



AGENDA MEETING NOTICE

Board of Directors Meeting

DATE: Wednesday, September 1, 2021

TIME: 8:30 a.m.

LOCATION: Staples Street Center – 2ND Floor Boardroom, 602 North Staples St., Corpus Christi, TX

BOARD OF DIRECTORS OFFICERS

EDWARD MARTINEZ, Chairman
Michael Reeves, Vice Chairman (Adm)
Dan Leyendecker, Board Secretary (Ops)

BOARD OF DIRECTORS MEMBERS

<u>Administration & Finance</u> Patricia Dominguez (Chair) Lynn Allison Dan Leyendecker Eloy Salazar Philip Skrobarczyk	<u>Operations & Capital Projects</u> Anna Jimenez (Chair) Gabi Canales Glenn Martin Michael Reeves Matt Woolbright
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	TOPIC	SPEAKER	EST.TIME	REFERENCE
1.	Pledge of Allegiance	E. Martinez	1 min.	-----
2.	Roll Call	D. Linnehan	2 min.	-----
3.	Safety Briefing	M. Rendón	5 min.	-----
4.	Receipt of Conflict of Interest Affidavits	E. Martinez	2 min.	-----
5.	Opportunity for Public Comment 3 min. limit – no discussion	E. Martinez	3 min.	-----
<p>NOTE: DUE TO THE CURRENT CONDITIONS FOR COVID-19, WE ENCOURAGE SOCIAL DISTANCING AND REQUIRE FACIAL COVERINGS (AVAILABLE) FOR INDIVIDUALS ATTENDING THE MEETING.</p> <p>Public Comment may be provided in writing, limited to 1,000 characters, by using the Public Comment Form online at www.ccrta.org/news-opportunities/agenda or by regular mail or hand-delivery to the CCRTA at 602 N. Staples St., Corpus Christi, TX 78401, and MUST be submitted no later than 5 minutes after the start of a meeting in order to be provided for consideration and review at the meeting. All Public Comments submitted shall be placed into the record of the meeting.</p>				
6.	CCRTA’s Response to COVID-19 & Invited Guest – Director of Corpus Christi Nueces County Public Health District	J. Cruz-Aedo & Annette Rodriguez	10 min.	<i>PPT</i>
7.	Adopt Resolutions for Outgoing Small Cities Committee of Mayors Appointed Board Members – a) Glenn Martin b) Michael Reeves	E. Martinez	10 min.	-----
8.	Update on RCAT Committee Activities	S. Montez	5 min.	-----
9.	Committee Chair Reports a) Administration & Finance b) Operations & Capital Projects	P. Dominguez A. Jimenez	5 min. 5 min.	-----
10.	Discussion and Possible Action to Approve the Board of Directors Meeting Minutes of August 4, 2021	E. Martinez	3 min.	Pages 1-8
11.	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.		5 min.	Pages 1-7



AGENDA MEETING NOTICE

	a) Action to Issue an Invitation for Bid (IFB) for Unleaded Fuel Supply (pgs. 1-2) b) Action to Enter into Negotiations for – a) General Architectural Services with Gignac Architects; Turner/Ramirez Architects; Able City, LLC; and WKMC Architects, Inc. as Architects of Record, and b) Architectural Design Services with Gignac Architects for the Port Ayers Transfer Station Renovation Project, and c) Architectural Design Services with Turner/Ramirez Architects for the Del Mar College South Campus – Bus Stops (2) (pgs. 3-7)			
12.	Discussion and Possible Action to recommend the Board of Directors authorize the Chief Executive Officer (CEO) or designee to approve the awarded Call-for-Projects Section 5310 Projects	R. Saldaña	3 min.	Pages 8-9 <i>PPT</i>
13.	Presentations: a) July 2021 Financial Report b) Procurement Update c) July 2021 Safety & Security Report d) July 2021 Operations Report	R. Saldaña R. Saldaña M. Rendón G. Robinson	4 min. 4 min. 4 min. 4 min.	Pages 10-22 <i>PPT</i> <i>PPT</i> <i>PPT</i> Pages 23-33 <i>PPT</i>
14.	CEO Report	J. Cruz-Aedo	10 min.	<i>PPT</i>
15.	Board Chair Report	E. Martinez	10 min.	----
16.	Adjournment	E. Martinez	1 min.	----
17.	Information Items: Member Inquiry Forms a) Board Meeting–August 4, 2021 b) Committees Meetings–July 28, 2021 1. Administration & Finance 2. Operations & Capital Projects			

Total Estimated Time: 1 hr., 36 min.

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BOARD OF DIRECTORS BUDGET WORKSHOP #4

	TOPIC	SPEAKER	EST.TIME	REFERENCE
1.	2022 Budget Workshop #4 a) Capital Programs & Customer Services Budgets	R. Saldaña	20 min.	<i>PPT</i> <i>Attachment</i>

Total Estimated Time: 20 min.

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On **Friday, August 27, 2021** this Notice was posted by **Dena Linnehan** at the CCRTA Staples Street Center, 602 N. Staples Street, Corpus Christi, Texas; and sent to the Nueces County and the San Patricio County Clerks for posting at their locations.

PUBLIC NOTICE is given that the Board may elect to go into executive session at any time during the meeting in order to discuss matters listed on the agenda, when authorized by the provisions of the Open Meetings Act, Chapter 551 of the Texas Government Code. In the event the Board elects to go into executive session regarding an agenda item, the section or sections of the Open Meetings Act authorizing the executive session will be publicly announced by the presiding officer.

In compliance with the Americans with Disabilities Act, individuals with disabilities who plan to attend this meeting and who may need auxiliary aids or services are requested to contact the Assistant Secretary to the Board at (361) 903-3474 at least 48 hours in advance so that appropriate arrangements can be made. Información en Español: Si usted desea esta información en Español o en otro idioma, por favor llame al teléfono (361) 289-2712.

Mission Statement

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

Vision Statement

Provide an integrated system of innovative accessible and efficient public transportation services that increase access to opportunities and contribute to a healthy environment for the people in our service area.

Corpus Christi Regional Transportation Authority



Resolution

WHEREAS, Glenn Martin served as an active member on the Corpus Christi Regional Transportation Authority (CCRTA) Board of Directors, appointed for four-terms through the Small Cities Committee of Mayors (2005-2007, 2015-2021). As a member of the Board of Directors, Glenn was devoted to providing accessible and high-quality transportation to rural communities within the CCRTA service area. During his tenure, Glenn Martin served on both the Administration & Finance and Operations & Capital Projects Committees.

WHEREAS, Glenn Martin was committed to advancing the mission and values of the CCRTA. He helped the CCRTA secure its first competitive 5339(b) grant in organizational history, which provided \$7.2 million for bus and bus facility improvements. These improvements include a new parking lot at the Bear Lane Operations Facility, the new Port Ayers Transfer Station, and super-stops that will serve the southside of Corpus Christi at the new Del Mar College campus.

WHEREAS, Glenn Martin advanced accessible transportation throughout the CCRTA's service region to better assist rural communities. He was key in the support and implementation of additional routes and pilot programs, such as the seasonal Port Aransas Express. The Express route has supported economic growth by providing affordable public transportation to area workforces.

WHEREAS, Glenn Martin prioritized the safety of all public transportation customers, employees, and guests. He furthered initiatives that garnered an increase in safety, emergency response, and law enforcement services. Glenn reinforced protocols and proactive measures that improved the safety of the community during times of crisis or pandemic.

WHEREAS, Glenn Martin represented the CCRTA and public transportation to the highest esteem. As a representative for rural communities and accessible transportation, Glenn prioritized the advancement of public transit throughout the region. Glenn Martin was invested in seeing the Coastal Bend region flourish through a dedicated and modern public transportation system.

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

Glenn Martin is hereby commended for his distinguished service.

DULY PASSED AND ADOPTED this 1st day of September, 2021.

ATTEST:

**CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY**

Jorge G. Cruz-Aedo
Chief Executive Officer

Edward Martinez
Chairman of the Board

Corpus Christi Regional Transportation Authority



Resolution

WHEREAS, Michael “Mike” Reeves served as an active member on the Corpus Christi Regional Transportation Authority (CCRTA) Board of Directors since his appointment by the Small Cities Committee of Mayors. Mike Reeves has the distinguished honor of being the CCRTA’s longest-serving Board Vice-Chairman. He served on both committees during his tenure, serving as Operations & Capital Projects committee chair from August 2016 – January 2020.

WHEREAS, Michael “Mike” Reeves demonstrated the leadership traits required to be a productive and valuable resource for advancing the mission of the CCRTA. He was instrumental in the construction and opening of the Staples Street Center. In addition, Mike helped pursue Grant 5339(b), which provided \$7.2 million for bus and bus facility improvements. These improvements include a new parking lot at the Bear Lane Operations Facility, the new Port Ayers Transfer Station, and super-stops that will serve the southside of Corpus Christi at the new Del Mar College campus.

WHEREAS, Michael “Mike” Reeves displayed a commitment to advanced technology and incorporating it throughout the transit system. He supported CCRTA’s introduction of SURGE, the first autonomous vehicle shuttle in the region. Mike was also a strong proponent for rider mobility, helping develop new routes and pilot programs that have aided all rural community members; including small business owners, employees, and students.

WHEREAS, Michael “Mike” Reeves exhibited a dedication to improve all facets of safety and security for customers, employees, and guests. Mike continuously showed compassion, consideration, and initiative to improve rider concerns, improve emergency response, and increase law enforcement visibility.

WHEREAS, Michael “Mike” Reeves was an outstanding representative for the organization, and a vocal ambassador for rural communities. Mike placed the highest priority on the vision of the CCRTA and its servitude to constituents throughout the region. Michael “Mike” Reeves displayed true devotion to the prosperity of the Coastal Bend region’s public transportation system.

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

Michael “Mike” Reeves is hereby commended for his distinguished service.

DULY PASSED AND ADOPTED this 1st day of September, 2021.

ATTEST:

**CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY**

Jorge G. Cruz-Aedo
Chief Executive Officer

Edward Martinez
Chairman of the Board



CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING MINUTES
WEDNESDAY, AUGUST 4, 2021

Summary of Actions

1. Pledge of Allegiance
2. Roll Call
3. Safety Briefing
4. Receipt of Conflict of Interest Affidavits
5. Opportunity for Public Comment
6. Heard CCRTA's Response to COVID-19 & Invited Guest – Director of Corpus Christi Nueces County Public Health District
7. Heard Committee Chair Reports; a) Administration & Finance, b) Operations & Capital Projects
8. Action to Approve the Public Hearing No. 1 Meeting Minutes held on July 7, 2021 for FY2021 Operating and Capital Budget – Amendment #1
9. Action to Approve the Board of Directors Meeting Minutes of July 7, 2021
10. Heard Consent Items –
 - a) Action to Approve Contract Modification No.7 to the existing SEC-OPS 5-Year Security Guard Service Contract, No. 2019-S-06, for the required increase in security services through FY2024 totaling \$1,543,940.04 (pgs. 1-3)
 - b) Action to Authorize Issuing a Request for Proposals (RFP) for a Bus CAD/AVL System (pg. 4)
 - c) Action to Authorize Issuing a Request for Proposals (RFP) for a Bus Modem Cellular Routers with Wi-Fi (pg. 5)
 - d) Action to Adopt a Resolution Designating Certain Persons to Sign Checks on the Medical Claims Bank Account held at Frost Bank, the Authority's depository bank (pgs. 6-7, ATTACHMENT A)
 - e) Action to Authorize Issuing a Request for Proposal (RFP) for Long-Term Disability and Short-Term Disability Insurance (pgs. 8-9)
 - f) Action to Authorize Issuing a Request for Proposal (RFP) for GenFare Bus Pass Media (pg. 10)
 - g) Action to Authorize Awarding a Contract to L&M Industrial Supply for Fasteners and Miscellaneous Shop Supplies (pgs. 11-12)
 - h) Action to Authorize Issuing a Request for Proposals (RFP) for a Long-Range System Plan (pgs. 13-14)
 - i) Action to Authorize Executing a Contract Modification for the Memorandum of Agreement (MOA) with Texas A&M University-Corpus Christi for Transportation Services (pgs. 15-16)
 - j) Action to Authorize Awarding a Contract to Ti-Zack Concrete Inc., for the ADA Bus Stop Improvements – Phase VII (pgs. 17-18)
11. Heard Presentations –
 - a) June 2021 Financial Report
 - b) Procurement Update
 - c) June 2021 Safety & Security Report
 - d) June 2021 Operations Report
12. Heard CEO's Report
13. Heard Chairman's Report
14. Adjournment



15. Informational Items

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

Call to Order & Roll Call

Chairman Edward Martinez called the meeting to order at 8:31 a.m., and held the Pledge of Allegiance. Ms. Dena Linnehan called Roll and stated a quorum was present.

Board Members Present

Edward Martinez, Board Chairman; Michael Reeves, Board Vice Chairman; Dan Leyendecker, Board Secretary; and Directors – Lynn Allison, Gabi Canales, Patricia Dominguez, Anna Jimenez, Glenn Martin, Eloy Salazar, Philip Skrobarczyk and Matt Woolbright.

Board Members Absent

None.

Staff Present

Jorge G. Cruz-Aedo, CEO; David Chapa, Derrick Majchszak, Sharon Montez, Rita Patrick, Mike Rendón, Robert Saldaña, Susan Teltschik and Ashlee Winstead-Sherman.

Public Present

Ben Schmit, MV Transportation; Carol Olivier, Anne Bauman's Daughter; Yoshiko Bulon, MPO.

Held Safety Briefing

Mr. Mike Rendón provided safety information, if we have an emergency, there is an exit in the kitchen for the Board of Directors to utilize, and two other exits to my immediate right. We ask for all Board of Directors to report to the clock tower, adjacent to the transfer station platform. He said he would make sure everybody exits properly, and Ms. Dena Linnehan will account for our Board of Directors. Mr. Rendón stated, please do not return back to the building unless an all clear is given, and please do not utilize the elevators during the emergency. Mr. Rendón also commented if we have to shelter in place, we will shelter in the west side stairwell of the building.

Action to Receive Conflict of Interest Affidavits

None received online or in-person.

Provided Opportunity for Public Comment

Public Comment has been made available online to the Public on the CCRTA website at the following link: <https://www.ccrta.org/news-opportunities/agendas/>.

None received online or in-person.

Heard CCRTA's Response to COVID-19 & Invited Guest – Director of Corpus Christi Nueces County Public Health District

Mr. Cruz-Aedo commented that Ms. Annette Rodriguez was unavailable to attend and that asked if we could move this to the next board meeting in September.

Heard Committee Chair Reports; a) Administration & Finance, and b) Operations & Capital Projects



Chairwoman Patricia Dominguez, Committee Chair for Administration & Finance commented nothing to report.

Chairwoman Anna Jimenez, Committee Chair for Operations & Capital Projects commented no items to discuss at this time.

Action to Approve the Public Hearing No. 1 Meeting Minutes held on July 7, 2021 for FY2021 Operating and Capital Budget – Amendment #1

DIRECTION PATRICIA DOMINGUEZ MADE A MOTION TO APPROVE THE PUBLIC HEARING NO. 1 MEETING MINUTES HELD ON JULY 7, 2021 FOR FY2021 OPERATING AND CAPITAL BUDGET – AMENDMENT #1. DIRECTOR ANNA JIMENEZ SECONDED THE MOTION. THE MOTION CARRIED. MARTINEZ, REEVES, ALLISON, CANALES, DOMINGUEZ, JIMENEZ, LEYENDECKER, MARTIN, SALAZAR, SKROBARCZYK AND WOOLBRIGHT VOTING IN FAVOR. ABSENT NONE.

Action to Approve the Board of Directors Meeting Minutes of July 7, 2021

BOARD VICE CHAIRMAN REEVES MADE A MOTION TO APPROVE THE BOARD OF DIRECTORS MEETING MINUTES OF JULY 7, 2021. DIRECTOR LYNN ALLISON SECONDED THE MOTION. THE MOTION CARRIED. MARTINEZ, REEVES, ALLISON, CANALES, DOMINGUEZ, JIMENEZ, LEYENDECKER, MARTIN, SALAZAR, SKROBARCZYK AND WOOLBRIGHT VOTING IN FAVOR. ABSENT NONE.

Heard Consent Items

- a) Action to Approve Contract Modification No.7 to the existing SEC-OPS 5-Year Security Guard Service Contract, No. 2019-S-06, for the required increase in security services through FY2024 totaling \$1,543,940.04 (pgs. 1-3)
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- i) Action to Authorize Executing a First Amendment Restated Memorandum of Agreement (MOA) with Texas A&M University-Corpus Christi for Transportation Services (pgs. 15-16)
- j) Action to Authorize Awarding a Contract to Ti-Zack Concrete Inc., for the ADA Bus Stop Improvements – Phase VII (pgs. 17-18)



Chairman Martinez made the comment there is a modification to the verbiage shown in item 10 i) that it should read Action to Authorize Executing a *First Admendment Restated* Memorandum of Agreement (MOA) with Texas A&M University-Corpus Christi for Transportation Services (pgs. 15-16). Ms. Dena Linnehan responded noted and will add to the minutes.

DIRECTOR JIMENEZ MADE A MOTION TO APPROVE THE CONSENT ITEMS 13A) THROUGH 13J). DIRECTOR ELOY SALAZAR SECONDED THE MOTION. THE MOTION CARRIED. MARTINEZ, REEVES, ALLISON, CANALES, DOMINGUEZ, JIMENEZ, LEYENDECKER, MARTIN, SALAZAR, SKROBARCZYK AND WOOLBRIGHT VOTING IN FAVOR. ABSENT NONE.

Heard Presentations –

a) June 2021 Financial Report

Mr. Robert Saldaña reported this item aligns with the Board Priority of Financial Transparency. Highlights for the month of June revenues or expense exceeded a little over \$1M, at \$1,000,796, and mostly driven by our last drawdown of the CRRSSA grant of about \$688K. He reported operating revenue is about 97.6 percent of budget, and operating expenses about 98.3 percent of budget, or 2 percent under budget. He the actual for June is \$7.15, almost \$7.16M, operating revenue of \$4.2M, and capital funding at about \$2.9 to almost \$3M. He reported expenses came in at \$6.13M, operating expenses at \$3.2M, and capital expenditures of \$2.9M for a surplus of that \$1,027,696.

Mr. Saldaña commented the line item of our revenues, driven by mostly about four or five different categories; passenger services at \$74,177, or about 66 percent of our budget due to fares we have right now, and the low ridership here. He mentioned our sales tax is a projected number as we will not receive until next week. He commented we budgeted \$3.34M, pulled down the grant of \$694K or almost \$695K, with \$688K of it being CRRSSA grant monies and the others operating grant revenue. He said Staple Street Center leases at about \$41K giving us an operating revenue of \$41.2M of operating revenues. Another \$2.7M of grant revenues from reimbursement of grants we have done, making our June actual \$7,159,781.

He displayed a pie chart of where the monies go and detailed each expense by object; purchased transportation at \$584K; miscellaneous at \$41K, or 1 percent, and other supplies to keep the buses running at \$218K, or 8 percent. He said we spent about \$10K on COVID supplies; a little over a \$1.1M for salaries, or 37 percent; benefits \$570K, or 20 percent; services at \$328K at 11 percent; utilities almost \$56K, or 2 percent; and insurance a little over \$35K to \$36K at 1 percent. Another slide displayed, Mr. Saldaña commented as we go through line-item expenses and want expenses to be under 100 percent, we can see only that two line items exceeded benefits at 126 percent, or \$590K. He said this was a little higher than usual due to some medical expenses for the month, and our purchased transportation is \$520K, or 112 percent on our June financial statement. When we did our July amendment to the budget that put monies into the purchased transportation to come back to be more in line.

Mr. Saldaña reported highlights for the year-to-date revenues at \$8.2M, and again \$6.8 to \$6.9 coming from the CRRSSA grants. He said operating revenues are 105 percent of budget, and department expenses about 8 percent under budget at 92.2 percent. He reported the actual YTD revenues \$25,736,844, capital funding almost \$5M for total revenues of \$30,750,576. Total expenses YTD is \$22,535,752, or \$8.2M of revenue over expenses. Mr. Saldaña reported on the line-item of revenues as most categories are over



100 percent over budget which is good on the revenue side. There was \$492K, or 73 percent YTD for passenger services or fares, \$18M for sales tax, or about \$1.5M over budget. He commented the \$6.88M is for CRRSSA grants, and the \$25,736,844 is the total operating revenue. He stated capital revenue came from our grants reimbursements from the government of \$3.3M, transfer-in for our capital projects, our total revenue of \$30,750,076, so we are about 76 percent of total revenue right now.

Mr. Saldaña provided another pie chart for year-to-date expenses by object and reported that purchase transportation at 20 percent or \$3.2M, miscellaneous \$265K or 2 percent, supplies to keep our buses running at almost \$1.1M, and \$61K for COVID supplies, salaries at \$6.1M about 38 percent, benefits \$2.9M at 18 percent, services at \$1.9M at 12 percent, utilities a little over \$314K, and insurance at \$214K at 1 percent. He reported on expenses and the same two categories that are over the 100 percent, so we are a little over budget; benefits at \$2.8M, almost \$2.9M on a budget of \$2.79M, and purchased transportation at \$3.2M to \$3.3M on a budget of \$3.1M for a total YTD at \$16,103,824 of actual expenses.

Mr. Saldaña commented we have had conversation about where we stood on the fare recovery ratio, and since 2016, we have been hovering around 6 percent; 5.75 percent in 2016 and 5.5 percent in 2015. In 2018, we were at 4.86 percent, 2019 at 5.67 percent, and then in 2020 and 2021, due to COVID, it is down to 3.5 percent, with our current percentage for fare recovery at 3.15 percent. He reported that these numbers are down for two reasons; low ridership due to COVID, and the second for we receive more federal grant money that pushes the percentage down.

He displayed a chart showing the 13-month sales tax trend, and commented the blue is our actual month, red is budgeted, and the green is the prior month year, so our current month of May we received \$2,791,009, and had about \$250K more this May compared to last May. He said we actually budgeted \$2.9M and came in at \$3M, or \$143K more than budget, and this is good that we have exceeded our budgets.

b) June Procurement Update

Mr. Saldaña reported this item aligns with the Board Priority of Public Image and Transparency and there are 3 open procurements for the month; general architectural services fixed-price 3-year contract at \$779,685; paratransit and small bus operations at \$6,058,917; and engineering services for ADA bus stop improvements phase VIII at \$151,200. He reported for the 3-month outlook of 1 procurement for bus passes three-year base with two 1-year options at \$51,700. For the CEO signature authority of \$50K or less there are 4 procurements; solid waste collection and disposal services at \$20,214; HVAC services at \$39,681; Network Support Services at \$33,475; and Training Services at \$30K. He said we still maintain our marina space not to exceed the \$6,100 a year.

c) June 2021 Safety & Security Report

Mr. Mike Rendón commented this item aligns with the Board Priority of Safety & Security. He reported for the month of June there were no collisions. Mr. Rendón stated the collision rate is zero.

Mr. Rendón wanted to provide information about Mr. Walter Flores who has been with the agency for over 20 years. Mr. Flores was driving Route 53/Robstown to the Base, and in



the early morning on July 9TH in the Flour Bluff area 5:30 a.m., he encountered a vehicle coming towards his lane going the wrong way. Due to great training, and talking with Messrs. Derrick Majchszak and Michael Ledesma in Transportation, they mentioned the individual loves working for the CCRTA, is a great driver, no complaints and does everything well. Mr. Rendón commented the reason we know of the incident, is because a gentleman riding in the bus called us to let us know. Mr. Rendón said the operator did not report this, nor make a big deal of it. He continued to say that Mr. Flores was able to divert the bus away from the oncoming vehicle and avoid a collision. Mr. Rendón commented that sad to say, but around the Ennis/Jocelyn intersection over the overpass, the vehicle who was driving the wrong way hit an oncoming vehicle and there was a fatality, and is highly possible that our Mr. Flores avoided a fatality as well. Several individuals that were riding in the bus, and others driving the area, said that they encountered the same thing going to work. He commented we want to commend Mr. Flores to say great job, being alert and great driving.

He said our operators drove about 200K miles bringing the year-to-date collision rate to 1.17. Mr. Rendón commented that we did have a large amount of contacts at 731, and 95 percent were for the top five categories; quality of life; house rules; loitering; unauthorized vehicles and security issues. He said if you look at the quality of life, it is at 35 percent, and almost 259 contacts of the 731. He reported we want to let the board know that the guards that we have right now, are working the 7:00 a.m. to 5:00 p.m., in combination with CCPD police officers, and all are doing a great job. We had right around 30 ambulance calls to our bus transfer station, and that is a lot of calls. He mentioned a call one of our rovers took about a gentleman walking in the area of Jocelyn and Nile, and found out this elderly individual has been missing for three days. The rover trying to communicate to the gentleman did not know where he was or who he was, and so the rover was able to transport him to the county jail where they fingerprinted him and were able to contact his family to get him back home safely, so great job by our rover.

Mr. Rendón said the Staples Street Center currently has around 200 entries mostly due to the weekend travelers at Greyhound. There are some trying to take shelter due to the heat after midnight, and a lot are female. He said we want them safe, but they cannot be in the area of the transfer station, so if we need help, we reach out to the CCPD who come visit with them to move them along. For the Robstown K-9 unit, boarded 11 buses; the patrol enters after passengers exit, they walk up and down the transfer station, so this visibility makes our customer feel safe when using the system. He reported that we are working with CCPD, especially on the Williams and Airline area as businesses in that area have called us with concerns about the homeless population there. He said our bus stop shelters are for our customers. The business owners have asked us to do something different thing in that area, so we are working with them and with CCPD since there is a homeless site within a couple of blocks in this area that we cannot get the homeless to move on. He said we are hoping that CCPD and the City of Corpus will get together and address this issue.

d) June 2021 Operations Report

Mr. Derrick Majchszak commented this item aligns with Public Image and Transparency Board Priority. He reported on the highlights for the month of June there were 194,000 passenger trips, or 8 percent decrease; 23,300 revenue service hours, and 317,000 revenue service miles. He displayed a slide with a monthly ridership trending chart to show we are slightly down from where we were last year, and compared to pre-COVID we



are down about 57 percent at this point. Mr. Robinson reported the monthly breakdown shows vanpool is good for us as we are moving deeper into the year, and our B-Line is also picking up again. He said June 2019 we had the highest numbers at 16,588, we have seen since June of 2020. Mr. Robison commented that in terms of YTD, we are about 57 percent down in terms of pre-COVID when you look at us this same time as compared to 2020 where we were at about 27 percent.

He reported there were no issues with OTP, and our operators have been able to properly navigate the detours that are ongoing, and in working with the operators, they are doing their best for our customers to make sure we stay on time, and our 89.4 percent is very good with a four-month average just over 90 percent. He commented that for the amount of detours, several routes are impacted and stops as well. He said Airline Drive to SPI will drop from the list soon, and McArdle will end in the next few months, and then most likely Ocean Drive will finish up as well. Mr. Robinson stated there are three routes there that will be freed up in terms of impact, even as we continue to monitor the other detours shown on the slide in the chart. He moved into the upcoming projects with more activity on Leopard, and Crosstown to Palm, Everhart will begin to see some improvements that will begin later this year, McArdle and even Comanche that is close to our main station, will also see some changes towards end of year moving into 2022.

He reported the B-Line Performance also had no issues, and MV Transportation numbers have increased and they are meeting their targets. MBRC are still monitored, CAFs that came in form the month are at 13, as more customers called in June as compared to prior months. He said in terms of MBRC (miles between road calls) no issues here, and we met the industry standard at 8,139. Mr. Robinson commented that we are getting into the hotter months and will see some additional mechanical failures we do not typically see during the cooler months, 8,139 is meeting the standard.

Heard CEO's Report

Mr. Jorge G. Cruz-Aedo commented our guest from the health department, due to the spike in COVID increase in the community, will reschedule her presentation for our next Board meeting in September. He shared from a COVID response from a transit agency, two things have surfaced as hot issues throughout the nation; the vaccination process and trying to get the workforce vaccinated, and also the wearing of masks, with what is, and is not, an acceptable area to have masks being worn and one where masks can be excused. He provided additional details on both issues from offering workforce \$250 to get vaccinated, and designating areas within the transit facilities, buses, etc. as mask-wearing.

He also commented along the COVID lines to include it on my CEO report, is that we have partnered with the health department through the aid of the county judge, who has put us together, and we have joined the program where we are providing transportation through our system to all of the sites that are available to receive vaccinations through the health department. He said this is a primary place that is available every day is at the mall, and several come are added daily to the program or fall off daily from the program, but this is an active program that the health department is using and through the assistance of the county judge we were able to participate. Our buses will pick you up on our routes and if you let the operators know you are going to get vaccinated, the ride is free. He also commented that if you are at one of the stations or even a bus stop, and mention to the operators that you are returning from getting vaccinated, the ride is also free. He said, so our participation is a free ride to and from vaccination sites. After careful thought as we did not want it to be everyone going to get vaccinated every day that we lose fares,



and surprisingly, the community has been very honest; we have been seeing 5, 10, 15 riders per day on this program, and it has not been impacting our revenue stream. He said that hopefully we are doing some good to ensure that 75 cents is not a barrier to getting you vaccination.

Heard Chairman's Report

Chairman Martinez commented as always, I would like to open this up to the other board members for any comments. Several board members thanked the CEO, Staff and others and Director Woolbright mentioned he applauds the CEO on the vaccination program for the community and our involvement to show we take care of our customers and community. He also mentioned it would also be interesting to look into perhaps a program similar to this for those going to and from job interviews which too would be good for our community.

Adjournment

There being no further review of items, the meeting adjourned at 9:15 a.m.

Submitted by: Dena Linnehan

Dan Leyendecker, Board Secretary



CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY

Board of Directors Meeting Memo

September 1, 2021

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

Background

The RTA will require approximately 218,108 gallons of unleaded fuel in 2022 and 394,868 gallons of unleaded fuel in 2023 for the contracted paratransit and fixed route services fleet, security and supervisor SUVs, and support vehicles. Projected usage is based on current consumption, projected delivery of 13 gasoline powered ARBOCs at the beginning of 2022, 9 more ARBOCs by the end of 2022, MPG (miles per gallon), and estimated service miles for FY2022 and FY2023.

Identified Need

An unleaded fuel supply agreement assures that the RTA will be able to meet demand, maintain firm pricing, and eliminate supply shortages. Contract pricing is based on vendor mark-ups or discounts from the Oil Price Information Service (OPIS) price schedule on each delivery of unleaded fuel.

The cutaway van fleet is currently transitioning from the use of CNG to unleaded fuel to improve the reliability and versatility of our fleet, and to diversify our fuel source requirements. These future purchases include the projected delivery of 13 ARBOCs at the beginning of 2022 and 9 more by the end of 2022.

The Unleaded Fuel Supply Invitation for Bid (IFB) is structured as a two (2) year base contract with a one (1) year option following Board approval.

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 consumption and OPIS. The projected cost in 2022 is \$499,466.90 on 218,108 gallons, and the projected cost in 2023 is \$904,247.30 on 394,868 gallons. The increase in 2023 is due to the delivery of additional ARBOC's that will have the entire paratransit fleet on unleaded fuel, along with a possible return to pre-covid service levels on the small fixed routes. Funds are accounted for in the Board approved annual operating budgets.

Year	Estimated Annual Miles	Estimated Annual Usage in Gallons	Estimated Annual Cost
2022	1,373,247	218,108	\$ 499,466.90
2023	2,345,427	394,868	\$ 904,247.30

Board Priority

This Board Priority aligns with Public Image & Transparency.

Committee Review

This item was discussed and approved at the Operations & Capital Projects Committee meeting held on August 25, 2021.

Recommendation

Staff recommend the Board of Directors authorize the Chief Executive Officer (CEO) or designee to Approve Issuing an Invitation for Bid (IFB) for Unleaded Fuel Supply.

Respectfully Submitted,

Submitted by: Bryan J. Garner
Director of Maintenance

Reviewed by: Derrick Majchszak
Managing Director of Operations

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



CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY

Board of Directors Meeting Memo

September 1, 2021

Subject: Enter into Negotiations for –

- a) General Architectural Services with Gignac Architects; Turner/Ramirez Architects; Able City, LLC; and WKMC Architects, Inc. as Architects of Record, and
- b) Architectural Design Services with Gignac Architects for the Port Ayers Transfer Station Renovation Project, and
- c) Architectural Design Services with Turner/Ramirez Architects for the Del Mar College South Campus – Bus Stops (2)

Background

The RTA utilizes general architectural services for various tasks that include a full range of technical demands related to the design of bus station and bus stop designs, ADA infrastructure improvements, parking lot improvements, design of building and maintenance facilities, environmental assessments, as well as, services for scopes of work/cost estimates for grant application proposals.

Originally, the process used by the CCRTA to select architects, was done on a per project basis. However, in reviewing that process, the time involved in the overall selection process was four to six months. Hence, in an effort to expedite the process/projects, it was decided to create a “team” of an assortment of architects, with various project experiences. Consequently, as a project is created, a panel of Senior Management Staff will review the “team” of architects to select the one with the best skillset for the project. If the estimated cost of the architectural fees will be \$50,000 or more, Staff will present to the Board of Directors a request to enter into negotiations to issue a task order, for the project.

While it is the CCRTA’s desire to use all firms in the qualified pool developed by the CCRTA, firms are not guaranteed any minimum amount of work and may not be assigned to any future projects if deemed in the best interest of the CCRTA.

Identified Need

The purpose of having architects of record serves the following objectives:

- Assists with the design of “shovel ready projects” in anticipation of additional grant funding.
- Expedites unforeseen work assignments that might require a quick response.
- Supports CCRTA staff with projects that might run parallel/simultaneously and that might need to be fast tracked.
- The structure of the term of the contract will be a fixed 3-year contract with one 2-year option. The option year will be brought back to the Board for approval providing the services have been responsive and satisfactory.

Currently, there are two major projects that will require architectural design services:

- The new Port Ayers Transfer Station – Estimated construction costs \$5,143,227
- The two new Bus Stops at Del Mar College South Campus – Estimated construction costs \$2,110,848

Analysis

A Request for Qualifications was issued on June 24th, and qualifications statements were received August 5th. Five proposals were received and a structured format was used to evaluate and rate the proposals. Written criteria for selection--in order of importance--were assigned as follows:

- Firm Experience (20 pts)
- Team Experience (20 pts)
- Capacity and Capability of the Firm (20 pts)
- Management and Organizational Approach (10 pts)
- Responsiveness to Agency Needs (10 pts)
- Performance Standards (10 pts)
- Quality Control Program (5 pts)
- Disadvantaged Business Enterprise (DBE) Participation (5 pts)

The results of the evaluation are listed below:

Ratings for Architectural Services

Firm	Firm Experience	Team Experience	Capacity & Capability of Firm	Mgmt. & Organizational Approach	Response to Agency Needs	Performance Standards	Quality Control Program	DBE	Totals
Gignac Architecture & Construction Management	19.6	19.2	19.4	9.2	8.4	8.8	5	5	94.6
Turner Ramirez Architects	17.2	16.6	16.6	7.2	7.6	8.4	4.6	5	83.2
Able City, LLC	16.6	15.8	16.6	6.8	7.2	8	3.75	5	79.75
WKMC Architects, Inc.	14.4	14.4	14	6.8	6.6	7.2	2.8	5	71.2
Fresch Architects	12	14.4	11.2	6.6	5	6.2	3.2	5	63.6

a) After assessing each of these five architectural firms' proposals, four of the five firms were selected as recommendations for Architects of Record/architectural "pool". The firms being recommended for the architectural pool, include:

- Gignac Architects (Corpus Christi Office)
- Turner/Ramirez Architects (Corpus Christi Office)
- Able City, LLC. (San Antonio)
- WKMC Architects, Inc. (Corpus Christi Office)

Gignac Architects,

Gignac's team brings over 30 years of experience in municipal design projects, including several recent transfer stations and bus stops, couples with an extensive knowledge of architecture in the Coastal Bend. Their headquarters in located downtown, in close proximity to the CCRTA. Gignac's firm has worked under this name for 33 years.

The firm provides complete architectural services including master planning, feasibility studies and construction administration. The firm includes 20 employees, with three offices, located in

Corpus Christi, McAllen and Harlingen. Raymond Gignac, will service as the Prime Consultant of the awarded projects, with Nick Gignac as Project Manager.

The firm has designed various transfer stations, such as the CCRTA's Staples Street Station, the City of South Padre Island Multi-Modal Transit Station & Service Center, and the City of Brownsville Metro East Side Transfer Station. Other projects the firm has completed for the CCRTA include the Staples Street Center building, and the CCRTA's Bear Land Operations Building and the renovation of the Bear Lane Maintenance facility. Gignac's firm has worked with numerous municipalities, such as City of Corpus Christi, City of Harlingen, City of Port Aransas, City of South Padre Island, State of Texas, various counties and federal governmental agencies.

Turner/Ramirez

Turner/Ramirez is a full-service, 100% minority owned, Architectural Firm, with 16 employees, establish in 1958 by the late Jack Rice Turner, AIA, over 63 years ago. In 2008, Philip Ramirez after an 11-year tenure with Mr. Turner, was named Principal Partner in Turner/Ramirez Architects. The firm has been involved in well over \$330M worth of projects within the last ten years.

The scope of their design team's experience ranges from the current design of Del Mar College's new Southside Campus to multiple projects for the City of Corpus Christi, and a collaboration with the City of Corpus Christi and the CCRTA for the improvements to the La Retama Park, downtown.

The design team has recent working experience in the design of Heavy/Vehicle Traffic Circulation in the design of the new Del Mar Workforce Development Center, on the West Campus. The project includes the new location of the Truck Driving Program and Industrial Programs, which required the design of circulation of semi-trucks and trailers on heavy duty pavement sections.

Able City, LLC

Able City, LLC and its predecessor companies have been working on transit facility design for 40 years. The firm has 27 staff members. The firm's Principal/Owner is Mario A. Pena, a register architect with the State of Texas and Florida, with over 20 years of experience. Able City, LLC, is located in San Antonio, Tx. The firm has been doing business under the present name for 4 years. But, the initial firm was organized in 1977.

The team from the firm, and the subconsultants, have worked on numerous transit stations, with various transit agencies. The architectural experience, includes El metro in Laredo and the new REAL Transit Multimodal Facility. The firm has worked with various cities/entities including the City of Laredo, San Antonio VIA, R.E.A.L. in Alice, and Mission, TX.

WKMC

The firm owners include Bill T. Wilson, II, FAIA and William S. McCord, AIA. The firm has worked under the present name for 27 years or since 1994. The firm is a local company and has 13 employees.

WKMC has completed numerous federal, state, and local projects over the years. The WKMC team *currently works* with and has past experience working with the City of Corpus Christi, Port of Corpus Christi Authority, Nueces County, and other Coastal Bend Area cities and counties.

Some of the firms accomplishments include the design for Whataburger field, J. Vern Herring Visitors Center at Camp Karankawa for the Boy Scouts, and Oso Bay Wetlands Preserve & Learning Center.

Task Order Contracts

b) Gignac Architects is being recommended for design services for the Port Ayers Transfer Station Renovation Project. Gignac Architects has completed two multimodal transfer stations, one for the CCRTA and one for the City of South Padre Island, along with the Brownsville Metro East Side Transfer Station. The CCRTA's Staples Street Station, is considered multimodal, since Greyhound also uses a portion of the Staples Street Station footprint. The design was complex due to the use of the area by both the CCRTA buses and Greyhound buses, but Gignac's team was able to develop the appropriate turning radius and parking bays, to accommodate all buses.

The Staples Street Station has many of the elements desired for the Port Ayers Transfer Station Renovation Project. A clear line of site, canopy overhang to provide protection for the riders from the rain, enhanced LED lighting, driver's restroom, cameras, seating, digital technology and ADA platform access.

c) Turner/Ramirez Architects is being recommended for the Del Mar South Campus – Bus Stops. Currently, Turner/Ramirez is the design team for the new Del Mar College South Campus, which will facilitate the overall construction and collaboration for the CCRTA's two new bus stops on Del Mar's South Campus. Turner/Ramirez, will be very familiar with the ongoing construction, along with the schedule, and will be able to work with the CCRTA to accomplish the construction of the bus stops in a timely manner. Turner/Ramirez, also worked on the Del Mar Workforce Development Center, at the west campus, and understand the need for reinforced/thicker concrete driveways to support the large buses. The CCRTA staff has worked with Turner/Ramirez on a previous project, in the downtown area, and it was a successful partnership.

Disadvantaged Business Enterprise (DBE)

All Architectural firms have indicated they will strive to meet the DBE goal of 5%.

Financial Impact

The services will be requested through task orders on an as-needed basis and associated fees will only be incurred on a per task order basis.

The estimated fees for engineering/architectural services are based on a percentage of the total construction costs. Typically, those fees will range from 8% to 11%.

It is recognized that projects of an unusual nature or with significant engineering elements may require an incremental increase.

Board Priority

This project aligns with the Board Priority – Facilities.

Committee Review

This item was discussed and approved at the Operations & Capital Projects Committee meeting held on August 25, 2021.

Recommendation

Staff recommend the Board of Directors authorize the Chief Executive Officer (CEO) or designee to Enter into Negotiations for –

- a) General Architectural Services with Gignac Architects; Turner/Ramirez Architects; Able City, LLC; and WKMC Architects, Inc. as Architects of Record, and
- b) Architectural Design Services with Gignac Architects for the Port Ayers Transfer Station Renovation Project, and
- c) Architectural Design Services with Turner/Ramirez Architects for the Del Mar College South Campus – Bus Stops (2)

The initial agreements will cover 3-years for the four firms. The two-year option will be presented to the Board of Directors for approval, contingent upon a previous history of satisfactory performance.

Respectfully Submitted,

Submitted &
Reviewed by:

Sharon Montez
Managing Director of Capital Projects and Customer Services

Final Approval by:



Jorge G. Cruz-Aedo
Chief Executive Officer



Subject: Approve Awarded Call-for-Projects Section 5310 Projects

Background

The CCRTA is the designated recipient of federal grant funds for the transportation management area (TMA) and is responsible for financing and directly providing public transportation. Some of the federal grant funds apportioned to the CCRTA, available for financing public transportation, include Section 5310, which provides transportation services for seniors and people with disabilities.

As defined by the Federal Transit Administration (FTA), the CCRTA is required to conduct a competitive selection process to identify eligible sub-recipients and award these federal grants to proposers who have projects readily available to meet the goals of the program.

Identified Need

On June 9, 2021, the CCRTA issued a Call-for-Projects for Section 5310 funds. The table below illustrates the four proposals received from the Rural Economic Assistance League (REAL) and Coastal Bend Center for Independent Living (CBCIL), and their proposed projects and their overall scores.

	Agency Name	Project Type	Project Description	Total Project Budget	Overall Score
1	REAL	Capital	Project Access	\$274,232	88.60
2	REAL	Capital	Project IMAP2	\$234,567	80.80
3	CBCIL	Capital	Purchase of Service	\$297,113	80.60
4	CBCIL	Capital	Mobility Management	\$200,396	79.40
	Total			\$1,006,308	

The applications were evaluated on Project Needs, Project Planning and Implementation, Project Budget, Program Effectiveness and Evaluation and Organizational Preparedness. The proposals were reviewed by the evaluation committee based on these criteria.

Following the evaluation process, the committee awarded the funding to the following sub-recipients and their projects:

	Agency Name	Project Type	Project Description	Total Project Budget	Awarded Amount (\$)	Federal Share (100%)
1	REAL	Capital	Project Access	\$274,232	\$274,232	\$274,232
2	REAL	Capital	Project IMAP2	\$234,567	\$140,871	\$140,871
3	CBCIL	Capital	Purchase of Service	\$297,113	\$140,871	\$140,871
4	CBCIL	Capital	Mobility Management	\$200,396	\$140,871	\$140,871
	Total			\$1,006,308	\$696,845	\$696,845

The total amount of federal funds available for this Call-for-Projects is \$696,845, which includes the following federal funding sources:

Fiscal Year	Funding Amount
2019	\$292,112
2020	\$300,463
Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA)	\$52,135
American Rescue Plan Act of 2021 (ARP)	\$52,135

Because the amount of federal funds available is less than the total amount of the four applications received, the highest ranked application received funding at one hundred percent (100%). The other three applications received an equally distributed amount of \$140,871 regardless of ranking, for their projects.

Board Priority

This Board Priority aligns with Public Image & Transparency.

Project(s) Selected

Staff has reviewed the evaluation committee's awards and affirms the committee's decision to provide funding for the above-mentioned projects, whose total Federal share is \$696,845.

Recommendation

Staff recommends the Board of Directors authorize the Chief Executive Officer (CEO) or designee to approve the awarded Call-for-Projects Section 5310 Projects.

Respectfully Submitted,

Submitted by: Christina A. Perez
Director of Procurement/Grants

Reviewed by: Robert Saldaña
Managing Director of Administration

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



Subject: July 2021 Financial Report

Overview: The results from the operational budget for the month of July reports revenues in excess of expenses by \$53,352 as departmental spending reached 94.99% of budget expectations. The positive trend continues with the year-to-day reporting of a \$7,941,814 surplus that is attributed to federal operating assistance grants and the continued savings from expenses coming in less than budgeted. Meanwhile the CIP budget is reports expenses exceeding budget by \$155,239 for July and \$1,460,135 year-to-date. The overall performance provides and addition of \$6,481,679 to the fund balance. This information is found in the financial reports located at the end of this document.

SUMMARY: Results from all Activities Compared to Budget

Total Revenues reported for the month of **July** totaled **\$3,466,129**, of which **\$3,265,623** is income from the **Operating Budget** and **\$200,506** is grant income from the **Capital Budget (Table 4)**. Previously monthly financial reports included a transfer-in from fund balance however this transfer-in has now been eliminated as part of Budget Amendment #1, approved by the Board on July 2021. The performance from two revenue categories from the Operating Budget are discussed as follows.

Operating Revenues which include only resources generated from transit operations reached **71.81%** of the **\$126,990** budget expectation, generating **\$35,794** less than forecasted. The remaining revenue sources recorded fare revenues at **87.29%**, while bus and bench advertising reached **108.71%** of baseline expectation (**Table 4.1**).

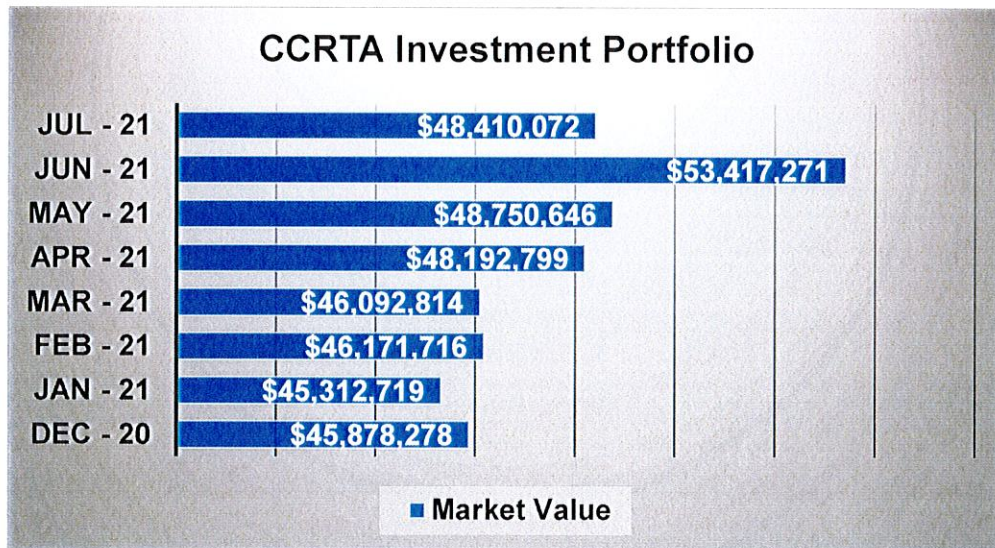
Non-Operating Revenues which includes sales tax, investment income, lease income from tenants and federal assistance grants, reached 99.52% of the \$3,189,734 budget expectation, generating \$15,307 less than forecasted. The baseline expectation provides an even 12-month spread of the annual budget for those revenues that have a monthly revenue stream. Revenues that do not have a monthly stream such as federal reimbursements take into consideration date funds are available and the order of priority if multiple grants are involved.

For clarification, please keep in mind that all revenues reported are **actual** revenues received or earned with the exception of the sales tax revenue. The Sales Tax Revenue, has been **estimated** since the amount will not be determined until payment is received on September 10, 2021. Out of the seven (7) sources included in this revenue category, 95.29% of total revenue came from the sales tax revenue estimate as indicated in the below:

July 2021 Revenue Composition – Table 1

Line #	Revenue Source	Actual	%
1	Sales Tax Revenue	2,744,819	84.05%
2	Passenger Service	73,059	2.24%
3	SSC Lease Income	41,208	1.26%
4	Bus Advertising	12,223	0.37%
5	Investment Income	2,603	0.08%
6	Grant Assistance Revenue	385,797	11.81%
7	Other Revenue	5,914	0.18%
	Total (excluding capital & transfer-in)	\$3,265,623	100.00%

The **Investment Portfolio** closed the month of July 2021 with a Market Value of **\$48,410,072**, a decrease of **\$5,007,200** from the end of June 2021. Interest earnings increased by \$2,603 in July from the prior month however the \$5,007,200 decrease is primarily due to sizeable payments that cleared in July. The payment to the City of Corpus Christi for \$2,767,459 for street improvements made under the 2020 Street Improvement Interlocal Agreement while the other payment was for five (5) new Arbocs in the amount of \$1,340,573. This investment portfolio represents the assets from all operations including reserves and **does not include any assets from pension plans**.



The **Sales tax** allocation for July 2021 is **estimated** at **\$2,744,819 (Table 2)** and represents the amount equal to the same period in 2020 to remain conservative. The estimate is necessary since allocations lag two months behind and will not be received until September 10, 2021.

Meanwhile, the Sales Tax revenue payment of \$3,445,918 for June 2021 was received August 13, 2021, and exceeded the \$3,348,797 estimate reported in the June financials as the baseline expectation by \$97,121. The payment included the allocation from internet sales of \$32,306, an increase of 10.08% from the prior month. RTA started receiving internet sales tax revenue in December 2019, and to date have received \$456,786. Retailers started collecting sales tax on internet sales October 1, 2019. Although on line sales represent a small amount in comparison to total collections, we will continue to monitor the trend lines to determine consumer behavior in relationship to the regional and state statistics.

The sales tax revenue over the last five years' averages to 83.38% of total income. In 2020, Sales Tax Revenue represented 65% of total revenues. Sales tax typically represents the largest component of CCRTA's total income, however there are several factors that can cause fluctuations from year to year. Although sales tax revenue is related to economic conditions, other factors such as the amount of revenues from other sources and capital improvement plans do come into play. During this reporting period sales tax representing 84.05% of total operating revenues as a result of the amount of revenues recognized from federal grants as illustrated in the first table presented at the beginning of this report. The following table illustrates the sales tax revenue trend from the beginning of the year.

Transparency Disclosure

The sales tax revenue reported as 2021 Actual is higher than what is reported by the state comptroller's website. The difference represents the \$27,374 that is deducted by the state comptroller each month as repayment of \$1,177,082 that occurred in December 2019 as a result of an audit. The repayment is over 43 months and as of July have made 8 installments. This amount is added back in order to calculate the growth rate when comparison to the same period last year.

Sales Tax Growth – Table 2

Month Revenue was Recognized	2021 Actual	2020 Actual	\$ Growth	% Growth
January (actual)	\$ 2,497,985	\$ 2,532,147	\$ (34,162)	-1.35%
February (actual)	2,333,543	2,593,497	(259,954)	-10.02%
March (actual)	3,774,978	2,856,393	918,585	32.16%
April (actual)	3,006,523	2,463,919	542,604	22.02%
May (actual)	3,041,775	2,791,009	250,766	8.98%
June (actual)	3,445,918	3,348,797	97,121	2.90%
July (estimate)	2,744,819	2,744,819	0	0.00%
August (estimate)	-	-	0	0.00%
September (estimate)	-	-	0	0.00%
October (estimate)	-	-	0	0.00%
November (estimate)	-	-	0	0.00%
December (estimate)	-	-	0	0.00%
	\$ 20,845,542	\$ 19,330,581	\$ 1,514,961	7.84%

The detail of all revenue and expense categories are presented in the following tables, along with the fare recovery ratio for July 2021:

Revenue: July 2021 Revenue Composition (Includes Operating and Capital Funding) – Table 3

Revenue Source	July 2021	%	YTD	%
Passenger Service	\$ 3,059	2.11%	\$ 66,048	1.73%
Bus Advertising	12,223	0.35%	91,397	0.28%
Other Revenue	5,914	0.17%	13,087	0.04%
Sales Tax Revenue	2,744,819	79.19%	20,845,542	63.87%
Grants - Operating	385,797	11.13%	7,274,039	22.29%
Grants - Capital	200,506	5.78%	3,539,210	10.84%
Investment Income	2,603	0.08%	21,991	0.07%
SSC Lease Income	41,208	1.19%	287,483	0.88%
Total Revenue	\$ 3,466,129	100.00%	\$ 2,638,797	100.00%

Revenue – July 2021 Operating and Capital Funding and Transfer-In – Table 4

	07/2021				
	2021 Adopted Budget	July 2021 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Revenues					
Passenger service	\$ 1,004,403	\$ 73,059	\$ 83,700	7.27%	87.29%
Bus advertising	134,921	12,223	11,243	9.06%	108.71%
Other operating revenues	384,566	5,914	32,047	1.54%	18.45%
Sales Tax Revenue	35,456,113	2,744,819	2,744,819	7.74%	100.00%
Federal, state and local grant assistance	7,711,691	385,797	642,641	5.00%	60.03%
Investment Income	50,212	2,603	4,184	5.18%	62.22%
Staples Street Center leases	488,770	41,208	40,731	8.43%	101.17%
Total Operating Revenues	45,230,676	3,265,623	3,559,367	7.22%	91.75%
Capital Grants & Donations	9,715,577	200,506	200,506	2.06%	100.00%
Transfers-In	-	-	-	0.00%	0.00%
Total Revenues & Capital Funding	\$ 54,946,253	\$ 3,466,129	\$ 3,759,872	6.31%	92.19%

Revenue – July 2021 From Operations – Table 4.1

	2021 Adopted Budget	2021 July Actual	Baseline into Budget (1/12)	% Actual to Budget	% Actual to Baseline
	Revenues				
Passenger Service	\$ 1,004,403	\$ 73,059	\$ 83,700	7.27%	87.29%
Bus Advertising	134,921	12,223	11,243	9.06%	108.72%
Other Operating Revenues	384,566	5,914	32,047	1.54%	18.45%
Total Operating Revenue	\$ 1,523,890	\$ 91,196	\$ 126,990	5.98%	71.81%
Sales Tax Revenue	\$ 35,456,113	\$ 2,744,819	\$ 2,744,819	7.74%	100.00%
Federal, state and local grant assistance	7,711,691	385,797	400,000	5.00%	96.45%
Investment Income	50,212	2,603	4,184	5.18%	62.21%
Staples Street Center leases	488,770	41,208	40,731	8.43%	101.17%
Total Non-Operating Revenues	\$ 43,706,786	\$ 3,174,427	\$ 3,189,734	7.26%	99.52%
Total Revenues	\$ 45,230,676	\$ 3,265,623	\$ 3,316,724	7.22%	98.46%

2021 Year to Date Revenue – Operating and Capital Funding and Transfer-In – Table 5

	07/2021				
	2021 Adopted Budget	YTD 2021 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Revenues					
Passenger service	\$ 1,004,403	\$ 566,048	\$ 585,902	56.36%	96.61%
Bus advertising	134,921	91,397	78,704	67.74%	116.13%
Other operating revenues	384,566	13,087	224,330	3.40%	5.83%
Sales Tax Revenue	35,456,113	20,845,542	19,330,581	58.79%	107.84%
Federal, state and local grant assistance	7,711,691	7,274,039	4,498,486	94.32%	161.70%
Investment Income	50,212	21,991	29,290	43.80%	75.08%
Staples Street Center leases	488,770	287,483	285,116	58.82%	100.83%
Total Operating Revenues	45,230,676	29,099,587	25,032,409	64.34%	116.25%
Capital Grants & Donations	9,715,577	3,539,210	3,539,210	36.43%	100.00%
Transfers-In	-	-	-	0.00%	0.00%
Total Revenues & Capital Funding	\$ 54,946,253	\$ 32,638,797	\$ 28,571,619	59.40%	114.24%

July 2021 Expenses

The results of all expenditure activities, including capital, are presented below. The total activities compared well against the baseline. Timing of expenditures such as Debt Service (paid in May and November), and purchases of capital contribute to the anticipated variance between the outcome of operations and the baseline. Departmental operating expenses came in \$48,574 lower than baseline expectations.

July 2021 Total Expenses & Capital Expenditures – Table 6

	07/2021				
	2021 Adopted Budget	July 2021 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Expenditures					
Departmental Operating Expenses	\$ 36,039,690	\$ 2,954,734	\$ 3,003,308	8.20%	98.38%
Debt Service	1,408,431	-	117,369	0.00%	0.00%
Street Improvements	3,083,652	256,971	256,971	8.33%	100.00%
Subrecipient Grant Agreements	49,694	567	4,141	1.14%	13.69%
Total Operating Expenses	40,581,467	3,212,272	3,381,789	7.92%	94.99%
Grant Eligible Costs	9,715,577	200,506	200,506	2.06%	100.00%
Depreciation Expenses	2,503,090	208,591	208,591	8.33%	100.00%
Total Expenses & Capital Expenditures	\$ 52,800,134	\$ 3,621,368	\$ 3,790,886	6.86%	95.53%

2021 Year to Date Total Expenses & Capital Expenditures – Table 7

	07/2021				
	2021 Adopted Budget	YTD 2021 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Expenditures					
Departmental Operating Expenses	\$ 36,039,690	\$ 19,058,558	\$ 21,023,152	52.88%	90.66%
Debt Service	1,408,431	268,816	821,585	19.09%	32.72%
Street Improvements	3,083,652	1,798,797	1,798,797	58.33%	100.00%
Subrecipient Grant Agreements	49,694	31,604	28,988	63.60%	109.02%
Total Operating Expenses	40,581,467	21,157,774	23,672,522	52.14%	89.38%
Grant Eligible Costs	9,715,577	3,539,210	3,539,210	36.43%	100.00%
Depreciation Expenses	2,503,090	1,460,136	1,460,136	58.33%	100.00%
Total Expenses & Capital Expenditures	\$ 52,800,134	\$ 26,157,120	\$ 28,671,868	49.54%	91.23%

EXPENSES – REPORTED BY EXPENSE OBJECT CATEGORY

The **Financial Accounting Standards Board (FASB)** requires expenses to be reported by object category which include expenses that can be traced back to a specific department and or activity. It excludes depreciation expenses, expenses associated with the Street Improvement Program, debt service expenses, and pass through activities (Sub-recipients).

Accordingly, for the month of July 2021, total departmental operating expenses realized a favorable variance against the baseline expectation, including the categories of *Salaries, Services, Materials & Supplies, Insurance, and Miscellaneous*. Meanwhile, there was an unfavorable variance in *Benefits* is due to health insurance claims that were higher than expected. Purchased Transportation again presented an unfavorable variance for the month, but this is smoothed out for the year-to-date on account of the impact of Budget Amendment #1.

July 2021 Departmental Expenses – Table 7

Departmental Operating Expense Object Category	07/2021				
	2021 Adopted Budget	July 2021 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Salaries	\$ 13,112,536	\$ 1,051,410	\$ 1,092,711	8.02%	96.22%
Benefits	5,781,398	534,853	481,783	9.25%	111.02%
Services	5,016,713	304,242	418,059	6.06%	72.77%
Materials & Supplies	2,870,866	217,885	239,239	7.59%	91.07%
Utilities	739,149	174,676	61,596	23.63%	283.58%
Insurance	506,332	35,619	42,194	7.03%	84.42%
Purchased Transportation	7,282,548	611,240	606,879	8.39%	100.72%
Miscellaneous	730,148	24,810	60,846	3.40%	40.77%
Total Departmental Operating Expenses	\$ 36,039,690	\$ 2,954,734	\$ 3,003,308	8.20%	98.38%

2021 Year to Date Departmental Expenses – Table 8

Departmental Operating Expense Object Category	07/2021				
	2021 Adopted Budget	YTD 2021 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Salaries	\$ 13,112,536	\$ 7,162,669	\$ 7,648,979	54.62%	93.64%
Benefits	5,781,398	3,406,940	3,372,482	58.93%	101.02%
Services	5,016,713	2,195,270	2,926,416	43.76%	75.02%
Materials & Supplies	2,870,866	1,370,112	1,674,672	47.72%	81.81%
Utilities	739,149	489,185	431,170	66.18%	113.46%
Insurance	506,332	249,332	295,360	49.24%	84.42%
Purchased Transportation	7,282,548	3,895,011	4,248,153	53.48%	91.69%
Miscellaneous	730,148	290,040	425,920	39.72%	68.10%
Total Departmental Operating Expenses	\$ 36,039,690	\$ 19,058,558	\$ 21,023,152	52.88%	90.66%

Total departmental operating expenses are within 10 percentage points of the baseline expectation for year-to-date budget 2021, with monthly expenses to-date representing 90.66% of the annual budget.

2021 Self-Insurance Claims, Medical & Vision and Dental – Table 9

Month	Medical & Vision		Dental		Total
January	\$	259,169	\$	4,247	\$ 263,417
February		148,139		4,930	153,070
March		518,677		10,748	529,425
April		219,433		3,868	223,301
May		300,919		4,191	305,110
June		461,648		7,734	469,382
July		333,876		10,463	344,338
	\$	2,241,860	\$	46,182	\$ 2,288,042

Fare Recovery Ratio – Table 10

Description	7/31/2021	Year to Date
Fare Revenue	\$ 73,059	\$ 566,048
Operating Expenses*	\$ 2,747,214	\$18,410,259
Fare Recovery Ratio	2.66%	3.07%
*Excluding Depreciation		

Note: Same period last year (July) the FRR was 2.52%

July 2021 and YTD Overall Performance – Table 11

For the month of July, total Expenses exceeded Revenues by \$155,239, however total Revenues exceeded Expenses by \$6,481,678 for the year-to-date. A greater detail of the financial results is explained in the accompanied Power Point Presentation.

	2021 Adopted Budget	July 2021 Actual	Baseline into Budget
Operating Revenues	\$ 45,230,676	\$ 3,265,623	\$ 3,559,367
Capital Funding	9,715,577	200,506	200,506
Total Revenues	54,946,253	3,466,129	3,759,872
Operating Expenses	40,581,467	3,212,272	3,381,789
Capital Expenditures	12,218,667	409,097	409,097
Total Expenses	52,800,134	3,621,368	3,790,886
Revenue over Expenditures	\$ 2,146,119	\$ (155,239)	\$ (31,014)

	2021 Adopted Budget	YTD 2021 Actual	YTD Baseline into Budget
Operating Revenues	\$ 45,230,676	\$ 29,099,588	\$ 25,032,408
Capital Funding	9,715,577	3,539,210	3,539,210
Total Revenues	54,946,253	32,638,798	28,571,618
Operating Expenses	40,581,467	21,157,774	23,672,522
Capital Expenditures	12,218,667	4,999,346	4,999,346
Total Expenses	52,800,134	26,157,120	28,671,868
Revenue over Expenditures	\$ 2,146,119	\$ 6,481,678	\$ (100,250)

NET POSITION

The Total Net Position at the end of the month was **\$99,434,037**, an increase of \$10,323,758 from December 2020 which closed at **\$89,110,279**. The Total Net Position is made up of three (3) components: Net Investment in Capital Assets, Funds Restricted for the FTA's Interest, and Unrestricted which represents the residual amount of the net position that is available for spending.

The FTA maintains a vested interest as a result of the sale of excess land near the Southside Transfer Station in November 2020. The amount of \$473,544 is restricted for use as the Authority's contribution toward a future FTA-funded project.

Of the Total Net Position of **\$99,434,037**, the portion of the fund balance that is not restricted in accordance to GASB Concepts Statement No 4 is **\$45,861,513**, but only **\$30,871,270** is available for spending as a result of the internal restrictions placed by the Board for specific reserves which total **\$14,990,243**. To stabilize the fluctuations of sales tax revenue, CCRTA has established several reserve accounts that serve as a liquidity cushion. As you can see from the fund balance breakdown below, 33% of the unrestricted portion is assigned by the Board to fund reserves that are earmarked to meet certain unexpected demands.

FUND BALANCE AS OF JULY 31, 2021:

FUND BALANCE	
Net Invested in Capital Assets	\$ 53,098,980
Restricted for FTA Interest	473,544
Unrestricted	<u>45,861,513</u>
TOTAL FUND BALANCE	<u>99,434,037</u>
RESERVES	
Net Invested in Capital Assets	53,098,980
Restricted for FTA Interest	473,544
Designated for Operating Reserve	8,989,674
Designated for Capital Reserve	4,721,676
Designated for Local Share of CIP	264,809
Designated for Employee Benefits Reserve	1,014,084
Unrestricted	<u>30,871,270</u>
TOTAL INVESTED IN CAPITAL & RESERVES	<u>\$ 99,434,037</u>

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

Respectfully Submitted,

Submitted by: Marie Sandra Roddel
Director of Finance

Reviewed by: Robert M. Saldaña
Managing Director of Administration

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

Corpus Christi Regional Transportation Authority
 Operating and Capital Budget Report
 For the month ended July 2021

OPERATING BUDGET	07/2021				
	2021 Adopted Budget	July 2021 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
	A	B	C = A / 12	B / A	C vs B
Revenues					
Passenger service	\$ 1,004,403	\$ 73,059	\$ 83,700	7.27%	87.29%
Bus advertising	134,921	12,223	11,243	9.06%	108.71%
Other operating revenues	384,566	5,914	32,047	1.54%	18.45%
Sales Tax Revenue	35,456,113	2,744,819	2,744,819	7.74%	100.00%
Federal, state and local grant assistance	7,711,691	385,797	642,641	5.00%	60.03%
Investment Income	50,212	2,603	4,184	5.18%	62.22%
Staples Street Center leases	488,770	41,208	40,731	8.43%	101.17%
Total Revenues	45,230,676	3,265,623	3,559,366	7.22%	91.75%
Expenses					
Transportation	9,896,202	813,222	824,683	8.22%	98.61%
Customer Programs	525,656	41,004	43,805	7.80%	93.61%
Purchased Transportation	7,282,548	611,441	606,879	8.40%	100.75%
Service Development	583,634	44,743	48,636	7.67%	92.00%
MIS	1,376,818	90,676	114,735	6.59%	79.03%
Vehicle Maintenance	5,806,049	492,361	483,837	8.48%	101.76%
Facilities Maintenance	3,047,773	212,151	253,981	6.96%	83.53%
Contracts and Procurements	364,867	28,565	30,406	7.83%	93.95%
CEO's Office	1,050,134	73,348	87,511	6.98%	83.82%
Finance and Accounting	821,663	54,610	68,472	6.65%	79.75%
Materials Management	200,176	18,028	16,681	9.01%	108.07%
Human Resources	785,094	54,976	65,424	7.00%	84.03%
General Administration	570,293	34,053	47,524	5.97%	71.65%
Capital Project Management	289,517	25,791	24,126	8.91%	106.90%
Marketing & Communications	677,552	39,885	56,463	5.89%	70.64%
Safety & Security	1,548,561	112,360	129,047	7.26%	87.07%
Staples Street Center	1,010,154	207,330	84,179	20.52%	246.29%
Port Ayers Cost Center	3,000	190	250	6.33%	75.94%
Debt Service	1,408,431	-	117,369	0.00%	0.00%
Special Projects	200,000	-	16,667	0.00%	0.00%
Subrecipient Grant Agreements	49,694	567	4,141	1.14%	13.69%
Street Improvements Program for CCRTA Region Entities	3,083,652	256,971	256,971	8.33%	100.00%
Total Expenses	40,581,467	3,212,272	3,381,789	7.92%	94.99%
Revenues Over Expenses - Operating Budget	4,649,209	53,352	177,577		
CIP BUDGET					
	2021 Adopted Budget	July 2021 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
	A	B	C = A / 12	B / A	
Funding Sources					
Transfer In	\$ -	-	-	0.00%	0.00%
Grant Revenue	9,715,577	200,506	200,506	2.06%	0.00%
Total Funding Sources	9,715,577	200,506	200,506	2.06%	100.00%
Capital Expenditures					
Grant Eligible Costs	\$ 9,715,577	200,506	200,506	2.06%	0.00%
Depreciation Expenses	2,503,090	208,591	208,591	8.33%	100.00%
Total Expenditures	12,218,667	409,097	409,097	3.35%	100.00%
Funding Sources Over Expenditures	(2,503,090)	(208,591)	(208,591)	8.33%	100.00%
Revenues Over Expenses - Operating Budget	4,649,209	53,352	177,577		
Revenues Over Expenses - CIP Budget	(2,503,090)	(208,591)	(208,591)		
Revenues Over Expenses (including rounding)	2,146,119	(155,239)	(31,014)		

Corpus Christi Regional Transportation Authority
 Operating and Capital Budget Report
 For the month ended July 2021

OPERATING BUDGET	07/2021				
	2021 Adopted Budget	YTD 2021 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
	A	B	C = A / 12 * 7	B / A	C vs B
Revenues					
Passenger service	\$ 1,004,403	\$ 566,048	\$ 585,902	56.36%	96.61%
Bus advertising	134,921	91,397	78,704	67.74%	116.13%
Other operating revenues	384,566	13,087	224,330	3.40%	5.83%
Sales Tax Revenue	35,456,113	20,845,542	19,330,581	58.79%	107.84%
Federal, state and local grant assistance	7,711,691	7,274,039	4,498,486	94.32%	161.70%
Investment Income	50,212	21,991	29,290	43.80%	75.08%
Staples Street Center leases	488,770	287,483	285,116	58.82%	100.83%
Total Revenues	45,230,676	29,099,588	25,032,409	64.34%	116.25%
Expenses					
Transportation	9,896,202	5,354,598	5,772,784	54.11%	92.76%
Customer Programs	525,656	278,495	306,633	52.98%	90.82%
Purchased Transportation	7,282,548	3,897,955	4,248,153	53.52%	91.76%
Service Development	583,634	306,675	340,453	52.55%	90.08%
MIS	1,376,818	680,538	803,144	49.43%	84.73%
Vehicle Maintenance	5,806,049	3,120,309	3,386,862	53.74%	92.13%
Facilities Maintenance	3,047,773	1,463,726	1,777,867	48.03%	82.33%
Contracts and Procurements	364,867	196,073	212,839	53.74%	92.12%
CEO's Office	1,050,134	616,664	612,578	58.72%	100.67%
Finance and Accounting	821,663	468,269	479,304	56.99%	97.70%
Materials Management	200,176	124,756	116,769	62.32%	106.84%
Human Resources	785,094	378,750	457,971	48.24%	82.70%
General Administration	570,293	253,579	332,671	44.46%	76.23%
Capital Project Management	289,517	179,363	168,885	61.95%	106.20%
Marketing & Communications	677,552	321,467	395,239	47.45%	81.33%
Safety & Security	1,548,561	769,043	903,327	49.66%	85.13%
Staples Street Center	1,010,154	646,925	589,256	64.04%	109.79%
Port Ayers Cost Center	3,000	1,373	1,750	45.77%	78.46%
Debt Service	1,408,431	268,816	821,585	19.09%	32.72%
Special Projects	200,000	-	116,667	0.00%	0.00%
Subrecipient Grant Agreements	49,694	31,604	28,988	63.60%	109.02%
Street Improvements Program for CCRTA Region Entities	3,083,652	1,798,797	1,798,797	58.33%	100.00%
Total Expenses	40,581,467	21,157,774	23,672,522	52.14%	89.38%
Revenues Over Expenses - Operating Budget	4,649,209	7,941,814	1,359,887		
CIP BUDGET					
	2021 Adopted Budget	YTD 2021 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
	A	B	C = A / 12 * 7	B / A	C vs B
Funding Sources					
Transfer In	\$ -	-	-	0.00%	0.00%
Grant Revenue	9,715,577	3,539,210	3,539,210	36.43%	0.00%
Total Funding Sources	9,715,577	3,539,210	3,539,210	36.43%	100.00%
Capital Expenditures					
Grant Eligible Costs	\$ 9,715,577	3,539,210	3,539,210	36.43%	0.00%
Depreciation Expenses	2,503,090	1,460,136	1,460,136	58.33%	100.00%
Total Expenditures	12,218,667	4,999,346	4,999,346	40.92%	100.00%
Funding Sources Over Expenditures	(2,503,090)	(1,460,135)	(1,460,136)	58.33%	100.00%
Revenues Over Expenses - Operating Budget	4,649,209	7,941,814	1,359,887		
Revenues Over Expenses - CIP Budget	(2,503,090)	(1,460,135)	(1,460,136)		
Revenues Over Expenses (including rounding)	2,146,118	6,481,679	(100,250)		

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY
Statement of Net Position
Month ended July 31, 2021, and year ended December 31, 2020

	Unaudited July 31 2021	Unaudited December 31 2020
ASSETS		
Current Assets:		
Cash and Cash Equivalents	\$ 47,678,619	\$ 45,154,181
Receivables:		
Sales and Use Taxes	6,438,857	5,944,715
Federal Government	586,303	187,266
Other	148,841	549,605
Inventories	1,009,960	1,123,501
Prepaid Expenses	1,333,770	454,705
Total Current Assets	57,196,350	53,413,973
Non-Current Assets:		
Restricted Cash and Cash Equivalents	473,544	473,544
Capital Assets:		
Land	4,877,729	4,877,729
Buildings	53,744,210	53,744,210
Transit Stations, Stops and Pads	24,409,826	24,409,826
Other Improvements	5,525,123	5,525,123
Vehicles and Equipment	62,898,430	62,898,430
Construction in Progress	894,724	894,724
Current Year Additions	4,624,542	(0)
Total Capital Assets	156,974,584	152,350,041
Less: Accumulated Depreciation	(87,729,896)	(86,269,760)
Net Capital Assets	69,244,688	66,080,280
Total Non-Current Assets	69,718,232	66,553,824
TOTAL ASSETS	126,914,581	119,967,797
DEFERRED OUTFLOWS OF RESOURCES		
Deferred outflow related to pensions	2,274,783	2,274,783
Deferred outflow related to OPEB	13,413	13,413
Deferred outflow on extinguishment of debt	3,304,292	3,304,292
Total Deferred Outflows	5,592,488	5,592,488
TOTAL ASSETS AND DEFERRED OUTFLOWS	132,507,070	125,560,285
LIABILITIES AND NET POSITION		
Current Liabilities:		
Accounts Payable	1,101,279	628,010
Current Portion of Long-Term Liabilities:		
Long-Term Debt	870,000	870,000
Compensated Absences	346,771	346,771
Sales Tax Audit Funds Due	136,870	328,488
Distributions to Regional Entities Payable	3,186,304	6,894,594
Other Accrued Liabilities	963,606	913,941
Total Current Liabilities	6,604,830	9,981,804
Non-Current Liabilities:		
Long-Term Liabilities, Net of Current Portion:		
Long-Term Debt	18,580,000	18,580,000
Compensated Absences	777,512	777,512
Sales Tax Audit Funds Due	821,234	821,234
Net Pension Liability	733,591	733,591
Net OPEB Obligation	849,492	849,492
Total Non-Current Liabilities	21,761,829	21,761,829
TOTAL LIABILITIES	28,366,660	31,743,633
DEFERRED INFLOWS OF RESOURCES		
Deferred inflow related to pensions	4,666,972	4,666,972
Deferred inflow related to OPEB	39,401	39,401
Total Deferred Inflows	4,706,373	4,706,373
TOTAL LIABILITIES AND DEFERRED INFLOWS	33,073,033	36,450,006
Net Position:		
Net Invested in Capital Assets	53,098,980	49,934,573
Restricted for FTA Interest	473,544	473,544
Unrestricted	45,861,513	38,702,162
TOTAL NET POSITION	\$ 99,434,037	\$ 89,110,279

Corpus Christi Regional Transportation Authority
Statement of Cash Flows (Unaudited)
For the month ended July 31, 2021

	<u>7/31/2021</u>
Cash Flows From Operating Activities:	
Cash Received from Customers	\$ 58,781
Cash Received from Bus Advertising and Other Ancillary	53,151
Cash Payments to Suppliers for Goods and Services	(2,908,937)
Cash Payments to Employees for Services	(713,192)
Cash Payments for Employee Benefits	(296,321)
Net Cash Used for Operating Activities	<u>(3,806,518)</u>
Cash Flows from Non-Capital Financing Activities:	
Sales and Use Taxes Received	3,014,401
Grants and Other Reimbursements	694,996
Distributions to Subrecipient Programs	(567)
Distributions to Region Entities	(2,762,459)
Net Cash Provided by Non-Capital Financing Activities	<u>946,371</u>
Cash Flows from Capital and Related Financing Activities:	
Federal and Other Grant Assistance	1,162,222
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	(175,840)
Net Cash Provided by Capital and Related Financing Activities	<u>986,382</u>
Cash Flows from Investing Activities:	
Investment Income	2,603
Purchases of Investments	-
Maturities and Redemptions of Investments	-
Premiums/Discounts on Investments	-
Net Cash Provided by Investing Activities	<u>2,603</u>
Net decrease in Cash and Cash Equivalents	(1,871,161)
Cash and Cash Equivalents (Including Restricted Accounts), July 1, 2021	49,549,780
Cash and Cash Equivalents (Including Restricted Accounts), July 31, 2021	\$ <u><u>47,678,619</u></u>



Subject: July 2021 Operations Report

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

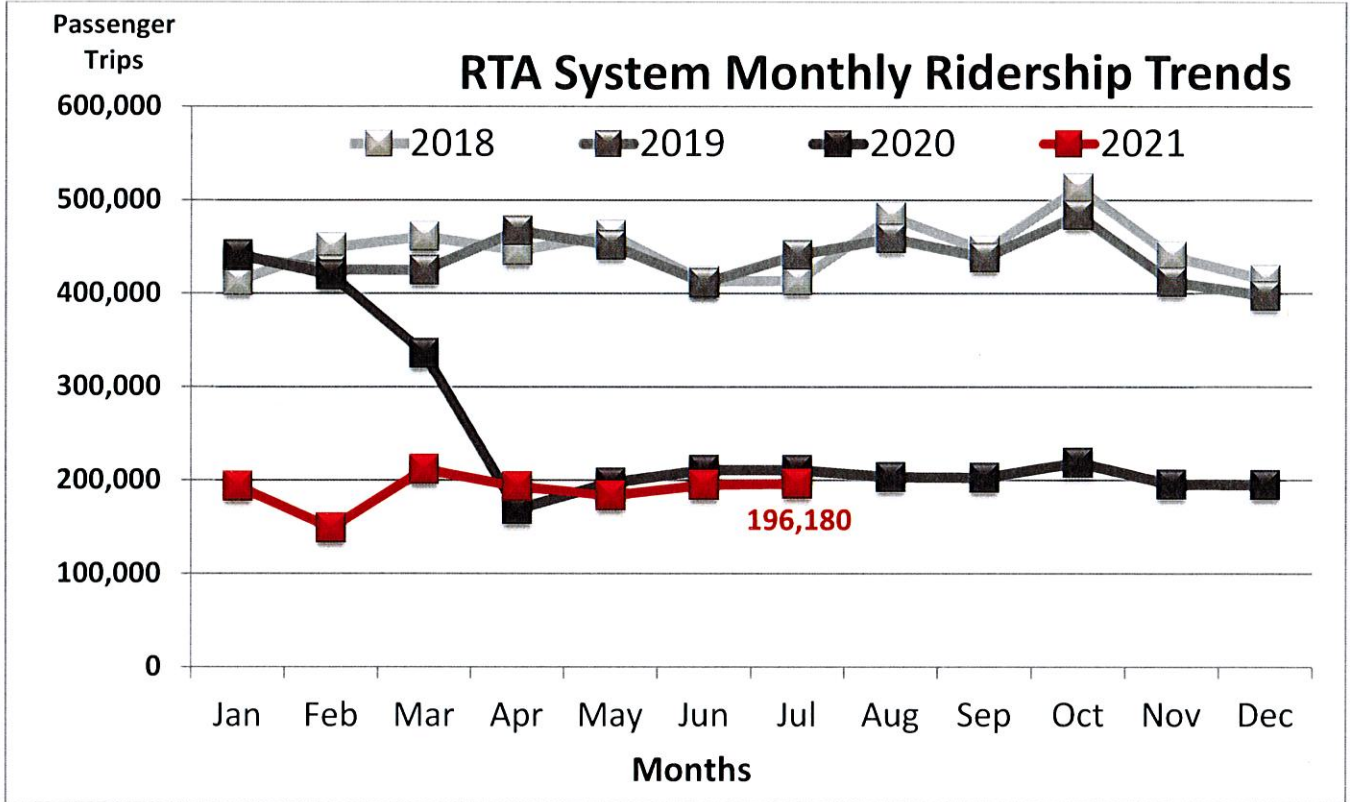


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System-wide Ridership and Service Performance Results

July 2021 system-wide ridership levels continued to be adversely impacted by the COVID-19 pandemic. Passenger trips totaled 196,180 which represents a decrease of -6.9% as compared to 210,715 passenger trips in July 2020 or 14,535 fewer trips this month. In comparison to the pre-COVID-19 (Pre-Covid) period in July 2019 with 441,054 passenger trips, the 196,180 passenger trips this month represents a decrease of 55.5% or 244,874 fewer trips.

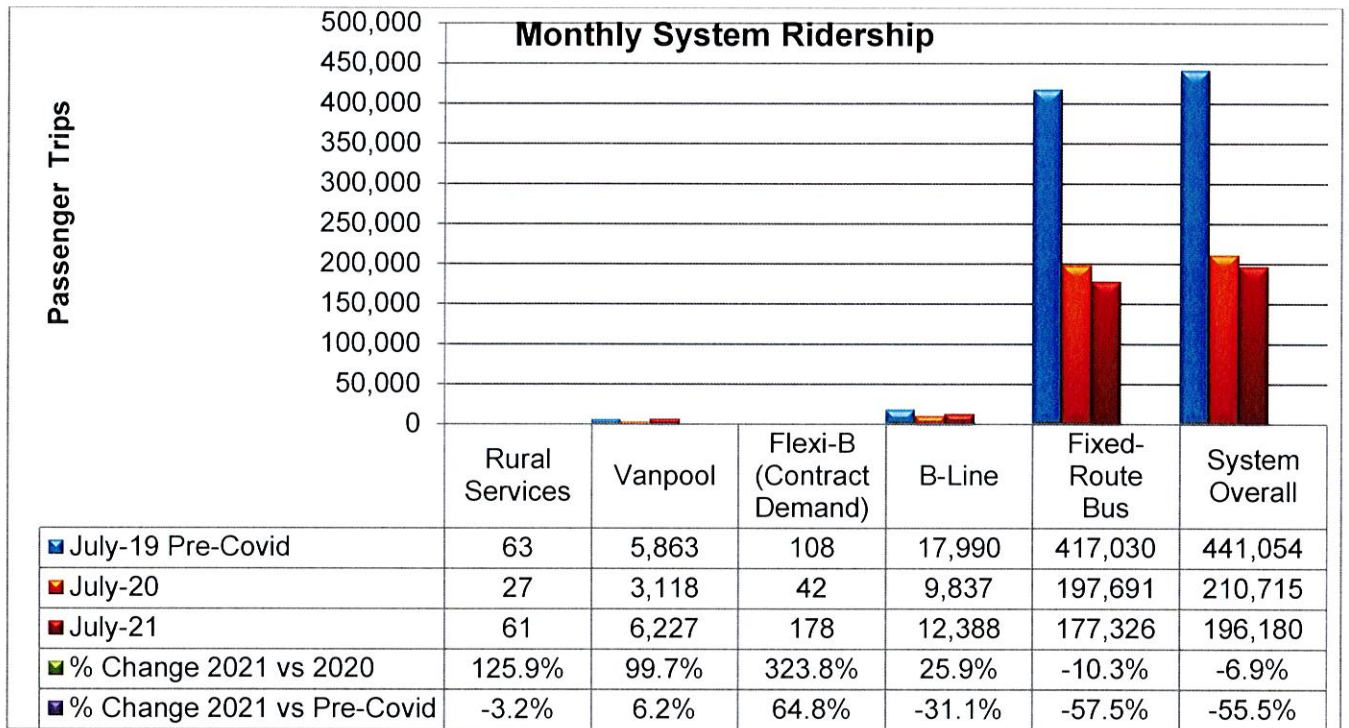


July 2020	July 2021	Variance
22 Weekdays	21 Weekdays	-1
4 Saturdays	5 Saturdays	+1
4 Sundays	4 Sundays	-
July 4 th Holiday observed on the 3 rd	July 4 th Holiday observed on the 5 th	-
31 Days	31 Days	-

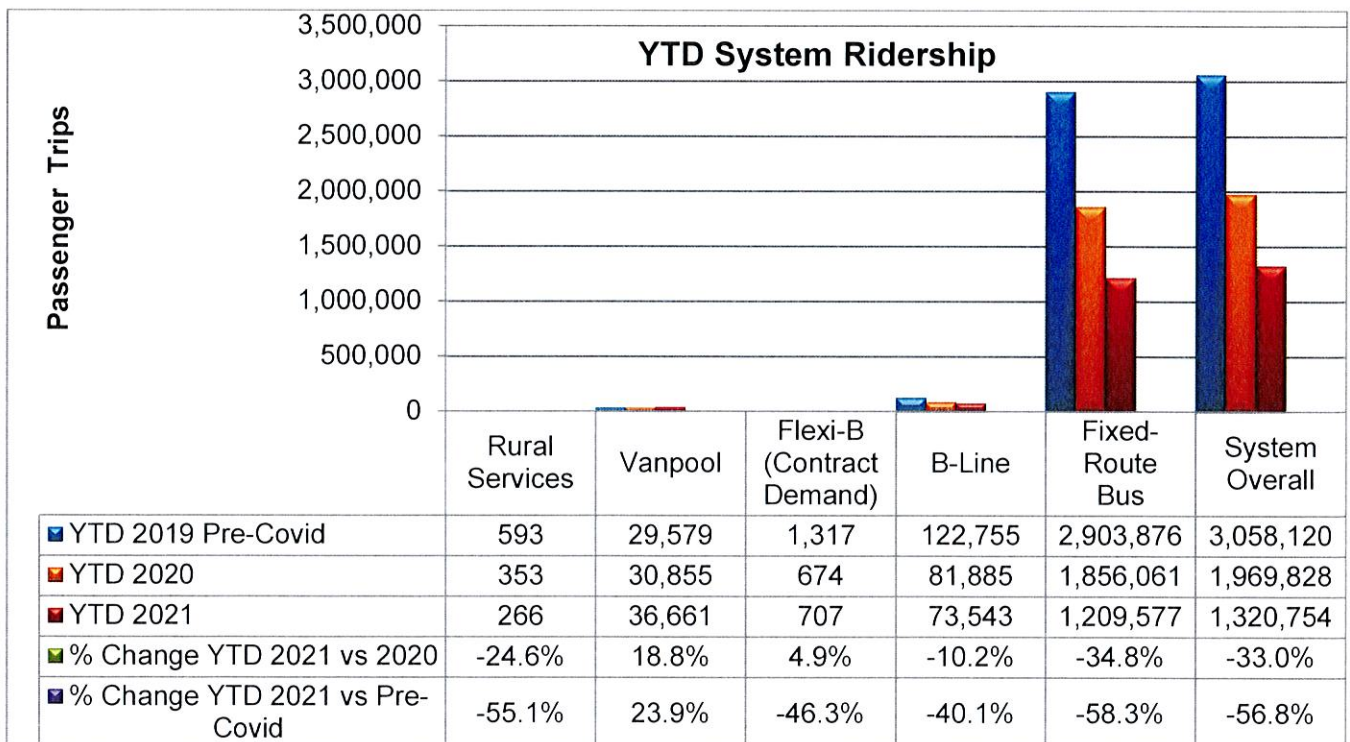
In July 2021, the average retail price for unleaded gas in Corpus Christi was approximately \$2.79 per gallon compared to about \$1.85 per gallon in July 2020¹ or one dollar more per gallon this July. Rainfall was 11.5 inches as compared to monthly average of 2.8 inches.² July 2020 recorded 3.9 inches of rainfall. The 94-degree average temperature is in alignment with the average high temperature in July.

1. GasBuddy.com historical data at <http://www.gasbuddy.com>.
 2. <https://etweather.tamu.edu/rainhistory>

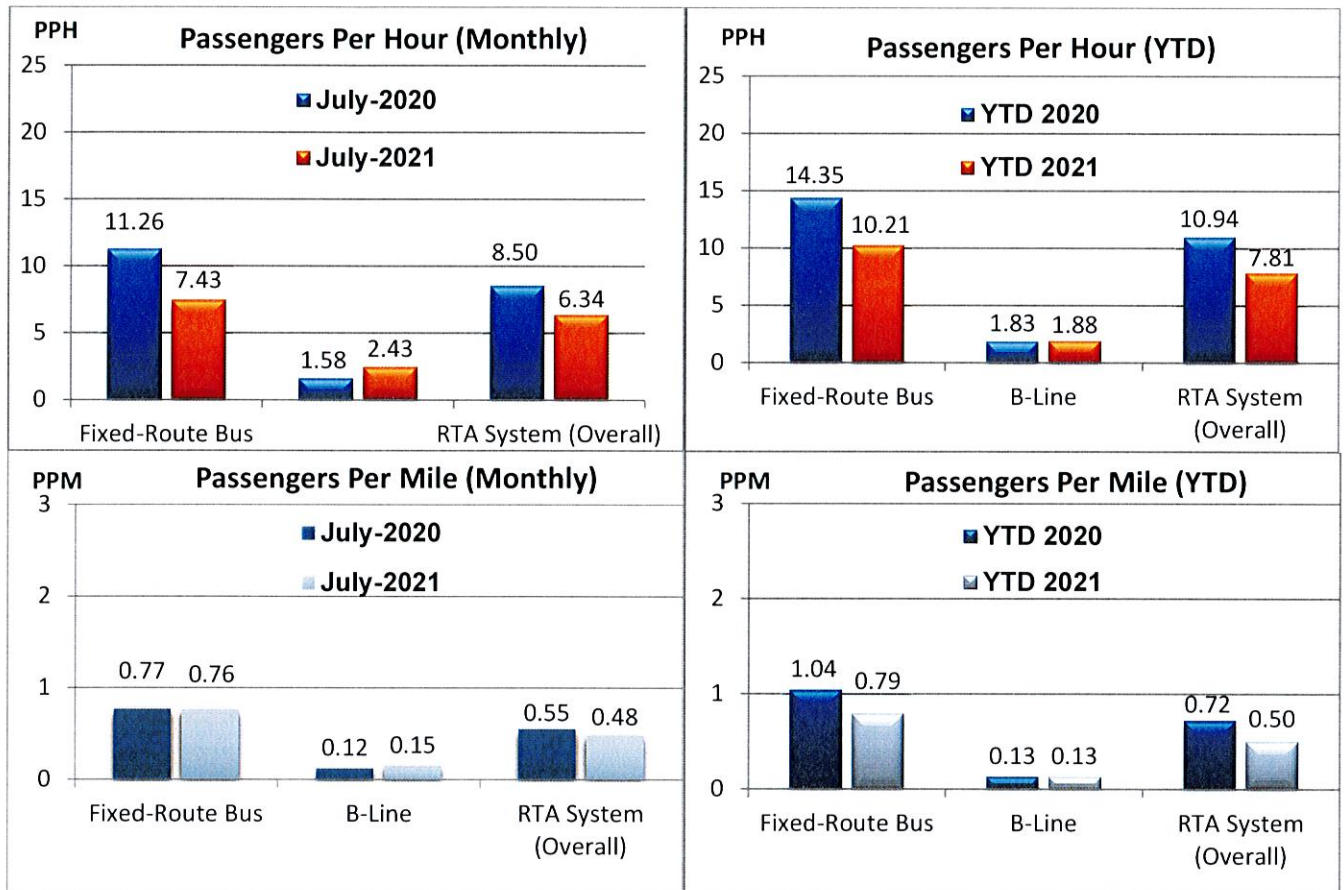
The chart below shows monthly ridership results for all services. CCRTA recorded 14,535 fewer passenger trips for a decrease of 6.9% as compared to July 2020. As compared to July 2019 Pre-Covid, passenger trips decreased 55.5%.



The chart below shows YTD ridership results for all services. CCRTA has recorded 649,074 fewer passenger trips for a YTD decrease of -33.0% in 2021 as compared to 2020. As compared to YTD 2019 Pre-COVID, passenger trips decreased 56.8% or 1,737,366 fewer trips.



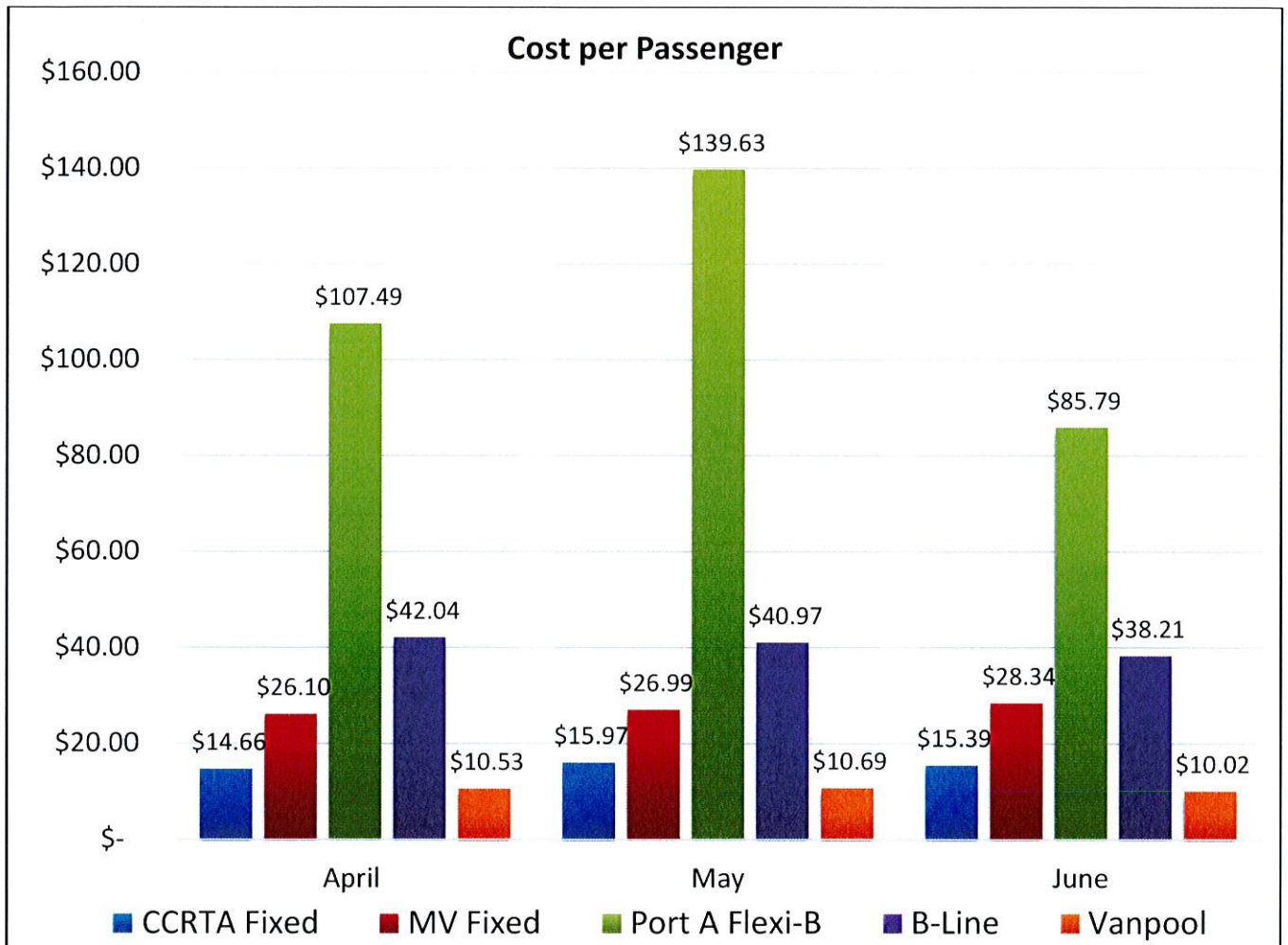
The following charts report system-wide productivity for the month of July 2021 vs. July 2020 and YTD figures.



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

Schedule Adherence	Standard	Apr-21	May-21	Jun-21	Jul-21	4-Month Average
Early Departure	<1%	0.0%	0.0%	0.0%	0.0%	0.0%
Departures within 0-5 minutes	>85%	93.2%	88.9%	89.4%	94.4%	91.5%
Monthly Wheelchair Boardings	No standard	2,411	2,311	2,681	2,905	2,577
Monthly Bicycle Boardings	No standard	4,144	3,930	4,080	4,065	4,055

The following tables include Cost per Passenger totals by service mode for the second quarter of 2021. In addition, year-to-date (YTD) averages by service mode are included.



Month	CCRTA Fixed	MV Fixed	Port A Flexi-B	B-Line	Vanpool
April	\$ 14.66	\$ 26.10	\$ 107.49	\$ 42.04	\$ 10.53
May	\$ 15.97	\$ 26.99	\$ 139.63	\$ 40.97	\$ 10.69
June	\$ 15.39	\$ 28.34	\$ 85.79	\$ 38.21	\$ 10.02
YTD Average	\$ 15.34	\$ 27.14	\$ 110.97	\$ 40.41	\$ 10.41

The following construction projects potentially impact current or future on-time performance:

**On
Detour**

- **North Beach-U.S.181 realignment** (HB reconstruction): Began April 2019
 - Routes 76 & 78 **(2 stops impacted)**
- **Winnebago & Lake St.**-(Harbor Bridge reconstruction): Began August 2020
 - Route 12 **(10 stops impacted)**
- **Leopard St. TxDOT Project** (Mexico to Doss St.) (24) month project: To be complete late 2021
 - Routes 27 & 28 **(2 stops impacted)**
- **Leopard St.** (Nueces Bay to Palm) (14) month project: Began April 2021 with anticipated completion in late-2022
 - Routes 27 & 28 **(3 stops impacted)**
- **Leopard St.** (Crosstown to Palm) (14) month project: To begin late-2021 with anticipated completion in early-2023
 - Routes 27 & 28 **(9 stops will be impacted)**
- **Everhart Rd.** (SPID-McArdle-Staples): Project on hold and maybe expanded.
 - Routes 32 & 37 **(7 stops will be impacted)**
- **Ayers St.** (SPID-Gollihar) (28) month project: Began January 2020
 - Route 19 **(7 stops impacted)**
- **S. Staples St.** (Kostoryz- Baldwin) (29) month project: Begin March 2021
 - Route 29 **(8 Stops impacted)**
- **Laguna Shores Rd.** (SPID–Wyndale) (14) month, Began October 26, 2020 with anticipated completion in October 2022
 - Routes 3 & 4 **(14 stops impacted)**
- **Airline Rd.** (SPID–McArdle) (7) month project: Began January 2021
 - Routes 26 & 65 **(2 stops impacted)**
- **Ocean Dr. Resurfacing** (Robert Dr.-Ennis Joslin) (5) month project: Began March-2021
 - Route 6 **(25 stops impacted)**
- **Six Points (Ayers St. @ 10th St.)** (7) month project: Began April-2021
 - Routes 17 **(2 stops impacted so far)**
- **Six Points (Ayers St. @ 10th St.)** (7) month project: Began April-2021
 - Routes 17 **(2 stops impacted so far)**
- **Nimitz & MacArthur Resurface and curb work (2.5) month project-Began late-June 2021**
 - Routes 76 & 78 **(5 stops impacted)**
- **Bear Ln. (Ayers St. @ 10th St.)** (2) month project: Began July 2021
 - Route 16 **(1 stop impacted)**
- **McArdle Rd.** (Carroll-Kostoryz) (6) month project: To begin early-2022
 - Route 19 **(7 stops will be impacted)**
- **Gollihar Rd.** (Greenwood-Crosstown) In design. To begin early-2022
 - Routes 23 & 25 **(11 stops will be impacted)**

No Detour

**On
Detour**

No Detour

For July 2021, there were 15 detoured routes out of 33 fixed route services. This equates to approximately 45% of RTA services travelling on the local streets. Detoured bus route services include: 3, 4, 6, 12, 16, 17, 19, 21, 26, 27, 28, 29, 65, 76 & 78.

88 is the total number of bus stops impacted or closed in July 2021.

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

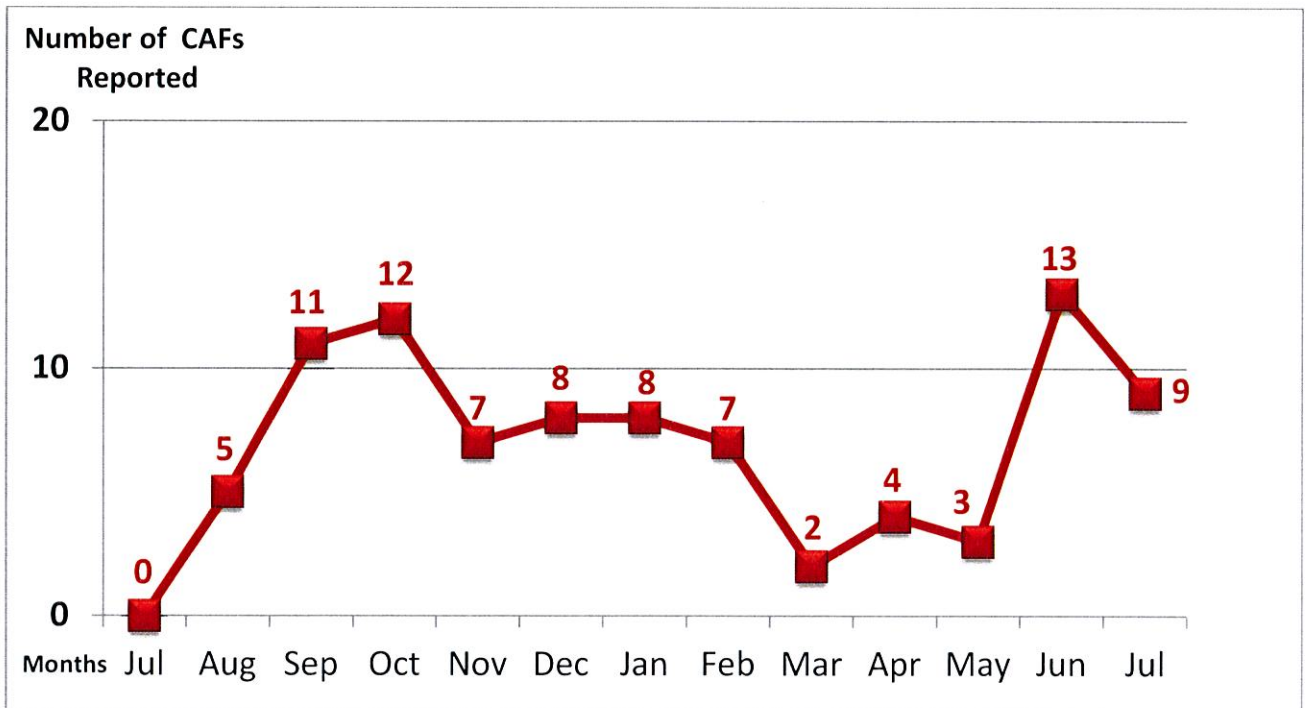
In July 2021, B-Line service metrics were impacted by the COVID-19 pandemic.

- Productivity: **2.43** Passengers Per Hour (PPH) did not meet the temporarily waived contract standard of 2.50 PPH to promote social distancing.
- Denials: 0 denials or **0.0%** did meet contract standard of 0.0%.
- Miles between Road Calls (MBRC): **4,064** did not meet the contract standard of 12,250 miles.
- Ridership Statistics: **8,158** ambulatory boardings; **3,375** wheelchair boardings

Metric	Standard	Apr-21	May-21	Jun-21	Jul-21	(4) Month-Ave.
Passengers per Hour	2.50	1.95	2.05	2.24	2.43	2.17
Denials	0.00%	0.00%	0.00%	0.00%	0.00%	0.0%
Miles Between Road Calls	12,250	11,678	5,755	5,145	4,064	6,660
Monthly Wheelchair Boardings	No standard	3,008	3,171	3,342	3,375	3,224

Customer Programs Monthly Customer Assistance Form (CAF) Report

For July 2021, Customer Service received and processed 9 Customer Assistance Forms (CAF's) all were verified as valid. The 9 CAFs include 1 commendation.



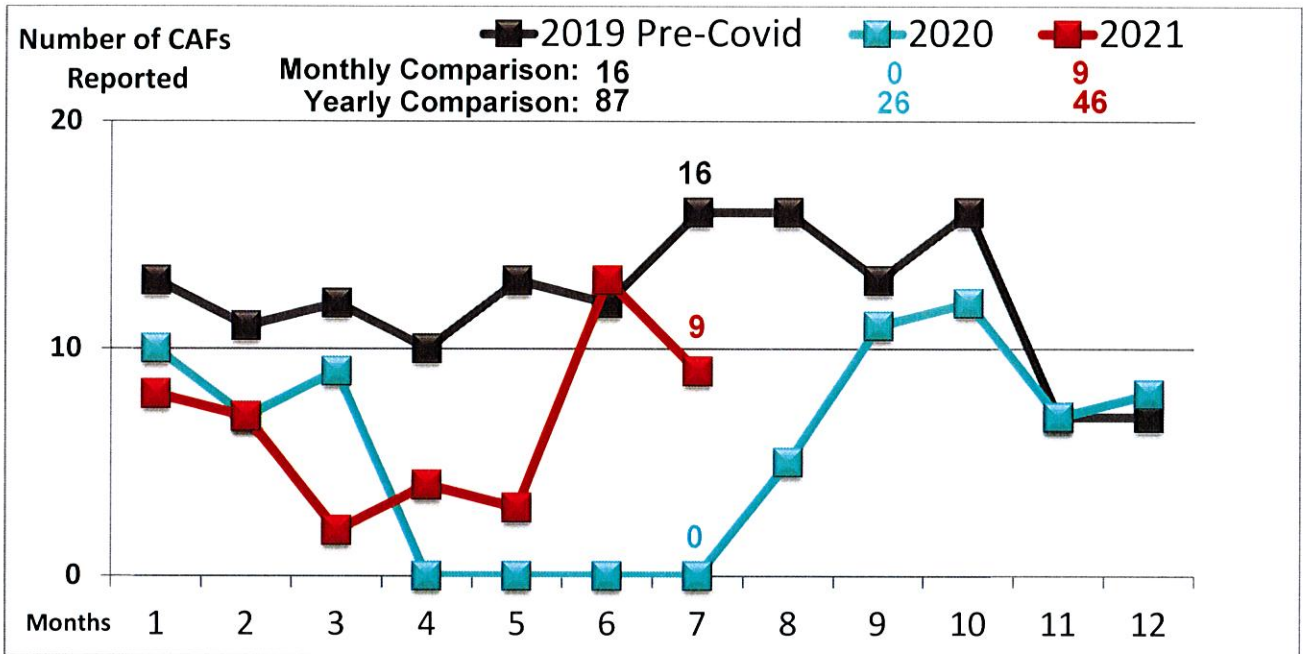
Route Summary Report for July 2021:

Route	# of CAFs	Route	# of CAFs
#3 NAS Shuttle	1	#34 Robstown North Circulator	
#4 Flour Bluff		#35 Robstown South Circulator	
#5 Alameda		#37 Crosstown/TAMUCC	
#5x Alameda Express		#50 Calallen/NAS Ex (P&R)	
#6 Santa Fe/Malls		#51 Gregory/NAS Ex (P&R)	
#12 Saxet Oak Park		#53 Robstown/NAS Ex (P&R)	1
#15 Kostoryz		#54 Gregory/Downtown Express	
#16 Morgan		#56 Flour Bluff/Downtown Express	
#17 Carroll/Southside		#60 Islander Connection	
#19 Ayers		#65 Padre Island Connection	
#19G Greenwood	2	#76 Harbor Bridge Shuttle	
#19M McArdle		#78 North Beach Shuttle	
#21 Arboleda		#90 Flexi-B Port Aransas	
#23 Molina		#93 Flex	
#25 Gollihar/Greenwood		#94 Port Aransas Shuttle	
#26 Airline/Lipes		#95 Port Aransas Express	
#27 Northwest		B-Line (Paratransit) Services	2
#27x Northwest (Express)		Safety/Transportation	
#28 Leopard/Omaha		Facilities Maintenance	
#29 Staples	2	Customer Service Department	
#29F Staples/Flour Bluff		Service Development/Facilities	
#29SS Staples/Spohn South		Facilities/Service Development	
#30 Westside/Health Clinic		Transportation (Other) ADA	1
#32 Southside		TOTAL CAF's	9

July 2021 CAF Breakdown by Service Type:

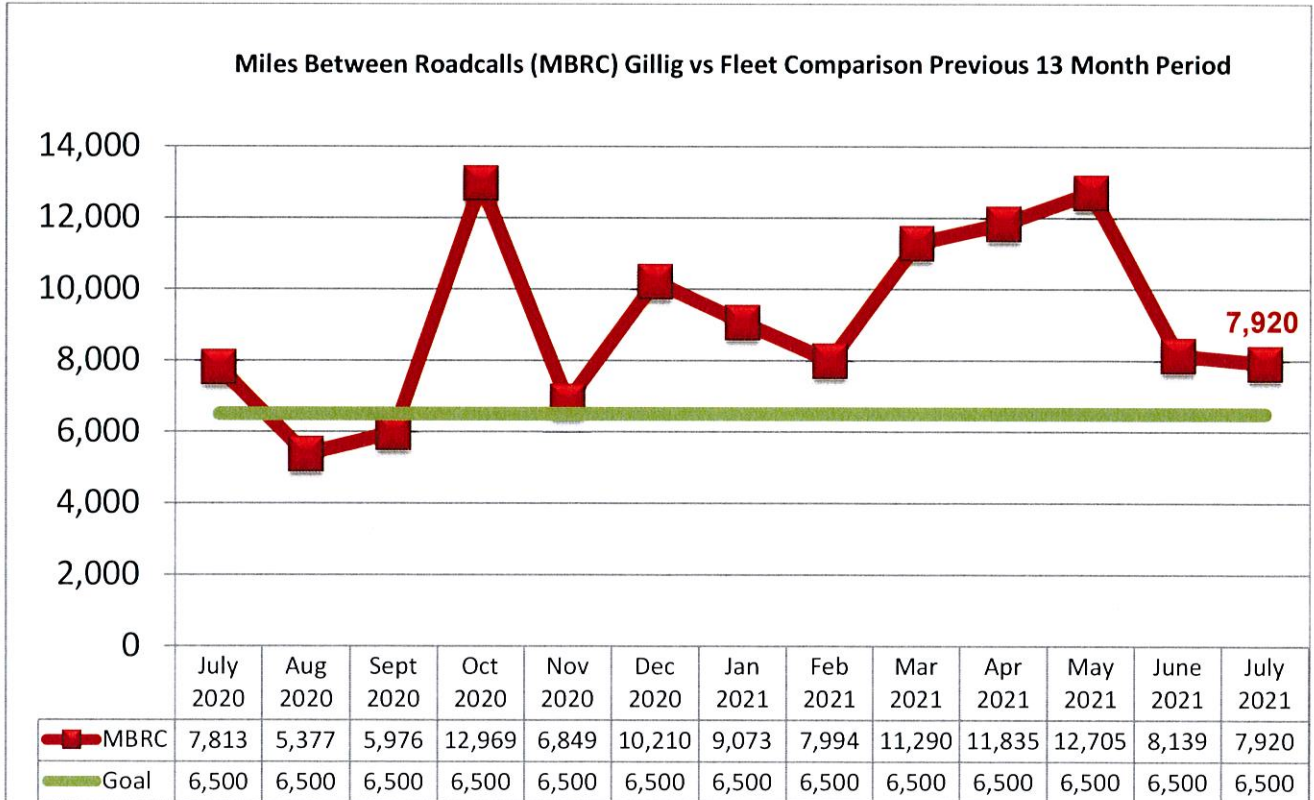
CAF Category	RTA Fixed Route	B-Line ADA Paratransit	MV Fixed Route	Totals
ADA	1	1		2
Service Stop Issues				
Driving Issues				
Customer Services			1	1
Late/Early – No Show				
Alleges Injury				
Fare/Transfer Dispute	1			1
Clean Trash Can				
Dispute Drop-off/Pickup				
Add Bench/Stop				
Tie Down Issues				
Inappropriate Behavior	1			1
B-line Calls				
Incident at Stop				
Incident on Bus				
Incident at Station				
Policy/Standing Orders		1		1
Denial of Service				
Safety & Security				
Rude	2			2
Facility Maintenance				
Service Development				
Vehicle Maintenance				
Over Crowded Vehicle				
Route Suggestion				
Service Maintenance				
Commendations	1			1
Total CAFs	6	2	1	9

CAF Reports: Current and Historical Trends



Vehicle Maintenance Department: Miles Between Road Calls Report

In July 2021, there were 7,920 miles between road calls (MBRC) recorded as compared to 7,813 MBRC in July 2020. A standard of 6,500 miles between road calls is used based on the fleet size, age and condition of CCRTA vehicles. In addition, seasonal high weather temperatures impact the number of road calls.



Board Priority

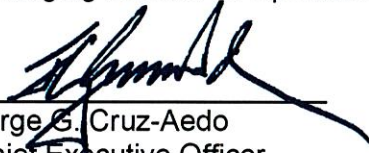
The Board Priority is Public Image and Transparency.

Respectfully Submitted,

Submitted by: Gordon Robinson
Director of Planning

Reviewed by: Derrick Majchszak
Managing Director of Operations

Final Approval by:



Jorge G. Cruz-Aedo
Chief Executive Officer

Board - Board Member Inquiry

Meeting Date	Agenda Item #	Member Name	Inquiry	Response	Response Date
8/4/2021	11a.	E. Martinez	In regards to the June 2021 Financial Report, Mr. Martinez asked, what is typical for other agencies our size?	Mr. Saldana responded that the last peer review we had 14-17%, so we are substantially lower.	8/4/2021
8/4/2021	11b.	M. Woolbright	In regards to the Procurement Update, Mr. Woolbright asked, how many bids do you think we will receive?	Mr. Saldana responded that he expects to see around 6.	8/4/2021
8/4/2021	11d.	L. Allison	In regards to the June 2021 Operations Report, Ms. Allison asked, who is using our van pool service right now?	Mr. Robinson responded that more than half are Border Patrol agency efforts. We also have a federal correction institute up in Three Rivers and the naval station here in Corpus Christi.	8/4/2021

ADM - Board Member Inquiry

Meeting Date	Agenda Item #	Member Name	Inquiry	Response	Response Date
7/28/2021	6.	P. Dominguez	In reference to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Approve Contract Modification No.7 to the existing SEC-OPS 5-Year Security Guard Service Contract, No. 2019-S-06, for the required increase in security services through FY2024 totaling \$1,543,940.04, Ms. Dominguez asked, regarding the Bear Lane security, it is not currently a 24 hour security? Does the rover go over there?	Mr. Rendon responded that we do have weekend security but not 24 hours. We haven't done it because it's low risk. We have employees there 24 hours except on the weekends. Yes, the rover goes in this area.	7/28/2021
7/28/2021	6.	E. Salazar	In reference to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Approve Contract Modification No.7 to the existing SEC-OPS 5-Year Security Guard Service Contract, No. 2019-S-06, for the required increase in security services through FY2024 totaling \$1,543,940.04, Mr. Salazar asked, are we adding night and weekends? We have it funded until 2024, how do we see that we can afford this after 2024?	Mr. Rendon responded that we are adding evening hours. We will asses whether we can afford this, we will possibly be able to find more security grant money in the future.	7/28/2021
7/28/2021	9.	M. Woolbright	In reference to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Adopt a Resolution Designating Certain Persons to Sign Checks on the Medical Claims Bank Account held at Frost Bank, the Authority's depository bank, Mr. Woolbright asked, when will this go into effect?	Mr. Saldana responded once it is signed off by the board at the next board meeting it will be sent off and go into effect the week after.	7/28/2021
7/28/2021	9.	P. Skrobarczyk	In reference to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Adopt a Resolution Designating Certain Persons to Sign Checks on the Medical Claims Bank Account held at Frost Bank, the Authority's depository bank, Mr. Skrobarczyk asked, why would a board member have signing authority?	Mr. Saldana responded the board has fiduciary responsibilities so the board always has that option incase it is ever needed.	7/28/2021

ADM - Board Member Inquiry

Meeting Date	Agenda Item #	Member Name	Inquiry	Response	Response Date
7/28/2021	11.	E. Martinez	In reference to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Authorize Issuing a Request for Proposal (RFP) for GenFare Bus Pass Media, Mr. Martinez asked, when are we hoping to move to the next stage of digital services to board buses so that we can bypass this system altogether?	Ms. Montez responded that we will always have some sort of cash fare. We will have to have all of the buses equipped with genfare machines. We will have to develop a timeline and come back to the board with a timeline and cost analysis.	7/28/2021
7/28/2021	11.	P. Dominguez	In reference to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Authorize Issuing a Request for Proposal (RFP) for GenFare Bus Pass Media, Ms. Dominguez asked, how long do you think the fare recovery will take, six months, a year ?	Mr. Cruz-Aedo responded that we are currently working on it now and we are equipping the GenFare collection systems with the new buses.	7/28/2021

OPS - Board Member Inquiry

Meeting Date	Agenda Item #	Member Name	Inquiry	Response	Response Date
7/28/2021	7.	A. Jimenez	In reference to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Authorize Issuing a Request for Proposals (RFP) for a Long-Range System Plan, Ms. Jimenez asked, if the projected cost is over 600K?	Mr. Majchszak responded in the affirmative.	7/28/2021
7/28/2021	7.	E. Martinez	In reference to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Authorize Issuing a Request for Proposals (RFP) for a Long-Range System Plan, Mr. Martinez asked, is this 100% paid by the RTA?	Mr. Majchszak responded in the affirmative.	7/28/2021
7/28/2021	9.	A. Jimenez	In reference to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Authorize Awarding a Contract to Ti-Zack Concrete Inc., for the ADA Bus Stop Improvements – Phase VII, Ms. Jimenez asked, Is Ti-Zak local?	Ms. Montez responded they are not local, they are from Minnesota. Their subcontracts are from Texas. We do have a history with them and they perform in a superior manner.	7/28/2021