



AGENDA MEETING NOTICE

Board of Directors Meeting

DATE: Wednesday, January 10, 2024

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
 (Administration & Finance Chair)

BOARD OF DIRECTORS MEMBERS

Gabi Canales (Rural & Small Cities Chair)
 Eloy Salazar (Operations & Capital Projects Chair)
 Arthur Granado (Legislative Chair)
 Beatriz Charo Jeremy Coleman Armando Gonzalez
 Erica Maymi Aaron Muñoz

	TOPIC	SPEAKER	EST.TIME	REFERENCE
1.	Pledge of Allegiance	D. Leyendecker/ U.S. Veteran, William Bailey	1 min.	-----
2.	Roll Call	M. Montiel	1 min.	-----
3.	Safety Briefing	M. Rendón	3 min.	-----
4.	Receipt of Conflict of Interest Affidavits	D. Leyendecker	1 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.	Awards and Recognition – a) CCRTA New Hires b) CCRTA Retiree c) CCRTA Police Officer of the Year d) CCRTA Security Officer of the Year	D. Majchszak	7 min.	-----
7.	Discussion and Possible Action to Approve Board Minutes of the Board of Directors Meeting of December 6, 2023	D. Leyendecker	3 min.	Pages 1-8
8.	Election and Swearing-In of CCRTA Board Chair	J. Bell General Counsel	5 min.	-----
9.	Action to Elect CCRTA Board Vice Chair, Board Secretary and Board Assistant Secretary	Board Chair	7 min.	-----
10.	Update on Health Care Consulting and Risk Management Services, Roland Barrera Insurance	A. Gaitan/ Roland Barrera, Roland Barrera Insurance	5 min.	<i>PPT</i>
11.	Discussion and Possible Action Exercise One Two-Year Option for Roland Barrera Insurance for Health Care Consulting and Risk Management Services	A. Gaitan	5 min.	Pages 9-10 <i>PPT</i>

AGENDA MEETING NOTICE

12.	Discussion and Possible Action to Approve a Resolution to Apply for the FY23-FY24 Advanced Transportation Technology and Innovation (ATTAIN) Program Grant Funding Opportunity	R. Patrick	5 min.	Pages 11-13 Attachment <i>PPT</i>
13.	Discussion and Possible Action to Authorize the Chief Executive Officer (CEO) or Designee to Award a Contract to Dailey-Wells Communications for Symphony Consoles	D. Chapa	5 min.	Pages 14 <i>PPT</i>
14.	Committee Chair Reports a) Administration & Finance b) Operations & Capital Projects c) Rural and Small Cities d) Legislative	L. Allison E. Salazar G. Canales A. Granado	3 min. 3 min. 3 min. 3 min.	-----
15.	Presentations: a) November 2023 Financial Report b) January 2024 Procurement Update c) November 2023 Operations Report d) Safety & Security Report / Human Trafficking Campaign Presentation	R. Saldaña R. Saldaña G. Robinson M. Rendón	25 min.	Pages 15-29 <i>PPT</i> <i>PPT</i> Pages 30-39 <i>PPT</i> <i>PPT</i>
16.	CEO Report	D. Majchszak	5 min.	<i>PPT</i>
17.	Board Chair Report	Board Chair	5 min.	-----
18.	Adjournment	Board Chair	1 min.	-----

Total Estimated Time: 1 hour 39 mins

On **Friday, January 5, 2024** 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, December 6, 2023**

Summary of Actions

1. Pledge of Allegiance
2. Roll Call
3. Heard Safety Briefing
4. Receipt of Conflict of Interest Affidavits
5. Provided Opportunity for Public Comment
6. Presented Awards and Recognition
 - a) CCRTA New Hires
7. Approved Board Minutes of Board of Director Meeting of November 1, 2023
8. Approved Consent Items
 - a) Approved to Authorize the Chief Executive Officer (CEO) or Designee to Award and Execute a Contract for Depository and Banking Services with Frost Bank
 - b) Approved to Authorize the Chief Executive Officer (CEO) or Designee to Renew Endeavors Lease for Five Years
 - c) Approved to Authorize the Chief Executive Officer (CEO) or Designee to Adopt Disadvantaged Business Enterprise (DBE) updated Policy Statement and Revised Small Business Enterprise (SBE) Program
 - d) Approved to Authorize the Chief Executive Officer (CEO) or Designee to Purchase Two Ford F-150 Utility Trucks from the Interlocal Purchasing System (TIPS) Purchasing Cooperative
 - e) Approved to Authorize the Chief Executive Officer (CEO) or Designee to Award Option Year to Tolar Manufacturing for Shelter Amenities
9. Held Discussion (in Closed Session) - Consultation with Attorney for Matters Concerning Legislation and Possible Legislation Subject to Attorney-Client Privilege
10. Approved to Authorize the Chief Executive Officer (CEO) or Designee to Award a Contract to RXDX, LLC for Zones 1 & 2 and to Ti-Zack Concrete Inc., for Zone 3, for the ADA Bus Stop Improvements – Phase VII Project Approved the Certification of Signature Authority for the Texas Department of Transportation's Public Transportation Division
11. Approved to Authorize the Chief Executive Officer (CEO) or Designee to Award a Contract to Camacho Demolition, LLC, for the Demolition of Kleberg Bank
12. Heard Update on RCAT Committee Activities
13. Heard Committee Chair Reports
 - a) Administration and Finance
 - b) Operations and Capital Projects
 - c) Rural and Small Cities
 - d) Legislative
14. Heard Presentations –
 - a) Investment Report for Quarter Ending September 30, 2023
 - b) October 2023 Financial Report
 - c) December 2023 Procurement Update



d) October 2023 Operations Report

- 15. Heard CEO Report**
- 16. Heard Board Chair Report**
- 17. Adjournment**

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

Call to Order & Roll Call

Chair Dan Leyendecker called the meeting to order at 8:30 a.m. He welcomed and gave a brief introduction for U.S. Veteran, Roberto Jimenez, to lead the Pledge of Allegiance. Ms. Montiel called roll and it was noted there was a quorum present at this time.

Board Members Present

Lynn Allison, Beatriz Charo, Jeremy Coleman, Dan Leyendecker, Armando Gonzalez, Arthur Granado, Anna Jimenez, Erica Maymi, Aaron Muñoz and Eloy Salazar.

Board Members Absent

Gabi Canales.

Staff Present

David Chapa, Angelina Gaitan, Derrick Majchszak, Sharon Montez, Marisa Montiel, Rita Patrick, Mike Rendón, Gordon Robinson and Robert Saldaña. Liann Alfaro, Haven Roberts, Allen Vigil, David Rodriguez, Christian Bustamante, Roberto Jimenez, Joel Mendez, Victoria Obas, Johnathan Carpentier and Danni Hill.

Public Present

David Flores and Ruben Pena, RXDX. David McElwain, Meeder Investments. Paula Breeding and Joe Guajardo, Camacho Demolition. Gabriel Ortiz, Hanson. Sugar Rodriguez, Independent and Co.

Safety Briefing

Mr. Mike Rendón, Deputy CEO, presented the safety briefing to the Board and audience as Santa. 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. He and his elves wished everyone a Merry Christmas.



Receipt of Conflict of Interest Affidavits

None

Opportunity for Public Comment

Sugar Rodriguez noted that she has a list that she was going to read and leave with the Board to include: 1. Busses may arrive 10-15 minutes early and do not leave until 3-5 minutes after their departure time. 2. At Staples Street Station, sometimes the buses leave early. 3. Port Ayers buses arrive and stay in a spot, then they move over to load passengers, but if they don't see anyone, they take off. She adds that the reason people aren't at the designated spot is because they are confused from where the bus was originally located. 4. She says some buses do not have their signals up causing passengers to get lost. She notes that when passengers are trying to get on the bus, they don't wait until the current passengers get off, causing friction. 5. She says there are many passengers who do not have their money or ticket ready when boarding, causing delay 6. She says on packed buses, passengers stand near the front, blocking the view causing people to miss their stops. 7. She notes intoxicated passengers cause disruption 8. She notes people sit on the steps, blocking the aisle. She closed with buses need to run longer because they don't run late enough.

Awards and Recognitions

- a) CCRTA New Hires - Mr. Derrick Majchszak, CEO, introduced CCRTA new hires to the Board. The following employees were recognized: Transportation – Danny Hill and Johnathan Carpentier; Facilities Maintenance – David Rodriguez and Joel Mendez. Vehicle Maintenance – Allen Vigil and Christian Bustamante. Planning – Liann Alfaro. Photos were taken.

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

Director Maymi asked about public attendance being noted in the minutes as it seemed there were more people at the November meeting than listed in the minutes. Board Assistant Secretary, Ms. Montiel, noted that only those that sign in are included in the minutes and considered officially present.

DIRECTOR JEREMY COLEMAN MADE A MOTION TO APPROVE THE BOARD OF DIRECTORS MEETING MINUTES OF NOVEMBER 1, 2023. DIRECTOR ARTHUR GRANADO SECONDED THE MOTION. ALLISON, CHARO, COLEMAN, GONZALEZ, GRANADO, JIMENEZ, LEYENDECKER, MAYMI, MUÑOZ AND SALAZAR VOTING IN FAVOR. ABSENT CANALES.

Consent Items

- a) Action to Authorize the Chief Executive Officer (CEO) or Designee to Award and Execute a Contract for Depository and Banking Services with Frost Bank
- b) Action to Authorize the Chief Executive Officer (CEO) or Designee to Renew Endeavors Lease for Five Years



- c) **Action to Adopt Disadvantaged Business Enterprise (DBE) updated Policy Statement and Revised Small Business Enterprise (SBE) Program**
- d) **Action to Authorize the Chief Executive Officer (CEO) or Designee to Purchase Two Ford F-150 Utility Trucks from the Interlocal Purchasing System (TIPS) Purchasing Cooperative**
- e) **Action to Authorize the Chief Executive Officer (CEO) or Designee to Award Option Year to Tolar Manufacturing for Shelter Amenities**

VICE CHAIR ANNA JIMENEZ MADE A MOTION TO APPROVE CONSENT ITEMS A THROUGH E. SECRETARY LYNN ALLISON SECONDED THE MOTION. ALLISON, CHARO, COLEMAN, GONZALEZ, GRANADO, JIMENEZ, LEYENDECKER, MAYMI, MUÑOZ AND SALAZAR VOTING IN FAVOR. ABSENT CANALES.

Discussion (in Closed Session) Consultation with Attorney for Matters Concerning Legislation and Possible Legislation Subject to Attorney-Client Privilege

Chair Leyendecker noted under Sections 551.071, of the Texas Open Meetings Act, the Board of Directors will be going into closed session in order to discuss agenda item 9, Discussion (in Closed Session Consultation with Attorney for Matters Concerning Legislation and Possible Legislation Subject to Attorney-Client Privilege. He called recess at 8:48 am. Chair Leyendecker called the meeting back to order at 9:34 am noting no action was taken.

Discussion and Possible Action to Authorize the Chief Executive Officer (CEO) or Designee to Award a Contract to RXDX, LLC for Zones 1 & 2 and to Ti-Zack Concrete Inc., for Zone 3, for the ADA Bus Stop Improvements – Phase VII Project

Ms. Sharon Montez, Managing Director of Capital Programs and Customer Service presented the item noting a Board Priority of Facilities and Public Image. She introduced the owners of RXDX, LLC, Mr. Ruben Pena, Mr. David Flores, and Mr. Carson. She provided background stating CCRTA has completed six phases of the ADA Bus Stop Transition Plan for ADA compliancy. To date, 831 bus stops, out of 1,375 bus stops are compliant or 60% compliant. The overall goal is to reach 100% ADA compliancy, contingent on Right-of-Way, within the next eight to ten years. Throughout the different ADA Bus Stop Improvement Phases, the work has been divided into smaller zones, rather than one large zone. Ms. Montez displayed the bid comparison chart noting they were issued October 4th and CCRTA received four bids. She discussed the comparisons between the companies and noted RXDX, LLC won Zone 1 and Zone 2, while Ti-Zak Concrete, Inc. has won Zone 3. The total awarded to RXDX is \$444,662.00 and Ti-Zak Concrete is \$132,844.88 for a project grand total of \$577,506.88.



Ms. Montez provided background on each company discussing their prior projects. She added that Ti-Zak has done prior satisfactory work with CCRTA and completed Phase II and Phase VI of the ADA Bus Stop Program, for a total of 155 bus stops. The DBE goal for the project is 12%, RXDX has committed to 20.62% DBE goal and Ti-Zak Concrete has committed to 12.09 DBE goal. The project is funded with 80% federal funds and 20% local funds. The engineers cost estimate total was \$768,297.35, which is over the estimated grand total of this project. Vice-Chair Jimenez asked if all the zones would be completed simultaneously, and Ms. Montez replied yes. Director Charo asked the timeline for project completion, and Ms. Montez replied 90 days. Director Coleman asked for clarification on the reasoning between choosing two separate companies. Mr. Derrick Majchszak, CEO, replied that each zone was bid separately so the highest scoring proposals won each zone. Also, when the zones are bid separately, the work can be done simultaneously to help speed up the project. Lastly, bidding separate helps disburse the work within the community.

DIRECTOR ERICA MAYMI MADE A MOTION TO AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) OR DESIGNEE TO AWARD A CONTRACT TO RXDX, LLC FOR ZONES 1 & 2 AND TO TI-ZAK CONCRETE INC., FOR ZONE 3, FOR THE ADA BUS STOP IMPROVEMENTS – PHASE VII PROJECT. DIRECTOR ELOY SALAZAR SECONDED THE MOTION. ALLISON, CHARO, COLEMAN, GONZALEZ, GRANADO, JIMENEZ, LEYENDECKER, MAYMI, MUÑOZ AND SALAZAR VOTING IN FAVOR. ABSENT CANALES.

Discussion and Possible Action to Authorize the Chief Executive Officer (CEO) or Designee to Award a Contract to Award a Contract to Camacho Demolition, LLC for the Demolition of Kleberg Bank

Ms. Sharon Montez, presented the item noting a Board Priority of Facilities and Public Image. She introduced the representative of Camacho Demolition, LLC, Mr. Joe Guajardo and Paula Breeding. She provided background noting as part of the federal environmental review process, required for grant funded construction projects, the CCRTA had to allow for a Request for Proposals for the Kleberg Bank property, to be issued for six-months at a time, for two years, to provide others an opportunity to purchase, restore and/or repurpose the bank. That required timeframe expires on January 18, 2024 and the property is eligible for demolition. The scope of work will include asbestos abatement of the building, demolition of approximately 28,000 sq. ft. of building and concrete slab. This will include footing removal up to 3 ft. below grade. She adds that CCRTA has plans to construct a new Park and Ride lot, where the Kleberg Bank property is located, which leads to the necessity of demolishing the existing bank to allow for the future project. Next, Ms. Montez displayed a chart of the bids. The bids were issued on September 18th and eight bids were received. One bid was deemed non-responsive due to failure of the submittal of the DBE participation form. The lowest bidder was Camacho Demolition, LLC in the amount of \$345,800.00. She provided background information on Camacho Demolition. The DBE goal is 5% and since Camacho Demolition is a DBE Certified firm, the DBE commitment will be 100%. The architect's estimate for the work was \$470,000. At this time, Ms. Montez answered any questions from the board.



DIRECTOR ELOY SALAZAR MADE A MOTION TO AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) OR DESIGNEE TO AWARD A CONTRACT TO CAMACHO DEMOLITION, LLC, FOR THE DEMOLITION OF KLEBERG BANK. SECRETARY LYNN ALLISON SECONDED THE MOTION. *ALLISON, CHARO, COLEMAN, GONZALEZ, GRANADO, JIMENEZ, LEYENDECKER, MAYMI, MUÑOZ AND SALAZAR VOTING IN FAVOR. ABSENT CANALES.*

Committee Chair Reports

- a) **Administration & Finance** – Committee Chair Allison noted nothing new to report but agrees with Director Salazar on how well the Procurement team and staff is doing with getting bids in.
- b) **Operations & Capital Projects** – Committee Chair Salazar echoed the same as Secretary Allison, he is impressed with the Procurement process.
- c) **Rural & Small Cities** – Committee Chair Canales was not present.
- d) **Legislative** – Committee Chair Granado noted that he and some staff are traveling to Washington, D.C. shortly for legislative meetings and will report back to the committee then board.

Update on RCAT Committee Activities

Ms. Sharon Montez provided the RCAT Committee Update to the Board. The meeting was held on November 16, 2023 and she covered the items that were presented to the November Board of Directors meeting. She noted she also presented to the committee the 2024 RCAT proposed agenda items. The next RCAT meeting is on January 18, 2024.

Presentations

a) Investment Report for Quarter Ending September 30, 2023

Mr. Robert Saldaña, Managing Director of Administration, introduced Mr. David McElwain with the Patterson Group. He began with an economic update discussing the Federal Reserve interest rate trends during 2023. He says that during the third quarter, they focused on building out a short-term laddered portfolio of commercial paper and short-term agency notes maturing inside of one year for the General Funds. He discussed loosening labor market and inflation rate trending lower. He adds that consumer strength will be resilient in 2023 and signs of challenges ahead. He displayed the Quarterly Portfolio Summary. He discussed the asset allocation stating with a total portfolio book value of \$60,876,920, 35% is allocated to US Government Agencies, 18% Commercial Paper and 47% Money Market Funds and Pools. He displayed the total portfolio balances by quarter. He displayed the projected cash flows within the next couple of quarters.

b) October 2023 Financial Report

Mr. Robert Saldaña, presented the October financials and noted that the item aligns with the Board Priority of Public Image & Transparency. He presented the highlights for the month stating Passenger Service was 102.15% of baseline, Bus Advertising was 151.21% of baseline, and Investment Income was 516.83% of baseline. He



displayed the October 2023 Income Statement Snapshot. Total revenues came in at \$5,238,542 and total expenses were \$5,464,817. He displayed the revenue categories. The operating vs. non-operating revenue was displayed and discussed. The total operating and non-operating revenues and capital funding were \$5,238,542 for the month. Next, he discussed and displayed a pie chart of where the money went. Mr. Saldaña showed the expenses by object for October. Purchased Transportation was 21%, Miscellaneous 3%, Supplies 7%, Salaries and Wages 35%, Benefits 19%, Services 12%, Utilities 2% and Insurance was 1%. The total Departmental Operating expenses were \$3,559,469. The YTD highlights for Passenger Service was 97.09% of baseline, Bus Advertising was 146.53% of baseline, Investment Income was 472.25% of baseline and Federal Grant Assistance were 93.70% of baseline. YTD total revenues came in at \$51,231,336 and YTD total expenses came in at \$47,576,867. Mr. Saldaña discussed the fare recovery ratio. The current YTD FRC is 2.71%. Lastly, he displayed the sales tax update for September in which \$3,458,597 was received. At this time, Mr. Saldaña answered questions from the board.

c) December 2023 Procurement Update

Mr. Saldaña presented the item noting that the item aligns with the Board Priority of Public Image & Transparency. He discussed the current procurements. The purchase, restoration, and repurposing of the Kleberg Bank Building for a six-month contract. The total of current procurements is \$1,757,059. The future procurements were displayed next. Bus Stop Shelter Amenities with Tolar Manufacturing Company, Inc. for a two-year contract with one, one-year option in the amount of \$1,098,085. Health Care Consulting and Risk Management Services with Roland Barrera Insurance for a three-year contract with one, two-year options in the amount of \$120,000. Financial Auditing Services with Carr, Riggs & Ingram, LLC for three years with one two-year option in the amount of \$369,500. CNG Fueling Station Maintenance Services with Clean Energy for three years with two year option in the amount of \$1,412,933. General Architectural and Engineering Services with Hanson Professional Services for three years with two one-year options in the amount of \$750,000. Maintenance Uniform Rental Services with Brite Start Services for three years with one two-year options in the amount of \$71,000. These procurements total \$3,821,518. Next, the four-month outlook under the CEO signature authority was displayed and discussed next. All these items are \$50,000 or less. The items totaled \$334,959. Mr. Saldaña closed stating the Marina Space with the City of Corpus Christi is not to exceed \$6,840.

d) October 2023 Operations Update

Mr. Saldaña, noted the board priority for this item is Public Image and Transparency. He provided the highlights for the month of October 2023 vs. October 2022. The Passenger Trips were up 10.7%, the Revenue Service Hours were up 3.3% and the Revenue Service Miles were up 4.4%. He displayed the RTA System Monthly Ridership Trends and the System-Wide Monthly Ridership by Mode. He noted year-to-date, the system overall was up 17.5%. Next, he discussed the fixed route bus on-time performance and reported no issues. He displayed a list of the current and



upcoming projects impacting fixed route services. The B-Line service passengers per hour did not meet the performance standard and came in at 2.48. There were 35 customer assistance forms for the month, with six accommodations. The miles between road calls and the large bus fleet exceeded the standards. He answered any questions the board had at this time.

CEO Report

Mr. Majchszak presented the report and began going over the operation and project updates. Ridership has increased by up to 14% compared to November 2022. He noted free rides were offered to voters on first/last day of early voting and on Election Day. MV Transportation began operating extended service on Routes 4, 12, 34 and 35. Route 27 began service adjustments to include earlier pickup times for two trips. He noted that the day after Thanksgiving and on Cyber Monday, a sale was offered for buy one, get one on 31-day passes purchased through GoPass Mobile App. He gave the latest Port Ayers Transfer Station Construction update. Next, he talked about some of the month's meetings and events including an ENC Pre-Build meeting in Riverside, CA, METRO's President & CEO's retirement, the NAACP Stakeholders meeting, the State of the Port and CCPD "Hide, Lock, Take" Bus Wrap Unveiling. The Thanksgiving Luncheon for CCRTA employees was held on November 16th and the Holiday Party was on December 2nd. He thanked the Board Members for their attendance and thanked HR and staff for their efforts in putting the events on. He announced the CCRTA and MV Employees of the Year. CCRTA; Bus Operator of the Year – Olga Jaillette, Administration, JoAnna Serna, Operations – Raul Trejo and CEO Excellence – Joe De La Rosa. MV Transportation – Bus Operator – Mike Rios and Employee – Charmaine Jones. He continued with discussing recruitment, employee appreciation and community outreach events. He closed with the upcoming events calendar.

Board Chair Report

At this Chair Leyendecker said Merry Christmas and blessings to everyone. The Board all wished everyone Happy Holidays. Director Munoz appreciated the public comment feedback and the Chair has requested notes from staff on what is being done on the items. Director Coleman thanked the CEO and he is appreciative of the fare-free rides for the NAACP community luncheon. Board Members thanked Ms. Montiel for her board support. Director Gonzalez thanked the staff and board for their support through the passing of his father.

Adjournment

There being no further review of items, the meeting was adjourned at 10:06 a.m.

Lynn Allison, Board Secretary

Submitted by: Marisa Montiel



Subject: Exercise One Two-Year Option for Roland Barrera Insurance for Health Care Consulting and Risk Management Services

Background

The CCRTA entered into a contract with RBI for the period of February 20, 2021, through February 19, 2024. This contract term was for a three-year base contract with one two-year option. RBI and his team of experts have been assisting the HR department for Health Care consulting since January 2017, and the Safety & Security department for Risk Management services since February 2018. RBI has been assisting with the managing the self-funded health program, additional employee benefits programs and the Risk Management Program of the CCRTA.

During the last few years, the consultant has provided support and guidance services in regard to the Insurance and Risk Management Services, renewal of the TML insurance policies, Employee Health Benefit Plan and the Wellness Program implementation process.

Identified Need

Issuing a new contract will allow the continuity of all the various insurance and benefits programs. The additional support services provided by the consultant strengthens the overall management of the various services which assist the HR and Safety & Security departments.

Disadvantaged Business Enterprise (DBE)

There is no DBE requirement as this is locally funded.

Financial Impact

The estimated annual cost is \$60,000 per year and is budgeted in the 2024 Operating Budget

Board Priority

This Board Priority is Transparency.

Recommendation

Staff requests that the Board of Directors authorize the Chief Executive Officer (CEO) or designee to Exercise the (1) Two-Year Option for Roland Barrera Insurance for Health Care Consulting and Risk Management Services.

Respectfully Submitted,

Submitted by: Angelina Gaitan
Director of Human Resources

Final Approval by: *Derrick Majchszak*
Derrick Majchszak
Chief Executive Officer



Subject: Resolution to Apply for the FY23-FY24 Advanced Transportation Technology and Innovation (ATTAIN) Program Grant Funding Opportunity

Background

The Department of Transportation has opened a grant funding opportunity through the Advanced Transportation Technology and Innovation (ATTAIN) Program. Funding would be for entities to deploy, install, and operate advanced technologies to improve safety, mobility, efficiency, system performance, intermodal connectivity, and infrastructure return on investment.

\$120 million has been allotted for the estimated total program funding, with 20 expected awards.

Application Deadline: February 2, 2024

Identified Need

CCRTA would use funding to retrofit 51 buses within CCRTA's fleet with the Mobileye Shield+ 3-Camera System Version 4 with the Rosco Collision Avoidance (RCA) Advanced Pedestrian Alert System (APAS). The technology would be used to reduce traffic-related fatalities and injuries through advanced driver assistance and alerts to drivers for potentially dangerous situations.

Financial Impact

CCRTA's funding request would be \$684,636 for the technology to be retrofitted on 51 buses within CCRTA's fleet, installation, training, software subscription, and freight shipment. If funding is received, 80% would be DOT-funded, with the remaining 20% (\$136,927.20) being locally funded.

Board Priority

This item aligns with the Board Priorities - Safety & Security and Financial Transparency

Project Outlook

Upon award, CCRTA would work with a vendor to conduct installation for the Mobileye Shield+ 3-Camera System, Version 4 with the Rosco Collision Avoidance (RCA) Advanced Pedestrian Alert Systems (APAS), and training, which would take an estimated 10 – 14 months, based on the procurement, shipping, installation, and training processes.

Recommendation

Staff requests the Board of Directors adopt a Resolution to support the Advanced Transportation Technology and Innovation (ATTAIN) Program grant funding opportunity by authorizing the Chief Executive Officer or designee to execute and submit an application.

Respectfully Submitted,

Submitted by: Rita Patrick
Managing Director of Public Relations

Final Approval by: *Derrick Majchszak*
Derrick Majchszak
Chief Executive Officer

Corpus Christi Regional Transportation Authority



Resolution

IN SUPPORT OF ADVANCED TRANSPORTATION TECHNOLOGY TO REDUCE TRAFFIC-RELATED INCIDENTS THROUGH ADVANCED DRIVER ASSISTANCE

WHEREAS, the Corpus Christi Regional Transportation Authority (CCRTA) has a long-term goal of enhancing transportation safety for customers, employees, and the community.

WHEREAS, the Corpus Christi Regional Transportation Authority has identified Mobileye Shield+ 3-Camera System Version 4 with the Rosco Collision Avoidance (RCA) Advanced Pedestrian Alert Systems (APAS) as a technology that would reduce traffic-related incidents through advanced driver assistance.

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

Section 1. The Board hereby declares its support for the shipment, installation, training, and subscription of transit artificial intelligence technology to assist CCRTA Bus Operators in the detection of vehicles, pedestrians, lanes, and traffic signs in order minimize any potentially dangerous conditions.

Section 2. The Board of Directors further declares its intention to support the exploration of grant opportunities for advanced transportation technology to reduce traffic-related incidents and improve safety within the CCRTA's fleet and transportation system.

DULY PASSED AND ADOPTED this ____ day of January, 2024

ATTEST:

**CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY**

Derrick Majchszak
Chief Executive Officer

Dan Leyendecker
Chairman of the Board



Subject: Award a contract to Dailey-Wells Communications for Symphony Consoles

Background

The CCRTA is part owner of the City of Corpus Christi Radio Communications System that provides public safety communications. The current dispatch radio consoles only support open air and individual radio transmissions. New radio consoles support dynamic group calling and 24hr instant recall recorder with playback features. The replacement of the radio base station consoles is imperative to meet future informational needs of the organization; particularly related to CAD/AVL services and new dispatch technological tools.

Identified Need

The CCRTA has identified the need for a new robust modern radio console system to replace the outdated radio dispatch systems at Bear Lane facilities. The Symphony Consoles will be needed for our new CAD/AVL system radio integration project. The current radio agreement with the City of Corpus Christi has Dailey-Wells Communications as the primary maintenance firm. Dailey-Wells Communications is the only authorized L3 Harris Corporation Network Solutions Provider to provide system sales and service support to this system and all agencies operating on this communications system.

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. The estimated cost for the Symphony Consoles is \$111,085.40. The total estimated project budget was \$112,955. Funds for the Symphony Consoles purchase was identified in the FY 2024 Capital Budget using local funds.

Board Priority

The Board Priority is Innovation.

Recommendation

Staff recommends the Board of Directors to award a contract to Dailey-Wells Communications for Symphony Consoles' purchase.

Respectfully Submitted,

Submitted by: David Chapa
Director of IT

Reviewed by: Robert Saldaña
Managing Director of Administration

Final Approval by: *Derrick Majchszak*
Derrick Majchszak
Chief Executive Officer



Subject: November 2023 Financial Report

Overview: The results from the **operating budget** for the **month** of **November** report **Revenue** exceeding **Expenditures** by **\$154,020**. Total revenues from operations reached **\$3,688,027** representing 102.00% of the budget baseline, while operating expenses finished at **\$3,534,007**, or 94.68% of baseline.

Year-to-date total revenues of **\$42,296,467** reached **103.79% of baseline** while expenses of **\$40,017,388** finished at **96.30%** of baseline producing a surplus of **\$2,279,079**.

The results of the Capital Budget are being presented below as budgeted which includes transfer-in amounts from the fund balance which were used to balance the 2023 budget. It is also being presented without the budgeted transfer-in to improve the usefulness of fund balance information.

*To clarify, **transfer-in from fund balance** is not a revenue source, it is considered “**other financing sources**” in accordance with GASB 34. To further clarify, an operational budget is a 12-month **short-term financial plan for the day-to-day expenses** for the specified accounting period while the **Capital Budget consists of long-term acquisitions** that may or may not be completed within the 12-month accounting period and which costs are required to be spread over the life of the various assets.*

In addition, the \$1,835,292 transfer-in was used to balance the 2023 operating budget but since depreciation expenses (reduction of an asset value due to the passage of time), are not budgeted the transfer-in is instead used for the Capital Budget.

The CIP budget for the month resulted in expenditures exceeding revenues by **\$151,188** when CIP program expenditures came in at **\$285,559** while **grant revenues** came in at **\$134,371**. The budget shortage of **\$151,188** represents the depreciation expense for the month. However, for reporting purposes the transfer-in of **\$304,129** from the fund balance must be factored into the financials to reflect a balanced budget as initially approved.

Year-to-date CIP total funding totaled **\$13,064,182** while total expenditures finished at **\$11,381,832** resulting in **funding sources** to exceed expenditures by **\$1,682,350**. Funding sources include the budgeted transfer-in from fund balance of **\$3,345,422**. Removing the transfer-in from fund balance from revenues results in a budget shortage of \$1,663,073 as shown on the next table.

The overall performance for the **month** results in an initial increase of **\$306,961** to the fund balance with a surplus of **\$154,020** attributable to the operating budget, and a surplus of **\$152,941** related to the CIP budget. However, the removal of the **\$304,129** budgeted transfer-in is necessary to arrive at the actual change in fund balance for the month reflecting a decrease of **\$2,832 instead of an increase of \$306,961**.

The overall performance for the **year-to-date** results in an initial increase of **\$3,961,429** to the fund balance, with an increase of **\$2,279,079** attributable to the operating budget, and an increase

of **\$1,682,350** related to the CIP budget. Again, however, removing the budgeted transfer-in results in an actual increase to the fund balance in the amount of **\$616,006**.

The following table provides an illustration of the impact of the removal of the transfer-in:

CIP Budget		
	<u>Month</u>	<u>Year to Date</u>
Revenues	\$ 438,500	\$ 13,064,182
Less: Budgeted Transfer-In from Fund Balance	(304,129)	(3,345,422)
Equals Revenues (FTA Share)	134,371	9,718,760
Grant-Eligible Costs (FTA Share)	134,371	9,718,760
Depreciation	151,188	1,663,072
Total Expenses	285,559	11,381,832
Expenses exceeding Revenues	\$ (151,188)	\$ (1,663,072)

SUMMARY: Results from all Activities Compared to Budget

Total Revenues and funding sources for the month of **November** closed at **\$4,126,527**, of which **\$3,688,027** is attributable to the **Operating Budget (Table 4 and PPT Slides 3 and 4)** and **\$438,500** to the capital budget. The **\$438,500** from the capital budget consists of **\$134,371** from grant revenues while **\$304,129** comes from the unrestricted portion of the fund balance that was budgeted as a transfer in. The performance of the revenue categories from the Operating Budget is discussed as follows.

Operating Revenues, which include only resources generated from transit operations, **totaled \$123,507** or **9.89%** more than forecasted (**Table 4.1**) & (**PPT Slide 5**). **Fare Revenues** ended the month at \$96,972, or 105.01% of the baseline expectation and include **\$6,020** from **Go-Pass Mobile App Pass Sales**.

Meanwhile, commissions from both **Bus and Bench Advertising** ended the month at **\$18,599** of which **\$4,530** came from **Bus Bench Advertising commissions** while **\$14,069** came from **On-Board Bus Advertising commissions**. The combined revenue was 153.53% of baseline.

Note that the commissions earned from Bench Advertising total **\$6,795** of which **\$4,530** is recognized as revenue and **\$2,265** represents the City's one-third share of the bench advertising commission for the use of the City property.

Other Operating Revenues totaled \$7,936, or 100% of baseline, and is mostly attributable from the proceeds received from the recycling of obsolete fleet vehicles. (**Table 4.1**).

Non-Operating Revenues, which includes sales tax, investment income, lease income from tenants, and federal assistance grants totaled **\$3,564,520**, reaching **101.75%** of the **\$3,503,270** budget expectation, generating **\$61,250** more than forecasted (**Table 4.1**) of which the majority came from continued strong performance by the Authority's investment portfolio. Investment income continues to perform well, exceeding the budget by **\$193,385** because of the higher yields

earned due to the Federal Reserve's increases to the federal funds rate. The Fed opted to leave rates unchanged as of the end of 2023, with increasing odds that rates will decline in the first quarter of 2024.

Meanwhile, revenues from operating grants and Staples Street Leases fell short of baseline. For the operating grants, the shortfall was expected, as 2023 preventive maintenance funds have been fully utilized, leaving only sub recipient grants as revenue sources which has no net effect on the net position since it is a pass through that is an off set to reimbursement expenses paid to sub-recipients. However, CCRTA is awaiting approval of FTA's 3rd round of Hurricane Harvey relief funds amounting to \$11,744 which is the amount of eligible expenses that were not covered by the previous grant award. Staples Street Center leases continue to miss the baseline as the result of a tenant vacating the SSC. It is anticipated that the vacancy will be filled in 2024.

For clarification, please keep in mind that all revenues reported are **actual** revenues received or earned except for the sales tax revenue. The Sales Tax Revenue has been **estimated** since the amount will not be determined until payment is received on **January 12, 2024**. Out of the seven (7) sources included in this revenue category, 88.97% of total revenue came from the sales tax revenue estimate as indicated in the following table:

November 2023 Revenue Composition – Table 1

Line #	Revenue Source	Actual	%
1	Sales Tax Revenue	\$3,281,130	88.97%
2	Passenger Service	96,972	2.63%
3	SSC Lease Income	42,172	1.14%
4	Bus Advertising	18,599	0.50%
5	Investment Income	241,218	6.54%
6	Grant Assistance Revenue	-	0.00%
7	Other Revenue	7,936	0.22%
	Total (excluding capital)	\$3,688,026	100.00%

The **Investment Portfolio** closed the month of November 2023 with a market value of **\$55,991,544**, a decrease of **\$6,666,209** from the balance at the end of October 2023 of **\$62,657,753**. However, it must be noted that the reported balance reflects a \$4 million transfer from Frost Bank to TexPool that is included in the balance of both accounts due to the timing of the transfer and the processing of the Frost Bank Electronic Positive Pay system. While the transfer was initiated and processed by TexPool as of October 30, 2023, the transaction did not post to Frost Bank until November 1, 2023. As such, the actual decrease in portfolio is \$2,666,209, or \$4 million less than presented in the investment report. The decrease is attributable to a payment to the City of Corpus Christi totaling \$2,837,614 as part of the Street Improvements Program.

The composition of the November market value includes **\$28,148,065** in short-term securities consisting of **\$13,173,294** in Commercial Paper and **\$14,974,771** in Federal Agency Coupon Securities. In addition, **\$25,303,575** was held in TexPool Prime and **\$2,539,904** in bank accounts of which **\$2,000,000** represents the compensating balance requirement at Frost Bank. For the month of **November**, earned interest income was recorded at **\$241,218**.

TexPool Prime Rate is currently at 5.61% while locked rates for securities range from 3.50% - 5.68%. The Fed opted to leave rates unchanged as of the end of 2023, with increasing odds that

rates will decline in the first quarter of 2024. Interest revenue year-to-date totaled **\$2,500,130** and is expected to reach **\$2,700,000** by the end of year.

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

The **Sales tax** allocation for November 2023 is **estimated** at **\$3,281,130**. The estimate is necessary since allocations lag two months behind and will not be received until January 12, 2024.

The Sales Tax revenue payment of **\$3,297,119** for October 2023 was received December 8, 2023, and was **\$2,777**, or **0.08%** more than the **\$3,294,342** October reported **estimate**. The October payment included the allocation from internet sales of **\$15,817**, a decrease of \$15,683 or 49.79% from the prior month. RTA started receiving internet sales tax revenue in December 2019, and to date have received **\$1,390,846**. Retailers started collecting sales tax on internet sales on October 1, 2019.

The sales tax revenue over the last five years averages 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 88.97% 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 because of an audit. The repayment is over 43 months and as of October have made 36 installments. This amount is added back 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 (actual)	2,939,551	2,726,132	213,419	7.83%
March (actual)	3,876,821	3,504,497	372,324	10.62%
April (actual)	3,196,995	3,074,059	122,936	4.00%
May (actual)	3,371,557	3,067,990	303,567	9.89%
June (actual)	3,744,213	3,483,166	261,047	7.49%
July (actual)	3,448,803	3,326,242	122,561	3.68%
August (actual)	3,375,472	3,220,185	155,287	4.82%
September (actual)	3,458,597	3,341,572	117,025	3.50%
October (actual)	3,297,119	3,090,741	206,378	6.68%
November (estimate)	3,281,130	3,078,095	203,035	6.60%
December (estimate)	-	-	-	0.00%
	\$ 36,874,105	\$ 34,613,239	\$ 2,260,866	6.53%

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

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

Revenue Source	November 2023	%	YTD	%
Passenger Service	\$ 96,972	2.54%	\$ 993,526	1.91%
Bus Advertising	18,599	0.49%	196,103	0.38%
Other Revenue	7,936	0.21%	44,962	0.09%
Sales Tax Revenue	3,281,130	85.84%	36,874,105	70.89%
Grants - Operating	-	0.00%	1,222,697	2.35%
Grants - Capital	134,371	3.52%	9,718,760	18.68%
Investment Income	241,218	6.31%	2,500,130	4.81%
SSC Lease Income	42,172	1.10%	464,944	0.89%
Total Revenue	\$ 3,822,398	100.00%	\$ 52,015,226	100.00%

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

	11/2023				
	2023 Adopted Budget	November 2023 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Revenues					
Passenger service	\$ 1,108,110	\$ 96,972	\$ 92,343	8.75%	105.01%
Bus advertising	145,371	18,599	12,114	12.79%	153.53%
Other operating revenues	312,337	7,936	7,936	2.54%	100.00%
Sales Tax Revenue	40,316,731	3,281,130	3,281,130	8.14%	100.00%
Federal, state and local grant assistance	1,565,828	-	130,486	0.00%	0.00%
Investment Income	574,000	241,218	47,833	42.02%	504.29%
Staples Street Center leases	525,850	42,172	43,821	8.02%	96.24%
Total Operating & Non-Operating Revenues	44,548,227	3,688,027	3,615,663	8.28%	102.00%
Capital Grants & Donations	8,864,316	134,371	134,371	1.52%	100.00%
Transfers-In	3,649,552	304,129	304,129	8.33%	100.00%
Total Operating & Non-Operating Revenues and Capital Funding	\$ 57,062,095	\$ 4,126,527	\$ 4,054,163	7.23%	101.78%

	11/2023				
	2023 Adopted Budget	YTD 2023 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Revenues					
Passenger service	\$ 1,108,110	\$ 993,526	\$ 1,015,768	89.66%	97.81%
Bus advertising	145,371	196,103	133,257	134.90%	147.16%
Other operating revenues	312,337	44,962	286,308	14.40%	15.70%
Sales Tax Revenue	40,316,731	36,874,105	36,874,105	91.46%	100.00%
Federal, state and local grant assistance	1,565,828	1,222,697	1,435,342	78.09%	85.19%
Investment Income	574,000	2,500,130	526,167	435.56%	475.16%
Staples Street Center leases	525,850	464,944	482,029	88.42%	96.46%
Total Operating & Non-Operating Revenues	44,548,227	42,296,467	40,752,976	94.95%	103.79%
Capital Grants & Donations	8,864,316	9,718,760	9,718,760	109.64%	100.00%
Transfers-In	3,649,552	3,345,422	3,345,422	91.67%	100.00%
Total Operating & Non-Operating Revenues and Capital Funding	\$ 57,062,095	\$ 55,360,649	\$ 53,817,158	97.02%	102.87%

Revenue – November 2023 from Operations – Table 4.1

	11/2023				
	2023 Adopted Budget	November 2023 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Revenues					
Passenger service	\$ 1,108,110	\$ 96,972	\$ 92,343	8.75%	105.01%
Bus advertising	145,371	18,599	12,114	12.79%	153.53%
Other operating revenues	312,337	7,936	7,936	2.54%	100.00%
Total Operating Revenues	1,565,818	123,507	112,393	7.89%	109.89%
Sales Tax Revenue	40,316,731	3,281,130	3,281,130	8.14%	100.00%
Federal, state and local grant assistance	1,565,828	-	130,486	0.00%	0.00%
Investment Income	574,000	241,218	47,833	42.02%	504.29%
Staples Street Center leases	525,850	42,172	43,821	8.02%	96.24%
Total Non-Operating Revenues	42,982,409	3,564,520	3,503,270	8.29%	101.75%
Total Revenues	\$ 44,548,227	\$ 3,688,027	\$ 3,615,663	8.28%	102.00%

November 2023 Expenses

The results of all expenditure activities, including capital, are presented below. Overall, the total operating expenses came in \$198,576 under the anticipated baseline of \$3,732,583. Departmental expenses came in \$137,009 under the anticipated baseline or 4.03%. Debt service payments are fixed by the terms of the bond contract which is the reason for the resulting 100% actual to baseline as payments are made semi-annually. Street Improvements is also a fixed

amount that represents one-twelve of the annual amount budgeted for all member cities, resulting in 100% of baseline.

November 2023 Total Expenses & Capital Expenditures – Table 6

	11/2023				
	2023 Adopted Budget	November 2023 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Expenditures					
Departmental Operating Expenses	\$ 40,836,914	\$ 3,266,066	\$ 3,403,075	8.00%	95.97%
Debt Service	1,597,313	400	400	0.03%	100.00%
Street Improvements	3,183,464	265,289	265,289	8.33%	100.00%
Subrecipient Grant Agreements	765,828	2,252	63,819	0.29%	3.53%
Total Operating & Non-Operating Expenses	46,383,519	3,534,007	3,732,583	7.62%	94.68%
Grant Eligible Costs	8,864,316	134,371	134,371	1.52%	100.00%
Depreciation Expenses	1,814,260	151,188	151,188	8.33%	100.00%
Total Operating & Non-Operating Expenses and Capital Expenditures	\$ 57,062,095	\$ 3,819,566	\$ 4,018,142	6.69%	95.06%

YTD as of November 2023 Total Expenses & Capital Expenditures – Table 6

For the year to date, total expenditure came to \$1,538,413 under the anticipated baseline of \$41,555,802. Departmental operating expenses came to \$1,187,563 under the anticipated baseline or 3.17%. Debt service payments are fixed by the terms of the bond contract which is the reason for the resulting 100% actual to baseline as payments are made semi-annually. Street Improvements is also a fixed amount that represents one-twelve of the annual amount budgeted for all member cities, resulting in 100% of baseline.

	11/2023				
	2023 Adopted Budget	YTD 2023 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Expenditures					
Departmental Operating Expenses	\$ 40,836,914	\$ 36,246,275	\$ 37,433,838	88.76%	96.83%
Debt Service	1,597,313	501,780	501,780	31.41%	100.00%
Street Improvements	3,183,464	2,918,175	2,918,175	91.67%	100.00%
Subrecipient Grant Agreements	765,828	351,158	702,009	45.85%	50.02%
Total Operating & Non-Operating Expenses	46,383,519	40,017,388	41,555,802	86.28%	96.30%
Grant Eligible Costs	8,864,316	9,718,760	9,718,760	109.64%	100.00%
Depreciation Expenses	1,814,260	1,663,072	1,663,072	91.67%	100.00%
Total Operating & Non-Operating Expenses and Capital Expenditures	\$ 57,062,095	\$ 51,399,220	\$ 52,937,634	90.08%	97.09%

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 November 2023, total departmental operating expenses realized favorable variances against the baseline expectation from categories including Benefits, Services, Insurance, and Purchased Transportation.

Meanwhile, unfavorable variance was identified with the categories of Salaries & Wages, Materials & Supplies, Utilities, and Miscellaneous (which includes Dues & Subscriptions and Travel & Training expenses).

Salaries & Wages reported a negative variance of \$44,808, or 3.63% compared to the baseline. The variance is attributable to the payout of personal leave and floating/birthday holiday leave to qualifying employees. Employees exceeding the maximum annual rollover of eighty (80) personal leave hours were allowed to sell back up to forty (40) hours of personal leave, while employees were also allowed to sell back up to 8 (eight) hours of unused floating/birthday holiday leave. The cost of this sellback was \$57,571. The Salaries & Wages category remains under budget for the year to date, with a positive variance of \$349,743 or 2.58% against the baseline.

Materials & Supplies reported a negative variance of \$16,989 or 6.36% compared to the baseline. The negative variance is primarily attributable to the following budget line items:

- Department 07 – MIS
 - 50490110 – Repair parts (\$5,594 actual versus \$2,500 baseline: \$3,094 variance)
- Department 11 – Vehicle Maintenance
 - 50490110 – Repair parts (\$115,092 actual versus \$80,104 baseline: \$34,988 variance)
 - 50490210 – Bus cleaning supplies (\$10,073 actual versus \$3,529 baseline: \$6,544 variance)
- Department 50 – Marketing
 - 50492010 – Printing (\$8,844 actual versus \$3,333 baseline: \$5,511 variance)

The category stands at \$5,137 over baseline for the year to date, or 100.17%. Because these budget lines contain charges that are irregular or one-time, it is anticipated that the negative variance will smooth out over the month of December.

Utilities reported a negative variance of \$6,718, or 10.04% compared to the baseline. The variance is attributable to a billing error on the part of the electricity provider. The error will be resolved in a future billing cycle, and the category remains 3.68% under budget for the year to date.

Miscellaneous reported a negative variance of \$19,873, or 24.85% compared to the baseline which is a straight line spread of the budget. Due to the different expense types that are included in this category, the below table is provided to assist in the analysis.

Expense Type	November	% of Total
ADVERT/PROMO MEDIA EXP.	\$ 15,915	15.94%
COMMUNITY SERVICES	20,504	20.54%
DUES AND SUBSCRIPTIONS	9,865	9.88%
INTERNAL SERVICES	10,775	10.79%
LEASES AND RENTALS	7,591	7.60%
OTHER MISCELLANEOUS EXP.	233	0.23%
TRAVEL, TRAINING & MTNGS	34,954	35.01%
Total Miscellaneous Category	\$ 99,837	100.00%

The \$10,775 posted to Internal Services consisted of unscheduled expenses associated with the disposal of expired inventory and the \$850.00 amortization cost for the new Capital Project Management software while Advert/Promo Media incurred \$7,698.00 for promoting various agency programs. The remaining \$1400 was related to travel expenses associated with Genfare training.

However, the expense category remains under the annual baseline by 10.69% for the year to date.

November 2023 Departmental Expense Breakdown – Table 7.1

	11/2023				
	2023 Adopted Budget	November 2023 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Departmental Operating Expenses:					
<u>Object Category</u>					
Salaries & Wages	\$ 14,794,668	\$ 1,277,696	\$ 1,232,888	8.64%	103.63%
Benefits	5,964,443	453,110	497,037	7.60%	91.16%
Services	5,698,190	317,081	474,849	5.56%	66.78%
Materials & Supplies	3,202,967	283,902	266,914	8.86%	106.36%
Utilities	802,906	73,626	66,909	9.17%	110.04%
Insurance	648,227	50,379	54,019	7.77%	93.26%
Purchased Transportation	8,765,945	710,433	730,495	8.10%	97.25%
Miscellaneous	959,568	99,837	79,964	10.40%	124.85%
Total Departmental Operating Expenses	\$ 40,836,914	\$ 3,266,066	\$ 3,403,075	8.00%	95.97%

	11/2023				
	2023 Adopted Budget	YTD 2023 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Departmental Operating Expenses:					
<u>Object Category</u>					
Salaries & Wages	\$ 14,794,668	\$ 13,212,036	\$ 13,561,779	89.30%	97.42%
Benefits	5,964,443	5,768,038	5,467,406	96.71%	105.50%
Services	5,698,190	4,388,109	5,223,341	77.01%	84.01%
Materials & Supplies	3,202,967	2,941,189	2,936,053	91.83%	100.17%
Utilities	802,906	708,924	735,997	88.29%	96.32%
Insurance	648,227	528,457	594,208	81.52%	88.93%
Purchased Transportation	8,765,945	7,913,933	8,035,450	90.28%	98.49%
Miscellaneous	959,568	785,588	879,604	81.87%	89.31%
Total Departmental Operating Expenses	\$ 40,836,914	\$ 36,246,275	\$ 37,433,838	88.76%	96.83%

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
March	349,549	11,923	361,472
April	254,342	11,323	265,665
May	518,048	9,518	527,567
June	361,286	5,993	367,279
July	434,970	7,785	442,754
August	220,101	12,452	232,552
September	111,761	3,254	115,015
October	404,326	10,133	414,459
November	292,623	10,645	303,269
	\$ 3,656,237	\$ 94,630	\$ 3,750,867

Fare Recovery Ratio – Table 10

Description	11/30/2023	Year to Date
Fare Revenue or Passenger Revenue	\$ 96,972	\$ 993,526
Operating Expenses	3,255,291	36,225,304
Fare Recovery Ratio	2.98%	2.74%
*Excluding Depreciation		

Note: Same period last year (November 2022) the FRR was 2.72%

The passenger fares are pledged revenues secured by the bond covenant associated with the construction of the Staples Street Center Building. The bond contract requires the Authority to establish and maintain rates and charges for facilities and services afforded by the CCRTA transit system to produce gross operating revenues in each fiscal year by anticipating sufficient passenger revenues to pay for maintenance and operating expenses and produce net operating revenues at least 1.10 times the annual debt service requirements. The debt service coverage ratio is a different ratio from the Fare Recovery Ratio. CCRTA has maintained since the inception of the bond covenant a coverage ratio of at least 1.10.

November 2023 – Table 11

For the month of November, total Revenue exceeded Expenditures by \$306,961. For the year to date, total Revenues exceeded Expenses by \$3,654,469. A greater detail of the financial results is explained in the accompanied Power Point presentation.

	11/2023				
	2023 Adopted Budget	November 2023 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Operating Revenues	\$ 44,548,227	\$ 3,688,027	\$ 3,615,663	8.28%	102.00%
Operating Expenses	46,383,519	3,534,007	3,732,583	7.62%	94.68%
Revenue over Expenses	(1,835,292)	154,020	(116,920)	-8.39%	-131.73%
Capital Funding	12,513,868	438,500	438,500	3.50%	100.00%
Capital Expenditures	10,678,576	285,559	285,559	2.67%	100.00%
Revenue over Expenses	1,835,292	152,941	152,941	8.33%	100.00%
Revenue over Expenditures	\$ (0)	\$ 306,961	\$ 36,021		

	11/2023				
	2023 Adopted Budget	YTD 2023 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Operating Revenues	\$ 44,548,227	\$ 42,296,467	\$ 40,752,976	94.95%	103.79%
Operating Expenses	46,383,519	40,017,388	41,555,802	86.28%	96.30%
Revenue over Expenses	(1,835,292)	2,279,079	(802,826)	-124.18%	-283.88%
Capital Funding	12,513,868	13,064,182	13,064,182	104.40%	100.00%
Capital Expenditures	10,678,576	11,381,832	11,381,832	106.59%	100.00%
Revenue over Expenses	1,835,292	1,682,350	1,682,350	91.67%	100.00%
Revenue over Expenditures	\$ (0)	\$ 3,961,429	\$ 879,524		

NET POSITION

The Total Net Position at the end of the month was **\$114,436,273**, an increase of **\$10,334,767** from December 2022 which closed at **\$104,101,506**.

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 **\$114,436,273**, the portion of the fund balance that is not restricted in accordance with GASB Concepts Statement No 4 is **\$50,881,594**, but only **\$28,500,755** is available for spending because of the internal restrictions placed by the Board for specific reserves which total **\$22,380,839**. 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, 43.99% of the unrestricted portion is assigned by the Board to fund reserves that are earmarked to meet certain unexpected demands.

FUND BALANCE AS OF NOVEMBER 30, 2023:

<u>FUND BALANCE</u>	
Net Invested in Capital Assets	\$ 62,910,981
Restricted for FTA Interest	575,308
Unrestricted	50,881,594
TOTAL FUND BALANCE	114,436,273
<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	1,478,201
Total Designated Reserves (43.99%)	\$ 22,380,839
Unrestricted (56.01%)	28,500,755
TOTAL DESIGNATED & UNRESTRICTED	\$ 50,881,594

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: Derrick Majchszak
Derrick Majchszak
Chief Executive Officer

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

OPERATING BUDGET	11/2023				
	2023 Adopted Budget	November 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	\$ 96,972	\$ 92,343	8.75%	105.01%
Bus advertising	145,371	18,599	12,114	12.79%	153.53%
Other operating revenues	312,337	7,936	7,936	2.54%	100.00%
Sales Tax Revenue	40,316,731	3,281,130	3,281,130	8.14%	100.00%
Federal, state and local grant assistance	1,565,828	-	130,486	0.00%	0.00%
Investment Income	574,000	241,218	47,833	42.02%	504.29%
Staples Street Center leases	525,850	42,172	43,821	8.02%	96.24%
Total Revenues	44,548,227	3,688,027	3,615,663	8.28%	102.00%
Expenses					
Transportation	9,932,992	824,612	827,749	8.30%	99.62%
Customer Programs	595,697	43,495	49,641	7.30%	87.62%
Purchased Transportation	8,765,945	710,433	730,495	8.10%	97.25%
Service Development	801,372	32,480	66,781	4.05%	48.64%
MIS	1,674,391	118,660	139,533	7.09%	85.04%
Vehicle Maintenance	6,547,805	549,368	545,650	8.39%	100.68%
Facilities Maintenance	3,104,571	252,848	258,714	8.14%	97.73%
Contracts and Procurements	449,199	31,867	37,433	7.09%	85.13%
CEO's Office	1,209,277	91,355	100,773	7.55%	90.65%
Finance and Accounting	902,039	59,164	75,170	6.56%	78.71%
Materials Management	278,468	23,510	23,206	8.44%	101.31%
Human Resources	1,013,273	95,116	84,439	9.39%	112.64%
General Administration	538,361	34,492	44,863	6.41%	76.88%
Capital Project Management	404,989	37,126	33,749	9.17%	110.01%
Marketing & Communications	833,041	94,370	69,420	11.33%	135.94%
Safety & Security	2,411,815	170,889	200,985	7.09%	85.03%
Staples Street Center	1,141,678	77,937	95,140	6.83%	81.92%
Port Ayers Cost Center	32,000	7,569	2,667	23.65%	283.83%
Debt Service	1,597,313	400	400	0.03%	100.00%
Special Projects	200,000	10,775	16,667	5.39%	64.65%
Subrecipient Grant Agreements	765,828	2,252	63,819	0.29%	3.53%
Street Improvements Program for CCRTA Regional Entities	3,183,464	265,289	265,289	8.33%	100.00%
Total Expenses	46,383,519	3,534,007	3,732,583	7.62%	94.68%
Revenues Over Expenses - Operating Budget	(1,835,292)	154,020	(116,920)		
CIP BUDGET					
	2023 Adopted Budget	November 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	134,371	134,371	1.52%	0.00%
Total Funding Sources	12,513,868	438,500	438,500	3.50%	100.00%
Capital Expenditures					
Grant Eligible Costs	8,864,316	134,371	134,371	1.52%	0.00%
Depreciation Expenses	1,814,260	151,188	151,188	8.33%	100.00%
Total Expenditures	10,678,576	285,559	285,559	2.67%	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)	154,020	(116,920)		
Revenues Over Expenses - CIP Budget	1,835,292	152,941	152,941		
Revenues Over Expenses (including rounding)	\$ (0)	\$ 306,961	\$ 36,021		

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

OPERATING BUDGET	11/2023				
	2023 Adopted Budget	YTD 2023 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
	A	B	C = A / 12 * 11	B / A	C vs B
Revenues					
Passenger service	\$ 1,108,110	\$ 993,526	\$ 1,015,768	89.66%	97.81%
Bus advertising	145,371	196,103	133,257	134.90%	147.16%
Other operating revenues	312,337	44,962	286,308	14.40%	15.70%
Sales Tax Revenue	40,316,731	36,874,105	36,874,105	91.46%	100.00%
Federal, state and local grant assistance	1,565,828	1,222,697	1,435,342	78.09%	85.19%
Investment Income	574,000	2,500,130	526,167	435.56%	475.16%
Staples Street Center leases	525,850	464,944	482,029	88.42%	96.46%
Total Revenues	44,548,227	42,296,467	40,752,976	94.95%	103.79%
Expenses					
Transportation	9,932,992	9,297,365	9,105,243	93.60%	102.11%
Customer Programs	595,697	571,258	546,056	95.90%	104.62%
Purchased Transportation	8,765,945	7,913,933	8,035,450	90.28%	98.49%
Service Development	801,372	545,704	734,591	68.10%	74.29%
MIS	1,674,391	1,428,316	1,534,859	85.30%	93.06%
Vehicle Maintenance	6,547,805	5,744,690	6,002,154	87.73%	95.71%
Facilities Maintenance	3,104,571	2,900,416	2,845,856	93.42%	101.92%
Contracts and Procurements	449,199	328,924	411,766	73.22%	79.88%
CEO's Office	1,209,277	1,091,800	1,108,504	90.29%	98.49%
Finance and Accounting	902,039	752,286	826,869	83.40%	90.98%
Materials Management	278,468	255,515	255,262	91.76%	100.10%
Human Resources	1,013,273	968,402	928,834	95.57%	104.26%
General Administration	538,361	394,273	493,498	73.24%	79.89%
Capital Project Management	404,989	368,233	371,240	90.92%	99.19%
Marketing & Communications	833,041	772,923	763,621	92.78%	101.22%
Safety & Security	2,411,815	1,846,530	2,210,831	76.56%	83.52%
Staples Street Center	1,141,678	1,024,065	1,046,538	89.70%	97.85%
Port Ayers Cost Center	32,000	20,671	29,333	64.60%	70.47%
Debt Service	1,597,313	501,780	501,780	31.41%	100.00%
Special Projects	200,000	20,971	183,333	10.49%	11.44%
Subrecipient Grant Agreements	765,828	351,158	702,009	45.85%	50.02%
Street Improvements Program for CCRTA Regional Entities	3,183,464	2,918,175	2,918,175	91.67%	100.00%
Total Expenses	46,383,519	40,017,388	41,555,802	86.28%	96.30%
Revenues Over Expenses - Operating Budget	(1,835,292)	2,279,079	(802,826)		
CIP BUDGET					
	2023 Adopted Budget	YTD 2023 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
	A	B	C = A / 12 * 11	B / A	C vs B
Funding Sources					
Transfer In	\$ 3,649,552	3,345,422	3,345,422	91.67%	100.00%
Grant Revenue	8,864,316	9,718,760	9,718,760	109.64%	0.00%
Total Funding Sources	12,513,868	13,064,182	13,064,182	104.40%	100.00%
Capital Expenditures					
Grant Eligible Costs	8,864,316	9,718,760	9,718,760	109.64%	0.00%
Depreciation Expenses	1,814,260	1,663,072	1,663,072	91.67%	100.00%
Total Expenditures	10,678,576	11,381,832	11,381,832	106.59%	100.00%
Funding Sources Over Expenditures	1,835,292	1,682,350	1,682,350	91.67%	100.00%
Revenues Over Expenses - Operating Budget	(1,835,292)	2,279,079	(802,826)		
Revenues Over Expenses - CIP Budget	1,835,292	1,682,350	1,682,350		
Revenues Over Expenses (including rounding)	\$ (0)	\$ 3,961,429	\$ 879,524		

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY
Statement of Net Position
Month ended November 30, 2023, and year ended December 31, 2022

	Unaudited November 30 2023	Audited December 31 2022
ASSETS		
Current Assets:		
Cash and Cash Equivalents	\$ 22,196,045	\$ 25,536,891
Short Term Investments	30,889,325	26,829,671
Receivables:		
Sales and Use Taxes	6,523,501	6,892,274
Federal Government	84,416	85,717
Other	355,666	635,609
Inventories	1,181,948	1,204,171
Prepaid Expenses	1,104,772	878,503
Total Current Assets	62,335,673	62,062,836
Non-Current Assets:		
Restricted Cash and Cash Equivalents	575,308	575,308
Long Term Investments	2,000,000	5,951,169
Lease Receivable	1,481,296	1,481,296
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	499,627	499,627
Software Subscriptions	327,700	-
Construction in Progress	1,094,110	1,095,385
Current Year Additions	9,515,591	-
Total Capital Assets	165,759,743	155,917,727
Less: Accumulated Depreciation	(88,932,521)	(87,269,450)
Net Capital Assets	76,827,222	68,648,277
Total Non-Current Assets	80,883,826	76,656,050
TOTAL ASSETS	143,219,499	138,718,886
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	155,694,363	151,193,750
LIABILITIES AND NET POSITION		
Current Liabilities:		
Accounts Payable	617,931	1,979,739
Current Portion of Long-Term Liabilities:		
Long-Term Debt	-	905,000
Compensated Absences	335,005	335,005
Sales Tax Audit Funds Due	27,374	328,488
Distributions to Regional Entities Payable	4,535,780	7,523,214
Other Accrued Liabilities	1,074,275	1,353,073
Total Current Liabilities	6,590,365	12,424,519
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	338,738	338,738
Total Non-Current Liabilities	30,092,413	30,092,413
TOTAL LIABILITIES	36,682,778	42,516,932
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	1,481,296	1,481,296
Total Deferred Inflows	4,575,312	4,575,312
TOTAL LIABILITIES AND DEFERRED INFLOWS	41,258,090	47,092,244
Net Position:		
Net Invested in Capital Assets	62,979,371	53,895,426
Restricted for FTA Interest	575,308	575,308
Unrestricted	50,881,594	49,630,772
TOTAL NET POSITION	\$ 114,436,273	\$ 104,101,506

Corpus Christi Regional Transportation Authority
Statement of Cash Flows (Unaudited)
For the month ended November 30, 2023

	<u>11/30/2023</u>
Cash Flows From Operating Activities:	
Cash Received from Customers	\$ 66,283
Cash Received from Bus Advertising and Other Ancillary	55,819
Cash Payments to Suppliers for Goods and Services	(3,290,669)
Cash Payments to Employees for Services	(909,713)
Cash Payments for Employee Benefits	(132,219)
Net Cash Used for Operating Activities	<u>(4,210,499)</u>
Cash Flows from Non-Capital Financing Activities:	
Sales and Use Taxes Received	3,431,223
Grants and Other Reimbursements	12,840
Distributions to Subrecipient Programs	(12,840)
Distributions to Region Entities	(2,837,614)
Net Cash Provided by Non-Capital Financing Activities	<u>593,609</u>
Cash Flows from Capital and Related Financing Activities:	
Federal and Other Grant Assistance	976,404
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	(93,480)
Net Cash Provided by Capital and Related Financing Activities	<u>882,924</u>
Cash Flows from Investing Activities:	
Investment Income	165,923
Purchases of Investments	(7,406,619)
Maturities and Redemptions of Investments	7,075,000
Premiums/Discounts on Investments	(296,691)
Net Cash Used by Investing Activities	<u>(462,386)</u>
Net decrease in Cash and Cash Equivalents	(3,196,353)
Cash and Cash Equivalents (Including Restricted Accounts), November 1, 2023	25,967,706
Cash and Cash Equivalents (Including Restricted Accounts), November 30, 2023	\$ <u><u>22,771,353</u></u>



Subject: November 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.

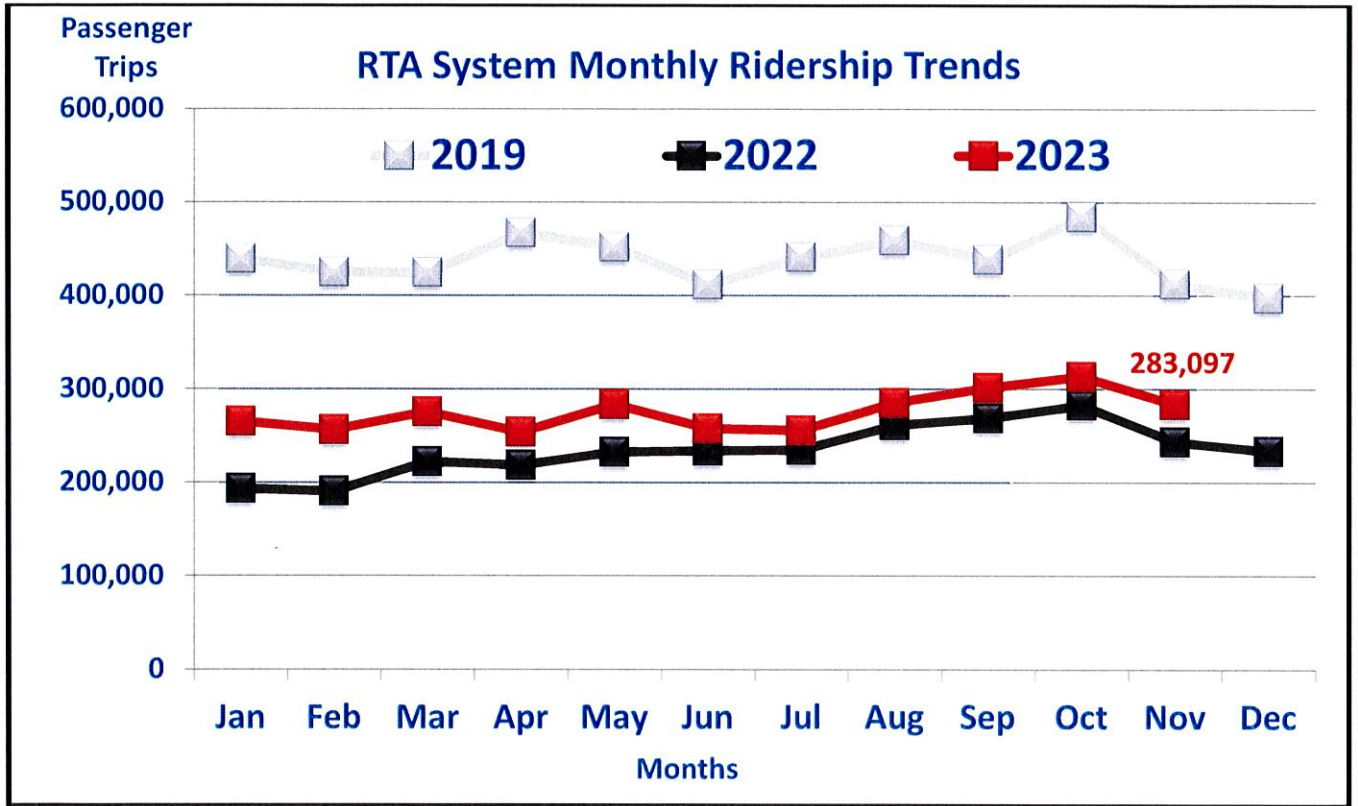


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System-wide Ridership and Service Performance Results

November 2023 system-wide ridership levels continued to be impacted by the COVID-19 pandemic. Passenger trips totaled 283,097 which represents a 16.3% increase as compared to 243,473 passenger trips in November 2022 with 39,624 more trips provided this month. In comparison to the pre-COVID-19 (pre-Covid) period in November 2019 with 412,282 passenger trips, the 283,097 passenger trips represent a 35.3% decrease with 129,185 fewer trips.

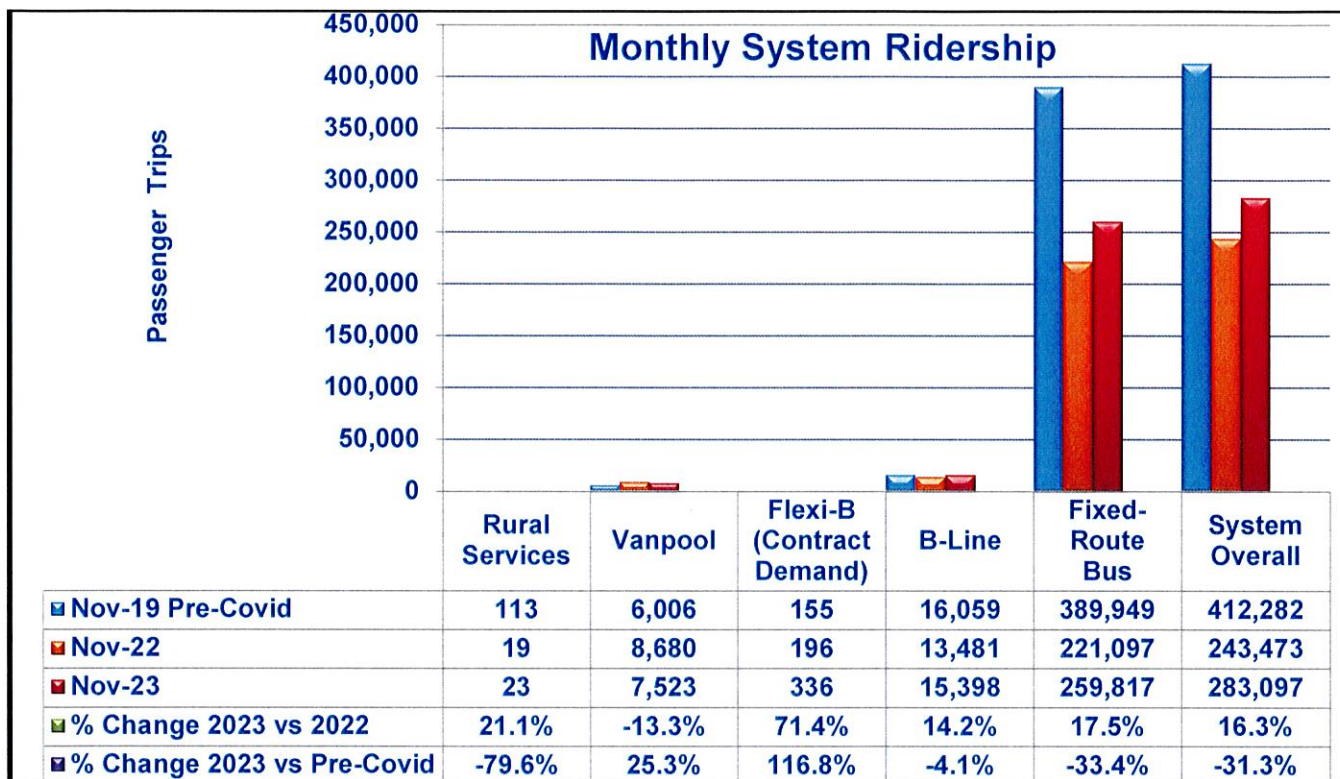


November 2023	November 2022	Variance
21 Weekdays	21 Weekdays	-
4 Saturdays	4 Saturdays	-
4 Sundays	4 Sundays	-
1 Thanksgiving Holiday (No Service)	1 Thanksgiving Holiday (No Service)	-
30 Days	30 Days	-

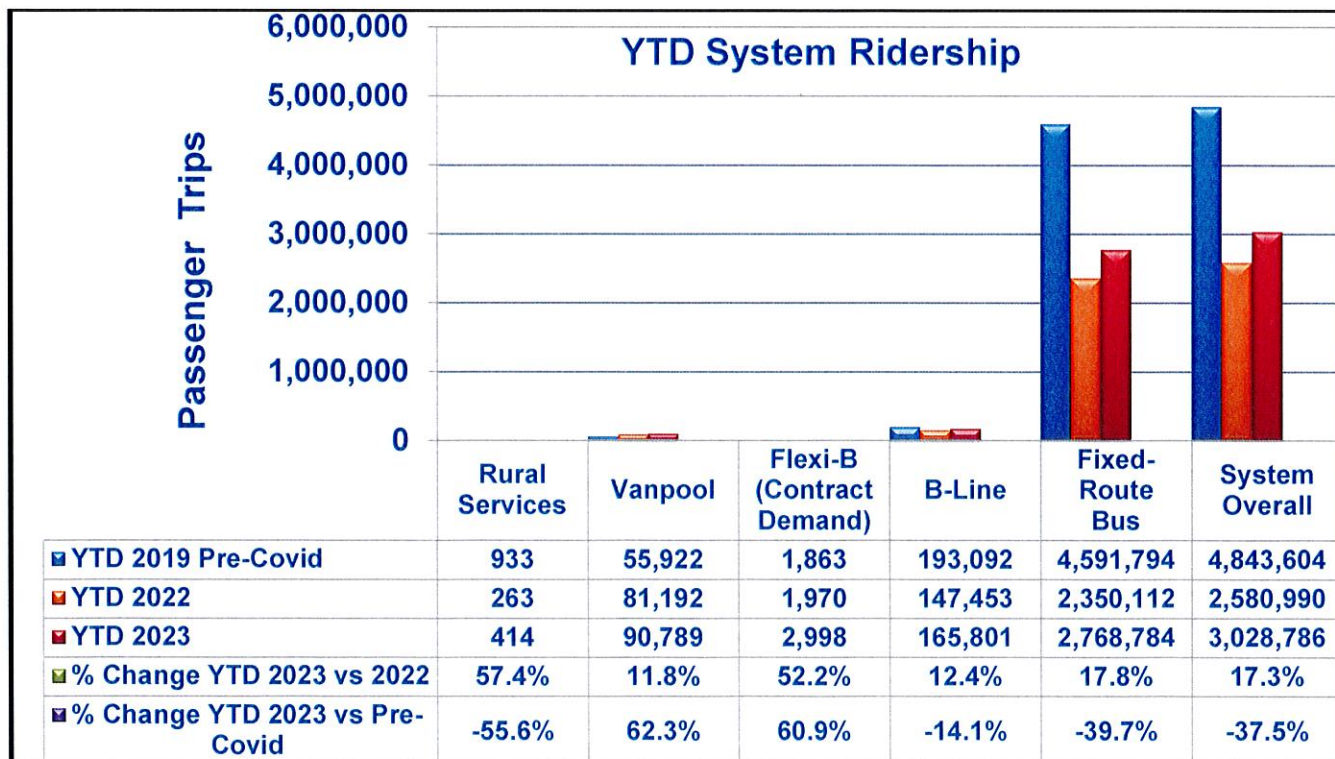
The average retail price for unleaded gas in Corpus Christi was approximately \$2.82 per gallon as compared to \$2.79 per gallon in November 2022¹ which represents an 1.1% increase in the average cost per gallon. November rainfall was above normal at 4.1 inches as compared to the average rainfall of 2.03 inches. November 2022 was above the normal average at 4.8 inches.² The 74-degree average high temperature for November 2023 was below the normal average temperature of 76-degrees.

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

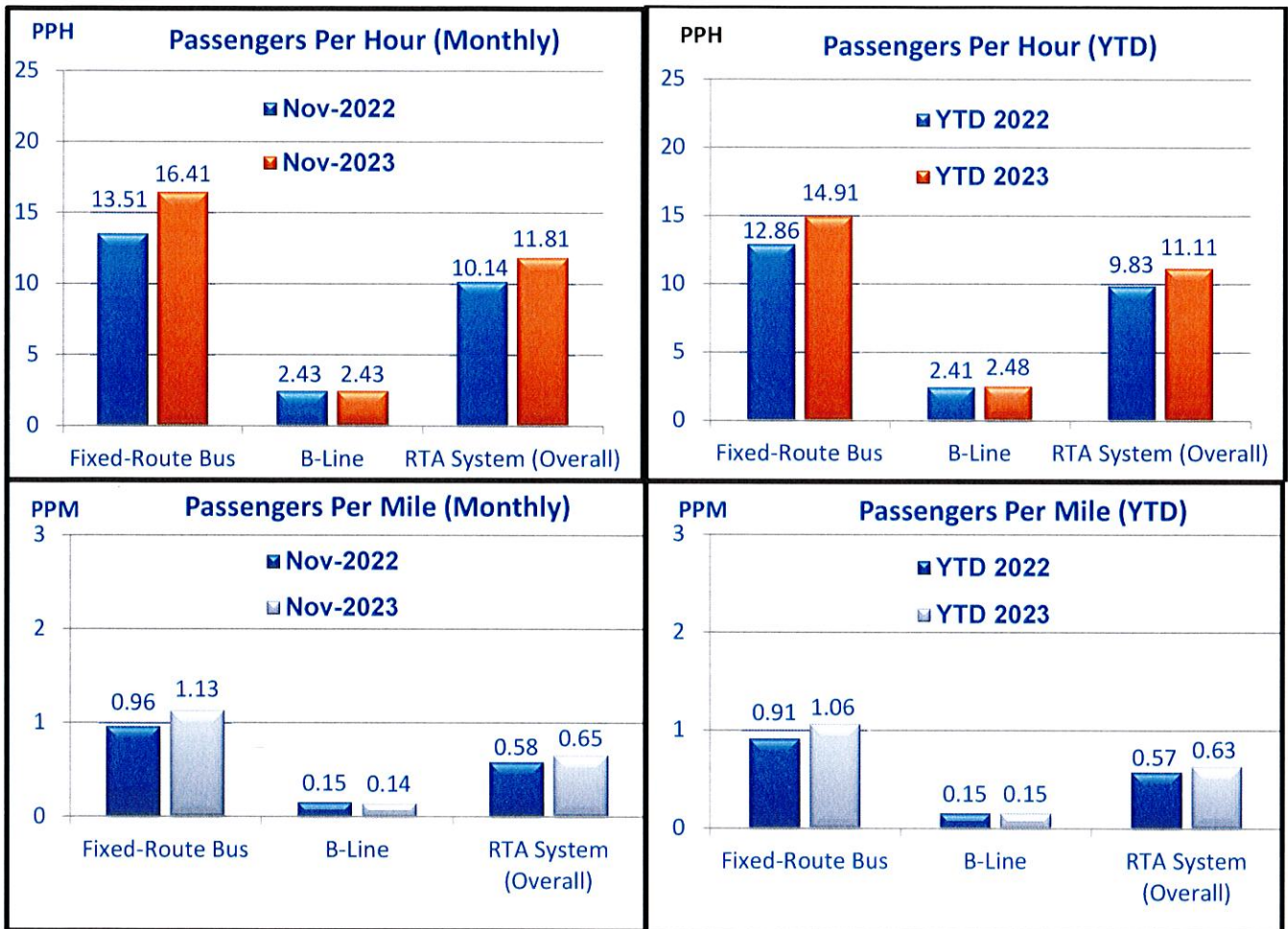
The chart below shows monthly ridership results for all services. CCRTA recorded 39,624 more passenger trips in November 2023 for a 16.3% increase as compared to November 2022. As compared to November 2019 Pre-Covid, passenger trips decreased 31.3%.



The chart below shows YTD ridership results for all services. 447,796 more trips compared to 2022.



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



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

Schedule Adherence	Standard	Aug-23	Sep-23	Oct-23	Nov-23	4-Month Average
Early Departure	<1%	0.3%	0.0%	0.0%	0.0%	0.1%
Departures within 0-5 minutes	>85%	88.2%	84.3%	89.6%	88.3%	87.6%
Monthly Wheelchair Boardings	No standard	4,480	5,129	4,405	3,408	4,356
Monthly Bicycle Boardings	No standard	6,592	6,534	6,222	5,489	6,209

On Detour

- **Port Ave.** Utility Replacement Project (9) month project (**Now on hold**): Began March 2022 with undetermined completion date.
 - Routes 21, 23 & 37 (**2 stops impacted**)
- **S. Staples St.** (Kostoryz-Baldwin) (29) month project: Began March 2021 and Completed on December 4, 2023.
 - Route 29 (**12 Stops now open as of Dec. 6**) Detour ended Dec. 6, 2023.
- **New Harbor Bridge (North Beach):** Routes 76 & 78 remain on a minor detour under U.S. HWY 181 in the inbound direction. (No stops impacted)
- **Leopard St.** (Nueces Bay to Palm) Project now complete but (**3**) stops remain unserviceable and Routes 27 & 28 remain on detour.
 - Routes 27 & 28
- **Leopard St.** (Crosstown-Palm) (14) month project began Dec. 5, 2022. This Bond project will extend the current/existing Leopard St. detour. Expected completion in June 2024. (**Project now more than half complete as of November 2023**)
 - Routes 27 & 28 (**12 stops impacted**)
- **Gollihar** (Crosstown-Greenwood) Began April 24, 2023.
 - Routes 23 & 25 (**13 stops closed along west phase of two-phase project**)
- **McArdle Rd. (Carroll-Kostoryz):** Project began Oct 30th, 2023.
 - Route 19 (**8 stops closed**)

Detours Expected

- **Alameda (Louisiana-Texan Trail):** Preliminary work on project began Fall-2023
 - Routes 5, 17 & detoured 29 (19 stops will be impacted-but not yet)
- **Brownlee Blvd.** (Morgan-Staples) To begin early-2024
 - Routes 5x & 17 (**7 stops will be impacted**)
- **Comanche** (Carancahua-Alameda) To begin early-2024
 - Routes 12, 21, 27 & 28 (**4 stops will be impacted**)
- **Upper/Mid./Lower Broadway:** Project currently in design.
 - Routes 6, 76 & 78 (no stops impacted)

Currently No Detours

- **Alameda (Del Mar Blvd.-Louisiana):** Utility work began Oct.-2023.
 - Routes 5, 17 & detoured 29 (**1 stop closed**)
- **Everhart Rd. (SPID-S. Staples):** Project began September 2023.
 - Routes 32 & 37 (7 stops on Everhart not impacted yet **2 closed** on Alameda)
- **Wildcat** (Northwest Blvd.-Teague) A (10) month project and almost complete as of this month.
 - Route 27 (**1 stop remains closed**)

For November 2023, there were 12 impacted fixed routes out of 32 fixed route services in operation. This equates to approximately 38% of CCRTA services. Detoured bus route services include: 5, 17, 19, 21, 23, 25, 27, 28, 29, 37, 76 & 78.

The total number of bus stops that were impacted or closed was **54** in November. Today, the number of impacted or closed stops has decreased by **12** with the completion of the S. Staples St. bond project allowing for the Route 29 to return to regular routing.

42 stops remain impacted or closed.

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

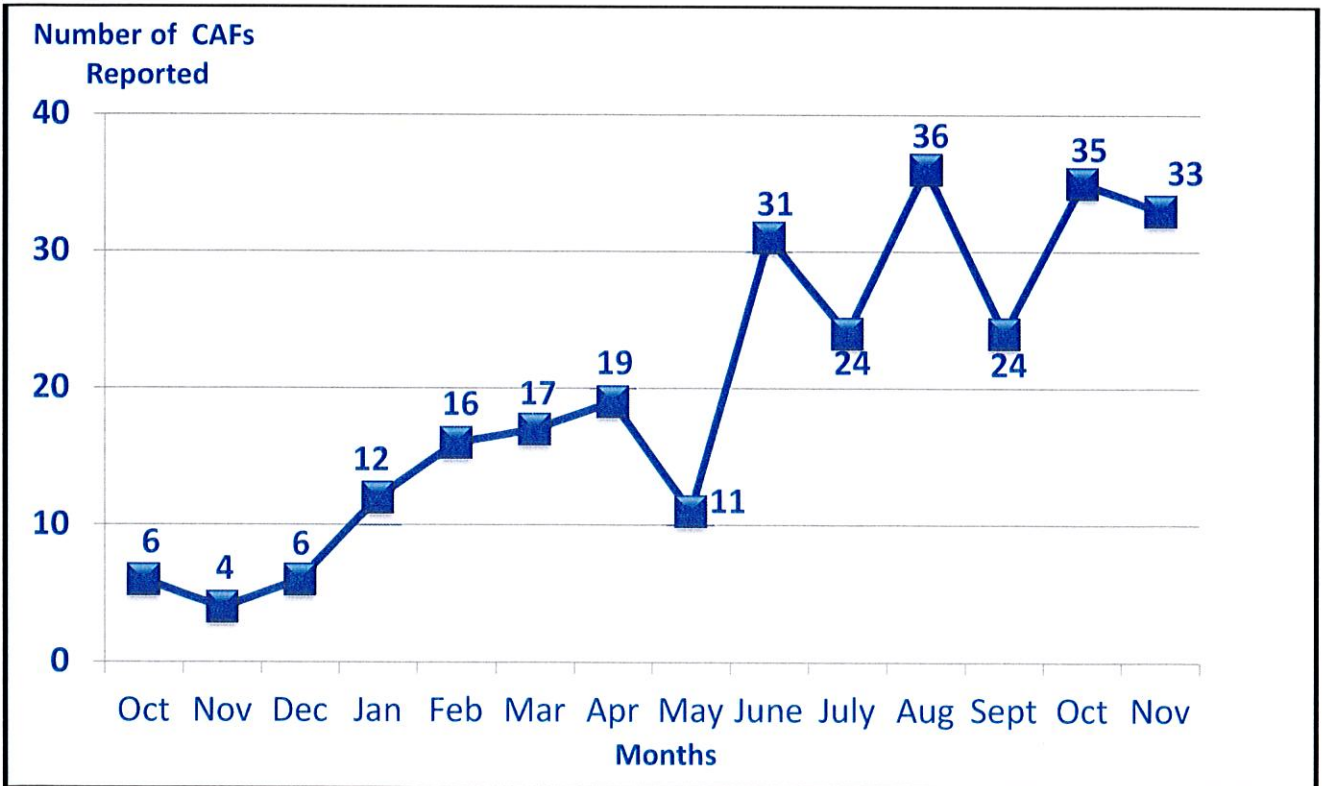
In November 2023, B-Line service performance metrics are listed below.

- Productivity: **2.43** Passengers per Hour (PPH) did not meet the contract standard of 2.50 PPH.
- Denials: 0 denials or **0.0%** did meet the contract standard of 0.0%.
- Miles between Road Calls (MBRC): **14,020** did meet the contract standard of 12,250 miles.
- Ridership Statistics: **10,305** ambulatory boardings; **4,250** wheelchair boardings

Metric	Aug-23	Sep-23	Oct-23	Nov-23	(4) Month-Ave.
Passengers per Hour	2.52	2.45	2.44	2.43	2.46
Denials	0.00%	0.00%	0.00%	0.00%	0.0%
Miles Between Road Calls	13,307	14,725	15,921	14,020	14,493
Monthly Wheelchair Boardings	4,520	4,247	4,401	4,250	4,355

Customer Programs Monthly Customer Assistance Form (CAF) Report

For the month of November 2023, Customer Service received and processed 39 Customer Assistance Forms (CAF's) of which 33 or 84% were verified as valid. Of the 33 verified CAFs five (5) were commendations.



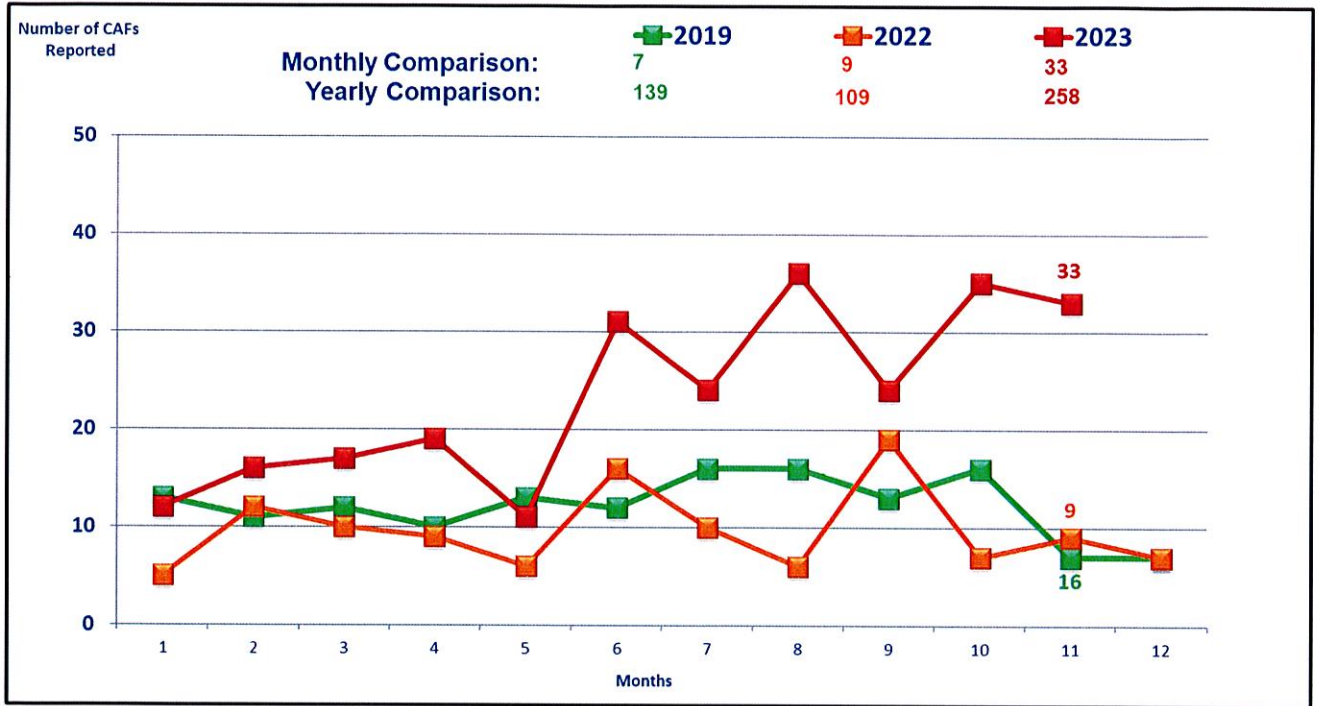
Route Summary Report:

Route	# of CAFs	Route	# of CAFs
#3 NAS Shuttle	2	#34 Robstown North Circulator	
#4 Flour Bluff		#35 Robstown South Circulator	1
#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	#54 Gregory/Downtown Express	
#15 Kostoryz/Carroll HS		#60 Momentum Shuttle	
#16 Morgan/Port	1	#65 Padre Island Connection	1
#17 Carroll/Southside		#76 Harbor Bridge Shuttle	
#19 Ayers		#78 North Beach Shuttle	
#19G Greenwood		#83 Advanced Industries	
#19M McArdle	1	#90 Flexi-B Port Aransas	
#21 Arboleda	1	#93 Flex	1
#23 Molina	4	#94 Port Aransas Shuttle	
#24 Airline/Yorktown		#95 Port Aransas Express	
#25 Gollihar/Greenwood		B-Line (Paratransit) Services	5
#26 Airline/Lipes	1	Safety & Security	
#27 Leopard	2	Transportation	1
#27x Leopard (Express)		Facilities Maintenance	
#28 Leopard/Navigation	2	Customer Service Department	
#29 Staples	1	Service Development	
#29F Staples/Flour Bluff	3	Facilities	1
#29SS Staples/Spohn South	2	Commendations	5
#32 Southside		TOTAL CAF's	39

Processed CAF Breakdown by Service Type:

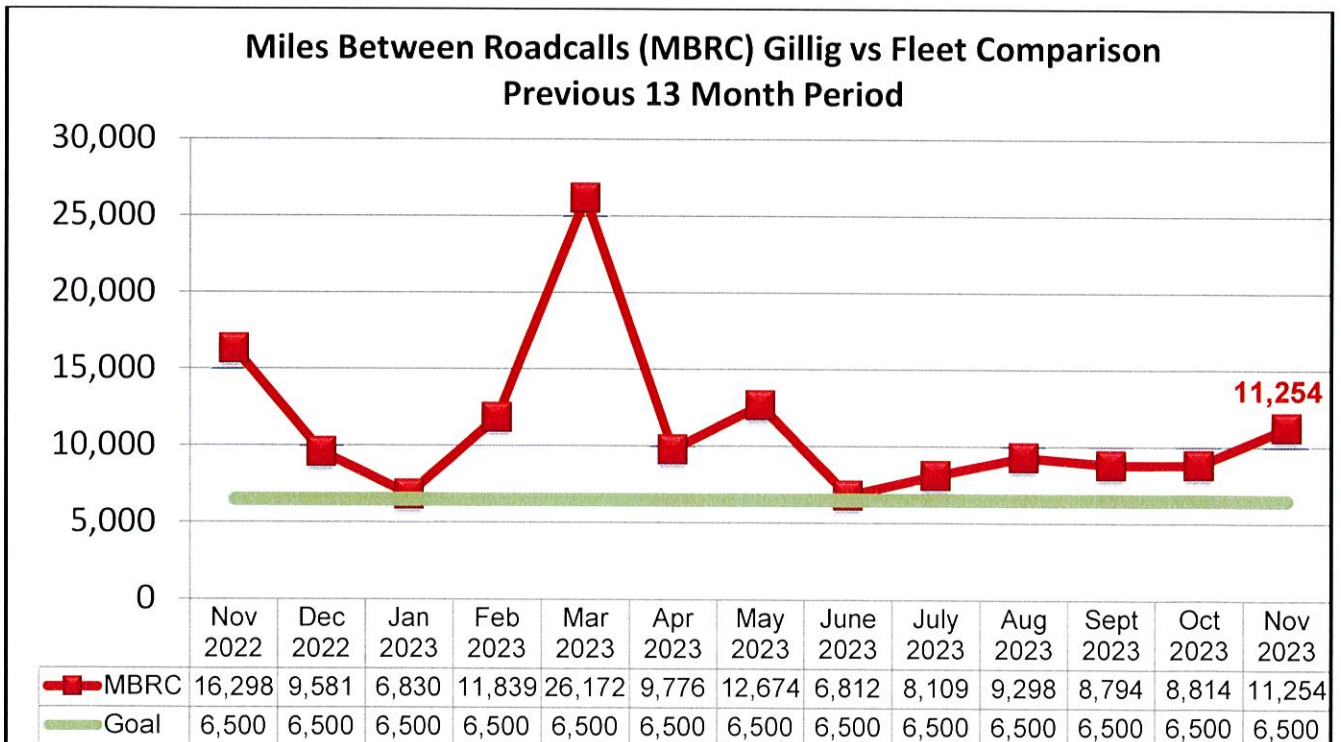
CAF Category	RTA Fixed Route	B-Line ADA Paratransit	Purchased Transportation	Totals
ADA	2			2
Service Stop Issues				
Driving Issues	2	2		
Customer Services				
Late/Early – No Show	2	1	3	6
Alleges Injury	2			2
Fare/Transfer Dispute	2		1	3
Clean Trash Can				
Dispute Drop-off/Pickup		1		1
Add Bench/Stop				
Left Behind/Passed Up	3		3	6
Inappropriate Behavior				
Policy				
Incident at Stop				
Incident on Bus		1		1
Incident at Station				
Securement/Tie Down Issue	1	1		2
Denial of Service				
Safety & Security				
Rude	3		2	5
Facility Maintenance				
Service Development	1			1
Vehicle Maintenance				
Overcrowded Vehicle				
Cell Phone User			1	1
Safety Transportation				
Commendations	4		1	5
Total CAFs	22	6	11	39

Number of CAF Reports: Current and Historical Trends



Vehicle Maintenance Department: Miles Between Road Calls Report

In November 2023, there were 11,254 miles between road calls (MBRC) recorded as compared to 16,298 MBRC in November 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 11,250.



Board Priority

The Board Priority is Public Image and Transparency.

Respectfully Submitted,

Submitted by: Liann Alfaro
Director of Planning

Reviewed by: Gordon Robinson
Managing Director of Operations

Final Approval by: *Derrick Majchszak*
Derrick Majchszak
Chief Executive Officer