

AGENDA MEETING NOTICE

Board of Directors Meeting

DATE: Wednesday, April 5, 2023

TIME: 8:30 a.m.

LOCATION: Staples Street Center – 2ND 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)
Aaron Muñoz (Legislative Chair)
Beatriz Charo Jeremy Coleman Armando Gonzalez
Erica Maymi Matt Woolbright

	TOPIC	SPEAKER	EST.TIME	REFERENCE
1.	Pledge of Allegiance	D. Leyendecker U.S. Veteran, Pat Simon	1 min.	-----
2.	Roll Call	M. Montiel	2 min.	-----
3.	Safety Briefing	J. Esparza	3 min.	-----
4.	Receipt of Conflict of Interest Affidavits	D. Leyendecker	2 min.	-----
5.	Opportunity for Public Comment 3 min. limit – no discussion	D. Leyendecker	3 min.	-----
Public Comment may be provided in writing, limited to 1,000 characters, by using the Public Comment Form online at www.ccrta.org/news-opportunities/agenda or by regular mail or hand-delivery to the CCRTA at 602 N. Staples St., Corpus Christi, TX 78401, and MUST be submitted no later than 5 minutes after the start of a meeting in order to be provided for consideration and review at the meeting. All Public Comments submitted shall be placed into the record of the meeting.				
6.	Discussion (in Closed Session) on the Selection of a New CEO, and Possible Action thereafter in Open Session	D. Leyendecker	20 min.	-----
7.	Awards and Recognition – a) APTA AdWheel Award presented to CCRTA for Best Special Event on Workforce Development, “2022 Employee Appreciation Day” b) APTA Adwheel Award presented to CCRTA for Best Print Media to Support Ridership, “CCRTA Buc Days Parade Bus Wrap” c) Employee Recognition – Ms. Delia Cristan, MV Transportation	M. Rendón	5 min.	-----
8.	Discussion and Possible Action to Approve Board Minutes of the Board of Directors Meeting of March 1, 2023	D. Leyendecker	3 min.	Pages 1-10

AGENDA MEETING NOTICE

9.	CONSENT ITEMS: The following items are routine or administrative in nature and have been discussed previously by the Board or Committees. The Board has been furnished with support documentation on these items. <ul style="list-style-type: none"> a) Action to Award a Three (3) Year Contract to SHI Government Solutions for Microsoft Office 365 b) Action to Exercise Option Year Two (2) with Hanson Professional Services, Inc., for General Architectural and Engineering Design Services c) Action to Award a Contract to Marshall Company, Ltd. for the Construction of the New Port Ayers Transfer Station d) Action to Approve the purchase of seven ENC 35' CNG buses from the State of Georgia DOAS Contract 	5 min.	Pages 11-17	
10.	Committee Chair Reports <ul style="list-style-type: none"> a) Administration & Finance b) Operations & Capital Projects c) Rural and Small Cities d) Legislative 	G. Canales E. Salazar L. Allison A Muñoz	3 min. 3 min. 3 min. 3 min.	-----
11.	Presentation on 2022 Year in Review	M. Rendón	15 min.	<i>PPT</i>
12.	Update on RCAT Committee Activities	S. Montez	5 min.	<i>PPT</i>
13.	Presentations: <ul style="list-style-type: none"> a) February 2023 Financial Report b) April 2023 Procurement Update c) February 2023 Operations Report 	R. Saldaña R. Saldaña D. Majchszak	15 min.	Pages 18-29 <i>PPT</i> <i>PPT</i> Pages 30-39 <i>PPT</i>
14.	Board Chair Report	D. Leyendecker	10 min.	-----
15.	Adjournment	D. Leyendecker	1 min.	-----

Total Estimated Time: 1 hour 42 mins.

On **Friday, March 31, 2023** 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, March 1, 2023**

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. Held Closed Session on the Selection of a New CEO, and Possible Action thereafter in Open Session
7. Presented Awards and Recognition - None
8. Approved Board of Director Meeting Minutes of February 1, 2023
9. Approved Consent Items
 - a) Adopted a Resolution to Support Low or No Emission Grant 5339(c) and Grant for Buses and Bus Facilities 5339(b) Consolidated FY2023 Funding Opportunity Operations and Capital Projects
 - b) Approved A Three-Year Contract for Federal Legislative Consulting Services with Cassidy & Associates, LLC
 - c) Approved A Three-Year Contract for State Legislative Consulting Services with Longbow Partners, LLP
 - d) Executed the Federal Transit Administration's Fiscal Year 2023 Certifications and Assurances
 - e) Approved a Three-Year Agreement for Employment Legal Services with Wood, Boykin & Wolters
 - f) Exercised Option Year Two (2) and increase in contract price with Enterprise Holdings, dba Commute with Enterprise for Vanpool Services
10. Formally Approved the Legislative Program for the 88th Legislature
11. Authorized the Chief Executive Officer to Execute a Plat of the Port-Ayers Property into a Single Parcel
12. Heard Committee Chair Reports
 - a) Administration and Finance
 - b) Operations and Capital Projects
 - c) Rural and Small Cities
 - d) Legislative
13. Heard Update on RCAT Committee Activities
14. Heard Update on Health Care Consulting/Risk Management Services with Roland Barrera Insurance
15. Heard Presentation on Zero Emission Transition Plan
16. Heard Presentations –
 - a) 2022 Annual Report for the Defined Benefit Plan
 - b) January 2023 Financial Report
 - c) March 2023 Procurement Update
 - d) January 2022 Operations Report
17. Heard Acting CEO Report
18. Heard Board 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, 2nd Floor Board Room, Corpus Christi, Texas.

Call to Order & Roll Call

Board Secretary Lynn Allison called the meeting to order at 8:31 a.m. She welcomed and gave a brief introduction for Mr. Ram Chavez, Vietnam Veteran, to lead the Pledge of Allegiance. Ms. Montiel called roll and it was noted that a quorum was present.

Board Members Present

Dan Leyendecker (virtual), Lynn Allison, Gabi Canales, Beatriz Charo, Jeremy Coleman, Armando Gonzalez (virtual), Anna Jimenez (virtual), Erica Maymi, Aaron Muñoz, Eloy Salazar and Matt Woolbright.

Board Members Absent

None

Staff Present

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

Public Present

Steve Clermont and Jay Woodbeck with CTE. Rick Medrano with 90 Degree Benefits. Ram Chavez, Veterans Band. Rob MacDonald with Corpus Christi MPO. Mariah Boone with Vulnerable Communities Defense League.

Safety Briefing

Mr. John Esparza, Safety and Security Administrator, presented the safety briefing to the Board and audience. He noted that in the event of an emergency, the audience would exit the boardroom to his right and proceed down to the first floor where they would exit through the westside stairwell to the first floor and exit through the westside doors. Once outside, they would continue to the clock tower adjacent to the transfer station. Ms. Montiel will account for all Board Members and he would be the last out to ensure everyone exits safely. He noted three things, to not use the elevator, 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 were no Conflict of Interest Affidavits received.



Opportunity for Public Comment

1. Mariah Boone, Vulnerable Communities Defense League, was also there to speak out against the hostile architecture. She asked that CCRTA remove the hostile architecture that are on the bus benches throughout the city. She states that hostile architecture has been shown to affect the community attitude and prevents people from resting when the buses are not in use. She continues to state that it creates an environment which leads to hate crimes because of the way that it prevents people who are unhoused are thought of. She says she has come before the board a few times and will continue to come and asked that they place this on their April Board Meeting agenda. She closes with saying that this is a very important issue and the vulnerable people in the community deserve to be treated with respect.

Discussion (In Closed Session) on the Selection of a New CEO, and Possible Action Thereafter in Open Session

Secretary Allison noted under Section 551.074, of the Texas Open Meetings Act, the Board of Directors will be going into closed session in order to discuss agenda item 6, Discussion (in Closed Session) on the Selection of a New CEO, and Possible Action thereafter in Open Session

Secretary Allison called recess for the Executive Session at 8:38 A.M.

Secretary Allison called the CCRTA Board Meeting back into session at 8:59 A.M. and noted no votes were taken during Executive Session.

Awards and Recognitions

None

Discussion and Possible Action to Approve the Board of Directors Meeting Minutes of February 1, 2023

DIRECTOR ELOY SALAZAR MADE A MOTION TO APPROVE THE BOARD OF DIRECTORS MEETING MINUTES OF FEBRUARY 1, 2023. DIRECTOR ERICA MAYMI SECONDED THE MOTION. ALLISON, CHARO, CANALES, COLEMAN, GONZALEZ, JIMENEZ, LEYENDECKER, MAYMI MUÑOZ, SALAZAR AND WOOLBRIGHT VOTING IN FAVOR. ABSENT NONE.

Consent Items

- a) **Action to Adopt a Resolution to Support Low or No Emission Grant 5339(c) and Grant for Buses and Bus Facilities 5339(b) Consolidated FY2023 Funding Opportunity Operations and Capital Projects**
- b) **Action to Approve a Three-Year Contract for Federal Legislative Consulting Services with Cassidy & Associates, LLC**



- c) **Action to Approve a Three-Year Contract for State Legislative Consulting Services with Longbow Partners, LLP**
- d) **Action to Execute the Federal Transit Administration's Fiscal Year 2023 Certifications and Assurances**
- e) **Action to Approve a Three-Year Agreement for Employment Legal Services with Wood, Boykin & Wolters**
- f) **Action to Exercise Option Year Two (2) and Increase in Contract Price with Enterprise Holdings, dba Commute with Enterprise for Vanpool Services**

VICE CHAIR ANNA JIMENEZ MADE A MOTION TO APPROVE CONSENT ITEMS A) THROUGH F). DIRECTOR BEATRIZ CHARO SECONDED THE MOTION. ALLISON, CHARO, CANALES, COLEMAN, GONZALEZ, JIMENEZ, LEYENDECKER, MAYMI, MUÑOZ, SALAZAR AND WOOLBRIGHT VOTING IN FAVOR. ABSENT NONE.

Discussion and Possible Action to Formally Approve the Legislative Program for the 88th Legislature

Director Muñoz introduced the item and turned it over to Mr. John Bell, CCRTA Legal Counsel, to explain further. Mr. Bell notes that this is the item that was adopted last month by the Board, however, some clarification has been added on some items. For example, the prior document stated the board would consider supporting an initiative, so the word consider was eliminated and it was made clear that they are supporting the items. Signature lines were added for the Board Chair and Board Secretary as well. Secretary Allison encouraged everyone to reach out to their constituents so they are aware of CCRTA's agenda and to ensure their support. Chair Leyendecker noted that he will be presenting the Legislative Agenda to the City Council on March 21st and he asked for the support of Board Members to attend. Chair Leyendecker noted he also would like to present at the County and Small Cities as well. Mr. Rendón noted that Chairman Hunter advised CCRTA to go to Austin at least twice a month and for next time, a different group attend, so everyone can become familiar with the legislative aspect. Director Canales asked if they can go on their own if their schedule do not allow or if they can visit with them locally. Chair Leyendecker and Mr. Rendón said yes and to just let them know when she plans on going. Secretary Allison asked if the final proposal or submittal of items has been submitted. Mr. Bell noted that yes, they were submitted to the staff in Austin so they could submit to the legislative council on the two items they requested to be drafted. He would send the copies to the board.

BOARD CHAIR LEYENDECKER MADE A MOTION TO FORMALLY APPROVE THE LEGISLATIVE PROGRAM FOR THE 88TH LEGISLATURE. DIRECTOR AARON MUÑOZ SECONDED THE MOTION. ALLISON, CHARO, CANALES, COLEMAN, GONZALEZ, JIMENEZ, LEYENDECKER, MAYMI MUÑOZ, SALAZAR AND WOOLBRIGHT VOTING IN FAVOR. ABSENT NONE.



Discussion and Possible Action to Authorize the Chief Executive Officer to Execute a Plat of the Port-Ayers Property into a Single Parcel

Ms. Sharon Montez, Managing Director of Capital Programs and Customer Services, presented the item stating the board priority was facilities and public image. For the background, she noted that CCRTA owns four parcels of land at Port-Ayers and is currently in the process of redeveloping the property into a new transit center. The City of Corpus Christi is requiring that such properties be re-platted into a single parcel in order to obtain a building permit in connection with the project. She displayed CCRTA's four parcels at the Port Ayers location. The Unified Development Code of the City requires certain setbacks and other limitations on the development of property which can hinder the development of multiple parcels as a single development. By re-platting the parcels into one lot, the project may proceed in the manner designed. The City requires a board resolution authorizing the person who signs the plat as being duly authorized by the board. At this time, Ms. Montez answered any questions the board had. Vice Chair Jimenez mentioned the fact that there is currently an RFP out for the repurpose of Kleberg Bank and asked what would happen in the case that a proposal is received and if it is okay for the land to be one plat. Mr. Bell responded that in the instance that CCRTA ended up selling the building, they would have to take extra time to determine where those boundary lines should be and is a decision that cannot be made at this time as to where the demarcation should be and it can always be adjusted.

DIRECTOR ELOY SALAZAR MADE A MOTION TO AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO EXECUTE A PLAT OF THE PORT-AYERS PROPERTY INTO A SINGLE PARCEL. DIRECTOR JEREMY COLEMAN SECONDED THE MOTION. ALLISON, CHARO, CANALES, COLEMAN, GONZALEZ, JIMENEZ, LEYENDECKER, MAYMI, MUÑOZ, SALAZAR AND WOOLBRIGHT VOTING IN FAVOR. ABSENT NONE.

Committee Chair Reports

Director Canales, Administration and Finance Committee Chair, commented on the successful committee meeting that was held and that they were able to recommend the items as consent for the Board Meeting. She also mentioned that she has received questions if CCRTA is able to put political ads on bus stops and the potential for trolleys in the downtown area. Mr. Rendón said he would check the policy, but he believes in the past they were allowed. Director Salazar had nothing new to report for the Operations and Capital Projects Committee. Secretary Allison reported for the Rural and Small Cities Committee and reiterated for everyone to reach out to their constituents. Director Muñoz reported for the Legislative Committee and echoed what Secretary Allison stated and asked everyone to help gain support for the Legislative Agenda. He also said that him and Secretary Allison were able to visit the Austin Capitol and were able to meet with state lawmakers and other elected officials and had very successful conversations.



Update on the RCAT Committee Activities

Ms. Sharon Montez, Managing Director of Capital Projects and Customer Services, presented the RCAT Committee Update. She noted their last meeting was held on January 19th and she gave the committee updates on January CEO's Report Information, 2022 Year End Statistics for B-line Eligibility Program, December 2022 Operations Report and December 2022 B-Line Operations Metric Report. She displayed the B-Line Service Performance Report and noted no issues. The next RCAT Committee meeting will be held on March 16th. Director Maymi asked what would make someone ineligible to participate. Ms. Montez noted that they go through an assessment process and their doctors fill out an application form and if they do not meet any of the requirements, they are deemed ineligible. Director Maymi followed up asking if they are declined, are they able to re-apply and what is the waiting period. Ms. Montez noted that yes, they may re-apply as soon as anything changes that may help them qualify.

Update on Health Care Consulting/Risk Management Services with Roland Barrera Insurance

Mr. Rendón introduced Mr. Roland Barrera, Roland Barrera Insurance, to present the item. Mr. Barrera discussed the overall plan expenses, summary of risk, medical & RX net paid claims, top diagnoses among employees and chronic conditions among employees. For 2022, the overall medical and RX billed was \$8,740,430 and paid was \$2,847,385. These billed amounts were down \$2,390,168 and \$342,403, respectively, from 2021 billing period. Mr. Barrera noted that this year the generic prescriptions will be re-evaluated. Director Woolbright asked that the team get creative with the generic aspect, perhaps an incentive for going with generics vs. brand. Mr. Barrera continues with discussing the top diagnoses among employees, in which endocrine/metabolic disorders as the top disorder. He says these disorders are lifestyle related such as high cholesterol, diabetes, hypertension, etc. Next, he stated that the current Acting CEO has been very aggressive with the most recent health campaign for the CCRTA employees and is currently holding the Healthy Lifestyle Challenge. There are weekly weigh-ins and biometric tracking, group training sessions, and cash prizes for 1st-3rd place winners and BMI. Discussion was held on the personal trainer and Director Woolbright mentioned it may be worth it to bring someone on full time to fulfill this training role as it could help reduce medical costs in the long run. Mr. Barrera and Mr. Rendón noted that this is the pilot program and adjustments will be made as they see what works and what does not. Director Maymi stated how important the nutritional aspect of this program is, since a lot of people do not truly know the proper things to eat. She asked if there has been discussion on bringing on a nutritionist. Mr. Barrera says they do want to bring someone in to do sessions on nutrition. Chair Leyendecker mentioned the Texas A&M Extension Service and asked if that program could be looked into as another resource.

Director Maymi asked what the policy and procedure is for Medicare aged individuals. She says that some agencies require that some individuals go on the Medicare plan once they turn 65 and they will just supplement. Mr. Barrera said that currently there is no policy in place as there has not been an issue and they just tell them their options and allow them to choose. Director Maymi asked for the expenses of care of the individuals as this number



may continue to increase and it may be worth looking at. Mr. Barrera noted he do his homework and will report back to staff due to HIPPA. Director Maymi asked what the current policy is for current retirees and how long they are able to stay on the plan. Ms. Angelina Gaitian, Human Resources Director, responded that the retiree has the opportunity to remain on the same plan are the retirement cost and they are eligible until they become eligible for Medicare.

Presentation on Zero Emission Transition Plan

At this time, Mr. Derrick Majchszak, Managing Director of Operations, introduced Mr. Steve Clermont and Mr. Jay Woodbeck with Center for Transportation and the Environment (CTE), to present the item. Mr. Clermont gave a brief introduction on CTE and what they do stating they are a non-profit engineering and planning firm. They displayed a map of where they have done projects throughout the United States. They gave a general description of Zero Emission Busses (ZEB) and gave a vehicle technology overview of diesel vs. electric vs. fuel cell electric vehicles. Mr. Clermont stated battery electric buses are four times more efficient than diesel. He noted factors affecting ZEB range. Next, Mr. Woodbeck discussed CCRTA's transition plan and the different scenarios. The baseline is the plan as is, which consists of diesel and CNG buses. Scenario one consists of battery electric buses (BEB) and electric cutaways. Scenario two consists of fuel cell electric buses (FCEB) and electric cutaways. Scenario three consists of a mixed fleet, 70% battery electric buses, 30% fuel cell electric buses and electric cutaways. He discussed the guiding principles for procurements of end of life vehicles, feasibility, procurement percentage and goal of achieving 100% by 2040. Next, he discussed the service assessment results. For FCEB, 85% is feasible now and 100% feasible during transition period. For BEB, 2040 BEB feasible routes/blocks equals 70% and cannot reach 100% without alternative. Mr. Woodbeck discussed CCRTA's procurement timeline for each scenario. The annual fuel cost was discussed and a graph was shown comparing each scenario.

Next, the facility assessment was discussed along with the methodology timeline. The timeline was as follows: 2022 transition planning, 2025 Phase 1 - first ZEB purchases, 2028 Phase 2, missed fuel plan deviates from 100% BEB, 2035 Phase 3, mixed fuel final composition adjustments, and 2040, 100% zero-emission fleet. The proposed site layout was displayed and discussed for each scenario. The total cost of ownership was discussed next. The defined transition period is a total of 18 years (2022-2040). A comparison chart was shown and discussed of total cost of ownership per scenario which included fleet, maintenance, fuel and facilities. Chair Leyendecker asked if they looked at the Port of Corpus Christi as a hub for blue and green hydrogen. Mr. Woodbeck noted that yes, they did and Mr. Majchszak said that is part of the reason they had the lower cost of the hydrogen fuel cell at \$4 because the anticipation of having it locally. The post-transition annual operating costs (2040 projection) chart for each scenario was displayed and discussed. Chair Leyendecker asked if the risk cost was calculated if electricity is lost. Mr. Woodbeck noted that a resilience analysis was done and the slides would be displayed. BEB was noted to have the overall lowest cost and FCEB and mixed fleets are the highest costs. Mr. Clermont discussed other considerations including workforce development and the



potential skill gap to run ZEB. He closed with conclusions and recommendations. CTE recommends electrification, not if, but when and to initiate a BEB pilot. Also, to monitor industry developments, monitor market developments and re-evaluate ZEB transition plan frequently. At this time, they answered several questions from the board in regards to maintenance costs, aspects relating to the grant, safety, battery runaways, risk mitigation, battery life, spare ratio requirements, mitigation costs and insurance costs. The board requested the full copy of the plan. Director Maymi asked for additional training and information for the board since there is a lot of information, perhaps in bits and pieces. Director Canales asked about the possibility of electric or hydrogen trolleys. Mr. Majchszak said essentially, yes, it is possible and they are looking into putting a trolley in the downtown – sea district area as a pilot.

Presentations

a) 2022 Annual Report for the Defined Benefit Plan

Mr. Robert Saldaña introduced Mr. Christopher Koeller with Principal Global Advisors who would be presenting the item. Mr. Koeller gave a brief background on the defined benefit plan noting that CCRTA sponsors a pension plan in lieu of participating in the Social Security system established by Internal Revenue Code. The plan is 100% funded by CCRTA through annual contributions calculated by Actuary and is regulated by Texas Government Code 802. He displayed a chart of funded status monitoring and the history of interest rates from 2019-2022. Mr. Koeller displayed the portfolio performance as of December 31, 2022. He discussed the economic and market review showing both bonds and most equities were down more than 10% in 2022. Next, he displayed the investment policy summary as of December 31, 2022. He noted that each month, the actual allocation is looked at and rebalanced to meet the target allocation. 42.2% is in U.S. equities, 13.2% is non-U.S. equities, 37.6% is in fixed income, 5% is in real assets and alternatives and 2% is in cash & cash equivalents. He displayed the historical benchmark comparison.

b) January 2023 Financial Report

Mr. Robert Saldaña presented the January 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 96.67% of baseline, Investment Income was 409.62% of baseline, Operating Expenses were 138.87% of baseline and Staples Street Center Leases were 99.38% of baseline. He displayed the projected January 2023 Income Statement Snapshot. Total revenues came in at \$3,623,392 and total expenses were \$4,011,017. He displayed the revenue categories. The operating vs. non-operating revenue was displayed and discussed. The total operating revenues were \$121,261. Next, he discussed and displayed a pie chart of where the money went. Mr. Saldaña showed the expenses by object for January. Function was 37%, Purchased Transportation was 1%, Miscellaneous 8%, Supplies 8%, Salaries and Wages 22%, Benefits 9%, Services 2%, Utilities 1% and Insurance was 20%. The total Departmental Operating expenses were \$3,457,314. Mr. Saldaña noted that the benefits category includes a high dollar claim of \$297,264, of which \$232,264 will be reimbursed by the plan's stop loss policy. Mr. Saldaña



discussed the fare recovery ratio. The current YTD FRC is 2.58%. Next, he displayed the sales tax update for December in which \$3,868,927 was received. Mr. Saldaña then answered any questions the board had.

b) March 2023 Procurement Update

Mr. Robert Saldaña noted this item aligns with the Public Image and Transparency priority. He discussed the current procurements, the reconstruction of Port Ayers Transfer Station with the anticipated completion of project by March of 2024 and an estimated cost of \$4,800,000. The purchase, restoration and repurposing of the Kleberg Bank Building for a six-month contract. Occupational Medical Services with The Doctor's Center for a three-year contract for \$100,000 and General Architectural and Engineering Services with Hanson Professional Services, Inc. for a Three-Year Contract with Two One-Year Options for \$150,000. The total of current procurements is \$5,050,000. The three-month outlook under the CEO signature authority was displayed next. All of these items are \$50,000 or less. Memorandum of Agreement with Paisano Transit Demand Response Services for \$16,727, Generator Services with Cummins Inc. for \$21,917, Memorandum of Agreement – REAL Demand Response Services for \$34,603, On-Board APC System Warranty & Software Licensing for \$17,486 and Commercial Custodial Services for \$33,685. These total \$124,418. Mr. Saldaña closed with stating the Marina Space with the City of Corpus Christi is not to exceed \$6,840.

d) January 2023 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 January 2023 vs. January 2022. The Passenger Trips were up 35.3%, the Revenue Service Hours were up 6.7% and the Revenue Service Miles were up 6.7%. He displayed the RTA System Monthly Ridership Trends and the System-Wide Monthly Ridership by Mode. He noted the system overall was up 35.3% but down -40.5% vs. pre-covid. 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 48 and 64 additional bus stops to be impacted or possibly closed due to these impacts. The B-Line service passengers per hour did not meet the performance standard and reported no issues. The recent cold period had a lot of same day cancellations. There were 19 customer assistance forms for the month, with no issues reported. The miles between road calls and the large bus fleet exceeded the standards as well with a few identified issues that were worked out. At this time, Mr. Majchszak answered any questions the Board had.

Acting CEO Report

Mr. Mike Rendón opened up with providing the CEO updates on organizational initiatives which included operation and project updates. Ridership has increased by up to 37% compared to February 2022. Del Mar College Super Stop at Yorktown is more than 55% complete and Rodd Field Rd. Stop is nearly 40% complete. He provided an update on the Shelter Expansion Program and noted there were six new hires in February. The Port Ayers Transfer Station Construction was discussed and noted the contract recommendation will be



presented to the Operations and Capital Projects Committee during the March 22nd meeting. The community focus was discussed including February outreach events to included visits to the Education Service Center, Carroll High School and TAMUCC Homecoming Park & Ride Shuttle. The upcoming outreach events were discussed. The CCRTA Wellness Campaign and the Workplace Positivity “B” Polite Campaigns were highlighted. He displayed an upcoming events calendar and the Board was reminded of the upcoming TTA Conference here in Corpus Christi. Lastly, special recognition was given to Director Coleman for receiving the “Spirit of MLK” Award from TAMUCC’s Islander Cultural Alliance and to Vice Chair Jimenez on her organization, International Consulting Engineers (ICE) for receiving Small Business Association, Region VI’s Local Small Business of the Year.

Board Chair Report

At this time, Director Canales thanked Mr. Rendón and noted he is doing a great job. She continues that she enjoyed hearing about the wellness campaign and says it is beneficial for the employees. Lastly, she congratulated Ms. Patrick and staff for the Marketing awards. Director Muñoz also gave recognition to staff on the wellness program and for the community involvement. Director Maymi thanked the staff for their hard work in putting together all of the information for the Board. Chairman Leyendecker thanked the staff for everything and also the team on the Marketing awards. Vice Chair Jimenez recognized the staff for all of their hard work and noted how heartwarming it is to be at the APTA Marketing Conference to help accept the awards.

Adjournment

There being no further review of items, the meeting adjourned at 11:35 a.m.

Lynn Allison, Board Secretary

Submitted by: Marisa Montiel



Subject: Award a Three (3) Year Contract to SHI Government Solutions for Microsoft Office 365

Background

The CCRTA's current Microsoft Email system and Office Software has been in place since 2019 and it enables RTA staff to easily send and receive documents, images, links and communicate with others. The RTA's current email system play's a critical function in daily operations to keep communications with staff, vendors and stakeholders.

Identified Need

In the recent years, the CCRTA has implemented, or is in the process of implementing, a large number of technology initiatives, including Cloud Backup Systems, Cyber Security enhancements and implementing a new Management Information System. At the present time the RTA hosts its own Microsoft email system and purchases Microsoft Office Software licenses every 3 years. By switching to Office 365, the RTA will have its email system in the cloud with Microsoft and will always have access to all the newest Microsoft Office software upgrades.

Financial Impact

The CCRTA will be purchasing these services through the Texas Department of Information Resources (DIR) which pools local government accounts to leverage purchasing power to achieve better pricing on products, equipment and IT services used by agencies. Estimated cost for a 3-year contract with SHI for Microsoft Office 365 will be \$85,579.20. Funds for the Office 365 software license were identified in the MIS 2023 Capital Budget using local funds.

Board Priority

The Board Priority is Innovation.

Recommendation

Staff requests the Board of Directors authorize the Chief Executive Officer (CEO) or designee to Award a Three (3) Year Contract to SHI Government Solutions for Microsoft Office 365

Respectfully Submitted,

Submitted by: David Chapa, Director of IT

Reviewed by: Robert Saldaña, Managing Director of Administration

Final Approval by: 
Miguel Rendón
Acting Chief Executive Officer



Subject: Exercise the Second Option Year with Hanson Professional Services, Inc., for General Architectural and Engineering Design Services

Background

The CCRTA entered into an engineering/architectural/environmental services contract on April 15, 2019 with Hanson Professional Services, Inc. for a three-year fixed contract, with two one-year options. The second (last) option period extends services from April 15, 2023 through April 14, 2024.

The RTA utilizes general engineering/architectural services for various tasks that include a full range of technical demands related to the design of ADA infrastructure for bus stops, bus station designs, parking lot improvements, asphalts repair, topographic surveys, environmental assessments, cost estimates, renderings, project timelines for various grant packages, as well as, environmental compliance services.

Identified Need

The purpose of having an engineering/architect/environmental company of record serves the following objectives:

- Expedites unforeseen work assignments that require a quick response (such as an environmental incident or a grant application)
- Provides for flexibility relating to a wide selection of engineering services (i.e. civil, mechanical, structural, environmental, architectural and electrical) under one contract
- Supports RTA staff with projects that run parallel/simultaneously that need to be fast tracked

Hanson Professional Services, Inc., has provided excellent support/guidance services throughout the previous three-year contract and one-year option.

Ongoing work, currently underway, that will finish out through the option year include, several bus stop improvement projects, that are being reviewed by TXDOT and City of Robstown, as well as, an Environmental Assessment Phase I, stormwater quarterly monitoring, generator upgrade projects and Bus Stop Improvement Project -Phase VII, and a Bus Pad Project.

Disadvantaged Business Enterprise (DBE)

Hanson Professional Services, Inc. has committed to meeting the DBE goal of 7% for this contract.

Financial Impact

The annual cost estimate is \$150,000. The services will be requested on an as-needed basis and associated fees will only be incurred as per request.

Board Priority

This project aligns with the Board Priority – Facilities.

Recommendation

Staff requests the Board of Directors authorize the Chief Executive Officer (CEO) or designee to exercise the second (last) option year with Hanson Professional Services, Inc., for General Architectural and Engineering Design Services.

Respectfully Submitted,

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

Final Approval by: 
Miguel Rendón
Acting Chief Executive Officer



Subject: Award a Contract to Marshall Company, Ltd. for the Construction of New Port Ayers Station

Background

The CCRTA received a competitive grant for three capital projects, which consisted of Bear Lane Bus Parking Lot Improvements (completed), Del Mar South – Bus Stops (2) (construction underway) and a new Port Ayers Station.

Identified Need

The new structure will be located 4311 Ayers Street, at the intersection of Port Street and Ayers Street. The existing station was built in 1994. The station has the second highest ridership, after the Staples Street Station. There are three bus bays on Ayers Street and four on the Port Street side.

The new station will be located adjacent to the old station, off of Ayers Street and Port Street. The new station will have a similar open canopy design scheme, like the Staples Street Station at 602 North Staples, but with enhancements.

The new enhancements will include safety elements that intensify the safety in the area and the design process will consist of an ADA universal design concept, along with modern technology elements, the latest in energy efficient lighting and equipment, as well as, customer amenities

Analysis

The bids were issued January 27th, the pre-bid was held February 10th, and the bid opening as March 13th. The CCRTA received five bids, but two were quotes submitted by subcontractors and not responsive bids. The lowest bid, which was responsive and responsible, was submitted by Marshall Company, Ltd. The table below displays the bid information.

Company Name	Total Award
Marshall Company, Ltd.	\$6,198,000
Victory Building Team	\$6,300,000
B.E. Beecroft Co., Inc.	\$7,400,000

The company was established in 1941. Mr. Michael Dodson is the president. They have performed work, over the last five years, for Alice Independent School District, Aransas Pass Independent School District, and for the CCRTA, on its current Del Mar Oso Creek – Bus Stops Project. The work history with CCRTA to date, has been very satisfactory.

Financial Impact

The estimated amount of the contract is \$6,198,000 and is budgeted in the 2023 Capital Projects budget. This project is funded with 75% federal funds and 25% local funds. The amount of the 5339 (b) competitive grant award, for the project, was \$5,811,845. The local match for the grant is \$1,452,921. Currently, the \$386,155 increase over the grant will also be covered from local funds, for a total not to exceed, \$1,839,116.

Contingent upon contract approval, by the CCRTA’s Board of Directors, CCRTA staff and Gignac’s architectural team will work with Marshall Company, to review the bid pricing, to determine if there are areas where pricing can be adjusted to reduce the bid price, to close the gap between the grant award and the bid price, estimated at \$386,155. If this happens, the local match above would be reduced.

Staff, will bring any bid price reductions, over \$50,000, back to the Board of Directors for review.

Board Priority

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

Disadvantaged Business Enterprise

The DBE Goal for this project is 15%, and Marshall Company has committed to a DBE goal of 39%.

Recommendation

Staff requests the Board of Directors authorize the Chief Executive Officer (CEO) or designee to award a contract to Marshall Company for the Construction of the new Port Ayers Station not to exceed \$6,198,000.

Respectfully Submitted,

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

Final Approval by: 
Miguel Rendón
Acting Chief Executive Officer



Subject: Authorize the Purchase of Seven ENC 35' CNG buses from the State of Georgia DOAS Contract

Background

The current fleet of sixty-five (65) heavy-duty buses consists of fifteen (15) diesel and fifty (50) CNG. The current fleet are all powered by a Cummins engine, regardless of being diesel or CNG. As these buses meet and exceed their useful life, maintenance costs and the potential for disruptions in service rise.

As outlined by the Federal Transit Administration guidelines, the useful life of a heavy duty bus is twelve (12) years or 500,000 miles. With the passage of 2015's Federal Transit Administration FAST Act, the FTA allows local transit agencies to purchase vehicles from state cooperatives that meet FTA's procurement guidelines.

ENC was established in 1975 as National Coach and was most recently known as Eldorado National California. ENC's manufacturing facility located in Riverside, California. ENC is one of 30 brands that are part of the larger REV Group, which builds emergency vehicles, fire apparatus, recreation vehicles, and commercial vehicles such as those used in public transit.

Identified Need

Several Transportation Buses have met their useful life and need replacement in order to avoid excessive maintenance costs and disruptions to daily operations.

Currently CCRTA has twenty-five (25) heavy-duty diesel and CNG buses that have met their useful life by years and/or mileage and are in need of replacement. Replacements for buses that have met their useful life are needed in order to avoid excessive maintenance costs and disruptions to daily operations and our customers

Disadvantaged Business Enterprise

There is no DBE requirement for this procurement.

Financial Impact

Total expenditures for the Seven (7) ENC 35' CNG buses is estimated to be \$5,487,770.33, and it is a 2023 CIP project funded partially by 5307 Formula Funds. The local match is 15% with an estimated cost of \$823,165.55 and the federal match is 85% with an estimated cost of \$4,664,604.78

The Board approved total budget for this CIP item is \$5,600,000.00.

Board Priority

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

Recommendation

Staff requests the Board authorize the Chief Executive Officer (CEO) or Designee to authorize the purchase of seven (7) ENC 35' CNG buses from the State of Georgia DOAS contract.

Respectfully Submitted,

Submitted by: Bryan Garner
Director of Maintenance

Reviewed by: Derrick Majchszak
Managing Director of Operations

Final Approval by: 

Miguel Rendón
Acting Chief Executive Officer



Subject: February 2023 Financial Report

Overview: The results from the **operating budget** for the **month** of **February** report **Revenues** in excess of Expenditures by **\$16,534**. Total revenues from operations totaled **\$3,243,150**, representing 102.12% of the budget baseline, while operating expenses finished at **\$3,226,616**, or 87.48% of baseline.

Year-to-date total revenues of **\$6,489,175** reached **101.37% of baseline** while expenses of **\$6,891,495** finished at **93.42%** of baseline producing a **\$402,320** shortfall.

The CIP budget for the **month** of February reports grant revenues of **\$149,013**, which includes the 80% federal share from the roof replacement of the Bear Lane Administration building. In addition to the **\$149,013** grant funding, the monthly allocation of the budgeted transfer-in of **\$304,129** from fund balance brought the total funding sources to **\$453,142**. Capital program expenditures of **\$300,201** which include the budgeted depreciation expense of **\$151,188** resulted in funding sources to exceed expenditures by **\$152,941** for the month of February.

Year-to-date CIP total funding totaled **\$894,498** while total expenditures finished at **\$588,616** resulting in funding sources to exceed expenditures by **\$305,882**.

The overall performance for the **month** results in an initial increase of **\$169,475** to the fund balance with **\$16,534** attributable to the operating budget, and **\$152,941** related to the CIP budget. However, removing the budgeted transfer-in of **\$304,129**, results in a decrease in fund balance for the month of **\$134,654**.

The overall performance for the **year to date** results in an initial decrease of **\$96,438** to the fund balance, with a decrease of **\$402,320** attributable to the operating budget, and an increase of **\$305,882** related to the CIP budget. Again however, when factoring the impact of the budgeted transfer-in, the result is a decrease in fund balance in the amount of **\$704,697**.

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 **February** closed at **\$3,696,293**, of which \$3,243,151 is attributable to the **Operating Budget (Table 4 and PPT Slides 3 and 4)** and \$453,142 to the capital budget. 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 \$102,453**, or **\$3,185** less than forecasted (**Table 4.1**) & (**PPT Slide 5**). **Fare Revenues** ended the month at 91.89% of the baseline expectation. Meanwhile, commissions from **Bus and Bench Advertising** ended the month at \$16,417, or 135.52% 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 \$1,182, 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 **\$3,140,698**, reaching **102.30%** of the **\$3,070,145** budget expectation, generating **\$70,554** more than forecasted (Table 4.1). Federal operating grant assistance missed the baseline as the annual preventive maintenance grant funding has not yet been received. Meanwhile, investment income continues to perform well against the budget as a result of the higher yields earned due to the Federal Reserve’s increases to the federal funds rate. Staples Street Center lease income reached 100.04% of baseline, though future periods may present a shortfall as a tenant moved out in January (Nueces River Authority).

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 **April 14, 2023**. Out of the seven (7) sources included in this revenue category, 87.82% of total revenue came from the sales tax revenue estimate as indicated in the table on the following page:

February 2023 Revenue Composition – Table 1

Line #	Revenue Source	Actual	%
1	Sales Tax Revenue	2,848,004	87.82%
2	Passenger Service	84,853	2.62%
3	SSC Lease Income	43,839	1.35%
4	Bus Advertising	16,417	0.51%
5	Investment Income	194,135	5.99%
6	Grant Assistance Revenue	54,720	1.69%
7	Other Revenue	1,182	0.04%
	Total (excluding capital)	\$3,243,150	100.00%

The **Investment Portfolio** closed the month of February 2023 with a market value of **\$56,976,623**, an increase of **\$673,908** from the balance at the end of January 2023 of **\$56,320,715**. The composition of the February market value includes **\$31,172,375** in short-term securities consisting of **\$8,803,132** in Commercial Paper, **\$19,410,700** in Federal Agency Coupon Securities, and **\$2,958,543** in Treasury Discounts, while **\$23,701,892** is held in TexPool Prime and **\$2,102,356** in bank accounts. For the month of **February**, earned interest income was recorded at **\$194,135**.

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

The **Sales tax** allocation for February 2023 is **estimated** at **\$2,848,004**. The estimate is necessary since allocations lag two months behind and will not be received until April 14, 2023.

The Sales Tax revenue payment of **\$2,883,848** for January 2023 was received March 10, 2023 and was **\$62,559**, or **2.22%** more than the **\$2,821,289** January reported **estimate**. The January payment included the allocation from internet sales of **\$34,051**, a decrease of \$7,874 or 18.78% from the prior month. RTA started receiving internet sales tax revenue in December 2019, and to date have received **\$1,098,514**. Retailers started collecting sales tax on internet sales October 1, 2019.

The sales tax revenue over the last five years' averages to 74.92% of total income. In 2022, Sales Tax Revenue represented 69.71% 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 87.82% 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 2023 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 January have made 27 installments. This amount is added back in order to calculate the growth rate when compared to the same period last year.

Sales Tax Growth – Table 2

Month Revenue was Recognized	2023 Actual	2022 Actual	\$ Growth	% Growth
January (actual)	2,883,848	\$ 2,700,560	183,288	6.79%
February (estimate)	2,848,004	2,726,132	121,872	4.47%
March (estimate)	-	-	-	0.00%
April (estimate)	-	-	-	0.00%
May (estimate)	-	-	-	0.00%
June (estimate)	-	-	-	0.00%
July (estimate)	-	-	-	0.00%
August (estimate)	-	-	-	0.00%
September (estimate)	-	-	-	0.00%
October (estimate)	-	-	-	0.00%
November (estimate)	-	-	-	0.00%
December (estimate)	-	-	-	0.00%
	\$ 5,731,852	\$ 5,426,692	\$ 305,160	5.62%

The detail of all revenue and expense categories are presented in the following tables, along with the fare recovery ratio for February 2023:

Revenue – February 2023 – Revenue Composition (Includes Operating and Capital Funding) – Table 3

Revenue Source	February 2023	%	YTD	%
Passenger Service	\$ 84,853	2.50%	\$ 175,451	2.59%
Bus Advertising	16,417	0.48%	33,240	0.49%
Other Revenue	1,182	0.03%	16,451	0.24%
Sales Tax Revenue	2,848,004	83.96%	5,731,852	84.60%
Grants - Operating	54,720	1.61%	54,720	0.81%
Grants - Capital	149,013	4.39%	286,239	4.22%
Investment Income	194,135	5.72%	390,072	5.76%
SSC Lease Income	43,839	1.29%	87,389	1.29%
Total Revenue	\$ 3,392,164	100.00%	\$ 6,775,414	100.00%

Revenue – February 2023 Operating Revenue and Capital Funding – Table 4

	02/2023				
	2023 Adopted Budget	February 2023 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Revenues					
Passenger service	\$ 1,108,110	\$ 84,853	\$ 92,343	7.66%	91.89%
Bus advertising	145,371	16,417	12,114	11.29%	135.52%
Other operating revenues	312,337	1,182	1,182	0.38%	100.00%
Sales Tax Revenue	39,793,301	2,848,004	2,848,004	7.16%	100.00%
Federal, state and local grant assistance	1,565,828	54,720	130,486	3.49%	41.94%
Investment Income	574,000	194,135	47,833	33.82%	405.86%
Staples Street Center leases	525,850	43,839	43,821	8.34%	100.04%
Total Operating & Non-Operating Revenues	44,024,797	3,243,150	3,175,784	7.37%	102.12%
Capital Grants & Donations	8,864,316	149,013	149,013	1.68%	100.00%
Transfers-In	3,649,552	304,129	304,129	8.33%	100.00%
Total Operating & Non-Operating Revenues and Capital Funding	\$ 56,538,665	\$ 3,696,292	\$ 3,628,926	6.54%	101.86%

	02/2023				
	2023 Adopted Budget	YTD 2023 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Revenues					
Passenger service	\$ 1,108,110	\$ 175,451	\$ 184,685	15.83%	95.00%
Bus advertising	145,371	33,240	24,229	22.87%	137.20%
Other operating revenues	312,337	16,451	16,451	5.27%	100.00%
Sales Tax Revenue	39,793,301	5,731,852	5,731,852	14.40%	100.00%
Federal, state and local grant assistance	1,565,828	54,720	260,971	3.49%	20.97%
Investment Income	574,000	390,072	95,667	67.96%	407.74%
Staples Street Center leases	525,850	87,389	87,642	16.62%	99.71%
Total Operating & Non-Operating Revenues	44,024,797	6,489,175	6,401,496	14.74%	101.37%
Capital Grants & Donations	8,864,316	286,239	286,239	3.23%	100.00%
Transfers-In	3,649,552	608,259	608,259	16.67%	100.00%
Total Operating & Non-Operating Revenues and Capital Funding	\$ 56,538,665	\$ 7,383,672	\$ 7,295,994	13.06%	101.20%

Revenue – February 2023 From Operations – Table 4.1

	02/2023				
	2023 Adopted Budget	February 2023 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Revenues					
Passenger service	\$ 1,108,110	\$ 84,853	\$ 92,343	7.66%	91.89%
Bus advertising	145,371	16,417	12,114	11.29%	135.52%
Other operating revenues	312,337	1,182	1,182	0.38%	100.00%
Total Operating Revenues	1,565,818	102,452	105,639	6.54%	96.98%
Sales Tax Revenue	39,793,301	2,848,004	2,848,004	7.16%	100.00%
Federal, state and local grant assistance	1,565,828	54,720	130,486	3.49%	41.94%
Investment Income	574,000	194,135	47,833	33.82%	405.86%
Staples Street Center leases	525,850	43,839	43,821	8.34%	100.04%
Total Non-Operating Revenues	42,458,979	3,140,698	3,070,145	7.40%	102.30%
Total Revenues	\$ 44,024,797	\$ 3,243,150	\$ 3,175,783	7.37%	102.12%

February 2023 Expenses

The results of all expenditure activities, including capital, are presented below. Overall the total operating expenses came in \$461,950 under the anticipated baseline of \$3,688,566. Departmental expenses came in \$452,851 under the anticipated baseline or 13.48%. Debt service payments are fixed by the terms of the bond contract which is the reason for the resulting 0% actual to baseline. Street Improvements is also a fixed amount that represents one-twelve of the annual amount budgeted for all member cities, resulting 100% of baseline.

For the year to date, total operating expenses came in \$485,633 under the anticipated baseline of \$7,377,128. Departmental operating expenses came in \$412,714 under the anticipated baseline or 6.14%. Debt service payments are fixed by the terms of the bond contract which is the reason for the resulting 0% actual to baseline. Street Improvements is also a fixed amount that represents one-twelve of the annual amount budgeted for all member cities, resulting 100% of baseline.

February 2023 Total Expenses & Capital Expenditures – Table 6

	02/2023				
	2023 Adopted Budget	February 2023 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Expenditures					
Departmental Operating Expenses	\$ 40,313,484	\$ 2,906,607	\$ 3,359,458	7.21%	86.52%
Debt Service	1,597,313	-	-	0.00%	0.00%
Street Improvements	3,183,464	265,289	265,289	8.33%	100.00%
Subrecipient Grant Agreements	765,828	54,720	63,819	7.15%	85.74%
Total Operating & Non-Operating Expenses	45,860,089	3,226,616	3,688,566	7.04%	87.48%
Grant Eligible Costs	8,864,316	149,013	149,013	1.68%	100.00%
Depreciation Expenses	1,814,260	151,188	151,188	8.33%	100.00%
Total Operating & Non-Operating Expenses and Capital Expenditures	\$ 56,538,665	\$ 3,526,817	\$ 3,988,767	6.24%	88.42%

	02/2023				
	2023 Adopted Budget	YTD 2023 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Expenditures					
Departmental Operating Expenses	\$ 40,313,484	\$ 6,306,199	\$ 6,718,913	15.64%	93.86%
Debt Service	1,597,313	-	-	0.00%	0.00%
Street Improvements	3,183,464	530,577	530,577	16.67%	100.00%
Subrecipient Grant Agreements	765,828	54,720	127,638	7.15%	42.87%
Total Operating & Non-Operating Expenses	45,860,089	6,891,495	7,377,128	15.03%	93.42%
Grant Eligible Costs	8,864,316	286,239	286,239	3.23%	100.00%
Depreciation Expenses	1,814,260	302,377	302,377	16.67%	100.00%
Total Operating & Non-Operating Expenses and Capital Expenditures	\$ 56,538,665	\$ 7,480,112	\$ 7,965,744	13.23%	93.90%

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 February 2023, total departmental operating expenses realized favorable variances against the baseline expectation in categories including Salaries & Wages, Benefits, Materials & Supplies, Services, Insurance, Purchased Transportation, and Miscellaneous. Meanwhile, unfavorable variances were identified with the category of utilities.

Utilities ended the month at 102.05% of baseline, or \$1,374 over budget. The variance was due to the timing of invoices for telecommunications services.

February 2023 Departmental Expense Breakdown – Table 7.1

	02/2023				
	2023 Adopted Budget	February 2023 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Departmental Operating Expense Object Category					
Salaries & Wages	\$ 14,794,668	\$ 1,172,767	\$ 1,232,889	7.93%	95.12%
Benefits	5,441,013	296,122	453,418	5.44%	65.31%
Services	5,698,190	359,344	474,849	6.31%	75.68%
Materials & Supplies	3,202,967	242,756	266,914	7.58%	90.95%
Utilities	802,906	68,283	66,909	8.50%	102.05%
Insurance	648,227	46,823	54,019	7.22%	86.68%
Purchased Transportation	8,765,945	661,146	730,495	7.54%	90.51%
Miscellaneous	959,568	59,365	79,964	6.19%	74.24%
Total Departmental Operating Expenses	\$ 40,313,484	\$ 2,906,607	\$ 3,359,457	7.21%	86.52%

	02/2023				
	2023 Adopted Budget	YTD 2023 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Departmental Operating Expense Object Category					
Salaries & Wages	\$ 14,794,668	\$ 2,298,799	\$ 2,465,778	15.54%	93.23%
Benefits	5,441,013	1,076,379	906,836	19.78%	118.70%
Services	5,698,190	728,950	949,698	12.79%	76.76%
Materials & Supplies	3,202,967	517,529	533,828	16.16%	96.95%
Utilities	802,906	131,282	133,818	16.35%	98.11%
Insurance	648,227	93,646	108,038	14.45%	86.68%
Purchased Transportation	8,765,945	1,356,688	1,460,991	15.48%	92.86%
Miscellaneous	959,568	102,926	159,928	10.73%	64.36%
Total Departmental Operating Expenses	\$ 40,313,484	\$ 6,306,198	\$ 6,718,914	15.64%	93.86%

2023 Self-Insurance Claims, Medical & Vision and Dental – Table 9

Month	Medical & Vision	Dental	Total
January	\$ 523,138	\$ 6,669	\$ 529,807
February	186,094	4,935	191,029
	\$ 709,232	\$ 11,604	\$ 720,836

Fare Recovery Ratio – Table 10

Description	2/28/2023	Year to Date
Fare Revenue or Passenger Revenue	\$ 84,853	\$ 175,451
Operating Expenses	2,906,607	6,306,198
Fare Recovery Ratio	2.93%	2.78%
*Excluding Depreciation		

Note: Same period last year (February 2022) the FRR was 2.92%

February 2023 – Table 11

For the month of February, total Revenues exceeded Expenses by \$169,475. For the year to date, total Expenses exceeded Revenues by \$96,438. A greater detail of the financial results is explained in the accompanied Power Point presentation.

	02/2023				
	2023 Adopted Budget	February 2023 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Operating & Non-Operating Revenues	\$ 44,024,797	\$ 3,243,150	\$ 3,175,784	7.37%	102.12%
Capital Funding	12,513,868	453,142	453,142	3.62%	100.00%
Total Revenues	56,538,665	3,696,292	3,628,926	6.54%	101.86%
Operating & Non-Operating Expenses	45,860,089	3,226,616	3,688,566	7.04%	87.48%
Capital Expenditures	10,678,576	300,201	300,201	2.81%	100.00%
Total Expenses	56,538,665	3,526,817	3,988,767	6.24%	88.42%
Revenue over Expenditures	\$ (0)	\$ 169,475	\$ (359,841)		

	02/2023				
	2023 Adopted Budget	YTD 2023 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Operating & Non-Operating Revenues	\$ 44,024,797	\$ 6,489,175	\$ 6,401,496	14.74%	101.37%
Capital Funding	12,513,868	894,498	894,498	7.15%	100.00%
Total Revenues	56,538,665	7,383,673	7,295,994	13.06%	101.20%
Operating & Non-Operating Expenses	45,860,089	6,891,495	7,377,128	15.03%	93.42%
Capital Expenditures	10,678,576	588,616	588,616	5.51%	100.00%
Total Expenses	56,538,665	7,480,111	7,965,744	13.23%	93.90%
Revenue over Expenditures	\$ (0)	\$ (96,438)	\$ (669,750)		

NET POSITION

The Total Net Position at the end of the month was **\$103,796,651**, a decrease of **\$418,461** from December 2022 which closed at **\$104,215,111**.

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 **\$103,796,651**, the portion of the fund balance that is not restricted in accordance with GASB Concepts Statement No 4 is **\$47,540,6501**, but only **\$25,662,030** is available for spending as a result of the internal restrictions placed by the Board for specific reserves which total **\$21,878,620**. 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, 46.02% of the unrestricted portion is assigned by the Board to fund reserves that are earmarked to meet certain unexpected demands.

FUND BALANCE AS OF FEBRUARY 28, 2023:

<u>FUND BALANCE</u>	
Net Invested in Capital Assets	\$ 55,680,692
Restricted for FTA Interest	575,308
Unrestricted	47,540,651
TOTAL FUND BALANCE	103,796,651
<u>UNRESTRICTED BREAKDOWN</u>	
Designated for Operating Reserve (25% OpEx less EBR)	9,834,375
Designated for Capital Reserve (25% of total CIP)	11,068,263
Designated for Employee Benefits Reserve	975,982
Total Designated Reserves (46.01%)	\$ 21,878,620
Unrestricted (53.99%)	25,662,031
TOTAL DESIGNATED & UNRESTRICTED	\$ 103,796,651

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 Rendón
Acting Chief Executive Officer

Corpus Christi Regional Transportation Authority
Operating and Capital Budget Report
For the month ended February 2023

OPERATING BUDGET	02/2023				
	2023 Adopted Budget	February 2023 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
	A	B	C = A / 12	B / A	C vs B
Revenues					
Passenger service	\$ 1,108,110	\$ 84,853	\$ 92,343	7.66%	91.89%
Bus advertising	145,371	16,417	12,114	11.29%	135.52%
Other operating revenues	312,337	1,182	1,182	0.38%	100.00%
Sales Tax Revenue	39,793,301	2,848,004	2,848,004	7.16%	100.00%
Federal, state and local grant assistance	1,565,828	54,720	130,486	3.49%	41.94%
Investment Income	574,000	194,135	47,833	33.82%	405.86%
Staples Street Center leases	525,850	43,839	43,821	8.34%	100.04%
Total Revenues	44,024,797	3,243,150	3,175,784	7.37%	102.12%
Expenses					
Transportation	9,677,928	734,292	806,494	7.59%	91.05%
Customer Programs	583,377	33,066	48,615	5.67%	68.02%
Purchased Transportation	8,765,945	661,146	730,495	7.54%	90.51%
Service Development	787,213	62,874	65,601	7.99%	95.84%
MIS	1,658,217	122,872	138,185	7.41%	88.92%
Vehicle Maintenance	6,467,275	495,758	538,940	7.67%	91.99%
Facilities Maintenance	3,073,685	183,097	256,140	5.96%	71.48%
Contracts and Procurements	439,574	27,714	36,631	6.30%	75.66%
CEO's Office	1,196,022	97,713	99,668	8.17%	98.04%
Finance and Accounting	886,912	41,995	73,909	4.73%	56.82%
Materials Management	272,912	18,882	22,743	6.92%	83.03%
Human Resources	986,814	99,177	82,235	10.05%	120.60%
General Administration	528,001	29,613	44,000	5.61%	67.30%
Capital Project Management	395,912	25,712	32,993	6.49%	77.93%
Marketing & Communications	824,912	45,808	68,743	5.55%	66.64%
Safety & Security	2,401,747	149,023	200,146	6.20%	74.46%
Staples Street Center	1,135,037	77,687	94,586	6.84%	82.13%
Port Ayers Cost Center	32,000	177	2,667	0.55%	6.65%
Debt Service	1,597,313	-	-	0.00%	0.00%
Special Projects	200,000	-	16,667	0.00%	0.00%
Subrecipient Grant Agreements	765,828	54,720	63,819	7.15%	85.74%
Street Improvements Program for CCRTA Regional Entities	3,183,464	265,289	265,289	8.33%	100.00%
Total Expenses	45,860,089	3,226,616	3,688,566	7.04%	87.48%
Revenues Over Expenses - Operating Budget	(1,835,292)	16,534	(512,782)		
CIP BUDGET					
	2023 Adopted Budget	February 2023 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
	A	B	C = A / 12	B / A	
Funding Sources					
Transfer In	\$ 3,649,552	304,129	304,129	8.33%	100.00%
Grant Revenue	8,864,316	149,013	149,013	1.68%	0.00%
Total Funding Sources	12,513,868	453,142	453,142	3.62%	100.00%
Capital Expenditures					
Grant Eligible Costs	8,864,316	149,013	149,013	1.68%	0.00%
Depreciation Expenses	1,814,260	151,188	151,188	8.33%	100.00%
Total Expenditures	10,678,576	300,201	300,201	2.81%	100.00%
Funding Sources Over Expenditures	1,835,292	152,941	152,941	8.33%	100.00%
Revenues Over Expenses - Operating Budget	(1,835,292)	16,534	(512,782)		
Revenues Over Expenses - CIP Budget	1,835,292	152,941	152,941		
Revenues Over Expenses (including rounding)	\$ (0)	\$ 169,475	\$ (359,841)		

Corpus Christi Regional Transportation Authority
Operating and Capital Budget Report
For the month ended February 2023

OPERATING BUDGET	02/2023				
	2023 Adopted Budget	YTD 2023 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
	A	B	C = A / 6	B / A	C vs B
Revenues					
Passenger service	\$ 1,108,110	\$ 175,451	\$ 184,685	15.83%	95.00%
Bus advertising	145,371	33,240	24,229	22.87%	137.20%
Other operating revenues	312,337	16,451	16,451	5.27%	100.00%
Sales Tax Revenue	39,793,301	5,731,852	5,731,852	14.40%	100.00%
Federal, state and local grant assistance	1,565,828	54,720	260,971	3.49%	20.97%
Investment Income	574,000	390,072	95,667	67.96%	407.74%
Staples Street Center leases	525,850	87,389	87,642	16.62%	99.71%
Total Revenues	44,024,797	6,489,175	6,401,496	14.74%	101.37%
Expenses					
Transportation	9,677,928	1,685,162	1,612,988	17.41%	104.47%
Customer Programs	583,377	116,441	97,230	19.96%	119.76%
Purchased Transportation	8,765,945	1,356,688	1,460,991	15.48%	92.86%
Service Development	787,213	127,669	131,202	16.22%	97.31%
MIS	1,658,217	255,715	276,370	15.42%	92.53%
Vehicle Maintenance	6,467,275	1,059,166	1,077,879	16.38%	98.26%
Facilities Maintenance	3,073,685	488,610	512,281	15.90%	95.38%
Contracts and Procurements	439,574	66,848	73,262	15.21%	91.25%
CEO's Office	1,196,022	159,609	199,337	13.34%	80.07%
Finance and Accounting	886,912	93,075	147,819	10.49%	62.97%
Materials Management	272,912	45,724	45,485	16.75%	100.52%
Human Resources	986,814	164,290	164,469	16.65%	99.89%
General Administration	528,001	65,544	88,000	12.41%	74.48%
Capital Project Management	395,912	56,911	65,985	14.37%	86.25%
Marketing & Communications	824,912	95,418	137,485	11.57%	69.40%
Safety & Security	2,401,747	303,180	400,291	12.62%	75.74%
Staples Street Center	1,135,037	165,806	189,173	14.61%	87.65%
Port Ayers Cost Center	32,000	343	5,333	1.07%	6.43%
Debt Service	1,597,313	-	-	0.00%	0.00%
Special Projects	200,000	-	33,333	0.00%	0.00%
Subrecipient Grant Agreements	765,828	54,720	127,638	7.15%	42.87%
Street Improvements Program for CCRTA Regional Entities	3,183,464	530,577	530,577	16.67%	100.00%
Total Expenses	45,860,089	6,891,495	7,377,128	15.03%	93.42%
Revenues Over Expenses - Operating Budget	(1,835,292)	(402,320)	(975,632)		
CIP BUDGET					
	2023 Adopted Budget	YTD 2023 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
	A	B	C = A / 6	B / A	C vs B
Funding Sources					
Transfer In	\$ 3,649,552	608,259	608,259	16.67%	100.00%
Grant Revenue	8,864,316	286,239	286,239	3.23%	0.00%
Total Funding Sources	12,513,868	894,498	894,498	7.15%	100.00%
Capital Expenditures					
Grant Eligible Costs	8,864,316	286,239	286,239	3.23%	0.00%
Depreciation Expenses	1,814,260	302,377	302,377	16.67%	100.00%
Total Expenditures	10,678,576	588,616	588,616	5.51%	100.00%
Funding Sources Over Expenditures	1,835,292	305,882	305,882	16.67%	100.00%
Revenues Over Expenses - Operating Budget	(1,835,292)	(402,320)	(975,632)		
Revenues Over Expenses - CIP Budget	1,835,292	305,882	305,882		
Revenues Over Expenses (including rounding)	\$ (0)	\$ (96,438)	\$ (669,750)		

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY
Statement of Net Position
Month ended February 28, 2023, and year ended December 31, 2022

	Unaudited February 28 2023	Unaudited December 31 2022
ASSETS		
Current Assets:		
Cash and Cash Equivalents	\$ 24,472,697	\$ 25,536,891
Short Term Investments	25,410,631	26,928,992
Receivables:		
Sales and Use Taxes	5,677,104	6,892,274
Federal Government	203,943	85,449
Other	678,581	635,609
Inventories	1,220,169	1,204,171
Prepaid Expenses	2,422,304	878,503
Total Current Assets	60,085,429	62,161,889
Non-Current Assets:		
Restricted Cash and Cash Equivalents	575,308	575,308
Long Term Investments	5,927,673	5,951,169
Lease Receivable	1,490,079	1,490,079
Capital Assets:		
Land	4,882,879	4,882,879
Buildings	52,705,304	52,705,304
Transit Stations, Stops and Pads	28,574,474	28,574,474
Other Improvements	5,525,123	5,525,123
Vehicles and Equipment	62,634,935	62,634,935
Right-To-Use Leased Equipment	350,372	350,372
Software Subscriptions	38,486	-
Construction in Progress	1,095,386	1,095,386
Current Year Additions	2,200,999	-
Total Capital Assets	158,007,958	155,768,473
Less: Accumulated Depreciation	(87,574,414)	(87,272,037)
Net Capital Assets	70,433,544	68,496,436
Total Non-Current Assets	78,426,604	76,512,992
TOTAL ASSETS	138,512,033	138,674,881
DEFERRED OUTFLOWS OF RESOURCES		
Deferred outflow related to pensions	9,475,513	9,475,513
Deferred outflow related to OPEB	62,202	62,202
Deferred outflow on extinguishment of debt	2,937,149	2,937,149
Total Deferred Outflows	12,474,864	12,474,864
TOTAL ASSETS AND DEFERRED OUTFLOWS	150,986,897	151,149,745
LIABILITIES AND NET POSITION		
Current Liabilities:		
Accounts Payable	1,612,133	1,979,471
Current Portion of Long-Term Liabilities:		
Long-Term Debt	905,000	905,000
Compensated Absences	335,005	335,005
Sales Tax Audit Funds Due	273,740	328,488
Distributions to Regional Entities Payable	8,053,792	7,523,214
Other Accrued Liabilities	1,500,194	1,353,073
Total Current Liabilities	12,679,864	12,424,251
Non-Current Liabilities:		
Long-Term Liabilities, Net of Current Portion:		
Long-Term Debt	16,785,000	16,785,000
Compensated Absences	942,102	942,102
Sales Tax Audit Funds Due	164,258	164,258
Net Pension Liability	11,027,475	11,027,475
Net OPEB Obligation	834,840	834,840
Lease Liability	172,612	172,612
Total Non-Current Liabilities	29,926,287	29,926,287
TOTAL LIABILITIES	42,606,150	42,350,538
DEFERRED INFLOWS OF RESOURCES		
Deferred inflow related to pensions	3,087,164	3,087,164
Deferred inflow related to OPEB	6,852	6,852
Deferred inflow related to leases	1,490,079	1,490,079
Total Deferred Inflows	4,584,095	4,584,095
TOTAL LIABILITIES AND DEFERRED INFLOWS	47,190,245	46,934,634
Net Position:		
Net Invested in Capital Assets	55,680,692	53,743,585
Restricted for FTA Interest	575,308	575,308
Unrestricted	47,540,651	49,896,218
TOTAL NET POSITION	\$ 103,796,651	\$ 104,215,111

Corpus Christi Regional Transportation Authority
Statement of Cash Flows (Unaudited)
For the month ended February 28, 2023

	<u>2/28/2023</u>
Cash Flows From Operating Activities:	
Cash Received from Customers	\$ 142,389
Cash Received from Bus Advertising and Other Ancillary	61,534
Cash Payments to Suppliers for Goods and Services	(2,235,332)
Cash Payments to Employees for Services	(854,423)
Cash Payments for Employee Benefits	(67,975)
Net Cash Used for Operating Activities	<u>(2,953,807)</u>
Cash Flows from Non-Capital Financing Activities:	
Sales and Use Taxes Received	3,841,553
Grants and Other Reimbursements	14,193
Distributions to Subrecipient Programs	-
Distributions to Region Entities	-
Net Cash Provided by Non-Capital Financing Activities	<u>3,855,746</u>
Cash Flows from Capital and Related Financing Activities:	
Federal and Other Grant Assistance	104,742
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	(931,660)
Net Cash Used by Capital and Related Financing Activities	<u>(826,918)</u>
Cash Flows from Investing Activities:	
Investment Income	111,841
Purchases of Investments	-
Maturities and Redemptions of Investments	1,031,250
Premiums/Discounts on Investments	-
Net Cash Provided by Investing Activities	<u>1,143,091</u>
Net Increase in Cash and Cash Equivalents	1,218,111
Cash and Cash Equivalents (Including Restricted Accounts), February 1, 2023	23,829,894
Cash and Cash Equivalents (Including Restricted Accounts), February 28, 2023	\$ <u><u>25,048,005</u></u>



Subject: February 2023 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.

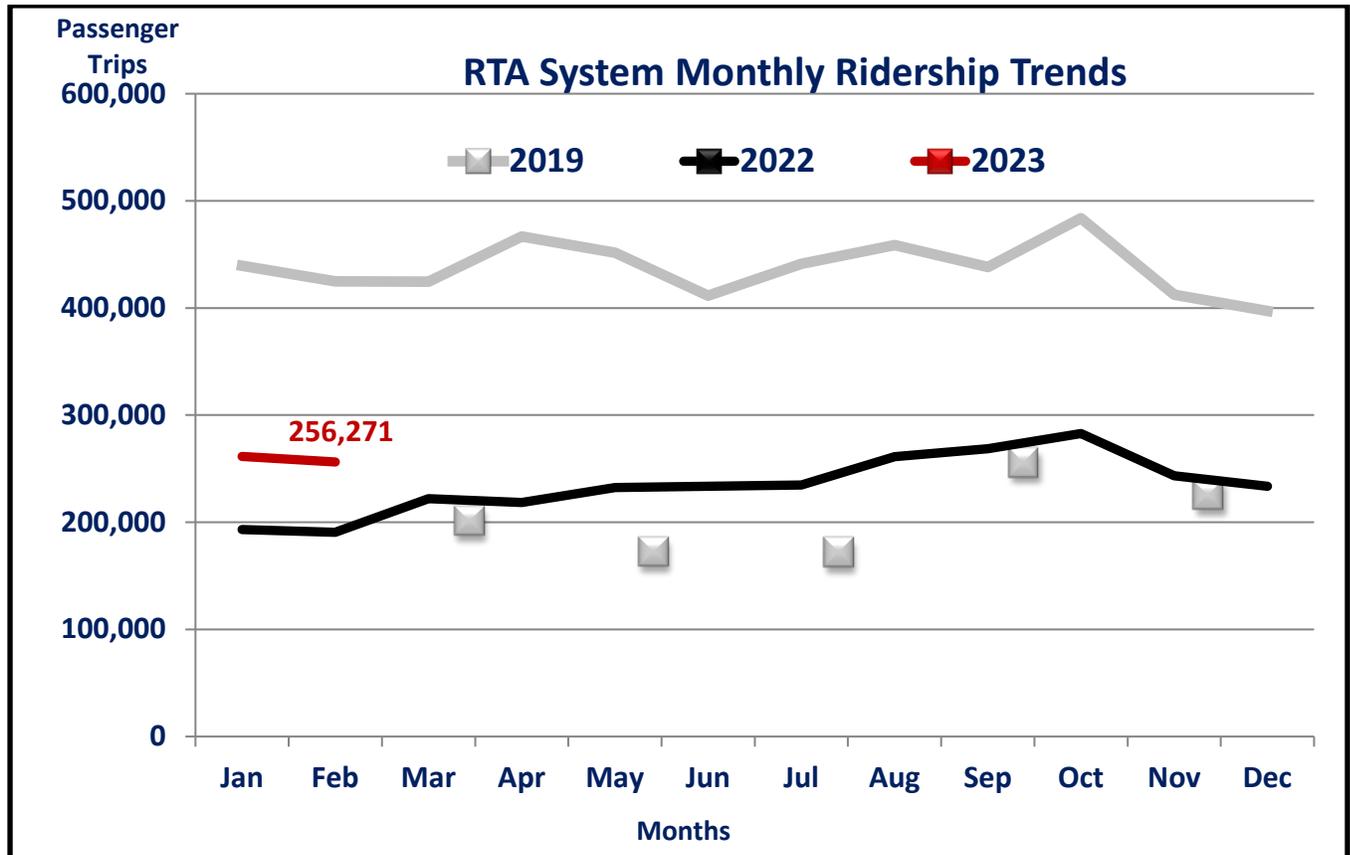


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System-wide Ridership and Service Performance Results

February 2023 system-wide ridership levels continued to be impacted by the COVID-19 pandemic. Passenger trips totaled 256,271 which represents a 34.4% increase as compared to 190,638 passenger trips in February 2022 with 65,633 more trips provided this month. In comparison to the pre-COVID-19 (Pre-Covid) period in February 2019 with 424,940 passenger trips, the 256,271 passenger trips represent a 39.7% decrease with 168,669 fewer trips.

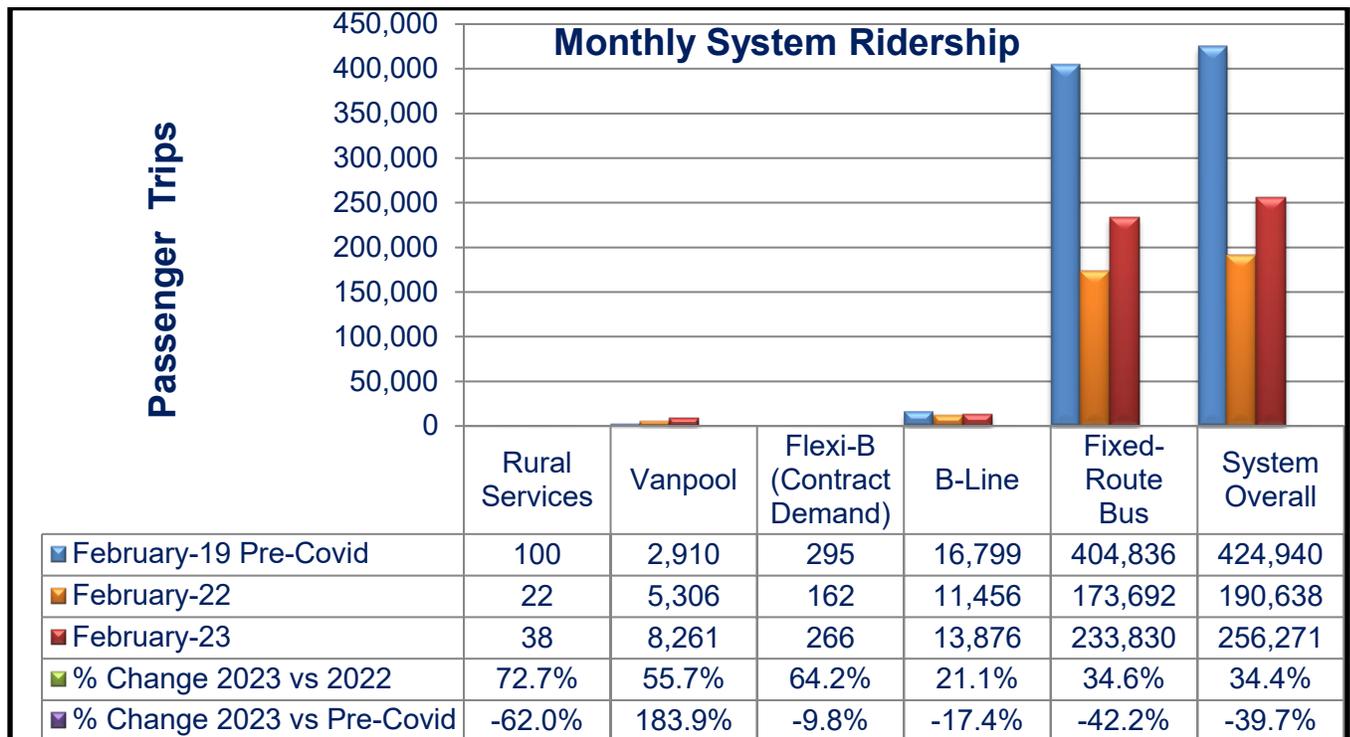


February 2023	February 2022	Variance
20 Weekdays	20 Weekdays	-
4 Saturdays	4 Saturdays	-
4 Sundays	4 Sundays	-
28 Days	28 Days	-

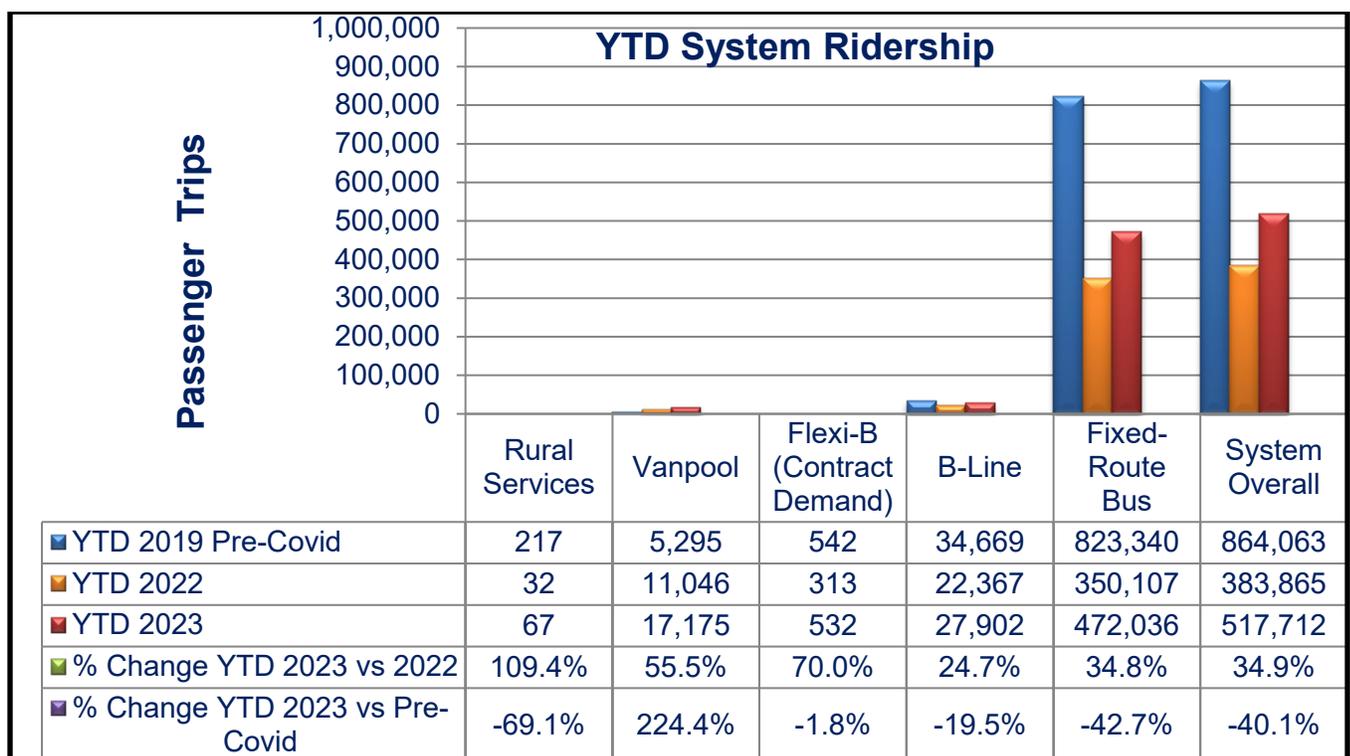
The average retail price for unleaded gas in Corpus Christi was approximately \$2.94 per gallon as compared to \$3.12 per gallon in February 2022¹ which represents a 5.8% decrease in the average cost per gallon. Rainfall was below normal at 0.19 inches and similar to last year’s total of 0.24 inches for February.² Normal average February rainfall is approximately 1.93 inches. The 76.1 degree average temperature was above the average monthly temperature of 71.9 degrees.

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

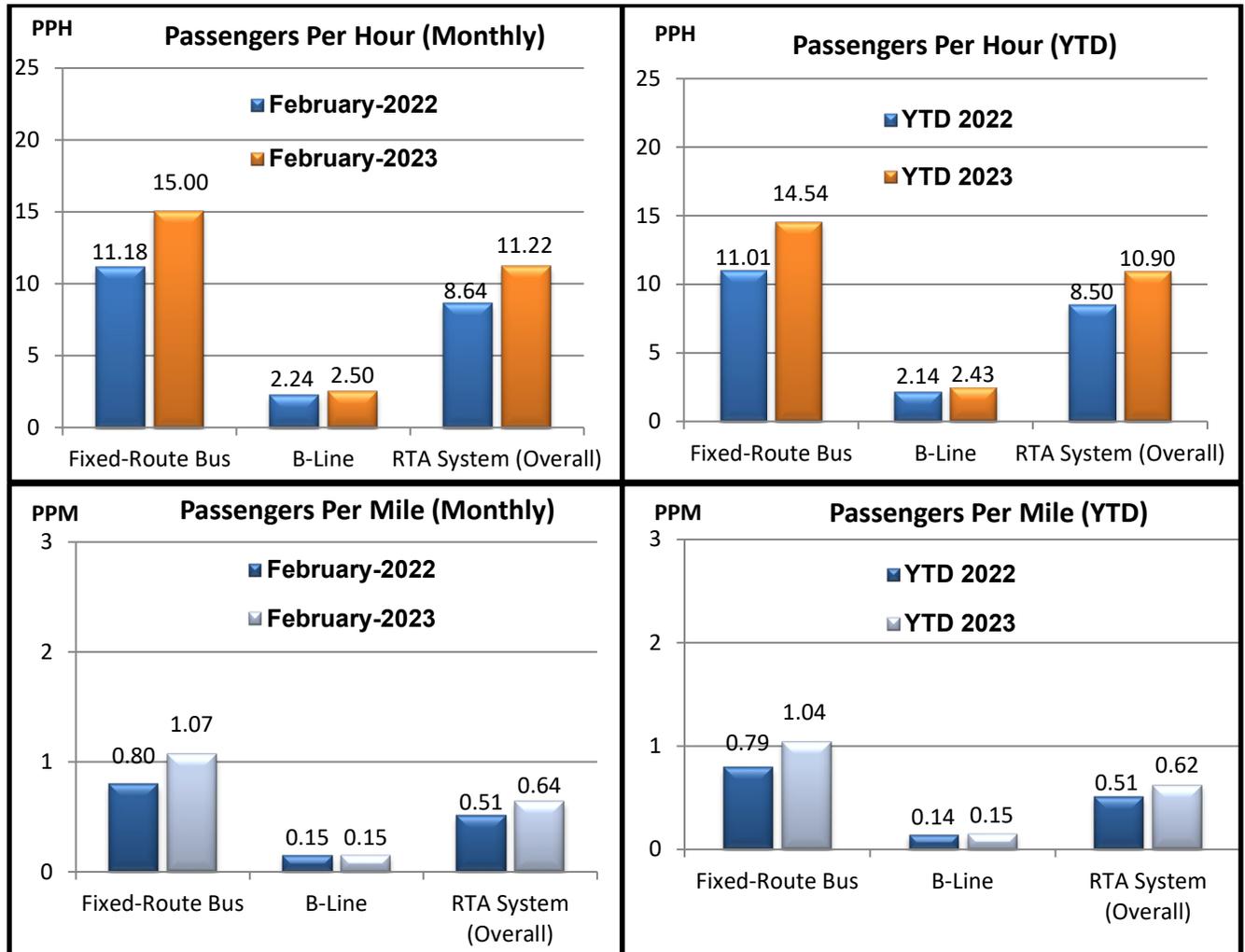
The chart below shows monthly ridership results for all services. CCRTA recorded 65,633 more passenger trips in February 2023 for a 34.4% increase as compared to February 2022. As compared to February 2019 Pre-Covid, passenger trips decreased 39.7%.



The chart below shows YTD ridership results for all services.



The following charts report system-wide productivity for the month of February 2023 vs. February 2022 and YTD figures.



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

Schedule Adherence	Standard	Nov-22	Dec-22	Jan-23	Feb-23	4-Month Average
Early Departure	<1%	0.0%	0.0%	0.0%	0.4%	0.1%
Departures within 0-5 minutes	>85%	89.6%	89.3%	93.6%	93.1%	91.4%
Monthly Wheelchair Boardings	No standard	2,899	3,732	3,463	3,084	3,295
Monthly Bicycle Boardings	No standard	4,694	4,429	4,444	4,280	4,462

<p style="text-align: center;">On Detour</p>	<ul style="list-style-type: none"> ● Port Ave. Utility Replacement Project (6) month project: Began March 2022 with anticipated completion in late March 2023. <ul style="list-style-type: none"> ➤ Routes 21, 23 & 37 (2 stops impacted) ● Leopard St. (Nueces Bay-Palm) (14) month project: Began April 2021-anticipated completion in late March 2023. <ul style="list-style-type: none"> ➤ Routes 27 & 28 (4 stops closed) ● S. Staples St. (Kostoryz-Baldwin) (29) month project: Began March 2021. First Phase now complete-traffic switch over to new constructed east section. <ul style="list-style-type: none"> ➤ Route 29 (12 Stops closed) Detour from Staples to Alameda to Texan Trail. ● Park Road 22 water exchange bridge: Began late 2020. Slight detour only. <ul style="list-style-type: none"> ➤ Route 65 (No stops impacted) ● New Harbor Bridge (North Beach): Routes 76 & 78 remain on minor detour under U.S. HWY 181 in the inbound direction. (No stops impacted) ● Winnebago & Lake St. (Harbor Bridge reconstruction): Began August 2020. <ul style="list-style-type: none"> ➤ Route 12 (4 stops impacted) ● Leopard St. (Crosstown-Palm) (14) month project began Dec. 5, 2022. This Bond project will extend the current/existing Leopard St. detour. <ul style="list-style-type: none"> ➤ Routes 27 & 28 (9 stops impacted)
<p style="text-align: center;">Detours Expected</p>	<ul style="list-style-type: none"> ● McArdle (Carroll-Kostoryz) To begin mid-2023. <ul style="list-style-type: none"> ➤ Route 19 (8 stops may be impacted) ● Gollihar (Crosstown-Greenwood) To begin mid-2023. <ul style="list-style-type: none"> ➤ Routes 23 & 25 (11 stops may be impacted) ● Alameda (Chamberlain-Texan Tr.) To begin late-2023. <ul style="list-style-type: none"> ➤ Routes 5 & 17 (8 stops will be impacted) ● Comanche (Carancahua-Alameda) To begin late-2023. <ul style="list-style-type: none"> ➤ Routes 12, 21, 27 & 28 (4 stops will be impacted) ● Brownlee Blvd. (Morgan-Staples) To begin late-2023. <ul style="list-style-type: none"> ➤ Routes 5x & 17 (7 stops will be impacted)
<p style="text-align: center;">No Detour</p>	<ul style="list-style-type: none"> ● Wildcat (Northwest Blvd.-Teague) Began Jan. 10, 2023. (10) month project. <ul style="list-style-type: none"> ➤ Route 27 (1 stop closed 3 stops slightly impacted) ● Everhart Rd. (SPID-S. Staples): Project could begin late-2023. <ul style="list-style-type: none"> ➤ Routes 32 & 37 (7 stops will be impacted) ● Waldron Rd. (SPID-Purdue): Began November 28, 2022. Phase 2 complete, Phase 3 about to begin which is anticipated to last six weeks. <ul style="list-style-type: none"> ➤ Route 4 (13 stops temporarily impacted)

For February 2023, there were 11 impacted fixed routes out of 32 fixed route services in operation. This equates to approximately 34% of CCRTA services travelling on the local streets. Detoured bus route services include: 4, 12, 21, 23, 27, 28, 29, 37, 65, 76 & 78.

Total number of bus stops currently impacted or closed is **48**.

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

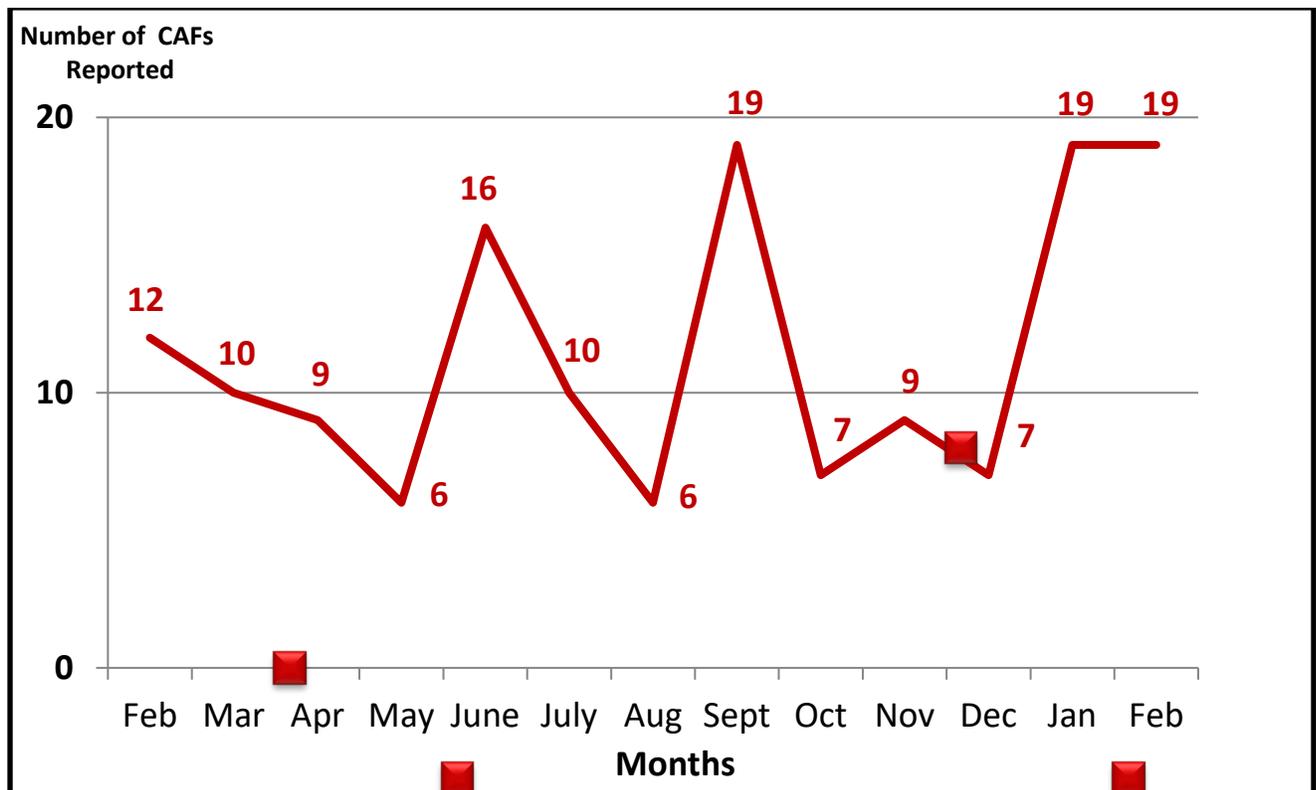
In February 2023, B-Line service metrics remain slightly impacted by RSV, Influenza and the persistent COVID-19 pandemic.

- Productivity: **2.50** 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): **12,554** did meet the contract standard of 12,250 miles.
- Ridership Statistics: **9,181** ambulatory boardings; **3,705** wheelchair boardings

Metric	Standard	Nov-22	Dec-22	Jan-23	Feb-23	(4) Month-Ave.
Passengers per Hour	2.50	2.43	2.40	2.37	2.50	2.43
Denials	0.00%	0.00%	0.00%	0.00%	0.00%	0.0%
Miles Between Road Calls	12,250	13,936	15,366	13,216	12,554	13,768
Monthly Wheelchair Boardings	No standard	3,461	3,879	3,680	3,705	3,681

Customer Programs Monthly Customer Assistance Form (CAF) Report

For February 2023, Customer Service received and processed 19 Customer Assistance Forms (CAF's). 19 CAF's matches the previous month total and represents a 0% increase. There was one commendation received from customers.



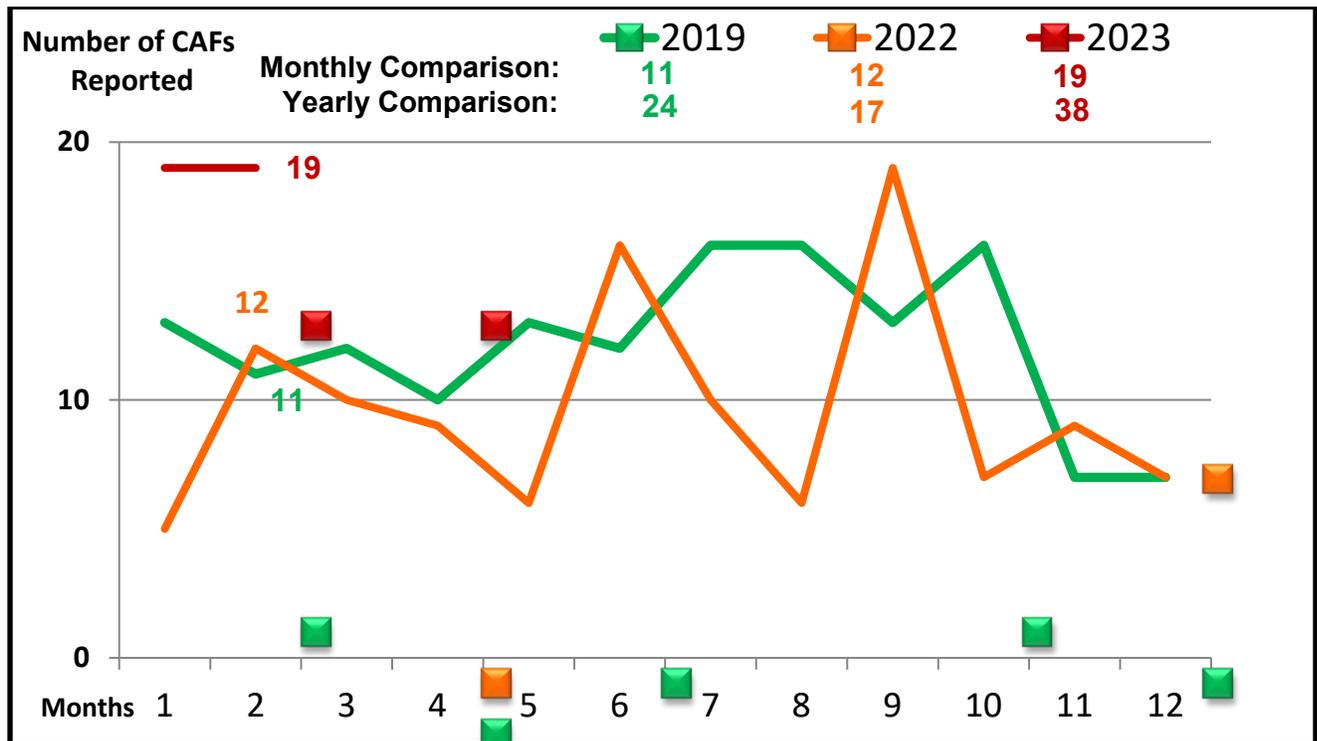
Route Summary Report:

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

CAF Breakdown by Service Type:

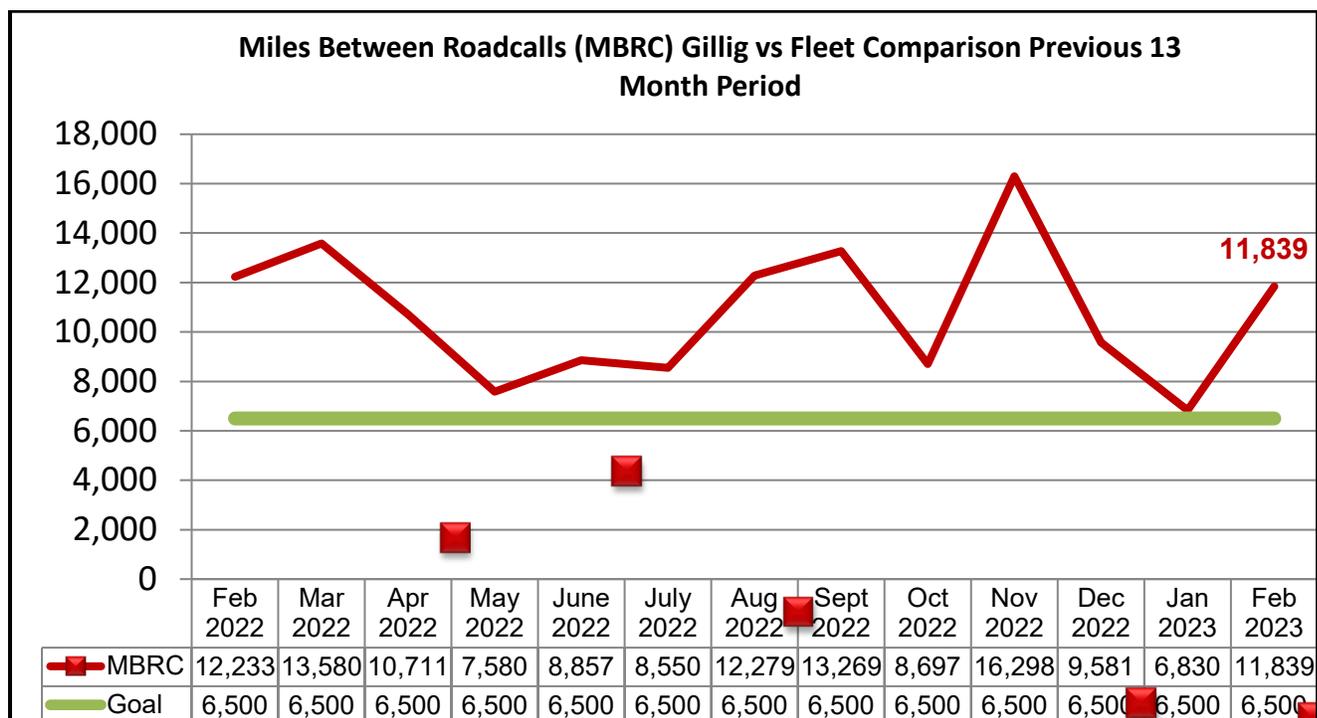
CAF Category	RTA Fixed Route	B-Line ADA Paratransit	MV Fixed Route	Totals
ADA				
Service Stop Issues	3		1	4
Driving Issues	1	1	3	5
Customer Services				
Late/Early – No Show		1		1
Alleges Injury	1		1	2
Fare/Transfer Dispute				
Clean Trash Can				
Dispute Drop-off/Pickup		1		1
Add Bench/Stop				
Tie Down Issues				
Inappropriate Behavior				
B-Line Calls				
Incident at Stop				
Incident on Bus				
Incident at Station				
Policy/Standing Orders				
Denial of Service	1			1
Safety & Security				
Rude	3		1	4
Facility Maintenance				
Service Development				
Vehicle Maintenance				
Over Crowded Vehicle				
Cell Phone User				
Safety Transportation				
Commendations		1		1
Total CAFs	9	4	6	19

Number of CAF Reports: Current and Historical Trends



Vehicle Maintenance Department: Miles Between Road Calls Report

In February 2023, there were 11,839 miles between road calls (MBRC) recorded as compared to 12,233 MBRC in February 2022. 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 10,793.



Board Priority

The Board Priority is Public Image and Transparency.

Respectfully Submitted,

Submitted by: Gordon Robinson
Director of Planning

Reviewed by: Derrick Majchszak
Managing Director of Operations

Final Approval by: 

Miguel Rendón
Acting Chief Executive Officer