operating Budget versus FY2013 Operating Budget**

Total Expenditures for 2014 are budgeted to increase by 9.18% (\$3.3 million) in comparison to the 2013 budget. Following are the major variances that contribute to the increase.

- Department 01 – Transportation 16.04% (\$839 thousand) – addition of 25 new bus operators plus 4 new trainers and supervisors to accommodate the service changes and enhancements
- Department 03 – Purchased Transportation 13.6% (\$1.07 million) – increase in anticipation of new MV contracted services (reductions made in 11 Vehicle Maintenance)
- Department 07 – MIS 45.39% (\$157 thousand) – addition of new Mobile Software technician and increases in server support agreement and Dell AppAssure server license renewals
- Department 11 – Vehicle Maintenance 8.79% (\$478 thousand) – addition of 3 FTEs to support the department and an increased volume of unleaded fuel and CNG (plus additional related electricity usage), offset by a reduction in services do to the changes in the new MV contract
- Department 40 – Contracts and Grants 31.89% (\$65 thousand) – transfer in of 3 FTEs from other departments as well as corresponding increases in workforce development
- Department 42 – Finance and Accounting 16.66% (\$60 thousand) – COLA and Merit was not budgeted for in 2013, compounding the variance for 2014, in addition to increase in banking credit card fees and administrative fees

- Department 44 – Human Resources -5.49% (-\$198 thousand) – reduction due to transfer of property and liability insurance to Security and Risk Management for 2014, and reduction in budgeted pension costs for 2014
- Department 45 – DBE/EEO -34.01% (-\$186 thousand) – reduction due to transfer of 3 FTEs to Department 40, offset in part by addition of a budget analyst, and reduction due to MIS software budgeted in 2013 for finance software, not utilized due to delay in submittal of RFP (to be considered in 2014)
- Department 50 – Marketing and Communication 35.51% (\$167 thousand) – increased funding for BRANDING projects, paid media, special events, and replacement of schedule racks across the service area
- Department 52 – Security and Risk Management 75.19% (\$391 thousand) – increase due to transfer of property and liability insurance from Human Resources for 2014 (\$334 thousand) in addition to increase in Security Officers rate, and additional workforce development
- Department 77 – Staples Street Center 100% (\$121 thousand) – lease consultant fees, commissions, property management fees, supporting building maintenance fees along with utility expenses for operations.

### **Approved FY2014 Operating Budget**

Starting on page 6 of this document, are the following budgetary schedules that were approved by the Board of Directors on December 11, 2013:

Schedule A – Comparative Statement of Revenues and Expenses for 2014 versus 2013, exhibits amounts for Budget 2013, Estimated 2013, Draft Budget 2014, and 2014 Draft Budget versus Estimated 2013, by amount and percentage.

Schedule B – Operating Revenue and Expenditures by Department, exhibits amounts for Budget 2013, Estimated 2013, Base 2014, Supplemental 2014, Proposed 2014, and % Change between Budget 2013 and Proposed 2014.

Schedule C – Operating Revenues exhibits amounts for Budget 2013, Estimated 2013, Proposed 2014, and % Change between Budget 2013 and Budget 2014.

Schedule D – Operating Expenditures exhibits amounts for Budget 2013, Estimated 2013, Proposed 2014, and % Change between Budget 2013 and Budget 2014.

Schedule E – Full Time Equivalent Positions exhibits FTE positions for 2012, 2013 and 2014.

Another new feature for 2014 is what we call the “Narratives” which gives you a snapshot of each department:

- Program Description, detailing significant changes to the budget from prior year
- Goals and Objectives
- Personnel Summary
- Expenditure Summary.

These narratives follow Schedule E, starting on page 12.

## Schedule A - Comparative Statement of Revenues and Expenses for 2014 Versus 2013

Description	2013		2014	2014 Draft Versus Estimated 2013	
	Budget	Estimated	Draft Budget	Fav (Unfav) \$	%
<b>Operating Revenues:</b>					
Passenger service	\$ 1,733,970	\$ 1,716,439	\$ 1,885,722	\$ 169,283	9.8%
Bus advertising	52,000	62,850	65,000	2,150	4.1%
Other operating revenues	81,547	57,500	78,500	21,000	25.8%
<b>Total Operating Revenues</b>	<b>\$ 1,867,517</b>	<b>\$ 1,836,789</b>	<b>\$ 2,029,222</b>	<b>\$ 192,433</b>	<b>10.3%</b>
<b>Operating Expenses:</b>					
Transportation	\$ 5,232,056	\$ 5,222,482	\$ 6,071,496	\$ (839,440)	-16.0%
Customer Programs	248,782	212,986	262,868	(14,086)	-5.7%
Purchased Transportation	7,902,852	7,887,018	8,977,306	(1,074,454)	-13.6%
Service Development	278,848	247,795	321,084	(42,236)	-15.2%
MIS	345,764	329,564	502,718	(156,954)	-45.4%
Vehicle Maintenance	5,441,721	5,485,167	5,919,785	(478,064)	-8.8%
Facilities Maintenance	1,063,846	1,074,714	1,016,018	47,828	4.5%
Contracts and Grants	205,896	172,191	271,557	(65,661)	-31.9%
CEO	597,728	637,340	665,866	(68,138)	-11.4%
Finance and Accounting	361,577	386,014	421,831	(60,254)	-16.7%
Materials Management	147,668	133,956	128,216	19,452	13.2%
Human Resources	3,603,513	3,096,770	3,405,521	197,992	5.5%
General Administration	546,074	545,706	360,358	185,716	34.0%
Program Development	174,397	172,415	178,734	(4,337)	-2.5%
Marketing & Communications	470,945	374,123	638,192	(167,247)	-35.5%
Safety and Security	520,451	452,334	911,778	(391,327)	-75.2%
Staples Street Center	-	56,840	121,284	(121,284)	0.0%
<b>Total Departmental Expenses</b>	<b>\$ 27,142,118</b>	<b>\$ 26,487,415</b>	<b>\$ 30,174,612</b>	<b>\$ (3,032,494)</b>	<b>-11.2%</b>
Depreciation	5,840,000	5,945,256	5,930,000	(90,000)	-1.5%
<b>Total Operating Expenses</b>	<b>\$ 32,982,118</b>	<b>\$ 32,432,671</b>	<b>\$ 36,104,612</b>	<b>\$ (3,122,494)</b>	<b>-9.5%</b>
<b>Operating Income (Loss)</b>	<b>\$ (31,114,601)</b>	<b>\$ (30,595,882)</b>	<b>\$ (34,075,390)</b>	<b>\$ (2,930,061)</b>	<b>-9.4%</b>
<b>Other Income (Expense)</b>					
Sales Tax Revenue	\$ 31,482,000	\$ 33,220,700	\$ 34,885,754	\$ 3,403,754	10.8%
Federal, state and local grants	3,232,067	2,000,000	2,286,209	(945,858)	-29.3%
Investment Income	56,000	54,812	66,000	10,000	17.9%
Street Improvement Program	(2,593,634)	(2,593,634)	(2,770,903)	(177,269)	-6.8%
<b>Total Other Income (Expense)</b>	<b>\$ 32,176,433</b>	<b>\$ 32,681,878</b>	<b>\$ 34,467,060</b>	<b>\$ 2,290,627</b>	<b>7.1%</b>
<b>Net Income (Loss)</b>	<b>\$ 1,061,832</b>	<b>\$ 2,085,996</b>	<b>\$ 391,670</b>	<b>\$ (639,434)</b>	<b>-60.2%</b>

<b>SCHEDULE B - OPERATING REVENUE AND EXPENDITURES BY DEPARTMENT</b>						
<b>DEPARTMENTS</b>	<b>BUDGET 2013</b>	<b>ESTIMATED 2013</b>	<b>BASE 2014</b>	<b>SUPPLEMENTAL 2014</b>	<b>PROPOSED 2014</b>	<b>% CHANGE</b>
00 REVENUES	\$36,637,584	\$37,112,301	\$39,267,185	\$0	\$39,267,185	7.18%
TOTALS	\$36,637,584	\$37,112,301	\$39,267,185	\$0	\$39,267,185	
<b>DEPARTMENTS</b>	<b>BUDGET 2013</b>	<b>ESTIMATED 2013</b>	<b>BASE 2014</b>	<b>SUPPLEMENTAL 2014</b>	<b>PROPOSED 2014</b>	<b>% CHANGE</b>
01 TRANSPORTATION	\$5,232,056	\$5,222,482	\$5,101,608	\$969,888	\$6,071,496	16.04%
02 CUSTOMER PROGRAMS	\$248,782	\$212,986	\$244,022	\$18,846	\$262,868	5.66%
03 PURCHASED TRANSPORTATION	\$7,902,852	\$7,887,018	\$8,888,734	\$88,572	\$8,977,306	13.60%
04 SERVICE DEVELOPMENT	\$278,848	\$247,795	\$318,850	\$2,234	\$321,084	15.15%
07 MIS	\$345,764	\$329,564	\$339,898	\$162,820	\$502,718	45.39%
11 VEHICLE MAINTENANCE	\$5,441,721	\$5,485,167	\$5,843,067	\$76,718	\$5,919,785	8.79%
21 FACILITIES MANAGEMENT	\$1,063,846	\$1,074,714	\$995,995	\$20,023	\$1,016,018	-4.50%
40 CONTRACTS AND GRANTS	\$205,896	\$172,191	\$262,820	\$8,737	\$271,557	31.89%
41 GENERAL MANAGEMENT	\$597,728	\$637,340	\$665,866	\$0	\$665,866	11.40%
42 FINANCE AND ACCOUNTING	\$361,577	\$386,014	\$409,474	\$12,357	\$421,831	16.66%
43 MATERIALS MANAGEMENT	\$147,668	\$133,956	\$121,289	\$6,927	\$128,216	-13.17%
44 HUMAN RESOURCES	\$3,603,513	\$3,096,770	\$3,243,999	\$161,522	\$3,405,521	-5.49%
45 DBE/EEO	\$546,074	\$545,706	\$306,353	\$54,005	\$360,358	-34.01%
49 CAPITAL PROJECTS	\$174,397	\$172,415	\$171,096	\$7,638	\$178,734	2.49%
50 MARKETING AND COMMUNICATION	\$470,945	\$374,123	\$630,129	\$8,063	\$638,192	35.51%
52 SECURITY	\$520,451	\$452,334	\$894,928	\$16,850	\$911,778	75.19%
77 STAPLE STREET CENTER	\$0	\$56,840	\$121,284	\$0	\$121,284	100.00%
88 STREET MAINTENANCE	\$2,593,634	\$2,593,634	\$2,770,903	\$0	\$2,770,903	6.83%
99 DEPRECIATION	\$5,840,000	\$5,945,256	\$5,930,000	\$0	\$5,930,000	1.54%
EXPENDITURE TOTALS	\$35,575,752	\$35,026,305	\$37,260,315	\$1,615,199	\$38,875,515	9.28%
NET REVENUES OVER(UNDER) EXPENDITURES	\$1,061,832	\$2,085,996	\$2,006,870	(\$1,615,199)	\$391,670	

## SCHEDULE C - OPERATING REVENUES

FUND REVENUES	FY 2013		FY 2014	
	BUDGET	ESTIMATED	PROPOSED	% CHG
40101010 PASSENGER FARES-RTA ROUTE	\$838,421	\$796,242	\$860,000	2.57%
40102010 RTA PRESOLD PASSES/TICKET	\$300,215	\$297,402	\$310,000	3.26%
40102510 TAMUCC & DEL MAR CONTRACTS	\$83,122	\$83,622	\$149,122	79.40%
40103010 STUDENT TICKETS	\$1,233	\$1,474	\$1,600	29.76%
40104010 PORT ARANSAS SERVICES	\$4,590	\$3,966	\$4,000	-12.85%
40106010 HARBOR FERRY	\$91,692	\$98,750	\$100,000	9.06%
40107010 WATER TAXI	\$0	\$3,000	\$0	0
40108010 EXPRESS FARES - PARK & RIDE	\$173,874	\$190,569	\$210,000	20.78%
40109010 EXPRESS FARES - COMMUTER CARDS	\$15,928	\$31,252	\$35,000	119.74%
40110010 DEMAND RESPONSE	\$186,248	\$180,000	\$180,000	-3.35%
40113010 VANPOOL REVENUE	\$38,647	\$30,162	\$36,000	-6.85%
40603010 BUS BENCH ADVERTISING	\$52,000	\$62,850	\$65,000	25.00%
40704010 INVESTMENT INCOME	\$56,000	\$54,812	\$66,000	17.86%
40798010 ON-BOARD BUS ADVERTISING	\$71,003	\$49,000	\$70,000	-1.41%
40799010 OTHER INCOME	\$10,544	\$8,500	\$8,500	-19.39%
40802010 SALES TAX REVENUES	\$31,482,000	\$33,220,700	\$34,885,754	10.81%
41301010 FEDERAL CAPITAL GRANTS	\$3,232,067	\$2,000,000	\$2,286,209	-29.26%
<b>TOTAL FUND REVENUES</b>	<b>\$36,637,584</b>	<b>\$37,112,301</b>	<b>\$39,267,185</b>	<b>7.18%</b>

## SCHEDULE D - EXPENDITURES

FUND EXPENDITURES	FY 2013		FY 2014	
	BUDGET	ESTIMATED	PROPOSED	% CHG
50101010 SALARIES AND WAGES - OPERATOR	\$3,685,071	\$3,573,762	\$4,256,588	15.51%
50102010 SALARIES AND WAGES - OTHER	\$4,595,538	\$4,467,503	\$4,895,109	6.52%
50103010 OVERTIME - OTHER	\$131,171	\$240,615	\$194,270	48.10%
50104010 OVERTIME - OPERATORS	\$470,209	\$504,625	\$549,734	16.91%
50201010 MEDICARE	\$126,327	\$135,690	\$142,695	12.96%
50202010 PENSION	\$1,362,427	\$1,289,755	\$1,187,998	-12.80%
50204010 DENTAL	\$30,323	\$14,623	\$3,255	-89.27%
50205010 LIFE INSURANCE	\$44,088	\$41,395	\$46,589	5.67%
50206010 DISABILITY INSURANCE	\$34,255	\$31,992	\$42,424	23.85%
50207010 UNEMPLOYMENT	\$24,000	\$26,566	\$24,000	0.00%



## SCHEDULE D - EXPENDITURES (continued)

FUND EXPENDITURES	FY 2013		FY 2014	
	BUDGET	ESTIMATED	PROPOSED	% CHG
50213010 UNIFORM AND TOOL ALLOWANCE	\$4,200	\$4,025	\$4,200	0.00%
50214110 TUITION REIMBURSEMENT	\$28,700	\$16,071	\$118,700	313.59%
50214210 WORKERS COMPENSATION	\$78,031	\$75,819	\$79,200	1.50%
50214310 INCENTIVE AWARDS	\$14,306	\$12,902	\$12,900	-9.83%
<b>TOTAL SALARIES AND BENEFITS</b>	<b>\$10,628,646</b>	<b>\$10,435,343</b>	<b>\$11,557,662</b>	<b>8.74%</b>
50310010 PRODUCTION FEES	\$41,250	\$34,618	\$44,550	8.00%
50322010 CONSULTING SERVICES	\$166,000	\$188,000	\$183,000	10.24%
50324010 LEGAL FEES	\$120,000	\$116,111	\$139,900	16.58%
50326010 COMPUTER CONSULTING SERV	\$149,400	\$141,400	\$58,500	-60.84%
50329910 OTHER PROFESSIONAL SERV	\$216,657	\$274,141	\$536,306	147.54%
50330010 TEMPORARY SERVICES	\$10,916	\$55,815	\$32,600	198.64%
50342010 GROUNDSKEEPING	\$0	\$350	\$0	0
50344010 REFUSE REMOVAL	\$44,207	\$54,319	\$47,142	6.64%
50346010 CONTRACTED MAINTENANCE	\$270,159	\$244,614	\$355,140	31.46%
50346210 CONTRACTED BLDG MAINT	\$17,193	\$17,030	\$33,193	93.06%
50346410 CONTRACTED SHELTER MAINT	\$12,000	\$11,758	\$12,000	0.00%
50346610 CONTRACTED VEHICLE MAINT	\$190,764	\$148,426	\$250,000	31.05%
50360010 SECURITY SERVICE	\$454,195	\$389,775	\$454,000	-0.04%
50372010 EMPLOYEE EXAMS	\$34,840	\$34,034	\$43,250	24.14%
50379910 OTHER SERVICES	\$0	\$13,500	\$0	0
<b>TOTAL SERVICES</b>	<b>\$1,727,581</b>	<b>\$1,723,891</b>	<b>\$2,189,581</b>	<b>26.74%</b>
50401010 FUEL AND LUBRICANTS	\$2,299,813	\$2,241,168	\$2,542,169	10.54%
50401110 FUEL AND LUBRICANT TAXES	\$209,313	\$206,211	\$225,713	7.84%
50401210 FREIGHT, DELIVERY, ENVIRMNTL FEE	\$1,978	\$1,503	\$1,978	0.00%
50401310 SPILL TAX AND L.U.S.T.	\$3,046	\$2,845	\$3,046	0.00%
50402010 TIRES AND TUBES	\$178,270	\$196,639	\$184,393	3.43%
50490110 REPAIR PARTS	\$1,169,000	\$1,166,772	\$1,169,000	0.00%
50490210 BUS CLEANING SUPPLIES	\$13,200	\$11,930	\$13,200	0.00%
50490310 BUILDING MAINT MATERIALS	\$76,500	\$92,265	\$90,000	17.65%
50490410 PROMOTIONAL SUPPLIES	\$28,350	\$37,017	\$37,350	31.75%
50490510 VEHICLE MAINTENANCE MANDS	\$120,000	\$194,530	\$120,000	0.00%
50490610 SHELTER MAINT SUPPLIES	\$42,802	\$44,252	\$42,802	0.00%
50491110 OFFICE SUPPLIES	\$50,000	\$59,457	\$65,430	30.86%
50491210 POSTAGE AND EXPRESS	\$26,515	\$29,008	\$32,765	23.57%
50491310 MINOR TOOLS AND EQUIPMENT	\$46,750	\$31,780	\$46,350	-0.86%
50491410 MINOR OFFICE EQUIPMENT	\$23,650	\$23,017	\$49,332	108.59%
50492010 PRINTING	\$129,982	\$78,073	\$153,550	18.13%

## SCHEDULE D - EXPENDITURES (continued)

FUND EXPENDITURES	FY 2013		FY 2014	
	BUDGET	ESTIMATED	PROPOSED	% CHG
50493010 UNIFORMS	\$77,235	\$76,307	\$83,605	8.25%
50499910 OTHER MATERIALS AND SUPPL	\$22,376	\$21,481	\$15,856	-29.14%
<b>TOTAL MATERIALS AND SUPPLIES</b>	<b>\$4,518,780</b>	<b>\$4,514,255</b>	<b>\$4,876,539</b>	<b>7.92%</b>
50502010 TELECOMMUNICATIONS	\$97,157	\$96,746	\$103,544	6.57%
50502110 ELECTRICITY	\$253,874	\$250,957	\$394,722	55.48%
50502210 WATER AND GAS	\$30,509	\$28,945	\$30,509	0.00%
<b>TOTAL UTILITIES</b>	<b>\$381,540</b>	<b>\$376,648</b>	<b>\$528,775</b>	<b>38.59%</b>
50603010 PROPERTY AND LIABILITY INSURANCE	\$329,700	\$320,101	\$336,114	1.95%
50610010 HEALTH CARE SELF INSURANCE	\$1,959,158	\$1,487,663	\$1,780,200	-9.13%
<b>TOTAL INSURANCE</b>	<b>\$2,288,858</b>	<b>\$1,807,764</b>	<b>\$2,116,314</b>	<b>-7.54%</b>
50801010 BAYFRONT EXPRESS AND SS EXPRESS	\$24,000	\$8,350	\$24,000	0.00%
50802010 CONTRACT FIXED ROUTE	\$1,504,144	\$1,570,183	\$1,504,144	0.00%
50803310 HARBOR FERRY SERVICE	\$527,200	\$534,973	\$606,295	15.00%
50803410 ROBSTOWN #34	\$141,371	\$139,617	\$141,371	0.00%
50803510 TRAM SERVICE	\$120,911	\$0	\$0	-100.00%
50803610 TEXAS A & M SHUTTLE	\$104,480	\$98,638	\$104,480	0.00%
50803910 B-LINE FUEL	\$621,344	\$755,559	\$790,013	27.15%
50804010 B-LINE SERVICE	\$3,613,177	\$3,526,854	\$4,345,512	20.27%
50804110 PROTOTYPE ALTERNATE B-LINE SERVICE	\$0	\$0	\$72,950	100.00%
50805010 PORT ARANSAS FLEXI-B	\$100,360	\$99,042	\$100,360	0.00%
50805110 PORT ARANSAS TROLLEY SERVICE	\$100,107	\$99,370	\$100,107	0.00%
50806010 WATER TAXI	\$0	\$48,859	\$42,120	100.00%
50807010 RURAL - ROUTE 67	\$226,133	\$218,487	\$226,133	0.00%
50808010 PT/VANPOOL/PORT A SHUTTLE	\$59,940	\$90,000	\$109,940	83.42%
<b>TOTAL PURCHASED TRANSPORTATION</b>	<b>\$7,143,167</b>	<b>\$7,189,902</b>	<b>\$8,167,425</b>	<b>14.34%</b>
50901010 DUES AND SUBSCRIPTIONS	\$56,405	\$55,784	\$73,899	31.01%
50902110 TRAVEL, TRAINING AND MTNGS	\$218,478	\$207,101	\$280,000	28.16%
50908010 ADVERT/PROMO MEDIA EXP.	\$66,400	\$52,636	\$97,117	46.26%
50909510 COMMUNITY SERVICES	\$26,900	\$33,164	\$100,263	272.72%
50909910 OTHER MISCELLANEOUS EXP.	\$17,777	\$22,092	\$118,410	566.09%
<b>TOTAL MISCELLANEOUS</b>	<b>\$385,960</b>	<b>\$370,777</b>	<b>\$669,689</b>	<b>73.51%</b>
51201010 LEASES AND RENTALS	\$67,586	\$68,905	\$68,826	1.83%
<b>LEASES AND RENTALS</b>	<b>\$67,586</b>	<b>\$68,905</b>	<b>\$68,826</b>	<b>1.83%</b>
60230110 DEPRECIATION EXPENSE	\$5,840,000	\$5,945,256	\$5,930,000	1.54%
60355510 STREET MAINTENANCE	\$2,593,634	\$2,593,634	\$2,770,903	6.83%
<b>TOTAL FUND EXPENDITURES</b>	<b>\$35,575,752</b>	<b>\$35,026,305</b>	<b>\$38,875,515</b>	<b>9.28%</b>

### Schedule E - Full Time Equivalent Positions

DEPARTMENT	2012	2013		2014	
	FUNDED POSITIONS	ADOPTED POSITIONS	REVISED POSITIONS	ADDITIONS (DELETIONS)	FUNDED POSITIONS
01 TRANSPORTATION	129.00	128.00	131.00	32.00	160.00
02 CUSTOMER PROGRAMS	4.00	4.00	4.00	0.80	4.80
03 PURCHASED TRANSPORTATION	3.00	3.00	3.00	0.00	3.00
04 SERVICE DEVELOPMENT	4.00	4.00	4.00	-1.00	3.00
07 MIS	1.00	2.00	2.00	1.00	3.00
11 VEHICLE MAINTENANCE	35.00	35.00	36.00	3.00	38.00
21 FACILITIES MANAGEMENT	15.00	15.00	15.00	0.00	15.00
40 CONTRACTS AND GRANTS	3.00	3.00	3.00	1.00	4.00
41 GENERAL MANAGEMENT	4.00	1.00	1.00	0.00	1.00
42 FINANCE AND ACCOUNTING	5.80	5.00	5.55	0.55	5.55
43 MATERIALS MANAGEMENT	4.00	4.00	4.00	-1.00	3.00
44 HUMAN RESOURCES	2.00	2.00	3.00	1.00	3.00
45 DBE/EEO	3.00	8.00	8.00	-3.00	5.00
49 CAPITAL PROJECTS	2.00	2.00	2.00	0.00	2.00
COMMUNICATION	2.00	3.00	3.00	0.00	3.00
52 SECURITY	0.00	1.00	1.00	0.00	1.00
	216.80	220.00	225.55	34.35	254.35

# CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

## 01 - TRANSPORTATION

### PROGRAM DESCRIPTION

Effective January 1, 2014, four routes will be brought in-house from the contractor in addition to service improvements that are anticipated to begin as early as June 1, 2014. The total hours needed to cover the proposed service improvements is 11,175. The total hours needed to cover bringing in the fixed routes (27, 50, 51, 53, 65, 83) is 27,734 for a total of 38,909 increased hours. The annualized hours needed to cover the service improvements is 19,157.

**SALARIES AND BENEFITS** - Increased 19.02% (\$953,648) due to increase of 25 operators to cover routes bringing in-house from contractor (27,50,51, & 53) on 1/1/14, and to cover additional service improvements starting 6/1/14; and addition of 2 trainers and 2 supervisors due to the enhancements of service

**SERVICES** - Decreased 100% due to In house services for functions budgeted differently in 2014.

**MATERIALS AND SUPPLIES** - Increased 32.13% (\$16,220) to cover promotional supplies for next year's Roadeo which will be expanded to a more regional event

**INSURANCE** - Decrease of 100% due to Property and Liability insurance costs being recorded in Safety and Security Dept. 52 for 2014.

**MISCELLANEOUS** - Increased 52.15% (\$12,510) to cover dues and subscriptions, travel training to attend State (3 operators and 1 DOT) and International (1 Operator and MDOO) Roadeos, Supervisor training for 4 Supervisors to attend TSI and/or NTI, and APTA annual.

### GOALS AND OBJECTIVES

1. Reduce the accident per 100,000 miles to <2.0
2. Establish a formal Transportation Supervisor training program
3. Revise the Bus Operator Guidelines
4. Revise the ARB process
5. Establish a quarterly operator training program to include either safety or an operational topic
6. Initiate an Employee Recognition Program for Operators
7. Reduce overtime percentage from prior year by 15% - for operators
8. Meet the appropriate operator full-time staffing level of 140

PERSONNEL SUMMARY	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	FY14 VS FY13
BUS OPERATOR	115.0	115.0	115.0	140.0	25.0
DISPATCHER	2.0	2.0	3.0	3.0	1.0
TRANSPORTATION SUPERVISOR	7.0	7.0	8.0	10.0	3.0
TRANSPORTATION SERVICE COORDINATOR	2.0	2.0	2.0	2.0	0.0
TRANSPORTATION TRAINER	0.0	0.0	0.0	2.0	2.0
DIRECTOR OF TRANSPORTATION	1.0	1.0	1.0	1.0	0.0
MANAGING DIRECTOR OF OPERATIONS	1.0	1.0	1.0	1.0	0.0
SENIOR ADMINISTRATIVE ASSISTANT	1.0	0.0	1.0	1.0	1.0
<b>TOTAL</b>	<b>129.0</b>	<b>128.0</b>	<b>131.0</b>	<b>160.0</b>	<b>32.0</b>

EXPENDITURE SUMMARY	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	% Change
SALARIES AND BENEFITS	4,843,893	5,014,648	4,990,429	5,968,296	19.02%
SERVICES	-4,723	-22,706	39	0	-100.00%
MATERIALS AND SUPPLIES	41,023	50,480	62,570	66,700	32.13%
UTILITIES	364	0	0	0	
INSURANCE	164,307	164,306	147,361	0	-100.00%
PURCHASED TRANSPORTATION	0	0	0	0	
MISCELLANEOUS	25,670	23,990	20,381	36,500	52.15%
LEASES AND RENTALS	1,341	1,338	1,702	0	-100.00%
<b>TOTAL</b>	<b>\$5,071,875</b>	<b>\$5,232,056</b>	<b>\$5,222,482</b>	<b>\$6,071,496</b>	<b>16.04%</b>

# CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

## 02 - CUSTOMER PROGRAMS

### PROGRAM DESCRIPTION

SALARIES - Increased 1.29% (\$1,867) which is the result of retirement of senior (higher waged) staff offset by an increase of .8 FTE for additional Information Aide to accomplish the Goals and Objectives stated.

MATERIALS AND SUPPLIES - Increased 41.94% (\$27,362) for special encoded and non-encoded passes that were previously omitted from pass print contract

MISCELLANEOUS - Increased 42.86% (\$1,500) for additional professional customer service training for team and start-up training for new personnel.

### GOALS AND OBJECTIVES

Establish a pro-active communication center to benefit all customers: current riders seeking pass purchases, incentives, information on new services; prospective riders seeking information on mobile ticketing, electronic trip planning, and support of ridership growth efforts in the community. Plan calls for OUT BOUND calling; in-services on mobile ticketing at target employer / agency organizations.

PERSONNEL SUMMARY	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	FY14 VS FY13
CUSTOMER CENTER SUPERVISOR	1.0	1.0	1.0	1.0	0.0
INFORMATION AIDE	3.0	3.0	3.0	3.8	0.8
<b>TOTAL</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>	<b>4.8</b>	<b>0.8</b>

  

EXPENDITURE SUMMARY	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	% CHANGE
SALARIES AND BENEFITS	113,588	145,258	118,592	147,125	1.29%
SERVICES	12,602	17,158	12,197	17,787	3.67%
MATERIALS AND SUPPLIES	72,918	65,238	63,920	92,600	41.94%
UTILITIES	218	120	0	120	0.00%
INSURANCE	0	0	0	0	0.00%
PURCHASED TRANSPORTATION	0	0	0	0	0.00%
MISCELLANEOUS	383	3,500	1,069	5,000	42.86%
LEASES AND RENTALS	16,661	17,508	17,208	17,508	0.00%
<b>TOTAL</b>	<b>\$216,370</b>	<b>\$248,782</b>	<b>\$212,986</b>	<b>\$280,140</b>	<b>12.60%</b>

# CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

## 03 - PURCHASED TRANSPORTATION

### PROGRAM DESCRIPTION

Purchased Transportation includes the management of special services such as Port Aransas circulator and Harbor Ferry, as well as the areas of Mobility Management and Paratransit Eligibility. This budget also includes the charges for the MV Contract.

SALARIES AND BENEFITS - Increased 3.18% (\$4,282) due to inclusion of 2% COLA and 3% Merit, as well as the net effect of elimination of the Director of Mobility Management position and transfer in of the Director of Special Services from Service Development Dept. 04.

MATERIALS AND SUPPLIES - Decreased 12.99% (\$530) due to reduction in postage and elimination of uniforms

PURCHASED TRANSPORTATION - Increased 14.34% (\$1,024,258) in anticipation of increased cost of MV contracted services

MISCELLANEOUS - Increased 207.19% (\$33,563) due to cost of Special Events Movements moved from Marketing Dept. 50 for 2014

LEASE RENTALS - Decreased 100% (\$1,176) due to MV storage unit budgeted in 2013, no longer needed

### GOALS AND OBJECTIVES

Expand Van Pool Program

Analyze and propose more efficient ways to service rural areas

Actively participate in downtown initiatives in order to encourage use of public transit

Deliver quarterly ADA training for employees

PERSONNEL SUMMARY	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	FY14 VS FY13
DIRECTOR OF MOBILITY MANAGEMENT	1.0	1.0	1.0	0.0	-1.0
DIRECTOR OF SPECIAL SERVICES	0.0	0.0	0.0	1.0	1.0
ELIGIBILITY COORDINATOR	1.0	1.0	1.0	1.0	0.0
MOBILITY COORDINATOR	1.0	1.0	1.0	1.0	0.0
<b>TOTAL</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>0.0</b>

  

EXPENDITURE SUMMARY	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	% CHANGE
SALARIES AND BENEFITS	128,377	134,516	85,095	138,798	3.18%
SERVICES	558,424	603,714	597,237	617,771	2.33%
MATERIALS AND SUPPLIES	11,259	4,080	3,343	3,550	-12.99%
UTILITIES	0	0	0	0	0.00%
INSURANCE	0	0	0	0	0.00%
PURCHASED TRANSPORTATION	6,584,355	7,143,167	7,189,932	8,167,425	14.34%
MISCELLANEOUS	11,214	16,199	11,411	49,762	207.19%
LEASES AND RENTALS	910	1,176	0	0	-100.00%
<b>TOTAL</b>	<b>\$7,294,539</b>	<b>\$7,902,852</b>	<b>\$7,887,018</b>	<b>\$8,977,306</b>	<b>13.60%</b>

# CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

## 04 - SERVICE DEVELOPMENT

### PROGRAM DESCRIPTION

Service Development is responsible for service planning, development and scheduling. This budget includes all costs related to collected operational data and its' analysis. 2014 is a NTD reporting year for our ridership data so this budget will include a one time fee for both consulting services and labor pool.

SALARIES AND BENEFITS - Decreased by 19.71% (\$52,514) due to transfer of Director of Special Services to Purchased Transportation Department 03 for 2014

SERVICES - Increased 100% (\$100,000) due to NTD passenger sampling required this year: daily samples of ridership and planning consultants

MATERIALS AND SUPPLIES - Decreased 41.67% (\$500) due to transfer out of employee

MISCELLANEOUS - Decreased 42.22% ( \$4,750) due to transfer out of employee

### GOALS AND OBJECTIVES

Develop and implement 2 Primary Transit Networks, Increase ridership by creating more efficient routes, Update reports on operational data, Develop and implement mid year service changes, Develop and submit a new Title VI program to FTA, Report complete and accurate data to NTD

PERSONNEL SUMMARY	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	FY14 VS FY13
DIRECTOR OF PLANNING	1.0	1.0	1.0	1.0	0.0
DIRECTOR OF SPECIAL SERVICES	1.0	1.0	1.0	0.0	-1.0
SENIOR PLANNER	1.0	1.0	1.0	1.0	0.0
DATA TECHNICIAN	1.0	1.0	1.0	1.0	0.0
<b>TOTAL</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>	<b>3.0</b>	<b>-1.0</b>

EXPENDITURE SUMMARY	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	% CHANGE
SALARIES AND BENEFITS	291,159	266,398	231,003	213,884	-19.71%
SERVICES	240,353	0	9,337	100,000	100.00%
MATERIALS AND SUPPLIES	3,494	1,200	1,150	700	-41.67%
UTILITIES	0	0	0	0	0.00%
INSURANCE	0	0	0	0	0.00%
PURCHASED TRANSPORTATION	0	0	0	0	0.00%
MISCELLANEOUS	15,081	11,250	6,305	6,500	-42.22%
LEASES AND RENTALS	240	0	0	0	0.00%
<b>TOTAL</b>	<b>\$550,327</b>	<b>\$278,848</b>	<b>\$247,795</b>	<b>\$321,084</b>	<b>15.15%</b>

# CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

## 07 - MIS

### PROGRAM DESCRIPTION

SALARIES AND BENEFITS - Increased 57.54% (\$52,787) due to adding employee in 2014 - responsible for AVL, GFI and Software Technologies on the buses.

SERVICES - Increased 49.75% (\$66,628) due to Server Support Agreement and Dell AppAssure Server Backup License Renewal costs

MATERIALS AND SUPPLIES - Increased 131.7% (\$25,682) due to computer hardware previously budgeted in capital budget; new in-house Email spam filter hardware device which will improve current email spam blocking capabilities

UTILITIES - Increased 3.49% (\$3,332) due to new interned connection at transit station at Robstown for security cameras

MISCELLANEOUS - Increased 170.5% (\$8,525) due to new employee training from the manufacture and service provider for current equipment

### GOALS AND OBJECTIVES

LCD Monitor Technology in RTA buses for Marketing Dept.  
 Mobile Digital Bus Pass Technology  
 Work with Service Development and Marketing with Google Transit for the Agency.  
 Live Mobile Bus Schedule Tracking system.  
 New IT Help Desk for keeping Track of Computer and Phone Issues  
 Transit Station Digital Signage and Internet for live video feed from RTA security cameras.  
 Digital LCD Technology for RTA administration building for marketing and operations dept.

PERSONNEL SUMMARY	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	FY14 VS FY13
SYSTEMS ADMINISTRATOR	1.0	1.0	1.0	1.0	0.0
SYSTEMS TECHNICIAN	0.0	1.0	1.0	1.0	0.0
MOBILE SOFTWARE TECHNICIAN *	0.0	0.0	0.0	1.0	1.0
<b>TOTAL</b>	<b>1.0</b>	<b>2.0</b>	<b>2.0</b>	<b>3.0</b>	<b>1.0</b>

\* Requesting for 2014

EXPENDITURE SUMMARY	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	% CHANGE
SALARIES AND BENEFITS	68,726	91,738	92,773	144,525	57.54%
SERVICES	138,524	133,934	119,493	200,562	49.75%
MATERIALS AND SUPPLIES	12,716	19,500	16,982	45,182	131.70%
UTILITIES	111,516	95,592	95,301	98,924	3.49%
INSURANCE	0	0	0	0	0.00%
PURCHASED TRANSPORTATION	0	0	0	0	0.00%
MISCELLANEOUS	283	5,000	5,015	13,525	170.50%
LEASES AND RENTALS	0	0	0	0	0.00%
<b>TOTAL</b>	<b>\$331,765</b>	<b>\$345,764</b>	<b>\$329,564</b>	<b>\$502,718</b>	<b>45.39%</b>



# CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

## 11 - VEHICLE MAINTENANCE

### PROGRAM DESCRIPTION

The Vehicle Maintenance Department is essential in providing a comfortable, accessible, and dependable transportation to CCRTA Operators and riders. Vehicle Maintenance remains consistent and innovative by providing a reliable fleet in the most cost effective manner possible.

SERVICES - Decreased 19.49% (\$63,749 )due to reductions/changes to MV Contract

MATERIALS AND SUPPLIES - Increased 6.63% (\$270,129) due to increased volume of unleaded fuel (\$160,000) and CNG (\$81,000), in addition to related fees and fuel taxes, for 2014.

UTILITIES - Increased 182.61% (\$103,384) due to Electricity usage increase for additional CNG vehicles for a total of 40 for 2014.

INSURANCE - Decreased 100% due to budgeting Property and Liability Insurance in Safety and Security Department #52 for 2014.

MISCELLANEOUS - Increased 46.90% (\$15,500) for additional Technicians CNG training, and additional CNG decals required per vehicle

### GOALS AND OBJECTIVES

Goals: Ensure bus availability to meet 100% pullout rate; complete 100% Preventive Maintenance Inspections on time; and meet miles between roadcalls goal of 5,500.

Objectives: Continue fleet conversion to Compressed Natural Gas, and coordinate and implement Predictive Maintenance Plan.

PERSONNEL SUMMARY	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	FY14 VS FY13
MECHANIC SUPERVISOR	3.0	3.0	3.0	3.0	0.0
SENIOR ADMINISTRATIVE ASSISTANT	1.0	0.0	0.0	1.0	1.0
DIRECTOR OF MAINTENANCE	1.0	1.0	1.0	1.0	0.0
ASSITANT DIRECTOR OF MAINTENANCE	0.0	1.0	1.0	1.0	0.0
JOURNEY MECHANIC	7.0	7.0	8.0	8.0	1.0
GARAGE SERVICES SUPERVISOR	1.0	1.0	1.0	1.0	0.0
VEHICLE MAINT TECH III - ELECTRONIC	1.0	1.0	1.0	1.0	0.0
VEHICLE ELECTRONIC MAINT	2.0	2.0	2.0	3.0	1.0
BODY SHOP TECHNICIAN	2.0	2.0	2.0	2.0	0.0
VEHICLE MAINT TECH II	4.0	4.0	4.0	4.0	0.0
VEHICLE MAINT TECH I	5.0	5.0	5.0	5.0	0.0
GARAGE SERVICE TECHNICIAN	2.0	2.0	2.0	2.0	0.0
GARAGE SERVICE PERSON	6.0	6.0	6.0	6.0	0.0

<b>TOTAL</b>	<b>35.0</b>	<b>35.0</b>	<b>36.0</b>	<b>38.0</b>	<b>3.0</b>
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EXPENDITURE SUMMARY	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	% CHANGE
SALARIES AND BENEFITS	1,461,209	1,587,244	1,651,132	1,631,951	2.82%
SERVICES	-347,111	-327,000	-383,930	-263,252	-19.49%
MATERIALS AND SUPPLIES	4,224,643	4,071,831	4,094,162	4,341,960	6.63%
UTILITIES	5,434	56,616	60,204	160,000	182.61%
INSURANCE	19,400	19,404	25,306	0	-100.00%
PURCHASED TRANSPORTATION	0	0	0	0	0.00%
MISCELLANEOUS	35,418	33,050	37,717	48,550	46.90%
LEASES AND RENTALS	576	576	576	576	0.00%

<b>TOTAL</b>	<b>\$5,399,569</b>	<b>\$5,441,721</b>	<b>\$5,485,167</b>	<b>\$5,919,785</b>	<b>8.79%</b>
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# CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

## 21 - FACILITIES MANAGEMENT

### PROGRAM DESCRIPTION

The Facilities Maintenance Department centers on three (3) distinct yet integrated and multidisciplinary areas, including facilities maintenance technical support, grounds keeping, and industrial custodial services. Each specializes in their own distinctive efforts to improve and support the maintenance of all CCRTA buildings, grounds, equipment, bus stops, bus shelters and structures.

**SERVICES** - Increased 21.24% (\$24,699) to fund transfer station power wash for 4 stations, twice a year (\$16,000); increase in temporary services for grounds keeper support (\$17,000), offset by the transfer of security costs (\$15,800) to Safety and Security Department, as well as increases (\$7,400) in refuse removal and contracted maintenance of equipment

**UTILITIES** - Increased 16.45% (\$37,464) for additional electricity usage for the Robstown Station and anticipated increase in PUC fees.

**INSURANCE** - Property and Liability Insurance charges moved to Safety and Security Department 52 for 2014.

**MISCELLANEOUS** - Increased 15% (\$1,500) for Supervisor attendance at annual APTA Expo in Houston.

### GOALS AND OBJECTIVES

**Goals** - Installation of additional amenities to 500 service stops. Complete 100% of scheduled facilities PMI's: to include bus lifts, generators, bus wash, fuel and lubricant pumps. Refurbishment program for bus shelters and receptacles.

PERSONNEL SUMMARY	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	FY14 VS FY13
✓ GROUNDSKEEPER	3.0 ✓	3.0 ✓	3.0 ✓	3.0	0.0
✓ INDUSTRIAL CUSTODIAL TECHNICIAN	3.0 ✓	3.0 ✓	3.0 ✓	3.0	0.0
✓ GROUNDS PERSON	3.0 ✓	3.0 ✓	3.0 ✓	3.0	0.0
✓ FACILITIES MAINTENANCE CUSTODIAN	1.0 ✓	1.0 ✓	1.0 ✓	1.0	0.0
✓ FACILITIES MAINTENANCE SUPERVISOR	1.0 ✓	1.0 ✓	1.0 ✓	1.0	0.0
✓ FACILITIES MAINTENANCE TECHNICIAN	4.0 ✓	4.0 ✓	4.0 ✓	4.0	0.0
<b>TOTAL</b>	<b>15.0 ✓</b>	<b>15.0 ✓</b>	<b>15.0 ✓</b>	<b>15.0</b>	<b>0.0</b>

  

EXPENDITURE SUMMARY	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	% CHANGE
✓ SALARIES AND BENEFITS	367,994 ✓	414,472 ✓	396,357 ✓	424,814	2.50%
✓ SERVICES	111,531 ✓	120,992 ✓	145,175 ✓	146,691	21.24%
✓ MATERIALS AND SUPPLIES	142,609 ✓	152,532 ✓	167,696 ✓	160,502	5.23%
✓ UTILITIES	222,663 ✓	227,767 ✓	219,698 ✓	265,231	16.45%
✓ INSURANCE	125,807 ✓	130,803 ✓	130,980 ✓	0	-100.00%
✓ PURCHASED TRANSPORTATION	0 ✓	0 ✓	0 ✓	0	0.00%
✓ MISCELLANEOUS	3,815 ✓	10,000 ✓	8,596 ✓	11,500	15.00%
✓ LEASES AND RENTALS	5,991 ✓	7,280 ✓	6,212 ✓	7,280	0.00%
<b>TOTAL</b>	<b>\$980,410 ✓</b>	<b>\$1,063,846 ✓</b>	<b>\$1,074,714 ✓</b>	<b>\$1,016,018</b>	<b>-4.50%</b>

# CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

## 40 - CONTRACTS AND GRANTS

### PROGRAM DESCRIPTION

The Contracts and Grants department is responsible for administering and overseeing all agency purchases and ensuring Federal and State compliance. There are approximately forty (40) contracts/service agreements in FY2014 that require action. Additionally, we are responsible for overseeing \$5,423,648 in Federal Formula Grants, the Management Internship Program, and Governmental relations.

**SALARIES AND BENEFITS** - The 31.77% (\$54,931) increase is primarily a result of the transfer of the budgeted amount of \$25,000 for the Management Internship Program from Department 45 as well as the realignment of administrative staffing during 2013.

**MATERIALS AND SUPPLIES** - The 25.88% increase (\$1,953) is mainly a result of budgeting \$1,200 for blueprints, drawings, and renderings associated with construction projects. For FY2014, we have scheduled approximately 67 ADA bus stops, renovation of Six Points Station, and Bear Lane Parking Lot improvements.

**MISCELLANEOUS** - The 34.46% increase (\$8,777) is directly related to the department goal of workforce development. We have scheduled the four (4) part National Transit Institute (NTI) Procurement Training for the newly hired Buyer in FY2014.

### GOALS AND OBJECTIVES

Update 2010 Procurement Policy  
 Transition into a Paperless Records Retention Agency  
 Workforce Development  
 Ensure 100% of contracts are renewed prior to contract expiration

PERSONNEL SUMMARY	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	FY14 VS FY13
DIRECTOR OF PROCUREMENT	1.0	1.0	1.0	1.0	0.0
INTERN 1	0.0	0.0	0.0	0.8	0.8
INTERN 2	0.0	0.0	0.0	0.2	0.2
Board Support/Document Support Manager	1.0	1.0	1.0	1.0	0.0
BUYER	1.0	1.0	1.0	1.0	0.0
<b>TOTAL</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>4.0</b>	<b>1.0</b>

EXPENDITURE SUMMARY	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	% CHANGE
SALARIES AND BENEFITS	134,384	172,879	145,483	227,810	31.77%
SERVICES	0	0	10	0	0.00%
MATERIALS AND SUPPLIES	1,977	7,547	4,975	9,500	25.88%
UTILITIES	72	0	0	0	0.00%
INSURANCE	0	0	0	0	0.00%
PURCHASED TRANSPORTATION	0	0	0	0	0.00%
MISCELLANEOUS	16,302	25,470	21,723	34,247	34.46%
LEASES AND RENTALS	0	0	0	0	0.00%
<b>TOTAL</b>	<b>\$152,735</b>	<b>\$205,896</b>	<b>\$172,191</b>	<b>\$271,557</b>	<b>31.89%</b>

# CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

## 41 - GENERAL MANAGEMENT

### PROGRAM DESCRIPTION

The Corpus Christi Regional Transportation Authority Board of Directors makes policy decisions for the organization. The Chief Executive Officer assumes overall responsibility for the day-to-day operation of the agency. The CEO's office implements and reports progress on Board Initiatives and provides support necessary to achieve organizational goals.

SALARIES AND BENEFITS - Increased by 12.87% (\$21,320) due to budgeting for eligible incentive in 2014

MATERIALS AND SUPPLIES - Increased by 30.68% (\$1,350) due to budgeting for office supplies in 2014

INSURANCE - Decreased by 100% (\$13,187) due to Liability Insurance and Workers Compensation being budgeted in Human Resources Department #44 in 2014

MISCELLANEOUS - Increased 40.82% (\$58,150) due to transfer of South Texas Military Task Force charges from Consulting Services account to this account and additional conference costs for APTA and TTA

### GOALS AND OBJECTIVES

Capital Project Oversight, Operation "Deep Clean", Consistent employee and customer contacts, KPI's, workforce development and employee training, Improved Safety Record, Increased Ridership

PERSONNEL SUMMARY	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	FY14 VS FY13
CHIEF EXECUTIVE OFFICER	1.0	1.0	1.0	1.0	0.0
SPECIAL PROJECTS COORDINATOR	1.0	0.0	0.0	0.0	0.0
MANAGER OF EXECUTIVE OFFICE	1.0	0.0	0.0	0.0	0.0
INTERN (2)	1.0	0.0	0.0	0.0	0.0
<b>TOTAL</b>	<b>4.0</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	<b>0.0</b>

EXPENDITURE SUMMARY	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	% CHANGE
SALARIES AND BENEFITS	200,483	165,619	188,636	186,939	12.87%
SERVICES	301,459	270,000	273,000	270,500	0.19%
MATERIALS AND SUPPLIES	17,641	4,400	2,694	5,750	30.68%
UTILITIES	69	0	0	0	0.00%
INSURANCE	13,186	13,187	14,454	0	-100.00%
PURCHASED TRANSPORTATION	0	0	0	0	0.00%
MISCELLANEOUS	147,481	142,446	156,480	200,596	40.82%
LEASES AND RENTALS	2,076	2,076	2,076	2,081	0.24%
<b>TOTAL</b>	<b>\$682,394</b>	<b>\$597,728</b>	<b>\$637,340</b>	<b>\$665,866</b>	<b>11.40%</b>

# CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

## 42 - FINANCE AND ACCOUNTING

### PROGRAM DESCRIPTION

Finance and Accounting is responsible for the management, processing, dissemination and integrity of financial data; recordkeeping and management of fixed assets; coordination of the annual budget process, long-range financial projecting, and the annual audit; investing; internal controls over financial reporting; and providing on-going support to CCRTA management relating to financial matters.

**SALARIES AND BENEFITS** - Increased 14.30% (\$34,329) due to 2% COLA and 3% MERIT included in 2014 budget, but not budgeted in 2013; increase in part-time employee from 20 to 30 hours; and increase in newly hired Director's salary compared to amount budgeted in 2013.

**SERVICES** - Increased 17.87% (\$18,337) due to Banking credit card fee increases for GO PASS; and slight increases in fees for Actuary, Auditor, and Investment Advisor, and Excise Tax Recovery Services

**MATERIALS AND SUPPLIES** - Increased 11.84% (\$720) for money room supplies and smocks.

**MISCELLANEOUS** - Increased 93.14% (\$6,869) due to additional budgeting for CPA Continuing Education and Employee training

### GOALS AND OBJECTIVES

#### PERFORMANCE GOALS

- >Provide accurate and timely financial information
- > Review and update the investment policy annually
- >Inventory Fixed Assets on a two year cycle to be in compliance with the FTA regulations

#### OBJECTIVES

- >Review financial systems and best practices to identify opportunities to make services more cost effective, timely and efficient
- >Identify and use available training resources to enhance staff knowledge and skills relative to finance in a transit environment
- >Provide excellent customer service to internal and external clients

PERSONNEL SUMMARY	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	FY14 VS FY13
DIRECTOR OF FINANCE	1.0	1.0	1.0	1.0	0.0
COMPTROLLER	1.0	1.0	1.0	1.0	0.0
PAYROLL COORDINATOR	1.0	1.0	1.0	1.0	0.0
ACCOUNTING SPECIALIST	1.0	0.0	0.0	0.0	0.0
MONEY ROOM COUNTER P/T	0.8	1.0	0.8	0.8	-0.2
MONEY ROOM COUNTER P/T 2	0.0	0.0	0.75	0.75	0.75
ACCOUNTS PAYABLE SPECIALIST	1.0	1.0	1.0	1.0	0.0

<b>TOTAL</b>	<b>5.8</b>	<b>5.0</b>	<b>5.55</b>	<b>5.55</b>	<b>0.55</b>
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EXPENDITURE SUMMARY	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	% CHANGE
SALARIES AND BENEFITS	257,817	240,083	238,888	274,412	14.30%
SERVICES	94,499	102,613	129,314	120,950	17.87%
MATERIALS AND SUPPLIES	3,911	6,080	6,643	6,800	11.84%
UTILITIES	0	0	0	0	0.00%
INSURANCE	2,148	2,000	2,000	2,000	0.00%
PURCHASED TRANSPORTATION	0	0	0	0	0.00%
MISCELLANEOUS	3,801	7,375	5,744	14,244	93.14%
LEASES AND RENTALS	3,425	3,426	3,425	3,425	-0.03%

<b>TOTAL</b>	<b>\$365,601</b>	<b>\$361,577</b>	<b>\$386,014</b>	<b>\$421,831</b>	<b>16.66%</b>
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# CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

## 43 - MATERIALS MANAGEMENT

### PROGRAM DESCRIPTION

Materials Management is integral in supporting the Maintenance Department through inventory control and distribution.

SALARIES - Decreased by 14.07% (\$19,936) due to 1 FTE being transferred to Dept 11 for 2014

LEASES AND RENTALS - Increased by 24.01% (\$484) due to anticipated increase in copier rentals

### GOALS AND OBJECTIVES

Goals - 99% inventory accuracy. Less than 2% of units on hold for parts. Complete twelve (12) cycle counts monthly. Complete annual zero-movement inventory analysis.

Objectives - Produce a more efficient inventory usage process

PERSONNEL SUMMARY	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	FY14 VS FY13
PARTS CLERK	4.0	4.0	4.0	3.0	-1.0
<b>TOTAL</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>	<b>3.0</b>	<b>-1.0</b>

  

EXPENDITURE SUMMARY	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	% CHANGE
SALARIES AND BENEFITS	138,176	141,702	128,993	121,766	-14.07%
SERVICES	0	0	150	0	0.00%
MATERIALS AND SUPPLIES	2,891	2,950	2,792	2,950	0.00%
UTILITIES	0	0	0	0	0.00%
INSURANCE	0	0	0	0	0.00%
PURCHASED TRANSPORTATION	0	0	0	0	0.00%
MISCELLANEOUS	0	1,000	5	1,000	0.00%
LEASES AND RENTALS	2,016	2,016	2,016	2,500	24.01%
<b>TOTAL</b>	<b>\$143,083</b>	<b>\$147,668</b>	<b>\$133,956</b>	<b>\$128,216</b>	<b>-13.17%</b>

# CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

## 44 - HUMAN RESOURCES

### PROGRAM DESCRIPTION

The Human Resources Department is in place to assist all of the employees of the agency with recruitment, employment issues, and benefits, and to follow FTA guidelines on the Drug and Alcohol testing procedures. The HR department also administers all of the policies and procedures set forth by the Authority.

**SALARIES AND BENEFITS** - Decreased 4.13% (\$61,219) due to Pension amount in 2014 having a lower amount based on the 2013 actuary study, offset by addition of 1 new FTE in 2013

**SERVICES** - Increased 24.03% (\$32,910) due to addition of Healthcare Consultant and increase in Legal Fees for employee issues

**MATERIALS AND SUPPLIES** - Decreased 26.21% (\$2,060) from online application submittal process initiated in 2013, and more retirees and service awards in 2013 than projected in 2014

**INSURANCE** - Decreased 9.13% (\$178,958) due to moving the Property and Liability insurance payments to Safety and Risk Dept. 52 for 2014

**MISCELLANEOUS** - Increased 61.69% (\$11,335) due to an increased amount for recruitment efforts (job fair fees); staff training; and an increase in Employee Appreciation events

### GOALS AND OBJECTIVES

Fill vacant positions within 60 days of vacancy

Annual mandatory training to all employees to include: Drug & Alcohol Program, FMLA Training, Customer Service Training, and Harassment Training

Assist employees with having a better understanding of the Health Benefits by conducting meetings and training on the insurance database and summary plan

Complete review and revision of Employee Handbook

Supervisory Training Program to include: Accident Reporting, Performance Evaluations, and Discipline Action

Build a positive organizational culture

Process and implementation of a paperless department

Complete and review the Market and Equity Study

PERSONNEL SUMMARY	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	FY14 VS FY13
HR ADMINISTRATOR	1.0	1.0	1.0	1.0	0.0
HUMAN RESOURCE ANALYST	0.0	0.0	1.0	1.0	1.0
HUMAN RESOURCE TECHNICIAN	1.0	1.0	1.0	1.0	0.0
<b>TOTAL</b>	<b>2.0</b>	<b>2.0</b>	<b>3.0</b>	<b>3.0</b>	<b>1.0</b>

EXPENDITURE SUMMARY	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	% CHANGE
SALARIES AND BENEFITS **	1,240,591	1,481,152	1,415,527	1,419,933	-4.13%
SERVICES	102,025	136,968	162,897	169,878	24.03%
MATERIALS AND SUPPLIES	6,515	7,860	13,067	5,800	-26.21%
UTILITIES	0	0	0	0	0.00%
INSURANCE	1,386,859	1,959,158	1,487,663	1,780,200	-9.13%
PURCHASED TRANSPORTATION	0	0	0	0	0.00%
MISCELLANEOUS	7,874	18,375	17,574	29,710	61.69%
LEASES AND RENTALS	140	0	42	0	0.00%
<b>TOTAL</b>	<b>\$2,744,004</b>	<b>\$3,603,513</b>	<b>\$3,096,770</b>	<b>\$3,405,521</b>	<b>-5.49%</b>

\*\* SALARIES AND BENEFITS includes pension costs for all employees, which is estimated at \$1,280,330 for 2013 and budgeted at \$1,178,498 for 2014.

# CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

## 45 - ADMINISTRATION AND DISADVANTAGED BUSINESS ENTERPRISE PROGRAM

### PROGRAM DESCRIPTION

The Department provides supervision and oversight to Finance/Accounting, Procurement, Grants, Human Resources and Management Information Systems, and administers the Disadvantaged Business Enterprise Program. Upon approval of the Small Business Development Program, this office will also administer this required FTA Program.

SALARIES AND BENEFITS - Decreased 32.93% (\$125,014) due to the movement of the Interim Procurement Director and 2 Interns to the Procurement department, offset by the addition of a new Budget Analyst position requested for 2014. Net increase of one position to CCRTA.

SERVICES - Decreased 56.6% (\$65,200) due to 2013 budget for implementation of new Management Information System, not being requested in 2014 during the budget process. Re-issued RFP in late November 2013, and will present item to Board during the first quarter of 2014 for review and consideration.

MATERIALS AND SUPPLIES - Increased 10.97% (\$3,927) due to postage machine lease and repair.

LEASE AND RENTALS - Increased 15.68% (\$366) for anticipated increase in copier charges.

### GOALS AND OBJECTIVES

#### PERFORMANCE GOALS

Provide Oversight to Administration to insure all Departments meet the objectives with a Customer Service Focus

#### OBJECTIVES

Provide administrative support to all departments and Board of Directors

Insure compliance with all FTA guidelines

Maintain a highly skilled and trained employee workforce

Provide appropriate technology for customers and staff

Maintain financial systems in accordance with Generally Accepted Accounting Principles

PERSONNEL SUMMARY	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	FY14 VS FY13
DBE COORDINATOR	1.0	1.0	1.0	1.0	0.0
MANAGING DIRECTOR OF ADMINISTRATION	1.0	1.0	1.0	1.0	0.0
SENIOR ADMINISTRATIVE ASSISTANT	0.0	4.0	4.0	1.0	-3.0
RECEPTIONIST	0.0	1.0	1.0	1.0	0.0
INTERN (2)	1.0	1.0	1.0	0.0	-1.0
BUDGET ANALYST	0.0	0.0	0.0	1.0	1.0
<b>TOTAL</b>	<b>3.0</b>	<b>8.0</b>	<b>8.0</b>	<b>5.0</b>	<b>-3.0</b>

EXPENDITURE SUMMARY	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	% CHANGE
SALARIES AND BENEFITS	358,132	379,687	379,687	254,673	-32.93%
SERVICES	74,390	115,200	115,200	50,000	-56.60%
MATERIALS AND SUPPLIES	1,969	35,788	35,410	39,715	10.97%
UTILITIES	50	0	0	0	0.00%
INSURANCE	0	0	0	0	0.00%
PURCHASED TRANSPORTATION	0	0	0	0	0.00%
MISCELLANEOUS	16,916	13,065	13,075	13,270	1.57%
LEASES AND RENTALS	2,328	2,334	2,334	2,700	15.68%
<b>TOTAL</b>	<b>\$453,786</b>	<b>\$546,074</b>	<b>\$545,706</b>	<b>\$360,358</b>	<b>-34.01%</b>



# CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

## 49 - CAPITAL PROJECTS

### PROGRAM DESCRIPTION

The Capital Program Department oversees: Construction Services, Design Services, Real Estate, State of Good Repair, Street Program, Shelter Amenities Program, and Environmental Program.

MATERIALS AND SUPPLIES - Increased 73.40% (\$500) due to increased office supply needs.

### GOALS AND OBJECTIVES

The overarching goal of the department is to build enhancements that improve accessibility for pedestrians, shelter amenities for our riders, street improvements for our transportation services, station improvements that provide safety and waiting areas for our riders, while maintaining all assets in a State of Good Repair. The objectives include the procurement of 500 trash receptacles, 100 shelters, bus stop improvements of about 100 bus stops and progress with the construction process of the Staples Street Center.

PERSONNEL SUMMARY	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	FY14 VS FY13
PROGRAM MANAGER	1.0	1.0	1.0	1.0	0.0
MANAGING DIRECTOR OF CAPITAL PROJECTS	1.0	1.0	1.0	1.0	0.0
<b>TOTAL</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>0.0</b>
EXPENDITURE SUMMARY	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	% CHANGE
SALARIES AND BENEFITS	86,177	156,813	152,925	159,694	1.84%
SERVICES	100,829	9,000	9,000	9,500	5.56%
MATERIALS AND SUPPLIES	1,317	594	2,500	1,030	73.40%
UTILITIES	0	0	0	0	0.00%
INSURANCE	0	0	0	0	0.00%
PURCHASED TRANSPORTATION	0	0	0	0	0.00%
MISCELLANEOUS	4,560	7,990	7,990	8,510	6.51%
LEASES AND RENTALS	0	0	0	0	0.00%
<b>TOTAL</b>	<b>\$192,883</b>	<b>\$174,397</b>	<b>\$172,415</b>	<b>\$178,734</b>	<b>2.49%</b>

# CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

## 50 - MARKETING AND COMMUNICATION

### PROGRAM DESCRIPTION

SALARIES AND BENEFITS - Increased 5.7% (\$9,685) for budgeted COLA and Merit increases.

SERVICES - Increased 27.52% (\$33,937) for **BRANDING** projects: Bus Wrap production; MV1 (CNG) wraps; Outdoor Board production and Bus Bench placeholder (CCRTA) ads, and for increase with ad agency; and on-board communication devices to enhance customer satisfaction and grow ridership via special movements.

MISCELLANEOUS - Increased 202.55% (\$121,025) for paid media (both electronic & print) to support branding campaigns; additional travel/training for picking up **Marketing Awards** at APTA/SWTA; special events budget for Robstown and Six Points Station renovation/re-opening events; wholesale replacement of schedule racks across service area.

LEASES AND RENTALS - Increased 9.71% (\$2,900) for new MAC computer for marketing production coordinator.

### GOALS AND OBJECTIVES

GOALS: Produce award winning campaigns that grow ridership; reshape public perception of the CCRTA in appropriate channels; support safety initiatives and enhance rider communication and amenities.

PERSONNEL SUMMARY	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	FY14 VS FY13
Director Of Marketing	1.0	1.0	1.0	1.0	0.0
MARKETING PRODUCTION COORDINATOR	0.0	1.0	1.0	1.0	0.0
PUBLIC OUTREACH COORD	1.0	1.0	1.0	1.0	0.0
<b>TOTAL</b>	<b>2.0</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>0.0</b>

  

EXPENDITURE SUMMARY	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	% CHANGE
SALARIES AND BENEFITS	131,548	169,926	158,748	179,611	5.70%
SERVICES	38,239	123,313	94,018	157,250	27.52%
MATERIALS AND SUPPLIES	59,733	88,100	35,851	87,800	-0.34%
UTILITIES	1	0	0	0	0.00%
INSURANCE	0	0	0	0	0.00%
PURCHASED TRANSPORTATION	0	0	0	0	0.00%
MISCELLANEOUS	49,373	59,750	52,192	180,775	202.55%
LEASES AND RENTALS	29,856	29,856	33,314	32,756	9.71%
<b>TOTAL</b>	<b>\$308,750</b>	<b>\$470,945</b>	<b>\$374,123</b>	<b>\$638,192</b>	<b>35.51%</b>

## 52 - SAFETY AND SECURITY

### PROGRAM DESCRIPTION

Safety and Security Program: Under the guidance of FTA and the Department of Homeland Security, the RTA is required to have a Safety and Security program which includes a safety and security plan. The purpose of the safety plan is to outline the guidance, responsibilities, methods, and procedures, required to achieve the RTA's safety program goals. The purpose of the security program is to maximize the level of security experienced by all passengers, employees, and any other individuals who associate with the RTA; and to minimize the cost of intrusion, vandalism, and associated criminal activity throughout our transit system.

SALARIES AND BENEFITS - Increased 21.04% (\$13,993) due to hiring a new Director in 2013

SERVICES - Increased 5.91% (\$26,265) for Security Officer rate increase of \$2/hour for 2014

MATERIALS AND SUPPLIES - Increased 900% (\$5,400) due to funding in 2014 for supplies required to implement safety program, signs, etc., not previously budgeted in 2013.

UTILITIES - Increased 211.42% (\$3,055) for upgraded satellite phones used in the event of an emergency for communications.

INSURANCE - Increased 100% (\$334,114) due to Property, Liability and Windstorm insurance costs transferred from Human Resources Department (44) for 2014.

MISCELLANEOUS - Increased 113.33% (\$8,500) for Texas Transit Safety Professionals quarterly meetings, Security Training, and Insurance Claims not budgeted in 2013

### GOALS AND OBJECTIVES

The goals and objectives of the Safety and Security Director are to achieve the highest practical level of safety and security for our passengers, operators, maintenance personnel and staff. Through the funding of this budget and this department, I as the Director strive to continuously promote the awareness of safety and security throughout the RTA; and strive to establish programs to collect and disseminate information regarding safety/security concepts and procedures. These concepts/procedures, and a culture of safety and security will improve the face of our transit system which inevitably will lead to increased ridership, the primary reason for our existence.

PERSONNEL SUMMARY	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	FY14 VS FY13
DIRECTOR OF SAFETY & SECURITY	0.0	1.0	1.0	1.0	0.0
<b>TOTAL</b>	<b>0.0</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	<b>0.0</b>

  

EXPENDITURE SUMMARY	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	% CHANGE
SALARIES AND BENEFITS	71,741	66,511	60,975	80,504	21.04%
SERVICES	270,519	444,395	383,914	470,660	5.91%
MATERIALS AND SUPPLIES	840	600	500	6,000	900.00%
UTILITIES	0	1,445	1,445	4,500	211.42%
INSURANCE	0	0	0	334,114	100.00%
PURCHASED TRANSPORTATION	0	0	0	0	0.00%
MISCELLANEOUS	8,686	7,500	5,500	16,000	113.33%
LEASES AND RENTALS	0	0	0	0	0.00%
<b>TOTAL</b>	<b>\$351,786</b>	<b>\$520,451</b>	<b>\$452,334</b>	<b>\$911,778</b>	<b>75.19%</b>

# CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

## 77 - STAPLES STREET CENTER

### PROGRAM DESCRIPTION

Department 77 will represent the expenses incurred in the startup and operation of the Staples Street Center. The expenses captured in this department will include lease consultant fees/commissions, property management fees, supporting building maintenance fees along with utility expenses for operations.

SERVICES - Increased 100% from 2013 budget, due to the project not being budgeted for in 2013. Service expenditures for 2014 include leasing consultant fees and commissions.

### GOALS AND OBJECTIVES

The overarching goal is to provide a facility that enhances the transportation experience for our riders, improves the safety environment in the area and creates a sense of a Government Corridor and economic stimulus for the Leopard corridor.

PERSONNEL SUMMARY	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	FY14 VS FY13
<b>TOTAL</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

EXPENDITURE SUMMARY	FY 2012 ACTUAL	FY 2013 ADOPTED	FY 2013 REVISED	FY 2014 BUDGET	% CHANGE
SALARIES AND BENEFITS	0	0	0	0	0.00%
SERVICES	0	0	\$56,840	\$121,284	100.00%
MATERIALS AND SUPPLIES	0	0	0	0	0.00%
UTILITIES	0	0	0	0	0.00%
INSURANCE	0	0	0	0	0.00%
PURCHASED TRANSPORTATION	0	0	0	0	0.00%
MISCELLANEOUS	0	0	0	0	0.00%
LEASES AND RENTALS	0	0	0	0	0.00%
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$56,840</b>	<b>\$121,284</b>	<b>100.00%</b>

### Adopted FY 2014 Capital Budget

<b>Projects:</b>	<b>2009-2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>Total</b>
<b>Staples Street Center (1)</b>					
Construction - GMP (\$22,971,300) (Includes IT and Security Buildout)			\$ 18,919,250	\$ 4,052,050	\$ 22,971,300
Land Acquisition	\$ 1,780,390				\$ 1,780,390
Demolition	\$ -	\$ 825,160			\$ 825,160
Architectural		\$ 1,032,651	\$ 344,217		\$ 1,376,868
Project Management		\$ 93,874	\$ 93,874		\$ 187,748
Owner's Contingency			\$ 500,000		\$ 500,000
Furniture and Equipment			\$ 400,000		\$ 400,000
<b>Total Staples Street Center</b>	<b>\$ 1,780,390</b>	<b>\$ 1,951,685</b>	<b>\$ 20,257,341</b>	<b>\$ 4,052,050</b>	<b>\$ 28,041,466</b>
Six Points Station	\$ -	\$ -	\$ 810,000	\$ -	\$ 810,000
Bus Stop Improvements Phase V (2) (\$15,000 x 67 stops)	\$ -	\$ -	\$ 1,005,000	\$ -	\$ 1,005,000
Bear Lane Bus Parking Lot Improvements	\$ -	\$ -	\$ 216,000	\$ -	\$ 216,000
Generator for Natural Gas (Design and Analysis Only)	\$ -	\$ -	\$ 8,000	\$ -	\$ 8,000
La Retama Park			\$ 70,000		\$ 70,000
Big Buses (5 x \$491,001 each) (2)			\$ 2,455,005		\$ 2,455,005
Small Buses (7 x \$198,522 each) (2)			\$ 1,389,654		\$ 1,389,654
Double Decker Buses (2 x \$500,000)			\$ 1,000,000		\$ 1,000,000
Fiber for Security Cameras at 4 Transit Stations and Administration Building			\$ 79,750		\$ 79,750
APP for Web-Based Public Bus Live Tracking (NEXT BUS)			\$ 40,000		\$ 40,000
GFI Server (Replacement)			\$ 6,000		\$ 6,000
Display Monitors for Bear Lane Administration Building			\$ 30,000		\$ 30,000
Internet Web Filter (Hardware Device with 3 year Warranty and Replacement)			\$ 17,134		\$ 17,134
Monitors with LCD Technology on Buses (\$1,000 x 77 buses)			\$ 77,000		\$ 77,000
Digital Mobile APP Bus Passes-GO PASS			\$ 75,000		\$ 75,000
Benefits Tracking System for HR			\$ 15,000		\$ 15,000
	<b>\$ 1,780,390</b>	<b>\$ 1,951,685</b>	<b>\$ 27,550,884</b>	<b>\$ 4,052,050</b>	<b>\$ 35,335,009</b>
<b>Funding:</b>	<b>2009-2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>Total</b>
Bonds (1)	\$ -	\$ -	\$ 18,919,250	\$ 3,080,750	\$ 22,000,000
Grants (2)	\$ -	\$ -	\$ 4,849,659	\$ -	\$ 4,849,659
Reserves from Unexpended 2013 Funds	\$ -	\$ -	\$ 2,085,996	\$ -	\$ 2,085,996
Unrestricted Fund Balance	\$ 1,780,390	\$ 1,951,685	\$ 1,695,979	\$ 971,300	\$ 6,399,354
	<b>\$ 1,780,390</b>	<b>\$ 1,951,685</b>	<b>\$ 27,550,884</b>	<b>\$ 4,052,050</b>	<b>\$ 35,335,009</b>