

# AGENDA MEETING NOTICE

## Board of Directors Meeting

**DATE:** Wednesday, December 7, 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  
 (Rural and Small Cities Chair)

### 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>  | J. Esparza     | 3 min.   | -----                      |
| 4.   | <b>Receipt of Conflict of Interest Affidavits</b>   | D. Leyendecker | 2 min.   | -----                      |
| 5.   | <b>Opportunity for Public Comment<br/>3 min. limit – no discussion</b>  | D. Leyendecker | 3 min.   | -----                      |
| <p>Public Comment may be provided in writing, limited to 1,000 characters, by using the <a href="#">Public Comment Form</a> online at <a href="http://www.ccrta.org/news-opportunities/agenda">www.ccrta.org/news-opportunities/agenda</a> or by regular mail or hand-delivery to the CCRTA at 602 N. Staples St., Corpus Christi, TX 78401, and MUST be submitted no later than 5 minutes after the start of a meeting in order to be provided for consideration and review at the meeting. All Public Comments submitted shall be placed into the record of the meeting.</p> |   |                |          |                            |
| 6.   | <b>Special Recognition and Moment of Silence</b> to honor Ms. Carol Flowers, CCRTA Retiree with 40+ Years of Service  | M. Rendón      | 5 min.   | -----                      |
| 7.   | <b>Awards and Recognition –</b><br>a) Natalie Grady, Training Instructor<br>b) Melissa Espinoza, Training Instructor<br>c) Victoria Obas, Training Instructor   | M. Rendón      | 5 min.   | -----                      |
| 8.   | <b>Discussion and Possible Action</b> to Approve Board Minutes of the Board of Directors Meeting of November 2, 2022  | D. Leyendecker | 3 min.   | <b>Pages 1-10</b>          |
| 9.   | <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.<br>a) <b>Action</b> to Award a Contract to Rain Seal Masters Roofing and Sheet Metal, Inc. for Bear Lane Flat Roof Replacement |                | 3 min.   | <b>Pages 11-12<br/>PPT</b> |
| 10.  | <b>Discussion and Possible Action</b> to Authorize the Chief Executive Officer (CEO) or Designee to Execute Payment of \$545,629 to Texas Municipal League Inter-Governmental Risk Pool (TMLIRP) for the Following Lines of Coverage for FY2023:  | M. Rendón      | 3 min.   | <b>Page 13-14<br/>PPT</b>  |

# AGENDA MEETING NOTICE

|     |  |  |                                      |   |
|-----|--|--|--------------------------------------|---|
|     | Auto Liability Insurance, Auto Catastrophe Insurance, Property Insurance, General Liability Insurance, Errors & Omissions Insurance, Law Enforcement Liability and Workers' Compensation Insurance               |  |                                      |   |
| 11. | <b>Discussion and Possible Action</b> to Authorize the Chief Executive Officer (CEO) or Designee to Authorize the Lease Renewal with Senator Chuy Hinojosa for Lease Space at the Staples Street Center Building | S. Montez  | 3 min.                               | <b>Page 15-22</b><br>Attachment A<br><i>PPT</i>   |
| 12. | <b>Committee Chair Reports</b><br>a) Administration & Finance<br>b) Operations & Capital Projects<br>c) Rural and Small Cities<br>d) Legislative   | G. Canales<br>E. Salazar<br>L. Allison<br>A Muñoz  | 3 min.<br>3 min.<br>3 min.<br>3 min. | -----   |
| 13. | <b>Update</b> on RCAT Committee Activities   | S. Montez  | 3 min.                               | <i>PPT</i>  |
| 14. | <b>Presentations:</b><br>a) 2021 Annual Comprehensive Financial Report (ACFR)<br>b) October 2022 Financial Report<br>c) December 2022 Procurement Update<br>d) October 2022 Operations Report                    | R. Saldaña<br>Kristine Caruso,<br>Carr Riggs & Ingram, LLC<br>R. Saldaña<br>R. Saldaña<br>D. Majchszak | 25 min.                              | <b>Pages 23-25</b> <i>PPT</i><br><b>Pages 26-38</b> <i>PPT</i><br><i>PPT</i><br><b>Pages 39-48</b> <i>PPT</i> |
| 15. | <b>Discussion (in Closed Session)</b><br>Executive Session on CEO Update   | D. Leyendecker   | 10 min.                              | -----   |
| 16. | <b>Acting CEO Report</b>   | M. Rendón  | 5 min.                               | <i>PPT</i>  |
| 17. | <b>Board Chair Report</b>  | D. Leyendecker   | 10 min.                              | -----   |
| 18. | <b>Adjournment</b>   | D. Leyendecker   | 1 min.                               | -----   |

**Total Estimated Time: 1 hour 39 mins.**

On **Friday, December 2, 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  
BOARD OF DIRECTORS' MEETING MINUTES  
WEDNESDAY, November 2, 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. Approved Board of Director Meeting Minutes of October 5, 2022
7. Heard Update – Federal & State Legislative Reports
  - a) Federal – Cassidy & Associates
  - b) State – Longbow Partners
8. Heard Update – Health Care Consulting/Risk Management Services with Roland Barrera
9. Public Hearing #2 – Regarding Adoption of the FY2023 Operating and Capital Budget
10. Adopted the FY2023 Operating and Capital Budget
11. Heard Update – Corpus Christi MPO 2022 Planning Activities
12. Heard Update – Long Range System Plan
13. Heard Committee Chair Reports
  - a) Administration & Finance
  - b) Operations & Capital Projects
  - c) Rural and Small Cities
  - d) Legislative
14. Approved Consent Items
  - a) Approved the Fiscal Year 2023 Board & Committee Meetings Calendar
  - b) Adopted a Resolution to Approve a Change to the Investment Policy, Designation of the Investment Advisor and List of Approved Brokers/Dealers
  - c) Awarded a Contract to Industrial Networking Solutions for bus Modem Cellular Routers
  - d) Entered into a Three-Year Software Agreement with Remix Technologies, LLC
15. Heard Update on RCAT Committee Activities
16. Heard Presentations –
  - a) September 2022 Financial Report
  - b) November Procurement Update
  - c) September 2022 Operations Report
17. Heard Acting CEO Report
18. Heard Boar Chair Report
19. 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 8:34 a.m., and asked Ms. Beatriz Charo, 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, Gabi Canales (virtual), Beatriz Charo, Jeremy Coleman, Anna Jimenez, Erica Maymi, Aaron Muñoz, Eloy Salazar and Matt Woolbright.

### **Board Members Absent**

Armando Gonzalez

### **Staff Present**

David Chapa, Angelina Gaitan, Derrick Majchszak, Sharon Montez, Rita Patrick, Mike Rendón, Robert Saldaña, John Esparza, Alejandro Augustin, Gordon Robinson and Marisa Montiel. MV Transportation: Ben Schmit.

### **Public Present**

Rob MacDonald, Corpus Christi MPO. Andrew Forbes and Barry Rhoads with Cassidy and Associates. Myra Garcia.

### **Safety Briefing**

Mr. John Esparza, Safety and Security Administrator, presented the safety briefing to the Board and audience. He noted that if there is an emergency, the audience would exit the boardroom to his right and proceed to the East Stairwell, down to the first floor where they would exit the East side stairwell doors. From there, they would continue to the employee area parking lot in assembly area one. Ms. Montiel will account for all Board Members and Mr. Esparza would be the last out to ensure everyone exits properly. He noted to not use the elevator during an emergency, do not return until all clear has been given and if a shelter in place is needed, they would do so in the Westside stairwell.

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

There was one received from Director Aaron Muñoz pertaining to item 8. This will be held on record.

### **Opportunity for Public Comment**

Board Chair noted that there were ten public comments submitted online and have been provided to the Board. They read as follows:

1. Stephen Rowan – CCRTA has a lot of turnover. Workers here are frustrated. The pay is good but the environment is not great. And you won't allow TWU dues deduction you only make things worse. You only listen to us but that's not true.



2. Ashely Benazeraf - CCRTA has a lot of turnover. Workers here are frustrated. The pay is good but the environment is not great. And you won't allow TWU dues deduction you only make things worse. You only listen to us but that's not true.
3. Myra Garcia – TWU.
4. Robert Garcia - CCRTA has a lot of turnover. Workers here are frustrated. The pay is good but the environment is not great. And you won't allow TWU dues deduction you only make things worse. You only listen to us but that's not true.
5. Gary Stokley - CCRTA has a lot of turnover. Workers here are frustrated. The pay is good but the environment is not great. And you won't allow TWU dues deduction you only make things worse. You only listen to us but that's not true.
6. Gordon Leach – I work hard here at CCRTA. I love what I do. And to hear you will not take union dues out of our paycheck is hurtful. This is not a difficult request. Please start deductions and forward to TWU for me and coworkers ASAP.
7. Cynthia Ramos – So close and yet so far away! Why will you not take you didn't do this out of my paycheck t w u has shown nothing but professionalism ever since coming to our aid over 2 years ago. We ask for the help and they came.
8. Olga Jaillette – Greetings Chairman Leyendecker and Board Members. My name is Olga Jaillette, bus operator for CCRTA and I voluntarily signed a dues authorization card with Transport Workers Union AFL-CIO. I was under the impression that dues would be deducted through payroll as was done with a previous union/association. I have been informed that Interim CEO Miguel Rendon refused the collection of dues through payroll as per your instructions. I am requesting that you reconsider this decision and allow for the collection of union dues through payroll deductions. Thank you. Respectfully, Olga Jaillette.
9. Gerardo Ramos – My name is Gerardo Ramos, I am a mechanic at CCRTA and I am asking you to start my union dues deduction for union representation with the Transport Workers Union. TWU has been very professional during all this time they have been helping us organize. Please work with TWU to start payroll deductions of Union dues as soon as possible. Thank you for your time. Respectfully Gerardo Ramos.
10. Rigoberto Resendiz – Chairman Leyendecker and Board Members, I am kindly asking you to start my dues deduction for union representation with the Transport Workers Union. As a mechanic for CCRTA I am somewhat surprised you will not allow this to take place but you will allow other forms of payroll deduction for other things. Thanks.

In person, Myra Garcia spoke. She noted she is a Bus Operator at CCRTA and has been there for eight years. She notes she is also one of the elite organizers responsible for bringing union representation back to CCRTA with TWU. The TWU is not ATU, and they have been there helping them there for over three years now. She continues that while they are happy that there is productive discussion taking place amongst them now, and they are disheartened to learn from operation leadership that this board would not allow voluntary payroll deductions of dues for over 50 of her co-workers, including herself. She asks why. She says that if they say they care about them, why will they not work with them on this issue, this one issue that will not hurt or impact RTA taxpayers or ridership to the public. What would it take is not fair, she says. She continues to state it shows that they do not



care. She notes that the work is here at RTA, the workers here at RTA know it. She addressed the Board Chair stating the last time that the two TWU organizers were here, he broke protocol and directed, directly responded to one of their claims that wounded up costing RTA and the community federal grant money. Given this request wont cost anything, she asked if he would break protocol again and respond to his workers needing for these due deductions authorization so they can report back to them about this decision. She thanked them for their time.

Ms. Montiel noted there was another name on the sign-up list but it was scratched out. Chair Leyendecker asked if there were any public comments, hearing none, the next item was presented.

### **Discussion and Possible Action to Approve the Board of Directors Meeting Minutes of October 5, 2022**

**DIRECTOR ELOY SALAZAR MADE A MOTION TO APPROVE THE BOARD OF DIRECTORS MEETING MINUTES OF OCTOBER 5, 2022. VICE CHAIR ANNA JIMENEZ SECONDED THE MOTION. ALLISON, CHARO, CANALES, COLEMAN, JIMENEZ, LEYENDECKER, MAYMI, MUÑOZ, SALAZAR AND WOOLBRIGHT VOTING IN FAVOR. ABSENT GONZALEZ.**

### **Update – Federal & State Legislative Reports**

- a) **Federal – Cassidy and Associates** – Andrew Forbes, Senior Vice President, introduced himself & Mr. Barry Rhoads, Chairman of Cassidy and Associates and gave a summary of the company history and purpose. He opened up with the political overview by providing an election 2022 update and discussed the remaining 2022 schedule. Mr. Forbes talked about the 2022 Low or No-Emission Buses Program. FTA received 530 eligible project proposals totaling approximately \$7.72 billion in request. The majority (over 460) were “highly recommended” after the technical review. They selected 102 applications for funding and the average award was \$11 million. 73 of the 102 projects received under \$10 million. CCRTA’s proposal was rated “highly rated” across the board. Mr. Forbes stated that the team will look at this again next year and tweaks will be made with likely lowering the ask to have a better chance at funding. Next, he discussed the appropriations and community project funding or “earmarks”. FEMA Transit Security Grant Program was discussed. Lastly, he summarized the 2023 Federal opportunities and identified programs that align with CCRTA’s planning.

At this time, he took any questions the Board had. Director Woolbright asked why the ask amount was so high for the Low No application. Mr. Forbes replied that many factors played into it, saying that this was the first time there was this much money available and also, it was a scalable project. Director Woolbright followed up with asking if CCRTA will be asking for less next time around. Mr. Forbes replied yes. Director Maymi asked in regards to the FEMA program, when is it due. Mr. Forbes replied the NOFO would be released early summer, so discussions should begin around February.





Mr. Rendón added how this program related to human trafficking and is a huge hot topic around the country. Mr. Rendón says that he is going to be doing research to help with this grant application. Director Muñoz asked if the next round would it be better to submit two separate applications or if it would benefit to submit them separately next time. Mr. Forbes replied that conversations need to be had to see what the priorities are and to see what the best strategy will be. Chair Leyendecker noted how the FTA stated regionality and connecting rural is important and Mr. Forbes agreed.

**b) State – Longbow Partners**

At this time, Tris Castaneda, Longbow Partners Partner, introduced himself and summarized the recommended initiatives. He discussed the legislation amending Sect. 162.365(c)(d) authorizing MTA to provide natural gas fueling to municipal, county, and other political subdivisions due to a catastrophe or technical breakdown in their fueling capabilities without losing its tax-exempt status. Also, to protect, preserve, and seek additional appropriations for air quality planning funds (TCEQ, Rider 7, \$4.5 million, from Clean Air Account 151). Mr. Castaneda recommends the initiative to preserve and insure CCRTA, as a political subdivision, eligibility for Texas Emissions Reduction Plan (TERP) funds and the state's Clean Transportation Zone programs, supporting electric vehicle/infrastructure grant funds. The next initiative is legislation amending Subchapter D, Chapter 12, Penal Code, increasing the criminal penalty for certain offenses committed on the premises of a public transportation authority system. Lastly, to conform treatment of CCRTA under 451.061, Transportation Code in connection with a transparent, fare approval committee. Director Woolbright asked in regards to Section 162.365(c)(d), if CCRTA would be a gas dealer to private companies. Mr. Castaneda replied no, it would only be to public entities and only during public emergencies. Mr. Castaneda discussed other possible initiatives to include amending the Tax Code to be exempt from the gasoline tax, to consider exempting from the two-cent local sales tax cap and to seek to maximize federal infrastructure and EV funding for CCRTA and the Coastal Bend.

Next, Mr. Castaneda discussed endorsements and noted they would be playing a supportive role in this topic. Some considerations are authority of an urban transit district to expand services as a means to improve services in rural areas served by the RTA. Consider supporting efforts to bolster Gulf Coast protection and flood infrastructure capabilities. Consider supporting state economic development incentive programs, which are under Sunset Review. Consider supporting broadband services deployment and endorse other identified local and Coastal Bend issues. Lastly, he discussed defensive measures which included preserving the integrity of Chapters 451, 452 of the Transportation Code and general MTA authority. Director Muñoz asked which of these defensive measures should be top priority going into the next session. Mr. Castaneda replied all of them and possibly the electric vehicle and road user fees will be of importance. Director Salazar asked in anticipation of the mentioned mileage, what other options does he think they will have. Mr. Castaneda replied, it's going to be either by the vehicle itself by perhaps taking on a fee to registration. The board had no further questions.



### **Update – Health Care Consulting/Risk Management Services with Roland Barrera Insurance**

Mr. Roland Barrera, Roland Barrera Insurance, introduced himself and provided a service update to the Board. He introduced Denise with 90-Degree Benefits who was present in the audience. He displayed the overall plan expenses pointing out there was \$6,956,034 in overall billed medical and Rx claims. After the contracted discounts, the overall medical and Rx claims totaled \$2,259,657. He displayed and discussed the summary of risk stating there were about 4,180 claims YTD. He points out that claims are good because they want to make sure the individuals are getting the care that they need. Total paid claims were \$1,662,530 with an overall saving of \$4.5 million dollars. Director Maymi asked about the yearly deductible, which shows \$0, vs monthly, which shows \$83,793. Mr. Barrera replied that the plan does not have an annual deductible, but a monthly deductible of \$300 which would only be paid when utilized. Chair Leyendecker pointed out that this favors more one-time events vs chronic events. Mr. Barrera displayed the medical and Rx net paid claims and pointed out the authority has a self-fund threshold of \$65,000 per individual. He displayed and discussed the top diagnoses among employees. Director Woolbright asked if there are any screens or tints in the buses to help block UV rays to help prevent skin cancer with the drivers. Mr. Barrera said no but he would look into it. Next, Mr. Barrera discussed and displayed the chronic conditions among employees. Director Maymi asked about getting employees motivated in December since they are typically motivated in January. Mr. Rendón noted that there are discussions to open up a fitness room at Staples Street since there is one at Bear Lane. Bear Lane would get updates as well to help with the motivation.

### **Public Hearing #2 – Regarding Adoption of the FY2023 Operating and Capital Budget**

At 9:49 a.m. Mr. Robert Saldaña held the Public Hearing #2. He reviewed the dates of the Budget workshop and public notice hearings. Public Hearing #1 was last Wednesday to the general public. Budget workshop #1 started on July 2022, and noted that November 2nd would be budget Hearing #2 FY 2023 Budget Adoption. Mr. Saldana listed a service plan of the FY 2023, the transit services of 3,174,488 passenger trips, 308,465 hours of services and 5,435,608 miles of services. He discussed the implementation of initial Long-System Plan Recommendations. He displayed the budgeted number of full-time employees (FTE), which totaled 288.38. Mr. Saldaña reported fiscal year 2023 operating and capital budget and noted the operating revenues totaled \$44,024,797 for the proposed FY2023 budget. The FY2023 proposed budget operating expenses total \$45,860,089. He provided a PowerPoint of a five-year CIP from year 2023-2027 that included number of projects (62) and project cost of \$46,319,935 which is comprised of Federal (\$36,721,221) and Local Monies (\$9,598,714). He displayed each years' project costs. The proposed FY2023 Budget for expenses total is \$56,538,665. Mr. Saldaña answered any questions the board had. Public Hearing # 2 ended at 9:49 a.m.





**SECRETARY LYNN ALLISON MADE A MOTION TO ADOPT THE FY2023 OPERATING AND CAPITAL BUDGET. DIRECTOR ERICA MAYMI SECONDED THE MOTION. ALLISON, CHARO, CANALES, COLEMAN, JIMENEZ, LEYENDECKER, MAYMI, MUÑOZ, SALAZAR AND WOOLBRIGHT VOTING IN FAVOR. ABSENT GONZALEZ.**

### **Update- Corpus Christi MPO 2022 Planning Activities**

Mr. Derrick Majchszak introduced Mr. Rob MacDonald, MPA, PE Transportation Planning Director with the Corpus Christi MPO Regional Transportation Planning Agency. He discussed who the MPO serves. He showed a map of the Corpus Christi MPO Planning Areas. He provided their website with has their key processes and valuable resources. He discussed that they put together the 2020-2045 Metropolitan Transportation Plan, the 2023-2023 Transportation Improvement Program, the 2023-2024 Unified Planning Work Program and the Congestion Management Process. He shared MPO's Public Participation Plan Principles. He discussed the 2021 Program for Addressing Discrimination (PAD). He discussed how there are overlapping transportation objectives with CCRTA. He displayed a map of existing and future land use. He showed and discussed a snapshot of equity and environmental justice within CCRTAs service area. Mr. MacDonald discussed the City of Corpus Christi ADPs "Planned Quality of Life". He displayed the 2045 MTP Fiscally Constrained Project List, which is updated annually. He noted \$80,132,409,011 is was TXDOT funds annually. He discussed the TxDOT 2023 UTP Projects. He noted that whatever CCRTA decides project wise, they are then brought over to MPO and added into their plan. MPOs Long-Range plan is on its way currently through 2050. He answered any questions the board had at this time.

At this time, a five-minute break was taken and the meeting resumed at 10:32 a.m.

### **Update – Long Range System Plan**

Mr. Derrick Majchszak, stated the Board Priority for this item is innovation. He discussed the goals and objectives of the Long-Range System Plan and noted they are aimed to re-align system wide services with public needs to increase ridership. Identify service and capital improvements with financial projections. Provide a road map for innovative service improvements and prioritized capital investments through 2027 and beyond. He noted past similar plans include Vamanos in 2012 and Transit Plan 20/20 in 2016. He displayed a rough project schedule, which the kickoff began in January of 2022 and the final presentation will be presented in January 2023. Mr. Majchszak talked about the first and second rounds of public and stakeholder outreach. He discussed the service improvement recommendations. Next, he talked about the next steps which include finalizing service improvement recommendations over the next 5 years, present final recommendations at Board of Directors meeting in January 2023 and Implement phased service improvements in the future. Chair Leyendecker asked what the timeline would be after approval. Mr. Majchszak said that there would be phases over time.



### **Committee Chair Reports**

Director Canales had nothing to report for the Administration and Finance Committee. Director Salazar reported the same for the Operations & Capital Projects. Secretary Allison had nothing to report for the Rural and Small Cities Committee. Director Muñoz for the Legislative Committee reported he would be working with Tris Castaneda to be putting together an agenda for an upcoming meeting.

### **Consent Items**

- a) **Approve the Fiscal Year 2023 Board and Committee Meetings Calendar**
- b) **Adopt a Resolution to Approve a Change to the Investment Policy, Designation of the Investment Advisor and List of Approved Brokers/Dealers**
- c) **Award a Contract to Industrial Networking Solutions for Bus Modem Cellular Routers**
- d) **Enter into a Three-Year Software Agreement with Remix Technologies, LLC**

**DIRECTOR BEATRIZ CHARO MADE A MOTION TO APPROVE CONSENT ITEMS A) THROUGH D). DIRECTOR ERICA MAYMI SECONDED THE MOTION. ALLISON, CHARO, CANALES, COLEMAN, JIMENEZ, LEYENDECKER, MAYMI, MUÑOZ, SALAZAR AND WOOLBRIGHT VOTING IN FAVOR. ABSENT GONZALEZ.**

### **Update on the RCAT Committee Activities**

Ms. Sharon Montez, Managing Director of Capital Projects and Customer Services, gave the RCAT Committee Update. She noted their last meeting was held on October 20<sup>th</sup> and she gave the committee updates that were presented at the October CCRTA Board meeting. She displayed the B-Line Service Performance Report and noted no issues. The next RCAT Committee meeting will be held on November 17<sup>th</sup> and there will be no December meeting. Chair Leyendecker asked how the RCAT committee is coming along and Ms. Montez noted that there are a few applications for the RCAT Chair and they will be reviewed with Mr. Rendón.

### **Presentations**

#### **a) September 2022 Financial Report**

Mr. Robert Saldaña presented the September financials and noted that the item aligns with the Board Priority of Public Image & Transparency. He presented the highlights for the month stating Bus Advertising was 97.49% of baseline, Investment Income was 3,155.73% of baseline and Operating Expenses were 96.64% of baseline. He displayed the September 2022 Income Statement Snapshot. Total revenues come in at \$4,810,166 and total expenses were \$4,160,570. He displayed the revenue categories. He pointed out that the Sales Tax Revenue is an estimation as this figure as of now. The operating vs. non-operating revenue was displayed and discussed. The total operating revenues were \$125,506. Next, he discussed and displayed a pie chart of where the money went. Mr. Saldaña showed the expenses



by object for September. Purchased Transportation was 22%, Miscellaneous 2%, Supplies 9%, Salaries and Wages 36%, Benefits 14%, Services 14%, Utilities 2% and Insurance was 1%. The total Departmental Operating expenses were \$3,255,548. He presented the YTD for the month of September stating the Bus Advertising was 108.35% of baseline, Investment Income was 1,328.23% of baseline and Operating Expenses were 129.98% of baseline. He presented the income YTD statement for September stating total revenues were \$42,031,388 on a budget of \$39,085,182, total expenses were \$32,770,670 on a budget of \$35,058,698. 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. Mr. Saldaña discussed the fare recovery ratio. The current YTD FRC is 2.59%. Mr. Saldaña displayed the sales tax update for August in which \$3,220,185 was received. Mr. Saldaña then answered any questions the board had.

**b) November Procurement Update**

Mr. Robert Saldaña noted this item aligns with the Public Image and Transparency priority. He discussed the current procurements, the roof replacement at Bear Lane Operations Building, with a firm-price service contract, with an estimated cost of \$231,760. The purchase, restoration and repurposing of the Kleberg Bank Building for a six-month contract. The Bus CAD/AVL System, with a 15-Month supply and service contact and an estimated cost of \$2,109,500. The Life and Accidental Death and Dismemberment Insurance, with a three-year firm-fixed service contract and estimated cost of \$295,026. The total of current procurements is \$2,636,286. The three-month outlook under the CEO signature authority was displayed next. All of these items are \$50,000 or less. The items include parts cleaner service for \$20,335, B2GNow online DBE and vendor registration for \$18,000, AVL annual software maintenance for \$49,279, Global ACA services for \$25,000, Investment Advisory Services for \$22,000, Trapeze FX-Blockbuster for \$31,671, South Texas Military Task Force for \$25,000, media production, editing and coordination services for \$45,000 and Pre-employment background screening for \$18,000. These total \$254,285. Mr. Saldaña closed with stating the Marina Space with the City of Corpus Christi is about \$6,100, he noted this will increase to \$6,840 moving forward.

**d) September 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 September 2022 vs. September 2021. The Passenger Trips up 26.4%, the Revenue Service Hours were up 3.9% and the Revenue Service Miles were up 7.5%. He displayed the RTA System Monthly Ridership Trends and the System-Wide Monthly Ridership by Mode. He noted the system overall was up 26.4% but down -38.7% vs. pre-covid. For YTD System Wide Ridership by mode, the system is overall up by 18.2% but down -48.1% vs pre-covid. The Fixed-Route Bus Service was up 17.6% but down -50.2% vs pre-covid. He displayed the system-wide YTD Ridership by Mode chart. Next, he discussed the fixed route bus on-time performance and reported no issues. He displayed a list of the upcoming impacts and pointed out the total number of bus stops currently impacted or remain closed is 24 and 79 additional bus stops to be



impacted or possibly closed due to these impacts. The B-Line service passengers per hour did meet the performance standard. There were 19 customer assistance forms for the month, which is a little higher than usual. There was one accommodation made. The miles between road calls and the large bus fleet exceeded the standards as well with no issues. At this time, Mr. Majchszak answered any questions the Board had.

### **CEO Report**

Mr. Mike Rendón opened up with proving organizational updates. Ridership has by 30%. There were four new hires in October, two were Bus Operators, one dispatcher and one custodian. He noted the free rides for election time, which included the first day of early voting and election day. An Employee Appreciation Day was held on October 31<sup>st</sup>, where lunch, commemorative shirts, and giveaways were provided. Mr. Rendón read employee testimonies stating their positive experiences as CCRTA employees. Next, he provided a CEO update, highlighting industry and organizational meetings and conferences. The APTA TRANSform Conference was held in Seattle, WA and six Board Members attended the conference. Mr. Rendón and Director Gonzalez visited the Tesla Gigafactory. The GoPass Mobile App Bus Wrap Unveiling was held on October 18<sup>th</sup>. The Chamber Infrastructure Committee Presentation, TTA Stakeholder Meeting, and the “Go & Vote” press conference were all held in October. Mr. Rendón noted that the City of Corpus Christi has expressed interest in using the CCRTA Board Room and facilities for City Council meetings while their chambers are renovated. The October community events were highlighted which included the American GI Forum Bus Wrap, Texas Jazz Festival Shuttles, Free Rides for Early Voting, Grow Local Farmers Market, Red Ribbon Week Parades, West Oso & Schanen Estates Elementary, Del Mar College & TAMU-CC Festivals and Dia De Los Muertos Festival Shuttles. He displayed and discussed the upcoming November events calendar. Mr. Rendón answered questions the board members had.

### **Board Chair Report**

Chair Leyendecker opened up the floor to the Board Members and they all went down the line to speak. The Directors and Board Chair all commented how much they appreciate the staff and have been happy to see all the community engagement recently.

### **Adjournment**

There being no further review of items, the meeting adjourned at 11:03 a.m.

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Lynn Allison, Board Secretary

Submitted by: Marisa Montiel



**Subject:** Award a Contract to Rain Seal Masters Roofing and Sheet Metal, Inc. for Bear Lane Flat Roof Replacement

**Background**

The Bear Lane Operations Facility was built in 2002 and the roof had a 20-year life.

**Identified Need**

The existing flat roof on the first and second floor, at the Bear Lane Operations building has reached it useful life and is scheduled for replacement.

**Analysis**

An Invitation for Bids (IFB) was issued on August 30, the pre-bid was held September 16<sup>th</sup>, the bids were due November 7<sup>th</sup>, and five (5) proposals were received. The lowest base bidder is Rain Seal Master Roofing & Sheet Metal, Inc., at \$217,600.

| Company                                      | Base Bid  | Add Alternate | Total for Base Bid and Add Alternate |
|--|-----------|---------------|--------------------------------------|
| Rain Seal Master Roofing & Sheet Metal, Inc. | \$217,600 | \$97,400      | \$315,000                            |
| Pinion 91 Contracting, LLC                   | \$220,388 | \$29,600      | \$249,988                            |
| Gemini Services of the Coastal Bend, LLC     | \$249,600 | \$74,900      | \$324,500                            |
| Argio Roofing & Construction, LLC            | \$314,200 | \$71,000      | \$385,200                            |
| Gazoria Roofing, LLC dba Diverse Roofing     | \$376,000 | \$48,000      | \$424,000                            |

Rain Seal Master Roofing has been in business since 1999, and incorporated since 2002. A list of previous clients includes Coastal Bend College Kingsville, Industrial Independent School District, De Leon Elementary, Victoria ISD and Tulo-so-Midway Independent School District. De Leon Elementary and Tulo-so Midway were both very satisfied with Rain Seal’s performance.

Staff also considered the possibility of making an award with the Additive Alternate to Pinion 91 Contracting, LLC which would be the lowest bid with that combination. The following issues cause that option not to be workable for the CCRTA: (1) the grant funds available to the CCRTA after the other costs incurred are not sufficient to cover the full amount; (2) the cost proposed of \$29,000 for the additive alternate is so far below the costs of the other bids for the same work (less than half of the median of all five bids) raises questions about whether it is a viable option; and (3) CCRTA staff has not been able to confirm the references provided by Pinion 91 Contracting, LLC.

**Disadvantaged Business Enterprise**

There was no DBE contract goal set for this procurement.

**Financial Impact**

The award of the contract is \$217,600 for the base bid portion. This project is federally funded, and is an 80/20 split. The budget for the project is \$231,760.

**Board Priority**

The Board Priority is Facilities and Safety.

**Recommendation**

Staff requests the Board of Directors authorize the Chief Executive Officer (CEO) or designee to Award a Contract to Rain Seal Master Roofing & Sheet Metal, Inc., for Bear Lane Flat Roof Replacement for \$217,600.

Respectfully Submitted,

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

Final Approval by:  \_\_\_\_\_  
Miguel Rendón  
Acting Chief Executive Officer





**Subject:** Action to Execute Payment of \$545,629 to Texas Municipal League Intergovernmental Risk Pool (TMLIRP) for the Following Lines of Coverage for FY2023: Auto Liability Insurance, Auto Catastrophe Insurance, Property Insurance, General Liability Insurance, Errors & Omissions Insurance, Law Enforcement Liability and Workers' Compensation Insurance

### **Background**

The Corpus Christi RTA is insured through The Texas Municipal League Intergovernmental Risk Pool (TMLIRP). The Authority has been a member of the Liability Property Fund since 1990 and joined the Worker's Compensation Fund in 2009. Participation in the funds was initiated by entering into Interlocal Agreements with the participating pool member local governments.

### **Identified Need**

The assets and interest of the Corpus Christi RTA need to be adequately protected through insurance coverage.

### **Analysis**

Total contribution costs for FY2023 have decreased by 2.9% or \$16,424 over 2022. Five lines of coverage out of eight lines of coverage contributions have decreased.

The main increases and decreases are explained as follows:

#### **Decreases:**

- General Liability, Errors & Omissions Liability, Automobile Catastrophe, and Law Enforcement Liability – modifier improved slightly
- Automobile Liability/Medical Payments – improved loss experience and modifier improved slightly

#### **Increases:**

- Real & Personal Property including Flood and Earthquake – 15% inflation factor
- Workers' Compensation – change in loss experience

### **Disadvantaged Business Enterprise**

There is no DBE goal.

### **Financial Impact**

A finalized cost schedule table which compares fund contributions is presented below:

| Types of Coverage   | Limit        | Deductible | 2021           | 2022           | 2023           | Inc./Dec       |
|---|--------------|------------|----------------|----------------|----------------|----------------|
|   |              |            | Contribution   | Contribution   | Contribution   | 2022 & 2023    |
| General Liability   | \$9,000,000  | \$0        | 2,885          | 3,783          | 3,610          | -173           |
| Errors & Omissions Liability  | \$2,000,000  | \$10,000   | 8,994          | 13,550         | 12,572         | -978           |
| Automobile Liability/Medical Payments   | \$500,000    | \$0        | 238,761        | 232,769        | 207,758        | -25,011        |
| Automobile Catastrophe  | \$10,000,000 | \$10,000   | 30,460         | 103,029        | 98,407         | -4,622         |
| <b>Sub Total:</b>   |              |            | <b>281,100</b> | <b>353,131</b> | <b>322,347</b> | <b>-30,784</b> |
| Law Enforcement Liability   | \$5,000,000  | \$1,000    | 764            | 1,618          | 1,560          | -58            |
| Real & Personal Property (Includes Flood and Earthquake with a \$25,000 deductible) | \$47,919,810 | \$10,000   | 40,136         | 46,975         | 53,116         | 6,141          |
| Loss of Income, Extra Expense, Rents  | \$1,000,000  | \$10,000   | Included       | Included       |                | --             |
| Boiler & Machinery  | \$100,000    | \$10,000   | Included       | Included       |                | --             |
| Public Employee Dishonesty  | \$500,000    | \$2,500    | 807            | 837            | 837            | 0              |
| <b>Sub Total:</b>   |              |            | <b>41,707</b>  | <b>49,430</b>  | <b>55,513</b>  | <b>6,083</b>   |
| <b>TOTAL: LIABILITY, PROPERTY &amp; CRIME</b>                                       |              |            | <b>322,807</b> | <b>402,561</b> | <b>377,860</b> | <b>-24,701</b> |
| Workers' Compensation   | Statutory    |            | 192,842        | 159,492        | 167,769        | 8,277          |
| <b>GRAND TOTAL</b>  |              |            | <b>515,649</b> | <b>562,053</b> | <b>545,629</b> | <b>-16,424</b> |

### Board Priority

This item aligns with the Board Priority – Safety and Security and Transparency.

### Recommendation

Staff requests the Board of Directors authorize the Chief Executive Officer (CEO) or designee to execute payment of \$545,629 to Texas Municipal League Inter-Governmental Risk Pool for the following lines of coverage for FY2021: Auto Liability Insurance, Auto Catastrophe Insurance, Property Insurance, General Liability Insurance, Errors & Omissions Insurance, Law Enforcement Liability and Workers' Compensation Insurance.

Final Approval by: \_\_\_\_\_

Miguel Rendón  
Acting Chief Executive Officer



**Subject:** Authorize the Lease Renewal with State of Texas for Senator Hinojosa Office Lease Space at the Staples Street Center Building

**Background**

Senator Hinojosa’s office is located on the second floor at the Staples Street Center and have occupied that space since 2016, when the building opened. Their office space is approximately 1,710 net usable square feet. Senator Hinojosa’s lease agreement also allows for up to 3 unreserved parking spaces for their employees. The Senator’s lease also provides access to any community room facilities for meetings or conferences, upon coordination with CCRTA staff.

**Identified Need**

The initial term of the lease was a little over 4 years, commencing on December 1, 2016. The term of the initial lease expired on January 10, 2021.

The second lease term covers a little over two-years. The term runs from January 11, 2021 through January 10, 2023.

The term of this lease is 2 years, and may be renewed one time for a period up to 24 months, under the same terms and conditions. The two-year lease term is from January 11, 2023 to January 10, 2025. Lessee shall give Lessor written notice of intention to exercise this option by December 15, 2024.

**Lease Information**

| Months                                       | Annual Gross Rental Rate (PSF) | Net Usable Square Feet | Monthly Rent | Estimated Annual Lease Amount |
|--|--------------------------------|------------------------|--------------|-------------------------------|
| 1-12   | \$ 17.95                       | 1,710                  | \$ 2,557.88  | \$ 30,694.56                  |
| 13-24  | \$ 18.49                       | 1,710                  | \$ 2,634.83  | \$ 31,617.96                  |
| <b>Estimated Total for 2-Year Lease Term</b> |                                |                        |              | <b>\$ 62,312.52</b>           |

**Board Priority**

The Board Priority for this item is Facilities and Public Image.

**Financial Impact**

The amount of the monthly rent is adjusted each year to reflect a 3% annual increase.

The future lease revenue to be generated for the two-year term is estimated at \$62,312.52.

**Recommendation**

Staff requests that the Administration & Finance Committee recommend the Board of Directors authorize the Chief Executive Officer (CEO) or designee to authorize the lease renewal with the State of Texas for Senator Hinojosa’s lease space at Staples Street Center building.

Respectfully Submitted,

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

Final Approval by:  \_\_\_\_\_  
Mike Rendon  
Acting Chief Executive Officer

**TEXAS SENATE OFFICE SPACE LEASE CONTRACT**

1. PARTIES

This lease contract is made and entered into this \_\_\_\_ day of December, 2022, by and between (a) CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY, herein referred to as LESSOR, and (b) THE TEXAS STATE SENATE, herein referred to as LESSEE, on behalf of Senator JUAN "CHUY" HINOJOSA.

2. PROPERTY LEASED

Lessor promises, in return for the consideration and mutual promises described herein, to lease Lessee the following property and premises, to wit:

1,710 square feet of net usable space, located in the  
Staples Street Center Building, at  
602 N. Staples Street [street address]  
Suite 200 [suite number], in  
Corpus Christi [city]  
Nueces [county, Texas]  
78401 [zip]

Lessor also agrees to furnish any and all requirements, if any, to such property and premises as set out in LEASE SPECIFICATIONS. Any LEASE SPECIFICATIONS shall be attached hereto and incorporated herein by reference and made a part hereof for all purposes.

3. MONTHLY RENTAL

Lessee agrees to pay Lessor the following amounts per month which shall be paid solely from the funds of the Texas State Senate during the term of this lease:

| <u>Months</u>          | <u>Monthly Rent</u> | <u>Annual Gross Rental Rate (PSF)</u> |
|------------------------|---------------------|---------------------------------------|
| 1-12                   | \$2,557.88          | \$17.95                               |
| 13-24                  | \$2,634.83          | \$18.49                               |
| 25-36 (Renewal Option) | \$2,714.63          | \$19.05                               |
| 37-48 (Renewal Option) | \$2,795.85          | \$19.62                               |

(All additions or deletions of net usable space to this lease shall increase or reduce the stated amount by the above amounts per square foot per month.) Lessor agrees to submit monthly statements for rent to Lessee. The monthly rentals provided for herein shall be due and payable by Lessee in advance on the first day of the month and paid no later than the tenth day of the month for which said rentals are due. Any and all payments pursuant to this lease are governed by Chapter 2251 of the Government Code, as applicable.

4. TERM OF LEASE

The primary term of this lease shall be for 24 months commencing on the 11th day of January, 2023, and ending on the 10th day of January, 2025, but Lessor understands and agrees that Lessee may cancel this lease without penalty if Lessee for whose benefit this lease is made ceases to be a member of the Texas Senate for any reason or if the leased property ceases to be a part of the district Lessee member represents, or for any other reason as hereinafter provided.

(a) This lease contract is made and entered into contingent upon the availability of state funds appropriated by the Texas Legislature to cover the full term and cost of this lease. In the event state appropriated funds are not available, upon written notice to Lessor, Lessee may terminate this lease or adjust it in accordance with the provisions of this lease.

(b) If Lessor shall be unable to give possession of the demised premises on the date of commencement of the term hereof by reason of the fact that the premises are located in a building which is being constructed and which has not been sufficiently completed to make such premises ready for occupancy or if repairs, alterations, improvements, or decorations of the demised premises are not ready for occupancy by Lessee on the date of commencement of the term hereof, Lessee may terminate the lease by giving written notice. Lessee may not terminate the lease if the delayed occupancy is the responsibility of the state. Should termination occur under this paragraph, Lessor will be liable in damages for any additional rent Lessee is required to pay for facilities substantially equal to the demised premises. If Lessee so elects, Lessee may continue to treat this lease as in force and effect for a period of no more than 120 days after the stated date of commencement. During this time, or for as long as possession does not commence, Lessee shall not be liable for the rent reserved and covenanted to be paid and Lessor shall be liable for all costs necessary to house Lessee during this term. Payment hereunder shall not begin until the possession of the premises is given or the premises are available for full occupancy by Lessee, and Lessee is liable only for rent for those months beginning on and after such date. If Lessee takes possession of the premises or the premises are available for full occupancy other than on the first of the month, the rent for that month shall be prorated from the date Lessee takes possession or the premises become available.

## 5. RENEWAL OPTION

By mutual agreement between Lessee and Lessor, this Lease may be renewed one time for a period up to 24 months, under the same terms and conditions and for the monthly rental provided above for such renewal option. Lessee shall give Lessor written notice of intention to exercise this option by December 15, 2024.

## 6. GENERAL TERMS AND CONDITIONS

(a) Lessor further agrees that should Lessee request additional space during the term of this lease, Lessor may furnish such space as is requested by Lessee, if available, adjacent to space covered by this lease at a rental not more than the monthly cost per square foot shown in paragraph 3 above, and to be concurrent with the balance of the period covered by this lease. If it is determined and agreed by both Lessor and Lessee that market conditions have changed since the start of this lease, or the start of any option period currently in effect, the monthly cost per square foot applicable to the space to be added may be adjusted to reflect present market conditions. Lessor shall also furnish any and all services provided in this lease. The lease of additional space shall not be valid, however, unless evidenced in writing and signed by both parties.

(b) Lessor covenants and agrees to pay all taxes of whatever nature, levied and assessed, on or against the lease property and improvements during the term of the lease; and to keep the leased premises, property and buildings in good repair and condition during the term of this lease and any extension thereof, said maintenance to include, but is not limited to, the following services: repair and patch walls, ceiling and floor surfaces; painting as needed; replacement of broken glass; repair of window shades, blinds and/or drapes, fasteners and sash cord or chains; roof and ceiling leaks; building exterior, interior, plumbing, heating, air conditioning and ventilating equipment; fire protection equipment; miscellaneous valves; woodwork, locks, floor surface and coverings; and lighting fixtures, and the replacement of all defective or burned-out bulbs, fluorescent tubes, ballasts, and starters. In the event of the forecast of a flood, hurricane, or other natural disaster, Lessor shall take all reasonable and necessary actions to secure and protect the premises.

(c) It is further understood and agreed that if Lessor does not maintain the premises and all appurtenances thereto, as heretofore specified, in good repair, reasonable wear and tear excepted, Lessee shall notify Lessor in writing in reference thereto by certified mail, return receipt requested. If, within thirty (30) days after receipt of such notice Lessor fails to take steps to remedy the grievances specified in said notice, Lessee may take any and all actions in accordance with paragraph 6(n) below.



(d) Lessor hereby covenants and agrees that hereafter and during the term of this lease or any extension thereof, it will not rent, lease or otherwise furnish space in this or any adjacent buildings under its control to any enterprise which, in the usual exercise of its business, could be expected to create noise or odors injurious or disruptive to Lessee's normal governmental activity.

(e) Lessor further covenants that it has good and sufficient title to the said premises, and has full power and authority to execute this lease and to place Lessee in possession of the premises in full satisfaction of and compliance with the terms and conditions herein. Lessor also agrees that it will not attempt to impose upon Lessee any requirements of other legal instruments related to these premises not referred to herein or made a part hereof. Lessor warrants and defends unto Lessee against the claims of all persons to be leasehold interests of Lessee. Any person or entity executing this lease as agent for Lessor shall attach to this lease sufficient evidence or authority to act in the capacity shown.

(f) Lessor warrants that the operation of Lessee on the demised premises is not in violation of any city ordinance or statute or any restriction imposed against the demised premises and that Lessor will indemnify Lessee for any direct or indirect loss sustained by Lessee as a result of the existence of such restriction, ordinance, or statute.

(g) Lessor hereby covenants and agrees that Lessee may bring on to the leased premises any and all equipment and improvements reasonably necessary for the efficient exercise of Lessee's governmental responsibilities. Any and all improvements made by Lessee that will be permanently affixed to the property shall be agreed to and adopted by the parties hereto and shall become the property of the Lessor.

(h) Lessor acknowledges that it is an absolute necessity for Lessee to post signs indicating Lessee's name, location, and governmental purpose and grants Lessee permission to post all such necessary signs. Lessee shall make a good faith effort to ensure that such signs shall be prepared and installed in accord with Lessor's applicable rules and regulations, and in keeping with building decor, but in no event shall the total cost of such signs to Lessee exceed \$200.00. Any special requirements of Lessee contrary to the above must be stated in the specifications and made a part of this lease.

(i) On termination of this lease, by lapse of time or otherwise, Lessee may, within reasonable time thereafter, at its option and expense, remove from said premises any and all improvements, equipment, appliances, or other property placed or owned by it thereon; and shall deliver up said premises and property to Lessor in as good order and condition as they now are, or may be put by the Lessor, provided, however, that reasonable use, ordinary wear and tear, depreciation, damages, or destruction by fire or the elements or unavoidable casualty and repairs, and replacements, for which Lessor is obligated, are excepted.

(j) If, during the term of this lease, said premises, or any portion thereof, shall be condemned for any public purpose, either party hereto shall have the option of terminating and canceling this lease upon thirty (30) days' notice to the other party of its election to do so. Lessee, at its option, may elect to continue this lease and in such event the lease payments due hereunder shall be either reduced or withheld in proportion with the degree the space cannot be fully utilized by Lessee during remainder of this lease or any extension thereof.

(k) It is mutually agreed between Lessor and Lessee that if said building and premises shall, during the term of this lease or previous thereto, be slightly damaged by fire or any other such cause or causes, the same shall be promptly repaired by the Lessor. During the time of such repair, if the space cannot be fully utilized by Lessee, lease payments due hereunder shall be either reduced or withheld in accord with the degree of non-use. But, if said building and premises be so damaged as to render said premises unfit for occupancy, then, and from the date of such damage, this lease shall cease and be void; and any and all rent and other obligations hereunder due and payable on or after the date of such damage shall be null and void. Lessee shall remain liable only for rent and obligations, or any portion thereof, accruing prior to said date of damage; if Lessee has made any advance of rent or other obligations, Lessor shall promptly refund to Lessee that portion of such advance applicable to the period on and after that date. If Lessor has available under his control space which will meet Lessee's needs and offers same to Lessee, Lessee may, at its option, occupy that space under the

same terms and conditions of this lease. Any and all reasonable and necessary costs incurred by Lessee in occupying such new lease space may be deducted from any subsequent rent payments by Lessee.

(l) Lessee reserves the right to assign any agency of state government to occupy all or part of the space described herein, but covenants and agrees that it will not assign or sublet all or any part of the leased premises to any private parties (persons or corporations).

(m) In the event Lessee shall be in default in the payment of rentals or other charges hereunder, or shall otherwise breach its covenants or obligations hereunder, and shall be and remain in default for a period of thirty (30) days after the receipt of written notice from Lessor to it of such default, Lessor shall have the right and privilege of terminating this lease and declaring the same at an end, and of entering upon and taking possession of said premises, and shall have the remedies now or hereafter provided by law for recovery of rent, repossession of the premises, and damages occasioned by such default. The resolution of any claim by the Lessor under this lease is subject to the dispute resolution process set out in Chapter 2260 of the Texas Government Code and any rules adopted by the Texas Senate pursuant to that chapter, as applicable.

(n) In the event Lessor shall breach or be in default in the performance of any of the covenants or obligations imposed upon Lessor by this lease, and shall remain in default for a period of thirty (30) days after receipt of written notice from Lessee to it of such default, Lessee shall have the right and privilege of terminating this lease and declaring the same at an end, and shall have the remedies now or hereafter provided by law for recovery of damages occasioned by such default. In lieu of a formal declaration of default and resulting termination as provided above and in special cases urged by the occupying state agency, Lessee may withhold payment of rent from Lessor until such time as the violations have been corrected. If violations of this lease create an emergency situation and threaten the occupying agency's ability to use the premises, Lessee may correct all or any part of the violations and deduct the cost from rentals due Lessor. Such extraordinary remedies will only be undertaken in the best interest of the State when a move following termination would be highly disruptive to Lessee or the occupying agency and detrimental to its functions.

(o) The failure of Lessee or Lessor to insist in any one or more instances on a strict performance of any of the covenants of this lease shall not be construed as a waiver or relinquishment of such covenants in future instances, but the same shall continue and remain in full force and effect.

(p) This agreement and each and all of its covenants, obligations, and conditions hereof shall inure to the benefit of and be binding upon the heirs, personal representatives, successors, and assigns of Lessor.

(q) Lessee covenants and agrees to abide by any and all rules promulgated subsequent to commencement of this lease provided that such rules do not conflict with any provisions of this lease and do not impose any additional payments, costs, or obligations on Lessee or interfere with Lessee's quiet enjoyment of the premises. Such rules shall be submitted to Lessee for consideration and comment at least thirty (30) days prior to implementation.

(r) All written notice shall be delivered in person only to an authorized representative of the Lessor or Lessee or mailed via the United States Postal Service, Certified Mail, Return Receipt Requested, to the address of the Lessor or Lessee set out in this lease. Notice will be deemed to have been received three (3) business days after the date of mailing.

(s) Nothing in this lease shall be deemed to waive, annul, or modify the Lessee's sovereign immunity, except as otherwise provided by statute or legislation.

## 7. APPLICATION OF THE ADA AND ARCHITECTURAL ACCESSIBILITY REQUIREMENTS

Lessor hereby certifies that at the time the leased premises become occupied by Lessee and throughout the term of the lease and any additional tenancy, Lessor will comply with all applicable provisions of the Americans with Disabilities Act of 1990, Public Law 101-336 (42 U.S.C. Section 12101 et seq.), Chapter 469 of the Texas Government Code, and all other applicable state and federal architectural and structural requirements intended to allow individuals with disabilities access to all governmental programs and services offered by Lessee.

Lessor is solely responsible for ensuring that the premises meet all such structural requirements, including scheduling and submitting to any required inspections, paying any fees, and acquiring any licenses or permits, as applicable.

8. SPECIAL TERMS AND CONDITIONS (As needed)

In the event of any conflict between the terms, provisions, duties, or obligations contained in the Texas Senate Office Space Lease and any attachments or exhibits hereto, the Texas Senate Office Space Lease shall govern absolutely and unconditionally.

LESSOR:

CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY

By: \_\_\_\_\_  
Signature

Acting CEO  
Title

\_\_\_\_\_  
Date

Contact Person:

Sharon Montez

Lessor Address:

602 N. Staples Street

Corpus Christi, Texas 78401

361                      361-903-3531  
Area Code              Telephone number

361                      361-289-0605  
Area Code              Fax number

74-2390259  
Tax ID (who the check will be made out to)

Corpus Christi Regional Transportation Authority  
Name Tax ID belongs to

F:\2788 RTA\5 RE Matters\22 Texas Senate Office Lease 4 year Option  
1115-30.docx

LESSEE:

THE TEXAS STATE SENATE

By: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Title - Secretary of the Senate and/or  
Chairman, Administration Committee

\_\_\_\_\_  
Date

Contact Person:

Laura Winsheimer

Address:

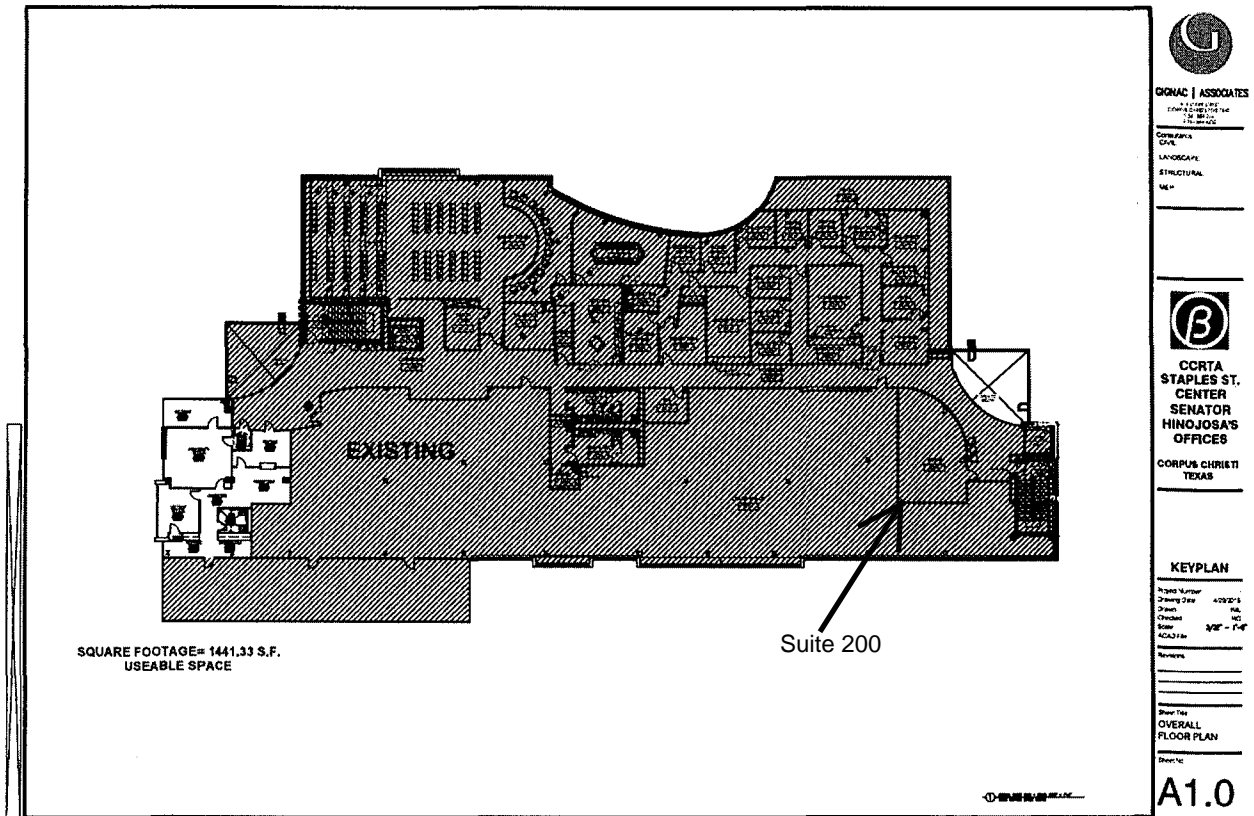
Senate Purchasing  
P.O. Box 12068  
Room 525  
Austin, Texas 78711

(512) 463-0222 Phone

(512) 475-3740 Fax

email: [laura.winsheimer@senate.texas.gov](mailto:laura.winsheimer@senate.texas.gov)

EXHIBIT A





**Subject:** Presentation of the Annual Comprehensive Financial Report (ACFR) & Independent Auditors' Report for the Year Ended December 31, 2021.

### **Background**

The Annual Comprehensive Financial Report (ACFR) is a set of government financial statements that complies with strict accounting requirements prescribed by the Governmental Accounting Standards Board (GASB) and provides an analytical overview of useful information regarding the Authority's financial activities to the users of these financial reports. The State of Texas is among the states that legally require the issuance of an ACFR annually. GASB Statement Number 98 established the new term **Annual Comprehensive Financial Report** and its acronym **ACFR** effective with the 2021 annual reports. The ACFR will be submitted to GFOA for consideration in receiving the highest financial reporting award, marking number 18 in consecutive years and 25 lifetime for the **Certificate of Achievement for Excellence in Financial Reporting**.

### **Identify Need**

The accounting firm of Carr, Riggs, & Ingram, LLC, Certified Public Accounts has completed the audit for the fiscal year ended December 31, 2021 and is required to distribute the ACFR in its entirety to the Board and communicate certain sections of the document in the presentation. The auditing firm performed the auditing services from an engagement that is under contract through the accounting period ending December 31, 2023. The report, along with the related financial statements and schedules, was prepared by the Authority's Accounting and Finance Department. **Kristine M. Anderson, CPA Partner** and audit engagement manager will be providing the results of the audit.

### **Analysis**

Management is pleased to report that the auditor's report expressed an **unmodified opinion (Best Opinion)** on the basic financial statements for the Authority, major federal award programs (Single Audit), and the Employees Defined Benefit Plan and Trust (DBP) for the fiscal year ended December 31, 2021. The audited statements for the DBP were presented to the Board on October 5, 2022.

The performance of the Authority's financial activities resulted in a **\$12.6 million increase** to the **Net Position**, of which **\$4,293,448** came from operations, and **\$8,289,417** came from grant revenue for capital purchases. The increase is primarily due to the combination of increases in revenue and decreases in operating expenses. Although revenues from federal operating assistance grants decreased by \$7,626,675 from 2020, the contributing factors for the increase in Net Position resulted from the sales tax collections increase of \$3,237,007 or 9.55% from 2020 and the decrease of approximately \$2 million in operating expenses.

Noted in the audit are three control deficiencies and two improvement points that are listed below:

## 1. Control Deficiencies

- **Capital Asset Recognition** – One (1) CNG bus engine was received December 29, 2020 but not installed to a unit until January 4, 2021. This caused the engine to remain in inventory instead of properly classifying as a fixed asset. Although this did not change the net position or affect depreciation, the reclassification was required. This was primarily caused by interruptions in delivery schedules due to the pandemic.

Solution: Capitalization policies will address caution to the proper classification of bus engines only. Because of the nature of this type of asset it must first be placed into inventory and later transferred to a fixed asset when it is installed to a specific unit and depreciated over the life of that unit. This flow is required as part of both the procurement and work order processes which both allow for documentation from purchase, to receipt, to installation.

Caution will also be given to delivery schedules of order that are shipped during the latter days of the year and specifically after the year-end-inventory has been completed by the Finance Department Staff.

- **Disposal of Assets** – An understatement of \$2,184 in net position and capital assets with the disposal of scheduled buses. Although the necessary asset retirement forms were completed for the 14 units, one bus remained in the yard.

Solution: Disposal policies will require that removal confirmations from the vendor be provided directly to the Finance Department and that a visual inspection of the yard be either performed by the Finance Department or virtual evidence be provided before removing the assets from the accounting records.

- **Accrued Liabilities** – The assumptions used for determining the 2021 health insurance cost estimates for the claims that are expected to be paid in 2022 resulted in a \$211,662 overstatement in liabilities. The estimates are based on the information provided by a lag report on March 1, 2022, added to the claim expenses paid during the year, then taking a 5-year average of actual costs and comparing to industry standards at that point in time. However, the estimates should also incorporate the information from a later lag report and this case it should have been from the June 1, 2022 lag report.

Solution: Finance staff will change methodology to align with auditor's recommendation.

## 2. Improvement Points

- **Fuel and lube inventory** overstated by \$30,818.

Solution: End of year reports from the accounting software will be improved to reflect the First-In-First Out (FIFO) method of valuing the end of year inventory to more accurately provide the benchmark for reconciliation of year end inventories of fuel and lube.



Respectfully Submitted,

Submitted by: Marie Sandra Roddel  
Director of Finance

Reviewed by: Robert M. Saldaña  
Managing Director of Administration



Final Approval by: \_\_\_\_\_  
Mike Rendon  
Acting Chief Executive Officer



**Subject:** October 2022 Financial Report

**Overview:** The results from the **operating budget** for the **month** of **October** report **Expenses** in excess of **Revenues** by **\$200,369**. Operating revenues totaled **\$3,460,240**, representing 82.22% of the budget baseline, while operating expenses finished at **\$3,660,609**, or 100.35% of baseline.

For the **year to date**, **operating** revenues of **\$44,965,053** exceeded operating expenses of **\$34,723,775** by **\$10,241,278**. The **year to date** surplus is largely driven by two federal operating assistance grants totaling \$10,864,385, of which \$10,064,385 is from the American Recovery Plan (ARP) and \$800,000 is from a preventive maintenance grant.

The CIP budget for the **month** of October reports grant revenues of **\$61,794**, with expenditures totaling **\$191,319**, for a negative variance of **\$129,525**, all of which is the budgeted amount for depreciation. The grant revenues represent the 80% federal share of the total expenditures of \$77,242 related to the Tolar 5-Yr Shelter project.

For the **year to date**, capital grant revenues totaled **\$603,568** for purchases from 2021 CIP projects which includes: six (6) bus engines from the Engine Overhaul Program, twenty-one (21) security camera replacements, one transmission jack, one king-pin removal system, 5 high-wheel dollies, Tolar bus shelters, and a payment to a contractor for the Bear Lane Bus Parking Lot Concrete Replacement project. Year to date expenditures for the totaled **\$1,898,822** exceeded grant funding by **\$1,295,254** through October, which represents the budgeted portion of depreciation expense.

The overall performance for the **month** results in a decrease of **\$329,894** to the fund balance with \$200,369 attributable to the operating budget, and \$129,525 to the CIP budget. **Year-to-date** performance results in an increase of **\$8,946,024** of which **\$10,241,278** is attributable to the operating budget with a **\$1,295.254** reduction from the CIP Budget, netting to the increase of **\$8,946,024**.

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** for the month of **October** closed at **\$3,522,034**, of which \$3,460,240 is attributable to the **Operating Budget** and \$61,794 to the Capital Budget (**Table 4 and PPT Slides 3 and 4**). The performance from the revenue categories from the Operating Budget are discussed as follows.

**Operating Revenues**, which include only resources generated from transit operations, **totaled \$119,806**, or **\$4,950** less than forecasted (**Table 4.1**) & (**PPT Slide 5**). **Fare Revenues** ended the month at 86.77% of the baseline expectation. Meanwhile, commissions from **Bus and Bench Advertising** ended the month at \$20,882, or 172.37% of baseline. Note that the revenue earned from **Bus and Bench Advertising** is net of the portion paid to the City of Corpus Christi, which

collects one-third (1/3) of the Authority’s share of bench advertising commission for the use of City property. **Other Operating Revenues** totaled \$8,977, 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 **\$3,340,434**, reaching **81.80%** of the **\$4,083,603** budget expectation, generating **\$743,170** less than forecasted (Table 4.1). Federal operating grant assistance again declined from prior months due to the exhausting of ARP grants funds used for operating assistance. Meanwhile, investment income continues to perform well against the budget as a result of the higher yields earned due from the Federal Reserve increases to the federal funds rate.

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 **December 9, 2022**. Out of the seven (7) sources included in this revenue category, 88.88% of total revenue came from the sales tax revenue estimate as indicated in the table on the following page:

**October 2022 Revenue Composition – Table 1**

| Line # | Revenue Source                   | Actual             | %              |
|--------|----------------------------------|--------------------|----------------|
| 1      | Sales Tax Revenue                | 3,075,289          | 88.88%         |
| 2      | Passenger Service                | 89,947             | 2.60%          |
| 3      | SSC Lease Income                 | 43,388             | 1.25%          |
| 4      | Bus Advertising                  | 20,882             | 0.60%          |
| 5      | Investment Income                | 142,222            | 4.11%          |
| 6      | Grant Assistance Revenue         | 79,535             | 2.30%          |
| 7      | Other Revenue                    | 8,977              | 0.26%          |
|        | <b>Total (excluding capital)</b> | <b>\$3,460,241</b> | <b>100.00%</b> |

The **Investment Portfolio** closed the month of October 2022 with a market value of **\$61,177,161**, an increase of **\$2,058,322** from the end of September 2022 of **\$59,118,839**. The October market value of **\$61,177,166** consists of **\$31,802,352** in short-term securities consisting of **\$16,885,702** in Commercial Paper, and **\$12,926,682** in Federal Agency Coupon Securities, and **\$1,989,968** in Treasury Discounts, while **\$25,333,158** is held in TexPool Prime and **\$4,041,651** in bank accounts. All the funds held in reserves assigned by the Board totaling \$19,994,772 are invested in the short-term securities while **\$11,807,580** is invested from the spending portion of the fund balance.

This investment portfolio does not include any assets from pension plans but only assets from operations.

For the month of **October**, earned interest income was recorded at **\$142,222**, increasing the year to date earnings to **\$591,435**. 100% of the reserves that are assigned by the board are held in short-term investments in addition to approximately 20% of the spendable portion of the fund balance.

The **Sales tax** allocation for October 2022 is **estimated** at **\$3,075,289**. The estimate is necessary since allocations lag two months behind and will not be received until December 9, 2022.

The Sales Tax revenue payment of **\$3,341,572** for September 2022 was received November 11, 2022 and was **\$12,926**, or **0.39%** more than the **\$3,328,646** September reported **estimate**. In comparison to the same month last year, the September payment represented a **decrease** of \$1,905 or **0.06%**. The year to date sales tax revenue recorded through September 2022 is **\$28,444,404** and represents an increase of **\$1,058,849** over the same period last year or **3.87% growth**. The September payment included the allocation from internet sales of **\$36,043**, an increase of \$2,186 or 6.46% from the prior month. RTA started receiving internet sales tax revenue in December 2019, and to date have received **\$948,263**. 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 2022, Sales Tax Revenue represented 69.83% 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 88.88% 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 September have made 23 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 following table, RTA reported a 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%. May showed a slight growth of \$26,215 or 0.86% versus prior year, while June exceeded prior year collections by \$37,249, or 1.08%. July showed a robust growth compared to the prior year, with collections \$313,269, or 10.4% higher. August continued the growth pattern set by the prior month even though it came in at 9.96%, not quite 10% but still at a significant level. September saw a slight decline from prior year, coming in short by \$1,905, or 0.06%. The October payment is estimated to come in \$217,925 higher than October 2021, which is predicted to provide a 4.22% year-to-date growth.

**Sales Tax Growth – Table 2**

| Month Revenue was Recognized | 2022 Actual          | 2021 Actual          | \$ Growth           | % Growth     |
|------------------------------|----------------------|----------------------|---------------------|--------------|
|                              | \$                   | \$                   |                     |              |
| January (actual)             | 2,700,560            | 2,497,985            | \$ 202,575          | 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            | 67,536              | 2.25%        |
| May (actual)                 | 3,067,990            | 3,041,775            | 26,215              | 0.86%        |
| June (actual)                | 3,483,166            | 3,445,918            | 37,249              | 1.08%        |
| July (actual)                | 3,326,242            | 3,012,974            | 313,269             | 10.40%       |
| August (actual)              | 3,220,185            | 2,928,381            | 291,804             | 9.96%        |
| September (actual)           | 3,341,572            | 3,343,477            | (1,905)             | -0.06%       |
| October (estimate)           | 3,075,289            | 2,857,364            | 217,925             | 7.63%        |
|                              | <b>\$ 31,519,693</b> | <b>\$ 30,242,919</b> | <b>\$ 1,276,774</b> | <b>4.22%</b> |

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

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

| Revenue Source       | October 2022        | %              | YTD                  | %              |
|----------------------|---------------------|----------------|----------------------|----------------|
| Passenger Service    | \$ 89,947           | 2.55%          | \$ 820,618           | 1.80%          |
| Bus Advertising      | 20,882              | 0.59%          | 139,016              | 0.31%          |
| Other Revenue        | 8,977               | 0.25%          | 114,288              | 0.25%          |
| Sales Tax Revenue    | 3,075,289           | 87.32%         | 31,519,693           | 69.17%         |
| Grants - Operating   | 79,535              | 2.26%          | 11,350,035           | 24.91%         |
| Grants - Capital     | 61,794              | 1.75%          | 603,568              | 1.32%          |
| Investment Income    | 142,222             | 4.04%          | 591,435              | 1.30%          |
| SSC Lease Income     | 43,388              | 1.23%          | 429,968              | 0.94%          |
| <b>Total Revenue</b> | <b>\$ 3,522,034</b> | <b>100.00%</b> | <b>\$ 45,568,621</b> | <b>100.00%</b> |

**Revenue – October 2022 Operating Revenue and Capital Funding – Table 4**

|   | 10/2022              |                     |                      |                    |                      |
|---|----------------------|---------------------|----------------------|--------------------|----------------------|
|   | 2022 Adopted Budget  | October 2022 Actual | Baseline into Budget | % Actual to Budget | % Actual to Baseline |
| <b>Revenues</b>   |                      |                     |                      |                    |                      |
| Passenger service   | \$ 1,243,979         | \$ 89,947           | \$ 103,665           | 7.23%              | 86.77%               |
| Bus advertising   | 145,371              | 20,882              | 12,114               | 14.36%             | 172.37%              |
| Other operating revenues  | 393,098              | 8,977               | 8,977                | 2.28%              | 100.00%              |
| Sales Tax Revenue   | 37,509,003           | 3,075,289           | 3,075,289            | 8.20%              | 100.00%              |
| Federal, state and local grant assistance                               | 11,561,230           | 79,535              | 963,436              | 0.69%              | 8.26%                |
| Investment Income   | 45,094               | 142,222             | 3,758                | 315.39%            | 3784.69%             |
| Staples Street Center leases  | 493,434              | 43,388              | 41,120               | 8.79%              | 105.52%              |
| <b>Total Operating &amp; Non-Operating Revenues</b>                     | <b>51,391,209</b>    | <b>3,460,240</b>    | <b>4,208,359</b>     | <b>6.73%</b>       | <b>82.22%</b>        |
| Capital Grants & Donations  | 8,313,957            | 61,794              | 61,794               | 0.74%              | 100.00%              |
| <b>Total Operating &amp; Non-Operating Revenues and Capital Funding</b> | <b>\$ 59,705,166</b> | <b>\$ 3,522,034</b> | <b>\$ 4,270,153</b>  | <b>5.90%</b>       | <b>82.48%</b>        |

|   | 10/2022              |                      |                          |                        |                      |
|---|----------------------|----------------------|--------------------------|------------------------|----------------------|
|   | 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         | \$ 820,618           | \$ 1,036,649             | 65.97%                 | 79.16%               |
| Bus advertising   | 145,371              | 139,016              | 121,143                  | 95.63%                 | 114.75%              |
| Other operating revenues  | 393,098              | 114,288              | 327,582                  | 29.07%                 | 34.89%               |
| Sales Tax Revenue   | 37,509,003           | 31,519,693           | 31,257,503               | 84.03%                 | 100.84%              |
| Federal, state and local grant assistance                               | 11,561,230           | 11,350,035           | 9,634,358                | 98.17%                 | 117.81%              |
| Investment Income   | 45,094               | 591,435              | 37,578                   | 1311.56%               | 1573.87%             |
| Staples Street Center leases  | 493,434              | 429,968              | 411,195                  | 87.14%                 | 104.57%              |
| <b>Total Operating &amp; Non-Operating Revenues</b>                     | <b>51,391,209</b>    | <b>44,965,053</b>    | <b>42,826,008</b>        | <b>87.50%</b>          | <b>104.99%</b>       |
| Capital Grants & Donations  | 8,313,957            | 603,568              | 603,568                  | 7.26%                  | 100.00%              |
| <b>Total Operating &amp; Non-Operating Revenues and Capital Funding</b> | <b>\$ 59,705,166</b> | <b>\$ 45,568,621</b> | <b>\$ 43,429,576</b>     | <b>76.32%</b>          | <b>104.93%</b>       |

## Revenue – October 2022 from Operations – Table 4.1

|   | 10/2022              |                     |                      |                    |                      |
|---|----------------------|---------------------|----------------------|--------------------|----------------------|
|   | 2022 Adopted Budget  | October 2022 Actual | Baseline into Budget | % Actual to Budget | % Actual to Baseline |
| <b>Revenues</b>                           |                      |                     |                      |                    |                      |
| Passenger service                         | \$ 1,243,979         | \$ 89,947           | \$ 103,665           | 7.23%              | 86.77%               |
| Bus advertising                           | 145,371              | 20,882              | 12,114               | 14.36%             | 172.37%              |
| Other operating revenues                  | 393,098              | 8,977               | 8,977                | 2.28%              | 100.00%              |
| <b>Total Operating Revenues</b>           | <b>1,782,448</b>     | <b>119,806</b>      | <b>124,756</b>       | <b>6.72%</b>       | <b>96.03%</b>        |
| Sales Tax Revenue                         | 37,509,003           | 3,075,289           | 3,075,289            | 8.20%              | 100.00%              |
| Federal, state and local grant assistance | 11,561,230           | 79,535              | 963,436              | 0.69%              | 8.26%                |
| Investment Income                         | 45,094               | 142,222             | 3,758                | 315.39%            | 3784.69%             |
| Staples Street Center leases              | 493,434              | 43,388              | 41,120               | 8.79%              | 105.52%              |
| <b>Total Non-Operating Revenues</b>       | <b>49,608,761</b>    | <b>3,340,434</b>    | <b>4,083,603</b>     | <b>6.73%</b>       | <b>81.80%</b>        |
| <b>Total Revenues</b>                     | <b>\$ 51,391,209</b> | <b>\$ 3,460,240</b> | <b>\$ 4,208,359</b>  | <b>6.73%</b>       | <b>82.22%</b>        |

## October 2022 Expenses

The results of all expenditure activities, including capital, are presented below. Overall, the total operating expenses came in \$12,684 over the anticipated baseline of \$3,647,924. Departmental expenses came in \$31,438 under the anticipated baseline or 0.94%. 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.

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

|  | 10/2022              |                     |                      |                    |                      |
|--|----------------------|---------------------|----------------------|--------------------|----------------------|
|  | 2022 Adopted Budget  | October 2022 Actual | Baseline into Budget | % Actual to Budget | % Actual to Baseline |
| <b>Expenditures</b>  |                      |                     |                      |                    |                      |
| Departmental Operating Expenses  | \$ 39,930,292        | \$ 3,296,086        | \$ 3,327,525         | 8.25%              | 99.06%               |
| 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              | 103,729             | 58,070               | 14.89%             | 178.63%              |
| <b>Total Operating &amp; Non-Operating Expenses</b>                          | <b>45,375,490</b>    | <b>3,660,609</b>    | <b>3,647,924</b>     | <b>8.07%</b>       | <b>100.35%</b>       |
| Grant Eligible Costs   | 8,316,352            | 61,794              | 61,794               | 0.74%              | 100.00%              |
| Depreciation Expenses  | 1,554,305            | 129,525             | 129,525              | 8.33%              | 100.00%              |
| <b>Total Operating &amp; Non-Operating Expenses and Capital Expenditures</b> | <b>\$ 55,246,147</b> | <b>\$ 3,851,928</b> | <b>\$ 3,839,243</b>  | <b>6.97%</b>       | <b>100.33%</b>       |

|  | 10/2022              |                      |                          |                        |                      |
|--|----------------------|----------------------|--------------------------|------------------------|----------------------|
|  | 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        | \$ 31,459,636        | \$ 33,275,244            | 78.79%                 | 94.54%               |
| Debt Service   | 1,600,408            | 519,883              | 519,883                  | 32.48%                 | 100.00%              |
| Street Improvements  | 3,147,945            | 2,607,939            | 2,623,288                | 82.85%                 | 99.41%               |
| Subrecipient Grant Agreements  | 696,845              | 136,317              | 580,704                  | 19.56%                 | 23.47%               |
| <b>Total Operating &amp; Non-Operating Expenses</b>                          | <b>45,375,490</b>    | <b>34,723,775</b>    | <b>36,999,119</b>        | <b>76.53%</b>          | <b>93.85%</b>        |
| Grant Eligible Costs   | 8,316,352            | 603,568              | 603,568                  | 7.26%                  | 100.00%              |
| Depreciation Expenses  | 1,554,305            | 1,295,254            | 1,295,254                | 83.33%                 | 100.00%              |
| <b>Total Operating &amp; Non-Operating Expenses and Capital Expenditures</b> | <b>\$ 55,246,147</b> | <b>\$ 36,622,597</b> | <b>\$ 38,897,941</b>     | <b>66.29%</b>          | <b>94.15%</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 October 2022, total departmental operating expenses realized favorable variances against the baseline expectation in categories including Salaries & Wages, Services, Utilities, Insurance, Purchased Transportation, and Miscellaneous. Meanwhile, unfavorable variances were identified with the categories of Benefits and Materials & Supplies.

Benefits ended the month at 116.10% of the baseline expectation, or \$78,846 over the budget projection. This comes as a result of health insurance claims that were significantly higher than previous months. Meanwhile, Materials & Supplies ended the month at 126.70% of baseline, or \$64,483 over budget, primarily driven by natural gas costs that remain high, along with marketing costs incurred as a result of rollout of the GoPass mobile app.

### October 2022 Departmental Expense Breakdown – Table 7.1

|   | 10/2022                |                        |                         |                       |                         |
|---|------------------------|------------------------|-------------------------|-----------------------|-------------------------|
|   | 2022 Adopted<br>Budget | October 2022<br>Actual | Baseline into<br>Budget | % Actual to<br>Budget | % Actual to<br>Baseline |
| <b>Departmental Operating Expense Object Category</b> |                        |                        |                         |                       |                         |
| Salaries & Wages                                      | \$ 14,105,606          | \$ 1,134,450           | \$ 1,175,467            | 8.04%                 | 96.51%                  |
| Benefits  | 5,877,139              | 568,608                | 489,762                 | 9.67%                 | 116.10%                 |
| Services  | 5,995,853              | 407,448                | 499,654                 | 6.80%                 | 81.55%                  |
| Materials & Supplies                                  | 2,897,982              | 305,981                | 241,499                 | 10.56%                | 126.70%                 |
| Utilities   | 769,625                | 61,952                 | 64,135                  | 8.05%                 | 96.59%                  |
| Insurance   | 632,545                | 48,842                 | 52,712                  | 7.72%                 | 92.66%                  |
| Purchased Transportation                              | 8,843,472              | 711,536                | 736,956                 | 8.05%                 | 96.55%                  |
| Miscellaneous   | 808,071                | 57,269                 | 67,339                  | 7.09%                 | 85.05%                  |
| <b>Total Departmental Operating Expenses</b>          | <b>\$ 39,930,292</b>   | <b>\$ 3,296,086</b>    | <b>\$ 3,327,524</b>     | <b>8.25%</b>          | <b>99.06%</b>           |

|   | 10/2022                |                      |                             |                           |                         |
|---|------------------------|----------------------|-----------------------------|---------------------------|-------------------------|
|   | 2022 Adopted<br>Budget | YTD 2022<br>Actual   | YTD Baseline into<br>Budget | % YTD Actual to<br>Budget | % Actual to<br>Baseline |
| <b>Departmental Operating Expense Object Category</b> |                        |                      |                             |                           |                         |
| Salaries & Wages                                      | \$ 14,105,606          | \$ 11,436,460        | \$ 11,754,672               | 81.08%                    | 97.29%                  |
| Benefits  | 5,877,139              | 4,951,487            | 4,897,616                   | 84.25%                    | 101.10%                 |
| Services  | 5,995,853              | 3,749,381            | 4,996,544                   | 62.53%                    | 75.04%                  |
| Materials & Supplies                                  | 2,897,982              | 2,728,221            | 2,414,985                   | 94.14%                    | 112.97%                 |
| Utilities   | 769,625                | 597,680              | 641,354                     | 77.66%                    | 93.19%                  |
| Insurance   | 632,545                | 454,754              | 527,121                     | 71.89%                    | 86.27%                  |
| Purchased Transportation                              | 8,843,472              | 7,042,301            | 7,369,560                   | 79.63%                    | 95.56%                  |
| Miscellaneous   | 808,071                | 499,354              | 673,392                     | 61.80%                    | 74.15%                  |
| <b>Total Departmental Operating Expenses</b>          | <b>\$ 39,930,292</b>   | <b>\$ 31,459,636</b> | <b>\$ 33,275,244</b>        | <b>78.79%</b>             | <b>94.54%</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             |
| June      | 166,250             | 8,427            | 174,678             |
| July      | 206,639             | 8,092            | 214,732             |
| August    | 218,734             | 3,989            | 222,723             |
| September | 255,222             | 8,336            | 263,557             |
| October   | 425,312             | 4,631            | 429,943             |
|           | <b>\$ 2,569,108</b> | <b>\$ 68,046</b> | <b>\$ 2,637,154</b> |

## Fare Recovery Ratio – Table 10

| Description                       | 10/31/2022 | Year to Date |
|-----------------------------------|------------|--------------|
| Fare Revenue or Passenger Revenue | \$ 89,947  | \$ 820,618   |
| Operating Expenses                | 3,296,086  | 31,456,413   |
| Fare Recovery Ratio               | 2.73%      | 2.61%        |
| *Excluding Depreciation           |            |              |

Note: Same period last year (October 2021) the FRR was 2.80%

## October 2022 – Table 11

For the month of October, total Expenses exceeded Revenues by \$329,894. The year to date financial performance presented Revenues in excess of Expenses by \$8,946,024. A greater detail of the financial results is explained in the accompanied Power Point presentation.

|                                  | 10/2022             |                     |                      |                    |                      |
|----------------------------------|---------------------|---------------------|----------------------|--------------------|----------------------|
|                                  | 2022 Adopted Budget | October 2022 Actual | Baseline into Budget | % Actual to Budget | % Actual to Baseline |
| Operating Revenues               | \$ 51,391,209       | \$ 3,460,240        | \$ 4,208,359         | 6.73%              | 82.22%               |
| Operating Expenses               | 45,375,490          | 3,660,609           | 3,647,924            | 8.07%              | 100.35%              |
| <b>Revenue over Expenses</b>     | <b>6,015,719</b>    | <b>(200,369)</b>    | <b>560,435</b>       | <b>-3.33%</b>      | <b>-35.75%</b>       |
| Capital Funding                  | 8,313,957           | 61,794              | 61,794               | 0.74%              | 100.00%              |
| Capital Expenditures             | 9,870,657           | 191,319             | 191,319              | 1.94%              | 100.00%              |
| <b>Revenue 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>Revenue over Expenditures</b> | <b>\$ 4,459,019</b> | <b>\$ (329,894)</b> | <b>\$ 430,910</b>    |                    |                      |

|                                  | 10/2022             |                     |                          |                        |                      |
|----------------------------------|---------------------|---------------------|--------------------------|------------------------|----------------------|
|                                  | 2022 Adopted Budget | YTD 2022 Actual     | YTD Baseline into Budget | % YTD Actual to Budget | % Actual to Baseline |
| Operating Revenues               | \$ 51,391,209       | \$ 44,965,053       | \$ 42,826,008            | 87.50%                 | 104.99%              |
| Operating Expenses               | 45,375,490          | 34,723,775          | 36,999,119               | 76.53%                 | 93.85%               |
| <b>Revenue over Expenses</b>     | <b>6,015,719</b>    | <b>10,241,278</b>   | <b>5,826,889</b>         | 170.24%                | 175.76%              |
| Capital Funding                  | 8,313,957           | 603,568             | 603,568                  | 7.26%                  | 100.00%              |
| Capital Expenditures             | 9,870,657           | 1,898,822           | 1,898,822                | 19.24%                 | 100.00%              |
| <b>Revenue over Expenses</b>     | <b>(1,556,700)</b>  | <b>(1,295,254)</b>  | <b>(1,295,254)</b>       | 83.21%                 | 100.00%              |
| <b>Revenue over Expenditures</b> | <b>\$ 4,459,019</b> | <b>\$ 8,946,024</b> | <b>\$ 4,531,635</b>      |                        |                      |

## NET POSITION

The Total Net Position at the end of the month was **\$111,242,734**, an increase of **\$9,549,594** from December 2021, which closed at **\$101,693,140**.

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 **\$111,242,734**, the portion of the fund balance that is not restricted in accordance with GASB Concepts Statement No 4 is **\$53,117,332**, but only **\$33,122,560** 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, 37.64% of the unrestricted portion is assigned by the Board to fund reserves that are earmarked to meet certain unexpected demands.

### FUND BALANCE AS OF OCTOBER 31, 2022:

| <b>FUND BALANCE</b>                                  |                      |
|--|----------------------|
| Net Invested in Capital Assets                       | \$ 57,345,778        |
| Restricted for FTA Interest                          | 779,623              |
| Unrestricted   | 53,145,471           |
| <b>TOTAL FUND BALANCE</b>                            | <b>111,270,872</b>   |
| <b>UNRESTRICTED BREAKDOWN</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 (37.64%)</b>            | <b>\$ 19,994,772</b> |
| Unrestricted (62.36%)                                | 33,150,699           |
| <b>TOTAL DESIGNATED &amp; UNRESTRICTED</b>           | <b>\$ 53,145,471</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:   
\_\_\_\_\_  
Miguel E. Rendon  
Acting Chief Executive Officer

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

| OPERATING BUDGET                                    | 10/2022             |                     |                      |                    |                      |
|---|---------------------|---------------------|----------------------|--------------------|----------------------|
|   | 2022 Adopted Budget | October 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        | \$ 89,947           | \$ 103,665           | 7.23%              | 86.77%               |
| Bus advertising                                     | 145,371             | 20,882              | 12,114               | 14.36%             | 172.37%              |
| Other operating revenues                            | 393,098             | 8,977               | 8,977                | 2.28%              | 100.00%              |
| Sales Tax Revenue                                   | 37,509,003          | 3,075,289           | 3,075,289            | 8.20%              | 100.00%              |
| Federal, state and local grant assistance           | 11,561,230          | 79,535              | 963,436              | 0.69%              | 8.26%                |
| Investment Income                                   | 45,094              | 142,222             | 3,758                | 315.39%            | 3784.69%             |
| Staples Street Center leases                        | 493,434             | 43,388              | 41,120               | 8.79%              | 105.52%              |
| <b>Total Revenues</b>                               | <b>51,391,209</b>   | <b>3,460,240</b>    | <b>4,208,359</b>     | <b>6.73%</b>       | <b>82.22%</b>        |
| <b>Expenses</b>                                     |                     |                     |                      |                    |                      |
| Transportation                                      | 9,995,330           | 871,039             | 832,944              | 8.71%              | 104.57%              |
| Customer Programs                                   | 541,368             | 42,926              | 45,114               | 7.93%              | 95.15%               |
| Purchased Transportation                            | 8,843,472           | 711,536             | 736,956              | 8.05%              | 96.55%               |
| Service Development                                 | 1,216,369           | 102,072             | 101,364              | 8.39%              | 100.70%              |
| MIS   | 1,593,626           | 115,018             | 132,802              | 7.22%              | 86.61%               |
| Vehicle Maintenance                                 | 5,948,949           | 553,816             | 495,746              | 9.31%              | 111.71%              |
| Facilities Maintenance                              | 3,055,747           | 236,595             | 254,646              | 7.74%              | 92.91%               |
| Contracts and Procurements                          | 413,128             | 28,404              | 34,427               | 6.88%              | 82.50%               |
| CEO's Office  | 1,146,867           | 79,961              | 95,572               | 6.97%              | 83.67%               |
| Finance and Accounting                              | 851,229             | 52,548              | 70,936               | 6.17%              | 74.08%               |
| Materials Management                                | 252,362             | 21,715              | 21,030               | 8.60%              | 103.25%              |
| Human Resources                                     | 928,063             | 107,552             | 77,339               | 11.59%             | 139.07%              |
| General Administration                              | 529,824             | 32,324              | 44,152               | 6.10%              | 73.21%               |
| Capital Project Management                          | 330,767             | 25,986              | 27,564               | 7.86%              | 94.27%               |
| Marketing & Communications                          | 734,725             | 83,309              | 61,227               | 11.34%             | 136.07%              |
| Safety & Security                                   | 2,184,567           | 142,692             | 182,047              | 6.53%              | 78.38%               |
| Staples Street Center                               | 1,160,899           | 88,418              | 96,742               | 7.62%              | 91.40%               |
| Port Ayers Cost Center                              | 3,000               | 175                 | 250                  | 5.82%              | 69.82%               |
| Debt Service  | 1,600,408           | -                   | -                    | 0.00%              | 0.00%                |
| Special Projects                                    | 200,000             | -                   | 16,667               | 0.00%              | 0.00%                |
| Subrecipient Grant Agreements                       | 696,845             | 103,729             | 58,070               | 14.89%             | 178.63%              |
| Street Improvements Program for CCRTA Regional Enti | 3,147,945           | 260,794             | 262,329              | 8.28%              | 99.41%               |
| <b>Total Expenses</b>                               | <b>45,375,490</b>   | <b>3,660,609</b>    | <b>3,647,924</b>     | <b>8.07%</b>       | <b>100.35%</b>       |
| <b>Revenues Over Expenses - Operating Budget</b>    | <b>6,015,719</b>    | <b>(200,369)</b>    | <b>560,435</b>       |                    |                      |
| <b>CIP BUDGET</b>                                   |                     |                     |                      |                    |                      |
|   | 2022 Adopted Budget | October 2022 Actual | Baseline into Budget | % Actual to Budget | % Actual to Baseline |
|   | A                   | B                   | C = A / 12           | B / A              |                      |
| <b>Funding Sources</b>                              |                     |                     |                      |                    |                      |
| Grant Revenue                                       | 8,313,957           | 61,794              | 61,794               | 0.74%              | 0.00%                |
| <b>Total Funding Sources</b>                        | <b>8,313,957</b>    | <b>61,794</b>       | <b>61,794</b>        | <b>0.74%</b>       | <b>100.00%</b>       |
| <b>Capital Expenditures</b>                         |                     |                     |                      |                    |                      |
| Grant Eligible Costs                                | 8,316,352           | 61,794              | 61,794               | 0.74%              | 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>191,319</b>      | <b>191,319</b>       | <b>1.94%</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>6,015,719</b>    | <b>(200,369)</b>    | <b>560,435</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>\$ 4,459,019</b> | <b>\$ (329,894)</b> | <b>\$ 430,910</b>    |                    |                      |

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

| OPERATING BUDGET                                    | 10/2022             |                     |                          |                        |                      |
|---|---------------------|---------------------|--------------------------|------------------------|----------------------|
|   | 2022 Adopted Budget | YTD 2022 Actual     | YTD Baseline into Budget | % YTD Actual to Budget | % Actual to Baseline |
|   | A                   | B                   | C = A / 12 * 10          | B / A                  | C vs B               |
| <b>Revenues</b>                                     |                     |                     |                          |                        |                      |
| Passenger service                                   | \$ 1,243,979        | \$ 820,618          | \$ 1,036,649             | 65.97%                 | 79.16%               |
| Bus advertising                                     | 145,371             | 139,016             | 121,143                  | 95.63%                 | 114.75%              |
| Other operating revenues                            | 393,098             | 114,288             | 327,582                  | 29.07%                 | 34.89%               |
| Sales Tax Revenue                                   | 37,509,003          | 31,519,693          | 31,257,503               | 84.03%                 | 100.84%              |
| Federal, state and local grant assistance           | 11,561,230          | 11,350,035          | 9,634,358                | 98.17%                 | 117.81%              |
| Investment Income                                   | 45,094              | 591,435             | 37,578                   | 1311.56%               | 1573.87%             |
| Staples Street Center leases                        | 493,434             | 429,968             | 411,195                  | 87.14%                 | 104.57%              |
| <b>Total Revenues</b>                               | <b>51,391,209</b>   | <b>44,965,053</b>   | <b>42,826,008</b>        | <b>87.50%</b>          | <b>104.99%</b>       |
| <b>Expenses</b>                                     |                     |                     |                          |                        |                      |
| Transportation                                      | 9,995,330           | 8,164,279           | 8,329,442                | 81.68%                 | 98.02%               |
| Customer Programs                                   | 541,368             | 417,534             | 451,140                  | 77.13%                 | 92.55%               |
| Purchased Transportation                            | 8,843,472           | 7,042,301           | 7,369,560                | 79.63%                 | 95.56%               |
| Service Development                                 | 1,216,369           | 904,286             | 1,013,641                | 74.34%                 | 89.21%               |
| MIS   | 1,593,626           | 1,120,571           | 1,328,021                | 70.32%                 | 84.38%               |
| Vehicle Maintenance                                 | 5,948,949           | 5,156,386           | 4,957,457                | 86.68%                 | 104.01%              |
| Facilities Maintenance                              | 3,055,747           | 2,482,063           | 2,546,456                | 81.23%                 | 97.47%               |
| Contracts and Procurements                          | 413,128             | 299,036             | 344,273                  | 72.38%                 | 86.86%               |
| CEO's Office  | 1,146,867           | 889,061             | 955,723                  | 77.52%                 | 93.03%               |
| Finance and Accounting                              | 851,229             | 620,423             | 709,358                  | 72.89%                 | 87.46%               |
| Materials Management                                | 252,362             | 240,721             | 210,302                  | 95.39%                 | 114.46%              |
| Human Resources                                     | 928,063             | 692,135             | 773,386                  | 74.58%                 | 89.49%               |
| General Administration                              | 529,824             | 332,191             | 441,520                  | 62.70%                 | 75.24%               |
| Capital Project Management                          | 330,767             | 283,885             | 275,640                  | 85.83%                 | 102.99%              |
| Marketing & Communications                          | 734,725             | 519,104             | 612,271                  | 70.65%                 | 84.78%               |
| Safety & Security                                   | 2,184,567           | 1,442,719           | 1,820,472                | 66.04%                 | 79.25%               |
| Staples Street Center                               | 1,160,899           | 848,042             | 967,416                  | 73.05%                 | 87.66%               |
| Port Ayers Cost Center                              | 3,000               | 1,677               | 2,500                    | 55.91%                 | 67.09%               |
| Debt Service  | 1,600,408           | 519,883             | 519,883                  | 32.48%                 | 100.00%              |
| Special Projects                                    | 200,000             | 3,222               | 166,667                  | 1.61%                  | 1.93%                |
| Subrecipient Grant Agreements                       | 696,845             | 136,317             | 580,704                  | 19.56%                 | 23.47%               |
| Street Improvements Program for CCRTA Regional Enti | 3,147,945           | 2,607,939           | 2,623,288                | 82.85%                 | 99.41%               |
| <b>Total Expenses</b>                               | <b>45,375,490</b>   | <b>34,723,775</b>   | <b>36,999,119</b>        | <b>76.53%</b>          | <b>93.85%</b>        |
| <b>Revenues Over Expenses - Operating Budget</b>    | <b>6,015,719</b>    | <b>10,241,278</b>   | <b>5,826,889</b>         |                        |                      |
| <b>CIP BUDGET</b>                                   |                     |                     |                          |                        |                      |
|   | A                   | B                   | C = A / 12 * 10          | B / A                  | C vs B               |
| <b>Funding Sources</b>                              |                     |                     |                          |                        |                      |
| Grant Revenue                                       | 8,313,957           | 603,568             | 603,568                  | 7.26%                  | 0.00%                |
| <b>Total Funding Sources</b>                        | <b>8,313,957</b>    | <b>603,568</b>      | <b>603,568</b>           | 7.26%                  | 100.00%              |
| <b>Capital Expenditures</b>                         |                     |                     |                          |                        |                      |
| Grant Eligible Costs                                | 8,316,352           | 603,568             | 603,568                  | 7.26%                  | 0.00%                |
| Depreciation Expenses                               | 1,554,305           | 1,295,254           | 1,295,254                | 83.33%                 | 100.00%              |
| <b>Total Expenditures</b>                           | <b>9,870,657</b>    | <b>1,898,822</b>    | <b>1,898,822</b>         | 19.24%                 | 100.00%              |
| <b>Funding Sources Over Expenditures</b>            | <b>(1,556,700)</b>  | <b>(1,295,254)</b>  | <b>(1,295,254)</b>       | 83.21%                 | 100.00%              |
| <b>Revenues Over Expenses - Operating Budget</b>    | <b>6,015,719</b>    | <b>10,241,278</b>   | <b>5,826,889</b>         |                        |                      |
| <b>Revenues Over Expenses - CIP Budget</b>          | <b>(1,556,700)</b>  | <b>(1,295,254)</b>  | <b>(1,295,254)</b>       |                        |                      |
| <b>Revenues Over Expenses (including rounding)</b>  | <b>\$ 4,459,019</b> | <b>\$ 8,946,024</b> | <b>\$ 4,531,635</b>      |                        |                      |

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

|  | Unaudited<br>October 31<br>2022 | Unaudited<br>December 31<br>2021 |
|--|---------------------------------|----------------------------------|
| <b>ASSETS</b>                                  |                                 |                                  |
| <b>Current Assets:</b>                         |                                 |                                  |
| Cash and Cash Equivalents                      | \$ 26,680,093                   | \$ 48,526,571                    |
| Short Term Investments                         | 31,923,187                      | -                                |
| Receivables:                                   |                                 |                                  |
| Sales and Use Taxes                            | 6,362,113                       | 6,851,829                        |
| Federal Government                             | 141,329                         | 54,642                           |
| Other  | 145,320                         | 668,824                          |
| Inventories                                    | 1,052,347                       | 1,019,062                        |
| Prepaid Expenses                               | 671,890                         | 410,275                          |
| <b>Total Current Assets</b>                    | <b>66,976,280</b>               | <b>57,531,203</b>                |
| <b>Non-Current Assets:</b>                     |                                 |                                  |
| Restricted Cash and Cash Equivalents           | 779,623                         | 779,623                          |
| Net Pension Asset                              | 1,223,555                       | 941,537                          |
| Capital Assets:                                |                                 |                                  |
| Land   | 4,882,879                       | 4,882,879                        |
| Buildings                                      | 52,689,967                      | 52,689,967                       |
| Transit Stations, Stops and Pads               | 25,112,677                      | 25,112,677                       |
| Other Improvements                             | 5,525,123                       | 5,525,123                        |
| Vehicles and Equipment                         | 67,270,387                      | 67,270,387                       |
| Software Subscriptions                         | 97,236                          | -                                |
| Construction in Progress                       | 356,089                         | 356,089                          |
| Current Year Additions                         | 2,843,445                       | -                                |
| Total Capital Assets                           | 158,777,804                     | 155,837,122                      |
| Less: Accumulated Depreciation                 | (86,862,747)                    | (85,567,494)                     |
| Net Capital Assets                             | 71,915,057                      | 70,269,628                       |
| <b>Total Non-Current Assets</b>                | <b>73,918,235</b>               | <b>71,990,788</b>                |
| <b>TOTAL ASSETS</b>                            | <b>140,894,515</b>              | <b>129,521,991</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>145,403,226</b>              | <b>134,030,702</b>               |
| <b>LIABILITIES AND NET POSITION</b>            |                                 |                                  |
| <b>Current Liabilities:</b>                    |                                 |                                  |
| Accounts Payable                               | 1,259,821                       | 750,211                          |
| Current Portion of Long-Term Liabilities:      |                                 |                                  |
| Long-Term Debt                                 | -                               | 890,000                          |
| Compensated Absences                           | 331,157                         | 331,157                          |
| Sales Tax Audit Funds Due                      | 54,748                          | 328,488                          |
| Distributions to Regional Entities Payable     | 7,079,099                       | 4,471,159                        |
| Other Accrued Liabilities                      | 651,031                         | 781,910                          |
| <b>Total Current Liabilities</b>               | <b>9,375,855</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>29,361,966</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>34,160,493</b>               | <b>32,337,562</b>                |
| <b>Net Position:</b>                           |                                 |                                  |
| Net Invested in Capital Assets                 | 57,345,778                      | 54,810,349                       |
| Restricted for FTA Interest                    | 779,623                         | 779,623                          |
| Unrestricted                                   | 53,117,332                      | 46,103,168                       |
| <b>TOTAL NET POSITION</b>                      | <b>\$ 111,242,734</b>           | <b>\$ 101,693,140</b>            |

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

|  | <u>10/31/2022</u>                  |
|--|------------------------------------|
| <b>Cash Flows From Operating Activities:</b>                                       |                                    |
| Cash Received from Customers   | \$ 141,832                         |
| Cash Received from Bus Advertising and Other Ancillary                             | 70,978                             |
| Cash Payments to Suppliers for Goods and Services                                  | (2,014,521)                        |
| Cash Payments to Employees for Services  | (820,117)                          |
| Cash Payments for Employee Benefits  | (335,659)                          |
| <b>Net Cash Used for Operating Activities</b>                                      | <u><b>(2,957,486)</b></u>          |
| <b>Cash Flows from Non-Capital Financing Activities:</b>                           |                                    |
| Sales and Use Taxes Received   | 3,192,811                          |
| Grants and Other Reimbursements  | 939,267                            |
| Distributions to Subrecipient Programs   | -                                  |
| Distributions to Region Entities   | -                                  |
| <b>Net Cash Provided by Non-Capital Financing Activities</b>                       | <u><b>4,132,078</b></u>            |
| <b>Cash Flows from Capital and Related Financing Activities:</b>                   |                                    |
| Federal and Other Grant Assistance   | 254,772                            |
| 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  | (648,699)                          |
| <b>Net Cash Used by Capital and Related Financing Activities</b>                   | <u><b>(393,927)</b></u>            |
| <b>Cash Flows from Investing Activities:</b>                                       |                                    |
| Investment Income  | 62,888                             |
| Purchases of Investments   | (2,000,000)                        |
| Maturities and Redemptions of Investments  | 3,000,000                          |
| Premiums/Discounts on Investments  | -                                  |
| <b>Net Cash Provided by Investing Activities</b>                                   | <u><b>1,062,888</b></u>            |
| <b>Net Increase in Cash and Cash Equivalents</b>                                   | <b>1,843,552</b>                   |
| <b>Cash and Cash Equivalents (Including Restricted Accounts), October 1, 2022</b>  | <b>25,616,163</b>                  |
| <b>Cash and Cash Equivalents (Including Restricted Accounts), October 31, 2022</b> | <b>\$ <u><u>27,459,716</u></u></b> |





**Subject:** October 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.

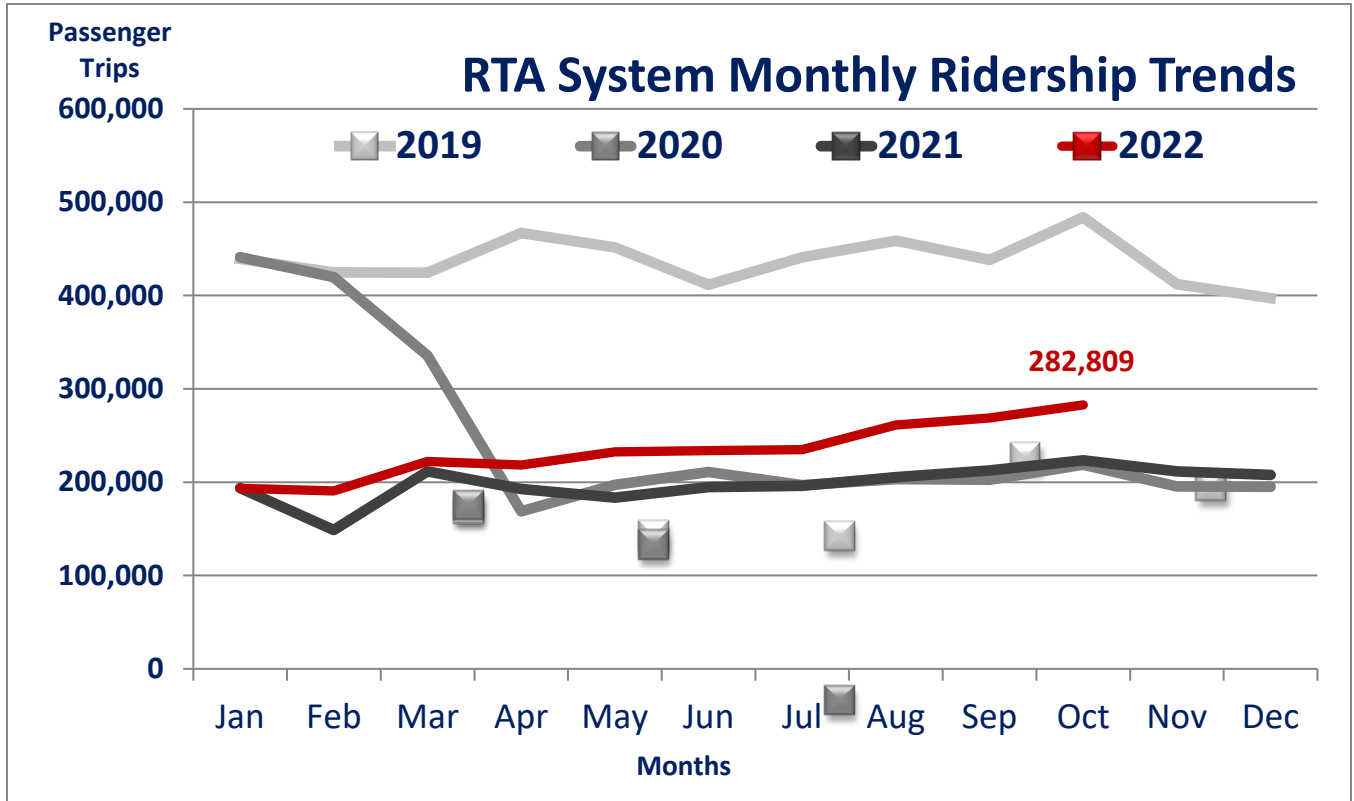


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**System-wide Ridership and Service Performance Results**

October 2022 system-wide ridership levels continued to be adversely impacted by the COVID-19 pandemic. Passenger trips totaled 282,809 which represents a 26.6% increase as compared to 223,403 passenger trips in October 2021 with 59,406 more trips provided this month. In comparison to the pre-COVID-19 (Pre-Covid) period in October 2019 with 483,801 passenger trips, the 282,809 passenger trips represent a 41.5% decrease with 200,992 fewer trips.

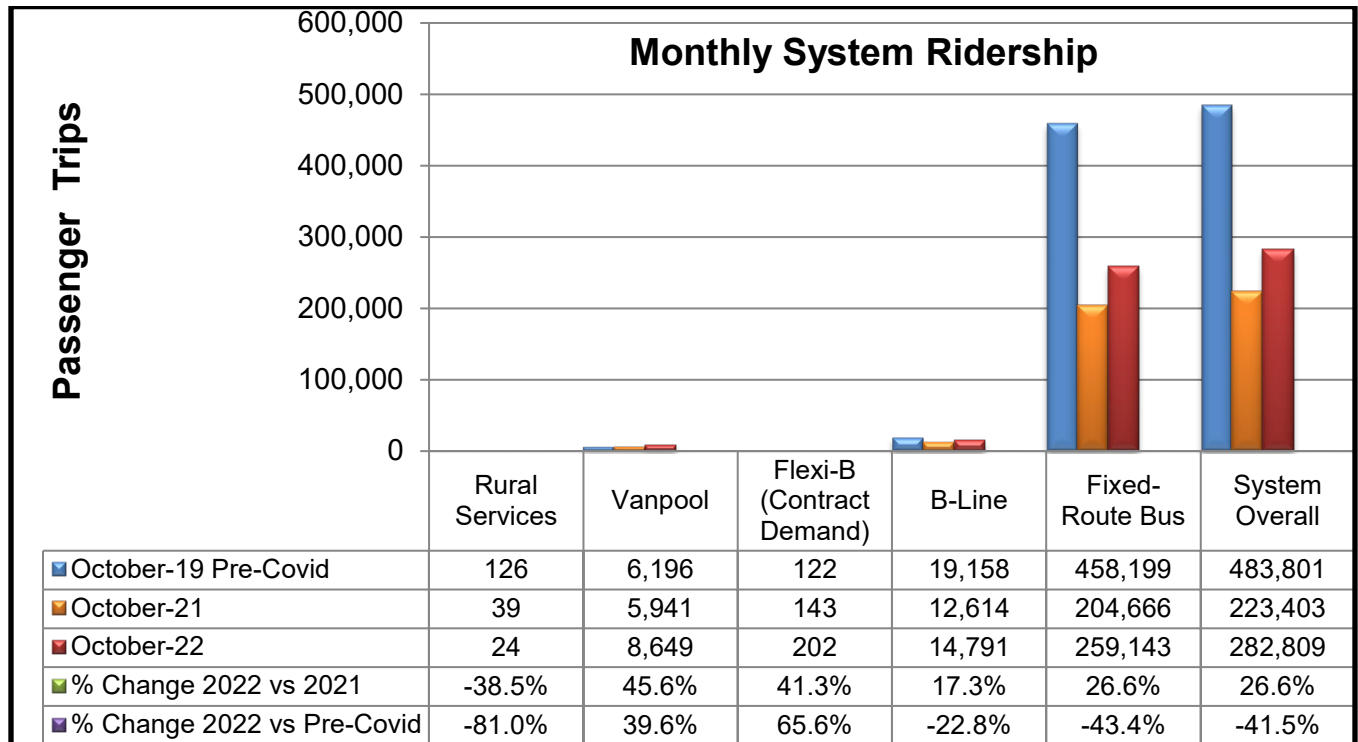


| October 2022 | October 2021 | Variance |
|--------------|--------------|----------|
| 21 Weekdays  | 21 Weekdays  | -        |
| 5 Saturdays  | 5 Saturdays  | -        |
| 5 Sundays    | 5 Sundays    | -        |
| No Holiday   | No Holiday   | -        |
| 31 Days      | 31 Days      | -        |

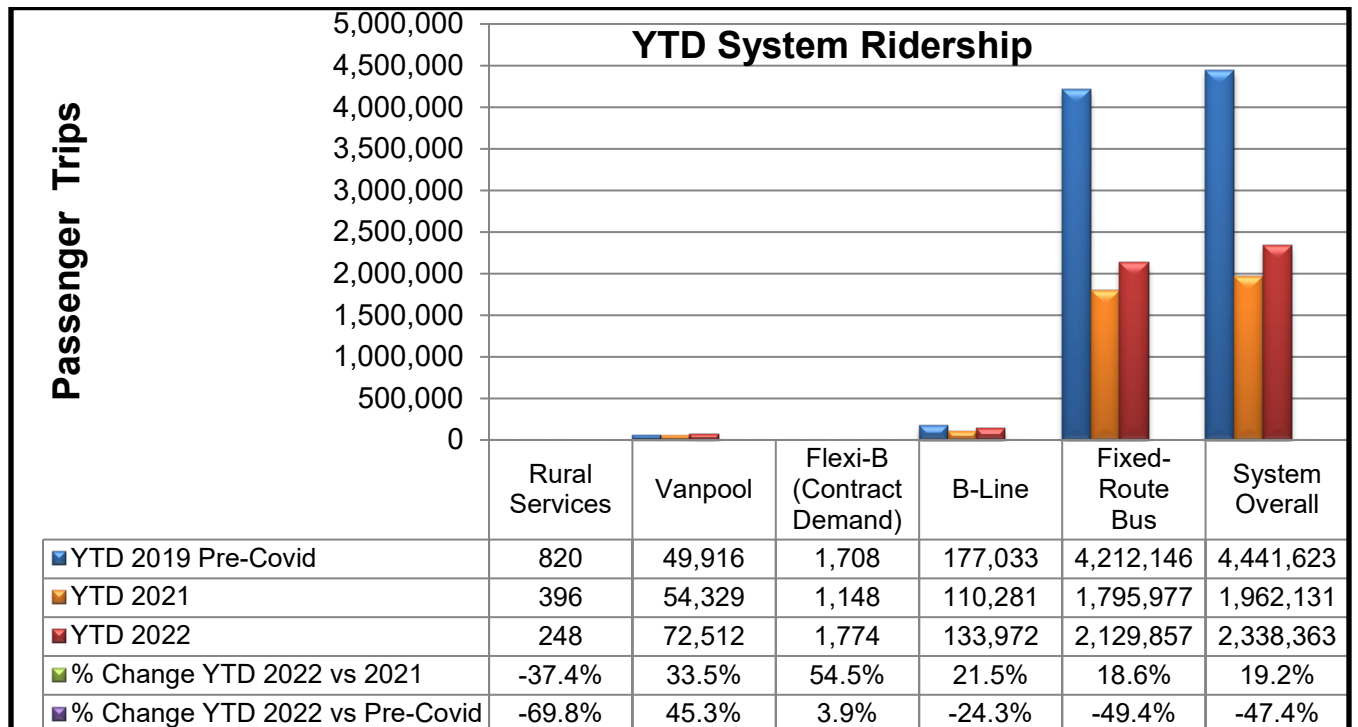
The average retail price for unleaded gas in Corpus Christi was approximately \$3.01 per gallon as compared to \$2.79 per gallon in October 2021<sup>1</sup> which represents a 7.3% increase in the average cost per gallon. Rainfall was below normal at 0.81 inches and lower than October 2021 at 6.52 inches<sup>2</sup>. The normal average rainfall for October is approximately 3.13 inches. The 86.0-degree average temperature was higher than the average monthly temperature of 84.9 degrees.

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

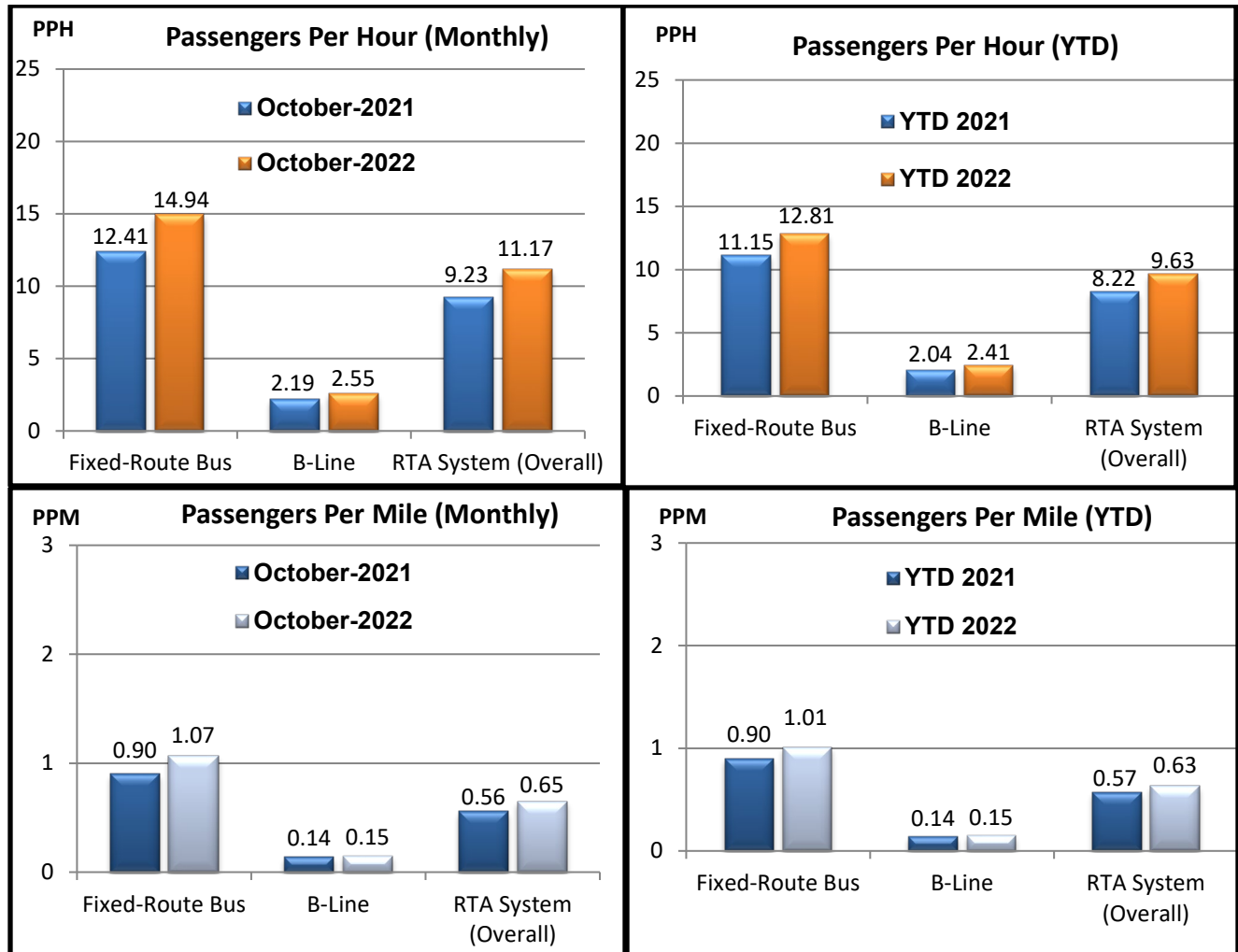
The chart below shows monthly ridership results for all services. CCRTA recorded 59,406 more passenger trips for a 26.6% increase as compared to October 2021. As compared to October 2019 Pre-Covid, passenger trips decreased 41.5%.



The chart below shows YTD ridership results for all services. CCRTA has recorded 376,232 more passenger trips for a YTD increase of 19.2% in 2022 as compared to 2021. As compared to YTD 2019 Pre-Covid, passenger trips decreased 47.4% with 2,103,260 fewer trips.



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



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

| Schedule Adherence            | Standard    | Jul-22 | Aug-22 | Sep-22 | Oct-22 | 4-Month Average |
|-------------------------------|-------------|--------|--------|--------|--------|-----------------|
| Early Departure               | <1%         | 0.0%   | 0.0%   | 0.0%   | 0.5%   | 0.1%            |
| Departures within 0-5 minutes | >85%        | 90.9%  | 91.4%  | 90.4%  | 88.3%  | 90.2%           |
| Monthly Wheelchair Boardings  | No standard | 3,259  | 3,659  | 3,431  | 3,971  | 3,580           |
| Monthly Bicycle Boardings     | No standard | 5,526  | 5,245  | 4,809  | 5,637  | 5,304           |

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

|                                |   |
|--------------------------------|---|
| <b>On Detour</b>               | <ul style="list-style-type: none"> <li>• <b>New Harbor Bridge (North Beach):</b> Routes 76 &amp; 78 remain on minor detour under U.S. HWY 181 in the inbound direction. (No stops impacted)</li> <li>• <b>Park Road 22 water exchange bridge:</b> Began late 2020. Slight detour only.             <ul style="list-style-type: none"> <li>➤ Route 65 (No stops impacted)</li> </ul> </li> <li>• <b>Winnebago &amp; Lake St.</b> (Harbor Bridge reconstruction): Began August 2020.             <ul style="list-style-type: none"> <li>➤ Route 12 (<b>4 stops impacted</b>)</li> </ul> </li> <li>• <b>Leopard St.</b> (Nueces Bay to Palm) (14) month project: Began April 2021-anticipated completion is late-2022.             <ul style="list-style-type: none"> <li>➤ Routes 27 &amp; 28 (<b>4 stops closed</b>)</li> </ul> </li> <li>• <b>Port Ave.</b> Utility Replacement Project (6) month project: Began March 2022 with anticipated completion in late Jan. 2023.             <ul style="list-style-type: none"> <li>➤ Routes 21, 23 &amp; 37 (<b>2 stops impacted</b>)</li> </ul> </li> <li>• <b>S. Staples St.</b> (Kostoryz-Baldwin) (29) month project: Began March 2021             <ul style="list-style-type: none"> <li>➤ Route 29 (<b>12 Stops closed</b>) Detour from Staples to Alameda to Texan Trail</li> </ul> </li> </ul> |
| <b>No Detour</b>               | <ul style="list-style-type: none"> <li>• <b>Waldron Road</b> (SPID to Purdue) To begin November 2022.             <ul style="list-style-type: none"> <li>➤ Route 4 (<b>13 stops will be impacted</b>)</li> </ul> </li> </ul>  |
| <b>Detours may be required</b> | <ul style="list-style-type: none"> <li>• <b>Wildcat</b> (Northwest Blvd. to Teague) To begin late-2022             <ul style="list-style-type: none"> <li>➤ Route 27 (<b>4 stops may be impacted</b>)</li> </ul> </li> <li>• <b>Leopard St.</b> (Crosstown to Palm) (14) month project to begin late-2022. This Bond project will extend the current/existing Leopard St. detour.             <ul style="list-style-type: none"> <li>➤ Routes 27 &amp; 28 (<b>9 stops will be impacted</b>)</li> </ul> </li> <li>• <b>McArdle</b> (Carroll to Kostoryz) To begin late-2022             <ul style="list-style-type: none"> <li>➤ Route 19 (<b>8 stops may be impacted</b>)</li> </ul> </li> <li>• <b>Gollihar</b> (Crosstown to Greenwood) To begin late-2022             <ul style="list-style-type: none"> <li>➤ Routes 23 &amp; 25 (<b>11 stops may be impacted</b>)</li> </ul> </li> <li>• <b>Alameda</b> (Chamberlain to Texan Tr.) To begin late-2023             <ul style="list-style-type: none"> <li>➤ Routes 5 &amp; 17 (<b>8 stops will be impacted</b>)</li> </ul> </li> </ul>  |
| <b>No Detour</b>               | <ul style="list-style-type: none"> <li>• <b>Everhart Rd. (SPID-S. Staples):</b> Project could begin late-2023.             <ul style="list-style-type: none"> <li>➤ Routes 32 &amp; 37 (<b>7 stops will be impacted</b>)</li> </ul> </li> </ul>   |

For October 2022, there were 10 detoured routes out of 32 fixed route services in operation. This equates to approximately 31% of CCRTA services travelling on the local streets. Detoured bus route services include: 12, 21, 23, 27, 28, 29, 37, 65, 76 & 78.

Total number of bus stops currently impacted or closed is **22**.

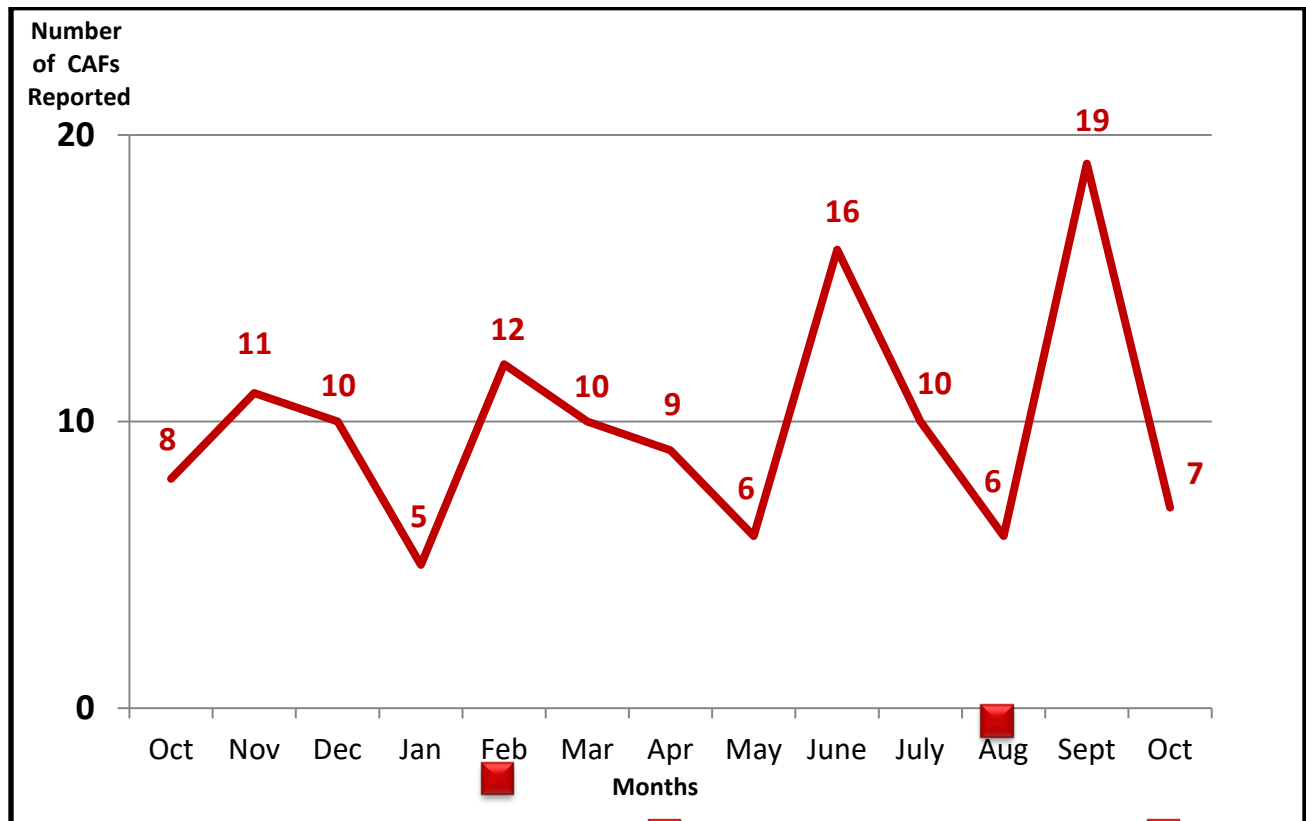
**Purchased Transportation Department Report: B-Line Service Contract Standards & Ridership Statistics**

- Productivity: **2.55** Passengers per Hour (PPH) did meet the contract standard of 2.50 PPH.
- Denials: 0 denials or **0.0%** did meet contract standard of 0.0%.
- Miles between Road Calls (MBRC): **21,852** did meet the contract standard of 12,250 miles.
- Ridership Statistics: **9,807** ambulatory boardings; **3,917** wheelchair boardings

| Metric                       | Standard    | Jul-22 | Aug-22 | Sep-22 | Oct-22 | (4) Month-Ave. |
|------------------------------|-------------|--------|--------|--------|--------|----------------|
| Passengers per Hour          | 2.50        | 2.51   | 2.56   | 2.55   | 2.55   | 2.54           |
| Denials                      | 0.00%       | 0.00%  | 0.00%  | 0.00%  | 0.00%  | 0.0%           |
| Miles Between Road Calls     | 12,250      | 13,731 | 20,301 | 14,453 | 21,852 | 17,584         |
| Monthly Wheelchair Boardings | No standard | 3,490  | 4,174  | 3,729  | 3,917  | 3,828          |

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

For October 2022, Customer Service received and processed 7 (CAF's) Customer Assistance Forms. 7 CAF's is 12 less than the previous month and represents a 63% decrease. Two commendations were recorded and are included within the 7-total number of CAFs.



**Route Summary Report:**

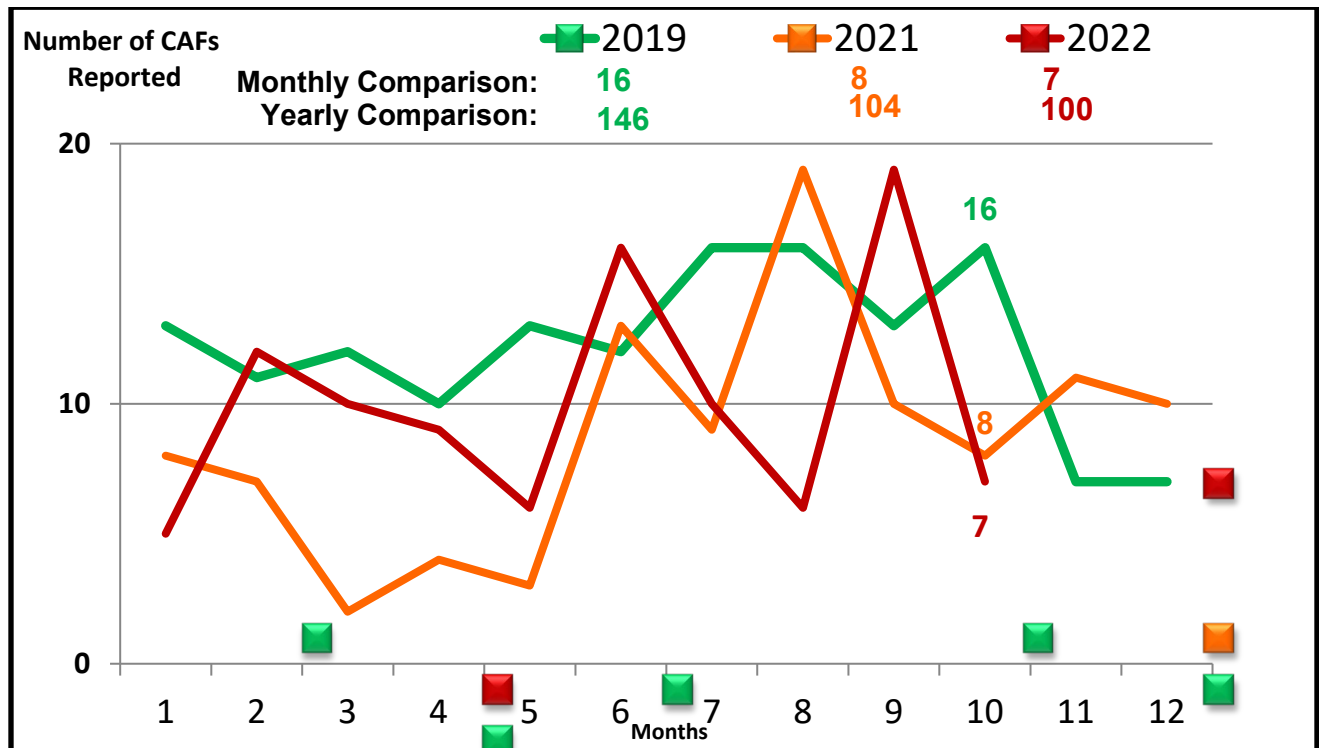
| <b>Route</b>              | <b># of CAFs</b> | <b>Route</b>                   | <b># of CAFs</b> |
|---------------------------|------------------|--------------------------------|------------------|
| #3 NAS Shuttle            |                  | #34 Robstown North Circulator  |                  |
| #4 Flour Bluff            |                  | #35 Robstown South Circulator  |                  |
| #5 Alameda                |                  | #37 Crosstown/TAMU-CC          |                  |
| #5x Alameda Express       |                  | #50 Calallen/NAS Ex (P&R)      |                  |
| #6 Santa Fe/Malls         |                  | #51 Gregory/NAS Ex (P&R)       |                  |
| #12 Hillcrest/Baldwin     |                  | #53 Robstown/NAS Ex (P&R)      |                  |
| #15 Kostoryz/Carroll HS   |                  | #54 Gregory/Downtown Express   |                  |
| #16 Morgan/Port           | 1                | #60 Momentum Shuttle           |                  |
| #17 Carroll/Southside     |                  | #65 Padre Island Connection    |                  |
| #19 Ayers                 | 1                | #76 Harbor Bridge Shuttle      |                  |
| #19G Greenwood            |                  | #78 North Beach Shuttle        |                  |
| #19M McArdle              |                  | #83 Advanced Industries        |                  |
| #21 Arboleda              |                  | #90 Flexi-B Port Aransas       |                  |
| #23 Molina                |                  | #93 Flex                       |                  |
| #24 Airline/Yorktown      |                  | #94 Port Aransas Shuttle       |                  |
| #25 Gollihar/Greenwood    |                  | #95 Port Aransas Express       |                  |
| #26 Airline/Lipes         | 1                | B-Line (Paratransit) Services  | 1                |
| #27 Leopard               |                  | Safety & Security              |                  |
| #27x Leopard (Express)    | 1                | Facilities Maintenance         |                  |
| #28 Leopard/Navigation    |                  | Customer Service Department    |                  |
| #29 Staples               |                  | Service Development/Facilities |                  |
| #29F Staples/Flour Bluff  |                  | Facilities/Service Development |                  |
| #29SS Staples/Spohn South |                  | Commendations                  | 2                |
| #32 Southside             |                  | TOTAL CAF's                    | 7                |

**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>     |                        |                               |                       |               |
| <b>Driving Issues</b>          | <b>2</b>               |                               |                       | <b>2</b>      |
| <b>Customer Services</b>       |                        |                               | <b>1</b>              | <b>1</b>      |
| <b>Late/Early – No Show</b>    |                        |                               |                       |               |
| <b>Alleges Injury</b>          |                        |                               |                       |               |
| <b>Fare/Transfer Dispute</b>   |                        |                               |                       |               |
| <b>Clean Trash Can</b>         |                        |                               |                       |               |
| <b>Dispute Drop-off/Pickup</b> |                        | <b>1</b>                      |                       | <b>1</b>      |
| <b>Add Bench/Stop</b>          |                        |                               |                       |               |
| <b>Tie Down Issues</b>         |                        |                               |                       |               |
| <b>Inappropriate Behavior</b>  | <b>1</b>               |                               |                       | <b>1</b>      |
| <b>B-line Calls</b>            |                        |                               |                       |               |
| <b>Incident at Stop</b>        |                        |                               |                       |               |
| <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>Cell Phone User</b>         |                        |                               |                       |               |
| <b>Safety Transportation</b>   |                        |                               |                       |               |
| <b>Commendations</b>           | <b>2</b>               |                               |                       | <b>2</b>      |
| <b>Total CAFs</b>              | <b>5</b>               | <b>1</b>                      | <b>1</b>              | <b>7</b>      |

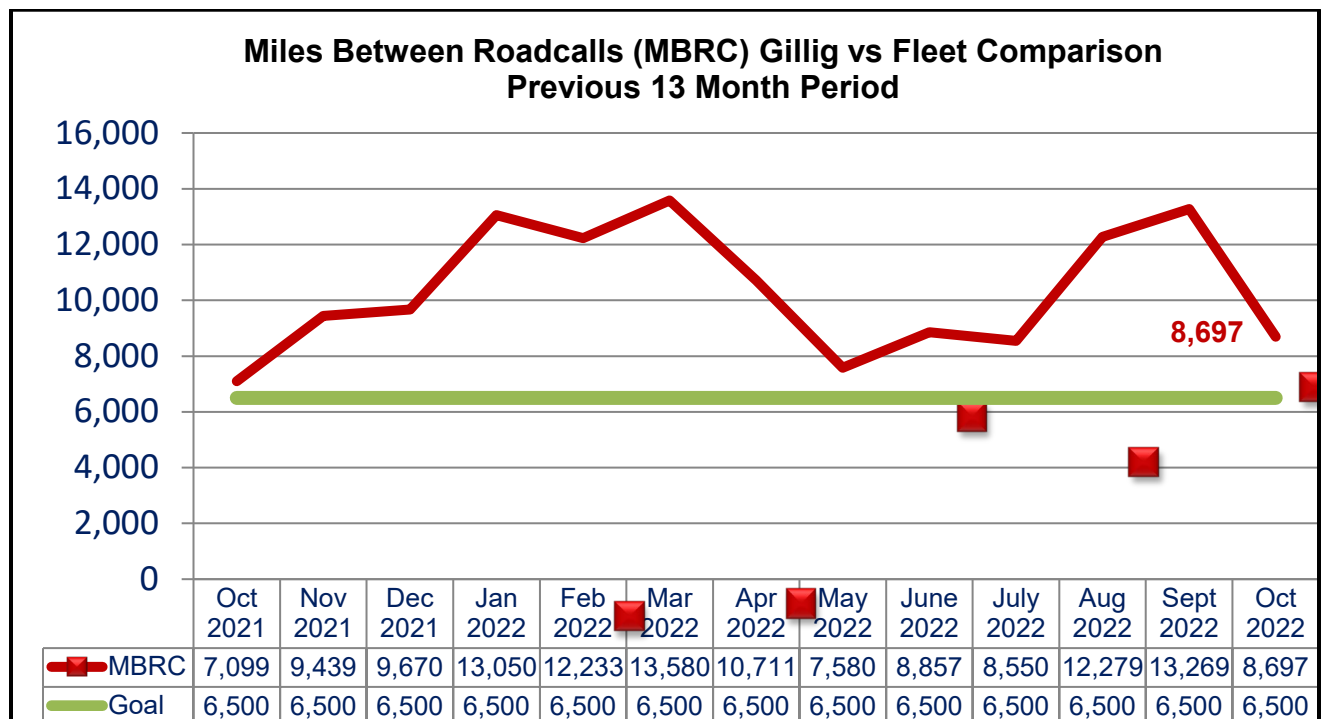


**Number of CAF Reports: Current and Historical (4) Year Trends**



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

In October 2022, there were **8,697** miles between road calls (MBRC) recorded as compared to 7,099 MBRC in October 2021. A standard of 6,500 miles between road calls is used based on the fleet size, age and condition of CCRTA vehicles. The thirteen-month average is 10,386.



**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:   
\_\_\_\_\_  
Miguel Rendón  
Acting Chief Executive Officer