



AGENDA MEETING NOTICE

REVISED

Board of Directors Meeting

DATE: Wednesday, November 3, 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
 TBD, Vice Chairman
 Dan Leyendecker, Board Secretary (Ops)

BOARD OF DIRECTORS MEMBERS

<u>Administration & Finance</u>	<u>Operations & Capital Projects</u>
Patricia Dominguez (Chair)	Anna Jimenez (Chair)
Lynn Allison	Gabi Canales
Dan Leyendecker	Matt Woolbright
Eloy Salazar	Beatriz Charo
Philip Skrobarczyk	Armando Gonzalez

	TOPIC	SPEAKER	EST.TIME	REFERENCE
1.	Pledge of Allegiance	E. Martinez	1 min.	-----
2.	Roll Call	S. Alvarez	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.	Discussion and Possible Action to Approve the Board of Directors Meeting Minutes of October 6, 2021	E. Martinez	3 min.	Pages 1-4
7.	Public Hearing #2-Regarding Adoption of the FY2022 Operating and Capital Budget	R. Saldana	3 min.	
8.	Discussion and Possible Action to Adopt the FY2022 Operating and Capital Budget	R. Saldana	10 min.	Pages 5-6 PPT
9.	Update – State & Federal Legislative Reports a) Federal – Cassidy & Associates b) State – Longbow Partners	J. Cruz-Aedo Andrew Forbes Barry Rhodes (Virtual) Tris Castaneda	5 min. 10 min. 10 min.	Pages 7-8 PPT PPT
10.	Update – Corpus Christi MPO 2021 Planning Activities	D. Majchszak Rob MacDonald MPO	8 min.	PPT



11.	Action to Confirm Three (3) Appointments Recommended by the Chief Executive Officer (CEO) and Appointed by the Board Chair to RTA's Committee on Accessible Transportation (RCAT) for a Two-Year Term	S. Montez	5 min.	Page 9 <i>PPT</i>
12.	Update on RCAT Committee Activities	S. Montez	5 min.	-----
13.	Committee Chair Reports a) Administration & Finance b) Operations & Capital Projects	P. Dominguez A. Jimenez	5 min. 5 min.	-----
14.	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.			
	a) Action to Approve the Fiscal Year 2022 Board & Committee Meetings Calendar pages 10-11 b) Action to Adopt a Resolution for GoodBuy Purchasing Cooperative pages 12 c) Action to Approve the Fiscal Year 2022 Holidays and Service Levels pages 13-14 d) Action to Award the Option Year to Nash Entities, Inc, for Power Washing of the Transfer Stations pages 15-16 e) Action to Enter into Negotiations for Design Services with Hanson Professional Services, Inc., and Zarinkel Engineering Services, Inc., for ADA Bus Stop Improvements-Phase VIII pages 17-18			
15.	CCRTA's Response to COVID-19	J. Cruz-Aedo	10 min.	<i>PPT</i>
16.	Presentations: a) September 2021 Financial Report b) Procurement Update c) September 2021 Safety & Security Report d) September 2021 Operations Report	R. Saldaña R. Saldaña M. Rendón D. Majchszak	4 min. 4 min. 4 min. 4 min.	Pages 19-31 <i>PPT</i> <i>PPT</i> <i>PPT</i> Pages 32-41 <i>PPT</i>
17.	CEO Report	J. Cruz-Aedo	10 min.	<i>PPT</i>
18.	Board Chair Report	E. Martinez	10 min.	-----
19.	Adjournment	E. Martinez	1 min.	-----
20.	Information Items: Member Inquiry Forms a) Board Meeting—October 6, 2021 b) Committees Meetings—September 22, 2021 1. Administration & Finance 2. Operations & Capital Projects			

Total Estimated Time:

On **Friday, October 29, 2021** this Notice was posted by **Stephanie Alvarez** 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
BOARD OF DIRECTORS' MEETING MINUTES
WEDNESDAY, October 6, 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 Administered the Oath of Office of Small Cities Committee of Mayors Appointments and Nueces County Reappointments to the CCRTA Board of Directors**
 - a) **Beatriz Charo**
 - b) **Armando B. Gonzalez**
 - c) **Dan Leyendecker**
 - d) **Anna Jimenez**
7. **Action Announcement of Committee Appointment by the Board Chair and action to confirm Committee Appointment for New Board Members**
 - a) **Beatriz Charo**
 - b) **Armando B. Gonzalez**
8. **Action to Accept the Comprehensive Annual Financial Report (CAFR)**
9. **Action Authorize Enter into Negotiations with MV Transportation. Inc. for a Five (5) Year Contract for Paratransit and Small Bus Operations**
10. **Heard Updated on RCAT Committee Activities**
11. **Heard Committee Chair Reports; a) Administration & Finance, b) Operations & Capital Projects**
12. **Heard Consent Item--**
 - a) **Action to Issue an Invitation for Bid (IFB) for Unleaded Fuel Supply**
13. **Heard CCRTA's Response to Covid-19**
14. **Heard Presentations –**
 - a) **August 2021 Financial Report**
 - b) **Procurement Update**
 - c) **August 2021 Safety & Security Report**
 - d) **August 2021 Operations Report**
15. **Heard CEO's Report**
16. **Heard Chairman's Report**
17. **Adjournment**

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

Call to Order & Roll Call

Dan Leyendecker, Board Secretary call the meeting to order at 8:31 a.m. Ms. Ashlee Winston-Sherman called roll and stated a quorum was present.

Board Members Present Eddie Martinez, Dan Leyendecker, Lynn Allison, Gabi Canales, Patricia Dominguez, Anna Jimenez, Eloy Salazar, Phillip 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 and Ashlee Winstead-Sherman.



Mr. Derrick Majchszak reviewed the PPT and charts of comparisons of scores. The Board approved MV contract on September 4, 2013 and it went into effect January 1, 2014. MV contract was a 5-year base contract, one-two year option. He reported the contract serviced paratransit (B-line), small vehicle fixed routes, flexible services, and Vehicle Maintenance. Mr. Majchszak stated that the contract modification expires December 31, 2021.

Mr. Majchszak reported; RFP was issued on June 9th and proposals were due on August 2021. He listed the written criteria for the top three proposers, First Transit, Inc., MV Transportation, Inc., and RATP Dev USA, Inc. He explained the interview process and the total scoring of each Paratransit. It was noted that there is no DBE requirement for this procurement but staff would continue to pursue DBE participation. Mr. Majchszak explained FTA calculated scoring is of 7-year contract. He noted that RTA contract would be based on a 5-year contract.

Mr. Matt Woolbright questioned the initial scoring and interviewing that staff conducted. He asked about the purchase transit budget, is it considered in the contract.

Mr. Jorge Cruz-Aedo added that being consistent with the industry was how the processes, being consistent with how things are solicited. He noted that RTA is in compliant in these aspects.

DIRECTOR MATT WOOLBRIGHT MADE A MOTION TO GET THE BEST AND FINAL OFFER FROM ALL BIDERS REGARDING THE CONTRACT FOR PARTATRANSIT AND SMALL BUS OPERATIONS DIRECTOR GABI CANALES, SECONDED THE MOTION. WOOLBRIGHT, CANALES, AND SALAZAR VOTING IN FAVOR. SKROBARCZK, DOMINGUEZ, JIMENEZ, ALLISON, LEYENDECKER, CHARO, AND GONZALEZ VOTED AGAINST. MOTION FAILED.

DIRECTOR LYNN ALLISON MADE A MOTION TO RECOMMEND THE BOARD OF DIRECTORS AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) OR DESIGNEE TO ENTER INTO NEGOTIATIONS WITH MV TRANSPORTATION INC. FOR FIVE YEAR CONTRACT FOR PARTATRANSIT AND SMALL BUS OPERATIONS DIRECTOR ANNA JIMENEZ SECONDED THE MOTION. ALLISON, CHARO, DOMINGUEZ, GONZALEZ, JIMENEZ, LEYENDECKER, MARTINEZ, SALAZAR, SKROBARCZYK AND WOOLBRIGHT VOTING IN FAVOR. CANALES VOTED AGAINST. THE MOTION CARRIED.

Heard Update – RCAT Committee Activities

Ms. Sharon Montez welcomed Beatriz Charo and Armando Gonzalez she gave a structured description of the RCAT Committee. Ms. Montez mentioned that ten members serve on the RCAT Committee. She stated that the RCAT committee represents the voice of the disabled community in Corpus Christi and is the Regional Committee for Accessible Transportation. The next Committee meeting will be on October 21st and all is welcome to attend. She stated she would come back to the Board to keep everyone informed.

Heard Committee Chair Reports

None reported

Heard Consent Item

a) Action to Issue an Invitation for Bid (IFB) for Unleaded Fuel Supply

**DIRECTOR ANNA JIMENEZ MADE A MOTION TO APPROVE THE CONSENT ITEM
A). GABI CANALES SECONDED THE MOTION. THE MOTION CARRIED. ALLISON,
CANALES, DOMINGUEZ, JIMENEZ, LEYENDECKER, MARTINEZ, SALAZAR,
SKROBARCZYK, AND WOOLBRIGHT, VOTING IN FAVOR. ABSENT NONE**

CCRTA Response to COVID-19

Mr. Jorge-Cruz-Aedo reported that RTA is in partnership with Nueces County and City of Corpus Christi. CCRTA will continue to coordinate with onsite clinics. Mr. Cruz-Aedo noted that CCRTA will continue to offer free rides to all vaccine clinics in Corpus Christi. He stated that the CCRTA Administration Office on



Subject: Adopt the FY2022 CCRTA Operating and Capital Budget of \$55,246,147.

Background

Chapter 451 of the Texas Transportation Code mandates that the Authority adopt an annual operating budget prior to the beginning of each fiscal year after making the proposed budget available publicly for at least 14 days. The required public notice period began on October 20, 2021 in order to be completed in time for the public hearing scheduled on November 3, 2021. The public notice was posted October 11, 2021 at the CCRTA Staples Street Center and sent to the Nueces County and the San Patricio County Clerks for posting at their locations. The public notice was also made available on the CCRTA website.

Identified Need

A public hearing is being conducted to provide the community and stakeholders an opportunity to provide input prior to the adoption of the 2022 Operating and Capital budget. The 2022 Operating and Capital budget accounts for 298,599 hours of service covering 846 square miles and over 3 million passenger trips, maintaining 4 transfer stations, 3 park and rides and a fleet of 127 fixed and paratransit vehicle; as well as a fleet of support vehicles.

The CCRTA staff has conducted six (6) prior budget workshops detailing department line item budgets:

Budget workshop #1 was conducted on July 28, 2021. The workshop reviewed Assumptions, Regional Economic Trends and 2022 Projected Revenues.

Budget workshop #2 was conducted on August 4, 2021. The workshop reviewed the following Administrative Support department budgets: MIS, Procurement, Finance and Accounting and Administration (Admin, Grants, and Budget & Capital Improvement Projects).

Budget workshop #3 was conducted on August 25, 2021. The workshop reviewed the following areas: CEO, Human Resources, Marketing & Communications and Safety & Security.

Budget workshop #4 was conducted on September 1, 2021. The workshop reviewed the following areas: Customer Service, Facilities Management, Capital Programs and Staples Street Center.

Budget workshop #5 was conducted on September 22, 2021. The workshop reviewed the following Operational areas: Transportation, Purchased Transportation, Service Development, Vehicle Maintenance and Materials Management.

Budget workshop #6 was conducted on October 06, 2021. The workshop reviewed the following areas. Debt Service, Port/Ayers Cost Center, Special Projects, Sub-recipient Agreements, Street Maintenance Allocation, 5-Year Service Plan, 5-Year CIP, 2022 Budget Overview and 5-Year Financial Plan.

The CCRTA Management Staff will also conduct the 2022 Budget Public Hearing #1 on October 27, 2021 at 6:00pm. The Public Hearing is an overview of the 2022 Operating and Capital budget.

Financial Impact

The CCRTA is projecting total revenues to come in at \$55,246,147. The following are the key revenue categories:

- 1. Projected Sales Tax - \$37,509,003
- 2. Projected Operating Grant revenue - \$1,496,845
- 3. Projected Capital Grant revenue - \$8,313,957
- 4. Projected Fare revenue - \$1,243,979
- 5. Other Projected revenue - \$1,076,997
- 6. American Rescue Plan - \$5,605,366

Projected expenses are expected to come in at \$55,246,147. T CCRTA is projecting a balanced Operating and Capital budget.

Recommendation

Staff recommends the Board of Directors adopt the proposed 2022 Operating and Capital Budget of \$55,246,147.

Respectfully Submitted,

Submitted by: Robert M. Saldaña
Managing Director of Administration

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



Subject: Updates on State and Federal Legislative Reports

Background

CCRTA contracts for State and Federal Legislative consulting services to assist with legislative priorities, initiatives, legislative process, access, and identification of discretionary funding opportunities.

The impacts of COVID-19 continues to be felt throughout our country. The CARES, CRRSAA and ARPA Acts have provided resources to help avoid workforce layoffs. Additionally, these funds have ensured that our essential “dependent riders/workforce” have access to safe, clean and reliable transportation every day.

Representation from our state and federal legislative consultants offer CCRTA additional knowledge needed to navigate the intricate processes, deadlines and resources needed to compete for a multitude of new grants available within an ever-evolving transportation industry.

CCRTA’s legislative consultants have and will advise CCRTA in real-time about the potential effects of legislation and budget matters that impact mass transit.

Identified Need

It is crucial that CCRTA have representation and advocacy that can successfully secure much needed funding for transportation in 2022 and beyond.

- While the CARES, CRRSAA, and ARPA provided essential funds in 2020- 2021, CCRTA seeks to maximize any additional funds from Surface Reauthorization Legislation, Infrastructure Investment/Jobs Act and Budget Reconciliation opportunities.
- These funds will provide resources to maintain a state of good repair, and avoid layoffs of our workforce and subcontractors. Transit can transform a community because a good transportation network service will better connect our communities, increase economic development and strengthen our social structures.
- Through a sustained workforce, our community can maintain the efficiency of service, jobs, and transportation while avoiding the economic repercussions that would come from loss of jobs or services.
- State and federal legislative initiatives can provide material differences financially and operationally to CCRTA and the people we serve.

- State and federal legislation programs designed to advance, protect the agency's interests and establish the building blocks to grow CCRTA.
- Assist in the development of various priorities that benefit and support the mission of CCRTA.

Board Priority

This item aligns with all of CCRTA's Board Priorities and Mission.

Recommendation

Staff recommends the Board of Directors to receive the State and Federal Legislative Reports.

Respectfully Submitted,

Submitted by: Rita Patrick
Marketing Director

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



Board of Directors Meeting Memo

November 3, 2021

Subject: Confirm Three (3) Appointments by the Chief Executive Officer (CEO) to RTA's Committee on Accessible Transportation (RCAT) for a Two-Year Term

Background

The by-laws for RTA's Committee on Accessible Transportation (RCAT) describe the terms for how vacant seats on the Committee are handled. Interested applicants must submit a letter of interest to CEO. Those applicants are then presented to RCAT and the RCAT Chairman forwards the recommendation of appointments to the CEO. The Board of Directors must then confirm the appointments.

Each member is originally appointed to a two (2) year term except for the chairperson who serves at the pleasure of the RTA Board. Members may be appointed for up to four (4) consecutive two (2) year terms. A committee member who has reached the term limit of eight consecutive years of service may apply for membership after a one-year absence.

At this time, the RCAT Chairman has recommended four individuals for appointments. They are as follows:

- **Inez Garcia** (Currently a Member of The Advisory Council on Aging with The Area Agency on Aging, worked for the elderly and disabled at The Community Action Agency in San Patricio County, retired after 25 years)
- **Jeannine Leal** (Director of the Senior Companion Program, served the senior community for the last 11 years working in Therapeutic recreation)
- **Imelda Trevino** (Works as a Student Hire Ability Navigator which services as a liaison between Texas Workforce Commission, Vocational Rehabilitation Services and the community)

In order to continue the selection process, the RTA Board of Directors must take action to confirm these appointments.

Recommendation

The CEO requests the Board of Directors confirm the appointments of Ms. Inez Garcia, Ms. Jeannine Leal and Ms. Imelda Trevino to fill the RCAT vacancies.

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



CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY

Board of Directors Meeting Memo

November 3, 2021

Subject: Adopt the Fiscal Year 2022 Board and Committee Meetings Calendar

Background

Each year, the Board adopts a meeting calendar for the upcoming year. The CCRTA monthly Board Meeting(s) are scheduled on the first (1ST) Wednesday of each month. The Administration & Finance Committee and Operations & Capital Projects Committee are held on the fourth (4TH) Wednesday each month, respectively.

Committee Review

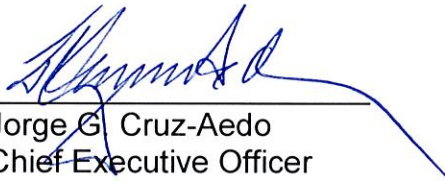
This item was presented and approved at the Administration & Finance Committee meeting held on October 27, 2021.

Recommendation

Staff recommends the Board of Directors to Adopt the Fiscal Year 2022 Board and Committee Meetings Calendar.

Respectfully Submitted,

Final Approval by:



Jorge G. Cruz-Aedo
Chief Executive Officer



2022 Meeting Calendar - CCRTA Board of Directors

JANUARY calendar grid with meeting dates highlighted in red: 1, 5, 17, 26

January

5TH - BOARD Mtg. 8:30 a.m.
26TH - COMMITTEE Mtgs. 8:30 a.m. Admin. & Finance 9:30 a.m. Ops.&Cap.Projects (est. held after Admin. mtg.)

July

6TH - BOARD Mtg. 8:30 a.m.
27TH - COMMITTEE Mtgs. 8:30 a.m. Admin. & Finance 9:30 a.m. Ops.&Cap.Projects (est. held after Admin. mtg.)

JULY calendar grid with meeting dates highlighted in red: 4, 6, 27

FEBRUARY calendar grid with meeting dates highlighted in red: 2, 23

February

2ND - BOARD Mtg. 8:30 a.m.
23RD - COMMITTEE Mtgs. 8:30 a.m. Admin. & Finance 9:30 a.m. Ops.&Cap.Projects (est. held after Admin. mtg.)

August

3RD - BOARD Mtg. 8:30 a.m.
24TH - COMMITTEE Mtgs. 8:30 a.m. Admin. & Finance 9:30 a.m. Ops.&Cap.Projects (est. held after Admin. mtg.)

AUGUST calendar grid with meeting dates highlighted in red: 3, 24

MARCH calendar grid with meeting dates highlighted in red: 2, 23

March

2ND - BOARD Mtg. 8:30 a.m.
23RD - COMMITTEE Mtgs. 8:30 a.m. Admin. & Finance 9:30 a.m. Ops.&Cap.Projects (est. held after Admin. mtg.)

September

7TH - BOARD Mtg. 8:30 a.m.
28TH - COMMITTEE Mtgs. 8:30 a.m. Admin. & Finance 9:30 a.m. Ops.&Cap.Projects (est. held after Admin. mtg.)

SEPTEMBER calendar grid with meeting dates highlighted in red: 5, 7, 28

APRIL calendar grid with meeting dates highlighted in red: 6, 15, 27

April

6TH - BOARD Mtg. 8:30 a.m.
27TH - COMMITTEE Mtgs. 8:30 a.m. Admin. & Finance 9:30 a.m. Ops.&Cap.Projects (est. held after Admin. mtg.)

October

5TH - BOARD Mtg. 8:30 a.m.
26TH - COMMITTEE Mtgs. 8:30 a.m. Admin. & Finance 9:30 a.m. Ops.&Cap.Projects (est. held after Admin. mtg.)

OCTOBER calendar grid with meeting dates highlighted in red: 5, 26

MAY calendar grid with meeting dates highlighted in red: 4, 25, 30

May

4TH - BOARD Mtg. 8:30 a.m.
25TH - COMMITTEE Mtgs. 8:30 a.m. Admin. & Finance 9:30 a.m. Ops.&Cap.Projects (est. held after Admin. mtg.)

November

2ND - BOARD Mtg. 8:30 a.m.
16TH - COMMITTEE Mtgs. 8:30 a.m. Admin. & Finance 9:30 a.m. Ops.&Cap.Projects (est. held after Admin. mtg.)

NOVEMBER calendar grid with meeting dates highlighted in red: 2, 16, 24

JUNE calendar grid with meeting dates highlighted in red: 1, 22

June

1ST - BOARD Mtg. 8:30 a.m.
22ND - COMMITTEE Mtgs. 8:30 a.m. Admin. & Finance 9:30 a.m. Ops.&Cap.Projects (est. held after Admin. mtg.)

December

7TH - BOARD Mtg. 8:30 a.m.
No COMMITTEE Mtgs.

DECEMBER calendar grid with meeting dates highlighted in red: 7, 25, 26

Legend:

Meetings - BOD & COMM

in red = CCRTA Holidays (Closed or Reduced Service)



CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY

Board of Directors Meeting Memo

November 3, 2021

Subject: GoodBuy Purchasing Cooperative Agreement

Background

The CCRTA utilizes a variety of ways to purchase goods and services, one of which is through utilizing coops and buyboards. Having the option to purchase from various coops and buyboards allows the CCRTA to save time, resources, and funds throughout the procurement process. GoodBuy Purchasing Cooperative allows for the purchase of goods and services in an efficient, cost effective, and competitive procurement method that abides by local and state purchasing guidelines.

Identified Need

To become a member of the GoodBuy Purchasing Cooperative, a Resolution passed by the CCRTA Board of Directors is required. Becoming a member of the GoodBuy Purchasing Cooperative allows the CCRTA the opportunity to purchase goods and services from contracts that meet all local, and state competitive bidding requirements, saving time and resources in the process.

Financial Impact

There are no membership fees associated with GoodBuy Purchasing Cooperative.

Recommendation

Staff recommends the Board of Directors authorize the Chief Executive Officer (CEO) or designee to execute the Resolution for Goodbuy Purchasing Cooperative.

Board Priority

This Board Priority aligns with Public Image and Transparency.

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

**Corpus Christi
Regional Transportation Authority**



**Resolution
[GOODBUY PURCHASING COOPERATIVE]**

WHEREAS, the Corpus Christi Regional Transportation Authority (CCRTA) pursuant to the authority by Article 791et.seq.of the Inter-Local Cooperation Act, as amended, desires to participate in the Goodbuy Purchasing Cooperative.

WHEREAS, the CCRTA has elected to be a Member of the Goodbuy Purchasing Cooperative, a program created by local governments in accordance with the Inter-local Cooperation Act 791, Texas Government Code.

WHEREAS, the CCRTA is of the opinion that participation in the Goodbuy Purchasing Cooperative will be highly beneficial to the taxpayers of the local government through the efficiencies and potential savings to be realized through participation in this Shared Service Arrangement Resolution; and


WHEREAS, the CCRTA desires to participate and join with other local governments in a cooperative inter-local agreement and a shared service agreement for the purpose of fulfilling and implementing their respective public governmental purposes, needs, objectives, programs, functions and services.

NOW THEREFORE, BE IT RESOLVED BY THE CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY BOARD OF DIRECTORS that the CCRTA does request the Goodbuy Purchasing Cooperative include its stated needs for all categories of instructional goods and services, whereby the CCRTA may be allowed to purchase those items from the Goodbuy Purchasing Cooperative contracts; and that the Goodbuy Purchasing Cooperative is authorized to sign and deliver all necessary requests and other documents in connection therewith for and on behalf of the CCRTA that have elected to participate in this Agreement.

FURTHER, BE IT RESOLVED, that the Board of Directors of the Corpus Christi Regional Transportation Authority does hereby authorize its Chief Executive Officer to execute this Agreement.

DULY PASSED AND ADOPTED this ____ day of ____, 2021.

ATTEST:



Jorge G. Cruz-Aedo
Chief Executive Officer

**CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY**

Edward Martinez
Chairman of the Board



CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY

Board of Directors Meeting Memo

November 3, 2021

Subject: Approve the Fiscal Year 2022 Holidays and Service Levels

Background

Each year, the Corpus Christi Regional Transportation Authority (CCRTA) Service Standards require Board of Directors approval of service levels on holiday dates or on dates adjacent to a holiday. In the past, CCRTA has not operated service on Easter, Thanksgiving, and Christmas holidays. On other dates, the CCRTA has operated a modified schedule in alignment with historic ridership levels.

Identified Need

Per CCRTA Service Standards, staff must seek Board of Directors approval of service levels for implementation in the following year. In addition to the holidays approved in the past, the Juneteenth federal holiday is a proposed new holiday for Fiscal Year (FY) 2022. For review and approval, Attachment A contains the draft notice to CCRTA employees and contractors containing the FY 2022 Holidays and Service Levels.

Financial Impact

Costs associated with the FY 2022 Holidays and Service Levels are included in the proposed 2022 Operating Budget.

Recommendation

Staff recommends the Board of Directors authorize the Chief Executive Officer (CEO) or designee to approve the FY 2022 Holidays and Service Levels.

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



CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

To: CCRTA & Contract Employees
 From: Jorge Cruz-Aedo, Chief Executive Officer
 Re: 2022 Holidays and Service Levels

The 2022 holidays and service levels for bus and paratransit services are based on public input and historic ridership levels on holiday dates or on dates adjacent to a holiday. Regular fares apply to service dates listed below.

The Chief Executive Officer or designee determines the public transportation needs of the community which may result in changes to a schedule or service level.

Day	Date	Holiday	Service Level	Comments
Friday	December 31, 2021	New Year's Eve ** (Admin Holiday)	Weekday Service Level	RTA Observed Holiday: Administration and Customer Service Closed
Saturday	January 1, 2022	New Year's Day	Saturday Service Level	RTA Observed Holiday: Administration and Customer Service Closed
Monday	January 17, 2022	Martin Luther King Jr. Day	Weekday Service Level	RTA Observed Holiday: Administration and Customer Service Closed
Friday	April 15, 2022	Good Friday (Admin Holiday)	Weekday Service Level	RTA Observed Holiday: Administration and Customer Service Closed
Sunday	April 17, 2022	Easter Sunday	No Service	RTA Holiday: All Facilities Closed
Monday	May 30, 2022	Memorial Day	Reduced Service Level *	RTA Holiday: Administration and Customer Service Closed
Sunday	June 19, 2022	Juneteenth	Sunday Service Level	RTA Observed Holiday: Administration and Customer Service Closed on June 20, 2022
Monday	June 20, 2022	Observed Juneteenth (Admin Holiday)	Weekday Service Level	RTA Observed Holiday: Administration and Customer Service Closed
Monday	July 4, 2022	Independence Day	Reduced Service Level *	RTA Observed Holiday: Administration and Customer Service Closed
Monday	September 5, 2022	Labor Day	Reduced Service Level *	RTA Holiday: Administration and Customer Service Closed
Thursday	November 24, 2022	Thanksgiving	No Service	RTA Holiday: All Facilities Closed
Friday	November 25, 2022	Black Friday	Weekday Service Level	No RTA Holiday
Sunday	December 25, 2022	Christmas	No Service	RTA Holiday: All Facilities Closed
Monday	December 26, 2022	Observed Christmas (Admin Holiday)	Weekday Service Level	RTA Observed Holiday: Administration and Customer Service Closed
Sunday	January 1, 2023	New Year's Day	Sunday Service Level	RTA Holiday: Administration and Customer Service Closed
Monday	January 2, 2023	New Year's Day (Admin Holiday)	Weekday Service Level	RTA Observed Holiday: Administration and Customer Service Closed

*A reduced service level is similar to services operated on Sundays
 **Approved in 2021 Holiday & Service Levels



CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY

Board of Directors Meeting Memo

November 3, 2021

Subject: Award the Option Year to Nash Entities, Inc, for Power Washing of the Transfer Stations

Background

The CCRTA has the following bus transfer stations:

- Robstown Transfer Station
- Southside Transfer Station
- Port Ayers Transfer Station
- Staples Street Transfer Station

Prior to the current pandemic, the stations would be pressured washed at least once a month, while custodial staff would clean the stations at least twice a day.

Identified Need

Due to the highly contagious spread of COVID-19, CCRTA consistently reviews cleaning processes to develop superior levels of disinfecting. Therefore, the decision was made to hire a contractor to supplement Facilities Staff during the ongoing pandemic.

Analysis

The Invitation for Bids (IFB) was issued and thirteen (13) proposals were received. Three proposals were non-responsive. The lowest bidder was Nash Entities, Inc. The table below displays the bid costs for power washing twice a week, for one year.

No.	Description	Robstown Station	Southside Transfer Station	Port/Ayers Station	Staples Street Station	Total Cost
1	Nash Entities, Inc.	\$13,728.00	\$69,888.00	\$30,160.00	\$37,232.00	\$151,008.00

The company has been in business since 2003, or 18 years. A list of clients includes Chick-fil-A, Visit CC, Montgomery County and CCRTA, just to name a few.

The services performed for the CCRTA over the past year have been satisfactory and the contractor has been responsive and responsible.

Disadvantaged Business Enterprise

For this procurement the DBE goal is zero percent (0%).

Financial Impact

The option year price is the same as the previous year at \$151,008.

Board Priority

The Board Priority is Facilities and Safety.

Recommendation

Staff recommends the Board of Directors authorize the Chief Executive Officer (CEO) or designee to Award the Option Year to Nash Entities, Inc., for Power Washing of the Transfer Stations.

Respectfully Submitted,

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

Final Approval by: 

Jorge G. Cruz-Aedo
Chief Executive Officer



CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY

Board of Directors Meeting Memo

November 3, 2021

Subject: Enter Into Negotiations for Design Services with Hanson Professional Services, Inc., and Zarinkelk Engineering Services, Inc., for ADA Bus Stop Improvements – Phase VIII

Background

The CCRTA is moving forward with the next phase of the ADA Transition Plan, which will be Phase VIII. To date the CCRTA has 852 bus stops that are now ADA compliant and we are 62% compliant.

The CCRTA has previously used a bidding model that divided the bus stop improvements into zones to give smaller contractors the opportunity to meet the bonding requirements for projects. We will utilize that same model this time and have two zones. Consequently, the CCRTA will hire two engineering teams to design the two bid packages for the contractors.

Identified Need

The overall goal is to improve another 54 and continue working towards reaching 100% ADA compliancy for the bus stops. Upon the completion of Phase VII and, if we are able to complete at least 126 bus stops, we should be at 71% compliancy at 978 bus stops.

Analysis

A Request for Qualifications (RFQ) was issued on July 28, and received on September 15. Five proposals were received. The selection criteria used to evaluate the proposals is listed in the table below:

Firms and Allocated Points

Firm	Firm Qualifications/ Summary of Relevant Projects (35 Points Max.)	Key Personnel Qualifications Handling This Project or Similar Ones (25 Points Max.)	Work Approach (15 Points Max.)	Quality of Client Services (10 Points Max.)	Supporting Information (5 Points Max.)	Engineer Services Questionnaire (5 Points Max.)	Response to Disadvantage Business Enterprise Requirements (5 Points Max.)	Totals - Maximum Points 100
Hanson Professional Services, Inc.	34.6	24.2	14.8	9.6	5	5	5	98.2
Zarinkelk Engineering Services, Inc.	30.6	21.2	11	6.8	4.2	4.4	5	83.2
Mendez Engineering, PLLC	28.8	20.2	11.4	7.8	4.6	4.4	5	82.2
Munoz Engineering, LLC	29.8	19.8	12.2	6.6	3	4.4	5	80.8
Canyon EES, LLC	13.4	11	0	1.6	0.6	1.6	5	33.2

After assessing each submitted proposal, based on the criteria mentioned earlier, staff has determined that the top two firms with the highest scores are Hanson Professional Services, Inc.; and Zarinkelk Engineering Services, Inc..

Hanson's, main headquarters is located in Springfield, IL and they have a local office in Corpus Christi. Hanson has been in business 67 years. Hanson, has a local office in Corpus Christi. Zarinkelk Engineering Services, Inc. is located in Houston, TX. and has been in business 21 years.

Hanson's local employees have worked with the CCRTA on previous ADA Bus Stop Improvement projects and so has Zarinkelk Engineering Services, Inc. Both companies have performed satisfactory services.

Financial Impact

The estimated total cost for the two engineering contracts is estimated at \$53,000. This project is budgeted in the 2021 Capital Budget, funded with federal funds.

The estimated fees for engineering/architectural services are based on a percentage of the total construction costs. Typically, those fees will range up to 12%. It is recognized that projects of an unusual nature or with significant engineering elements may require an incremental increase.

Disadvantaged Business Enterprise (DBE)

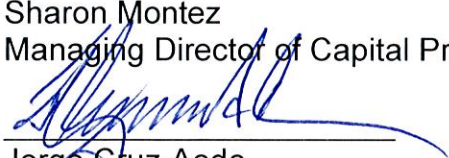
The DBE goal for this contract was established at 6% participation. Both recommended engineering firms have committed to meet the DBE goal through utilization of certified DBE firms.

Recommendation

Staff recommends the Board of Directors authorize the Chief Executive Officer (CEO) or designee to enter into negotiations for design services with Hanson Professional Services, Inc., and Zarinkelk Engineering Services, Inc., for ADA Bus Stop Improvements – Phase VIII. If negotiations do not proceed in a satisfactory manner then the RTA will proceed to negotiate with the engineering firm with the next highest score.

Respectfully Submitted,

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

Final Approval by: 
Jorge Cruz-Aedo
Chief Executive Officer



Subject: September 2021 Financial Report

Overview: The results from the **operating budget** for the month of **September** reports **Revenues** in excess of **Expenses** by \$288,677, with revenues coming in at \$3,328,713 and expenses at \$3,040,036. Departmental spending reached 92.45% of budget expectations and includes only operating expenses excluding debt service, sub-recipient pass through reimbursements, and street improvement allocations (**Table 7**). The positive trend continues with the year-to-date reporting of a \$9,190,248 surplus that is attributed to federal operating assistance grants and the continued savings from expenses coming in less than budgeted. We are 75% into the budget as of September 2021.

Meanwhile the CIP budget reports expenses exceeding revenues by \$208,591 for September and \$1,877,318 year-to-date, which represents the budgeted portion of depreciation expense. The overall performance provides an addition of \$7,312,931 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 **September** totaled **\$5,510,507**, of which **\$3,328,713** is income from the **Operating Budget** and **\$2,181,794** is grant income from the **Capital Budget (Table 4)**. 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 **88.57%** of the **\$126,990** budget expectation, generating **\$14,509** less than forecasted. **Fare Revenues** ended the month at 98.72% of the baseline expectation, while the remaining revenue sources recorded bus and bench advertising at **120.14%**, while other operating revenues reached **51.01%** of the baseline (**Table 4.1**).

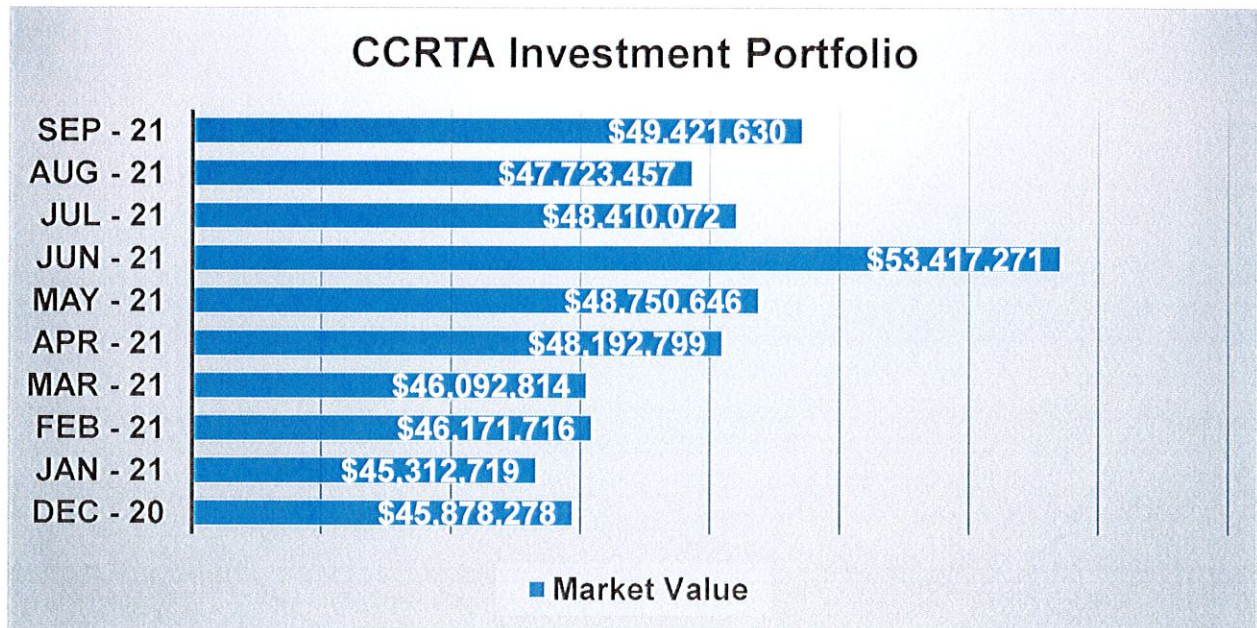
Non-Operating Revenues, which includes sales tax, investment income, lease income from tenants and federal assistance grants, reached **86.63%** of the **\$3,712,491** budget expectation, generating **\$496,259** less than forecasted. The baseline expectation provides an even 12-month spread of the annual 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 the 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 November 12, 2021. Out of the seven (7) sources included in this revenue category, 90.87% of total revenue came from the sales tax revenue estimate as indicated in the table below:

September 2021 Revenue Composition – Table 1

Line #	Revenue Source	Actual	%
1	Sales Tax Revenue	3,024,935	90.87%
2	Passenger Service	82,628	2.48%
3	SSC Lease Income	41,476	1.25%
4	Bus Advertising	13,508	0.41%
5	Investment Income	2,383	0.07%
6	Grant Assistance Revenue	147,439	4.43%
7	Other Revenue	16,346	0.49%
	Total (excluding capital & transfer-in)	\$3,328,713	100.00%

The **Investment Portfolio** closed the month of September 2021 with a Market Value of **\$49,421,630**, an increase of **\$1,698,173** from the end of August 2021. The increase is mostly due to the receipt of reimbursements for the federal share of capital projects, including the replacement of the Arboc paratransit bus fleet. 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 September 2021 is **estimated** at **\$3,024,935 (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 November 12, 2021.

Meanwhile, the Sales Tax revenue payment of \$2,928,381 for August 2021 was received October 8, 2021, and exceeded the \$2,792,247 estimate reported in the August financials as the baseline expectation by \$136,134. The payment included the allocation from internet sales of \$30,500, an increase of \$5,740 or 23.18% from the prior month. RTA started receiving internet sales tax revenue in December 2019, and to date have received \$512,046. Retailers started collecting sales tax on internet sales October 1, 2019. Although online 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 65.13% 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 represented 90.87% 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 September have made 10 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 (actual)	3,012,974	2,744,819	268,155	9.77%
August (actual)	2,928,381	2,792,247	136,134	0.00%
September (estimate)	3,024,935	3,024,935	0	0.00%
October (estimate)	-	-	0	0.00%
November (estimate)	-	-	0	0.00%
December (estimate)	-	-	0	0.00%
	<u>\$ 27,067,013</u>	<u>\$ 25,147,763</u>	<u>\$ 1,919,250</u>	<u>7.84%</u>

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

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

Revenue Source	September 2021	%	YTD	%
Passenger Service	\$ 82,628	1.50%	\$ 745,321	1.67%
Bus Advertising	13,508	0.25%	117,020	0.26%
Other Revenue	16,346	0.30%	35,018	0.08%
Sales Tax Revenue	3,024,935	54.89%	27,067,013	60.67%
Grants - Operating	147,439	2.68%	8,253,910	18.50%
Grants - Capital	2,181,794	39.59%	8,000,285	17.93%
Investment Income	2,383	0.04%	26,752	0.06%
SSC Lease Income	41,476	0.75%	370,435	0.83%
Total Revenue	\$ 5,510,509	100.00%	\$ 44,615,754	100.00%

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

	09/2021				
	2021 Adopted Budget	September 2021 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Revenues					
Passenger service	\$ 1,004,403	\$ 82,628	\$ 83,700	8.23%	98.72%
Bus advertising	134,921	13,508	11,243	10.01%	120.14%
Other operating revenues	384,566	16,346	32,047	4.25%	51.01%
Sales Tax Revenue	35,456,113	3,024,935	3,024,935	8.53%	100.00%
Federal, state and local grant assistance	7,711,691	147,439	642,641	1.91%	22.94%
Investment Income	50,212	2,383	4,184	4.75%	56.94%
Staples Street Center leases	488,770	41,476	40,731	8.49%	101.83%
Total Operating Revenues	45,230,676	3,328,713	3,839,481	7.36%	86.70%
Capital Grants & Donations	9,715,577	2,181,794	2,181,794	22.46%	100.00%
Transfers-In	-	-	-	0.00%	0.00%
Total Revenues & Capital Funding	\$ 54,946,253	\$ 5,510,507	\$ 6,021,275	10.03%	91.52%

Revenue – September 2021 From Operations – Table 4.1

	09/2021				
	2021 Adopted Budget	September 2021 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Revenues					
Passenger service	\$ 1,004,403	\$ 82,628	\$ 83,700	8.23%	98.72%
Bus advertising	134,921	13,508	11,243	10.01%	120.14%
Other operating revenues	384,566	16,346	32,047	4.25%	51.01%
Total Operating Revenues	1,523,890	112,481	126,990	7.38%	88.58%
Sales Tax Revenue	35,456,113	3,024,935	3,024,935	8.53%	100.00%
Federal, state and local grant assistance	7,711,691	147,439	642,641	1.91%	22.94%
Investment Income	50,212	2,383	4,184	4.75%	56.94%
Staples Street Center leases	488,770	41,476	40,731	8.49%	101.83%
Total Non-Operating Revenues	43,706,786	3,216,232	3,712,491	7.36%	86.63%
Total Revenues	\$ 45,230,676	\$ 3,328,713	\$ 3,839,481	7.36%	86.70%

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

	09/2021				
	2021 Adopted Budget	YTD 2021 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Revenues					
Passenger service	\$ 1,004,403	\$ 745,321	\$ 753,302	74.21%	98.94%
Bus advertising	134,921	117,020	101,191	86.73%	115.64%
Other operating revenues	384,566	35,018	288,424	9.11%	12.14%
Sales Tax Revenue	35,456,113	27,067,013	25,147,763	76.34%	107.63%
Federal, state and local grant assistance	7,711,691	8,253,910	5,783,768	107.03%	142.71%
Investment Income	50,212	26,752	37,659	53.28%	71.04%
Staples Street Center leases	488,770	370,435	366,578	75.79%	101.05%
Total Operating Revenues	45,230,676	36,615,469	32,478,684	80.95%	112.74%
Capital Grants & Donations	9,715,577	8,000,285	8,000,285	82.34%	100.00%
Transfers-In	-	-	-	0.00%	0.00%
Total Revenues & Capital Funding	\$ 54,946,253	\$ 44,615,754	\$ 40,478,969	81.20%	110.22%

September 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 April and October), and purchases of capital contribute to the anticipated variance between the outcome of operations and the baseline. Departmental operating expenses came in \$226,667 lower than baseline expectations.

September 2021 Total Expenses & Capital Expenditures – Table 6

	09/2021				
	2021 Adopted Budget	September 2021 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Expenditures					
Departmental Operating Expenses	\$ 36,039,690	\$ 2,776,639	\$ 3,003,307	7.70%	92.45%
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	6,426	4,141	12.93%	155.17%
Total Operating Expenses	40,581,467	3,040,036	3,381,788	7.49%	89.89%
Grant Eligible Costs	9,715,577	2,181,794	2,181,794	22.46%	100.00%
Depreciation Expenses	2,503,090	208,591	208,591	8.33%	100.00%
Total Expenses & Capital Expenditures	\$ 52,800,134	\$ 5,430,421	\$ 5,772,173	10.28%	94.08%

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

	09/2021				
	2021 Adopted Budget	YTD 2021 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Expenditures					
Departmental Operating Expenses	\$ 36,039,690	\$ 24,798,811	\$ 27,029,766.50	68.81%	91.75%
Debt Service	1,408,431	268,816	1,056,323.25	19.09%	25.45%
Street Improvements	3,083,652	2,312,739	2,312,739	75.00%	100.00%
Subrecipient Grant Agreements	49,694	44,854	37,270.50	90.26%	120.35%
Total Operating Expenses	40,581,467	27,425,221	30,436,103	67.58%	90.11%
Grant Eligible Costs	9,715,577	8,000,285	8,000,285	82.34%	100.00%
Depreciation Expenses	2,503,090	1,877,318	1,877,318	75.00%	100.00%
Total Expenses & Capital Expenditures	\$ 52,800,134	\$ 37,302,823	\$ 40,313,706	70.65%	92.53%

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 September 2021, total departmental operating expenses realized a favorable variance against the baseline expectation in all categories. Meanwhile, year to date expenses realized favorable variance for all departments except **Benefits** and **Utilities**, due to higher than anticipated health insurance costs, and the result of the winter storm in February 2021, respectively.

September 2021 Departmental Expenses – Table 7

Departmental Operating Expense Object Category	09/2021				
	2021 Adopted Budget	September 2021 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Salaries	\$ 13,112,536	\$ 1,031,428	\$ 1,092,711	7.87%	94.39%
Benefits	5,781,398	470,517	481,783	8.14%	97.66%
Services	5,016,713	344,267	418,059	6.86%	82.35%
Materials & Supplies	2,870,866	221,830	239,239	7.73%	92.72%
Utilities	739,149	48,235	61,596	6.53%	78.31%
Insurance	506,332	37,505	42,194	7.41%	88.89%
Purchased Transportation	7,282,548	590,380	606,879	8.11%	97.28%
Miscellaneous	730,148	32,477	60,846	4.45%	53.38%
Total Departmental Operating Expenses	\$ 36,039,690	\$ 2,776,639	\$ 3,003,307	7.70%	92.45%

2021 Year to Date Departmental Expenses – Table 8

Departmental Operating Expense Object Category	09/2021				
	2021 Adopted Budget	YTD 2021 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Salaries	\$ 13,112,536	\$ 9,247,269	\$ 9,834,402	70.52%	94.03%
Benefits	5,781,398	4,431,552	4,336,049	76.65%	102.20%
Services	5,016,713	2,879,348	3,762,534	57.40%	76.53%
Materials & Supplies	2,870,866	1,858,773	2,153,149	64.75%	86.33%
Utilities	739,149	582,280	554,362	78.78%	105.04%
Insurance	506,332	324,342	379,749	64.06%	85.41%
Purchased Transportation	7,282,548	5,111,089	5,461,911	70.18%	93.58%
Miscellaneous	730,148	364,158	547,611	49.87%	66.50%
Total Departmental Operating Expenses	\$ 36,039,690	\$ 24,798,811	\$ 27,029,767	68.81%	91.75%

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 91.75% 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
August	308,576	6,976	315,552
September	225,335	8,372	233,706
	\$ 2,775,772	\$ 61,529	\$ 2,837,301

Fare Recovery Ratio – Table 10

Description	9/30/2021	Year to Date
Fare Revenue	\$ 82,628	\$ 745,321
Operating Expenses*	2,690,419	23,977,527
Fare Recovery Ratio	3.07%	3.11%
*Excluding Depreciation		

Note: Same period last year (September) the FRR was 3.25%

Fare Recovery Ratio Comparison - Peer Transits Agencies – Table 10.1

Year	Fare Recovery Ratio - Statistics from CAFR or Other Financial Sources							
	CCRTA	VIA (San Antonio)	Capital Metro (Austin)	Houston Metro	DART Dallas	Trinity Metro Fort Worth	El Metro* (Laredo)	Sun Metro** (El Paso)
2020 (during Covid-19)	3.40%	5.49%	3.85%	6.51%	7.36%	6.26%	11.96%	7.77%
2019 (before Covid-19)	5.99%	8.63%	6.18%	11.41%	11.20%	9.34%	23.49%	11.37%

Year	Fare Revenues							
	CCRTA	VIA (San Antonio)	Capital Metro (Austin)	Houston Metro	DART Dallas	Trinity Metro Fort Worth	El Metro* (Laredo)	Sun Metro** (El Paso)
2020 (during Covid-19)	\$ 1,140,636	\$ 12,993,588	\$ 9,948,339	\$ 42,790,171	\$ 42,119,000	\$ 6,679,820	\$ 1,918,971	\$ 5,007,090
2019 (before Covid-19)	1,857,989	20,212,156	15,185,532	75,294,678	63,941,000	9,676,529	3,761,967	7,639,941

Year	Operating Expenses (excluding depreciation)							
	CCRTA	VIA (San Antonio)	Capital Metro (Austin)	Houston Metro	DART Dallas	Trinity Metro Fort Worth	El Metro* (Laredo)	Sun Metro** (El Paso)
2020 (during Covid-19)	\$ 33,522,831	\$ 236,646,480	\$ 258,312,008	\$ 657,710,761	\$ 572,027,000	\$ 106,696,278	\$ 16,047,276	\$ 64,434,347
2019 (before Covid-19)	31,027,864	234,341,611	245,748,762	659,769,611	571,068,000	103,622,667	16,011,891	67,215,744

*El Metro operates as an enterprise fund within the City of Laredo.

**Sun Metro operates as a proprietary fund within the City of El Paso.

September 2021 and YTD Overall Performance – Table 11

For the month of September, total Revenues exceeded Expenses by \$80,085, while total Revenues exceeded Expenses by \$7,312,931 for the year-to-date. A greater detail of the financial results is explained in the accompanied Power Point Presentation.

	09/2021				
	2021 Adopted Budget	September 2021 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Operating Revenues	\$ 45,230,676	\$ 3,328,713	\$ 3,839,481	7.36%	86.70%
Capital Funding	9,715,577	2,181,794	2,181,794	22.46%	100.00%
Total Revenues	54,946,253	5,510,507	6,021,275	10.03%	91.52%
Operating Expenses	40,581,467	3,040,036	3,381,788	7.49%	89.89%
Capital Expenditures	12,218,667	2,390,385	2,390,385	19.56%	100.00%
Total Expenses	52,800,134	5,430,421	5,772,173	10.28%	94.08%
Revenue over Expenditures	\$ 2,146,119	\$ 80,086	\$ 249,102		

	09/2021				
	2021 Adopted Budget	YTD 2021 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Operating Revenues	\$ 45,230,676	\$ 36,615,469	\$ 32,478,685	80.95%	112.74%
Capital Funding	9,715,577	8,000,285	8,000,285	82.34%	100.00%
Total Revenues	54,946,253	44,615,754	40,478,970	81.20%	110.22%
Operating Expenses	40,581,467	27,425,221	30,436,099	67.58%	90.11%
Capital Expenditures	12,218,667	9,877,603	9,877,603	80.84%	100.00%
Total Expenses	52,800,134	37,302,823	40,313,702	70.65%	92.53%
Revenue over Expenditures	\$ 2,146,119	\$ 7,312,931	\$ 165,268		

NET POSITION

The Total Net Position at the end of the month was **\$104,568,702**, an increase of \$15,458,423 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 **\$104,568,702**, the portion of the fund balance that is not restricted in accordance to GASB Concepts Statement No 4 is **\$45,920,211**, but only **\$30,929,968** 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 SEPTEMBER 30, 2021:

<u>FUND BALANCE</u>	
Net Invested in Capital Assets	\$ 58,174,947
Restricted for FTA Interest	473,544
Unrestricted	<u>45,920,211</u>
TOTAL FUND BALANCE	<u>104,568,702</u>
<u>RESERVES</u>	
Net Invested in Capital Assets	58,174,947
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>30,929,968</u>
TOTAL INVESTED IN CAPITAL & RESERVES	<u>\$ 104,568,702</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 September 2021

OPERATING BUDGET	09/2021				
	2021 Adopted Budget	September 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	\$ 82,628	\$ 83,700	8.23%	98.72%
Bus advertising	134,921	13,508	11,243	10.01%	120.14%
Other operating revenues	384,566	16,346	32,047	4.25%	51.01%
Sales Tax Revenue	35,456,113	3,024,935	3,024,935	8.53%	100.00%
Federal, state and local grant assistance	7,711,691	147,439	642,641	1.91%	22.94%
Investment Income	50,212	2,383	4,184	4.75%	56.94%
Staples Street Center leases	488,770	41,476	40,731	8.49%	101.83%
Total Revenues	45,230,676	3,328,713	3,839,481	7.36%	86.70%
Expenses					
Transportation	9,896,202	780,219	824,683	7.88%	94.61%
Customer Programs	525,656	39,363	43,805	7.49%	89.86%
Purchased Transportation	7,282,548	590,581	606,879	8.11%	97.31%
Service Development	583,634	42,839	48,636	7.34%	88.08%
MIS	1,376,818	95,516	114,735	6.94%	83.25%
Vehicle Maintenance	5,806,049	457,948	483,837	7.89%	94.65%
Facilities Maintenance	3,047,773	227,613	253,981	7.47%	89.62%
Contracts and Procurements	364,867	30,598	30,406	8.39%	100.63%
CEO's Office	1,050,134	71,258	87,511	6.79%	81.43%
Finance and Accounting	821,663	57,874	68,472	7.04%	84.52%
Materials Management	200,176	17,869	16,681	8.93%	107.12%
Human Resources	785,094	52,963	65,424	6.75%	80.95%
General Administration	570,293	37,585	47,524	6.59%	79.09%
Capital Project Management	289,517	25,375	24,126	8.76%	105.18%
Marketing & Communications	677,552	30,674	56,463	4.53%	54.33%
Safety & Security	1,548,561	132,144	129,047	8.53%	102.40%
Staples Street Center	1,010,154	86,053	84,179	8.52%	102.23%
Port Ayers Cost Center	3,000	167	250	5.57%	66.86%
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	6,426	4,141	12.93%	155.17%
Street Improvements Program for CCRTA Region Entities	3,083,652	256,971	256,971	8.33%	100.00%
Total Expenses	40,581,467	3,040,036	3,381,788	7.49%	89.89%
Revenues Over Expenses - Operating Budget	4,649,209	288,677	457,693		
CIP BUDGET					
	A	B	C = A / 12	B / A	
Funding Sources					
Transfer In	\$ -	-	-	0.00%	0.00%
Grant Revenue	9,715,577	2,181,794	2,181,794	22.46%	0.00%
Total Funding Sources	9,715,577	2,181,794	2,181,794	22.46%	100.00%
Capital Expenditures					
Grant Eligible Costs	\$ 9,715,577	2,181,794	2,181,794	22.46%	0.00%
Depreciation Expenses	2,503,090	208,591	208,591	8.33%	100.00%
Total Expenditures	12,218,667	2,390,385	2,390,385	19.56%	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	288,677	457,693		
Revenues Over Expenses - CIP Budget	(2,503,090)	(208,591)	(208,591)		
Revenues Over Expenses (including rounding)	2,146,119	80,086	249,102		

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

OPERATING BUDGET	09/2021				
	2021 Adopted Budget	YTD 2021 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
	A	B	C = A / 12 * 9	B / A	C vs B
Revenues					
Passenger service	\$ 1,004,403	\$ 745,321	\$ 753,302	74.21%	98.94%
Bus advertising	134,921	117,020	101,191	86.73%	115.64%
Other operating revenues	384,566	35,018	288,424	9.11%	12.14%
Sales Tax Revenue	35,456,113	27,067,013	25,147,763	76.34%	107.63%
Federal, state and local grant assistance	7,711,691	8,253,910	5,783,768	107.03%	142.71%
Investment Income	50,212	26,752	37,659	53.28%	71.04%
Staples Street Center leases	488,770	370,435	366,578	75.79%	101.05%
Total Revenues	45,230,676	36,615,469	32,478,685	80.95%	112.74%
Expenses					
Transportation	9,896,202	6,970,147	7,422,151	70.43%	93.91%
Customer Programs	525,656	359,138	394,242	68.32%	91.10%
Purchased Transportation	7,282,548	5,114,536	5,461,911	70.23%	93.64%
Service Development	583,634	394,353	437,726	67.57%	90.09%
MIS	1,376,818	887,949	1,032,613	64.49%	85.99%
Vehicle Maintenance	5,806,049	4,063,307	4,354,537	69.98%	93.31%
Facilities Maintenance	3,047,773	1,916,640	2,285,829	62.89%	83.85%
Contracts and Procurements	364,867	257,243	273,651	70.50%	94.00%
CEO's Office	1,050,134	754,223	787,601	71.82%	95.76%
Finance and Accounting	821,663	585,699	616,247	71.28%	95.04%
Materials Management	200,176	162,449	150,132	81.15%	108.20%
Human Resources	785,094	491,874	588,820	62.65%	83.54%
General Administration	570,293	329,155	427,720	57.72%	76.96%
Capital Project Management	289,517	230,633	217,137	79.66%	106.22%
Marketing & Communications	677,552	450,688	508,164	66.52%	88.69%
Safety & Security	1,548,561	1,009,493	1,161,420	65.19%	86.92%
Staples Street Center	1,010,154	819,558	757,615	81.13%	108.18%
Port Ayers Cost Center	3,000	1,727	2,250	57.55%	76.73%
Debt Service	1,408,431	268,816	1,056,323	19.09%	25.45%
Special Projects	200,000	-	150,000	0.00%	0.00%
Subrecipient Grant Agreements	49,694	44,854	37,271	90.26%	120.35%
Street Improvements Program for CCRTA Region Entities	3,083,652	2,312,739	2,312,739	75.00%	100.00%
Total Expenses	40,581,467	27,425,221	30,436,099	67.58%	90.11%
Revenues Over Expenses - Operating Budget	4,649,209	9,190,248	2,042,586		
CIP BUDGET					
	A	B	C = A / 12 * 9	B / A	C vs B
Funding Sources					
Transfer In	\$ -	-	-	0.00%	0.00%
Grant Revenue	9,715,577	8,000,285	8,000,285	82.34%	0.00%
Total Funding Sources	9,715,577	8,000,285	8,000,285	82.34%	100.00%
Capital Expenditures					
Grant Eligible Costs	\$ 9,715,577	8,000,285	8,000,285	82.34%	0.00%
Depreciation Expenses	2,503,090	1,877,318	1,877,318	75.00%	100.00%
Total Expenditures	12,218,667	9,877,603	9,877,603	80.84%	100.00%
Funding Sources Over Expenditures	(2,503,090)	(1,877,318)	(1,877,318)	75.00%	100.00%
Revenues Over Expenses - Operating Budget	4,649,209	9,190,248	2,042,586		
Revenues Over Expenses - CIP Budget	(2,503,090)	(1,877,318)	(1,877,318)		
Revenues Over Expenses (including rounding)	2,146,119	7,312,931	165,268		

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY
Statement of Net Position
Month ended September 30, 2021, and year ended December 31, 2020

	Unaudited September 30 2021	Audited December 31 2020
ASSETS		
Current Assets:		
Cash and Cash Equivalents	\$ 49,165,787	\$ 45,154,181
Receivables:		
Sales and Use Taxes	6,043,772	5,944,715
Federal Government	1,083,941	187,266
Other	227,630	549,605
Inventories	992,307	1,123,501
Prepaid Expenses	1,009,651	454,705
Total Current Assets	58,523,088	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	10,117,691	(0)
Total Capital Assets	162,467,732	152,350,041
Less: Accumulated Depreciation	(88,147,078)	(86,269,761)
Net Capital Assets	74,320,654	66,080,280
Total Non-Current Assets	74,794,198	66,553,824
TOTAL ASSETS	133,317,286	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	138,909,775	125,560,285
LIABILITIES AND NET POSITION		
Current Liabilities:		
Accounts Payable	1,700,371	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	82,122	328,488
Distributions to Regional Entities Payable	3,700,246	6,894,594
Other Accrued Liabilities	1,173,359	913,941
Total Current Liabilities	7,872,869	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	29,634,699	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	34,341,072	36,450,006
Net Position:		
Net Invested in Capital Assets	58,174,947	49,934,572
Restricted for FTA Interest	473,544	473,544
Unrestricted	45,920,211	38,702,163
TOTAL NET POSITION	\$ 104,568,702	\$ 89,110,279

**Corpus Christi Regional Transportation Authority
Statement of Cash Flows (Unaudited)
For the month ended September 30, 2021**

	<u>9/30/2021</u>
Cash Flows From Operating Activities:	
Cash Received from Customers	\$ 62,141
Cash Received from Bus Advertising and Other Ancillary	85,556
Cash Payments to Suppliers for Goods and Services	(1,921,191)
Cash Payments to Employees for Services	(740,066)
Cash Payments for Employee Benefits	(230,655)
Net Cash Used for Operating Activities	<u>(2,744,218)</u>
Cash Flows from Non-Capital Financing Activities:	
Sales and Use Taxes Received	2,985,600
Grants and Other Reimbursements	838,858
Distributions to Subrecipient Programs	(6,426)
Distributions to Region Entities	-
Net Cash Provided by Non-Capital Financing Activities	<u>3,818,032</u>
Cash Flows from Capital and Related Financing Activities:	
Federal and Other Grant Assistance	3,518,147
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	(2,525,731)
Net Cash Provided by Capital and Related Financing Activities	<u>992,416</u>
Cash Flows from Investing Activities:	
Investment Income	2,383
Purchases of Investments	-
Maturities and Redemptions of Investments	-
Premiums/Discounts on Investments	-
Net Cash Provided by Investing Activities	<u>2,383</u>
Net Increase in Cash and Cash Equivalents	2,068,613
Cash and Cash Equivalents (Including Restricted Accounts), September 1, 2021	47,570,718
Cash and Cash Equivalents (Including Restricted Accounts), September 30, 2021	\$ <u><u>49,639,331</u></u>



Subject: September 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.

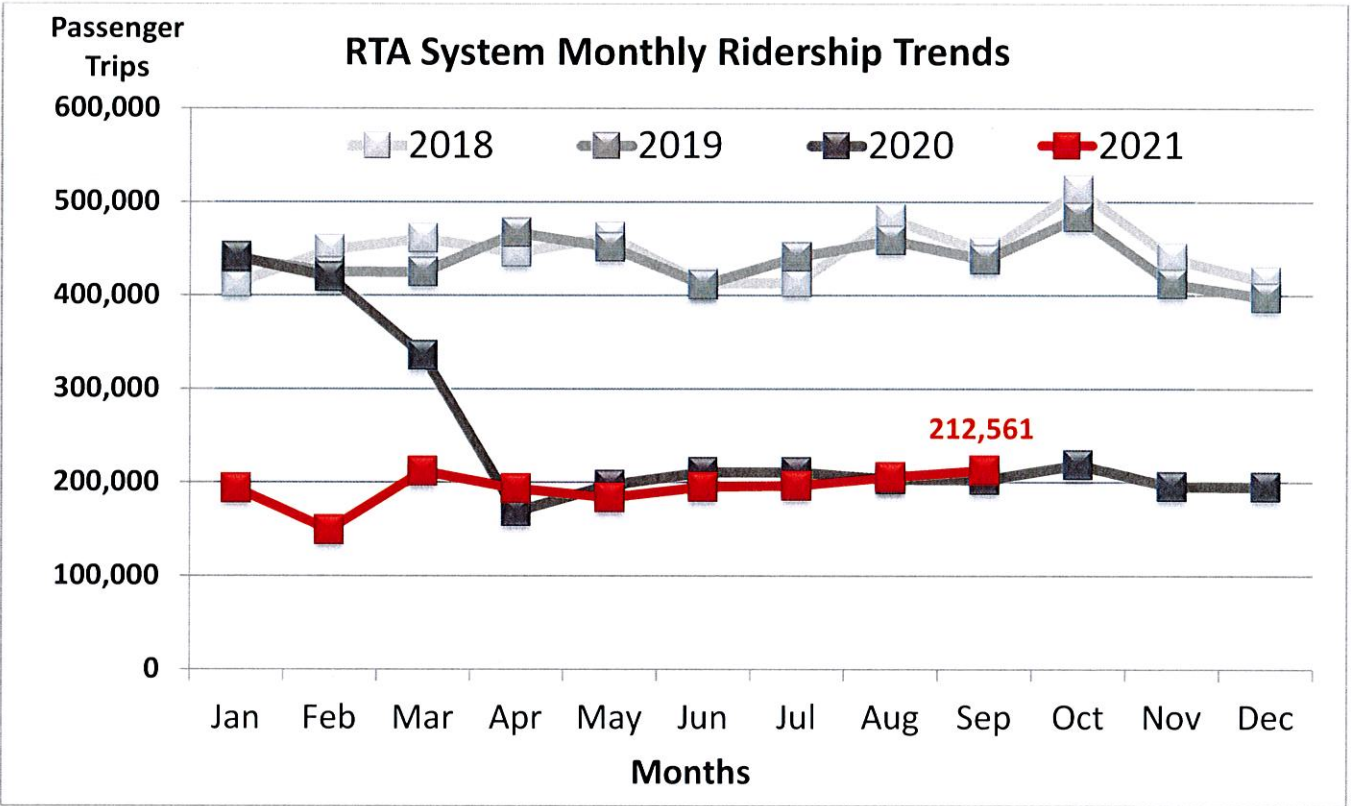


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System-wide Ridership and Service Performance Results

September 2021 system-wide ridership levels continued to be adversely impacted by the COVID-19 pandemic. Passenger trips totaled 212,561 which represents a 4.9% increase as compared to 202,682 passenger trips in September 2020 or 9,879 more trips this month. In comparison to the pre-COVID-19 (Pre-Covid) period in September 2019 with 438,270 passenger trips, the 212,561 passenger trips this month represents a decrease of 225,709 fewer trips or 51.5%.

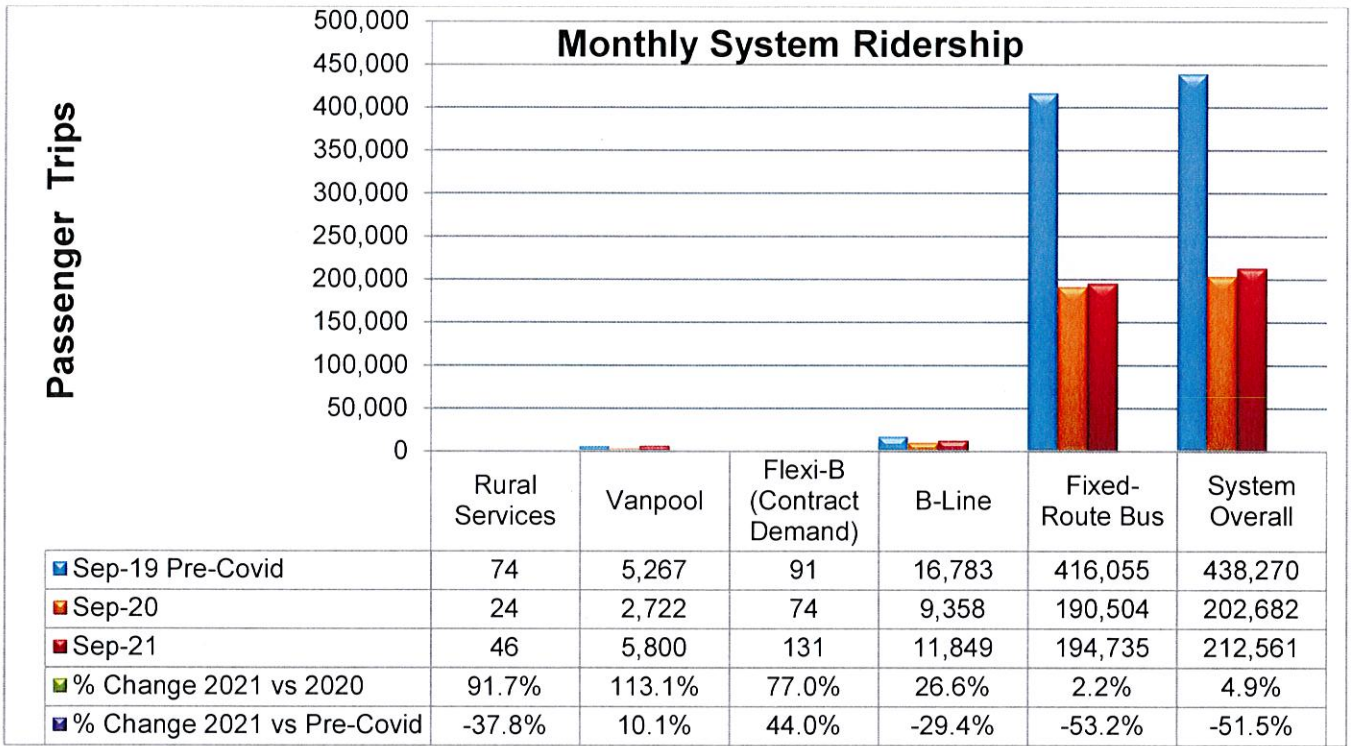


September 2020	September 2021	Variance
21 Weekdays	21 Weekdays	-
4 Saturdays	4 Saturdays	-
4 Sundays	4 Sundays	-
1 Holiday (Labor Day)	1 Holiday (Labor Day)	-
30 Days	30 Days	-

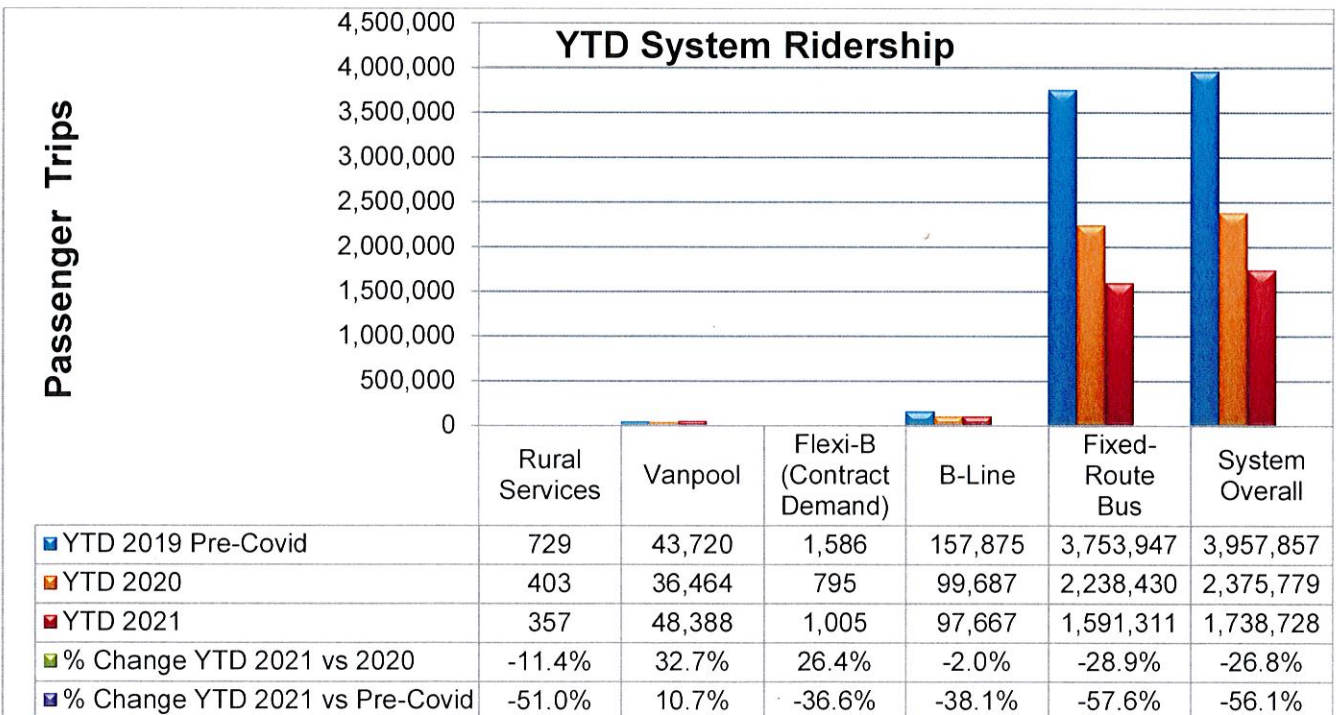
In September 2021, the average retail price for unleaded gas in Corpus Christi was approximately \$2.81 per gallon up one dollar when compared to a \$1.81 per gallon in September 2020¹. Rainfall was above normal at 7.4 inches as compared to the monthly average of 5.5 inches.² September 2020 observed 5.5 inches. The recorded 93-degree average high temperature was normal.

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

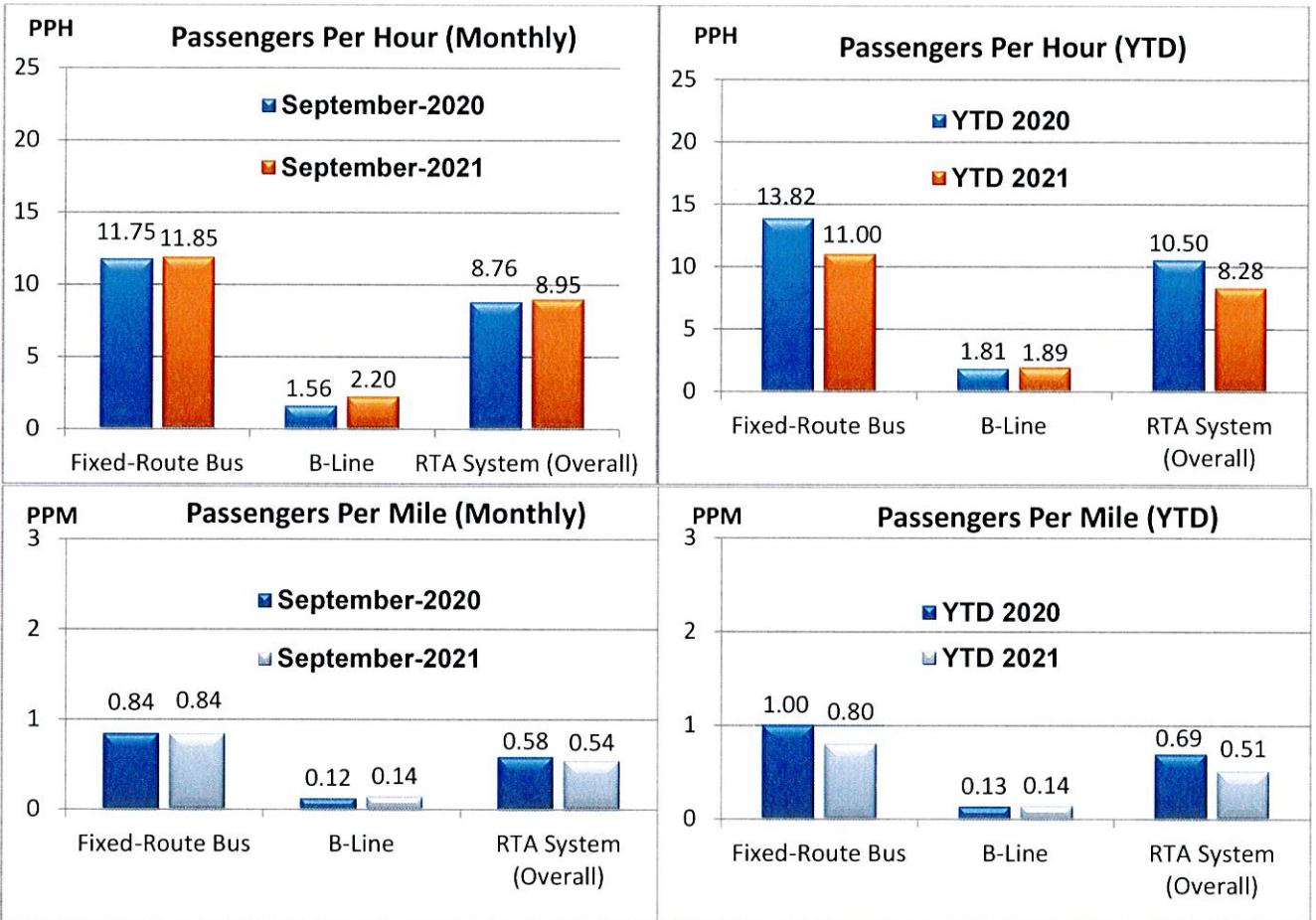
The chart below shows monthly ridership results for all services. CCRTA recorded 9,879 more passenger trips for a 4.9% increase as compared to September 2020. As compared to September 2019 Pre-Covid, passenger trips decreased 51.5%.



The chart below shows YTD ridership results for all services. CCRTA has recorded 637,051 fewer passenger trips for a YTD decrease of -26.8% in 2021 as compared to 2020. As compared to YTD 2019 Pre-Covid, passenger trips decreased 56.1% with 2,219,129 fewer trips.



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



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

Schedule Adherence	Standard	Jun-21	Jul-21	Aug-21	Sep-21	4-Month Average
Early Departure	<1%	0.0%	0.0%	0.0%	0.4%	0.1%
Departures within 0-5 minutes	>85%	89.4%	94.4%	91.1%	83.4%	89.6%
Monthly Wheelchair Boardings	No standard	2,681	2,905	3,119	3,165	2,968
Monthly Bicycle Boardings	No standard	4,080	4,065	4,425	4,407	4,244

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

On Detour	<ul style="list-style-type: none"> • U.S.181 & 361 Interchange in Gregory Began mid-2019 and is now half complete. <ul style="list-style-type: none"> ➤ Route 51 (No stops impacted) • New Harbor Bridge (North Beach) – Routes 76 & 78 remain on minor detour along U.S. 181 access road. (No stops impacted) • Sea District Impts. & New Port Admin. Offices.) – Project nearing completion <ul style="list-style-type: none"> ➤ Routes 76 & 78 (2 stops closed) • Bear Ln. (Old Brownsville Rd. to Cliff Maus Dr.) – utility repair began July 2021. <ul style="list-style-type: none"> ➤ Route 16 (1 stop closed) • Winnebago & Lake St.-(Harbor Bridge reconstruction): Began August 2020. <ul style="list-style-type: none"> ➤ Route 12 (10 stops impacted) • Brownlee Blvd. (Laredo-Morgan Ave.) Temporary detour from Brownlee to Crosstown Expressway (ST HWY 286) access roads in both directions. <ul style="list-style-type: none"> ➤ Route 17 (7 temporarily closed) • Airline Rd. (SPID–McArdle) Project to be complete mid-October 2021. <ul style="list-style-type: none"> ➤ Routes 26 & 65 (2 stops closed) • Laguna Shores Rd. (SPID–Wyndale) (14) month, Began October 26, 2020 with anticipated completion in October 2022 <ul style="list-style-type: none"> ➤ Routes 3 & 4 (14 stops closed) • Ayers St. (SPID-Gollihar) (28) Project began January 2020 now nearing completion. <ul style="list-style-type: none"> ➤ Route 19 (6 stops remain closed 1 reopened) • Nimitz & MacArthur Resurface & curb work (4) month project-Began June 2021. <ul style="list-style-type: none"> ➤ Route 21 (5 stops impacted) • Ocean Dr. Resurfacing (Robert Dr.-Ennis Joslin) Project began March-2021. Halfway traffic switch has occurred September 2021-project should wrap Feb 2022. <ul style="list-style-type: none"> ➤ Route 6 (12 stops remain closed) • Leopard St. (Nueces Bay to Palm) (14) month project: Began April 2021-anticipated completion date in late-2022 <ul style="list-style-type: none"> ➤ Routes 27 & 28 (4 stops closed)
No Detour	<ul style="list-style-type: none"> • S. Staples St. (Kostoryz- Baldwin) (29) month project: Began March 2021 <ul style="list-style-type: none"> ➤ Route 29 (8 Stops closed)
On Detour	<ul style="list-style-type: none"> • Six Points (Ayers St. @ 10th St.) (7) month project: Began April-2021 <ul style="list-style-type: none"> ➤ Routes 17 (6 stops impacted) Project completion in late November 2021. • NAS/CCAD (North Gate Repair) Occurred last week of September 2021. <ul style="list-style-type: none"> ➤ Route 3 (5 stops were impacted) including TAMUCC stop 456.
Detour Required	<ul style="list-style-type: none"> • Leopard St. (Crosstown to Palm) (14) month project to begin late-2021 with anticipated completion in early-2023 <ul style="list-style-type: none"> ➤ Routes 27 & 28 (9 stops <u>will be impacted</u>)
No Detour	<ul style="list-style-type: none"> • Everhart Rd. (SPID-S. Staples): Project could begin mid-2022. <ul style="list-style-type: none"> ➤ Routes 32 & 37 (7 stops <u>will be impacted</u>)

For September 2021, there were 16 detoured routes out of 33 fixed route services. This equates to approximately 48% of CCRTA services travelling on the local streets. Detoured bus route services include: 3, 4, 6, 12, 16, 17, 19, 21, 26, 27, 28, 29, 51, 65, 76 & 78.

82 is the total number of bus stops impacted or closed in September 2021.

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

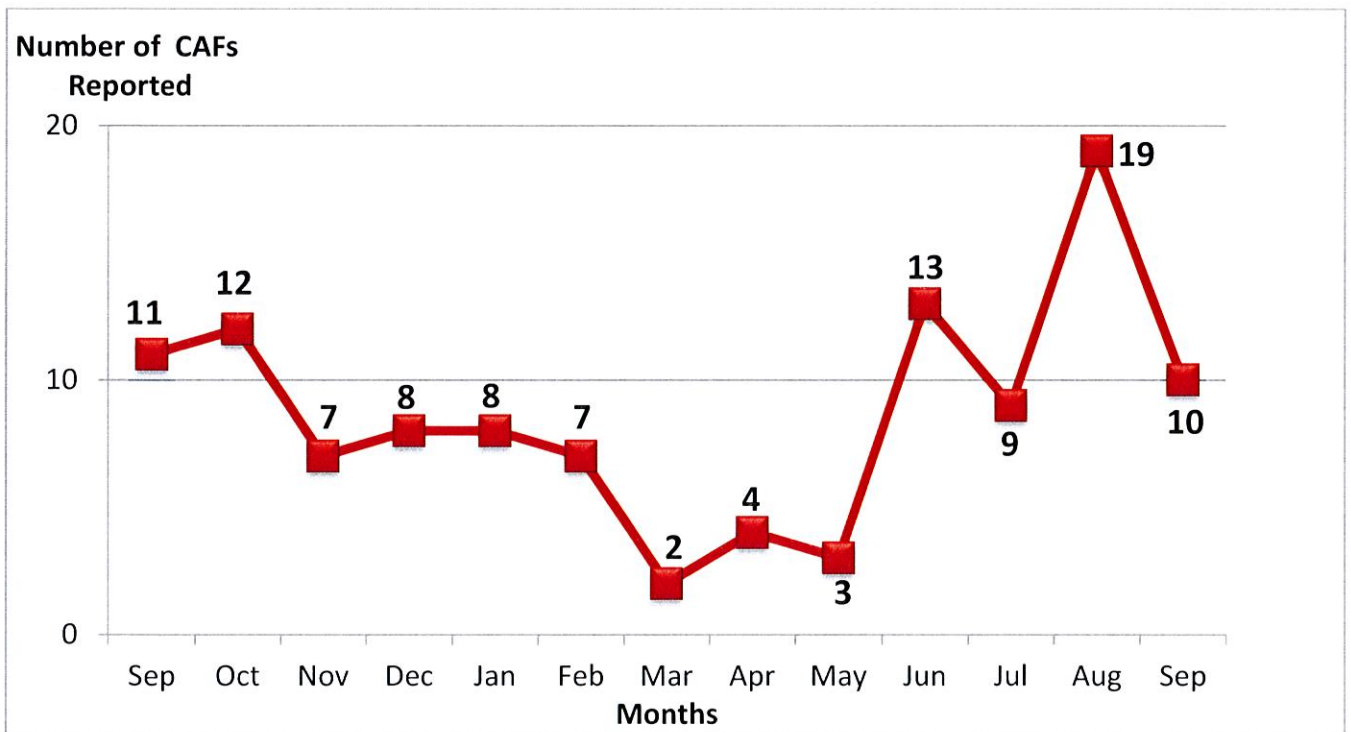
In September 2021, B-Line service metrics were impacted by the COVID-19 pandemic.

- Productivity: **2.20** Passengers Per Hour (PPH) did not meet the contract standard of 2.50 PPH.
- Denials: 0 denials or **0.0%** did meet contract standard of 0.0%.
- Miles between Road Calls (MBRC): **15,624** did meet the contract standard of 12,250 miles.
- Ridership Statistics: **7,942** ambulatory boardings; **3,219** wheelchair boardings

Metric	Standard	Jun-21	Jul-21	Aug-21	Sep-21	(4) Month-Ave.
Passengers per Hour	2.50	2.24	2.43	2.28	2.20	2.29
Denials	0.00%	0.00%	0.00%	0.00%	0.00%	0.0%
Miles Between Roadcalls	12,250	5,145	4,064	5,953	15,624	7,696
Monthly Wheelchair Boardings	No standard	3,342	3,375	3,251	3,219	3,297

Customer Programs Monthly Customer Assistance Form (CAF) Report

For September 2021, Customer Service received and processed 10 (CAF's) Customer Assistance Forms. 10 CAF's is 9 less than the previous month and represents a 47% decrease. There were no commendations received this month.



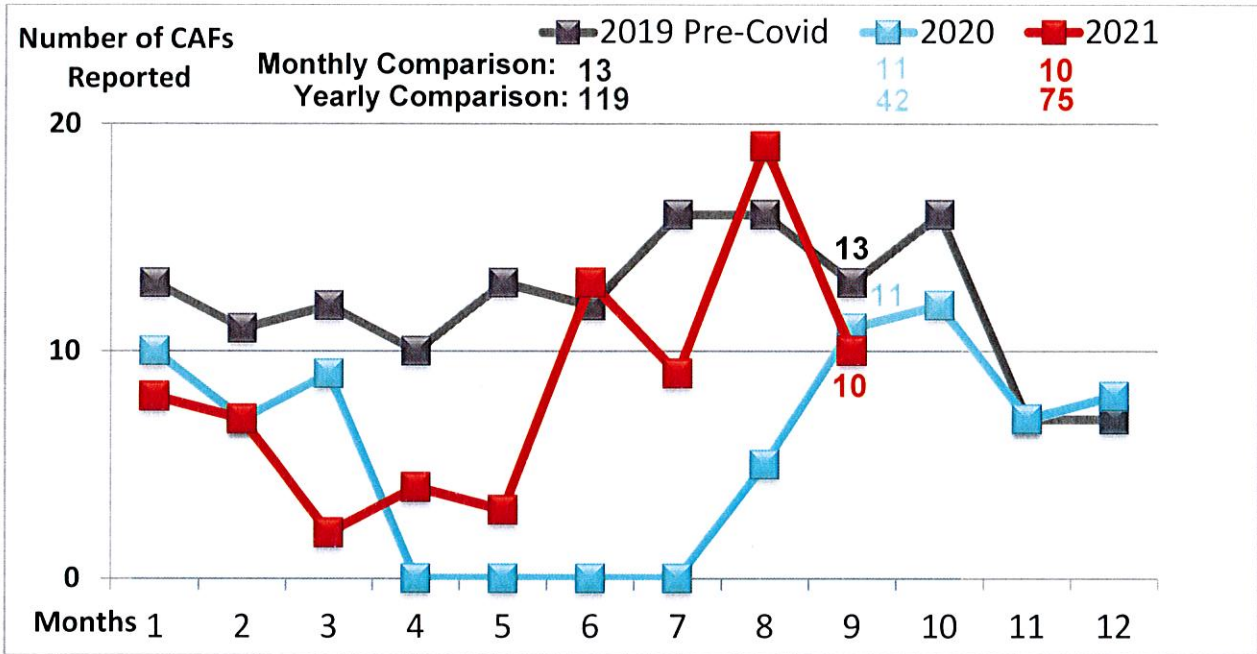
Route Summary Report for September 2021:

Route	# of CAFs	Route	# of CAFs
#3 NAS Shuttle	1	#34 Robstown North Circulator	
#4 Flour Bluff		#35 Robstown South Circulator	
#5 Alameda	2	#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)	
#15 Kostoryz	1	#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	1	#76 Harbor Bridge Shuttle	
#19M McArde		#78 North Beach Shuttle	
#21 Arboleda	1	#90 Flexi-B Port Aransas	
#23 Molina		#93 Flex	
#25 Gollihar/Greenwood		#94 Port Aransas Shuttle	
#26 Airline/Lipes		#95 Port Aransas Express	1
#27 Northwest	1	B-Line (Paratransit) Services	1
#27x Northwest (Express)		Safety/Transportation	
#28 Leopard/Omaha		Facilities Maintenance	
#29 Staples		Customer Service Department	
#29F Staples/Flour Bluff		Service Development/Facilities	
#29SS Staples/Spohn South		Facilities/Service Development	1
#30 Westside/Health Clinic		Transportation (Other) ADA	
#32 Southside		TOTAL CAF's	10

September 2021 CAF Breakdown by Service Type:

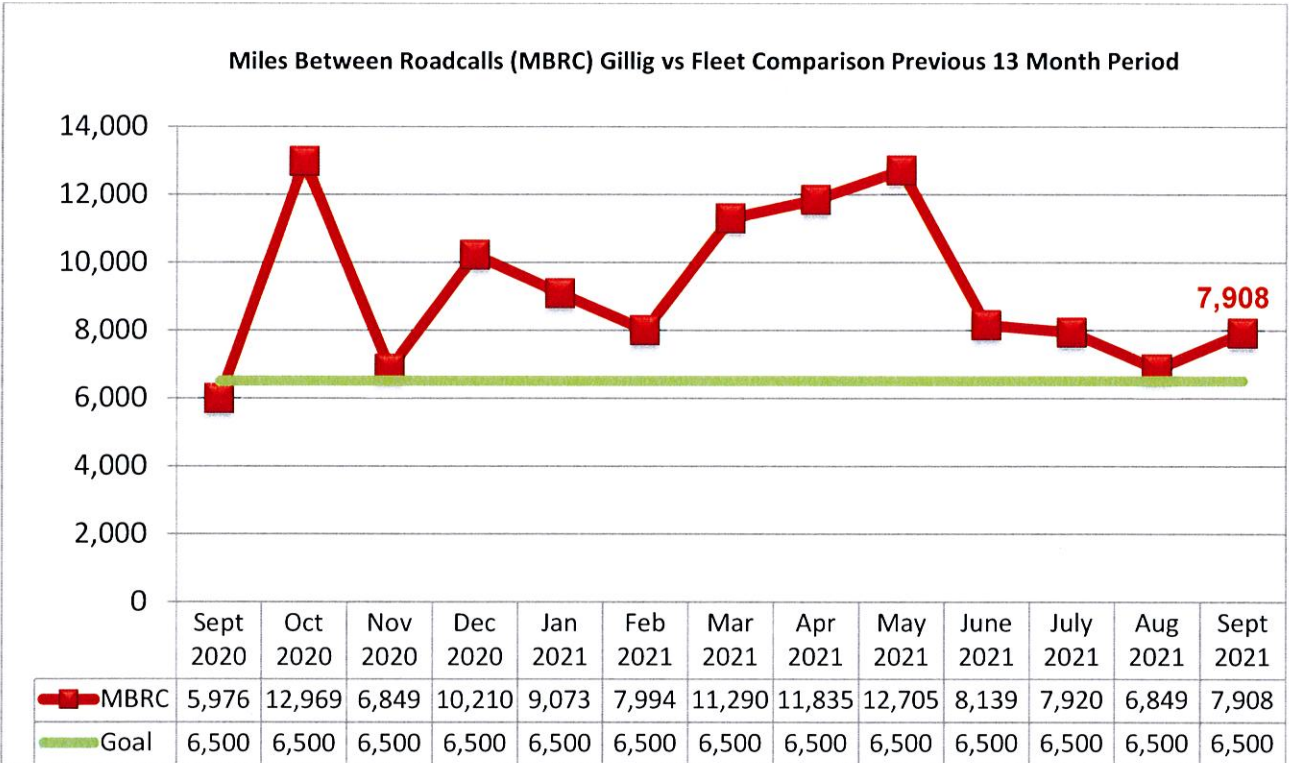
CAF Category	RTA Fixed Route	B-Line ADA Paratransit	MV Fixed Route	Totals
ADA				
Service Stop Issues	1	1		2
Driving Issues	1			1
Customer Services				
Late/Early – No Show				
Alleges Injury				
Fare/Transfer Dispute				
Clean Trash Can				
Dispute Drop-off/Pickup				
Add Bench/Stop				
Tie Down Issues				
Inappropriate Behavior				
B-line Calls				
Incident at Stop				
Incident on Bus				
Incident at Station				
Policy/Standing Orders				
Denial of Service				
Safety & Security				
Rude	4			4
Facility Maintenance	1			1
Service Development				
Vehicle Maintenance				
Over Crowded Vehicle				
Route Suggestion	1		1	2
Service Maintenance				
Commendations				
Total CAFs	8	1	1	10

CAF Reports: Current and Historical Trends



Vehicle Maintenance Department: Miles Between Road Calls Report

In September 2021, there were **7,908** miles between road calls (MBRC) recorded as compared to 5,976 MBRC in September 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 Member Inquiry

Meeting Date	Agenda Item #	Member Name	Inquiry	Response	Response Date
10/6/2021	9.	G. Canales	In regards to Authorize to Enter into Negotiations with MV Transportation, Inc. for a Five (5) Year Contract for Paratransit and Small Bus Operations, Ms. Canales asked, what at this point would cause one company to be substantially lower?	Mr. Saldana responded what would cause something to go over on a budget is the number of hours. So, that would increase for everybody across the board, and not just MV, who is the incumbent here. So what we're negotiating is the hourly rate.	10/6/2021
10/6/2021	9.	D. Leyendecker	In regards to Authorize to Enter into Negotiations with MV Transportation, Inc. for a Five (5) Year Contract for Paratransit and Small Bus Operations, Mr. Leyendecker asked, there was a bit of a difference in the proposed budget for 2022, we're negotiating how many hours to fit within that proposed budget, correct?	Mr. Majchszak answered in the affirmative.	10/6/2021
10/6/2021	9.	M. Woolbright	In regards to Authorize to Enter into Negotiations with MV Transportation, Inc. for a Five (5) Year Contract for Paratransit and Small Bus Operations, Mr. Woolbright asked, you mentioned the hourly rates are significantly lower for MV throughout the contracts but I see them as the fixed routes are cheaper with First Transit and paratransit is cheaper with MV, is that accurate?	Mr. Majchszak responded paratransit is about two-thirds of the budget. So, the majority of the costs would be affected by the paratransit. Some of that in the fixed route can fluctuate based on the ridership between small buses and operating large buses.	10/6/2021
10/6/2021	14d.	D. Leyendecker	In regards to the August 2021 Operations Report, Mr. Leyendecker asked, you think that difference is the 15%?	Mr. Majchszak responded it was 8% to 10%, and now we're seeing 18% to 25%. That's a good part what we're seeing. We're going to start going through that and looking at what we call the scheduled trips, the pre scheduled trips, a little bit more closely. We have been pretty relaxed through Covid because of difficulties getting appointments.	10/6/2021
10/6/2021	14d.	L. Allison	In regards to the August 2021 Operations Report, Ms. Allison asked, are we cancelling 65 and 95 to Port Aransas?	Mr. Majchszak responded that the 65 operates year-round. The 95 stopped this last Sunday because it's a seasonal route.	10/6/2021

Board Member Inquiry

Meeting Date	Agenda Item #	Member Name	Inquiry	Response	Response Date
10/6/2021	9.	E. Salazar	In regards to Authorize to Enter into Negotiations with MV Transportation, Inc. for a Five (5) Year Contract for Paratransit and Small Bus Operations, Mr. Salazar asked, do we have a history of DBE with MV?	Mr. Majchszak responded over the 8 years they have spent \$213,000 with DBE for maintenance on the vehicles.	10/6/2021
10/6/2021	9.	E. Salazar	In regards to Authorize to Enter into Negotiations with MV Transportation, Inc. for a Five (5) Year Contract for Paratransit and Small Bus Operations, Mr. Salazar asked, what is the difference in the option years?	Mr. Majchszak responded the difference is \$150,000.	10/6/2021
10/6/2021	9.	E. Salazar	In regards to Authorize to Enter into Negotiations with MV Transportation, Inc. for a Five (5) Year Contract for Paratransit and Small Bus Operations, Mr. Salazar asked, if we are going to encourage DBE can we track this going forward?	Mr. Majchszak responded in the affirmative.	10/6/2021
10/6/2021	9.	M. Woolbright	In regards to Authorize to Enter into Negotiations with MV Transportation, Inc. for a Five (5) Year Contract for Paratransit and Small Bus Operations, Mr. Woolbright asked, does the DBE equal to .3%?	Mr. Majchszak confirmed.	10/6/2021
10/6/2021	9.	M. Woolbright	In regards to Authorize to Enter into Negotiations with MV Transportation, Inc. for a Five (5) Year Contract for Paratransit and Small Bus Operations, Mr. Woolbright asked, if we are voting on the 5 year contract?	Mr. Majchszak confirmed.	10/6/2021

Board Member Inquiry

Meeting Date	Agenda Item #	Member Name	Inquiry	Response	Response Date
10/6/2021	9.	M. Woolbright	In regards to Authorize to Enter into Negotiations with MV Transportation, Inc. for a Five (5) Year Contract for Paratransit and Small Bus Operations, Mr. Woolbright asked, if we wanted to replace someone how receptive were they to that, the scoring was based on individuals that we could have replaced?	Mr. Majchszak responded they were receptive to it but the scoring was based off what they put on the proposal and the leadership team that was proposed on it.	10/6/2021
10/6/2021	9.	M. Woolbright	In regards to Authorize to Enter into Negotiations with MV Transportation, Inc. for a Five (5) Year Contract for Paratransit and Small Bus Operations, Mr. Woolbright asked, about the purchase transit budget and how much of that goes into this particular contract and what that difference is?	Mr. Majchszak responded the difference is in the bid you will see the non-ADA demand response which we had to give hours for, the late night service that we hope to start next year which I would ask the board for. So they bid on that amount but it's not in the budget at this point in time. It would have to be approved later.	10/6/2021
10/6/2021	9.	M. Woolbright	In regards to Authorize to Enter into Negotiations with MV Transportation, Inc. for a Five (5) Year Contract for Paratransit and Small Bus Operations, Mr. Woolbright asked, part of this bid is not currently in the budget?	Mr. Majchszak responded even some of the fixed routes are not running at our full services now, we gave them a proposed for seven years to bid off of, and that way they're all bidding equally. It doesn't mean that we'll run those actual services. Those are going to be how ridership returns and the demand and things like that.	10/6/2021
10/6/2021	9.	M. Woolbright	In regards to Authorize to Enter into Negotiations with MV Transportation, Inc. for a Five (5) Year Contract for Paratransit and Small Bus Operations, Mr. Woolbright asked, does that mean this 8.26 million is not a guaranteed number?	Mr. Majchszak responded no, what is in the bid for the first year is not a guaranteed number. That is if we ran everything that we proposed, that's what the cost would be and that's what they all bid to compare apples to apples.	10/6/2021

Board Member Inquiry

Meeting Date	Agenda Item #	Member Name	Inquiry	Response	Response Date
9/22/2021			***Meeting Cancelled***		