



CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY

AGENDA MEETING NOTICE

Board of Directors

DATE: Wednesday, August 1, 2018

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.	Adoption of Resolution for Outgoing Board Member – Mr. Larry Young, Sr.	E. Martinez	10 min.	-----
4.	Announcement of Committee Appointments by the Board Chair and Action to Confirm Committee Appointments	E. Martinez	3 min.	-----
5.	Opportunity for Public Comment	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 Meeting Minutes of July 11, 2018	E. Martinez	2 min.	Pages 1-8
8.	CONSENT ITEMS: The following items are routine or administrative in nature and have been discussed previously by the Board or Committees. The Board has been furnished with support documentation on these items.			
	a) Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or his Designee to Issue an Invitation for Bids (IFB) for an Unleaded Fuel Supply			Pages 9-10 <i>PPT</i>
	b) Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or his Designee to Approve Amending the Invitation for Bid (IFB) for Bus Engine Supplier Contract to a One-Year Term Agreement			Pages 11-12 <i>PPT</i>
	c) Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or Designee to Issue an Invitation for Bids (IFB) for Transportation Uniform Supplier Contract			Page 13 <i>PPT</i>
	d) Action to Recommend the Board Authorize the Chief Executive Officer (CEO) to Approve the Implementation			Pages 14-15

	of the Proposed Fall 2018 Sunday Improvements and System Enhancements			<i>PPT</i>
9.	Presentations: a) June 2018 Financial Report b) Procurement Update c) June 2018 Safety & Security Report d) June 2018 Operations Report	R. Saldaña R. Saldaña M. Rendón J. Fehribach	4 min. 4 min. 4 min. 4 min.	Pages 16-23 PPT <i>PPT</i> <i>PPT</i> Pages 24-33 PPT
10.	CEO's Report	J. Cruz-Aedo	5 min.	-----
11.	Board Chair's Report	E. Martinez	5 min.	-----
12.	Adjournment	E. Martinez	1 min.	-----
13.	Information Items: a) RCAT Meeting & Retreat Minutes– June 21, 2018 b) Member Inquiry Forms: 1. Board Meeting– July 11, 2018 2. Committee Meetings– June 27, 2018			<i>Attachments</i>

Total Estimated Time: 54 min.

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On **Friday, July 6, 2018** 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.

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



Resolution

WHEREAS, Larry Young, Sr. has served as an active member on the Corpus Christi Regional Transportation Authority (CCRTA) Board of Directors since July 2016; where he demonstrated outstanding commitment to safety and security; and

WHEREAS, Larry Young, Sr. has exhibited the leadership traits required to be a productive and valuable resource for advancing the mission of the CCRTA. He was instrumental by supporting Safety and Security of the ridership of the CCRTA with the adoption of a new Law Enforcement Contract and with the implementation of new Public Safety Policy and Procedures; and

WHEREAS, Larry Young, Sr. has exhibited his dedication to improve all facets of public transportation for the CCRTA, by supporting items that benefited the efficient operation of the transit system. He showed compassion, consideration and an unparalleled drive to improve the safety of all riders of all ages; and

WHEREAS, Larry Young, Sr. has displayed his dedication to the specialized transportation field and is cooperative when considering financial initiatives for the agency while promoting financial transparency and quality public transportation for all citizens of the Coastal Bend; and

NOW THEREFORE, BE IT RESOLVED BY THE CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY BOARD OF DIRECTORS AS FOLLOWS:

RESOLVED, that Larry Young, Sr. is hereby commended for his distinguished service.

DULY PASSED AND ADOPTED this 1st day of August, 2018.

ATTEST:

**CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY**

Jorge Cruz-Aedo
Chief Executive Officer

Edward Martinez
Chairman of the Board

**REGIONAL TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS' MEETING MINUTES
WEDNESDAY, JULY 11, 2018**

Summary of Actions

- 1. Pledge of Allegiance**
- 2. Conducted Roll Call**
- 3. Adoption of Resolution for Outgoing Board Member – Mr. Larry Young, Sr.**
- 4. Administered the Oath of Office Appointments by the City of Corpus Christi to the CCRTA Board of Directors**
- 5. Provided Opportunity for Public Comment**
- 6. Personnel Recognition**
- 7. Heard Update on RCAT Committee Activities**
- 8. Action to Approve Board of Directors Meeting Minutes of June 6, 2018**
- 9. Action to Approve Consent Agenda Items a) thru d) –**
 - a) Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or his Designee to Authorize Entering into an Agreement for Online Trade Settlements**
 - b) Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or his Designee to Award a Contract to Carlisle Insurance for Windstorm and Hail Coverage**
 - c) Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or Designee to Award a Contract to Arguindegui Oil for Lubricant & Fluid Supplies of Differential/Rear Axle Fluid**
 - d) Action to Recommend the Board Authorize the Chief Executive Officer (CEO) to Execute a One-Year Memorandum of Agreement with Texas A&M University-Corpus Christi for Transportation Services**
- 10. Action to Recommend the Board to Adopt a Resolution In Support of a Grant Application for the Buses and Bus Facilities Infrastructure Investment Program, for the Port/Ayers Station Reconstruction, Del Mar South Campus Bus Stations, and Bear Lane Bus Parking Lot Improvements**
- 11. Heard Presentations –**
 - a) Self-Funded Insurance Plan**
 - b) May 2018 Financial Report**
 - c) Procurement Update**
 - d) May 2018 Safety & Security Report**
 - e) Staples Street Center Security**
 - f) May 2018 Operations Report**
 - g) April 2018 Financial Report**
- 12. Heard CEO's Report**
 - a) Marketing Report**
- 13. Heard Chairman's Report**
- 14. Adjournment**
- 15. Information –**
 - a) RCAT Meeting Minutes – May 24, 2018**
 - b) Member Inquiry Forms:**
 - 1. Board Meeting – June 6, 2018**
 - 2. Committee Meetings – May 23, 2018**

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

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

Board Members Absent: None

Staff Present: Jorge Cruz-Aedo, Esteban Campos, Angelina Gaitan, Bryan Garner, Anna Hinjosa, Monica Jasso, Dena Linnehan, Derrick Majchszak, Bob Martin, Sharon Montez, Mike Rendón, Gordon Robinson, Robert Saldaña, and Susan Teltschik

Public Present: Kyle Klika, MV Transportation; John Bell, Wood, Boykin, Wolter, CCRTA Legal Counsel; Doreen Harrell, KCS; Amanda Dru & Stephanie Box, CCTAMU; Gina Salazar, ATU-Local 1769 Union; Chase Carlisle & Victoria Lee, Carlisle Insurance; Paul Lee & Cory Lee, Enstrust; Rolando G. Barrera, Rolando Barrera Insurance; Eric Rivera & Gabriel Ortiz, Hanson Inc.

Call to Order & Roll Call

Mr. Edward Martinez called the meeting to order at 8:30 a.m., announced the Pledge of Allegiance. Mr. Dan Leyendecker called Roll and stated a quorum was present.

Adoption of Resolution for Outgoing Board Member – Mr. Larry Young, Sr.

Mr. Edward Martinez stated Mr. Young was unable to attend this meeting so this item has been moved to the August Board meeting.

Administered the Oath of Office Appointments by the City of Corpus Christi to the CCRTA Board of Directors

Mr. Martinez stated the agency's general counsel, Mr. John Bell, will swear-in the newly appointed board member by the City of Corpus, Mr. Matt Woolbright, and the other city re-appointed members, Ms. Anne Bauman, Ms. Patricia Dominguez and Messrs. George Clower and Philip Skrobarczyk. Mr. Bell asked the members to meet him at the podium and they were sworn in to service as board members of the agency and read their oath of office.

Mr. Martinez recognized and thanked Mr. Ben Molina from the City of Corpus in the audience prior to providing the public an opportunity to speak.

Provided Opportunity for Public Comment

Ms. Amanda Dru with the CCTAMU, spoke on behalf of President Quintanilla, thanked the CCRTA for their continued partnership and commented this would be their twentieth year the agency has provided transportation services to the students at the university. Mr. Rolando Barrera will be speaking later on agenda item no. 11a.

Heard Update on RCAT Committee Activities

Ms. Sharon Montez commented the RCAT meeting held on June 26, 2018. She said the 4TH Quarter unsung hero award was selected to be award to Mr. Luis Vega for his confidence and calmness demeanor. He exhibits a friendly attitude, knows detours and riders well enough to remind them when they become distracted in conversations, that the bus is approaching their

stop. She said Mr. Richard Balli updated RCAT on the city's committee ADA and reported on the citations received for the month of May. Ms. Montez reported on a recap of items discussed at the RCAT Retreat meeting in May for the members unable to attend. Mr. Robert Saldana gave a presentation on the CCRTA present fare structure, commented the agency looked at other peer agencies to compare fare structures, and indicated that the CCRTA was at 5.47 percent ratio versus the next lowest peer ratio being 14.0 percent. He was asked to attend the August RCAT meeting to provide an update. She said she gave a brief presentation on the Del Mar South Campus and the Hector P. Garcia projects presented to our Board.

Mr. Cruz-Aedo commented about special guests and our new board member being in attendance and asked Ms. Montez to tell us what RCAT stands for. She responded it is Regional Committee for Accessible Transportation. He commented this is an Advisory Committee of the Corpus Christi Board of Directors on issues regarding ADA matters.

Action to Approve Board of Directors Meeting Minutes of June 6, 2018

MR. MIKE REEVES MADE A MOTION APPROVE BOARD OF DIRECTORS MEETING MINUTES OF JUNE 6, 2018. MR. GEORGE CLOWER SECONDED THE MOTION. THE MOTION CARRIED. MARTINEZ, REEVES, LEYENDECKER, CLOWER, NISKALA, MARTIN, HARRIS, DOMINGUEZ, BAUMAN, SKROBARCZYK AND WOOLBRIGHT VOTING IN FAVOR. ABSENT NONE.

Heard Consent Agenda Items

Items a) through d) 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.

Mr. Martinez asked members if there were any of the items a) through d) to be pulled for discussion, and none, he asked for a motion to approve the following items:

- a) Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or his Designee to Authorize Entering into an Agreement for Online Trade Settlements
- b) Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or his Designee to Award a Contract to Carlisle Insurance for Windstorm and Hail Coverage
- c) Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or Designee to Award a Contract to Arguindegui Oil for Lubricant & Fluid Supplies of Differential/Rear Axle Fluid
- d) Action to Recommend the Board Authorize the Chief Executive Officer (CEO) to Execute a One-Year Memorandum of Agreement with Texas A&M University-Corpus Christi for Transportation Services

MR. TOM NISKALA MADE A MOTION TO APPROVE CONSENT ITEMS A) THROUGH D) AS SHOWN. MR. REEVES SECONDED THE MOTION. THE MOTION CARRIED. MARTINEZ, REEVES, LEYENDECKER, CLOWER, NISKALA, MARTIN, HARRIS, DOMINGUEZ, BAUMAN, SKROBARCZYK AND WOOLBRIGHT VOTING IN FAVOR. ABSENT NONE.

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

Ms. Sharon Montez commented the Federal Transit Administration (FTA) issued a notice of a funding opportunity on June 25, 2018 for \$366.5 million, and falls under the grants for buses, and bus facilities infrastructure investment program. She said the grant applications are due by August 6, 2018 and the agency has identified three projects for submittal. She said they are; Port/Ayers Station Reconstruction; Del Mar South Campus Bus Stations; and Bear Lane Bus Parking Lot Improvements. She also mentioned the Hanson, Inc. team were here today to present on all three projects. She commented the proposed construction amount and A/E is \$866,673 million with local match estimated at \$1,733,737. Mr. Niskala asked if these were discretionary grants, and Ms. Montez stated these are competitive grants. Mr. Cruz-Aedo commented the agency is currently in the process of reaching out to our senators and new representatives for letters of support for these projects, and those letters will be sent directly to the FTA.

She introduced Mr. Eric Rivera with Hanson Professional Services, and he introduced Mr. Gabe Ortiz, also from Hanson, who has been a part of these projects. Mr. Rivera gave a PowerPoint presentation detailing each separate project. He presented slides showing graphics of the location and the proposed future expansion and platform area for the Port Ayers Station reconstruction and provided details on each slide for this open-air station. A slide showing a diagram, Mr. Rivera explained is of the original Port Ayers station that will now be a parking area for 12 spaces. He continued to say that the former Kleberg Bank property which has been purchased by the agency will have a bus station platform to accommodate 10 buses, including a driver's lounge, two additional parking areas of 25 spaces and another of 68 spaces with an area for future expansion. Mr. Rivera also commented the proposed project has also been designed to meet future needs of a park-n-ride facility. Slides were shown of several views of the proposed project and he commented this project will be completed in phases, and the total project cost \$5.08 million.

Mr. Rivera gave a presentation on the Del Mar Southside campus. He commented CCRTA and Hanson met with representatives at Del Mar to get their comments on the project. Several slides were shown of the proposed site plans detailing two construction phases to expand the shelters and pads. For planning purposes the slides had four buses at the station, yet will start with two buses as this will allow for growth of the campus ridership. Slides were shown of several views of the proposed project, and Mr. Scott Harris questioned the alinement of the grants and construction phases, and Ms. Montez commented construction of Del Mar Southside will be coming online in August of 2021 and that it is not too soon to begin working on this project. Mr. Rivera commented total project cost \$2.6 million. General discussion resulted in the board approving the grant submittal process and are in agreement of the project, and would to continue with updates.

After general discussion, Mr. Rivera continued with his presentations with the project at the Bear Lane Facility to replace numerous concrete areas in need of repair. Mr. Rivera showed slides of the areas needing repair, and said the total overall project cost is \$945,010.52 and to be completed in phases. He continued to say that areas of critical need will be addressed as priority, and total project cost is \$345,105.37.

MR. DAN LEYENDECKER MADE A MOTION TO RECOMMEND THE BOARD TO ADOPT A RESOLUTION IN SUPPORT OF A GRANT APPLICATION FOR THE BUSES AND BUS FACILITIES INFRASTRUCTURE INVESTMENT PROGRAM, FOR THE PORT/AYERS STATION RECONSTRUCTION, DEL MAR SOUTH CAMPUS BUS STATIONS, AND BEAR LANE BUS PARKING LOT IMPROVEMENTS. MR. REEVES SECONDED THE MOTION. THE MOTION CARRIED. MARTINEZ, REEVES,

LEYENDECKER, CLOWER, NISKALA, MARTIN, HARRIS, DOMINGUEZ, BAUMAN, SKROBARCZYK AND WOOLBRIGHT VOTING IN FAVOR. ABSENT NONE.

Held Public Hearing

Mr. Martinez called the Public Hearing to order at 9:27 a.m. Mr. Jorge Cruz-Aedo said this hearing is to notify the public of the Fall 2018 Sunday Improvements and System Enhancements, and Mr. Gordon Robinson will give a brief presentation. Mr. Robinson gave a presentation, as part of the FTA requirement for agencies when making changes to their system. He said the agency sent out a notice 30 days in advance of the hearing on June 7, 2018 in both the local newspaper, and a distribution list of organizations in our service area. Mr. Robinson spoke on the upcoming Sunday improvements and system enhancements scheduled to become effective September 10, 2018.

He commented Monday through Saturday are the bulk of our Fixed Route service, and Sundays there are only have a few routes, so the plan is to mesh these 13 Sunday routes into the Monday through Saturday system. He commented the S-routes will be absorbed into the Monday through Saturday system. Mr. Robinson showed several slides of routes being affected, and said these service changes will help routes by improving service efficiency to include the expansion of service; Route 3 to serve the HEB Plus in Flour Bluff. He said 46 bus stop locations will also be realigned and is a cost neutral approach for a service expansion result. He spoke on the public outreach of 14 events since June to get the message out to the community at our Customer Service Center, our website at www.ccrta.org, and several social media outlets. He said on September 16, 2018 additional outreach on the stations will be performed by CCRTA ambassadors, and improvements to be implemented on September 10, 2018.

Ms. Amanda Dru of CCTAMU asked how coverage will be affected on the routes being absorbed that do not travel to the same areas. Mr. Robinson said these routes being absorbed are nearby routes and will be realigned in the system. Mr. Martinez asked for any other public comments and hearing none, closed the meeting at 9:34 a.m.

Heard Presentations:

a. Self-Funded Insurance Plan – Ms. Angelina Gaitan introduced Mr. Roland Barrera with Roland Barrera Insurance who presented on the differences of a self-funding plan and fully insured plan. He spoke on the details of the design flexibility and customization of a self-funded plan of interchangeable wellness program and a pharmacy benefit manager, long-term planning, transparency of large case management, agency controls reserves, ability to negotiate specific line items, make plan adjustments as necessary and the employees can take ownership in controls. He spoke about the \$1,000 primary care allowance, Doctor's Center covered at 100 percent with a limit of \$350, family deductible of \$300 per month, vision of eye exam covered at 100 percent and \$250 allowance for hardware, and no charge for diabetes testing supplies. He also mentioned the Humana Go365 wellness plan the employees can benefit by making healthy choices to receive points for prizes based on their activity.

Mr. Barrera talked on the differences of the fully funded and self-funded plans in transparency our plan analyzes monthly and annually to improve benefits or cut costs to make any necessary changes, and work directly with the case managers to control cost and insure continuity of care. He said reserves belong to the CCRTA and we negotiate directly with Spohn. Employees are Economically Engaged in this plan by participating in the wellness programs. Mr. Barrera displayed a slide of projected cost in 2018 and prior years 2017 throu

2012. For projected 2018 of 243 employees, CCRTA's cost at \$3.4 million with employees contributing \$428,540 making our actual costs for the agency with our subsidy at \$2.9 million.

- b. **May 2018 Financial Report** – Mr. Saldaña reported the May financials total operating revenues at \$156,554, or \$12,259 under due to passenger fares, and is make up the shortfall in our departmental expenses at \$2.39 million on a budget of \$2.54 million giving us a savings of \$145,332. He reported depreciation was on budget at \$354,096, and total operating expense of \$2.74 million on a budget of \$2.89 million. Mr. Saldaña said the largest revenue was on sales tax at \$2.988 on a budget of \$2.942, or \$45,974 beyond budget. He reported on the various other expenses, said we were receiving more income on our investments since changing over to TexPoll and received \$30,622 although budgeted of \$6,706. Street improvement program we set aside \$227,687 and sub-recipient grants at \$10,882. He reported a non-operating loss of \$125,418, and add our grants of \$128,655, less our capital expenditures of \$166,189 leaves us with a change in assets of a negative \$162,951 for the month, yet have the \$340,460 of a non-cash outlay.

Mr. Saldaña reported on the year-to-date snapshot of May financials. The total operating revenues came in at \$1.298 million on a budget of \$1.272 million or \$73,273 behind budget, and again due to majority of the loss due to passenger fares. Departmental expenses at \$12.2 million on a budget of \$12.4 million, or a saving of \$239,284. He said depreciation costs at \$1.7 million for a total operating expenses at \$13.9 on a budget of \$14.1, and saving of \$239,284. He commented sales tax came in at \$13.8 million on a budget of \$12.9 million, or \$879,167 ahead on sales tax for the year, and about 9 percent over than 2017. He commented on the grants, investment income, Staples Street Center expenses, Port Ayers costs and the Street Improvement program monies, which leaves us with a non-operating income of \$13.0 million. Factor in the capital grants of \$337,211 less our capital expenditures of \$606,743, leaves us a positive net change of \$66,914. He continued with the year-to-date expense by function and stated our salaries and benefits are at 46 percent which coincides with the transit industry of 48 to 50 percent standards. A slide showing the month-to-month April sales tax at \$2.584 million compared to 2017 at \$2.468 million, or a \$116,729 and a 4.73 percent increase over last year. The comparison of budget to actual as we report two month in arrears, at \$2.58 actual versus \$2.43 budget, or \$147,125 and a 6.04 percent increase.

- c. **Procurement Update** – Mr. Saldaña reported on current projects; Bus Battery Supply and Bus Engine Supply. Mr. Saldaña provided statistics for each project on the outreach, pre-proposal meeting attendance and number of proposals submitted and bids received. Several slides showed charts for the four month outlook and said estimated costs for Bus Operator and Supervisor Uniforms at \$90,000; Unleaded Fuel at \$50,000 and Bus and Engine Parts at \$1.2 million. Mr. Saldaña provided a slide with CEO signature authority contracts for Pest Control Services at \$20,260; Elevator Services at \$11,532; Solid Wastes Services at \$20,820; Bus Pass ID Authorization at \$23,122; HVAC Services at \$21,500; Generator Services at \$14,412.50, and Hydraulic Hoses and Fittings at \$45,459.44, not to exceed these amounts. He also reported on the month-to-month contract for the Marina Rental Space at \$6,300.
- d. **May 2018 Safety & Security Report** – Mr. Rendón reported the month of May our operators drove 293,396 miles with 2 non-preventable accidents making our accident rate for year-to-date rate at 0.87 meeting the industry standard of 2.0. PowerPoint slides were presented of charts to show the numbers and percentages for 1 public intoxication and 1 criminal arrest, 5 criminal trespass warnings issued, 601 contacts with individuals and 1 other service calls.

- e. **Staples Street Center Security** – Mr. Rendón reported on the safety concerns at the Staples Street Center building for our tenants, employees and the Public. He said it is difficult to secure the building with three entrances; east, west and south doors. He mentioned the proactive measures the agency would like to make by installing access control card readers at two of the entrances and close to the public, and installing a metal detector at the south or main entrance with two security guards at checkpoint to secure our building similar to what the city has done to keep those individuals who do not have any business with the tenants or the CCRTA out of the building. Mr. John Bell, our General Counsel, commented that Phase I of this plan to close the east and west doors, is fairly critical to implement in securing the building.

General discussions requested follow up to the Board, be provided additional information on the operations of this plan regarding any legal procedures, closing entrances, installation of metal detectors, card key checkpoints and other items necessary to secure the building. Board, Staff and Legal Counsel agreed to revisit this item at the August Board Meeting.

- f. **May 2018 Operations Report** – Mr. Robinson reported May's monthly ridership was up 2.4 percent over last year and good news for the agency. He said Fixed Route was the biggest change at 2.5 percent increase over last year, giving us a 2.3 percent system overall. Slides were presented with charts of the Top 10 highest and lowest weekday productivity, Top 10 highest and lowest wheelchair and bicycle boarding, and was noted that the month of May had another high of over 8,000 bicycle boardings. On-Time Performance at 88.6 percent met the industry standard of greater than 85 percent, and 39 percent of our routes are still on detour, or 18 of the 46 routes. Miles between roadcalls driven at 12,330 and CAFs at 41 validated and verified compares to other years.

Heard CEO's Report

Mr. Cruz-Aedo recognized the Agency with receiving a Proclamation from the City of Corpus regarding our services at the Big Bang Event.

He commented he wanted to share an initiative currently are in the early stages of development, and with recent departures in our Marketing department, we have engaged Ms. Doreen Harrell to help him manage the marketing efforts and coordinate an existing contract with HDR, and she will be the focal point as part of the contract we have with her. He said we have several initiatives underway; Sunday Service, upcoming Fall Service changes to our services to address the needs the community as expressed to us, plus the needs identified to us two studies we've done, one being the Transit 20/20 Plan. Another initiative is to reach out to the City Council, County Commissioners and the Small Cities Committee of Mayors, the core of our customer base and riders to regarding these system changes. Still another initiative is to review our fare structure and the recommendations regarding the same. He continued with sharing these initiatives for continuity with our message and easily understood by stakeholders and our customers. A change to our logo, or refresh to our logo, to move forward with this initiative, 'Fleet *forward*' look. As part of this campaign, we want to let everyone know what we are doing, making is simple, various branding elements as visual components, and what to expect. Signage will be going out in the new weeks at bus stops that may be closed, and to get the public and riders aware of the changes.

Heard Board Chair's Report

Mr. Martinez commended Mr. Cruz-Aedo for being re-elected of his position with the Texas Transit Association (TTA), and for keeping the agency involved. He also deferred time over to other board members, he welcomed Mr. Matt Woolbright as being appointed by the City to serve on the CCRTA's Board. Ms. Bauman thanked the CCRTA Staff. Messrs. Leyendecker and Reeves

welcomed Matt Woolbright to the Board and thanked Staff. Mr. Woolbright thanked the Board for feeling welcomed to be a part of the organization, and also commended staff for their hard work. Mr. Martinez gave a recap on the ADS Conference that both he and Mr. Cruz-Aedo attended in early June, and how the autonomous driving system has a place in transportation and we need to monitor the results and look to see if the agency may have funding towards it.

Adjournment

There being no further review of items, the meeting adjourned at 10:14 a.m.

Submitted by: Dena Linnehan

Dan Leyendecker, Board Secretary



**CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY**

Board of Directors Meeting Memo

August 1, 2018

Subject: Issue an Invitation for Bids (IFB) for an Unleaded Fuel Supply

Background

The RTA requires approximately 15,212 gallons of unleaded fuel for the contracted paratransit and fixed route services fleet, operator relief cars, supervisor vans, and support vehicles. Projected usage is based on actual consumption of fuel being utilized for FY2018 daily fleet operations.

Identified Need

RTA is projecting 2019 consumption to be approximately 60,993 gallons of fuel. An increase is estimated due to fleet optimization and Fall Service Improvements. Both operational changes have increased the use of Van sized vehicles including subsequent fuel supply.

An unleaded fuel supply agreement ensures CCRTA will successfully meet demand, maintain firm pricing, and eliminate supply shortages.

Fuel Usage Projections	Estimated Annual Usage Gallons
2019	60,993
2020	231,768

Financial Impact

Funds are accounted for in the annual operating budget, and will be locally funded. Total amount of expenditures will be determined on fuel consumption and the Oil Price Information Service (OPIS).

Committee Review

This item was approved at the Operations & Capital Projects Committee meeting held on July 25, 2018.

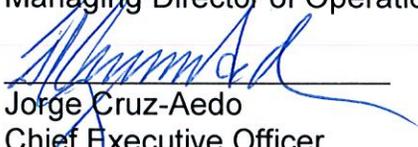
Recommendation

The staff request the Board of Directors to authorize the Chief Executive Officer (CEO) or designee issue an Invitation for Bids (IFB) for an unleaded fuel supply for a two year base contract with a one year option.

Respectfully Submitted,

Submitted by: Bryan J. Garner
Director of Maintenance

Reviewed by: Jennifer Fehribach
Managing Director of Operations

Final Approval by: 
Jorge Cruz-Aedo
Chief Executive Officer



CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY

Board of Directors Meeting Memo

August 1, 2018

Subject: Approval to Amend the Invitation for Bid (IFB) for Bus Engine Supplier Contract to a One-Year Term Agreement

Background

On April 25, the Maintenance Department requested authorization issuance of an Invitation for Bid (IFB) for a Bus Engine Contract Supplier. The 2009 and 2012 fixed route coaches have reached their engine midlife in years and miles; eight (8) 2009 diesel and ten (10) 2012 CNG Gillig Low Floor units.

On May 2, 2018 the Board of Directors authorized the IFB with a contract term for a three-year firm supply agreement with two (2) one-year options following Board approval.

A Federal 5307 Grant is essential funding for the engine overhaul program. CCRTA's current CIP has the program expensed over three years to decrease the annual financial impact on the agency. The FY2018 Federal 5307 Grant covers projects for one year, and includes 18 engine overhauls. Staff is requesting an amendment to the IFB contract term to be a one-year supply agreement to coincide with the 5307 cycle.

Identified Need

A supply agreement assures RTA will maintain firm pricing, prompt competitive bidding, and meet OEM specifications. Replacement engines and or parts will be used to perform midlife overhauls.

Disadvantaged Business Enterprise

Staff will review DBE and collaborate with the successful bidder to pursue DBE participation, including subcontracting opportunities.

Financial Impact

Total expenditures will be determined by actual usage. Funding sources will include Federal 5307 funds in addition to a 20% local match which is included in the FY2018 operating budget. The project is contingent upon the award of 5307 funding.

Committee Review

This item was approved at the Operations & Capital Projects Committee meeting held on July 25, 2018.

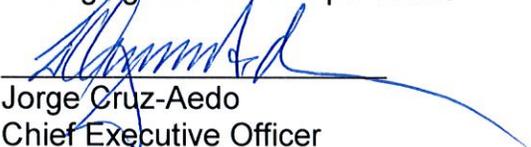
Recommendation

Staff requests the Board of Directors authorize the Chief Executive Officer (CEO) or designee to amend the contract term for the Bus Engine Contract Supplier Invitation for Bid (IFB) to a one-year firm supply agreement.

Respectfully Submitted,

Submitted by: Bryan Garner
Director of Maintenance

Reviewed by: Jennifer Fehribach
Managing Director of Operations

Final Approval by: 
Jorge Cruz-Aedo
Chief Executive Officer



CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY

Board of Directors Meeting Memo

August 1, 2018

Subject: Issue an Invitation for Bids (IFB) for Transportation Uniform Supplier Contract

Background

The CCRTA Transportation Department currently has 118 full-time Operators, 5 part-time Operators, and 19 administration staff members. Administration staff consists of the Director, Supervisors, Instructors, Road Monitors, and Dispatchers. When all positions are full, the department consists of 142 full-time and 6 part-time operators. CCRTA provides each Transportation employee, operator and administration, an annual stipend up to \$295 for the purchase of uniforms throughout the calendar year. The current agreement is a 1-year extension set to expire December 31, 2018.

Identified Need

In order to maintain a professional image, the CCRTA follows strict uniform guidelines. Uniform components require replaced on an annual basis in order to ensure front line employees represent CCRTA in a professional manner. The Transportation department currently purchases uniforms from Cintas Corporation.

Financial Impact

Funds are accounted for in the annual operating budget. The uniform program cost shall not exceed \$54,280 per year, and will be locally funded.

Committee Review

This item was approved at the Operations & Capital Projects Committee meeting held on July 25, 2018.

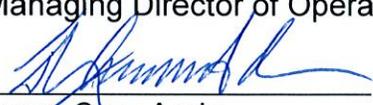
Recommendation

Staff requests the Board of Directors authorize the Chief Executive Officer (CEO) or designee to issue an Invitation for Bids (IFB) for a Transportation Uniform Supplier Contract.

Respectfully Submitted,

Submitted by: Derrick Majchszak
Director of Transportation

Reviewed by: Jennifer Fehribach
Managing Director of Operations

Final Approval by: 
Jorge Cruz-Aedo
Chief Executive Officer



CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Board of Directors Meeting Memo

August 1, 2018

Subject: Discussion and Possible Action to Approve the Implementation of the Proposed Fall 2018 Sunday Improvements and System Enhancements

Background

In October 2016, the Board of Directors accepted Transit Plan 20/20, a five-year service plan, which contained phased service improvements including the expansion of Sunday services. Since that time, staff have been working to implement more express services, increased frequency, expanded Sunday services, improved transfer connections, and more efficient travel options in a cost neutral manner.

Identified Need

The proposed Fall 2018 Sunday improvements and system enhancements include adjustments to 32 bus routes: 3, 4, 5s, 8s, 12s, 15, 15s, 16, 17, 19, 21, 21s, 23, 24s, 25, 26, 27, 27s, 29, 29s, 30, 32, 32s, 37, 37s, 60, 63, 63s, 65, 66s, 76s, and 81.

Proposed changes will impact the following services:

- 13 existing Sunday bus routes: 5s, 8s, 12s, 15s, 21s, 24s, 27s, 29s, 32s, 37s, 63s, 66s, 76s
- Two local routes: Route 30 (Saturdays only) and Route 81
 - Absorb 15 aforementioned services into Routes 4, 12, 15, 16, 17, 19, 21, 23, 25, 26, 27, 29, 32, 37, 65, 76
- Routes 3, 15, 19, 21, 23, 25, 27, 29, 60, 65
 - Schedule adjustments to improve service efficiency
- Expand Route 3 to Serve HEB Plus in Flour Bluff area

In addition, riders will be re-directed from 46 bus stops to more readily used bus stops along alternate routes. This is due to the absorption of five Sunday bus routes: 12s, 15s, 24s, 37s, and 76s in the Corpus Christi areas of Northside, Central, South Central, and Westside Corpus Christi, Downtown, and North Beach.

Since June 1, 2018, staff held 14 outreach events at transfer stations and public meetings to discuss proposed changes and collect feedback. On June 7, 2018, a public notice to announce the public hearing date of July 11, 2018 was distributed in the Caller Times newspaper and with multiple organizations. On July 11, a public hearing was conducted at the Board of Directors meeting. At the hearing, a question was raised by a public member in regards to what will replace the Route 63 service on Sundays. Staff stated that Routes 29 and 37 will operate on Sundays in place of Route 63. Pending approval, the service improvements will be implemented on September 10, 2018.

The Title VI of the Civil Rights Act of 1964 service equity analysis was completed as required by the Federal Transit Administration. In summary, no disparate impacts or disproportionate burdens were identified as multiple services will be improved or maintained in impacted areas.

Financial Impact

The implementation of the proposed service improvements are included within the Fiscal Year 2018 Operating Budget.

Committee Review

This item was approved at the Operations & Capital Projects Committee meeting held on July 25, 2018.

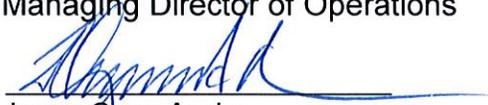
Recommendation

Staff is requesting the Board of Directors approve implementation of the Proposed Fall 2018 Sunday Improvements and System Enhancements effective September 10, 2018.

Respectfully Submitted,

Submitted by: Gordon Robinson
Director of Planning

Reviewed by: Jennifer Fehribach
Managing Director of Operations

Final Approval by: 
Jorge Cruz-Aedo
Chief Executive Officer

Proposed Fall 2018 Sunday Improvements and System Enhancements

Route	Day of Week	Proposed Service Improvement or Change	Geographic Area	Bus Stops Impacted
Route 3 NAS Shuttle	Weekdays	<ul style="list-style-type: none"> Expand service to HEB Plus. 	Flour Bluff	No stops impacted.
	Saturdays	<ul style="list-style-type: none"> Re-direct low ridership trips. Expand service to HEB Plus. 	Flour Bluff	No stops impacted.
Route 4 Flour Bluff	Sundays	<ul style="list-style-type: none"> Expand service on Sundays. 	Flour Bluff	No stops impacted.
Route 5S Alameda/Malls	Sundays	<ul style="list-style-type: none"> Replace service with Route 5. 	Downtown/Southside	No stops impacted.
Route 8S Southside/Malls	Sundays	<ul style="list-style-type: none"> Replace service with Routes 4 or 29. 	Southside/Flour Bluff	No stops impacted.
Route 12S Hillcrest/Saxet/Oak Park	Sundays	<ul style="list-style-type: none"> Replace service with Route 12. 	Northside/Westside	<ul style="list-style-type: none"> 3 stops impacted. Stop number: 1171, 1172, 1152. Closest stops on Leopard Street, Omaha Street or Up River Road on Route 28.
Routes 15/25 Kostoryz/Goliihar/Greenwood	Weekdays/Saturdays	<ul style="list-style-type: none"> Adjust frequency from 30 to 45 minutes. Schedule adjustment to improve overall efficiency. 	Southside/Westside	No stops impacted.
Route 15S Ayers/Molina	Sundays	<ul style="list-style-type: none"> Replace service with Routes 19G, 23 or 76. 	Downtown/Westside	<ul style="list-style-type: none"> 2 stops impacted. Stop number: 1605, 1606. Closest stops on Tanchahua Street or Carancahua Street on Route 19.
Routes 19M/19G Ayers/McArdle/Greenwood	Weekdays	<ul style="list-style-type: none"> Schedule adjustment to improve transfer connections and overall efficiency. 	Downtown/Southside /Westside	No stops impacted.
	Saturdays	<ul style="list-style-type: none"> Adjust frequency from 20/40 to 30/60. 	Downtown/Southside /Westside	No stops impacted.
Route 21S Arboleda	Sundays	<ul style="list-style-type: none"> Replace service with Route 21. 	Westside	No stops impacted.
Route 23 Molina	Weekdays/Saturdays	<ul style="list-style-type: none"> Schedule adjustment to improve overall efficiency. 	Westside	No stops impacted.

Route	Day of Week	Proposed Service Improvement or Change	Geographic Area	Bus Stops Impacted
Route 24S Los Encinos/Kostoryz	Sundays	<ul style="list-style-type: none"> Replace service with Routes 15, 19G or 25. 	Southside/Westside	<ul style="list-style-type: none"> 21 stops impacted. Stop number: 35, 40, 41, 570, 571, 572, 573, 574, 575, 576, 759, 760, 761, 762, 763, 764, 765, 766, 1121, 9028, 9029. Closest stops on Ayers Street or Greenwood Road on Route 19.
Route 26 Airline/Lipes	Sundays	<ul style="list-style-type: none"> Expand service on Sundays. 	Southside	No stops impacted.
Route 29S Staples	Sundays	<ul style="list-style-type: none"> Replace service with Route 29SS. 	Downtown/Southside	No stops impacted.
Route 30 Westside/Health Center Circulator	Saturdays	<ul style="list-style-type: none"> Replace service with Routes 12, 16, 21 or 37. 	Westside	No stops impacted.
Route 32S Southside	Sundays	<ul style="list-style-type: none"> Replace service with Routes 19M or 32. 	Southside/Westside	No stops impacted.
Route 37S Westside/Gollihar	Sundays	<ul style="list-style-type: none"> Replace service with Routes 12, 16 or 37. 	Westside/Southside	<ul style="list-style-type: none"> 15 stops impacted. Stop number: 181, 182, 183, 233, 234, 235, 236, 237, 239, 240, 241, 242, 243, 244, 245. Closest stops on Port Avenue or Morgan Avenue on Route 16 or 37.
Route 60 Momentum Shuttle (Effective Aug. 23, 2018)	Weekdays	<ul style="list-style-type: none"> Operate 20-minute Frequency on Fridays. 	TAMUCC	No stops impacted.
Route 63 The Wave	Sundays	<ul style="list-style-type: none"> Replace service with Routes 29 and 37. 	Southside/TAMUCC	No stops impacted.
Route 65 Padre Island Connection	Saturdays/ Sundays	<ul style="list-style-type: none"> Re-direct low ridership trips. 	Southside/Padre Island/Port Aransas	No stops impacted.
Route 66S TAMUCC Connection	Sundays	<ul style="list-style-type: none"> Replace service with Route 37. 	Southside/TAMUCC	No stops impacted.
Route 76S Harbor Bridge Shuttle	Sundays	<ul style="list-style-type: none"> Replace service with Route 76. 	Downtown/North Beach	<ul style="list-style-type: none"> 5 stops impacted. Stop number: 1851, 1852, 1864, 1865, 1866. Closest stops on Water Street.
Route 81 Padre Island Beach Express	Fridays/ Saturdays/ Sundays	<ul style="list-style-type: none"> Re-direct service due to low ridership. 	Flour Bluff/Padre Island and Southside	No stops impacted.



SUMMARY

As of June we were 50% into the Annual Operating Budget of \$29,769,619 or \$14,884,810 while budget expectations were estimated at \$15,001,473. Year-to-date operating expenses of \$14,739,877 exceeded budget expectations by \$261,596 and the budget benchmark of \$14,884,810 by \$144,933. The positive variances for both benchmarks were achieved in spite of the combined budget shortfalls totaling \$656,765 from employee benefits and purchased transportation services.

Likewise, revenues also exceed expectations. Revenues for June totaling \$3,620,969 exceeded budget expectations by \$81,172 while YTD revenues of \$ 19,660,035 posted \$843,763, although total operating revenues and income from federal assistance came in lower than expected. Increase in revenue is mainly attributed to sales tax and investment income. Year-to-date sales tax revenue totaled \$ 16,991,677 against budget expectations of \$16,057,114 and Investment income totaled \$153,686 against a budget of \$39,156.

The overall impact from the year-to-date positive variances posted an increase in the year-to-date net assets (before capital expenditures) of \$154,586 for the six months ending June 30, 2018.

UNAUDITED FUND BALANCE AS OF JUNE 30, 2018:

Net Invested in Capital Assets	\$ 64,697,895
Restricted for Debt Service	1,611,302
Assigned for Operating Reserve	7,442,405
Assigned for Capital Reserve	1,482,245
Assigned for Local Share of CIP	2,832,337
Assigned for Health Care Costs Reserve	1,200,000
Assigned for Emergency Fund Reserve	1,910,000
Restricted Deferrals Related to Pensions	2,940,168
Unassigned	<u>12,762,928</u>
	\$ 96,879,281

FAREBOX RECOVERY RATIO

Description	6/30/2018	Year to Date
Fare Revenue	\$ 125,970	\$ 811,016
Operating Expenses*	2,455,268	14,739,877
FRR	5.13%	5.50%

*Excluding Depreciation

REVENUES

The revenue composition for the month of June and YTD is presented below for additional information and is consistent with projected expectations:

Revenue Source	Jun-18	%	YTD	%
Passenger Service	\$ 125,970	3.72%	\$ 811,017	4.13%
Bus Advertising	\$ 10,865	0.32%	\$ 66,762	0.34%
Other Revenue	\$ 2,753	0.08%	\$ 460,729	2.34%
Sales Tax Revenue	\$ 3,377,317	92.81%	\$ 16,991,667	86.43%
Grants Operating	\$ 2,066	0.06%	\$ 569,222	2.90%
Grants Capital	\$ 28,063	0.83%	\$ 364,263	1.85%
Investment Income	\$ 30,415	0.90%	\$ 153,685	0.78%
SSC lease income	\$ 39,938	1.18%	\$ 221,191	1.13%
Port Ayers lease income	\$ 3,583	0.11%	\$ 21,500	0.11%
Total Revenue	\$ 3,620,969	100.00%	\$ 19,660,035	100.00%

Since Sales Tax Revenues is the major source of revenue for the Agency, special emphasis is given to explain variances. Because sales tax revenue lags two months behind it is necessary to offer the following explanation to enhance the reader's understanding.

Sales Tax Growth

2018 Customer Spending Period	Date Received	2018 Payment Allocation	2017 Same Period	\$ Increase	% Growth
January	9-Mar-18	\$ 2,534,818	\$ 2,299,340	\$ 235,478	10.24%
February	13-Apr-18	\$ 2,536,544	\$ 2,293,420	\$ 243,124	10.60%
May	11-May-18	\$ 3,199,962	\$ 2,968,716	\$ 231,246	7.79%
April	8-Jun-18	\$ 2,584,842	\$ 2,468,113	\$ 116,729	4.73%
May	13-Jul-18	\$ 2,758,195	\$ 2,623,117	\$ 135,078	5.15%
June*	9-Aug-18	\$ 3,377,317	\$ 3,121,817	\$ 255,500	8.18%
		\$ 16,991,678	\$ 15,774,523	\$ 1,217,155	7.72%

*Estimated

Sales Tax Revenue Comparison to Budget

2018 Customer					
Spending Period	Date Received	2018 Actual	2018 Budget	\$ Increase	Actual vs Budget
January	9-Mar-18	\$ 2,534,818	\$ 2,233,911	\$ 300,907	13.47%
February	13-Apr-18	\$ 2,536,544	\$ 2,254,023	\$ 282,521	12.53%
May	11-May-18	\$ 3,199,962	\$ 3,097,321	\$ 102,641	3.31%
April	8-Jun-18	\$ 2,584,842	\$ 2,437,717	\$ 147,125	6.04%
May	13-Jul-18	\$ 2,758,195	\$ 2,942,721	\$ (184,526)	-6.27%
June*	9-Aug-18	\$ 3,377,317	\$ 3,091,421	\$ 285,896	9.25%
		<u>\$ 16,991,678</u>	<u>\$ 16,057,114</u>	<u>\$ 934,564</u>	<u>5.82%</u>

*Estimated

Operating Revenues

For the month of June, operating revenues totaled \$139,587 compared to a budget of \$163,711. Of these amounts, Passenger Service was \$125,970 vs. \$133,523 in 2017 – a decrease of \$7,553 and \$17,885 (12.4%) lower than current budget estimates. Other operating revenues, which includes advertising, were \$13,617 vs. \$19,856 budgeted for a net shortfall of \$6,239.

EXPENSES

Over all, monthly departmental operating and non-operating (Staples Street Center) expenses are under budget by \$106,278, or 4.1%. The fare recovery ratio for June 2018 (total passenger fares divided by departmental operating expenses) is 5.13%, and 5.50% for the year to date.

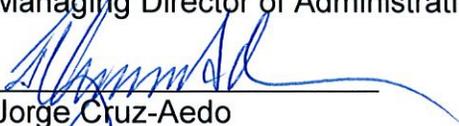
- Salaries & Benefits – June reflects \$1,080,245, which is 5.13% (\$58,384) under budgeted amounts.
- Services – June reflects \$220,787, which is 42.25% (\$161,557) under budgeted amounts. This variance is a timing issue related to the receipt of invoices.
- Materials and Supplies – June reports \$222,530 which is 13.81% (\$35,645) under budgeted amounts.
- Utilities – June reports \$51,032, which is 19.98% (\$12,742) under budgeted amounts.
- Insurance – June reports \$318,825, which is \$45,094 (16.47%) over budgeted amounts. The variance is related to health insurance claims costs.
- Purchased Transportation – June reports \$581,905, which is \$102,402 (21.36%) over the budgeted amount. The variance is related to increased expenditures for contracted fixed route service as a result of the utilization of the contractor's services for fixed route services previously fulfilled by CCRTA operators.
- Miscellaneous – June reports \$35,126 which is \$932 (2.59%) under budgeted amounts.

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

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)
Months ended June 30, 2018 & June 30, 2017

	Year to Date			Prior Year Comparison	
	Actual	Budget	Favorable (Unfavorable) Variance	2017	Favorable (Unfavorable) Comparison
	A	B	A vs B	C	A vs C
Operating Revenues:					
Passenger service	\$ 811,016	867,925	(56,909)	725,684	85,332
Bus advertising	66,762	82,281	(15,518)	61,350	5,412
Other operating revenues	460,730	485,700	(24,970)	606,168	(145,438)
Total Operating Revenues	1,338,508	1,435,905	(97,397)	1,393,202	(54,694)
Operating Expenses:					
Transportation	3,398,070	3,514,559	116,489	2,815,062	(583,008)
Customer Programs	158,179	168,255	10,077	121,996	(36,183)
Purchased Transportation	3,144,371	2,877,020	(267,351)	2,290,332	(854,039)
Service Development	216,944	201,614	(15,329)	145,069	(71,875)
MIS	370,319	490,478	120,159	326,366	(43,953)
Vehicle Maintenance	2,242,679	2,444,512	201,832	1,922,269	(320,410)
Facilities Maintenance	771,447	897,477	126,030	651,815	(119,632)
Contracts and Procurements	96,762	78,653	(18,109)	51,200	(45,562)
CEO's Office	275,048	334,503	59,456	231,415	(43,633)
Finance and Accounting	213,853	260,641	46,788	165,945	(47,908)
Materials Management	72,126	87,513	15,387	70,797	(1,329)
Human Resources	2,725,087	2,335,673	(389,414)	2,425,416	(299,671)
General Administration	241,313	318,557	77,244	185,236	(56,077)
Capital Project Management	76,117	98,245	22,128	92,518	16,401
Marketing & Communications	212,956	289,779	76,823	266,385	53,429
Safety & Security	524,607	603,993	79,385	482,486	(42,121)
Total Departmental Expenses	14,739,877	15,001,473	261,596	12,244,307	(2,495,570)
Depreciation	2,199,210	2,199,210	0	3,541,665	1,342,455
Total Operating Expenses	16,939,087	17,200,684	261,597	15,785,972	(1,153,115)
Operating Income (Loss)	(15,600,579)	(15,764,779)	164,200	(14,392,770)	(1,207,809)
Other Income (Expense)					
Sales Tax Revenue	16,991,677	16,057,114	934,563	12,286,455	4,705,222
Federal, state and local grant assistance	569,222	1,080,001	(510,779)	1,738,138	(1,168,916)
Investment Income	153,686	39,156	114,530	32,575	121,111
Gain (Loss) on Disposition of Property	-	-	-	-	-
SSC Expenses	(332,578)	(401,797)	69,219	(196,742)	(135,836)
SSC Lease Income	221,191	229,108	(7,917)	122,368	98,823
Port Ayers Cost Center	21,500	(25,000)	46,500	-	21,500
Debt Service	(427,882)	(427,882)	0	(435,402)	7,520
Subrecipient Grant Agreements	(27,540)	(135,973)	108,433	(54,827)	27,287
Street Improvements Program for CCRTA Region Entities	(1,414,111)	(1,414,111)	(0)	(1,263,040)	(151,071)
Non-Operating Income (Loss)	15,755,165	15,000,616	754,549	12,229,525	3,525,640
Net Income (Loss) Before Capital Grants and Donations	154,586	(764,163)	918,749	(2,163,245)	2,317,831
Capital Grants & Donations	364,263	-	364,263	10,659,195	(10,294,932)
Capital Expenditures	(826,667)	-	(826,667)	(8,129,329)	7,302,662
Change in Net Assets	\$ (307,818)	(764,163)	456,345	366,621	(674,439)

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY
Statement of Net Position
Month ended June 30, 2018 and year ended December 31, 2017

	Unaudited June 30 2018	Unaudited December 31 2017
ASSETS		
Current Assets:		
Cash and Cash Equivalents	\$ 19,010,734	\$ 20,207,006
Investments	5,068,567	5,025,996
Receivables:		
Sales and Use Taxes	5,905,012	5,753,658
Accrued Interest	20,417	20,473
Federal Government	209,716	1,662,847
Other	59,517	180,223
Inventories	610,191	594,584
Prepaid Expenses	1,219,171	319,896
Total Current Assets	32,103,325	33,764,683
Non-Current Assets:		
Restricted Cash and Cash Equivalents	3,667,105	2,132,606
Capital Assets:		
Land	5,431,969	5,431,969
Buildings	53,615,679	53,615,679
Transit Stations, Stops and Pads	23,477,608	23,477,608
Other Improvements	5,372,159	5,372,159
Vehicles and Equipment	56,685,879	56,685,879
Construction in Progress	3,401,856	3,407,006
Current Year Additions	826,667	-
Total Capital Assets	148,811,817	147,990,300
Less: Accumulated Depreciation	(62,682,620)	(60,975,357)
Net Capital Assets	86,129,197	87,014,943
Total Non-Current Assets	89,796,302	89,147,549
TOTAL ASSETS	121,899,627	122,912,232
DEFERRED OUTFLOWS OF RESOURCES		
Deferred outflow related to pensions	3,535,332	3,535,332
TOTAL ASSETS AND DEFERRED OUTFLOWS	125,434,959	126,447,564

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY
Statement of Net Position (cotinued)
Month ended June 30, 2018 and year ended December 31, 2017

	Unaudited June 30 2018	Unaudited December 31 2017
	<u>2018</u>	<u>2017</u>
LIABILITIES AND NET POSITION		
Current Liabilities:		
Accounts Payable	930,971	3,755,927
Contractors Retainage Payable	8,041	-
Current Portion of Long-Term Liabilities:		
Long-Term Debt	575,000	575,000
Compensated Absences	354,908	354,908
Distributions to Regional Entities Payable	3,225,821	2,176,850
Other Accrued Liabilities	670,569	665,399
Total Current Liabilities	<u>5,765,310</u>	<u>7,528,084</u>
Non-Current Liabilities:		
Long-Term Liabilities, Net of Current Portion:		
Long-Term Debt	19,245,000	19,245,000
Compensated Absences	195,210	195,210
Net Pension Liability	2,383,237	2,383,237
Net OPEB Obligation	371,757	371,757
Total Non-Current Liabilities	<u>22,195,204</u>	<u>22,195,204</u>
TOTAL LIABLILITES	<u>27,960,514</u>	<u>29,723,288</u>
DEFERRED INFLOWS OF RESOURCES		
Deferred inflow related to pensions	595,164	595,164
TOTAL LIABILITIES AND DEFERRED INFLOWS	<u>28,555,678</u>	<u>30,318,452</u>
Net Position:		
Net Invested in Capital Assets	64,697,895	65,583,641
Restricted for Debt Service	1,611,302	1,611,302
Unrestricted	30,570,084	28,934,169
TOTAL NET POSITION	<u>\$ 96,879,281</u>	<u>\$ 96,129,112</u>

**Corpus Christi Regional Transportation Authority
Statement of Cash Flows (Unaudited)
Month ended June 30, 2018**

	<u>6/30/2018</u>
Cash Flows From Operating Activities:	
Cash Received from Customers	\$ 109,351
Cash Received from Bus Advertising and Other Ancillary	514,679
Cash Payments to Suppliers for Goods and Services	(1,126,074)
Cash Payments to Employees for Services	(1,009,311)
Cash Payments for Employee Benefits	<u>(402,841)</u>
Net Cash Used for Operating Activities	<u>(1,914,196)</u>
Cash Flows from Non-Capital Financing Activities:	
Sales and Use Taxes Received	2,584,842
Grants and Other Reimbursements	125,967
Distributions to Subrecipient Programs	-
Distributions to Region Entities	<u>-</u>
Net Cash Provided by Non-Capital Financing Activities	<u>2,710,809</u>
Cash Flows from Capital and Related Financing Activities:	
Federal and Other Grant Assistance	-
Proceeds/Loss from Sale of Capital Assets	-
Proceeds from Bonds	-
Repayment of Long-Term Debt	-
Interest and Fiscal Charges	-
Purchase and Construction of Capital Assets	<u>(184,842)</u>
Net Cash Provided by Capital and Related Financing Activities	<u>(184,842)</u>
Cash Flows from Investing Activities:	
Investment Income	22,724
Purchases of Investments	-
Maturities and Redemptions of Investments	<u>-</u>
Net Cash Provided by Non-Capital Financing Activities	<u>22,724</u>
Net Increase in Cash and Cash Equivalents	634,495
Cash and Cash Equivalents (Including Restricted Accounts), June 1, 2018	22,043,344
Cash and Cash Equivalents (Including Restricted Accounts), June 30, 2018	\$ <u><u>22,677,839</u></u>



CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Board of Directors Meeting Memo

August 1, 2018

Subject: Operations Report for June 2018

The system-wide monthly operations performance report for June 2018 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.

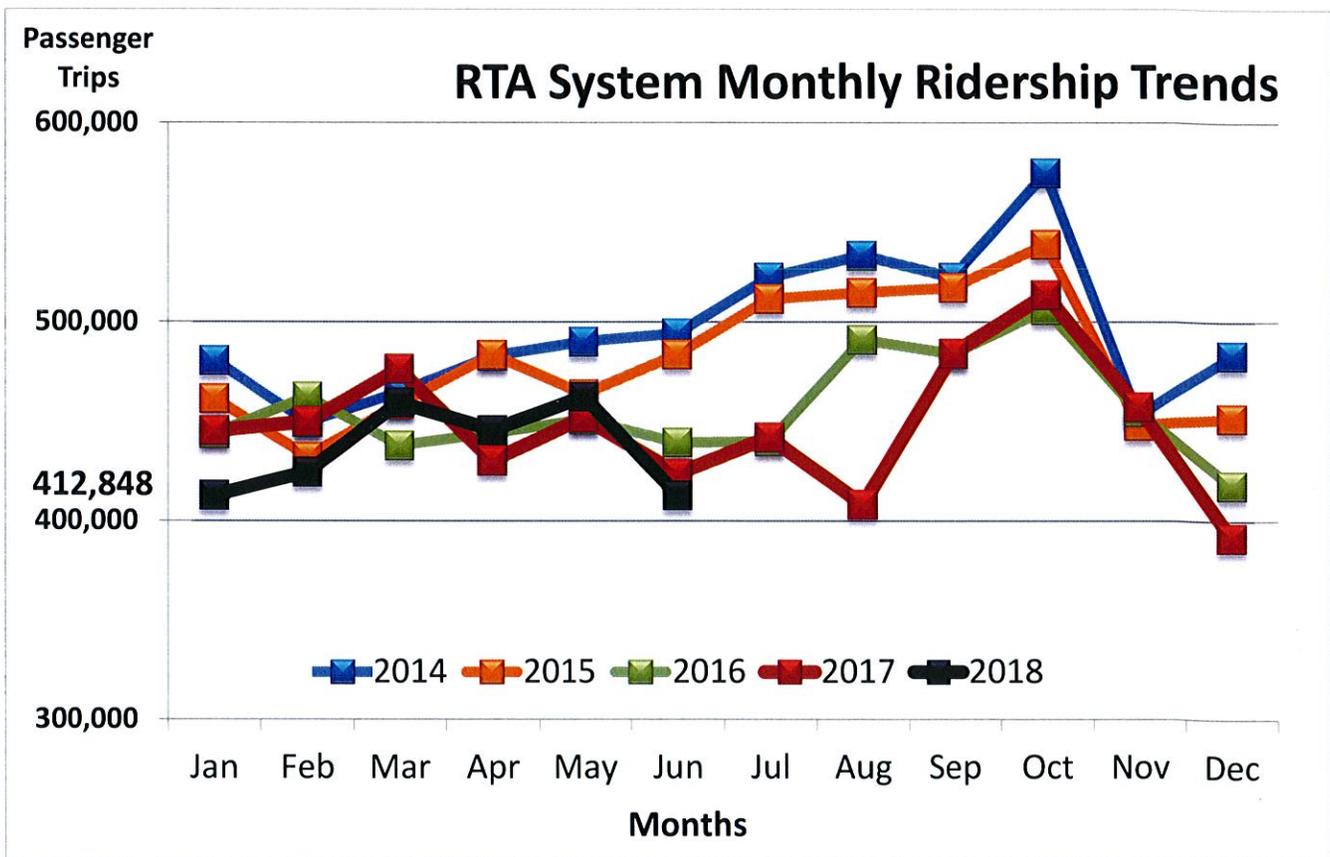


1. System-wide Ridership and Service Performance Results

Boardings for all services in June 2018 totaled 412,848. This represents a 2.2% decrease as compared to 423,766 boardings in June 2017 or 10,918 fewer boardings this month. Reduced service levels occurred this month between June 18 and 21, due to a prolonged tropical rain event with up to 12 inches recorded in some areas.

June 2018	June 2017	Variance
21 Weekdays	22 Weekdays	-1
5 Saturdays	4 Saturdays	+1
4 Sundays	4 Sundays	-
30 Days	30 Days	-

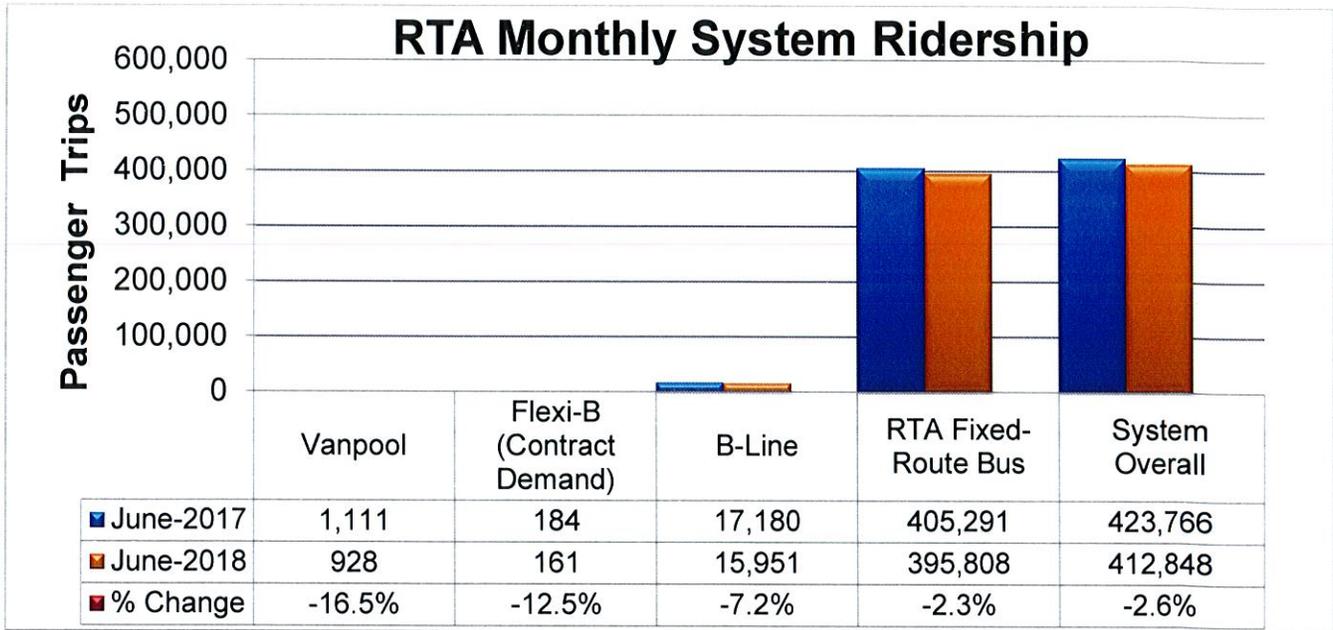
Average retail gas prices for unleaded fuel was approximately \$2.58 per gallon this month compared to about \$2.05 per gallon in June 2017¹. Rainfall this month was above normal at 9.59 inches within the CCRTA service area as compared to 1.93 inches in June 2017.²



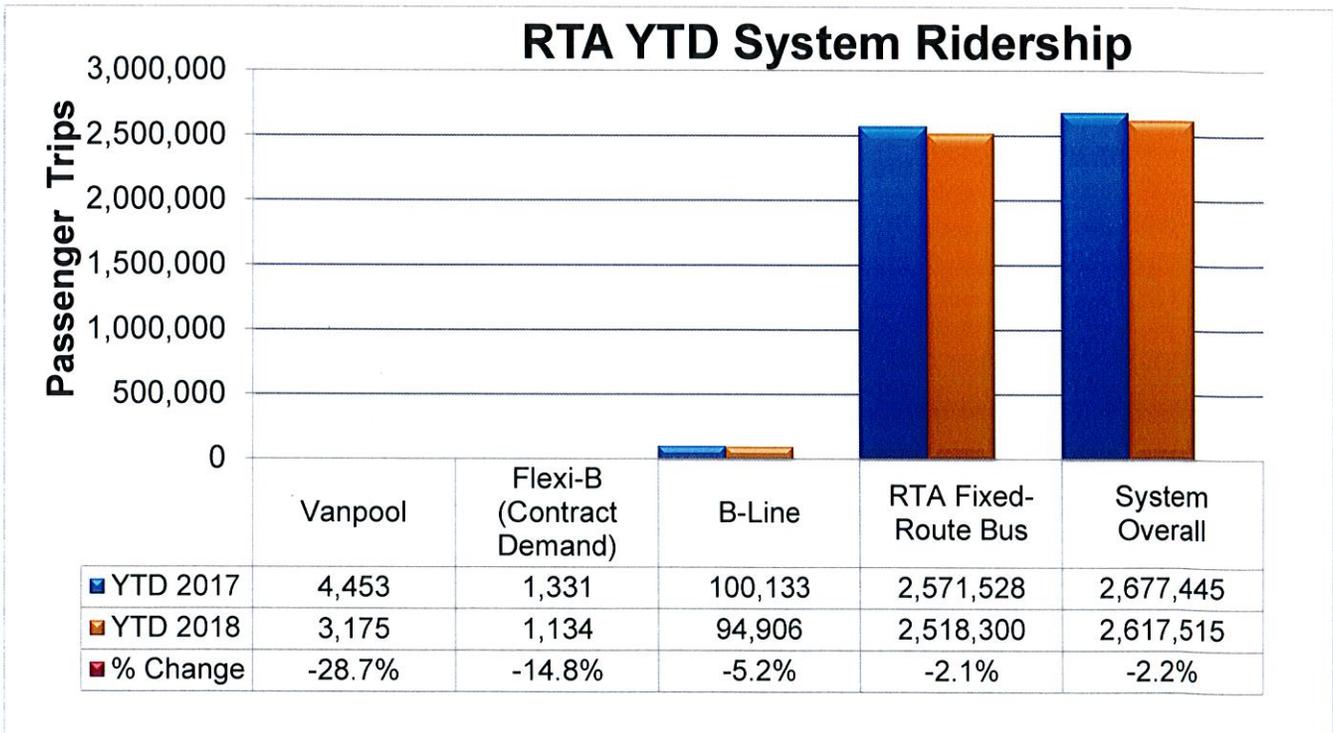
1. GasBuddy.com historical data at <http://www.gasbuddy.com>.

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

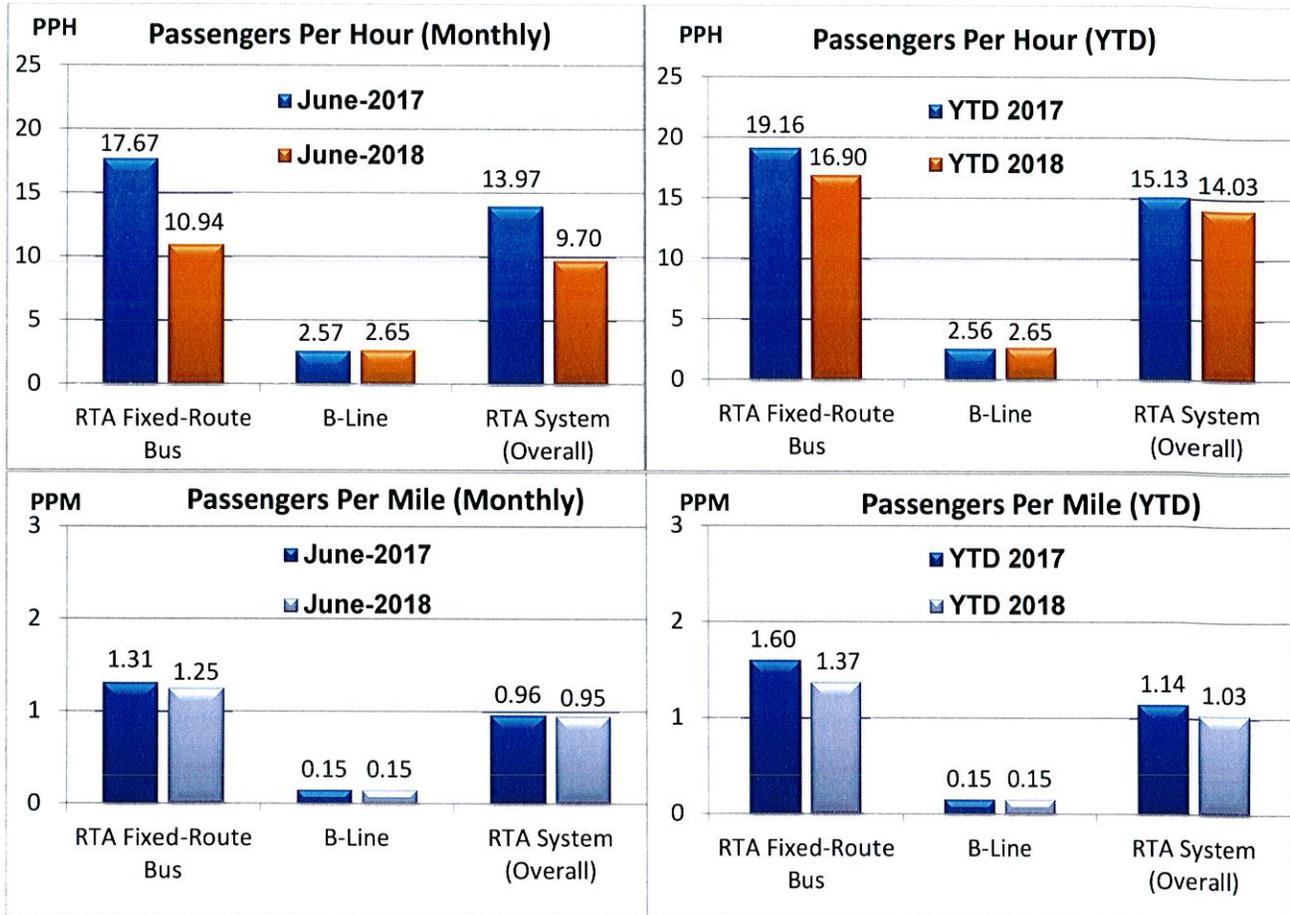
The chart below shows monthly ridership results for all services. CCRTA recorded 10,918 fewer boardings for a decrease of 2.6% this month as compared to June 2017.



The chart below shows YTD ridership results for all services. CCRTA recorded 59,930 fewer boardings for a YTD decrease of -2.2% in 2018 as compared to the same period in 2017.



The following charts report system-wide productivity for the month of June 2018 vs. June 2017 and YTD figures.



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

Schedule Adherence	Standard	Apr-18	May-18	Jun-18	3-Month Average
Early Departure	<1%	0.7%	0.0%	0.0%	0.2%
Departures within 0-5 minutes	>85%	90.8%	88.6%	90.1%	89.8%
Monthly Wheelchair Boardings	No standard	3,870	4,805	4,382	4,352
Monthly Bicycle Boardings	No standard	8,112	8,373	8,169	8,218
On-time performance surveys with departures > 5 minutes late will be examined by Planning and Transportation Departments. Corrective actions may follow.					

The following detours potentially impact or on-time performance:

- On Detour • **South Alameda St.** (Ayers-Louisiana): (1) year project-(Phase 1 Complete)
 - Routes 5, 5s, 15s, 19, 29, & 29s (Phase 1 Complete)
- On Detour • **Ayers St.** (Santa Fe-Alameda): Work has begun (1) year project. (Phase 1 Complete)
 - Routes 15s & 19
- On Detour • **Corona Dr.** (Flynn-Everhart): Began March 2018: (14) month project. (Phase 1 Complete)
 - Route 17
- On Detour • **Carroll Ln.** (Houston-McArdle): Began September 28, 2017: (1) year project. (Phase 1 Complete)
 - Route 17
- On Detour • **Chaparral St.** (Schatzel-Taylor): Began November 6, 2017: (1) year project.
 - Routes 76, 76s & 78 on detour. (Phase 3 in progress)
- On Detour • **Comanche St. Overpass:** Began October 16, 2017: (9) month project. (Project on track and ahead of schedule)
 - Routes 21 & 21s
- On Detour • **Gollihar Rd.** (Staples-Kostoryz): All (3) phases to be completed mid-2019. (Phase 1 nearing completion)
 - Routes 32, 37 & 37s
- On Detour • **Old Robstown Rd.** (Leopard-Agnes-Hwy 44): Began March 2018: (19) month project.
 - Route 12
- No Detour • **South Staples St** (Alameda-Morgan): Began mid-November 2017.
 - Routes 5s, 17, 29 & 29s
- No Detour • **South Staples St** (Brawner Parkway-Kostoryz): Began March 2018.
 - Routes 17, 29 & 29s
- On Detour • **North Staples St** (IH-37 Bridge Overpass): Began April 6, 2018.
 - Routes 12 & 12s to be completed December-2018.
- On Detour • **Lipan St.** (Carancahua St.-N. Staples St.) Resurface & Restriping project which began April 9, 2018. Improper stripping has extended the Route 19 detour.
 - Route 19

Currently there are 18 detoured routes out of 46 fixed routes (39%).

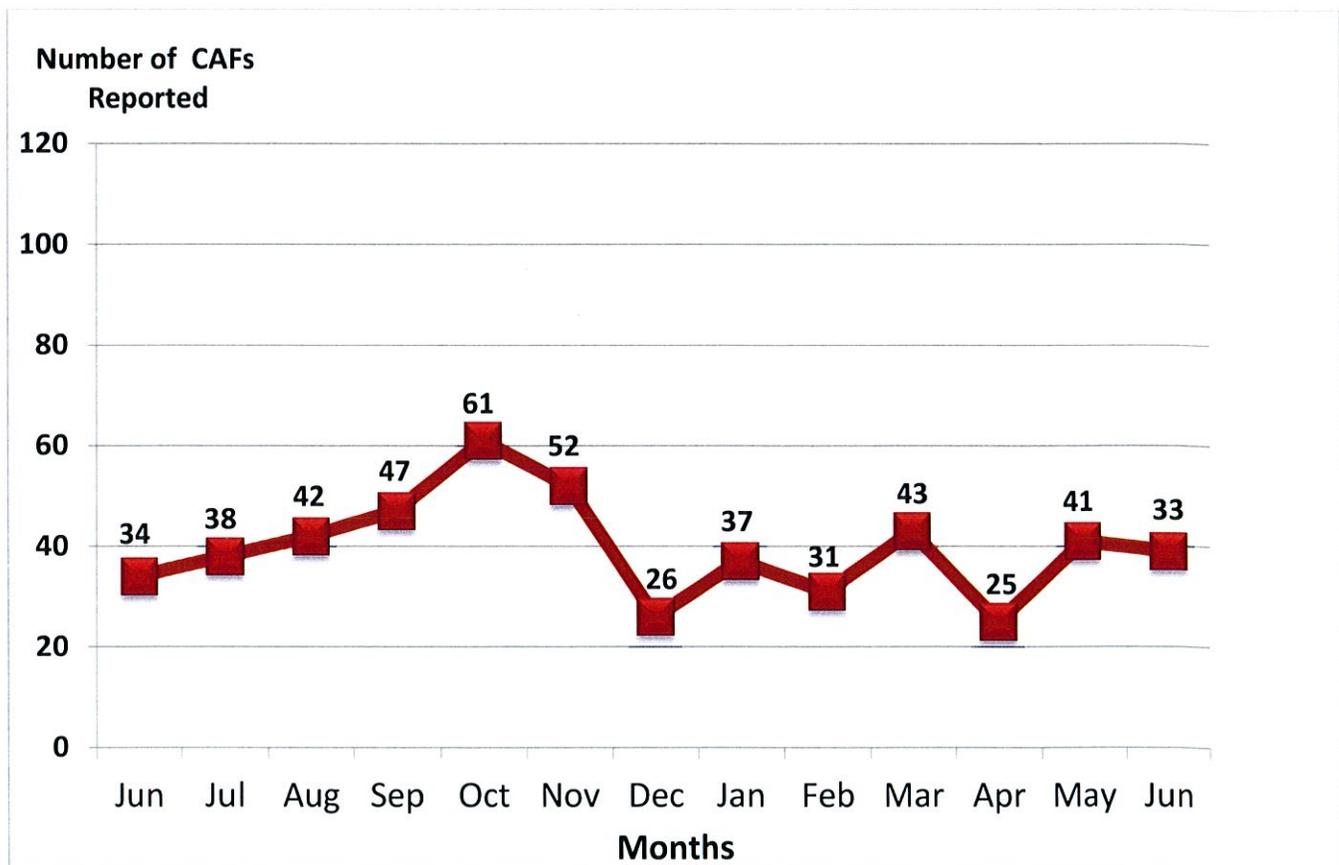
2. Purchased Transportation Department Report: B-Line Service Contract Standards & Ridership Statistics

- Productivity: **2.65** 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: **7,030** did not meet the contract standard of 12,250 miles.
- Ridership Statistics: **10,461** ambulatory; **4,460** wheelchair boardings

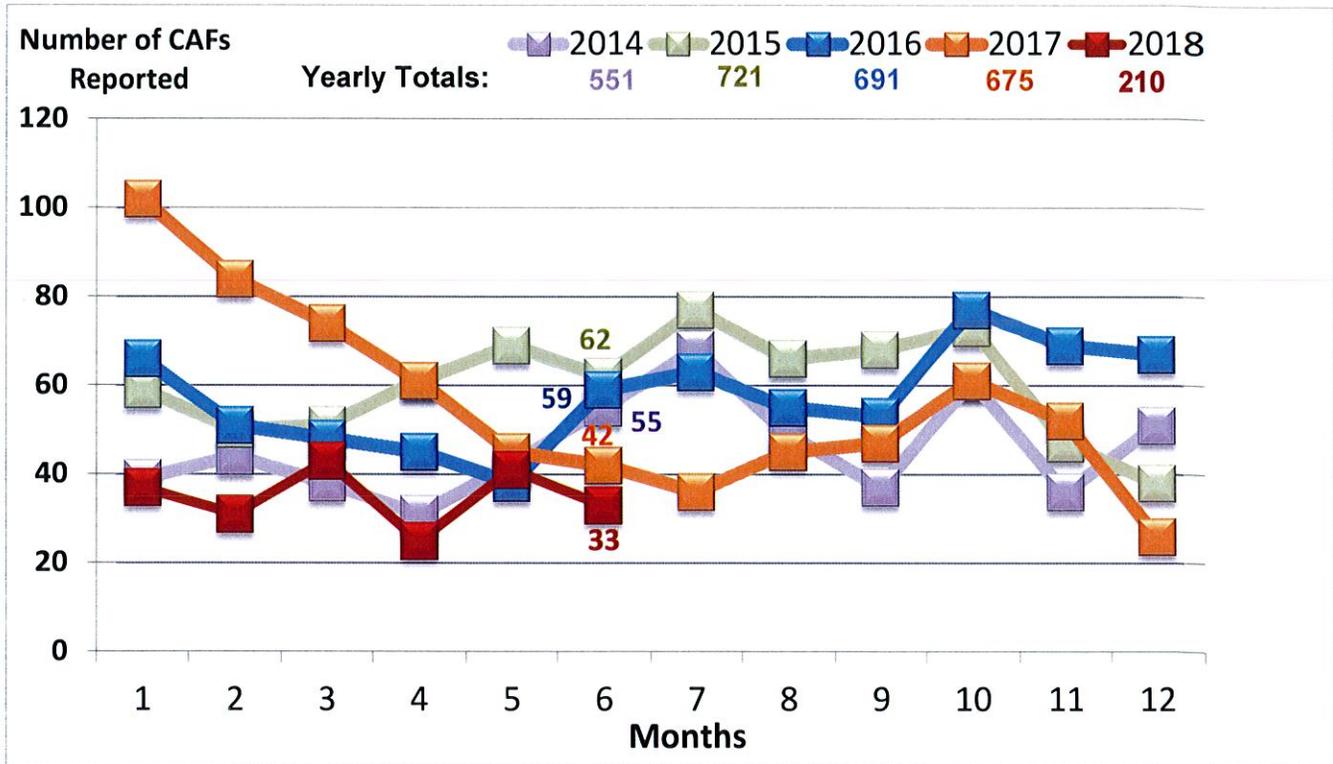
Metric	Standard	Apr-18	May-18	Jun-18	(3) Month-Ave.
Passengers per Hour	2.50	2.65	2.64	2.65	2.65
Denials	0.00%	0.00%	0.00%	0.00%	0.0%
Miles Between Roadcalls	12,250	16,031	10,430	7,030	11,164
Monthly Wheelchair Boardings	No standard	4,498	4,736	4,460	4,565

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

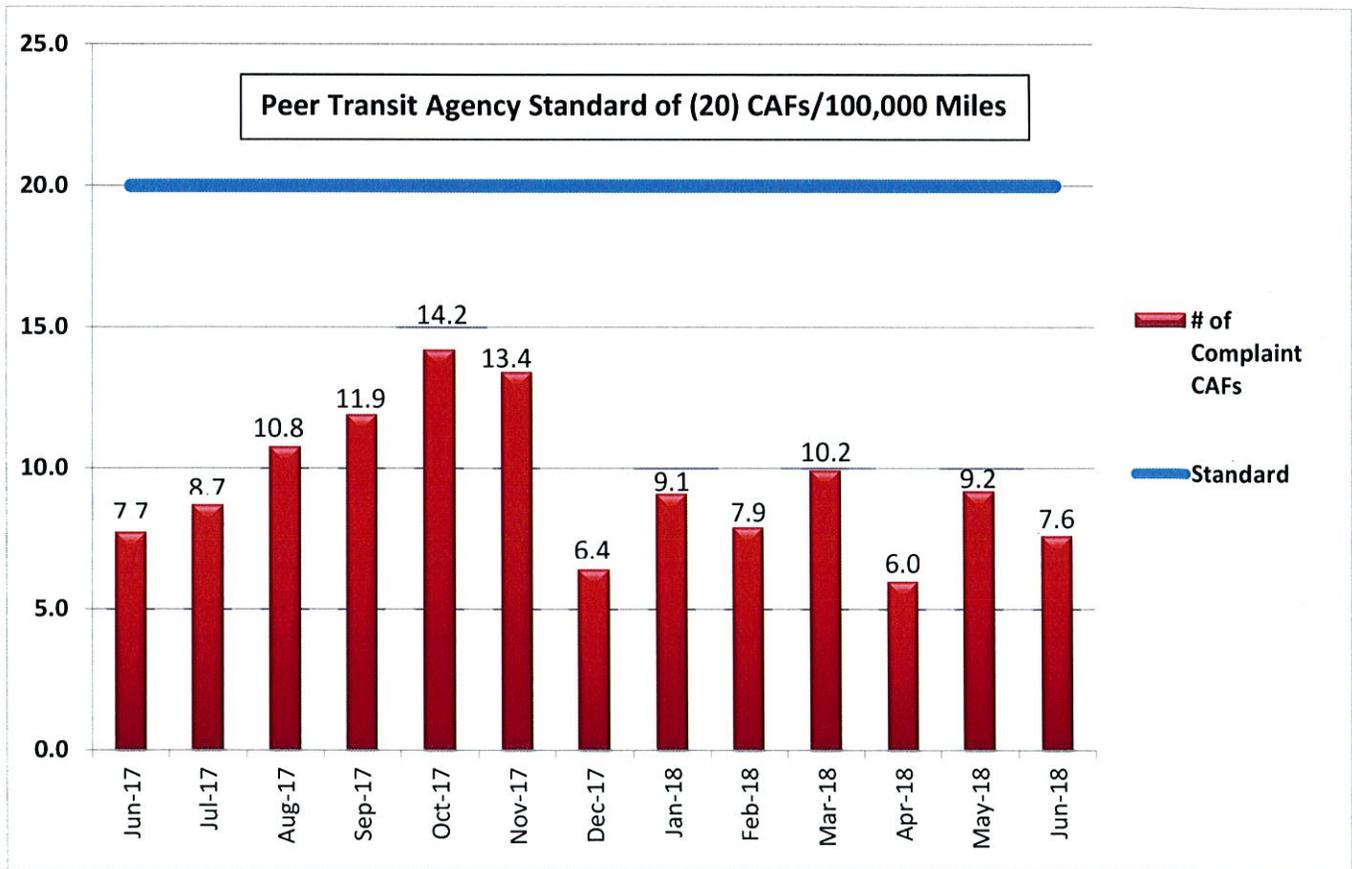
For June 2018, Customer Service received and processed 69 Customer Assistance Forms (CAF's) of which 33 or 47% were verified as valid. This represents a decrease from the 41 verified CAF's in May 2018. There were four commendations for the month of June.



3a. CAF Reports: Historical Trends



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



3d. June 2018 CAF Breakdown by Service Type:

CAF Category	RTA Fixed Route	B-Line ADA Paratransit	MV Fixed Route	Totals
Service Stop Issues	13	0	2	15
Driving Issues	5	3	2	10
Customer Services	9	5	1	15
Late/Early – No Show	2	0	0	2
Fare/Transfer Dispute	3	0	2	5
Dispute Drop-off/Pickup	0	0	0	0
Tie Down Issues	0	0	0	0
B-line Call Lines	0	4	0	4
Policy	0	0	0	0
Safety and Security	4	1	0	5
Facility Maintenance	7	0	0	7
Service Development	4	0	0	4
Capital Projects	2	0	0	2
	49	13	7	69
Commendations	3	1	0	4

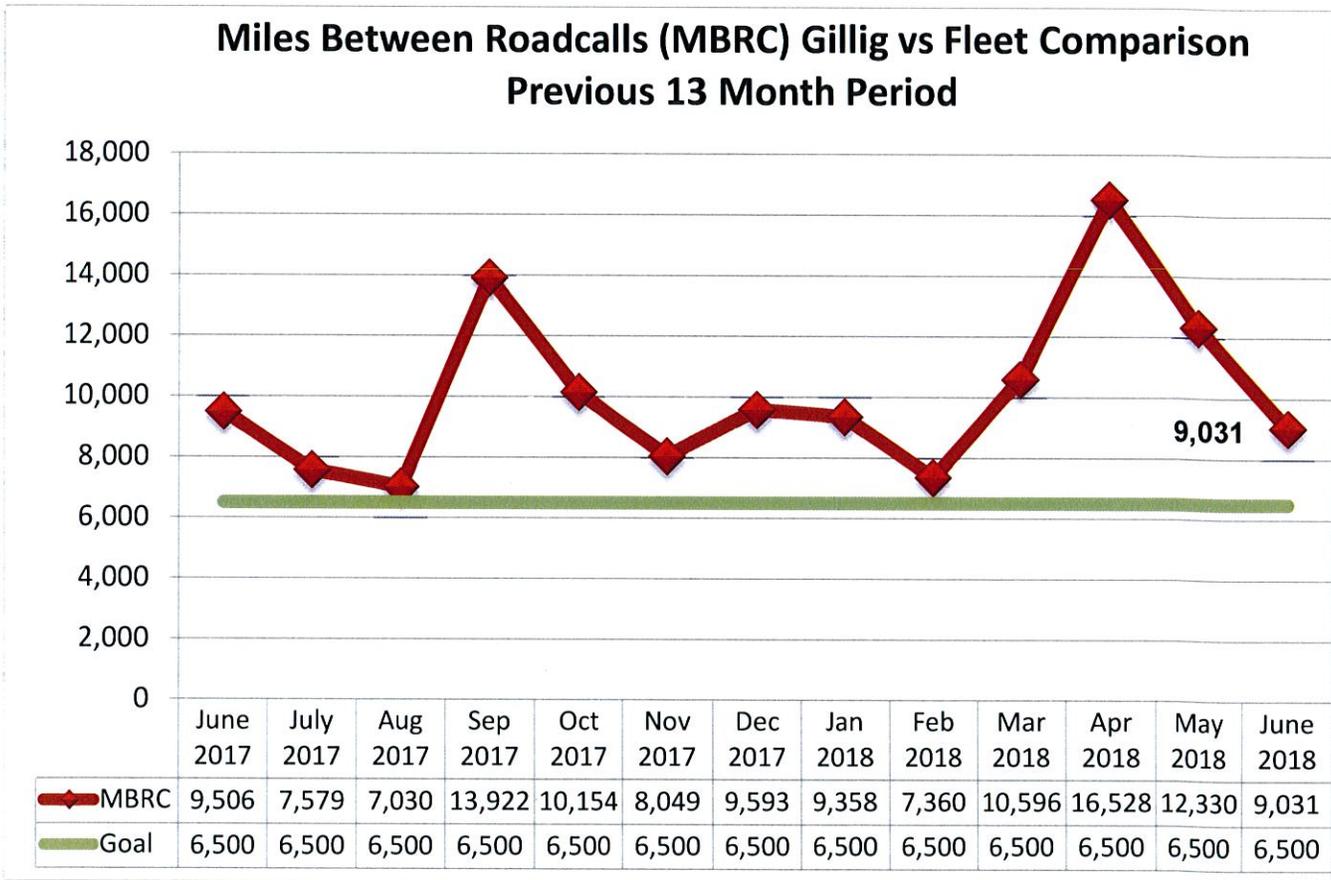
3c. Route Summary Report for June 2018

Route	# of CAF's	Route	# of CAF's
#3 NAS Shuttle	1	#32 Southside Mini-B	2
#4 Flour Bluff Mini B	0	#32s Southside/Malls Sun.	0
#5 Alameda	1	#34 Robstown North Circulator	1
#5x Alameda Express	0	#35 Robstown South Circulator	1
#5s Alameda Sun.	0	#37 Crosstown/TAMUCC	3
#6 Santa Fe/Malls	1	#50 Calallen/NAS Ex (P&R)	0
#8s Flour Bluff/Malls	0	#51 Gregory/NAS Ex (P&R)	0
#12 Saxet Oak Park	4	#53 Robstown/NAS Ex (P&R)	0
#15 Kostoryz	1	#54 Gregory/Downtown Express	0
#15s Ayers/Molina Sun.	0	#56 Flour Bluff/Downtown Ex.	0
#16 Morgan	0	#63 The Wave	0
#17 Carroll/Southside	1	#65 Padre Island Connection	0
#19 Ayers	2	#76 Harbor Bridge Shuttle	2
#19G Greenwood	2	#76s Harbor Bridge Shuttle Sun.	0
#19M McArdle	0	#78 North Beach Shuttle	0
#21 Arboleda	0	#90 Flexi-B Port Aransas	0
#23 Molina	3	#94 Port Aransas Shuttle	0
#25 Gollihar/Greenwood	0	B-Line (Para-transit) Services	13
#26 Airline/Lipes	1	Safety and Security	4
#27 Northwest	4	Facility Maintenance	7

#27x Northwest (Express)	0	Service Development	4
#28 Leopard /Omaha	1	Capital Projects	2
#29 Staples	5		
#29F Staples/Flour Bluff	3		
#29SS Staples/Spohn So.	0		
#29s Staples Sun.	0		
#30 Westside/Health Clinic	0	TOTAL CAF'S	69

4. Vehicle Maintenance Department Monthly Miles Between Road Calls Report

For June 2018, 9,031 miles between road calls (MBRC) were recorded as compared to 9,506 MBRC in June 2017. A standard of 6,500 miles between road calls is used based on the fleet size, age, and condition of CCRTA vehicles.



MBRC is a performance gauge of maintenance quality, fleet age, and condition; an increase in MBRC is a positive indicator. As defined by the Federal Transit Administration, a road-call is the practice of dispatching a service vehicle to repair or retrieve a vehicle on the road. There are two types of road-calls; Type I and Type II. A Type I road-call is a major mechanical failure that prevents the revenue vehicle from completing a scheduled revenue trip. A Type II road-call is a mechanical failure causing an interruption in revenue service.

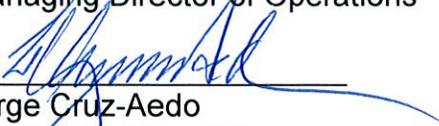
Respectfully Submitted,

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, June 21, 2018**

Advisory Committee Members Present: John Longoria, Richard Balli, Donnie Contreras, Tammye Salinas, Joyce Lopez, Celia Mendez, Randall Chisamore and Alonzo Cuellar

Advisory Committee Members Absent: Sylvia Wilson and Rhonda Alvarez

Board Member Present:

Staff Present: Susan Teltschik, Jorge Cruz-Aedo, Robert Saldana and Sharon Montez

MV Present: Janessa Cano

Employee Representative(s) Present: Gina Salazar

Call to Order: Mr. John Longoria called the meeting to order at 12:06 p.m. Ms. Susan Teltschik called the roll and determined that a quorum was present.

Public Comment: None

Action to Approve Retreat Minutes of May 24, 2018: approved as presented.

MR. CONTRERAS MADE A MOTION TO ADOPT THE RCAT MINUTES OF APRIL 19, 2018 AS PRESENTED; MS. LOPEZ SECONDED THE MOTION. LONGORIA, BALLI, SALINAS, MENDEZ, CHISAMORE AND CUELLAR VOTING FOR. WILSON AND ALVAREZ WERE ABSENT.

Action to Approve Meeting Minutes of May 24, 2018: approved as presented.

MR. CONTRERAS MADE A MOTION TO ADOPT THE RCAT MINUTES OF APRIL 19, 2018 AS PRESENTED; MR. LONGORIA

SECONDED THE MOTION. BALLI, SALINAS, LOPEZ, MENDEZ, CHISAMORE AND CUELLAR VOTING FOR. WILSON AND ALVAREZ WERE ABSENT.

Discussion of 4th Quarter Unsung Hero Award:

The Committee discussed and unanimously decided to award Luis Vega with the 2017 4th Quarter Unsung Hero Award. There were two CAFs commending Mr. Vega; one customer stated Mr. Vega has a pleasant attitude and remembers where customers' stops are located, and another customer stated Mr. Vega is very good with customer and very pleasant. Mr. Richard Balli is very familiar with Mr. Vega and gave him a personal glowing recommendation by explaining to the other committee members that Mr. Vega has a great attitude, keeps his composure during difficult situations, and informs his riders of changes including detours. Mr. Vega knows his riders and reminds them of their stops, especially when the customer is not paying attention.

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

Mr. Richard Balli informed the committee on the ADA count for the first quarter. For May there were 34 citations issued for disabled parking, 2 citations issued for blocking architecture and 356 citations issued for blocking sidewalks for a quarterly total of 1,537 citations for the first quarter of 2018.

Ms. Sylvia Wilson was absent so there was no report from the Corpus Christi Human Relations Committee (CCHRC)

Committee Reports:

No-Show/Eligibility Appeals:

The No-Show/Eligibility Appeals Committee was scheduled to meet on Tuesday, June 19, 2018 for no show appeals. Due to inclement weather, the committee reviewed no show appeal letters via email. Members voting were Tammye Salinas, Joyce Lopez and Richard Balli. There were 7 appeals submitted in June. Four appellants submitted a letter to appeal a 7-day proposed service suspension. The four proposed service suspensions were dismissed due to extenuating circumstances. Three appellants submitted a letter to appeal a 30-day proposed service suspension. One proposed service suspension was determined conditional, to and from dialysis only.

Two proposed service suspensions were dismissed due to extenuating circumstances.

There were 0 warning notices issued in May, 17 seven day proposed service suspensions and 17 thirty day proposed service suspensions.

Eligibility Appeals:

None scheduled this month.

Recap of RCAT Retreat Topics:

Ms. Sharon Montez and Mr. John Longoria advised the committee of the topics that were discussed at the Retreat in May. The committee will review of RCAT Bylaws since the current bylaws were ratified over five years ago. Mr. Longoria asked that staff bring revisions to the bylaws for the committee to review to the next meeting in August. Mr. Longoria will clarify the RCAT Operating Procedures in future meetings, discussing the operating procedures, the guidelines for placing items on the agenda and how to send information to the Board. The RCAT Committee will work on an Accessibility Awareness Campaign to inform the broader community of ADA parking violations and blocking right of ways, along with other ADA issues. The RCAT Committee will analyze the new technology on the horizon and how the Agency's riders could benefit. The committee will ask for updates from CCRTA State and National Lobbyists on accessibility issues including new laws enacted regarding ADA accessibility and reviewing any new legislation pertaining to ADA accessibility.

Update on Fare Review:

Mr. Robert Saldana informed the committee that the Agency is reviewing the present fare structure. The Agency is researching and comparing CCRTA fares to other agencies to see what options are available for fare restructuring. On July 25, 2018 the recommendations will be taken to the Administration and Finance Committee. On August 1, 2018 the recommendations will be taken to the Board of Directors. When the Board approves the changes, the Agency will then have a 90 day marketing campaign, an Outreach campaign along with training the drivers on the changes for an effective date of January 1, 2019. The Agency is presently reviewing base fares, transfers and all discounts including student discounts, senior citizen discounts, off-peak discounts and daily, weekly and monthly passes which are essentially discounts. There will also be additional amenities, including benches, trash cans and shelters, placed at bus stops and an increase in services.

The last time the Agency increased fares was in 2006. The Agency has the lowest fare recovery rate of the 8 other peer agencies included in the research at 5.47%, the next lowest fare recovery rate is 14.7%.

RCAT Liaison's Report:

Ms. Sharon Montez informed the committee that the Agency is working with Del Mar College to install two new super stops at the proposed site of the Southside branch of the college. One stop will be located on Yorktown Boulevard and the other stop on Rodd Field Road. Ms. Montez shared the designs of both stops with the committee.

Ms. Montez also informed the committee that the Agency is working with Nueces County to improve a shelter pad located on Hospital and 19th Streets at the Hector P. Garcia Clinic. This will be a smart technology shelter with a new design that is rated to withstand 150mph winds with adjustable roof line and side panels.

Chairperson's Report:

Mr. John Longoria shared upcoming meeting dates with the committee.

Informational Items:

Mr. John Longoria advised that these items were made available to the committee members in their packets.

Other Business:

None

Mr. John Longoria adjourned the meeting at 1:11 p.m. The next meeting will be held on Thursday, August 16, 2018.

Board Member Inquiry

Meeting Date	Agenda Item #	Member Name	Inquiry	Response	Response Date
7/11/2018 Board	9.	Tom Niskala	In reference to the Grant Application for the Port Ayers Station Reconstruction, Mr. Niskala asked for clarification on the grants asking if they were discretionary grants not an allocation, with no guarantee the grant will be awarded.	Ms. Montez stated this is a competitive grant program. Mr. Cruz stated he is requesting support for the grant from our senators and representatives to be sent directly to the FTA.	7/11/2018
7/11/2018 Board	9.	Edward Martinez	In reference to the Grant Application for the Port Ayers Station Reconstruction, Mr. Martinez asked if there was an area for the Bus Driver's in the design.	Mr. Eric Rivera with Hanson Professional Services stated there was a rest stop for the driver's in the middle of the station.	7/11/2018
7/11/2018 Board	9.	Matt Woolbright	In reference to the Grant Application for the Port Ayers Station Reconstruction, Mr. Woolbright asked about the usage of the station, how many people are going through on a daily basis.	Mr. Cruz-Aedo stated the Port Ayers Station is the Agency's second busiest station. Port Ayers Station average weekday boardings 2,073; average Saturday boardings 1,584; average Sunday boardings 286. Nine weekday routes serve the Port Ayers Station. Of those nine routes, four of them are consistently on the Operations Report "Top 10 Routes with Highest Weekday Productivity" On the most recent May Operations Report Route 23 is #2; Route 32 is #4; Route 21 is #6; Route 19 is #9.	7/11/2018 8/1/18
7/11/2018 Board	9.	Philip Skrobarczyk	In reference to the Grant Application for the Port Ayers Station Reconstruction, Mr. Skrobarczyk asked if the existing building has the potential to allow for the new station through the drive-in bank.	Mr. Cruz-Aedo stated the drive-in lanes were an add-on and are too confined. The best option is demolition.	7/11/2018
7/11/2018 Board	9.	Dan Leyendecker	In reference to the Grant Application for the Port Ayers Station Reconstruction, Mr. Leyendecker asked if the demolition of the building is included in the price.	Mr. Rivera answered in the affirmative.	7/11/2018
7/11/2018 Board	9.	Scott Harris	In reference to the Grant Application for the Del Mar South Bus Stations, Mr. Harris asked the term of the grant monies, and is the Agency requesting the monies too soon, and is the campus going to be constructed by the time the Agency completes the station.	Ms. Montez stated the grant money has a three year term plus the year it is awarded. Del Mar College is scheduled to come online with the South campus in August 2021 school year. The Agency would start the design in 2019, and build as Del Mar builds.	7/11/2018

Board Member Inquiry

Meeting Date	Agenda Item #	Member Name	Inquiry	Response	Response Date
7/11/2018 Board	9.	George Clower	In reference to the Grant Application for the Del Mar South Bus Stations, Mr. Clower asked if the land was site ready to build with utilities and drainage.	Mr. Rivera answered this project is still conceptual, the utility information hasn't been discussed with Del Mar College yet.	7/11/2018
7/11/2018 Board	11.b.	Matt Woolbright	In reference to the May 2018 Financial Report, Mr. Woolbright asked how big is the investment for the Agency to earn \$127,000 in investment income.	Mr. Saldana stated the investment comes from the Agency's reserves which is approximately \$12-13 million.	7/11/2018
7/11/2018 Board	11.b.	Tom Niskala	In reference to the May 2018 Financial Report, Mr. Niskala asked what guidelines the auditors gave the Agency for the newly set aside emergency fund reserves.	Mr. Saldana stated the auditor's did not give the Agency a guideline. The Agency had \$170,000 in claims (from Hurricane Harvey), the Agency decided on an arbitrary number to satisfy the claims plus additional funds to help cover a direct hit by a storm (or other catastrophic event.)	7/11/2018
7/11/2018 Board	11.d.	Scott Harris	In reference to the May 2018 Safety and Security Report, Mr. Harris requested to see month to month metrics comparing incidents and asked if there is an increase or decrease in incidents this month.	Mr. Rendon stated typically incidents do rise is the summer months, most likely related to the hot weather. The trends throughout the year will be reported in in the Quarterly Reports.	7/11/2018
7/11/2018 Board	11.e.	Anne Bauman	In reference to the information on the Staples Street Center Security, Ms. Bauman asked where the B-Line would be able to stop when the east entrance is closed.	Mr. Rendon stated the B-Line presently stops at the south entrance for riders attending assessments and when a rider specifically requests the south entrance.	7/11/2018
7/11/2018 Board	11.e.	Anne Bauman	In reference to the information on the Staples Street Center Security, Ms. Bauman asked if there is a safe way to enter the south entrance.	Mr. Rendon answered in the affirmative and stated there is a crosswalk and a sidewalk leading to the south entrance.	7/11/2018
7/11/2018 Board	11.e.	George Clower	In reference to the information on the Staples Street Center Security, Mr. Clower asked if the Valley Transit Company (VTC) customers were going to have to enter the secured area.	Mr. Rendon stated the secured area would be placed after the VTC counter and before the restrooms so the VTC customers would not have to enter VTC through the metal detectors.	7/11/2018

