

# AGENDA MEETING NOTICE

## Board of Directors Meeting

**DATE:** Wednesday, July 6, 2022

**TIME:** 8:30 a.m.

**LOCATION:** Staples Street Center – 2<sup>ND</sup> Floor Boardroom, 602 North Staples St., Corpus Christi, TX

### BOARD OF DIRECTORS OFFICERS

Dan Leyendecker, Chair  
Anna Jimenez, Vice Chair  
Lynn Allison, Board Secretary

### BOARD OF DIRECTORS MEMBERS

Gabi Canales (Administration & Finance Chair)  
Eloy Salazar (Operations & Capital Projects Chair)  
Beatriz Charo          Jeremy Coleman  
Armando Gonzalez      Erica Maymi  
Aaron Muñoz          Matt Woolbright

	TOPIC	SPEAKER	EST.TIME	REFERENCE
1.	<b>Pledge of Allegiance</b>	D. Leyendecker	1 min.	-----
2.	<b>Roll Call</b>	M. Montiel	2 min.	-----
3.	<b>Safety Briefing</b>	M. Rendón	5 min.	-----
4.	<b>Receipt of Conflict of Interest Affidavits</b>	D. Leyendecker	2 min.	-----
5.	<b>Opportunity for Public Comment 3 min. limit – no discussion</b>	D. Leyendecker	3 min.	-----
6.	<b>Awards and Recognition</b> – The Government Finance Officers Association of the United States and Canada – Certificate of Achievement for Excellence in Financial Reporting for 2020	J. Cruz-Aedo	3 min.	-----
7.	<b>Adopt Resolutions</b> for Outgoing City of Corpus Christi Appointed Board Members – a) Patricia B. Dominguez b) Phillip Skrobarczyk	D. Leyendecker	10 min.	<i>ATTACHMENT A ATTACHMENT B</i>
8.	<b>Administer the Oath</b> of City of Corpus Christi Appointments to the CCRTA Board of Directors: a) Jeremy Coleman b) Erica Maymi	D. Leyendecker/ John D. Bell	10 min.	-----
9.	<b>Announcement</b> of Committee Chairs and Appointments by the Board Chair and <b>Action</b> to Confirm Committee Chairs and Appointments	D. Leyendecker	4 min.	-----
10.	<b>Discussion and Possible Action</b> to Approve Board Minutes of the Board of Directors Meeting of June 1, 2022 and the Strategic Board of Directors Retreat of June 3, 2022	D. Leyendecker	3 min.	<b>Pages 1-18</b>
11.	<b>Committee Chair Reports</b> a) Administration & Finance b) Operations & Capital Projects c) Rural and Small Cities	G. Canales E. Salazar	3 min. 3 min.	-----

# AGENDA MEETING NOTICE

<b>12.</b>	<b>CONSENT ITEMS:</b> 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.	3 min.	<b>Pages 19-23</b>
	<ul style="list-style-type: none"> <li><b>a) Action</b> Award Contracts to CD Starter Service LLC, Cummins Southern Plains, and Gillig for External and Internal Engine Parts</li> <li><b>b) Action</b> to Enter into an Interlocal Agreement with Dallas Area Rapid Transit for GoPass Subscription and License</li> </ul>		
<b>13.</b>	<b>Discussion and Possible Action</b> to Award a Contract to Acrisure LLC DBA Carlisle Insurance for Windstorm and Hail Insurance for FY 2022-2023	M. Rendón	15 min.  <i>PPT</i>
<b>14.</b>	<b>Update</b> on RCAT Committee Activities	S. Montez	3 min.  <i>PPT</i>
<b>15.</b>	<b>Presentations:</b> <ul style="list-style-type: none"> <li><b>a)</b> May 2022 Financial Report</li> <li><b>b)</b> July Procurement Update</li> <li><b>c)</b> May 2022 Operations Report</li> </ul>	R. Saldaña R. Saldaña D. Majchszak	10 min.  <b>Pages 26-37</b> <i>PPT</i> <i>PPT</i> <b>Pages 38-47</b> <i>PPT</i>
<b>16.</b>	<b>CEO Report</b>	J. Cruz-Aedo	10 min.  <i>PPT</i>
<b>17.</b>	<b>Board Chair Report</b>	D. Leyendecker	10 min.  -----
<b>18.</b>	<b>Adjournment</b>	D. Leyendecker	1 min.  -----

**Total Estimated Time: 1 hour 41 mins.**

On **Thursday, June 30, 2022** this Notice was posted by **Marisa Montiel** 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

Attachment A



## Resolution

**WHEREAS**, Patricia Dominguez served as an active member of the Corpus Christi Regional Transportation Authority (CCRTA) Board of Directors following her appointment by the City of Corpus Christi in 2018. Patricia championed quality transportation to students, individuals with disabilities, senior citizens, and the entire community served by the CCRTA.

**WHEREAS**, Patricia Dominguez guided the pursuit of Grant 5339(b), which supported the CCRTA with \$7.2 million for system developments. These improvements include the super-stops and route that serve the Del Mar College – Oso Creek southside campus, the reconstruction of the Port Ayers Transfer Station, and an updated parking lot at CCRTA’s Operations Facility.

**WHEREAS**, Patricia Dominguez advanced innovative and accessible transportation to students of Del Mar College and Texas A&M University-Corpus Christi’s Viking Islander Program (VIP). Route 66 - Crosstown Shuttle provides a direct option for students to travel between campuses.

**WHEREAS**, Patricia Dominguez invested in the accessibility and equitability of CCRTA’s transportation network. Patricia aided in the development of the Port Aransas Express route, which delivers affordable and efficient transportation to Port Aransas for students, industry workers, and guests. She also led other service innovations throughout CCRTA’s system, including CCRTA’s first fixed-route with on-call options, FLEX, and the region’s first autonomous shuttle, SURGE. These innovations have directly benefited students, employees, and guests of higher education facilities.

**WHEREAS**, Patricia Dominguez was pivotal to the development of CCRTA’s shelter refurbishment program, which has supplied nearly 200 new state-of-the-art Tolar and refurbished shelters throughout CCRTA’s service area.

**WHEREAS**, Patricia Dominguez ensured that CCRTA served the community during the pandemic and when the region was affected by extreme weather conditions. Patricia also worked to improve the safety and security of employees, customers, and visitors through training engagements and an increased security presence within CCRTA’s system.

**WHEREAS**, Patricia Dominguez was a dedicated leader for the CCRTA who advanced accessible and innovative services for our region’s students, employees, and community members.

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

Patricia Dominguez is hereby commended for her distinguished service to the community.

**DULY PASSED AND ADOPTED** this 6<sup>th</sup> day of July 2022.

**ATTEST:**

**CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY**

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Jorge G. Cruz-Aedo  
Chief Executive Officer

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Dan Leyendecker  
Board Chair

# Corpus Christi Regional Transportation Authority

Attachment B



## Resolution

**WHEREAS**, Philip Skrobarczyk served as a dedicated member of the Corpus Christi Regional Transportation Authority (CCRTA) Board of Directors after his appointment by the City of Corpus Christi. Philip has remained committed to CCRTA's mission and the needs of our community.

**WHEREAS**, Philip Skrobarczyk furthered the development of CCRTA's transportation system through construction and accessibility. Philip facilitated the pursuit of Grant 5339(b), which provided \$7.2 million for bus and bus facility improvements. These advances include the reconstruction of the Port Ayers Transfer Station, the super-stops and route that will serve the Del Mar College – Oso Creek southside campus, and an updated parking lot at CCRTA's Operations Facility.

**WHEREAS**, Philip Skrobarczyk prioritized transportation infrastructure and facility development for our transit network. Philip was an integral part of the shelter refurbishment program, which includes the installation of smart stops equipped with modern digital technology within CCRTA's service region. New smart stops such as the Cunningham @ South Park Middle School, near its Rosa Parks Memorial, and at the new Carroll High School campus have been introduced into CCRTA's transportation system.

**WHEREAS**, Philip Skrobarczyk was a proponent of transit technology and service innovation. Port Aransas Express provides efficient transportation from Corpus Christi and outlying areas to Port Aransas for workers and tourists. FLEX, a fixed-route with on-call service provides expanded access to essential locations for our Texas A&M Islanders and the public. SURGE, was the region's first autonomous shuttle and one of the first to ever operate in a mixed-traffic and pedestrian environment.

**WHEREAS**, Philip Skrobarczyk was dedicated to the safety and security of all employees, customers, and the community. Philip worked diligently to improve emergency response and increase law enforcement visibility throughout the transit network. Philip also championed the community's need for safe, reliable public transportation during crises, extreme weather, and the pandemic.

**WHEREAS**, Philip Skrobarczyk was an exceptional leader, who dedicated his efforts to improving CCRTA's transportation system and infrastructure for the betterment of our service area.

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

Philip Skrobarczyk is hereby commended for his distinguished service to our region.

**DULY PASSED AND ADOPTED** this 6<sup>th</sup> day of July 2022.

**ATTEST:**

**CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY**

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Jorge G. Cruz-Aedo  
Chief Executive Officer

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Dan Leyendecker  
Board Chair

**CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS' MEETING MINUTES  
WEDNESDAY, June 1, 2022**

**Summary of Actions**

1. Pledge of Allegiance
2. Roll Call
3. Heard Safety Briefing
4. Receipt of Conflict of Interest Affidavits – None Received
5. Provided Opportunity for Public Comment
6. Presented Awards and Recognition – Buc Days Children’s Parade: 1<sup>st</sup> Place in the “Commercial Units, Miscellaneous Division”
7. Approved Board of Director Meeting Minutes of May 11, 2022
8. Heard Committee Chair Reports
  - a) Administration & Finance
  - b) Operations & Capital Projects
  - c) Rural and Small Cities
9. Approved Consent Items
  - a) Award a Contract to Toshiba America Business Solutions, Inc. for Electronic Document Management
  - b) Approve Professional Services Agreement for General Legal Services
  - c) Approve a Disadvantaged Business Enterprise (DBE) Overall Goal of Fourteen Percent (14%) for Federal Fiscal Years (FFY) 2023 through 2025
  - d) Award a Contract to Creative Bus Sales for Low or No Emission Vehicles
  - e) Award a Contract to Arguindegui Oil CO. for Lubricant and Fluid Supply
10. Heard Update on RCAT Committee Activities
11. Awarded Multiple Contracts for Bus Parts Supply: Air System, Air Conditioning, Brake System, Body, Chassis, Cooling System, Electrical, Glass, Suspension, Wheelchair Ramp, and Transmission Parts
12. Heard Update on Services to the new Carroll High School and Del Mar Oso Creek Campus
13. Heard Presentations –
  - a) April 2022 Financial Report
  - b) June Procurement Update
  - c) January – April 2022 Safety & Security Report
  - d) April 2022 Operations Report
14. Heard CEO Report
15. Heard Chairman’s Report
16. 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, 2<sup>nd</sup> Floor Board Room, Corpus Christi, Texas.

**Call to Order & Roll Call**

Dan Leyendecker, Board Chair, called the meeting to order at 8:33 a.m., and asked Mr. Armando Gonzalez, Board Director, to lead the Pledge of Allegiance. Ms. Montiel called roll and it was noted that a quorum was present.

### **Board Members Present**

Dan Leyendecker, Lynn Allison, Armando Gonzalez, Anna Jimenez (joined virtually at 8:42 a.m.), Aaron Muñoz, Eloy Salazar, Philip Skrobarczyk and Matt Woolbright.

### **Board Members Absent**

Gabi Canales, Beatriz Charo and Patricia Dominguez.

### **Staff Present**

Jorge G. Cruz-Aedo, CEO; David Chapa, Derrick Majchszak, Sharon Montez, Rita Patrick, Mike Rendón, Robert Saldaña, Angelina Gaitan, and Marisa Montiel. MV Transportation: Ben Schmit and Tameka Weathers.

### **Public Present**

None

### **Safety Briefing**

Mr. Mike Rendón presented the safety briefing to the Board and audience. He noted that if there is an emergency, the Board of Directors will exit through the kitchen, and the public will exit to his right and exit through the west side doors. The Directors will report to the clock tower adjacent to the transfer station. He stated Ms. Montiel will account for Board Members and he will make sure that everyone exits properly. Also, during an emergency, he asked, please do not return to the building unless the all-clear has been given. Also, to not utilize the elevator in the process, and if there is a shelter in place, this will be done in the west side stairwell.

### **Receipt of Conflict of Interest Affidavits**

None received online or in-person.

### **Opportunity for Public Comment**

None received online or in-person.

### **Awards and Recognition – Buc Days Children’s Parade: 1st Place in the “Commercial Units, Miscellaneous” Division**

Mr. Jorge Cruz-Aedo announced the CCRTA participated in the Children's Buc Day Parade on Saturday, May 14th. The bus float utilized the wrap that was on the Buc Day Night Parade and had all of the features presented during the night parade. He noted participation was well received by the area schools and organizations and the float received first place in the miscellaneous division. He also denoted that CCRTA’s team that participated in the children's parade was also recognized as one of the best entertainment groups that was in the children's parade. Pictures were taken. Mr. Cruz-Aedo then discussed how Mr. Rendón, Managing Director of Executive Affairs, represented CCRTA over the weekend while volunteering in Uvalde, Texas. Mr. Rendón spent the weekend alongside a restaurant owner in San Antonio, distributing food and water to volunteers. More than 3,000 meals were served to the Uvalde community and area law enforcement. He thanked him for his service.

## **Discussion and Possible Action to Approve the Board of Directors Meeting Minutes of May 11, 2022**

**DIRECTOR MATT WOOLBRIGHT MADE A MOTION TO APPROVE THE BOARD OF DIRECTORS MEETING MINUTES OF MAY 11, 2022. SECRETARY LYNN ALLISON SECONDED THE MOTION. ALLISON, GONZALEZ, LEYENDECKER, MUÑOZ, SALAZAR, SKROBARCZYK AND WOOLBRIGHT VOTING IN FAVOR. ABSENT CANALES, CHARO, DOMINGUEZ AND JIMENEZ.**

### **Committee Chair Reports**

Director Salazar, Operations and Capital Projects Chair, reported that he is looking forward to the grant that was submitted and he appreciates all of the staff's hard work and getting it accomplished in order to hopefully obtain the money.

### **Consent Items**

- a) Award a Contract to Toshiba America Business Solutions, Inc. for Electronic Document Management
- b) Approve Professional Services Agreement for General Legal Services
- c) Approve a Disadvantaged Business Enterprise (DBE) Overall Goal of Fourteen Percent (14%) for Federal Fiscal Years (FFY) 2023 through 2025
- d) Award a Contract to Creative Bus Sales for Low or No Emission Vehicles
- e) Award a Contract to Arguindegui Oil CO. for Lubricant and Fluid Supply

Director Woolbright asked to pull item c) for further discussion. Vice-Chair Jimenez joined virtually at 8:42 a.m.

**DIRECTOR ELOY SALAZAR MADE A MOTION TO APPROVE THE CONSENT ITEMS A), B), D) AND E). DIRECTOR MATT WOOLBRIGHT SECONDED THE MOTION. ALLISON, GONZALEZ, JIMENEZ, LEYENDECKER, MUÑOZ, SALAZAR, SKROBARCZYK AND WOOLBRIGHT VOTING IN FAVOR. ABSENT CANALES, CHARO, DOMINGUEZ.**

Consent item c) was discussed further. Director Woolbright asked what is the purpose of making a change when the RTA has not been able to come remotely close to this goal for six years. Mr. Cruz-Aedo replied that CCRTA has to adopt a DBE goal every three years. Chair Leyendecker says that he sees where Director Woolbright is going with this and in reviewing the chart given to them, asked what was the previous goal and Director Woolbright responded 13%. Chair Leyendecker followed with asking why are they considering raising that, which he does not have a problem with it, but wants to know why. Mr. Cruz-Aedo responds that it will be increased by 1%, if approved, because CCRTA is in the position of doing many of the DBE enable projects, which are the construction and the bus shelter facilities. These projects will be going up over the next 12 months and the average for the three-year period.

Ms. Montez states that over the next few years CCRTA will have some more construction projects that will come to fruition, which gives an opportunity to increase that goal. Also, Port Aransas will come online and those are federal dollars. The shelter procurement has construction crews and contractors, that are going to install them and that carries a 12.6% DBE goal. Director Woolbright says that historically the goals have been 13%-16% and CCRTA has reached the halfway mark of those goals maybe twice and is there a better way to do this and by raising this arbitrary goal that is not truly affecting the budget. He continues that it seems the RTA has a powerful potential to be an economic driver, particularly for DBEs and asked if there is a better way to actually drive that goal. Director Skrobarczyk states in a competitive bid environment, if there is a goal, it's a goal, it's not a requirement. He continues on bid day DBEs submit their prices, and the function of what price should return, and sometimes a higher price is used in order to beat the goal. He says the goal is not a function of a desire to use a DBE, it's a function of pricing on a given day, from a set group of people. He continues that it's an arbitrary goal anyway and does not see the difference it makes to support what the staff recommends because it's an awful lot about nothing really. CCRTA is either going to meet it or not and it's going to be the function of strategy on bid day to use a price or not use a price. Director Woolbright says his point is that the goal is not doing anything. Chair Leyendecker agrees it should be discussed at another time, such as at the upcoming retreat and be discussed as a policy group. Director Salazar says there are goals to be met and there are also struggles that the RTA has because hopefully it receives this money for the buses but then there is that other part for the construction, so he does not disagree with Director Woolbright, that it's an arbitrary goal, but at least there is something for staff to try to achieve. He asked if the RTA can amend this at a later date to increase it or decrease it. John Bell, General Counsel, responds this is a federal formula that the staff is following and goes through a process to determine what the weighted average ratio is and that is how the 22.29% came up based upon all of the different contracts and the availability of DBEs in the local market. Furthermore, add that on to the actual participation and divide it by two and you wind up with a 14% goal, which is in conformity with the federal methodology. Chair Leyendecker asked if there is a federal minimum based on their formula and Mr. Bell responded yes, this is their formula. Mr. Cruz-Aedo says that the goal design is based on a formula that is provided by the FTA for use in establishing a goal number. It does not factor in the timing of projects. It does not factor in when projects roll out the front door. Over the last few years, the RTA has been limited in the number of projects that were eligible. Currently the RTA is looking at projects that will be eligible and will be taking advantage of. Director Woolbright says that it is definitely an area that should be looked into further at another time because CCRTA is behind where it could very easily be.

**DIRECTOR PHILIP SKROBARCZYK MADE A MOTION TO APPROVE THE CONSENT ITEM C). DIRECTOR ELOY SALAZAR SECONDED THE MOTION. ALLISON, GONZALEZ, JIMENEZ, LEYENDECKER, MUÑOZ, SALAZAR,**



**SKROBARCZYK AND WOOLBRIGHT VOTING IN FAVOR. ABSENT CANALES, CHARO, DOMINGUEZ.**

**Update on RCAT Committee Activities**

Ms. Sharon Montez, Managing Director of Capital Programs and Customer Services, presented the item. She stated the RCAT meeting was held on May 13, 2022 and she covered the items that were presented. She shared with RCAT the CCRTA's 2023 TTA Conference Announcement, the Texas Transit Association Award, APTA Certificate of Merit to the CCRTA for the 2022 Bus Security Program of Excellence, the 2022 Emergency Preparedness Policy and updated them on the Pilot Routes 93 and 95. Ms. Montez noted that John Longoria resigned effective May 19<sup>th</sup> and the notice for replacement Chair has been posted and the Chair position will be for two-year incremental terms, the same as RCAT members. She stated that interested individuals and current and previous RCAT members may apply. The CEO will select the top candidate to recommend to the Board of Directors for confirmation as the RCAT Chairperson. She displayed the B-Line Service performance statistics and She gave the dates of the upcoming RCAT Meetings. The next meeting will be held June 16, 2022.

**Discussion and Possible Action to Award Multiple Contracts for Bus Parts Supply: Air System, Air Conditioning, Brake System, Body, Chassis, Cooling System, Electrical, Glass, Suspension, Wheelchair Ramp, and Transmission Parts**

Mr. Derrick Majchszak stated the board priority for this item is Public Image and Transparency. He started by giving background information saying there are about 1,900 unique replacement parts among the instrumentation and vehicle body, drive train, electrical, engine motor systems and accessories. The replacement parts are OEM or approved equal and the contract agreement help with volume discounts and firm pricing. He stated the identified need is for multiple contracts in the defined categories of battery, air conditioning, brake system, body, chassis, cooling system, electrical, suspension, wheelchair ramp and transmission parts. The current contract expired on May 2022. This IFB will be awarded solely on the base year, waiving option years. He stated there is no DBE requirement and the total expenditures are determined by the actual usage, the funds are allocated in the board-approved annual operating budgets and the estimated one-year project cost is \$648,914.26. CCRTA will utilize local funds. The awardees were displayed by amounts and the total amount was \$648,914.26.

**SECRETARY LYNN ALLISON MADE A MOTION AWARD MULTIPLE CONTRACTS FOR BUS PARTS SUPPLY TO THE FOLLOWING VENDORS: C.C. FREIGHTLINER, C.C. BATTERY, CD STARTER SERVICE, LLC, GILLIG, KIRK'S AUTOMOTIVE, MOHAWK MFG, MUNCIE, RELIABLE TRANSMISSIONS, TRANSIT COOLING AND NEOPART TRANSIT FOR BUS PARTS SUPPLY: AIR SYSTEM, AIR CONDITIONING, BRAKE SYSTEM, BODY, CHASSIS, COOLING SYSTEM, ELECTRICAL, GLASS, SUSPENSION, WHEELCHAIR RAMP, AND TRANSMISSION PARTS. DIRECTOR AARON MUÑOZ SECONDED THE MOTION. ALLISON, GONZALEZ, JIMENEZ, LEYENDECKER, MUÑOZ, SALAZAR, SKROBARCZYK AND WOOLBRIGHT VOTING IN FAVOR. ABSENT CANALES, CHARO, DOMINGUEZ.**

## **Update on Services to the New Carroll High School and Del Mar Oso Creek Campus**

Mr. Derrick Majchszak presented the update to the board stating the board priority is Public Image and Transparency. He started with the new Carroll High School, served by Route 15 and Kostoryz/Saratoga and this is a route deviation to provide the service. This will be served one direction along Kostoryz Road to prevent the students from crossing through that busy intersection there. Weekday services will be increased to 45 minutes, which is what the pre-COVID service was for Route 15. On the weekends the 90-minute frequency will be maintained due to the current ridership levels. There will be connections to other routes at the Port Ayers Transfer Station and this service begins on July 11, 2022, which is when the next sign-up will begin. He displayed that schedule, stating the first one departs at 6:30 a.m. at the Port Ayers station and the last one ends at 8:12 p.m. at Port Ayers Station. Next, he discussed the Del Mar Campus, pilot route 24 is designed to serve the new Del Mar College Oso Creek Campus which will have 30-minute frequency on weekdays and Saturdays and connections with routes 26 and 29. He notes, this is an expansion of services on the Southside area and it will fill service gaps along Airline, Rodd Field, Yorktown and Staples. The service begins July 11, 2022, and since this is a pilot it is expected that future adjustments may need to be made, especially as the Del Mar campus comes online and their schedules are released. He provided an example of the schedule the first one will be at 7:00 A.M. at the Wooldridge/Staples by the apartments and the last one ends at 7:00 P.M. Chair Leyendecker said he was looking forward to this kicking off.

## **Presentations**

### **a) April 2022 Financial Report**

Mr. Robert Saldaña presented the April financials and noted that the item lines up with the Board Priority of Public Image & Transparency. He presented the highlights for the month stating the Bus Advertising was 139.43% of baseline, Investment Income was 485.53% of baseline and Operating Expenses were 91.46% of baseline. He then displayed the April 2022 Income Statement Snapshot. Total revenues come in at \$3.3, which is an estimated number as sales tax will come in on June 10<sup>th</sup>. Total expenses were \$3.7 and for the deficit of \$407,000 for the month and that is based on waiting for the ARP money of \$5.6 million to get approved, so that the statements may be balanced. He displayed the revenue categories. He noted other operating revenues are still lagging behind a bit and those are revenues that are received for the gas tax that is received towards the end of the year. Sales tax is expected to be around \$2.9 million. Also the Federal Assistance category is another big gap and it's estimated to come in around \$591,000. Next, he discussed where the money went. Purchase Transportation was about \$690,558 and 23%. Miscellaneous is about \$68,242 or 2%. Others, a mixture of supplies to keep the buses running is about \$205,295 and almost \$10,589 of COVID supplies for the month. Salaries were 36% and benefits 14%. Services were about 14%, insurance 1% and utilities about 3%. Expenses come in about \$3,043,213 on a budget of \$3.3 million. He presented the YTD for the month of April stating the Bus Advertising was 121.13% of baseline, Investment Income was 244.45% of baseline and Operating Expenses were 90.24% of baseline. He presented the income YTD statement for April stating total revenues

were \$13,445,727 on a budget of \$15,832,984, total expenses were \$14,021,282 on a budget of \$15,557,856 creating a \$575,555 deficit for the year to date. He displayed the revenue by category year to date. He summarized where the money went year to date and expenses by object year to date. He discussed the fare recovery ratio which is now 2.55%. Director Woolbright asked what is the state wide average on that rate. Mr. Saldaña stated it runs somewhere around 14%. Director Woolbright asked even after COVID and Mr. Saldaña replied no, that was pre-covid, but he would have to look into it. Mr. Saldaña displayed the sales tax update for March in which \$3,504,497 was received. Director Woolbright asked if there was a typo on the slide as it says January instead of February and Mr. Saldaña replied yes.

**b) June Procurement Update**

Mr. Robert Saldaña noted this item aligns with the Public Image and Transparency priority. He discussed the current procurements, Windstorm and Hail Insurance Coverage with Acrisure, LLC dba Carlisle Insurance with a one-year contract, estimated cost of \$132,048. Bus Manufacturer of Low or No Emission Vehicles, contract TBD, the grant was submitted last week for \$61 Million and a response will be given around 75 days. The purchase, restoration and repurposing of the Kleberg Bank Building for a six-month contract, no proposals have been received as of yet, it will go back out. Management Information System with Avail Technologies, Inc. for a five-year supply and service contract with an estimate cost of \$1,034,923. The total of current procurements is \$1,166,971. The three-month outlook under the CEO signature authority was displayed next. All of these items are \$50,000 or less. The items include Westmatic Corporations for \$15,000, Elevator Services for \$10,490, Solid Waste Collection and Disposal Services for \$45,000 and Pest Control Services for \$34,000. Total of all CEO signature authority is \$104,490. The Marina Space is about \$6,100. Secretary Allison said she thought the grant application would have a decision made in 45 days and Mr. Saldaña stated it will be approximately 75 days.

**c) January – April 2022 Safety & Security Report**

Mr. Mike Rendón presented the item stating the Board Priority is Safety and Security. He gave the following monthly collision rates: January - 2.47, February - 0.51, March - 0.47 and April - 0.99. The year-to-date collision rate comparison from 2021 – 1.24 to 2022 – 1.48. He noted the operators drove up to 6,900 miles during those four months, there were nine accidents, four were preventable and five were non-preventable. He stated there were 1,645 security contacts with individuals from January – April 2022. He stated that the security team continues to be proactive and at the Staples St. building, there is security force in the parking lot from 7:00 a.m. until about 8:15 a.m., then again during lunch and when employees get out at 5:00 p.m. until 5:30 p.m. This is done to help keep the employees safe going in and coming out of the building. Mr. Rendón announced the upcoming active shooter training on June 21<sup>st</sup>, which will be done by Mr. Travis Page with CCPD at no cost. The same session will be held on June 22<sup>nd</sup> with Lieutenant Martinez with Nueces County. He notes the K-9 Unit from Robstown continues to do a regular routine inspection. The last round was done a couple of weeks ago

and the team boarded 17 buses at the four transfer stations and some of the bus stops along with the Staples St. building, he reported all went well. He stated the Rover continues to do good service in the morning, afternoon and evening helping the customers feel safe. Mr. Rendón says surprisingly customers are still wearing their masks at bus stops and transfer stations. He closed with pointing out that today is the start of the hurricane season until November 30<sup>th</sup>. Chair Leyendecker asked to for Mr. Rendón to remind the Board on issues pertaining to quality of life. Mr. Rendón responded that quality of life is the customers asking for directions, or wanting to talk with the police officers, elderly customers with illnesses who are not feeling well and perhaps passing out may need first aid and ambulance service is called. Chair Leyendecker asked when the active shooter trainings were again. Mr. Rendón said June 21<sup>st</sup> and June 22<sup>nd</sup>. Chair Leyendecker asked where the training will be held. Mr. Rendón replied Staples St. Building and Bear Lane location and he stated all the staff and Board Members are invited to attend.

**d) April 2022 Operations Report**

Mr. Derrick Majchszak noted the board image for this item is Public Image and Transparency. He provided the highlights for the month of April 2022 vs. April 2021. The Passenger Trips up 13.3%, the Revenue Service Hours were down 0.2% and the Revenue Service Miles were up 0.7%. He displayed the RTA System Monthly Ridership Trends and the System-Wide Monthly Ridership by Mode. He noted the system overall was up 13.3% but down -53.2% vs. pre-covid. For YTD System-Wide Ridership by mode, the system is overall up by 10.4% but down -52.9% vs pre-covid. Mr. Majchszak discussed the fixed route bus on-time performance and reported no issues. He displayed a list of the upcoming impacts and pointed out the 79 bus stops to be closed due to these impacts. The B-Line service passengers per hour did not meet the performance standard, however, they did increase from March. There were no issues with the miles between road calls far exceeded the standard. There were 9 customer assistance forms for the month. The miles between road calls and the large bus fleet exceeded the standards as well with no issues.

**CEO Report**

Mr. Cruz-Aedo discussed that last Friday, the RTA submitted the grant application for the new 5339(b) funding to the FTA. He stated it was approximately \$61 million and it was a little more than originally anticipated, but the staff felt comfortable with the added million or two to get to the \$61 million. He states that the grant will provide funding for electric buses, provide the infrastructure needed to charge these electric buses and will be able to provide a new rural transfer station out in the county park in Robstown. The CCRTA worked with CTE as a technical consultant and put together the aspects of the individual units and the equipment needed. The RTA also worked with the Cassidy group, RTA's consultants in Washington, D.C., to help to review, prepare and finalize the grant application. At this point, he says it is uncertain how much funding will be available and the assumption is that it will be the traditional component of the issue with three years to spend. The staff is anticipating a response somewhere between September/October timeframe. Mr. Cruz-Aedo states this is the largest grant application that the RTA has ever

submitted and is hopeful for a positive response. He also noted that the grant is scalable, anywhere from zero to a couple million or a full \$61 million could be approved. He states the team has the grant application compromised and put together so that the onion can be peeled, so to speak, to get to the level of funding that is received. He pointed out that CTE, one of the consultants that helped with the grant, and has added exposure to numerous grants along this line, has said that this was an excellent application and the RTA, has done everything possible to be a strong contender for consideration. The RTA also met with the Small Cities Mayors to address the emergency plan for the small cities and the service area of the RTA on May 20th. Also, on the 27th, service began at the Port Aransas Express Seasonal Permanent Service that goes through Sunday, October 2<sup>nd</sup>. Lastly, the Beach to Bay Shuttle Service ran on the 21st of May. The RTA transported 3,245 passenger trips during the event, utilizing 35 employees who worked the event and the CCRTA had four different teams who participated in the event. He discussed the following upcoming events: Strategic Planning Meeting on June 3<sup>rd</sup>, on June 19<sup>th</sup> is the Juneteenth Sunday service, and the Juneteenth observation will be held on June 20<sup>th</sup> here at the admin offices as proposed. He closed with stating that the RTA continues to provide safe, efficient and accessible transportation throughout the service area and with a smile and the best that can be extended.

### **Board Chair Report**

Chairman Leyendecker asked Board Members for any comments. Director Muñoz thanked the staff for the tremendous undertaking to get the FTA grant submitted and looks forward to hearing back within 75-180 days to see if and how much funds will be granted. Director Skrobarczyk stated that this would be the last meeting that he attends and for everyone to keep their eye on the mission and do good work for the agency. He closed with stating he will miss it and the team. Director Salazar congratulated the staff for their hard work on the application especially given the timeline. Director Allison thanked the staff for their hard work as well and stated she was going to miss Director Skrobarczyk. Director Gonzalez hopes to hear news in regards to the grant application sooner than later. Director Woolbright thanked the staff and addressed Director Skrobarczyk stating they may have disagreed on topics through out their time together, however, he appreciates his perspective and sacrifices made to serve on the board. Director Woolbright thanked him and wished him the best. Chair Leyendecker reiterated Director Woolbright's sentiments emphasizing how he appreciates his service and pragmatic approach to everything. He closed with stating how Director Skrobarczyk had a common-sense approach to everything and helped make things clearer for the board. Chair Leyendecker thanked the staff once more and is crossing his fingers on the application.

### **Adjournment**

There being no further review of items, the meeting adjourned at 9:28 a.m.

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Lynn Allison, Board Secretary

Submitted by: Marisa Montiel

**CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS BOARD RETREAT MINUTES  
WEDNESDAY, JUNE 3, 2022**

**Summary of Actions**

1. **Roll Call**
2. **Heard Safety Briefing**
3. **Heard Marketing Advertisements**
4. **Heard State and Federal Legislative Updates**
5. **Heard Board Ethics Training**
6. **Heard CCRTA Update and Review –**
  - a) **Pre-Covid Service**
  - b) **COVID Service Level**
  - c) **Post COVID Service**
  - d) **Future Proposed Service Options**
7. **Heard Restricted and Unrestricted Reserve Policy**
8. **Heard Fare Recovery Update**
9. **Heard Update on Capital Projects**
10. **Reviewed Board Policies 2022 and 2023**
11. **Adjournment**

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

**Call to Order & Roll Call**

Mr. Dan Leyendecker, Board Chairman, called the meeting to order at 8:29 a.m., and Ms. Marisa Montiel called Roll.

**Board Members Present**

Dan Leyendecker, Board Chair; Anna Jimenez, Board Vice-Chair; Lynn Allison, Board Secretary; Gabi Canales (Virtual), Beatriz Charo (Virtual), Patricia Dominguez, Aaron Muñoz, and Eloy Salazar.

**Board Members Absent**

Armando Gonzalez, Philip Skrobarczyk and Matt Woolbright.

**Staff Present**

Jorge G. Cruz-Aedo, CEO; Angelina Gaitan, Derrick Majchszak, Sharon Montez, Rita Patrick, Mike Rendón,, Robert Saldaña and Marisa Montiel.

**Public Present**

John Bell, Legal Counsel and Tris Castaneda, Longbow Partners. Ms. Jen Adler and Mr. Russ Thomasson, Cassidy and Associates (Virtual).

### **Safety Briefing**

Mr. Mike Rendón provided safety information in the event of an emergency for the Board members and guests in the audience. He noted that Ms. Montiel will account for the Board of Directors members, and that he will make sure everyone exits properly. Also, during an emergency, he asked, please do not return to the building unless the all-clear has been given. Also, to not utilize the elevator in the process, and if there is a shelter in place, this will be done in the west side stairwell.

Chairman Leyendecker asked if concealed carry is allowed and Mr. Rendón replied that yes, even open carry is allowed as long as it is secured.

### **Marketing Advertisements**

Ms. Rita Patrick commented the Board Priority aligns with Public Image and Transparency. She gave some background information on the department and what the team does on a day to day basis which includes communication, marketing, website design, digital media, and outreach programs. She discussed the current marketing campaigns stating television and radio ads are currently running to help with the recruitment of new employees, especially Bus Operators. Next, she discussed the Port Aransas Express Advertisements. She states that the CCRTA is running television and print ads. Chair Leyendecker asked exactly which revenues were being utilized to advertise the Port A Express since he has not seen much on it. Ms. Patrick responded that among the methods listed before, newspaper ads are running in the Port Aransas, Aransas Pass and Ingleside areas. Mr. Cruz-Aedo notes that from the ridership perspective, it's a great opportunity from Corpus Christi to Port Aransas. Chair Leyendecker adds that riders get on first on the ferry and that should be advertised specifically. Vice Chair Jimenez suggested it would be nice to have a traveling board meeting in Port Aransas soon so they may see how the Port Aransas Express is operating first hand. Director Muñoz asked if there a lot of Corpus Christi riders on the Port A Express. Ms. Patrick responded that no, there are primarily Aransas Pass and Ingleside riders. Director Muñoz followed with asking if there are any direct markets in the area. Ms. Patrick responded social media and digital. Ms. Patrick also pointed out that there is a new Port Aransas Mayor in office now, so in the near future, the team will go introduce themselves and the program at a meeting in the near future.

The Fleet Forward campaign was discussed next. Advertisements will be through bus wraps/benches, internal bus ads, social media surveys and potential commercials. Next, Ms. Patrick discussed upcoming campaigns. The staff will be running a social media campaign to teach riders "How to Ride". Also, the CCRTA hopes to bring awareness to the issue of human trafficking. Chair Leyendecker suggested it may be worthwhile to research the universal hand signal that discretely notifies someone that an individual is in trouble, and to educate the public with that information. This will be done through bus wraps/benches, internal bus ads and social media. The CCRTA is also looking to revamp its color branding scheme for any potential new buses. Lastly, she mentioned that the TTA State Conference Program will be held April 11-15, 2023 and the staff is beginning to prepare for that. She anticipated 500-700 attendees and is searching for a super speaker for the event. Mr. Cruz-Aedo says the event will be good for the community and it will be an opportunity for the attendees to bring their families with them.

## **State Legislative Update**

Mr. Tris Castaneda with Longbow Partners presented a draft agenda to the board and provided some high points and discussed how there will be numerous legislative opportunities and challenges facing transit agencies, including state legislative initiatives that can make a material difference financially or operationally to the CCRTA. He stated how important it is for CCRTA to continue to work closely with other transit properties, to practice focused engagement in the legislative or regulatory process and to maintain strong relationships with the Coastal Bend delegation, as well as other state officials in a position to influence issues of interest. He discussed the proposed issues that CCRTA and Longbow work together on during the interim and the upcoming 88<sup>th</sup> Regular Session.

Mr. Castaneda discussed upcoming possible initiatives. He pointed out that school buses do not currently have to pay tax on the fuel that they use and the thinking is public pays just as they do to support RTA and why would we want to tax the public twice for resources that are serving the public. So, the thought would be to look at amending the Tax Code to exempt the gasoline tax and/or diesel fuel tax. He states both would be great, but the diesel alone would be a positive. He states that the Chair has brought up the two-cent cap on sales tax that locals can pursue. He states that one thought is that since this is a publicly enacted tax that this could be exempted from the sales tax cap. This essentially could help reprogram the dollars that are dedicated to public transit, in other words exempting the RTA. The next topic was natural gas. Mr. Castaneda points out that historically the team has not filed legislation in this area due to 451 and 452 legislation. The natural gas fueling facility can currently only be utilized by the CCRTA to maintain the tax exemption but during times of an emergency, he states that it would make sense that the RTA shares with the other political subdivisions as long as it is not the private sector. Chair Leyendecker asked what he thinks the associated risks with something like this would be. Mr. Castaneda stated that he believes now is the time to advance that especially after the past winter storm and he feels showing the community efforts, by letting them use the fuel facility, would help the point. Mr. Castaneda emphasized that ultimately it will be up to the CCRTA and the Board to decide which of the above issues they decide to pursue.

Mr. Castaneda brings up the fact that CCRTA has recently applied for a federal grant and states they have had meetings with TCEQ to help augment the electric vehicle and infrastructure and states that CCRTA has received the letter from AEP and all looks well. He points out that it is necessary to protect, preserve and seek additional appropriations for air quality planning funds. Next, he discussed the Fare Approval Committee and asked the Board if this is something they want to remove from their list or revisit. Chair Leyendecker states he wants to revisit this in 2023. Mr. Jon Bell pointed out that he believes they are talking about two different things. He states that Mr. Castaneda is discussing whether the CCRTA has a Fare Approval Committee or not and Chair Leyendecker is talking about actually going through the process with the current Fare Approval Committee. Overall, he states that the Fare Approval Committee was imposed when there were only two transit authorities, Houston and San Antonio. The initial population bracket was designed to only catch San Antonio. Chair Leyendecker asked if the CCRTA would be attempting to change the Fare Approval Committee at the state level and both Mr. Bell and Castaneda confirmed. Mr. Bell stated that there are three options. He states that Austin modified their structure and now whenever a fare change is approved, they send notice to all the entities and if the public is upset with it, they will organize the Fare Approval Committee, however, if no action is taken, it is approved after 60 days. Chair Leyendecker asked the Board if they agree on pursuing this topic and those in attendance all agreed. Chair Leyendecker asked Mr. Castaneda



to proceed with this task. Next, Mr. Castaneda discussed that the federal team will speak to the formula infrastructure dollars that will be coming to Texas and the legislature will figure out how to spend that. He states that there is a component that is supposed to exist with public transit. He asked that the Board read through the rest of the agenda regarding endorsements and defensive measures. Chair Leyendecker asked if the CCRTA pretty much checks all the boxes from low to moderate to rural and should receive the federal dollars when they come down. Mr. Castaneda states that the line is long but the CCRTA should be in a good spot, should the team develop consensus from the area, whatever that looks like. Chair Leyendecker asked if letters of support would help. Mr. Castaneda states yes, once the team figures out which direction they want to go in. Secretary Allison asked what is the timeline before an answer is given at the federal level. Mr. Castaneda stated that the first thing they will do is create a supplemental budget and they will spend unpaid bills first, then they will begin the first round. He has not heard anything in regards to the formula as of yet, there are currently other issues in line first. He anticipates January – February 2023 for the early stages but if the team has ideas now, it is not too early to position buckets of eligibility. Chair Leyendecker asked if meetings could be scheduled in the fall to coordinate and discuss these topics to see which direction the CCRTA needs to go in. Mr. Castaneda states yes and discussed a general timeline for the staff and boards approval and/or adjustment. The board suggested that an August meeting may be helpful to begin the discussions and then they could have one each month until the objectives are finalized, with the hopes of having that complete by October/November. Chair Leyendecker asked Mr. Bell what the formality would be to schedule these meetings and asked if it would be okay for these topics to be discussed during their Tuesday Meetings. Mr. Bell responded that was okay. Director Muñoz asked how the Board may help support the work that they are doing in Austin. Mr. Castaneda responded that historically there has been great interaction and support from the board and the board members may be as involved as they wish. He stated that when meetings are held with delegates from outside the local community is when participation from the board will be particularly helpful. Chair Leyendecker reminded the staff that up to five board members will be allowed per trip when meeting with delegates. Director Salazar asked if the Directors online could hear everything okay. Those who were participating online all stated that they could hear well.

### **Federal Legislative Update**

Ms. Jen Adler introduced herself, then introduced Mr. Russ Thomasson and he provided background information on himself. He also commented that Mr. Barry Rhodes was unable to join this morning. Mr. Thomasson opened up with stating the elections will favor the republicans and they will likely control the House. He is unsure on the senate and feels it could be 50/50 but regardless, the administration will be a Biden administration. From a federal lobbying perspective, it does not make a difference to Cassidy and Associates as they operate in a Bi-Partisan fashion. The schedule will be very light this summer/fall, the Senate and the House will not be in session that much. Chair Leyendecker asked what are the odds for the recent grant application. Ms. Adler discussed the Low or No Emission/Bus and Bus Facility Grant. She talks about how the two aspects were combined in one grant this go around. She says a big focus is on the Low or No Emissions and is from a pot of \$1.176 billion dollars, which is nearly \$1 billion more available from FY21. She says the application was submitted Friday. The application will go through a technical evaluation stage from June-July with FTA where they will evaluate and make sure the numbers line up, etc. She says the CCRTA team did an amazing job putting together the application. FTA is required to make an announcement no later than August 15<sup>th</sup>. CCRTA's request was for \$43,227,176 to purchase 26 35' battery-electric buses, 13 cutaways, the construction and installation of charging infrastructure including depot and on-route charging, and the addition of a

transit center in Robstown, TX. She mentions that CCRTA made their application scalable to help meet FTA where they are at if necessary. Chair Leyendecker asked about CCRTA's differentiator in serving rural communities asking if it helps CCRTA's position and perhaps give better odds in this grant request. Ms. Adler says she believes it helps but that during scheduled meetings, it will be reiterated that this would be a transformational project and would have a huge impact on the disadvantaged communities as well, however, she says it could depend. There could be over 1,000 applications. Chair Leyendecker asked what CCRTA's odds are and Ms. Adler says she has no idea, she says even her APTA Head of Government Relations contact is in the dark and he has a close relationship with FTA. Mr. Thomasson says he feels the odds are good but they can never promise, however, they feel good about the application and know they are doing what they need to do. Director Allison says she was surprised to see that RTA received a letter of support from Congressman Cloud but not one from Senator Cruz. Mr. Thomasson says that Senator Cruz's office has a policy that across the board they do not sign letters of support for grant applications. Ms. Adler stated that the office could make a phone call on their behalf to put in a good word.

Ms. Adler states that Cassidy and Associates will execute a comprehensive strategic plan to ensure CCRTA's application is considered by the political team at USDOT. They will schedule briefings to give CCRTA an opportunity to pitch this project to the political team at USDOT that will ultimately decide which projects are funded. These meetings will be targeted for the end of June - early July to ensure FTA has CCRTA's project at the top of its mind when decisions are being made. USDOT still not doing in person meetings, but will do virtual. Cassidy and Associates will encourage staff to reach out to FTA to support CCRTA's application. The targeted meetings would be with USDOT – Intergovernmental Affairs, FTA – Political Leaders, US Senators and US Representatives. Next, she discussed the FEMA Transit Security Grant. The funding available for the award is \$93 million. Applications are due June 13<sup>th</sup> and Cassidy is working with Mike Rendon and the team to get this submitted. Ms. Adler discussed the Human Trafficking Prevention Grant next. Up to three awarding entries are expected to be announced up to \$50,000. CCRTA submitted its application on May 23<sup>rd</sup>. She stated that there will be more grant opportunities that will be coming out and will be available later this year. Their team will keep CCRTA updated. Chair Leyendecker asked if RTA staff and Board Members need to get to DC within the next couple of months to help out in any way. Ms. Adler says maybe not in person in the near future but they will keep them in the loop on when an in person visit will be possible. Chair Leyendecker asked if RTA could de-brief with FTA if things do not go well. Ms. Adler says, yes, they would like to know what was done right and/or what was done wrong. Mr. Cruz-Aedo commented that through the process, the RTA has been advised to be prepared to have a scalable program according to the grant size. Ms. Adler says yes, and depending on what is received, RTA could go back the following year to request more. Director Lynn Allison asked in regards to what is coming from the state level, how does the RTA connect the dots to pounce on what becomes available. Mr. Castaneda stated that their team would be happy to collaborate and work together so that everyone is on the same page and ready to go.

### **Board Ethics Training**

Mr. John Bell gave a re-cap on key terms for the Board Members stating they are Public Officials appointed by governmental entities. He states they are subject to state and local ethics laws and are subject to criminal laws concerning public officers. He discussed that a fiduciary is a person acting for the benefit of another, a duty of trust and confidence and is responsible to act in the best interest for another. He touched on each of the ethical obligations of board members

according to the Texas Transportation Code the Authority is governed by. They must attend meetings in duty of care or under TC 451.510 and they are subject to removal from office if more than one-half of the regularly scheduled meetings are missed. Absences may be excused by a majority vote by the Board. Next, he says Board Members are obligated to act in good faith. He discussed the delegate vs. trustee model. He says there is no right or wrong way as long as they are acting in good faith. Mr. Bell states they must also exercise ordinary business judgement and make informed decisions. Next, he discussed how the Board must make decisions count. He talks about the current agenda structure and discussed how items such as Invitation for Bids or Requests for Proposals are on the agenda, when they were not in the past. He suggested updating the process and perhaps giving the board months' notice of upcoming IFBs and RFPs and if they have any issues they can discuss, but this could help speed up the day to day process. Chair Leyendecker discussed this with the group and the Board Members and team were generally all positive about moving forward with this method. Next, Mr. Bell discussed the obligation of duty of loyalty. He highlighted the Texas Penal Code on items 36.01 Bribery, 36.07 Acceptance of Honorarium, 39.02 Abuse of Official Capacity, 39.03 Official Oppression and 39.06 Misuse of Official Information. Several code of ethics were discussed, with examples provided, and Mr. Bell addressed questions as needed when asked. Chair Leyendecker asked to define the liabilities of the board member as a fiduciary of the agency. Mr. Bell explained there are two (2) different pension plans at the CCRTA. One is structured where the CCRTA is the Trustee and you individually have no personally liability, yet collectively as a board member, you make decisions about what is best for the CCRTA. He said the Defined Benefit Plan does provide specific benefits for the employee, and you are taking risks that affect the agency, not the employee. He said the Defined Contribution Plan is a little different, in that, you are selecting investments you believe are best for the staff to invest in, and give them prudent choices. Mr. Bell stated as a Board you do have an Ethics Line to call, and he will talk to you anytime in regards when there is uncertainty on these topics.

A break was called for at 10:44 a.m. then called back to order 11:02 a.m.

### **CCRTA Update and Review**

- a) **Pre-Covid Service** – Mr. Derrick Majchszak discussed Pre-Covid Service Levels. There were 37 fixed route services, 10 being Commuter Express Routes and 27 Standard Fixed Routes. The service operation hours were between 4:40 a.m and 11:02 p.m. The peak fleet was at 76 and the number of fixed route operators was 167. 131 were RTA employees, 32 were MV Transportation employees and four were Port Aransas employees. There were two Rural Demand Response Services, REAL, Inc. and Paisano Transit. In regards to the B-Line Paratransit Services the peak fleet was at 30 and 22 vans with the Vanpool Services. The system-wide ridership in 2019 was 5,250,838, the revenue miles were 5,489,282 and the revenue hours were 363,435.
- b) **COVID Service Level** – Mr. Derrick Majchszak discussed Covid Service Levels. There were 33 fixed route services, 7 being Commuter Express Routes (Routes 55, 56 and Pilot 66 suspended) and 26 Standard Fixed Routes (Route 30 suspended). The service operation hours were between 4:40 a.m but ended earlier at 8:32 p.m. Frequencies on most of the routes have been reduced for example, Routes 15 and 25 reduced from 45 to 90 minutes. Routes 5, 16 and 37 reduced from 30 to 60 minutes. Route 19 reduced from 15 to 30 minutes on its core and 30 to 60 on its branches. Route 29 reduced from 15 to 20 minutes on its core and 30 to 40 on its branches. The peak fleet was at 51 and the number of fixed route operators was 126. 96 were RTA employees, 26 were MV

Transportation employees and four were Port Aransas employees. There were two Rural Demand Response Services, REAL, Inc. and Paisano Transit. In regards to the B-Line Paratransit Services temporarily removed passenger per hour standard for social distancing and progressively re-instated standard beginning summer of 2021. The Van pool services (25 vans) temporarily eased capacity requirement. The system-wide ridership in 2020 was 2,985,068, which includes 2+ months of pre-pandemic ridership, the revenue miles were 4,461,646 and the revenue hours were 295,108. The system-wide ridership in 2021 was 2,382,863, the revenue miles were 4,623,054 and the revenue hours were 274,503.

- c) **Post COVID Service** – Mr. Derrick Majchszak discussed Post Covid Service Levels. There is a long range system plan underway along with a Zero Emission Transition Plan. As of May 11<sup>th</sup>, the Public Hearing was completed for Removing Pilot status from Routes 93 Flex and Route 95 Port Aransas Express. Route 93 will continue year-round service and Route 95 (seasonal) will run from May 27<sup>th</sup> – October 2<sup>nd</sup>, 2022. There will be service improvements effective July 11<sup>th</sup>. Modified Route 15 Kostoryz to serve new Carroll High School. New Pilot Route 24 Airline/Yorktown Connector to serve Del Mar College Oso Creek Campus. The peak fleet fixed route services is at 53 and the number of fixed route operators is 130. 100 are RTA employees, 26 are MV Transportation employees and four are Port Aransas employees.
- d) **Future Proposed Service Options** – Mr. Derrick Majchszak discussed Post Covid Service Levels. CCRTA continues to monitor ridership and evaluate restoration of pre-COVID frequency on existing fixed route services. This could be by individual route and/or as a whole. CCRTA will retain ending earlier in the evening. The staff will also consider implementing demand response or microtransit services. Also, consider implementation of New Pilot Flex Services in the Annville and Tulosso-Midway areas. Vice-Chair Jimenez asked about the mobile app capabilities and technology and Mr. Majchszak replied that it is in the works and would be coming to the board soon for their approval. He discussed many features and possibilities with the app.

### **Restricted and Unrestricted Reserve Policy**

Mr. Robert Saldaña presented the next items stating the Board Priority is Transparency. He discussed the purpose of the Reserve Policy stating that the RTA shall have a reserves policy providing guidance on how to establish, fund, manage and utilize reserves to provide fiscal stability and meet financial contingencies. The Board of Directors shall review and approve on an annual basis the reserve accounts and the methodology for funding and managing cash reserves. Mr. Saldaña states that the Governmental Accounting Standards Board establishes funds balance classifications that govern the use of resources reported in the Statement of Net Position. There are three classifications of Fund Balance: Invested in Capital Assets, Net of related debt, Restricted Net Assets and Unrestricted Net Assets. Equity is reported as Net Position. Mr. Saldaña discussed the identified need for the Board to establish the internal reserves from Unrestricted Net Assets, and adopt a methodology for adding, adjusting and removing from these reserves. The Board designates portions of the Unrestricted Net Assets to ensure resources are available to sustain operations, ensure stable service delivery, to meet future needs and to protect against financial instability. Mr. Saldaña says the reserve funds are designed to sustain operations when cash flows are disrupted such as revenue shortfalls and/or unexpected expenses arise. Also, the reserves are not to be used to cover long-term or permanent income shortfall. The reserves are used for undesignated purposes and must be restored in a timely manner. CCRTA currently has three reserve funds: operating reserve, capital reserve and employee benefits

reserve. First, he discussed the operating reserve stating its purpose is to stabilize the budget when revenue shortfalls and for unforeseen, major operated-related expenditures occur. Next, he discussed the capital reserve stating it is designated to address capital acquisition needs. The amount of annual funding shall be the greater of 25% of the capital budget for the current year including rolling forward projects, or 25% of budgeted depreciations, whichever is greater. Lastly, he discussed the employee benefits reserve which is designated to shield the authority from the impacts of economic uncertainties that may affect employee benefit costs. Mr. Saldaña discusses how if during a budget cycle or periodic updating of the authority's long-range financial projections it becomes clear that funding in these reserves shall be needed for other purposes, the CEO shall inform the Board of the nature and amounts needed and obtain Board approval for such. He displayed the Net Position as of April 30, 2022. Total designated and unrestricted totals \$45,709,218.

### **Fare Recovery**

Mr. Robert Saldaña presented the Fare Recovery Presentation next. First, he discussed how the importance of the much needed fare restructure. Even with proposed fare increases, CCRTA will maintain fares lower than the national average. He discussed the fare review process which included public surveys and outreach, meetings with stakeholders, gathering planning analytics and completion of peer studies. A list was displayed of all the public outreach events. He discussed which features the riders would like to see in return. He provided a history of fare structure, stating there has only been one fixed route base fare increase, which was from \$0.50 to \$0.75 in 2010. Compared to peers, CCRTA has one of the lowest fare recovery in the nation, collecting approximately \$0.25 per trip. Mr. Saldaña displayed the current and proposed fare structure. The ridership impact was displayed by the different fare categories. The community benefits were discussed such as: improved ADA compliance at bus stops, improved technology and communication with ridership, improved amenities, reduced road congestion, enhanced road safety and air quality and economic benefits to the community. The agency impact was discussed and that of all current revenue streams available to the CCRTA, the only direct action available to agency leadership for adjusting system revenue is a fare increase. Increased fares will better support the cost of operating the system while maintaining affordability. He discussed the approval process timeline to get to this point. Some key dates were: August 18, 2018 - Public Meeting and Board Approval, January 8, 2020 – CCRTA Board Adoption of new Fare Schedule and January 28, 2022 – Presented to Fare Approval Committee. He discussed the next steps should the Fare Approval Committee approve a fare increase. He displayed the current final recommendations of fare category changes. He mentions that per Mr. Bell's past advice, the list that gets presented to the Fare Review Committee will be must shorter and will only be the essential line items. The Board Members discussed how they support the fare increase but that it will be best to wait until after elections or to pursue other ways to increase the fare as discussed with Tris with Longbow during the legislative update.

### **Update on Capital Projects**

Ms. Sharon Montez provided an update on Capital Projects. Ms. Montez discussed the ADA Bus Stop Program and gave the current/future status. She said there are currently 1375 bus stops, 6 completed ADA Phases, and 852 improved bus stops. Phase VII is expected to complete 126 bus stops, Phase VIII will have 54 and the remaining amount of bus stops is 343. Next, she provided an update on the Shelter Amenities Program. There are currently 1375 bus stops, 71 existing solar shelters, 128 sunshade shelters, 874 benches, 12 simme seats and 40 13' solar

shelter sets. Next, she discussed the Shelter Refurbishment program which was awarded in November of 2019 to remove, repair/paint and re-install shelters. This is a 5-year contract to A. Ortiz Construction and Paving Inc. 154 shelters completed to date. Shelter maintenance was discussed next. The current contract is with Evergreen Landscape Services, 5-year contract with an estimated annual cost of \$424,857.56. The services include trash removal, bulky trash removal, graffiti removal, landscaping at bus stop and higher maintenance frequencies at “hot spot” bus stops. She displayed photos of all the various shelter amenities and a list of the shelter amenities procurement for the next three years. Ms. Montez discussed the shelter placement and methodology. Ridership of 30 or more daily boardings or bus stops that generate at least 10 daily passenger boardings and meet one of several other criteria, which were displayed. A map was shown of all of the shelter placement locations and which amenities they have.

Next, Ms. Montez provided an update on the Del Mar College South Campus (Oso Creek). This will have two bus stops and the estimated project budget is \$2,884,509. The contractor is Turner Ramirez Architects and the construction documents are complete, which are now in the City of Corpus Christi’s hands for review. The project is registered with Texas Department of Licensing for ADA review. The Invitation for Bid Package is expected to be complete next week and the project completion is estimated for Late Fall of 2022. Next, she discussed and showed the Port Ayers Transfer Station Conceptual Design. The project budget is \$5,811,645 and the environmental review process with FTA is complete. The first step of environmental process complete with RFP for Sale of Kleberg Bank issuance of six months, however, no proposals were received. The second step is RFP for Sale of Repurpose of Bank will be issued for another six months. If there is no interest after two years, the CCRTA may demolish the bank. Gignac and Associates Architects were selected for the design. The survey boundary for property is complete. There will be a presentation to the Board on preliminary renderings at the August meeting. Estimated construction completion is late spring of 2023.

### **Board Policies 2022 and 2023**

Mr. Cruz-Aedo commented on the adopted policies and asked if any member would like to review any of them. Mr. Cruz-Aedo discussed the policy in regards to the CEO’s Signature Authority, which has been recently been brought up by some of the board members. The current signature authority for the CEO is \$50,000 limit. Chair Leyendecker went back and forth with all of the board members to see how they felt about the subject. There was a mixture of opinions, some felt it should stay, others feel it would help speed up day-to-day processes and others stated it made no difference either way. Chair Leyendecker ultimately decided that this policy needs further discussion and review. He suggested the creation of a temporary CEO Authority Committee and assigned the following members to the committee: Anna Jimenez, Lynn Allison and Patricia Dominguez. Members may meet virtually and discuss according to their own schedules. Once they come up with a recommendation, they may bring it to the Board for review/approval.

### **Adjournment**

There being no further review of items, the meeting adjourned at 12:19 p.m.

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Lynn Allison, Board Secretary

Submitted by: Marisa Montiel



**Subject:** Award Contracts to CD Starter Service LLC, Cummins Southern Plains, and Gillig for External and Internal Engine Parts.

**Background**

The RTA purchases the majority of parts needed to maintain the RTA fleet through bus and engine parts contracts. Replacement parts are distinct to meet or exceed Original Equipment Manufacturer (OEM) or approved equals.

The Vehicle Maintenance Department may only purchase a portion of the parts that are under this agreement; however, it is advantageous to lock in supply contract prices with various suppliers utilizing volume discounts, with parts acquired only as needed.

**Identified Need**

An External and Internal Engine Parts contract help will ensure product availability meets parts demands while maintaining competitive pricing. The contract will include parts for all specialized external and internal engine parts to keep the fleet in state of good repair and maintain any warranty coverages.

The current option year for the External and Internal Engine Parts contract expired on June 14, 2022. The IFB was issued for a one (1) year contract.

**Disadvantaged Business Enterprise**

There is no DBE requirement for this procurement.

**Financial Impact**

Total expenditures will be determined by the actual parts usage. Funding historically includes combined resources from Federal Preventative Maintenance and local funds. The estimated one-year base contract cost is \$136,750.00, and funds are allocated in the Board approved annual operating budgets.

Recommended Awardees for Contract:

Bidder	Total # of Parts	Total Extended Cost
CD Starter Service	561	\$ 7,259.99
Cummins Southern Plains	1,348	\$ 100,382.42
Gillig	862	\$ 29,107.59
<b>TOTAL</b>	<b>2,771</b>	<b>\$ 136,750.00</b>

**Committee Review**

This item was discussed and approved at the Operations & Capital Projects Committee meeting held on June 22, 2022.

**Board Priority**

This item aligns with the Board Priority – Public Image and Transparency.

**Recommendation**

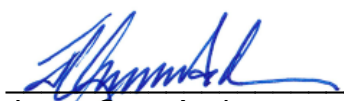
Staff requests that the Board of Directors authorize the Chief Executive Officer (CEO) or designee to award contracts to CD Starter Service LLC, Cummins Southern Plains, and Gillig for External and Internal Engine Parts.

Respectfully Submitted,

Submitted by: Bryan Garner  
Director of Maintenance

Reviewed by: Derrick Majchszak  
Managing Director of Operations

Final Approval by:

  
\_\_\_\_\_  
Jorge Cruz-Aedo  
Chief Executive Officer

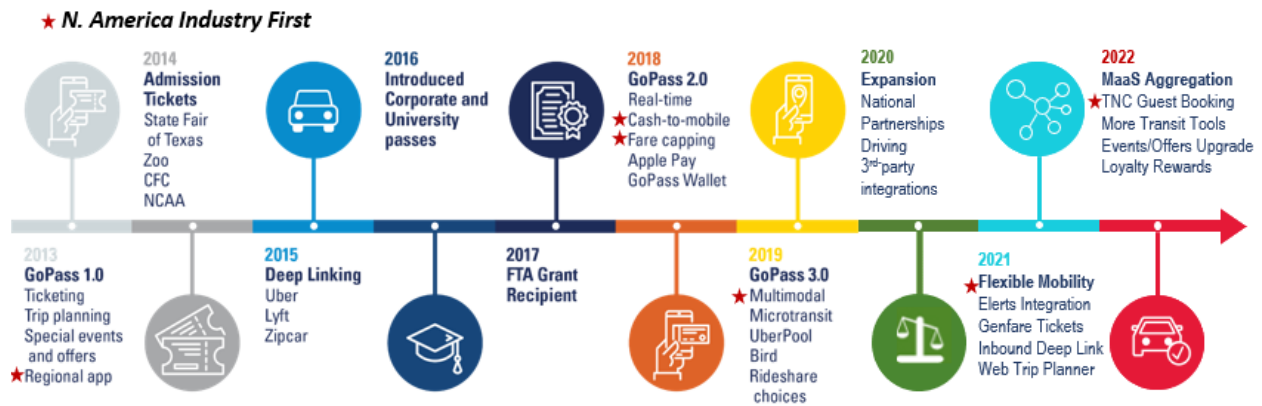




**Subject:** Enter into an Interlocal Agreement with Dallas Area Rapid Transit for GoPass Subscription and License.

### Background

The RTA is seeking to improve the rider experience and modernizing our fare payment and trip planning options by providing a single mobile application for our customers. Dallas Area Rapid Transit (DART) began utilizing the first iteration of the GoPass mobile ticketing and trip planning technology in 2013. GoPass is currently being used by five (5) other transit agencies in Texas and one (1) in Oklahoma.



### Identified Need

The RTA currently does not offer a mobile application for fare payment. The GoPass mobile ticketing application will enhance the customer experience in many ways including but not limited to the ability to provide cashless fare payment, fare capping, trip planning and fare payment in one app, multimodal trips, and a method through the app for customers to alert the RTA of any safety or security concerns.

If approved by the CCRTA Board of Directors, this Interlocal Agreement will go to DART’s Committee Meeting on July 12<sup>th</sup> and their full Board on August 23<sup>rd</sup> for approval.

### Disadvantaged Business Enterprise

There is no DBE requirement for this procurement.

### Financial Impact

Total expenditures will be determined by the fees established in the interlocal agreement for the options CCRTA selects to implement and the actual transactions by our customers. This project will utilize local funds. The estimated first year cost of this project is \$110,825.00.

<b>Phase 1</b>			
<b>Standard Items</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>
Setup in GoPass App and Implementation Fee	\$ 35,000.00		
Hosting Fees	\$ 54,000.00	\$ 54,000.00	\$ 54,000.00
GoPass Customer Facing Website	\$ 4,800.00	\$ 4,800.00	\$ 4,800.00
Revenue Share Fee (2% of App Revenue) *	\$ 2,500.00	\$ 6,250.00	\$ 8,750.00
Credit Card interchange fees and Gateway fees (2.5% surcharge)	\$ 3,125.00	\$ 7,812.50	\$ 10,937.50
SubTotal	\$ 99,425.00	\$ 72,862.50	\$ 78,487.50
<b>Total 1</b>	<b>\$ 99,425.00</b>	<b>\$ 72,862.50</b>	<b>\$ 78,487.50</b>
<b>Add on Items</b>			
Elerts "See Something" Activation	\$ 5,000.00		
Elerts "See Something" Annual Fee	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00
Additional Requests Service Charge (\$200 per hour)	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
SubTotal	\$ 11,400.00	\$ 6,400.00	\$ 6,400.00
<b>Total 2</b>	<b>\$ 110,825.00</b>	<b>\$ 79,262.50</b>	<b>\$ 84,887.50</b>
<b>Phase 2</b>			
Trip Planning Website Tool Annual Fee		\$ 24,000.00	\$ 24,000.00
SubTotal	\$ -	\$ 24,000.00	\$ 24,000.00
<b>Total 3</b>	<b>\$ 110,825.00</b>	<b>\$ 103,262.50</b>	<b>\$ 108,887.50</b>
On-Demand Service Integration Activation and Setup of Zones		\$ 7,000.00	
On-Demand Service Integration Annual Fee		\$ 9,000.00	\$ 9,000.00
SubTotal	\$ -	\$ 16,000.00	\$ 9,000.00
<b>Total 4</b>	<b>\$ 110,825.00</b>	<b>\$ 119,262.50</b>	<b>\$ 117,887.50</b>

\* Assumptions

Annual fare revenue of \$1,250,000

10% adoption in year 1, 25% in year 2, 35% in year 3

### Committee Review

This item was discussed and approved at the Operations & Capital Projects Committee meeting held on June 22, 2022.

### Board Priority


This Board Priority aligns with Innovation.

**Recommendation**

Staff requests that the Board of Directors authorize the Chief Executive Officer (CEO) or designee to Enter into an Interlocal Agreement with Dallas Area Rapid Transit for GoPass Subscription and License.

Respectfully Submitted,

Reviewed by:       Derrick Majchszak  
                          Managing Director of Operations

Final Approval by:   
                          Jorge Cruz-Aedo  
                          Chief Executive Officer



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

**Background**

Acrisure LLC dba Carlisle Insurance has carried windstorm/hail coverage for the Authority for the last four years. The premium history is provided below:

YEAR	PREMIUM	PERCENTAGE INCREASE
2018-2019	\$84,000	
2019-2020	\$92,589	10% increase over 2018-2019
2020-2021	\$109,410	20% increase over 2019-2020
2021-2022	\$132,048	22% increase over 2020-2021

The current coverage expires on July 27, 2022.

The CCRTA Board approved issuing the Request for Proposals (RFP) on April 6, 2022. Proposals were issued on April 19, 2022. The solicitation was posted twice in the Caller Times, posted to the CCRTA website and on B2Gnow. A pre-proposal conference was held on May 3, 2022 and no one attended. Two companies, Risk Resources, LLC and HCDDT Insurance Agency submitted Request for Information (RFI) by the May 10, 2022 deadline. Proposals were received on May 31, 2022.

**Identified Need**

Windstorm/hail coverage is needed to ensure protection of the Authority's assets.

One proposal was received from Acrisure LLC dba Carlisle Insurance, the incumbent.

The Evaluation Team met on June 7, 2022 to review the submitted proposal. Acrisure LLC dba Carlisle Insurance submitted their Best and Final Offer (BAFO) on June 10, 2022. The evaluation results are shown below:

Firms	Carrier	Score	Price
Acrisure LLC DBA Carlisle Insurance	Certain Underwriters at Lloyds, London AXV, United Specialty Insurance Company AIX, Arch Specialty Insurance Company A+ XV	93.80	\$242,744

Specifications of the policy received from Acrisure LLC dba Carlisle Insurance are as follows: a deductible of 3% of the sum of the stated values for each building (affected by loss) identified in the State of Values subject to \$100,000 minimum per occurrence – Named storm wind/hail with \$50,000 per occurrence – all other wind/hailstorms. The policy term is from July 28, 2022 through July 27, 2023.

The proposed premium is a difference of \$110,696 an 83% increase from the previous year. Therefore the Evaluation Team looked into how to mitigate the premium price. Since Acrisure LLC dba Carlisle was the only proposer, on June 17, 2022 the Authority entered into an agreement for a Broker of Record with them to negotiate lower prices with the carriers.

**Financial Impact**

Funds are budgeted in FY 2022 Operating Budget, local funds.

**Board Priority**

This item aligns with Board Priority – Safety and Security.

**Recommendation**

Staff recommends that the Board of Directors authorize the Chief Executive Officer (CEO) or designee to Award a one-year contract to Acrisure LLC dba Carlisle Insurance for Windstorm and Hail Insurance coverage.

Respectfully Submitted,

Reviewed by: Miguel Rendón  
Managing Director Executive Affairs

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



**Subject:** May 2022 Financial Report

**Overview:** The results from the **operating budget** for the month of **May** report **Revenues** in excess of **Expenses** by **\$5,230,189**.

Federal operating assistance from two grant sources totaling \$5,804,747 helped boost up total revenues to \$9,049,712.

Total expenses came in at \$3,819,523 as a result of Departmental spending exceeding budget expectations by 106.94%. This was largely due to increases caused by the Employee Retention Bonus payouts totaling \$363,078 and the rising costs of fuel. **(Table 6 – First Line of Table Actual to Baseline%)**. For the **Year to Date**, the operating budget reports revenues of \$22,456,029 versus expenses of \$17,124,009, a difference of **\$5,332,020**. Departmental spending reached 93.52% of budget expectations.

Meanwhile the CIP budget reports expenses exceeding revenues by \$129,525 for May, which represents the budgeted portion of depreciation expense. For the year to date, total CIP expenditures exceeded funding by \$647,627 through May, which again represents the budgeted portion of depreciation expense.

The overall performance for the month provides an increase of \$5,100,664 to the fund balance with the operating budget contributing \$5,530,189 decreased by \$129,525 from the CIP budget performance for the month.

This information is presented in greater detail 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 **May** totaled **\$9,109,299**, of which \$9,049,712 is attributable to the **Operating Budget (Table 4)** and \$59,587 is attributable to the **Capital Budget (Table 4) and PPT Slides 3 and 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, **totaled \$120,874**, or **\$9,479** less than forecasted (PPT Slide 5). **Fare Revenues** were 8.33% higher than April, and ended the month at 90.70% of the baseline expectation, while commissions from bus and bench advertising ended the month at \$12,272, or 101.30% of baseline. **Other Operating Revenues** totaled \$14,574, or 100% of baseline, which includes an adjustment to align with the receipt of the federal CNG fuel credit that comprises the majority of this category's budget expectation. **(Table 4.1)**.

**Non-Operating Revenues**, which **includes** sales tax, investment income, lease income from tenants, and federal assistance grants totaled **\$8,928,838**, reaching **242.58%** of the **\$3,680,754** budget expectation, generating **\$5,248,084** more than forecasted **(Table 4.1)**. This positive

variance is primarily attributable to the awarding and drawdown of ARP grant funds for operating assistance, with a smaller portion attributable to increased investment earnings as a result of climbing federal interest rates.

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 May 13, 2022. Out of the seven (7) sources included in this revenue category, 80.00% of total revenue came from the sales tax revenue estimate as indicated in the table on the following page:

**May 2022 Revenue Composition – Table 1**

Line #	Revenue Source	Actual	%
1	Sales Tax Revenue	3,044,026	33.64%
2	Passenger Service	94,028	1.04%
3	SSC Lease Income	43,029	0.48%
4	Bus Advertising	12,272	0.14%
5	Investment Income	37,036	0.41%
6	Grant Assistance Revenue	5,804,747	64.14%
7	Other Revenue	14,574	0.16%
	<b>Total (excluding capital)</b>	<b>\$9,049,712</b>	<b>100.00%</b>

The **Investment Portfolio** closed the month of May 2022 with a market value of **\$49,795,926**, an increase of **\$1,365,550** from the end of April 2022. This investment portfolio does not include any assets from pension plans but only assets from operations.

During the month of May, short term investments totaling \$3mm were purchased and consist of an investment in commercial paper maturing in three and a half months. At maturity of this investments, the realized interest income will be \$15,120. Short term investments as of May 2022 totaled \$8mm, the realized interest income to be \$68,640. The investments have been laddered to provide the maturity of one investment per month from September to December.

The **Sales tax** allocation for May 2022 is **estimated** at **\$3,044,026**. The estimate is necessary since allocations lag two months behind and will not be received until July 11, 2022.

The Sales Tax revenue payment of **\$3,074,059** for April 2022 was received June 10, 2022 and was \$148,508, or 5.08% more than the **\$2,925,551** April reported estimate. The payment included the allocation from internet sales of \$34,059, a decrease of \$1,398 or 3.94% from the prior month. RTA started receiving internet sales tax revenue in December 2019, and to date have received \$779,242. Retailers started collecting sales tax on internet sales October 1, 2019.

The sales tax revenue over the last five years' averages to 73.53% of total income. In 2021, Sales Tax Revenue represented 66.95% 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 33.42% of total operating revenues. **Table 2** illustrates the sales tax revenue trend from the beginning of the year.

## Transparency Disclosure

The sales tax revenue reported as 2022 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 May have made 18 installments. This amount is added back in order to calculate the growth rate when compared to the same period last year.

As you can see from the below table, RTA reported year-over-year increase of 8.11% in January's collections while February's were up considerably with a 16.82% over same period last year. Meanwhile, the March sales tax payment came in short by 7.17% or negative \$270,481, with April exceeding prior year collections by \$67,537 or 2.25%. The estimated growth for 2022 is 2.69% over 2021.

**Sales Tax Growth – Table 2**

Month Revenue was Recognized	2022 Actual	2021 Actual	\$ Growth	% Growth
January (actual)	\$ 2,700,560	\$ 2,497,985	\$ 202,574	8.11%
February (actual)	2,726,132	2,333,543	392,589	16.82%
March (actual)	3,504,497	3,774,978	(270,481)	-7.17%
April (actual)	3,074,059	3,006,523	67,537	2.25%
May (estimate)	3,044,026	3,041,775	2,251	0.07%
June (estimate)	0	0	0	0.00%
July (estimate)	0	0	0	0.00%
August (estimate)	0	0	0	0.00%
September (estimate)	0	0	0	0.00%
October (estimate)	0	0	0	0.00%
November (estimate)	0	0	0	0.00%
December (estimate)	0	0	0	0.00%
	<u>\$ 15,049,274</u>	<u>\$ 14,654,804</u>	<u>\$ 394,470</u>	<u>2.69%</u>

The detail of all revenue and expense categories are presented in the following tables, along with the fare recovery ratio for May 2022:

**Revenue – May 2022 – Revenue Composition (Includes Operating and Capital Funding) – Table 3**

Revenue Source	May 2022	%	YTD	%
Passenger Service	\$ 94,028	1.03%	\$ 400,204	1.76%
Bus Advertising	12,272	0.13%	70,968	0.31%
Other Revenue	14,574	0.16%	26,339	0.12%
Sales Tax Revenue	3,044,026	33.42%	15,049,274	66.29%
Grants – Operating	5,804,747	63.72%	6,621,885	29.17%
Grants – Capital	59,587	0.65%	247,507	1.09%
Investment Income	37,036	0.41%	73,780	0.32%
SSC Lease Income	43,029	0.47%	213,578	0.94%
<b>Total Revenue</b>	<u><b>\$ 9,109,299</b></u>	<u><b>100.00%</b></u>	<u><b>\$ 22,703,536</b></u>	<u><b>100.00%</b></u>



## Revenue – May 2022 Operating and Capital Funding and Transfer-In – Table 4

	05/2022				
	2022 Adopted Budget	May 2022 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
<b>Revenues</b>					
Passenger service	\$ 1,243,979	\$ 94,028	\$ 103,665	7.56%	90.70%
Bus advertising	145,371	12,272	12,114	8.44%	101.30%
Other operating revenues	393,098	14,574	14,574	3.71%	100.00%
Sales Tax Revenue	37,509,003	3,044,026	3,044,026	8.12%	100.00%
Federal, state and local grant assistance	7,102,211	5,804,747	591,851	81.73%	980.78%
Investment Income	45,094	37,036	3,758	82.13%	985.57%
Staples Street Center leases	493,434	43,029	41,120	8.72%	104.64%
<b>Total Operating Revenues</b>	<b>46,932,190</b>	<b>9,049,712</b>	<b>3,811,107</b>	<b>19.28%</b>	<b>237.46%</b>
Capital Grants & Donations	8,313,957	59,587	59,587	0.72%	100.00%
<b>Total Revenues &amp; Capital Funding</b>	<b>\$ 55,246,147</b>	<b>\$ 9,109,299</b>	<b>\$ 3,870,694</b>	<b>16.49%</b>	<b>235.34%</b>

	05/2022				
	2022 Adopted Budget	YTD 2022 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
<b>Revenues</b>					
Passenger service	\$ 1,243,979	\$ 400,204	\$ 518,325	32.17%	77.21%
Bus advertising	145,371	70,968	60,571	48.82%	117.16%
Other operating revenues	393,098	26,339	26,339	6.70%	100.00%
Sales Tax Revenue	37,509,003	15,049,274	15,628,751	40.12%	96.29%
Federal, state and local grant assistance	7,102,211	6,621,885	2,959,255	93.24%	223.77%
Investment Income	45,094	73,780	18,789	163.61%	392.67%
Staples Street Center leases	493,434	213,578	205,598	43.28%	103.88%
<b>Total Operating Revenues</b>	<b>46,932,190</b>	<b>22,456,029</b>	<b>19,417,628</b>	<b>47.85%</b>	<b>115.65%</b>
Capital Grants & Donations	8,313,957	247,507	247,507	2.98%	100.00%
<b>Total Revenues &amp; Capital Funding</b>	<b>\$ 55,246,147</b>	<b>\$ 22,703,536</b>	<b>\$ 19,665,135</b>	<b>41.10%</b>	<b>115.45%</b>

## Revenue – May 2022 From Operations – Table 4.1

	05/2022				
	2022 Adopted Budget	May 2022 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
<b>Revenues</b>					
Passenger service	\$ 1,243,979	\$ 94,028	\$ 103,665	7.56%	90.70%
Bus advertising	145,371	12,272	12,114	8.44%	101.30%
Other operating revenues	393,098	14,574	14,574	3.71%	100.00%
<b>Total Operating Revenues</b>	<b>1,782,448</b>	<b>120,874</b>	<b>130,353</b>	<b>6.78%</b>	<b>92.73%</b>
Sales Tax Revenue	37,509,003	3,044,026	3,044,026	8.12%	100.00%
Federal, state and local grant assistance	7,102,211	5,804,747	591,851	81.73%	980.78%
Investment Income	45,094	37,036	3,758	82.13%	985.57%
Staples Street Center leases	493,434	43,029	41,120	8.72%	104.64%
<b>Total Non-Operating Revenues</b>	<b>45,149,742</b>	<b>8,928,838</b>	<b>3,680,754</b>	<b>19.78%</b>	<b>242.58%</b>
<b>Total Revenues</b>	<b>\$ 46,932,190</b>	<b>\$ 9,049,712</b>	<b>\$ 3,811,107</b>	<b>19.28%</b>	<b>237.46%</b>

## May 2022 Expenses

The results of all expenditure activities, including capital, are presented below. Overall the total operating expenses came in \$171,600 higher than the anticipated baseline of \$3,647,923. Departmental expenses came in \$230,965 higher than the anticipated baseline or 6.94%. Debt service payments are fixed by the terms of the bond contract which is the reason for the resulting 100% actual to baseline. Street Improvements is also a fixed amount that represents one-twelve

of the annual amount budgeted for all member cities, though the budget is slightly higher than the actual amount allocated to the member cities for 2022, resulting in the marginal variance against the baseline.

### May 2022 Total Expenses & Capital Expenditures – Table 6

	05/2022				
	2022 Adopted Budget	May 2022 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
<b>Expenditures</b>					
Departmental Operating Expenses	\$ 39,930,292	\$ 3,558,489	\$ 3,327,524	8.91%	106.94%
Debt Service	1,600,408	-	-	0.00%	0.00%
Street Improvements	3,147,945	260,794	262,329	8.28%	99.41%
Subrecipient Grant Agreements	696,845	240	58,070	0.03%	0.41%
<b>Total Operating Expenses</b>	<b>45,375,490</b>	<b>3,819,523</b>	<b>3,647,923</b>	<b>8.42%</b>	<b>104.70%</b>
Grant Eligible Costs	8,316,352	59,587	59,587	0.72%	100.00%
Depreciation Expenses	1,554,305	129,525	129,525	8.33%	100.00%
<b>Total Expenses &amp; Capital Expenditures</b>	<b>\$ 55,246,147</b>	<b>\$ 4,008,635</b>	<b>\$ 3,837,035</b>	<b>7.26%</b>	<b>104.47%</b>

	05/2022				
	2022 Adopted Budget	YTD 2022 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
<b>Expenditures</b>					
Departmental Operating Expenses	\$ 39,930,292	\$ 15,559,006	\$ 16,637,622	38.97%	93.52%
Debt Service	1,600,408	260,141	260,141	16.25%	100.00%
Street Improvements	3,147,945	1,303,970	1,311,644	41.42%	99.41%
Subrecipient Grant Agreements	696,845	892	290,352	0.13%	0.31%
<b>Total Operating Expenses</b>	<b>45,375,490</b>	<b>17,124,009</b>	<b>18,499,759</b>	<b>37.74%</b>	<b>92.56%</b>
Grant Eligible Costs	8,316,352	247,507	247,507	2.98%	100.00%
Depreciation Expenses	1,554,305	647,627	647,627	41.67%	100.00%
<b>Total Expenses &amp; Capital Expenditures</b>	<b>\$ 55,246,147</b>	<b>\$ 18,019,144</b>	<b>\$ 19,394,893</b>	<b>32.62%</b>	<b>92.91%</b>

### 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 May 2022, total departmental operating expenses realized favorable variances against the baseline expectation in most categories. The positive variance is largely associated with the timing of the receipt of invoices. Meanwhile, expense categories showing unfavorable variances include Salaries & Wages and Materials & Supplies.

Salaries & Wages reached 130.22% of the baseline expectation, or \$355,224 over the budget projection, due to the payment of employee retention bonuses paid in May.

Meanwhile, Materials & Supplies ended the month at 126.23% of the baseline expectation, or \$63,353 over the budget projection, primarily driven by increased fuel costs.

### May 2022 Departmental Expense Breakdown – Table 7.1

	05/2022				
	2022 Adopted Budget	May 2022 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
<b>Departmental Operating Expense Object Category</b>					
Salaries & Wages	\$ 14,105,606	\$ 1,530,691	\$ 1,175,467	10.85%	130.22%
Benefits	5,877,139	464,631	489,762	7.91%	94.87%
Services	5,995,853	392,023	499,654	6.54%	78.46%
Materials & Supplies	2,897,982	304,851	241,499	10.52%	126.23%
Utilities	769,625	59,374	64,135	7.71%	92.58%
Insurance	632,545	44,033	52,712	6.96%	83.53%
Purchased Transportation	8,843,472	710,342	736,956	8.03%	96.39%
Miscellaneous	808,071	52,543	67,339	6.50%	78.03%
<b>Total Departmental Operating Expenses</b>	<b>\$ 39,930,292</b>	<b>\$ 3,558,489</b>	<b>\$ 3,327,524</b>	<b>8.91%</b>	<b>106.94%</b>

	05/2022				
	2022 Adopted Budget	YTD 2022 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
<b>Departmental Operating Expense Object Category</b>					
Salaries & Wages	\$ 14,105,606	\$ 6,000,649	\$ 5,877,336	42.54%	102.10%
Benefits	5,877,139	2,365,829	2,448,808	40.25%	96.61%
Services	5,995,853	1,808,455	2,498,272	30.16%	72.39%
Materials & Supplies	2,897,982	1,208,916	1,207,493	41.72%	100.12%
Utilities	769,625	293,896	320,677	38.19%	91.65%
Insurance	632,545	220,164	263,560	34.81%	83.53%
Purchased Transportation	8,843,472	3,408,956	3,684,780	38.55%	92.51%
Miscellaneous	808,071	252,142	336,696	31.20%	74.89%
<b>Total Departmental Operating Expenses</b>	<b>\$ 39,930,292</b>	<b>\$ 15,559,006</b>	<b>\$ 16,637,622</b>	<b>38.97%</b>	<b>93.52%</b>

### 2022 Self-Insurance Claims, Medical & Vision and Dental – Table 9

Month	Medical & Vision	Dental	Total
January	\$ 200,829	\$ 3,201	\$ 204,030
February	353,837	7,145	360,982
March	275,153	10,171	285,324
April	253,145	6,918	260,063
May	213,986	7,135	221,121
	<b>\$ 1,296,950</b>	<b>\$ 34,571</b>	<b>\$ 1,331,521</b>

### Fare Recovery Ratio – Table 10

Description	5/31/2022	Year to Date
Fare Revenue or Passenger Revenue	\$ 94,028	\$ 400,204
Operating Expenses	3,558,489	15,559,006
Fare Recovery Ratio	2.64%	2.57%
*Excluding Depreciation		

Note: Same period last year (May 2021) the FRR was 2.83%

### May 2022 – Table 11

For the month of May, total Revenues exceeded Expenses by \$5,100,664. The year to date financial performance presented Revenues in excess of Expenses by \$4,684,393. A greater detail of the financial results is explained in the accompanied Power Point presentation.

	05/2022				
	2022 Adopted Budget	May 2022 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Operating Revenues	\$ 46,932,190	\$ 9,049,712	\$ 3,811,107	19.28%	237.46%
Capital Funding	8,313,957	59,587	59,587	0.72%	100.00%
<b>Total Revenues</b>	<b>55,246,147</b>	<b>9,109,299</b>	<b>3,870,694</b>	<b>16.49%</b>	<b>235.34%</b>
Operating Expenses	45,375,490	3,819,523	3,647,923	8.42%	104.70%
Capital Expenditures	9,870,657	189,112	189,112	1.92%	100.00%
<b>Total Expenses</b>	<b>55,246,147</b>	<b>4,008,635</b>	<b>3,837,035</b>	<b>7.26%</b>	<b>104.47%</b>
<b>Revenue over Expenditures</b>	<b>\$ -</b>	<b>\$ 5,100,664</b>	<b>\$ 33,659</b>		

	05/2022				
	2022 Adopted Budget	YTD 2022 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Operating Revenues	\$ 46,932,190	\$ 22,456,029	\$ 19,417,628	47.85%	115.65%
Capital Funding	8,313,957	247,507	247,507	2.98%	100.00%
<b>Total Revenues</b>	<b>55,246,147</b>	<b>22,703,536</b>	<b>19,665,135</b>	<b>41.10%</b>	<b>115.45%</b>
Operating Expenses	45,375,490	17,124,009	18,499,759	37.74%	92.56%
Capital Expenditures	9,870,657	895,134	895,134	9.07%	100.00%
<b>Total Expenses</b>	<b>55,246,147</b>	<b>18,019,143</b>	<b>19,394,893</b>	<b>32.62%</b>	<b>92.91%</b>
<b>Revenue over Expenditures</b>	<b>\$ -</b>	<b>\$ 4,684,393</b>	<b>\$ 270,242</b>		

## NET POSITION

The Total Net Position at the end of the month was **\$106,622,854**, an increase of **\$4,931,897** from December 2021 which closed at **\$101,690,957**. The December 2021 fund balance is subject to change as the annual audit of The Authority's financial information is currently underway.

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.

Of the Total Net Position of **\$106,622,854**, the portion of the fund balance that is not restricted in accordance with GASB Concepts Statement No 4 is **\$51,200,151**, but only **\$31,205,379** is available for spending as a result of the internal restrictions placed by the Board for specific reserves which total **\$19,994,772**. 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, 39% of the unrestricted portion is assigned by the Board to fund reserves that are earmarked to meet certain unexpected demands.

**FUND BALANCE AS OF MAY 31, 2022:**

<b><u>FUND BALANCE</u></b>	
Net Invested in Capital Assets	\$ 54,643,080
Restricted for FTA Interest	779,623
Unrestricted	→ 51,200,151
<b>OTAL FUND BALANCE</b>	<b>→ 106,622,854</b>
<b><u>UNRESTRICTED BREAKDOWN</u></b>	
Designated for Operating Reserve (25% OpEx less EBR)	9,722,010
Designated for Capital Reserve (25% of total CIP)	9,275,118
Designated for Employee Benefits Reserve	997,644
<b>Total Designated Reserves (39.05%)</b>	<b>\$ 19,994,772</b>
Unrestricted (60.95%)	31,205,379
<b>TOTAL DESIGNATED &amp; UNRESTRICTED</b>	<b>→ \$ 51,200,151</b>

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 May 2022

OPERATING BUDGET	05/2022				
	2022 Adopted Budget	May 2022 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
	A	B	C = A / 12	B / A	C vs B
<b>Revenues</b>					
Passenger service	\$ 1,243,979	\$ 94,028	\$ 103,665	7.56%	90.70%
Bus advertising	145,371	12,272	12,114	8.44%	101.30%
Other operating revenues	393,098	14,574	14,574	3.71%	100.00%
Sales Tax Revenue	37,509,003	3,044,026	3,044,026	8.12%	100.00%
Federal, state and local grant assistance	7,102,211	5,804,747	591,851	81.73%	980.78%
Investment Income	45,094	37,036	3,758	82.13%	985.57%
Staples Street Center leases	493,434	43,029	41,120	8.72%	104.64%
<b>Total Revenues</b>	<b>46,932,190</b>	<b>9,049,712</b>	<b>3,811,107</b>	<b>19.28%</b>	<b>237.46%</b>
<b>Expenses</b>					
Transportation	9,995,330	953,962	832,944	9.54%	114.53%
Customer Programs	541,368	57,708	45,114	10.66%	127.91%
Purchased Transportation	8,843,472	710,342	736,956	8.03%	96.39%
Service Development	1,216,369	105,154	101,364	8.64%	103.74%
MIS	1,593,626	107,421	132,802	6.74%	80.89%
Vehicle Maintenance	5,948,949	615,680	495,746	10.35%	124.19%
Facilities Maintenance	3,055,747	291,470	254,646	9.54%	114.46%
Contracts and Procurements	413,128	34,288	34,427	8.30%	99.59%
CEO's Office	1,146,867	98,472	95,572	8.59%	103.03%
Finance and Accounting	851,229	82,334	70,936	9.67%	116.07%
Materials Management	252,362	42,235	21,030	16.74%	200.83%
Human Resources	928,063	85,139	77,339	9.17%	110.09%
General Administration	529,824	39,841	44,152	7.52%	90.24%
Capital Project Management	330,767	38,017	27,564	11.49%	137.92%
Marketing & Communications	734,725	55,794	61,227	7.59%	91.13%
Safety & Security	2,184,567	157,778	182,047	7.22%	86.67%
Staples Street Center	1,160,899	82,690	96,742	7.12%	85.48%
Port Ayers Cost Center	3,000	166	250	5.54%	66.46%
Debt Service	1,600,408	-	-	0.00%	0.00%
Special Projects	200,000	-	16,667	0.00%	0.00%
Subrecipient Grant Agreements	696,845	240	58,070	0.03%	0.41%
Street Improvements Program for CCRTA Region Entities	3,147,945	260,794	262,329	8.28%	99.41%
<b>Total Expenses</b>	<b>45,375,490</b>	<b>3,819,523</b>	<b>3,647,923</b>	<b>8.42%</b>	<b>104.70%</b>
<b>Revenues Over Expenses - Operating Budget</b>	<b>1,556,700</b>	<b>5,230,189</b>	<b>163,184</b>		
<b>CIP BUDGET</b>					
	A	B	C = A / 12	B / A	
<b>Funding Sources</b>					
Grant Revenue	8,313,957	59,587	59,587	0.72%	0.00%
<b>Total Funding Sources</b>	<b>8,313,957</b>	<b>59,587</b>	<b>59,587</b>	<b>0.72%</b>	<b>100.00%</b>
<b>Capital Expenditures</b>					
Grant Eligible Costs	\$ 8,316,352	59,587	59,587	0.72%	0.00%
Depreciation Expenses	1,554,305	129,525	129,525	8.33%	100.00%
<b>Total Expenditures</b>	<b>9,870,657</b>	<b>189,112</b>	<b>189,112</b>	<b>1.92%</b>	<b>100.00%</b>
<b>Funding Sources Over Expenditures</b>	<b>(1,556,700)</b>	<b>(129,525)</b>	<b>(129,525)</b>	<b>8.32%</b>	<b>100.00%</b>
<b>Revenues Over Expenses - Operating Budget</b>	<b>1,556,700</b>	<b>5,230,189</b>	<b>163,184</b>		
<b>Revenues Over Expenses - CIP Budget</b>	<b>(1,556,700)</b>	<b>(129,525)</b>	<b>(129,525)</b>		
<b>Revenues Over Expenses (including rounding)</b>	<b>0</b>	<b>5,100,664</b>	<b>33,659</b>		

Corpus Christi Regional Transportation Authority  
 Operating and Capital Budget Report  
 For the month ended May 2022

OPERATING BUDGET	05/2022				
	2022 Adopted Budget	YTD 2022 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
	A	B	C = A / 12 * 5	B / A	C vs B
<b>Revenues</b>					
Passenger service	\$ 1,243,979	\$ 400,204	\$ 518,325	32.17%	77.21%
Bus advertising	145,371	70,968	60,571	48.82%	117.16%
Other operating revenues	393,098	26,339	26,339	6.70%	100.00%
Sales Tax Revenue	37,509,003	15,049,274	15,628,751	40.12%	96.29%
Federal, state and local grant assistance	7,102,211	6,621,885	2,959,255	93.24%	223.77%
Investment Income	45,094	73,780	18,789	163.61%	392.67%
Staples Street Center leases	493,434	213,578	205,598	43.28%	103.88%
<b>Total Revenues</b>	<b>46,932,190</b>	<b>22,456,029</b>	<b>19,417,628</b>	<b>47.85%</b>	<b>115.65%</b>
<b>Expenses</b>					
Transportation	9,995,330	4,154,136	4,164,721	41.56%	99.75%
Customer Programs	541,368	211,440	225,570	39.06%	93.74%
Purchased Transportation	8,843,472	3,408,956	3,684,780	38.55%	92.51%
Service Development	1,216,369	470,874	506,820	38.71%	92.91%
MIS	1,593,626	577,453	664,011	36.24%	86.96%
Vehicle Maintenance	5,948,949	2,479,525	2,478,729	41.68%	100.03%
Facilities Maintenance	3,055,747	1,201,238	1,273,228	39.31%	94.35%
Contracts and Procurements	413,128	150,312	172,137	36.38%	87.32%
CEO's Office	1,146,867	476,549	477,861	41.55%	99.73%
Finance and Accounting	851,229	313,541	354,679	36.83%	88.40%
Materials Management	252,362	128,263	105,151	50.82%	121.98%
Human Resources	928,063	335,964	386,693	36.20%	86.88%
General Administration	529,824	163,977	220,760	30.95%	74.28%
Capital Project Management	330,767	146,089	137,820	44.17%	106.00%
Marketing & Communications	734,725	221,724	306,135	30.18%	72.43%
Safety & Security	2,184,567	699,303	910,236	32.01%	76.83%
Staples Street Center	1,160,899	418,834	483,708	36.08%	86.59%
Port Ayers Cost Center	3,000	827	1,250	27.58%	66.18%
Debt Service	1,600,408	260,141	260,141	16.25%	100.00%
Special Projects	200,000	-	83,333	0.00%	0.00%
Subrecipient Grant Agreements	696,845	892	290,352	0.13%	0.31%
Street Improvements Program for CCRTA Region Entities	3,147,945	1,303,970	1,311,644	41.42%	99.41%
<b>Total Expenses</b>	<b>45,375,490</b>	<b>17,124,009</b>	<b>18,499,759</b>	<b>37.74%</b>	<b>92.56%</b>
<b>Revenues Over Expenses - Operating Budget</b>	<b>1,556,700</b>	<b>5,332,020</b>	<b>917,869</b>		
<b>CIP BUDGET</b>					
	A	B	C = A / 12 * 5	B / A	C vs B
<b>Funding Sources</b>					
Grant Revenue	8,313,957	247,507	247,507	2.98%	0.00%
<b>Total Funding Sources</b>	<b>8,313,957</b>	<b>247,507</b>	<b>247,507</b>	<b>2.98%</b>	<b>100.00%</b>
<b>Capital Expenditures</b>					
Grant Eligible Costs	\$ 8,316,352	247,507	247,507	2.98%	0.00%
Depreciation Expenses	1,554,305	647,627	647,627	41.67%	100.00%
<b>Total Expenditures</b>	<b>9,870,657</b>	<b>895,134</b>	<b>895,134</b>	<b>9.07%</b>	<b>100.00%</b>
<b>Funding Sources Over Expenditures</b>	<b>(1,556,700)</b>	<b>(647,627)</b>	<b>(647,627)</b>	<b>41.60%</b>	<b>100.00%</b>
<b>Revenues Over Expenses - Operating Budget</b>	<b>1,556,700</b>	<b>5,332,020</b>	<b>917,869</b>		
<b>Revenues Over Expenses - CIP Budget</b>	<b>(1,556,700)</b>	<b>(647,627)</b>	<b>(647,627)</b>		
<b>Revenues Over Expenses (including rounding)</b>	<b>0</b>	<b>4,684,393</b>	<b>270,242</b>		

**CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY**  
**Statement of Net Position**  
**Month ended May 31, 2022, and year ended December 31, 2021**

	<b>Unaudited May 31 2022</b>	<b>Unaudited December 31 2021</b>
<b>ASSETS</b>		
<b>Current Assets:</b>		
Cash and Cash Equivalents	\$ 40,922,153	\$ 48,526,571
Short Term Investments	7,942,894	-
Receivables:		
Sales and Use Taxes	6,063,337	6,851,829
Federal Government	5,880,820	54,642
Other	127,741	668,824
Inventories	1,069,424	1,019,062
Prepaid Expenses	688,639	410,275
<b>Total Current Assets</b>	<b>62,695,008</b>	<b>57,531,203</b>
<b>Non-Current Assets:</b>		
Restricted Cash and Cash Equivalents	779,623	779,623
Net Pension Asset	1,747,766	941,537
Capital Assets:		
Land	4,882,879	4,882,879
Buildings	52,689,967	52,689,967
Transit Stations, Stops and Pads	24,920,537	24,920,537
Other Improvements	5,525,123	5,525,123
Vehicles and Equipment	60,815,015	60,815,015
Construction in Progress	356,089	356,089
Current Year Additions	482,541	0
Total Capital Assets	149,672,151	149,189,610
Less: Accumulated Depreciation	(79,569,791)	(78,922,165)
Net Capital Assets	70,102,360	70,267,445
<b>Total Non-Current Assets</b>	<b>72,629,748</b>	<b>71,988,605</b>
<b>TOTAL ASSETS</b>	<b>135,324,756</b>	<b>129,519,808</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
Deferred outflow related to pensions	1,345,223	1,345,223
Deferred outflow related to OPEB	42,767	42,767
Deferred outflow on extinguishment of debt	3,120,721	3,120,721
<b>Total Deferred Outflows</b>	<b>4,508,711</b>	<b>4,508,711</b>
<b>TOTAL ASSETS AND DEFERRED OUTFLOWS</b>	<b>139,833,467</b>	<b>134,028,519</b>
<b>LIABILITIES AND NET POSITION</b>		
<b>Current Liabilities:</b>		
Accounts Payable	561,555	750,211
Current Portion of Long-Term Liabilities:		
Long-Term Debt	890,000	890,000
Compensated Absences	331,157	331,157
Sales Tax Audit Funds Due	191,618	328,488
Distributions to Regional Entities Payable	5,775,129	4,471,159
Other Accrued Liabilities	676,515	781,910
<b>Total Current Liabilities</b>	<b>8,425,974</b>	<b>7,552,925</b>
<b>Non-Current Liabilities:</b>		
Long-Term Liabilities, Net of Current Portion:		
Long-Term Debt	17,690,000	17,690,000
Compensated Absences	950,274	950,274
Sales Tax Audit Funds Due	492,746	492,746
Net OPEB Obligation	853,090	853,090
<b>Total Non-Current Liabilities</b>	<b>19,986,110</b>	<b>19,986,110</b>
<b>TOTAL LIABILITIES</b>	<b>28,412,084</b>	<b>27,539,035</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>		
Deferred inflow related to pensions	4,798,527	4,798,527
<b>Total Deferred Inflows</b>	<b>4,798,527</b>	<b>4,798,527</b>
<b>TOTAL LIABILITIES AND DEFERRED INFLOWS</b>	<b>33,210,611</b>	<b>32,337,562</b>
<b>Net Position:</b>		
Net Invested in Capital Assets	54,643,080	54,808,166
Restricted for FTA Interest	779,623	779,623
Unrestricted	51,200,151	46,103,168
<b>TOTAL NET POSITION</b>	<b>\$ 106,622,854</b>	<b>\$ 101,690,957</b>



**Corpus Christi Regional Transportation Authority**  
**Statement of Cash Flows (Unaudited)**  
**For the month ended May 31, 2022**

	<u>5/31/2022</u>
<b>Cash Flows From Operating Activities:</b>	
Cash Received from Customers	\$ 69,118
Cash Received from Bus Advertising and Other Ancillary	462,021
Cash Payments to Suppliers for Goods and Services	(1,961,851)
Cash Payments to Employees for Services	(1,064,768)
Cash Payments for Employee Benefits	(205,239)
<b>Net Cash Used for Operating Activities</b>	<u><b>(2,700,719)</b></u>
<b>Cash Flows from Non-Capital Financing Activities:</b>	
Sales and Use Taxes Received	3,477,123
Grants and Other Reimbursements	800,000
Distributions to Subrecipient Programs	(240)
Distributions to Region Entities	-
<b>Net Cash Provided by Non-Capital Financing Activities</b>	<u><b>4,276,883</b></u>
<b>Cash Flows from Capital and Related Financing Activities:</b>	
Federal and Other Grant Assistance	-
Proceeds/Loss from Sale of Capital Assets	-
Proceeds from Bonds	-
Repayment of Long-Term Debt	-
Interest and Fiscal Charges	-
Purchase and Construction of Capital Assets	(169,787)
<b>Net Cash Used by Capital and Related Financing Activities</b>	<u><b>(169,787)</b></u>
<b>Cash Flows from Investing Activities:</b>	
Investment Income	27,671
Purchases of Investments	(3,000,000)
Maturities and Redemptions of Investments	-
Premiums/Discounts on Investments	15,120
<b>Net Cash Used by Investing Activities</b>	<u><b>(2,957,209)</b></u>
<b>Net decrease in Cash and Cash Equivalents</b>	<b>(1,550,832)</b>
<b>Cash and Cash Equivalents (Including Restricted Accounts), May 1, 2022</b>	<b>43,252,608</b>
<b>Cash and Cash Equivalents (Including Restricted Accounts), May 31, 2022</b>	<b>\$ <u><u>41,701,776</u></u></b>



**Subject:** May 2022 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.

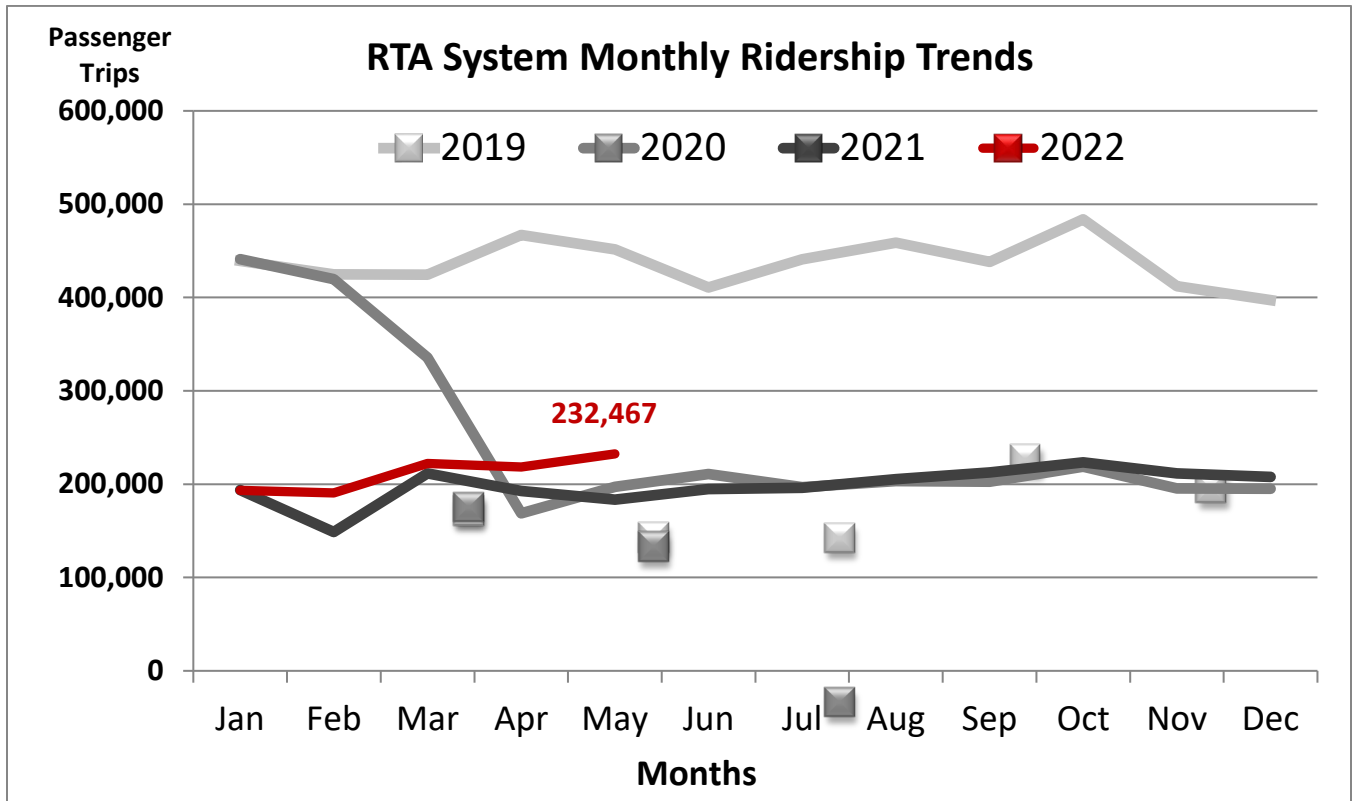


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### System-wide Ridership and Service Performance Results

May 2022 system-wide ridership levels continued to be adversely impacted by the COVID-19 pandemic. Passenger trips totaled 232,467 which represents a 26.7% increase as compared to 183,480 passenger trips in May 2021 with 48,987 more trips provided this month. In comparison to the pre-COVID-19 (Pre-Covid) period in May 2019 with 449,319 passenger trips, the 232,467 passenger trips represent a 48.3% decrease with 216,852 fewer trips.

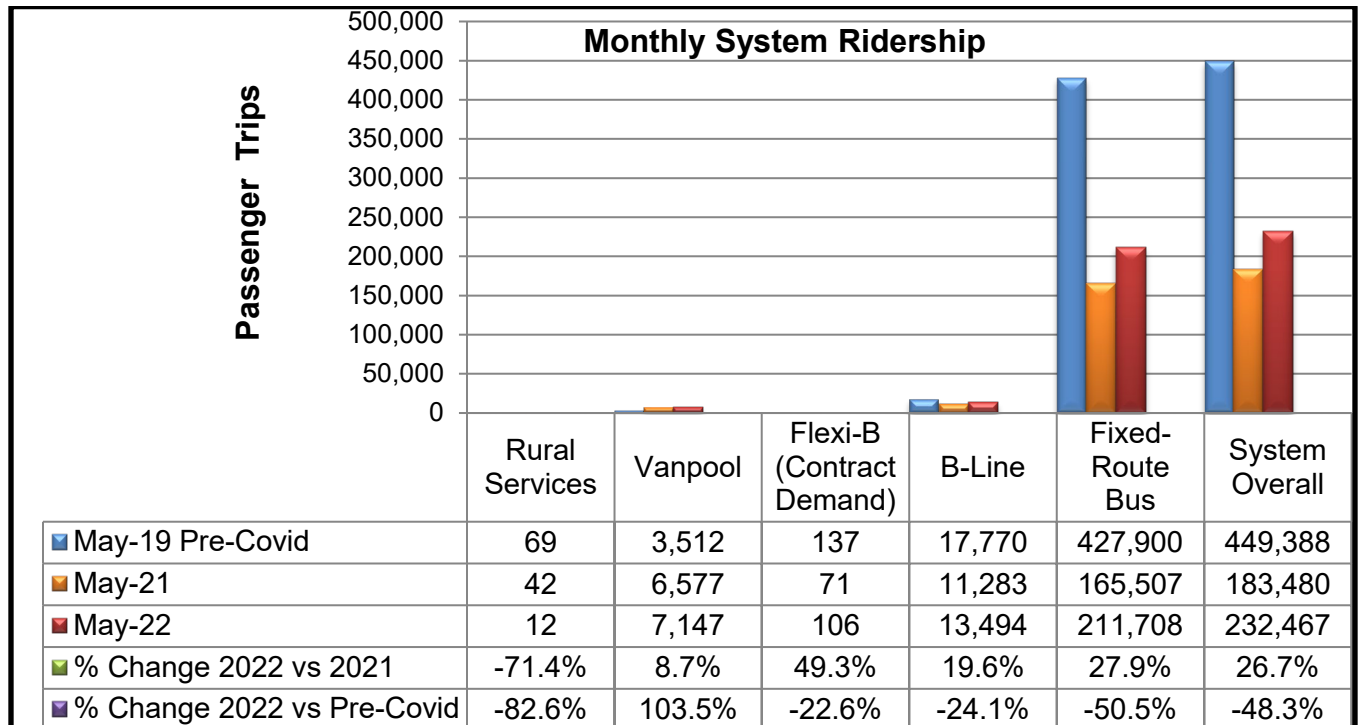


May 2022	May 2021	Variance
21 Weekdays	20 Weekdays	+1
4 Saturdays	5 Saturdays	-1
5 Sundays	5 Sundays	-
1 Memorial Day Holiday: Reduced Service	1 Memorial Day Holiday: Reduced Service	-
31 Days	31 Days	-

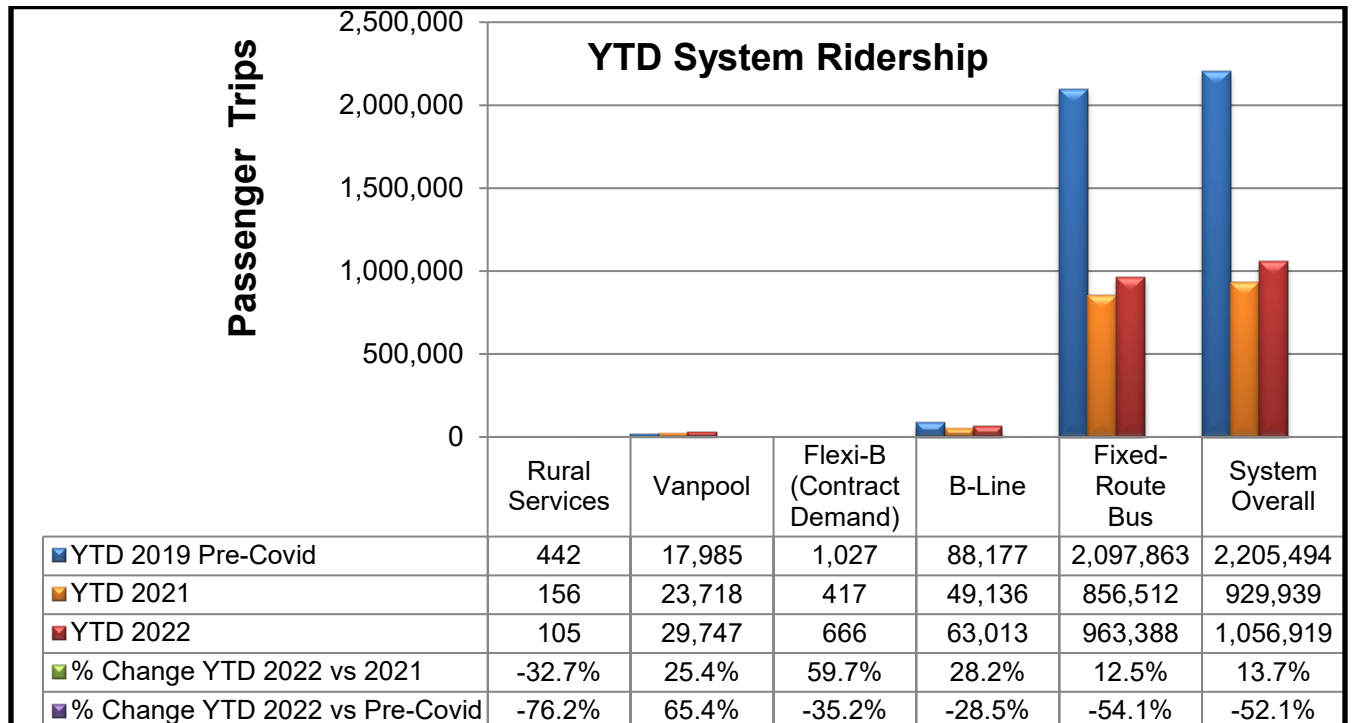
In May 2022, the average retail price for unleaded gas in Corpus Christi was approximately \$4.17 per gallon as compared to \$2.68 per gallon in May 2021<sup>1</sup>. A 56% increase in the average cost per gallon. Rainfall was below normal at 2.7 inches as compared May 2021 with 10.8 inches<sup>2</sup>. Normal May rainfall is approximately 3.4 inches. The recorded 90.3 degree average temperature was significantly higher than the average monthly temperature of 87.3 degrees.

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

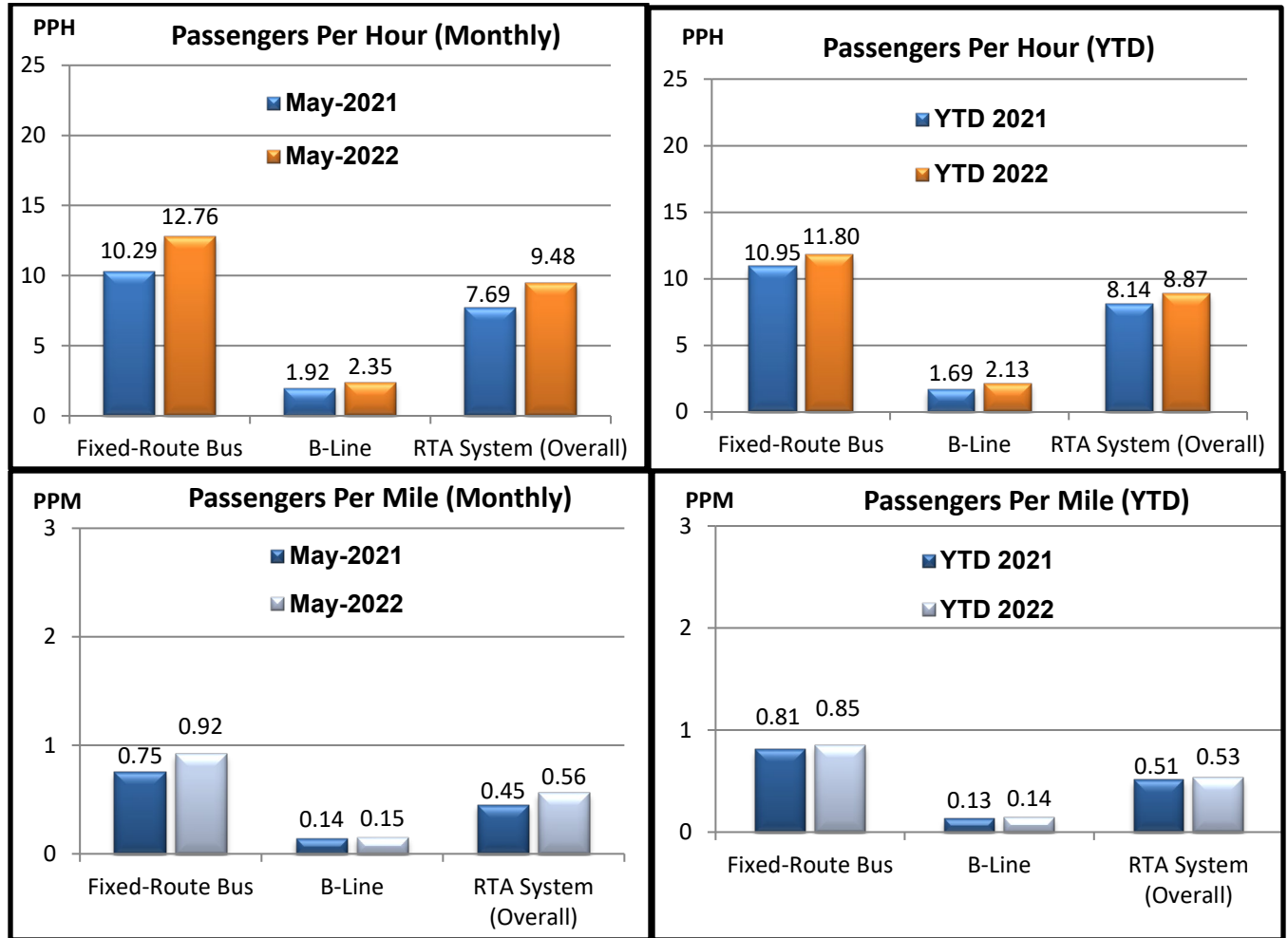
The chart below shows monthly ridership results for all services. CCRTA recorded 48,987 more passenger trips for a 26.7% increase as compared to May 2021. As compared to May 2019 Pre-Covid, passenger trips decreased 48.3%.



The chart below shows YTD ridership results for all services. CCRTA has recorded 126,980 more passenger trips for a YTD increase of 13.7% in 2022 as compared to 2021. As compared to YTD 2019 Pre-Covid, passenger trips decreased 52.1% with 1,148,575 fewer trips.



The following charts report system-wide productivity for the month of May 2022 vs. May 2021 and YTD figures.



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

Schedule Adherence	Standard	Feb-22	Mar-22	Apr-22	May-22	4-Month Average
Early Departure	<1%	0.3%	0.3%	0.0%	0.0%	0.1%
Departures within 0-5 minutes	>85%	90.4%	91.8%	89.7%	92.1%	91.0%
Monthly Wheelchair Boardings	No standard	2,041	2,341	2,485	3,132	2,500
Monthly Bicycle Boardings	No standard	3,215	4,133	4,159	5,051	4,140

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

Off Detour

On Detour

Detour Required

No Detour

- **Ayers St.** (SPID-Gollihar) (28) Project completed mid-May 2022.
  - Routes **19, 23 & 37 (6 stops are now open)**
- **Ocean Dr. Resurfacing** (Robert Dr.-Ennis Joslin) Project completed late May 2022. Project to be complete mid-May 2022.
  - Route **6 (14 stops are now open)**
- **U.S. 181 & 361 Interchange in Gregory:** Began mid-2019 and is now half complete.
  - Route 51 (No stops impacted)
- **New Harbor Bridge (North Beach):** Routes 76 & 78 remain on minor detour under U.S. HWY 181 in the inbound direction. (No stops impacted)
- **Park Road 22 water exchange bridge:** Began late 2020. Slight detour only.
  - Route 65 (No stops impacted)
- **Winnebago & Lake St.** (Harbor Bridge reconstruction): Began August 2020.
  - Route 12 (**10 stops impacted**)
- **Leopard St.** (Nueces Bay to Palm) (14) month project: Began April 2021-anticipated completion is late-2022.
  - Routes 27 & 28 (**4 stops closed**)
- **Port Ave.** Utility Replacement Project (6) month project: Began March 2022 with anticipated completion in September 2022.
  - Routes 21, 23 & 37 (**2 stops impacted**)
- **S. Staples St.** (Kostoryz-Baldwin) (29) month project: Began March 2021
  - Route 29 (**8 Stops closed**) Detour from Staples to Alameda to Texan Trail
- **Richter St.** (Holly-SPID) (2) month project: Began late April 2022 with anticipated completion early June 2022.
  - Route 15 (**5 Stops closed**) Detour from Richter & Sokol to Kostoryz
- **Leopard St.** (Crosstown to Palm) (14) month project to begin in 2023. This Bond project will extend the current/existing Leopard St. detour.
  - Routes 27 & 28 (**9 stops will be impacted**)
- **Everhart Rd. (SPID-S. Staples):** Project could begin mid-2022.
  - Routes 32 & 37 (**7 stops will be impacted**)

For May 2022, there were 13 detoured routes out of 32 fixed route services in operation. This equates to approximately 41% of CCRTA services travelling on the local streets. Detoured bus route services include: 6, 12, 15, 19, 21, 23, 27, 28, 29, 37, 51, 76 & 78.

Total number of bus stops currently impacted or closed is **29**.

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

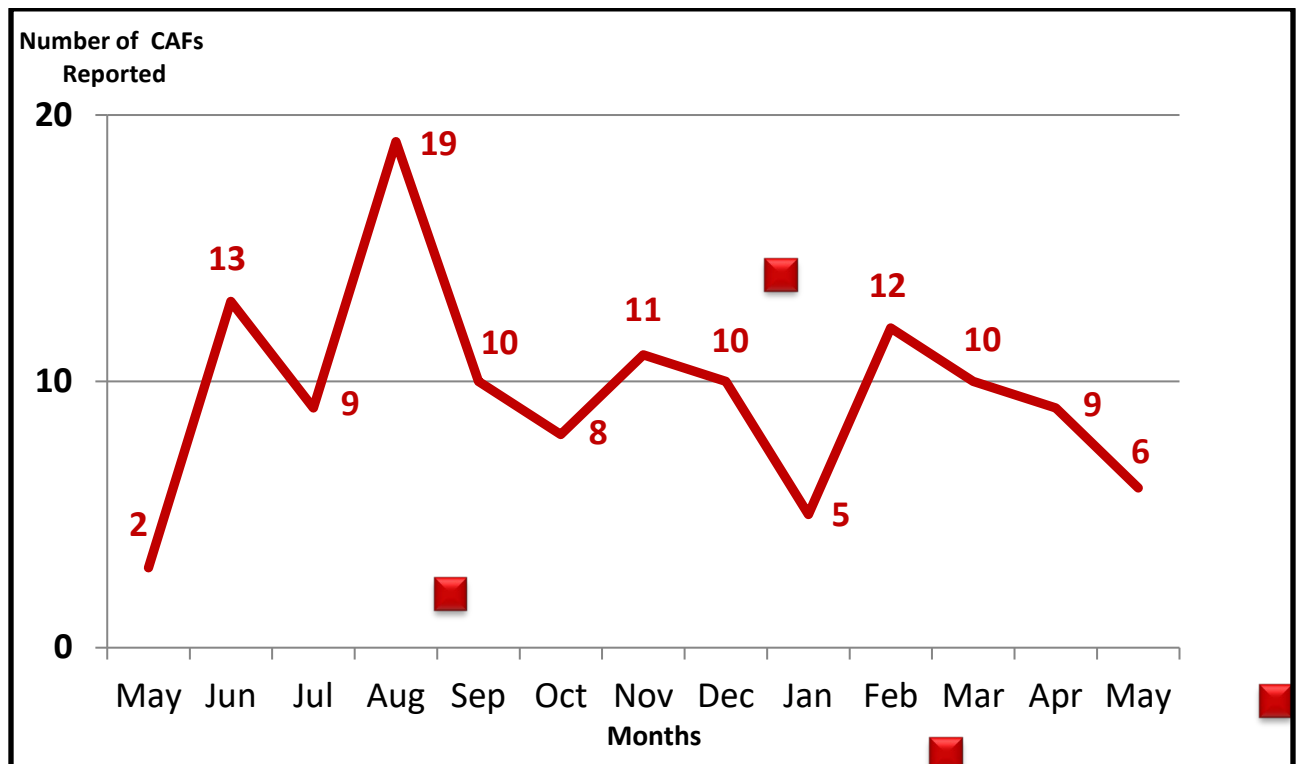
In May 2022, B-Line service metrics were impacted by the COVID-19 pandemic.

- Productivity: **2.35** 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): **18,076** did meet the contract standard of 12,250 miles.
- Ridership Statistics: **8,900** ambulatory boardings; **3,741** wheelchair boardings

Metric	Standard	Feb-22	Mar-22	Apr-22	May-22	(4) Month-Ave.
Passengers per Hour	2.50	2.24	2.34	2.37	2.35	2.33
Denials	0.00%	0.00%	0.00%	0.00%	0.00%	0.0%
Miles Between Road Calls	12,250	16,138	28,451	15,950	18,076	19,654
Monthly Wheelchair Boardings	No standard	2,765	3,737	3,670	3,741	3,478

**Customer Programs Monthly Customer Assistance Form (CAF) Report**

For May 2022, Customer Service received and processed 6 (CAF's) Customer Assistance Forms. 6 CAF's is 3 less than the previous month and represents a 33% decrease. There were no Commendations received for the month of May.



**Route Summary Report:**

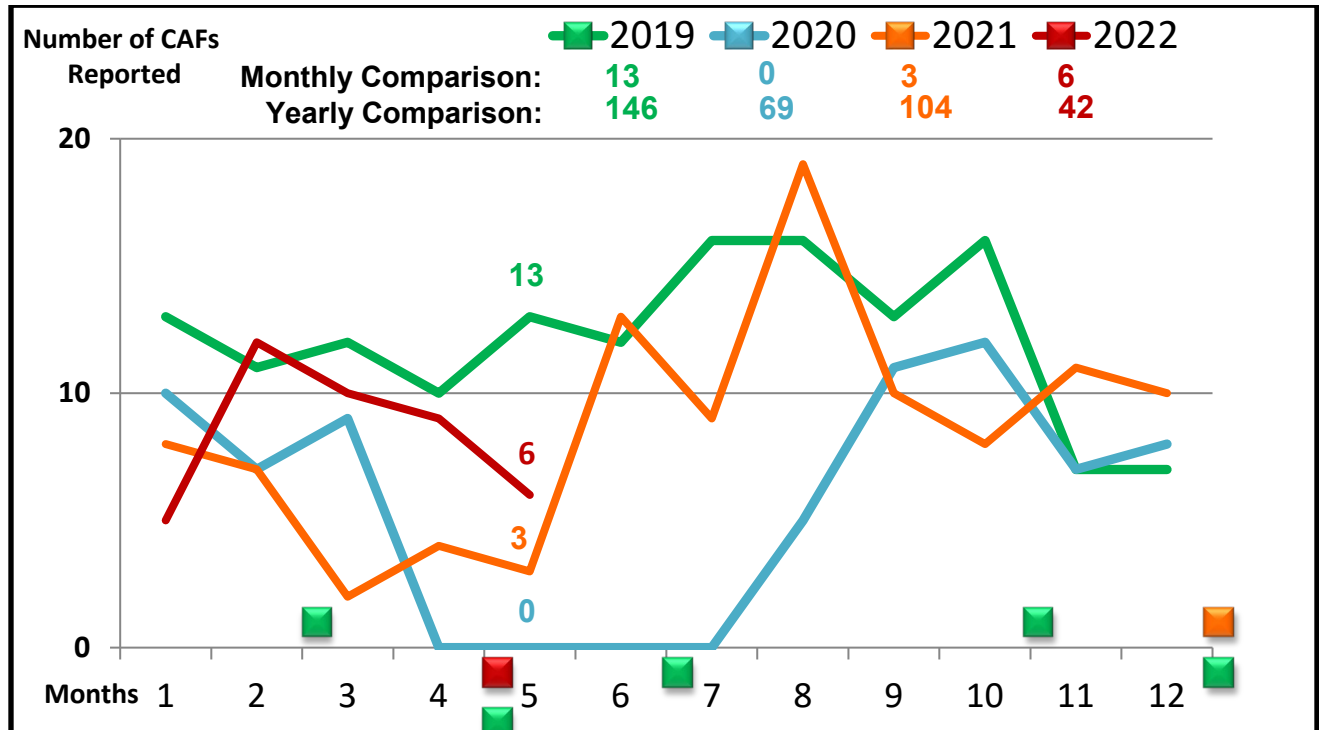
<b>Route</b>	<b># of CAFs</b>	<b>Route</b>	<b># of CAFs</b>
#3 NAS Shuttle	1	#34 Robstown North Circulator	
#4 Flour Bluff		#35 Robstown South Circulator	
#5 Alameda		#37 Crosstown/TAMUCC	
#5x Alameda Express		#50 Calallen/NAS Ex (P&R)	
#6 Santa Fe/Malls		#51 Gregory/NAS Ex (P&R)	
#12 Saxet Oak Park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



**CAF Breakdown by Service Type:**

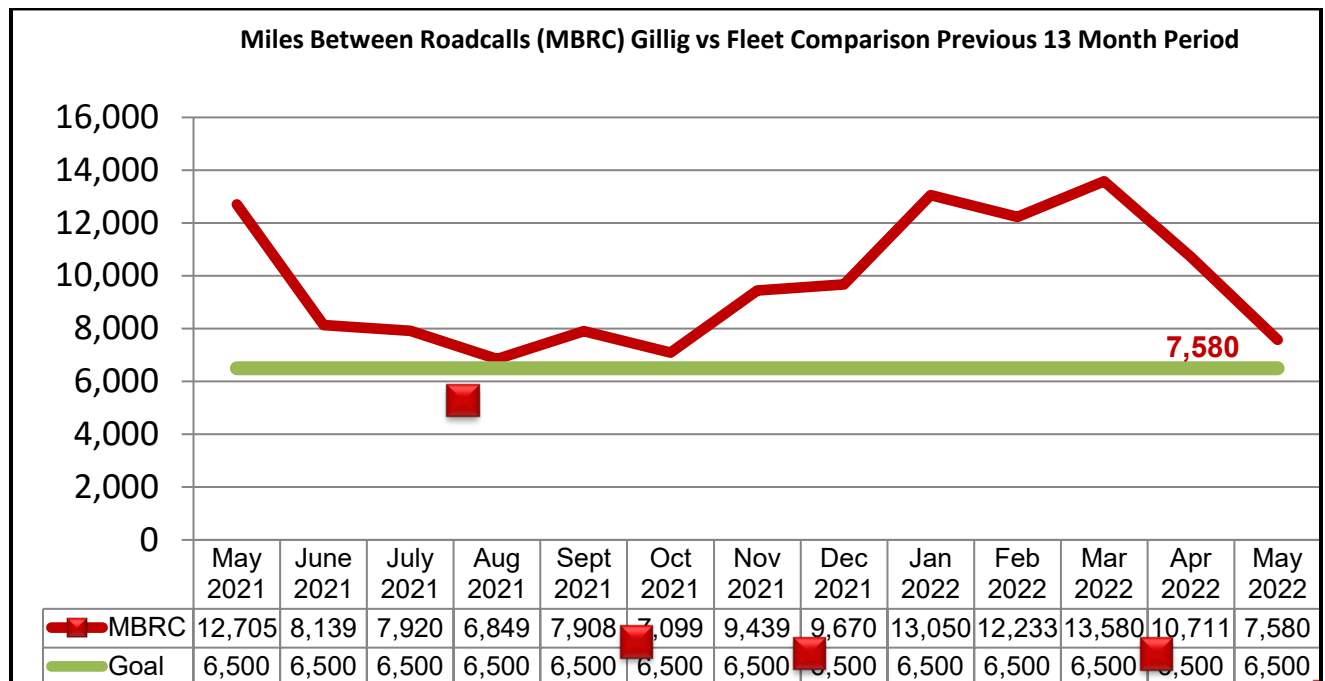
<b>CAF Category</b>	<b>RTA Fixed Route</b>	<b>B-Line ADA Paratransit</b>	<b>MV Fixed Route</b>	<b>Totals</b>
<b>ADA</b>				
<b>Service Stop Issues</b>			1	1
<b>Driving Issues</b>	2			2
<b>Customer Services</b>	1			1
<b>Late/Early – No Show</b>				
<b>Alleges Injury</b>	1			1
<b>Fare/Transfer Dispute</b>				
<b>Clean Trash Can</b>				
<b>Dispute Drop-off/Pickup</b>				
<b>Add Bench/Stop</b>				
<b>Tie Down Issues</b>				
<b>Inappropriate Behavior</b>				
<b>B-line Calls</b>				
<b>Incident at Stop</b>	1			1
<b>Incident on Bus</b>				
<b>Incident at Station</b>				
<b>Policy/Standing Orders</b>				
<b>Denial of Service</b>				
<b>Safety &amp; Security</b>				
<b>Rude</b>				
<b>Facility Maintenance</b>				
<b>Service Development</b>				
<b>Vehicle Maintenance</b>				
<b>Over Crowded Vehicle</b>				
<b>Route Suggestion</b>				
<b>Service Maintenance</b>				
<b>Commendations</b>				
<b>Total CAFs</b>	<b>5</b>	<b>0</b>	<b>1</b>	<b>6</b>

**CAF Reports: Current and Historical (4) Year Trends**



**Vehicle Maintenance Department: Miles Between Road Calls Report**

In May 2022, there were 7,580 miles between road calls (MBRC) recorded as compared to 12,705 MBRC in May 2021. A standard of 6,500 miles between road calls is used based on the fleet size, age and condition of CCRTA vehicles. Above average high temperatures for the month contributed to the number of road calls.



**Board Priority**

The Board Priority is Public Image and Transparency.

Respectfully Submitted,

Submitted by: Gordon Robison  
Director of Planning

Reviewed by: Derrick Majchszak  
Managing Director of Operations

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