



AGENDA MEETING NOTICE

Board of Directors Meeting

DATE: Wednesday, May 8, 2024

TIME: 8:30 a.m.

LOCATION: Staples Street Center – 2ND Floor Boardroom, 602 North Staples St., Corpus Christi, TX

BOARD OF DIRECTORS OFFICERS

Arthur Granado, Chair
 Anna Jimenez, Vice Chair
 Lynn Allison, Board Secretary/
 Legislative Chair

BOARD OF DIRECTORS MEMBERS

Beatriz Charo, Administration & Finance Chair
 Armando Gonzalez, Rural & Small Cities Chair
 Aaron Muñoz, Operations & Capital Projects Chair
 Jeremy Coleman Erica Maymi Eloy Salazar

	TOPIC	SPEAKER	EST.TIME	REFERENCE
1.	Pledge of Allegiance	A. Granado/ U.S. Veteran, Terry Klinger	1 min.	-----
2.	Safety Briefing	M. Rendón	3 min.	-----
3.	Roll Call and Establish Quorum	M. Montiel	1 min.	-----
4.	Confirm Posting of Meeting's Public Notice in Accordance with Texas Open Meetings Act, Texas Government Code, Chapter 551	A. Granado	1 min.	-----
5.	Public Notice on Executive Session	A. Granado	1 min.	-----
<p>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</p>				
6.	Receipt of Conflict of Interest Affidavits	A. Granado	1 min.	-----
7.	Opportunity for Public Comment 3 min. limit – no discussion	A. Granado	3 min.	-----
<p>Public Comment may be provided in writing, limited to 1,000 characters, by using the Public Comment Form online at www.ccrta.org/news-opportunities/agenda or by regular mail or hand-delivery to the CCRTA at 602 N. Staples St., Corpus Christi, TX 78401, and MUST be submitted no later than 5 minutes after the start of a meeting in order to be provided for consideration and review at the meeting. All Public Comments submitted shall be placed into the record of the meeting.</p>				
8.	Awards and Recognition – a) CCRTA New Hires b) APTA Gold Safety & Security Awards 1. Bus Security Award 2. Bus Emergency Management Award	D. Majchszak	5 min.	-----
9.	Discussion and Possible Action to Approve Board Minutes of the April 3, 2024 Board of Directors Meeting	A. Granado	3 min.	Pages 1-10
10.	CONSENT ITEMS: The following items are routine or administrative in nature and have been discussed previously by the Board or Committees. The Board has been furnished with support documentation on these items.		5 min.	Pages 11-20

AGENDA MEETING NOTICE

	<ul style="list-style-type: none"> a) Action to Award a Five (5) year Contract to Toshiba America Business Solutions, Inc. for Multifunction Printer/Copier Lease Agreement b) Action to Award a One-Year Contract to Acrisure LLC, dba Carlisle Insurance for Windstorm and Hail Insurance Coverage c) Action to Award a Five-Year Contract to Sec-Ops, Inc. for Security Guard Services d) Action to Award a Contract to EAN Holdings LLC, dba as Commute with Enterprise for Vanpool Services 			
11.	Discussion and Possible Action to Approve the Update of CCRTA's Mission Statement	D. Majchszak	3 min.	PPT
12.	Update on RCAT Committee Activities	S. Montez	3 min.	PPT
13.	Committee Chair Reports			
	<ul style="list-style-type: none"> a) Administration & Finance b) Operations & Capital Projects c) Rural and Small Cities d) Legislative 	<ul style="list-style-type: none"> B. Charo A. Muñoz A. Gonzalez L. Allison 	<ul style="list-style-type: none"> 3 min. 3 min. 3 min. 3 min. 	-----
14.	Presentations:		15 min.	
	<ul style="list-style-type: none"> a) March 2024 Financial Report b) May 2024 Procurement Update c) March 2024 Operations Report 	<ul style="list-style-type: none"> R. Saldaña R. Saldaña G. Robinson 		<ul style="list-style-type: none"> Pages 21-34 PPT PPT Pages 35-44
15.	CEO Report	D. Majchszak	5 min.	PPT
16.	Reports from Board Chair and Board Members	A. Granado	5 min.	-----
17.	Adjournment	A. Granado	1 min.	-----

Total Estimated Time: 1 hour 08 mins

On **Friday, May 3, 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, April 3, 2024**

Summary of Actions

1. Pledge of Allegiance
2. Heard Safety Briefing
3. Roll Call and Established Quorum
4. Confirmed Posting of Meetings Public Notice
5. Gave Public Notice on Executive Session
6. Receipt of Conflict of Interest Affidavits
7. Provided Opportunity for Public Comment
8. Presented Awards and Recognition
 - a) CCRTA New Hires
 - b) TTA
 - i Rising Star – Tyler Jackson
 - ii Agency Staff Member – Jeremy Sirio
 - c) Government Finance Officers Association – Certificate of Achievement for Excellence in Financial Reporting
9. Approved Board Minutes of March 6, 2024 Board of Director Meeting
10. Consent Items
 - a) Adopted the Revised 2024 Emergency Preparedness Policy
 - b) Approved to Execute and Submit the Federal Transit Administration (FTA) 2024 Certifications and Assurances
 - c) Awarded a Professional Services Agreement to TransPro to Perform the 2020-2023 Quadrennial Performance Audit
 - d) Adopted a lower discount rate of 6.75% from 7.00% for the Defined Benefit Plan
 - e) Approved to Purchase Fifteen (15) Fixed Route Compressed Natural Gas (CNG) Buses from GILLIG from the State of Washington Department of Enterprise Services Contract
 - f) Approved to Exercise Two-Year Option to Brite Star Services, Ltd. for Maintenance Uniform Rental Services
 - g) Approved to Enter into Negotiations for General Engineering Services Pool
11. Approved to Reschedule the June 5, 2024 Board of Directors Meeting to June 12, 2024
12. Heard Update on Bear Lane Facilities Windstorm Risk Assessment
13. Adopted a Resolution to Apply for FTA Funding for Eight (8) CNG Buses and a New Maintenance Facility
14. Confirmed Appointment of Chairperson of RTA's Committee on Accessible Transportation (RCAT)
15. Heard Update on RCAT Committee Activities
16. Heard Update on State Legislative Report by Longbow Partners
17. Heard Update on Shelter Program
18. Heard Committee Chair Reports
 - a) Administration and Finance
 - b) Operations and Capital Projects



- c) **Rural and Small Cities**
- d) **Legislative**
- 19. **Heard Presentations –**
 - a) **Defined Benefit Plan 2023 Year End Performance Report**
 - b) **February 2024 Financial Report**
 - c) **April 2024 Procurement Update**
 - d) **February 2024 Operations Report**
- 20. **Heard CEO Report**
- 21. **Heard Reports from Board Chair and Board Members**
- 22. **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.

Pledge of Allegiance

Chair Arthur Granado called the meeting to order at 8:32 a.m. He welcomed and gave a brief introduction for U.S. Veteran, Lt. David Ramos Jr., to lead the Pledge of Allegiance.

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.

Roll Call & Establish Quorum

Ms. Montiel called roll and it was noted there was a quorum present at this time.

Board Members Present

Lynn Allison, Gabi Canales, Beatriz Charo, Jeremy Coleman, Armando Gonzalez, Arthur Granado, Anna Jimenez (virtual), Erica Maymi (virtual), Aaron Munoz and Eloy Salazar.

Board Members Absent

None

Staff Present

David Chapa, John Esparza, Angelina Gaitan, Sharon Montez, Marisa Montiel, Rita Patrick, Mike Rendón, Gordon Robinson and Robert Saldaña. Terry Klinger, Natalie Grady, Derrick Sullivan, Jessica Melena, Humberto Hinojosa, Anthony Perales, Jeremy Sirio, Liann Alfaro.



Public Present

Jose Flores. Chris Koeller with Principal.

Confirmed Posting of Meeting's Public Notice in Accordance with Texas Open Meetings Act, Texas Government Code, Chapter 551

Ms. Montiel confirmed proper posting of the meeting.

Gave Public Notice on Executive Session

Chair Granado gave notice on Executive Session to the public

Receipt of Conflict of Interest Affidavits

None

Opportunity for Public Comment

There were no online public comments submitted and one person signed up in person.

1. Jose Flores – He noted he was at the last Board Meeting regarding the shelter near his home. He brought attention to his continued issues with the conditions of the stop near his residence and brought additional photos. It was noted he could stay for agenda item #17 for an update.

Awards and Recognitions

- a) CCRTA New Hires - Mr. Mike Rendón, Deputy CEO, introduced CCRTA new hires to the Board. The following employees were recognized: Facilities Maintenance – Jose Palacios and Eric Gomez. Transportation – Derrick Sullivan, Anthony Perales, Mario Coronado, Jessica Melena and Humberto Hinojosa.
- b) TTA – Mr. Rendón introduced the Texas Transit Association awards received
 - a) Tyler Jackson – Rising Star Award – Mr. Jackson is a current CCRTA IT Support Technician and was recognized as a young employee in the field of transit for his exemplary and innovative work that furthers Texas public transit
 - b) Jeremy Sirio – Outstanding Staff Agency Member Award – Mr. Sirio is a current CCRTA Public Relations Administrator and was recognized as someone who significantly supports statewide public transportation
 - c) Abel Herrero – Friend of Transit Award – recognized as an individual who does not work for a public transit agency but has gone above and beyond to further transit for Texas
- c) Government Finance Officers Association – Certificate of Achievement for Excellence in Financial Reporting – The finance team was recognized with the highest form of recognition in the area of governmental accounting and financial reporting and its attainment represents a significant accomplishment by the Finance Department.



Discussion and Possible Action to Approve the March 6, 2024 Board of Directors Meeting Minutes

DIRECTOR ELOY SALAZAR MADE A MOTION TO APPROVE THE MARCH 6, 2024 BOARD OF DIRECTORS MEETING MINUTES. DIRECTOR BEATRIZ CHARO SECONDED THE MOTION. ALLISON, CANALES, CHARO, COLEMAN, GONZALEZ, GRANADO, MUÑOZ AND SALAZAR VOTING IN FAVOR. ABSENT JIMENEZ AND MAYMI.

Consent items

- A) Adopt the Revised 2024 Emergency Preparedness Policy
- B) Execute and Submit the Federal Transit Administration (FTA) 2024 Certifications and Assurances
- C) Award a Professional Services Agreement to TransPro to Perform the 2020-2023 Quadrennial Performance Audit
- D) Adopt a Lower discount rate of 6.75% from 7.00% for the Defined Benefit Plan
- E) Approve to Purchase Fifteen (15) Fixed Route Compressed Natural Gas (CNG) Buses from GILLIG from the State of Washington Department of Enterprise Services Contract
- F) Approve to Exercise Two-Year Option to Brite Star Services, Ltd. for Maintenance Uniform Rental Services
- G) Approve to Enter into Negotiations for General Engineering Services Pool

DIRECTOR BEATRIZ CHARO MADE A MOTION TO APPROVE CONSENT ITEMS A THROUGH G. DIRECTOR JEREMY COLEMAN SECONDED THE MOTION. ALLISON, CANALES, CHARO, COLEMAN, GONZALEZ, GRANADO, MUÑOZ AND SALAZAR VOTING IN FAVOR. ABSENT JIMENEZ AND MAYMI.

Discussion and Possible Action to Reschedule the June 5, 2024 Board of Directors Meeting to June 12, 2024

Mr. Rendón noted that the June 5th Board Meeting will conflict with an upcoming Legislative trip in Washington, D.C. that some staff and Board Members will be attending. This is an annual trip that coincides with the United Chamber of CC Legislative trip.

SECRETARY LYNN ALLISON MADE A MOTION TO RESCHEDULE THE JUNE 5, 2024 BOARD OF DIRECTORS MEETING TO JUNE 12, 2024. DIRECTOR GABI CANALES SECONDED THE MOTION. ALLISON, CANALES, CHARO, COLEMAN, GONZALEZ, GRANADO, MUÑOZ AND SALAZAR VOTING IN FAVOR. ABSENT JIMENEZ AND MAYMI.



Update on Bear Lane Facilities Windstorm Risk Assessment

Ms. Montez, Managing Director of Capital Programs and Customer Services, presented the item introducing the Lead Architect and Mr. Phillip Ramirez, owner of Turner Ramirez. A presentation of the CCRTA Bear Lane Maintenance Shop was given to the Board. The first option displayed hardening the existing facility, which would include new maintenance building superstructure. The current structure is 44 years old and the typical lifecycle of a building is 50 years. This option would take two to three times longer construction due to existing facility needs to remain in operation. The total with option one, fees plus fuel and NG compressor is estimated at \$30,547,939.52. Option two was discussed and displayed next for a new maintenance facility. The entire facility will be brand new with 2021 ICC codes and ASCE/TDI Windstorm codes. 50 years minimum lifespan of facility and minimized construction schedule from retrofit since existing facility can remain in operation during construction. The facility will also have solar panels, air conditioning and battery back-up power for utilization of sustainable energy. This option two comes out to approximately \$46,821,267.36 for new maintenance, retrofit of fuel and NG facilities. There are three optional add-ons: A/C bays \$2,500,000, 500kW solar panels \$2,000,000 and battery storage \$1,750,000. Total of option two plus the additional three add-ons is \$52,917,892.16. At this time, questions were answered from the board.

Discussion and Possible Action to Adopt a Resolution to Apply for FTA Funding for Eight (8) CNG Buses and a New Maintenance Facility

Ms. Rita Patrick, Managing Director of Public Relations, presented the item noting a Board Priority of Financial Transparency. The 2024 Low or No Emission Grant Programs 5339(c) Low or No Emission Grand and 5339(b) Buses and Bus Facilities Grant were discussed. The notice was posted February 8th with \$1.5 billion in FY2024 funds available for state/local efforts to modernize aging transit with low or no emission buses, renovation and construction of bus facilities and workforce development support. The applications deadline is April 25, 2024. These funds will assist CCRTA with the purchase of a new maintenance facility with an approximate project cost of \$49,620,000. It would also assist with the purchase of eight (8) CNG buses and workforce development training with a total project cost of \$5,019,800: \$580,000 per bus and 7.5% or \$379,000 workforce development training. The total estimated amount should not exceed \$54.64 million which includes the eight 35' CNG Buses (\$5.02M) with a federal 85% and local 15% match, workforce development (\$379K) with a federal 80% and local 20% match and new maintenance facility (\$49.62M) with a federal 80% and local 20% match. At this time, questions were answered from the board. Director Canales asked how long it would take to find out who gets awarded and Ms. Patrick noted around 75 days.

DIRECTOR BEATRIZ CHARO MADE A MOTION TO ADOPT A RESOLUTION TO APPLY FOR FTA FUNDING FOR EIGHT (8) CNG BUSES AND A NEW MAINTENANCE FACILITY. SECRETARY LYNN ALLISON SECONDED THE MOTION. ALLISON, CANALES, CHARO, COLEMAN, GONZALEZ, GRANADO, MUÑOZ AND SALAZAR VOTING IN FAVOR. ABSENT JIMENEZ AND MAYMI.



Discussion and Possible Action to Confirm Appointment of Chairperson of RTA's Committee on Accessible Transportation (RCAT)

Ms. Sharon Montez, presented the item noting the RCAT Chairperson is appointed by the Chairperson of the RTA Board of Directors. The Chairperson shall be the presiding officer of the committee and serves at the pleasure of the RTA Board Chairperson. The RCAT Chairperson may perform other duties on an ad hoc basis as directed by the full committee. The recommended appointment for the Chairperson of the RCAT Committee is Mr. Robert Box. He has served as an RCAT Committee member for almost 13 years. She provided additional information on the candidate.

DIRECTOR GABI CANALES MADE A MOTION TO CONFIRM THE APPOINTMENT OF MR. ROBERT BOX AS CHAIRPERSON OF RTA'S COMMITTEE ON ACCESSIBLE TRANSPORTATION (RCAT). DIRECTOR JEREMY COLEMAN SECONDED THE MOTION. ALLISON, CANALES, CHARO, COLEMAN, GONZALEZ, GRANADO, MUÑOZ AND SALAZAR VOTING IN FAVOR. ABSENT JIMENEZ AND MAYMI.

Heard Update on RCAT Committee Activities

Ms. Sharon Montez, Managing Director of Capital Programs and Customer Services, presented the update noting the last RCAT Committee Meeting was held on March 21st, 2024. She presented the RCAT liaison reporting and briefly noted the items that were presented during the RCAT meeting including, a Bline presentation, the Awards and Recognitions at the prior Board Meeting, announced the confirmation of four RCAT reappointments, the Operations and CEO's reports from recent Board Meetings. She displayed the upcoming RCAT meeting schedule.

Update on State Legislative Report By Longbow Partners

Mr. Tristan "Tris" Castaneda with Longbow Partners presented the Proposed CCRTA Legislative and Interim State Program – 89th Regular Session Report. He provided background information on how sessions work and how long they last. Pre-filing begins November 11, 2024 and the last day to file non-local bills is March 14, 2025. He discussed how Longbow relies on two-way communications to come up with CCRTA initiatives, endorsements and defensive or preservation matters. Next, he listed the draft initiatives to consider. These include authorizing an MTA to provide natural gas fueling to municipal, county, and other political subdivisions due to a catastrophe or technical breakdown in their fueling capabilities without losing its tax-exempt status. Protect, preserve, and seek additional appropriations for air quality planning funds. Consider constructive modifications to the fare approval committee under 451.061, Transportation Code. Preserve and ensure CCRTA's eligibility for TERP and electric/vehicle infrastructure grants. He discussed a list of endorsements and items CCRTA will need to be vigilant on a number of fronts. Secretary Allison would like staff and Board to start working with Mr. Castaneda to have the legislative agenda set as early as summer. She also asked the Board to stay connected to their appointing authorities to help push this agenda forward.



Update on Shelter Program

Ms. Sharon Montez, presented the item providing the shelter historical information including a breakdown of how many bus stops and amenities are serviced. She discussed the service standards for shelter placement and methodology. Ms. Montez shared the past 2-3 year shelter procurement. The total amenities for the prior three years. The total percentage of bus shelter sets to total bus stops is currently 44%. She displayed photos of the shelters and discussed the maintenance schedule. CCRTA has a facilities maintenance crew dedicated to pressure wash bus stops five days a week. There is also a contractor Evergreen to take care of landscaping, take out the trash, remove graffiti, trim trees, hot spot trash removal and extended grass mowing three times a month. The bus stops are also monitored by operators, dispatchers, street supervisors and security. Next, she provided an update on 1250 Matiana Ortiz, resident Griselda Paredes, on April 24th, the shelter was removed from the shelter pad and the bus stop has been relocated opposite her driveway. Next, an update was provided on 4841 Archer Street, the bus stop has been added to the regular weekly power wash schedule and will be visited more frequently by Evergreen. Safety and Security will also monitor the stop more frequently as well. At this time, questions from the board were answered and the board was able to provide feedback. Mr. Flores was given an additional three minutes to discuss the bus stop outside of his home. Secretary Allison, Director Salazar and Director Gonzalez requested staff work with Mr. Flores on the stop at his residence to find a solution. Board members requested staff do extensive research and perhaps outreach before selecting where new stops and amenities are placed.

Committee Chair Reports

- a) **Administration & Finance** – No report
- b) **Operations & Capital Projects** – No report
- c) **Rural & Small Cities** – No report
- d) **Legislative** – No report

Presentations

a) Defined Benefit Plan 2023 Year End Performance Report

Mr. Robert Saldaña, Managing Director of Administration, introduced Christopher Koeller with Principal Advisors for the RTA Defined Benefit Plan & Trust for the Quarterly Client Report as of December 31, 2023. He provided the plan background and noted CCRTA sponsors a pension plan in lieu of participating in the social security system established by the Internal Revenue Service. The plan is 100% funded by CCRTA through annual contributions calculated by Actuary and regulated by Texas Government Code 802. He displayed the 4th Quarter 2023 plan monitoring summary noting the plan is extremely close to being fully funded. The December 31, 2023 cash flows, portfolio performance, investment policy summary and historical benchmark comparison.



b) February 2024 Financial Report

Mr. Robert Saldaña, Managing Director of Administration, presented the February 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 107.58% of baseline, Bus Advertising was 102.66% of baseline, and Investment Income was 130.70% of baseline. He displayed the February 2024 Income Statement Snapshot. Total revenues came in at \$4,982,266 and total expenses were \$4,923,742. 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 \$4,982,266 for the month. Next, he discussed and displayed a pie chart of where the money went. Mr. Saldaña showed the expenses by object for February. Purchased Transportation was 23%, Miscellaneous 2%, Supplies 9%, Salaries and Wages 36%, Benefits 16%, Services 10%, Utilities 2% and Insurance was 2%. The total Departmental Operating expenses were \$3,179,736. He presented YTD the highlights stating Passenger Service was 103.53% of baseline, Bus Advertising was 102.96% of baseline, and Investment Income was 136.59% of baseline. Mr. Saldaña discussed the fare recovery ratio. The YTD total operating and non-operating revenues and capital funding came in at \$9,014,945. The February month end FRC is 2.92%. Lastly, he displayed the sales tax update for January in which \$3,006,019 was received. At this time, Mr. Saldaña answered questions and took any feedback from the board.

c) April 2024 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. Vanpool Services with Enterprise Holdings, dba Enterprise Rent-A-Car, for five years and an estimated cost of \$1,178,160. Security Guard Services with Sec-Ops, Inc., for five years, and an estimated amount of \$6,492,212. Windstorm and Hail Insurance Coverage with Acrisure, LLC for one year and an estimated amount of \$189,756. The current procurements total \$7,860,128. The future procurements were displayed next. CNG Fueling Station Maintenance Services with Clean Energy for three years with one two-year option in the amount of \$1,477,973. Multi-Copier Leasing with Toshiba Business Solutions, three year term with a five year term in the amount of \$250,000. General Legal Services with Wood, Boykin & Wolter, for three years, estimated at \$210,000. Lubricant and Fluid Supply with Arguindegui Oil Co., for one year with two one-year options, estimated at \$110,000. Bus Parts Supply with various vendors, one year with two one-year options with an estimated cost of \$1,578,261. Heavy Duty Vehicle Filters with Cummins Sales and Services with a three year term, with one two-year option in the amount of \$144,040. Financial auditing services with Carr, Riggs & Ingram, LLC for three years, with one two-year option in the amount of \$375,000. These procurements total \$4,145,274. 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 \$218,397.



d) February 2024 Operations Update

Mr. Gordon Robinson, Managing Director of Operations, noting the board priority for this item is Public Image and Transparency. He provided the highlights for the month of February 2024 vs. February 2023. The Passenger Trips were up 17.9%, the Revenue Service Hours were up 11.8% and the Revenue Service Miles were up 11.3%. 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 17.9%. Next, he discussed the fixed route bus on-time performance and reported no issues. He discussed the list of the current and upcoming projects impacting fixed route services. The B-Line service passengers per hour came in at 2.40 for the month of February. There were 20 customer assistance forms for the month. 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. Rendón presented the report and began going over the operation and project updates. Ridership has increased by up to 4% compared to March 2023. He announced that CCRTA will begin operating customer service on Saturdays from 8-5 PM beginning April 13th. He provided updates on the Port Ayers Transfer Station Construction, Kleberg Bank Demolition, ADA Bus Stop Phase VII and remodel of Bear Lane Driver Ready Room updates. Next, Mr. Rendón discussed the meetings and events attended by Mr. Majchszak, himself, staff and Board throughout the month. Next, the TTA State Roadeo Competition was discussed and Mr. Rendón announced the participants would be competing at the APTA International Roadeo in Portland, OR. He also recognized the three TTA Awards CCRTA received. Next, he discussed the employee appreciation events held during the month of March, including the celebration of Transit Employee Appreciation Week. The community focus events and CCRTA participation was displayed and discussed. The upcoming events calendar was discussed and the Board was invited to the Buc Days Night Parade on May 4th. Lastly, the Board of Directors were reminded of their required Texas Public Pension Review Board Minimum Education Training.

Board Chair Report

At this Chair Granado congratulated the TTA Award recipients and asked staff to consider the public comment individuals. He also mentioned he spoke with the Downtown Management District in a potential Art Walk shuttle service. Director Maymi thanked staff for the detailed reports. Director Munoz also congratulated the TTA Award Recipients. Director Coleman thanked Ms. Montez and the team for answering the Board questions in regard to the shelters. Director Salazar also congratulated the TTA Award recipients and the governmental award as well. Director Gonzalez also acknowledged security that handles the public during meetings and for having compassion for the public as well. Chair Granado also noted that staff and Board will be traveling to Washington, D.C. in June to help push the legislative objectives forward.



Adjournment

There being no further review of items, the meeting was adjourned at 11:09 a.m.

Lynn Allison, Board Secretary

Submitted by: Marisa Montiel



Subject: Award a Five (5) Year Contract to Toshiba America Business Solutions, Inc. for Multifunction Printer/Copier Lease Agreement

Background

Various CCRTA personnel utilize copiers for business purposes. Currently Eight (8) of the CCRTA's leased copiers are included in lease agreement that are up for a new contract. Toshiba America Business Solutions, Inc. is our current vendor for Multifunction Printing and Cloud document software archiving services.

Identified Need

To minimize cost the CCRTA is trying to phase out desktop printers, and centralize all network scanning, faxing, and printing. The new copiers' multifunctional features would streamline these functions for all departments. The new agreement that the CCRTA is requesting will contain Printing Management Software, Eight (8) Multifunction Printers, Four (4) MICR Printers and Two (2) Heavy Duty Paper Shredders.

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 5-year contract will be \$157,373.40. These monies are budgeted in the 2024 budget and will come from 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 Five (5) Year Contract to Toshiba America Business Solutions, Inc. for Multifunction Printer/Copier Lease Agreement.

Respectfully Submitted,

Submitted by: David Chapa
Director of IT

Reviewed by: Robert Saldaña
Managing Director of Administration

Final Approval by: 
Miguel Rendón
Deputy Chief Executive Officer



Board of Directors Meeting Memo

May 8, 2024

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

Background

Acrisure LLC dba Carlisle Insurance has carried windstorm and hail coverage for the CCRTA for the last six years. The premium history is provided below:

YEAR	PREMIUM	PERCENTAGE INCREASE
2018-2019	\$84,000	
2019-2020	\$92,589	10% increase over 2018-2019
2020-2021	\$109,410	20% increase over 2019-2020
2021-2022	\$132,048	22% increase over 2020-2021
2022-2023	\$189,757	43.7% increase over 2021-2022
2023-2024	\$219,608	15.73% increase over 2022-2023

The current coverage expires on July 27, 2024.

The solicitation was posted twice in the Caller Times newspaper, posted to the CCRTA's website, and on B2Gnow. A pre-proposal conference was held on Monday, March 4, 2024. There were two firms in attendance. Affordable Insurance of Texas and Albert AJ Johnson Insurance & Financial Services. No Requests for Information (RFIs) were received. A proposal was received by Tuesday, March 26, 2024.

Identified Need

Windstorm and hail insurance coverage is needed to ensure protection of the CCRTA's assets.

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

Firm	Qualifications and Experience (20 Points Max)	Price Score (80 Points Max)	Total Score	Carriers
Acrisure LLC DBA Carlisle Insurance	55.00	40	95.00	Velocity Risk & Starstone

	Option 1	Option 2	Option 3	Option 4
Total Insured Values	44,055,557	44,055,557	44,055,557	44,055,557
Loss Limits	5,000,000	7,500,000	10,000,000	12,500,000
Named Storm Deductible	5% Min \$100,000	5% Min \$100,000	5% Min \$100,000	5% Min \$100,000
Wind / Hail Deductible	\$100,000 Per Occurrence	\$100,000 Per Occurrence	\$100,000 Per Occurrence	\$100,000 Per Occurrence
Premium	\$233,170	\$289,812	\$342,257	\$373,724

****Optional All Other Wind Deductibles*****

\$300,000 Deductible- Estimated Reduction of \$5,000
 \$500,000 Deductible- Estimated Reduction of \$10,000

The new policy term is from May 16, 2024, through May 15, 2025.

SCHEDULE OF COVERAGE SPECIFICATION
Corpus Christi Regional Transportation Authority
2024-2025

CCRTA Assets to be Covered for Windstorm and Hail

Item No.	Street Address	City	State Code	Zip	ISO Construction	Construction Description	Building Description	Year Built	Real Property Value	Personal Property Value	Business Income	Total TIV	Square Footage	ISO Protection Class
1	5658 Bear Ln	Corpus Christi	TX	78405	3	NC	Maintenance Building/Tire Shop/Bus Lifts	1996	\$4,004,134	\$1,000,000		\$5,004,134	45,634	3
2	5657D G Bear Ln	Corpus Christi	TX	78405	4	MNC	Wash Rack/Bus Lift	1996	\$261,529	\$200,000		\$461,529	2,320	3
3	5658 E Bear Ln	Corpus Christi	TX	78405	3	NC	Fueling Island Canopy & 12 Pumps	1993	\$356,299	\$990,777		\$1,347,076	7,752	3
4	5314 McArdle Rd	Corpus Christi	TX	78411	4	MNC	Southside Station Storage/Restroom	2003	\$117,866	\$200,000		\$317,866	350	3
5	5314 McArdle Rd	Corpus Christi	TX	78411	4	MNC	Southside Station Shelter A	2003	\$343,643			\$343,643	2,604	3
6	5314 McArdle Rd	Corpus Christi	TX	78411	4	MNC	Southside Station Shelter B	2003	\$343,643			\$343,643	2,604	3
7	5658 Bear Ln	Corpus Christi	TX	78405	3	NC	CNG Fueling Station Bldg (includes Tanks & Equip)	2012	\$2,468,722			\$2,468,722	2,812	3
8	5658 Bear Ln	Corpus Christi	TX	78405	4	MNC	Switch Gear & Electrical Bldg w/installed Equip	2012	\$518,500			\$518,500	50	3
9	401 Avenue A	Corpus Christi	TX	78404	2	JM	Robstown Transfer Station	2015	\$700,000	\$25,000		\$725,000	608	3
10	5658 Bear Ln	Corpus Christi	TX	78405	4	MNC	Operations Facility	2002	\$4,363,373	\$1,500,000		\$5,863,373	25,236	3
11	602 B N Staples	Corpus Christi	TX	78404	2	JM	Staples Street Transfer Station	2016	\$1,606,304	\$190,000		\$1,796,304		3
12	602A N Staples Street	Corpus Christi	TX	78404	4	MNC	Staples Street Center	2016	\$23,000,000	\$1,051,000		\$24,051,000	79,254	3
13	5658 Bear Ln	Corpus Christi	TX	78405			Generator		\$205,000			\$205,000		3
17	Islander Way	Corpus Christi	TX	78411	2	JM	TX A&M Bus Stop Shelter (2)	2015	\$275,767	\$10,000		\$285,767	432	3
		Corpus Christi	TX				Business Interruption				\$250,000	\$250,000		3
18	2606 Hospital Blvd	Corpus Christi	TX	78405			Hector P. Garcia Clinic -Bus Stop Shelter and Digital Monitor	2020	\$ 17,000	\$ 7,000		\$24,000	300	3
19	County Road 9/Rodd Field Road	Corpus Christi	TX	78414	6	FR	Del Mar Oso Creek-Rodd Field Super Bus Stop	2023	\$ -	\$ 25,000		\$25,000	3900	3
20	6644 Yorktown Blvd.	Corpus Christi	TX	78414	6	FR	Del Mar Oso Creek-Yorktown Super Bus Stop	2023	\$ -	\$ 25,000		\$25,000	3900	3
TOTAL									\$38,581,780	\$5,173,777	\$250,000	\$44,055,557		

Financial Impact

Funds are budgeted in FY 2024 Operating Budget, local funds.

Board Priority

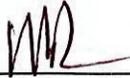
This item aligns with Board Priority – Safety and Security.

Recommendation

Staff recommends that the Board of Directors authorize the Chief Executive Officer (CEO) or designee to Award a one-year contract to Acrisure LLC dba Carlisle Insurance for Windstorm and Hail Insurance Coverage Option three in the amount not to exceed \$342,257.

Respectfully Submitted,

Submitted by: Mike Rendón
Miguel Rendón
Deputy CEO/Chief Safety Officer

Final Approval by: 
Miguel Rendón
Deputy Chief Executive Officer

Subject: Award a 5-year, \$6,361,726.50 dollar contract to SEC-OPS INC Security for security services provided for the following locations and assignments. Staples Street Center, Bear Lane Operations Facility, Supervisor / Rover, Bus Rides, and Project Manager.

Background

Currently the CCRTA utilizes SEC-OPS INC to provide security guard services at the Staples Street Center, Bear Lane Operations Facility, and all transfer station platforms. In addition, they also provide bus rides, a supervisor / Rover, and a project manager. The current contract expires June 27, 2024.

Identified Need

The RFP is structured as a five-year contract. The table below summarizes the guards, hours, and locations where the services will be provided:

Location / Assignments	
Staples St. Center / Bear Ln Ops Facility	
Staples St. Center, (Check Point)	
(4) Transfer Station (Platforms)	
Bus Rides	
Supervisor / Rover	
Project Manager	
Total Hours	48,672

On Thursday, April 4, 2024, twenty-two (22) proposals were received. Fourteen (14) proposals were deemed responsive and eight (8) were deemed non-responsive.

The non-responsive companies were:

- Blue Sheild Security & Protection, Inc.
- GPI Defense - Global Investments International LLC
- Risk Management Armored Security
- Servexo Protective Services
- Security Reconnaissance Team, Inc.
- 24/7 Security & Investigations, Inc.
- Smith Protective Services, Inc.
- Eddie Garza Security & Investigation Services LLC

The evaluation team consisted of:

- Mike Rendon, Deputy CEO / Chief Safety Officer.
- Sharon Montez, Managing Director of Capital Projects, and Customer Services.
- Rita Patrick Managing Director of Public Relations.
- Gordon Robinson, Managing Director of Operations.
- Robert Saldana Managing Director of Administration.

The proposals were assessed based on the following evaluation criteria.

Section	Evaluation Criteria	Points
1	Training	25
2	Project Approach	20
3	Relevant Experience and Past Performance	20
4	Key Personnel Experience	15
5	Cost	20
Total		100

The chart below summarizes the final scoring points along with the ranking:

Proposer	Score	Price	Rank
Sec-Ops, INC	93.70	\$6,361,726.50	1
Allied Universal Security	84.80	\$6,140,196.30	2
Inter Con Security	78.73	\$8,569,669.05	3
Andy Frain Services	77.83	\$6,520,735.00	4
Good Guard Texas, INC	74.45	\$6,957,544.10	5
Universal Security Guard	72.53	\$6,419,400.00	6
Providers International Arizona, LLC	71.31	\$6,782,765.10	7
Arber, INC	71.23	\$6,451,756.80	8
Reyes Medical and Safety Services, LLC	66.56	\$7,504,161.00	9
Rocky Mountain Protective Servies	66.11	\$9,087,995.30	10
Team Signal	65.96	\$6,618,127.00	11
AAY Security	65.17	\$9,769,409.30	12
Vets Securing America	63.17	\$7,593,227.50	13
American Custom Private SEC	62.18	\$7,592,161.20	14

SEC-OPS INC has been awarded the highest overall total points for its exceptional security services. The company has an established local office and has been in business since 2005. Currently, SEC-OPS provides security services to the Port of Corpus Christi, Nueces County, and the City of Corpus Christi Police Department. Additionally, they provide security for the Drug Enforcement Agency in the state of

Texas. They also provide security services for other local businesses in the Coastal Bend area.

Financial Impact

The total cost for the five-year base contract, with no option years, is \$6,361,726.50 and is budgeted in the Safety and Security 2024 operating budget. Budget will be requested for subsequent years during the annual budget process.

Board Priority

This item aligns with the Board Priority – Safety and Security

Recommendation

Staff requests that the Board of Directors authorize the CEO or designee to award a 5-year, \$6,361,726.50 dollar contract to SEC-OPS INC for security services.

Respectfully Submitted,

Submitted by: Mike Rendon
Miguel Rendon
Deputy CEO / Chief Safety Officer

Final Approval by: 
Miguel Rendón
Deputy Chief Executive Officer



Subject: Award a Contract to EAN Holdings LLC, dba as Commute with Enterprise for Vanpool Services

Background

The vanpool program is a resource for businesses and community groups to access carpooling services through the Corpus Christi Regional Transportation Authority (CCRTA) and is a cost-effective public transit option. Commuters travel together in high-capacity vehicles between their homes or a designated location to a common work destination. The goal of the vanpool program is to reduce traffic congestion, improve air quality, and provide a cost-effective travel alternative for commuters.

Vanpool participants currently lease vehicles from EAN Holdings LLC, dba as Commute with Enterprise, in which the CCRTA provides a subsidy based on van size and mileage. The vanpool program has grown 119% from 16 vans in February 2019 to 35 vans as of April 2024.

Identified Need

The current contract with EAN Holdings LLC, dba as Commute with Enterprise, was awarded on April 1, 2019 as a three (3) year base contract with two (2) one-year options. The contract is in its final option year with an expiration date of May 31, 2024. Pending approval, the new contract will become effective on June 1, 2024.

Analysis

A Request for Proposals (RFP) was issued on February 12, 2024. The RFP was posted in the Corpus Christi Caller-Times newspaper and within the B2Gnow System. The RFP was structured as a five (5) year contract. The Pre-Proposal Conference was held on February 26, 2024. Four firms signed up to attend. Proposals were due on March 25, 2024. CCRTA received one (1) proposal from EAN Holdings LLC, dba as Commute with Enterprise. The following evaluation criteria was used to evaluate proposals:

Evaluation Criteria	Weight
Qualifications of Firm	25 Points
Technical Experience	30 Points
Work Plan	30 Points
Cost	15 Points
Total	100 Total Maximum Points

The results for the proposal evaluated are included below:

Firms	Qualifications of Firms (25 points)	Technical Experience (30 points)	Work Plan (30 points)	Price (15 points)	Total Score Maximum Points 100
EAN Holdings LLC	23.20	28.20	27.80	15.00	94.20

EAN Holdings LLC, dba as Commute with Enterprise provides a turnkey vanpool program which includes vehicle maintenance and insurance coverage, National Transit Database reporting and an innovative Mobile App for participants to utilize to record ridership and other information. EAN Holdings LLC, dba as Commute with Enterprise is the most established vanpool service provider in Texas and throughout the nation, providing service to the following Texas transit properties, including but not limited to, Capital Metro (Austin), Denton County Transportation Authority (DCTA), Trinity Metro (Fort Worth), and VIA (San Antonio).

Disadvantaged Business Enterprise

There is no DBE requirement for this procurement.

Financial Impact

As compared to the existing contract, EAN Holdings LLC, dba as Commute with Enterprise is proposing an overall average price increase of 24%, which varies by van size and mileage, that will be held constant for the entire five (5) year contract term. Attachment A contains the price schedule by van size and mileage.

- CCRTA will continue to provide the same subsidy as the existing contract as included in table below.

One-Way Miles	7-8 Passenger Van	9-10 Passenger Van	11-15 Passenger Van
Varies	\$450	\$475	\$500

- Based on the projected number of vanpool program participants, the total estimated cost for the five (5) year contract term is \$1,178,160.00. Funds are allocated in the Board approved annual operating budgets.

Board Priority

The Board Priority is Innovation.

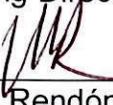
Recommendation

Staff requests the Board of Directors authorize the Chief Executive Officer (CEO) or designee to award a contract to EAN Holdings LLC, dba as Commute with Enterprise for vanpool services as a five (5) year contract.

Respectfully Submitted,

Submitted by: Liann Alfaro
Director of Planning

Reviewed by: Gordon Robinson
Managing Director of Operations

Final Approval by: 

Miguel Rendón
Deputy Chief Executive Officer

Attachment A - Price Schedule

RFP No. 2024-S-03 Vanpool Services

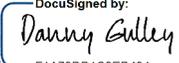
Proposer: EAN Holdings, LLC

CCRTA VANPOOL PROGRAM									
Contractor's Annual Not-To-Exceed Price Report (price before program subsidy)									
In the table below, enter the van type and monthly Lease Rate (Use Fee) for each vehicle size at each corresponding milage interval for each van you operate. On a separate page, provide a description of the major features for each van type.									
Monthly Mileage Allowance	Van Type	Van Type	Van Type	Van Type	Van Type	Van Type	Van Type	Van Type	Van Type
	Total Seats 7	Total Seats 8	Total Seats 9	Total Seats 10	Total Seats 11	Total Seats 12	Total Seats 13	Total Seats 14	Total Seats 15
500	\$1,340	\$1,340	\$1,450	\$1,450	\$1,500	\$1,500	\$1,720	\$1,720	\$1,720
750	\$1,340	\$1,340	\$1,450	\$1,450	\$1,500	\$1,500	\$1,720	\$1,720	\$1,720
1000	\$1,415	\$1,415	\$1,505	\$1,505	\$1,600	\$1,600	\$1,770	\$1,770	\$1,770
1250	\$1,415	\$1,415	\$1,505	\$1,505	\$1,600	\$1,600	\$1,770	\$1,770	\$1,770
1500	\$1,425	\$1,425	\$1,505	\$1,505	\$1,600	\$1,600	\$1,770	\$1,770	\$1,770
1750	\$1,425	\$1,425	\$1,505	\$1,505	\$1,600	\$1,600	\$1,770	\$1,770	\$1,770
2000	\$1,425	\$1,425	\$1,505	\$1,505	\$1,600	\$1,600	\$1,770	\$1,770	\$1,770
2250	\$1,425	\$1,425	\$1,505	\$1,505	\$1,600	\$1,600	\$1,770	\$1,770	\$1,770
2500	\$1,525	\$1,525	\$1,705	\$1,705	\$1,800	\$1,800	\$1,970	\$1,970	\$1,970
2750	\$1,525	\$1,525	\$1,705	\$1,705	\$1,800	\$1,800	\$1,970	\$1,970	\$1,970
3000	\$1,525	\$1,525	\$1,705	\$1,705	\$1,800	\$1,800	\$1,970	\$1,970	\$1,970
3250	\$1,525	\$1,525	\$1,705	\$1,705	\$1,800	\$1,800	\$1,970	\$1,970	\$1,970
3500	\$1,675	\$1,675	\$1,905	\$1,905	\$2,000	\$2,000	\$2,170	\$2,170	\$2,170
3750	\$1,675	\$1,675	\$1,905	\$1,905	\$2,000	\$2,000	\$2,170	\$2,170	\$2,170
4000	\$1,925	\$1,925	\$1,905	\$1,905	\$2,000	\$2,000	\$2,170	\$2,170	\$2,170
4250	\$1,925	\$1,925	\$1,905	\$1,905	\$2,000	\$2,000	\$2,170	\$2,170	\$2,170
4500	\$1,925	\$1,925	\$1,905	\$1,905	\$2,000	\$2,000	\$2,170	\$2,170	\$2,170
4750	\$1,925	\$1,925	\$1,905	\$1,905	\$2,000	\$2,000	\$2,170	\$2,170	\$2,170
5000	\$1,925	\$1,925	\$1,905	\$1,905	\$2,000	\$2,000	\$2,170	\$2,170	\$2,170

NOTE: Monthly Use Fee price is to include everything normally billed to a customer except fuel, car washes, tolls, and parking charges, etc.

Dan Gulley

Printed Name

DocuSigned by:

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 Signature

Vice President/General Manager

Title

3/20/2024

Date



Subject: March 2024 Financial Report

Overview: The results from the **operating budget** for the **month** of **March** report **Revenue** exceeding **Expenditures** by **\$244,881**. Total revenues from operations reached **\$4,191,249** representing 99.23% of the budget baseline, while operating expenses finished at **\$3,946,368**, or 98.24% of baseline.

Year-to-date total revenues of **\$11,532,497** reached **98.36% of baseline** while expenses of **\$11,183,837** finished at **92.81%** of baseline producing a surplus of **\$348,660**.

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 2024 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 \$60,978 surplus in the Operating Budget was used to balance the 2024 Capital Budget. As a result, the monthly Capital Funding will be less than the monthly Capital Expenditures, as the budgeted transfer-in of \$5,901,845 plus, the \$60,978 in Operating Surpluses equals the budgeted Depreciation of \$5,962,823.

The CIP budget for the month resulted in expenditures exceeding revenues by **\$5,082** when CIP program expenditures came in at **\$2,213,532** while **funding resources** came in at **\$2,208,450**. The expenditures include **\$496,902** of depreciation expense for the month. For reporting purposes, the transfer-in of **\$491,820** from the fund balance is factored into the financials to **reflect a balanced budget** as initially approved **as revenues must at least equal expenditures**.

Year-to-date CIP total funding totaled **\$4,293,064** while total expenditures finished at **\$4,308,309** resulting in **expenditures** to exceed funding sources by **\$15,245**. Funding sources include the budgeted transfer-in from fund balance of **\$1,475,461**. Removing the transfer-in from fund balance from revenues results in a budget shortage of \$1,490,706 as shown on the next table.

For the month, the overall performance results in an initial increase of **\$239,799** to the fund balance with a surplus of **\$244,881** attributable to the operating budget, and a decrease of **\$5,082** related to the CIP budget. However, the removal of the \$491,820 budgeted transfer-in is necessary to arrive at the actual change in fund balance for the month reflecting a decrease of \$252,022 instead of an increase of \$239,799.

The overall performance for the **year-to-date** results in an initial increase of **\$333,415** to the fund balance, with an increase of **\$348,660** attributable to the operating budget, and a decrease of **\$15,245** related to the CIP budget. Again, however, removing the budgeted transfer-in results in an actual decrease to the fund balance in the amount of **\$1,142,046**.

The following table provides an illustration of the impact of the removal of the transfer-in for both the month and year-to-date:

	<u>Month</u>	<u>Year to Date</u>
Revenues	\$ 2,208,450	\$ 4,293,064
Less: Budgeted Transfer-In from Fund Balance	(491,820)	(1,475,461)
Equals Revenues (FTA Share)	1,716,630	2,817,603
Grant-Eligible Costs (FTA Share)	1,716,630	2,817,603
Depreciation	496,902	1,490,706
Total Expenses	<u>2,213,532</u>	<u>4,308,309</u>
Expenses exceeding Revenues	<u>\$ (496,902)</u>	<u>\$ (1,490,706)</u>

SUMMARY: Results from all Activities Compared to Budget

Total Revenues and funding sources for the month of **March** closed at **\$6,399,699**, of which **\$4,191,249** is attributable to the **Operating Budget (Table 4 and PPT Slides 3 and 4)** and **\$2,208,450** to the capital budget. The **\$2,208,450** from the capital budget consists of **\$1,716,630** from grant revenues while **\$491,820** 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, **totalled \$116,533** or 4.72% more than forecasted (**Table 4.1**) & (**PPT Slide 5**). **Fare Revenues** ended the month at \$97,054, or 105.35% of the baseline expectation and include **\$7,481** from **Go-Pass Mobile App Pass Sales**.

Meanwhile, commissions from both **Bus and Bench Advertising** ended the month at **\$18,095** of which **\$3,971** came from **Bus Bench Advertising commissions** while **\$14,124** came from **On-Board Bus Advertising commissions**. The combined revenue was 101.82% of baseline.

Note that the commissions earned from Bench Advertising total **\$5,955** of which **\$3,971** is recognized as revenue and **\$1,984** represents the City's one-third share of the bench advertising commission for the use of the City property.

Other Operating Revenues totaled \$1,384, or 100% of baseline, and is primarily the proceeds from recycling scrap metal.

Non-Operating Revenues, which includes sales tax, investment income, lease income from tenants, and federal assistance grants totaled **\$4,074,716**, reaching **99.08%** of the **\$4,112,584** budget expectation, generating **\$37,868** less than forecasted (**Table 4.1**).

The shortfall is the result of the preventive maintenance grant not yet funded for 2024. This funding is expected to be available by end of July. Meanwhile, the category was bolstered by the continued strong performance of the investment portfolio, which exceeded the baseline expectation by \$63,285, or 37.50%. The Fed still anticipates up to three rate cuts in 2024, with increasing odds the cuts will begin in the third quarter. Until then, the Authority is positioned to capitalize on opportunities to extend maturities while rates remain at their peak levels. 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 **May 10, 2024**. Out of the seven (7) sources included in this revenue category, 90.67% of total revenue came from the sales tax revenue estimate as indicated in the following table:

March 2024 Revenue Composition – Table 1

Line #	Revenue Source	Actual	%
1	Sales Tax Revenue	\$3,800,000	90.67%
2	Passenger Service	97,054	2.32%
3	SSC Lease Income	42,681	1.02%
4	Bus Advertising	18,095	0.43%
5	Investment Income	232,035	5.54%
6	Grant Assistance Revenue	-	0.00%
7	Other Revenue	1,384	0.03%
	Total (excluding capital)	\$4,191,249	100.00%

The **Investment Portfolio** closed the month of March 2024 with a market value of **\$53,869,331**, a decrease of **\$947,998** from the balance at the end of February 2024 of **\$54,817,329**. The decrease is primarily due to the timing of payment of vendor invoices.

The composition of the March portfolio market value includes **\$24,285,440** in short-term securities consisting of **\$16,795,220** in Commercial Paper and **\$7,490,220** in Federal Agency Coupon Securities. In addition, **\$26,679,489** was held in TexPool Prime and **\$2,904,402** in bank accounts at Frost Bank. For the month of **March**, earned interest income was recorded at **\$232,035**.

TexPool Prime Rate is currently at 5.55% while locked rates for securities range from 3.50% - 5.80%.

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

The **Sales Tax** allocation for March 2024 is **estimated** at **\$3,800,000** and is in line with the actual allocation received for March 2023. The estimate is necessary since allocations lag two months behind and will not be received until May 10, 2024.

The Sales Tax revenue payment of **\$3,560,917** for February 2024 was received April 12, 2024, and was **\$621,366**, or **21.14%** more than the **\$3,150,000** February reported **estimate**. The February payment included the allocation from internet sales of **\$39,332**, an increase of \$5,316

or – 15.63% from the prior month. RTA started receiving internet sales tax revenue in December 2019, and to date have received **\$1,548,972**. Retailers started collecting sales tax on internet sales on October 1, 2019.

The sales tax revenue over the last five years averages 71.13% of total income. In 2023, Sales Tax Revenue represented 70.27% of total revenues. Sales tax typically represents the largest component of CCRTA's total income, however there are several factors that can cause fluctuations from year to year. Although sales tax revenue is related to economic conditions, other factors such as the amount of revenues from other sources and capital improvement plans do come into play. During this reporting period sales tax represented 90.67% 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 2024 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 January have made 40 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	2024 Actual	2023 Actual	\$ Growth	% Growth
January (actual)	3,006,019	\$ 2,883,848	122,171	4.24%
February (actual)	3,560,917	2,939,551	621,366	21.14%
March (estimate)	3,800,000	3,876,821	(76,821)	-1.98%
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%
	\$ 10,366,936	\$ 9,700,221	\$ 666,716	6.87%

The detail of all revenue and expense categories are presented in the following tables, along with the fare recovery ratio for March 2024:

**Revenue – March 2024 – Revenue Composition (Includes Operating and Capital Funding)
– Table 3**

Revenue Source	March 2024	%	YTD	%
Passenger Service	\$ 97,054	1.64%	\$ 287,802	2.01%
Bus Advertising	18,095	0.31%	54,689	0.38%
Other Revenue	1,384	0.02%	2,622	0.02%
Sales Tax Revenue	3,800,000	64.32%	10,366,936	72.24%
Grants - Operating	-	0.00%	-	0.00%
Grants - Capital	1,716,630	29.06%	2,817,603	19.63%
Investment Income	232,035	3.93%	693,037	4.83%
SSC Lease Income	42,681	0.72%	127,411	0.89%
Total Revenue	\$ 5,907,878	100.00%	\$ 14,350,099	100.00%

Revenue – March 2024 Operating Revenue and Capital Funding – Table 4

	03/2024				
	2024 Adopted Budget	March 2024 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Revenues					
Passenger service	\$ 1,105,459	\$ 97,054	\$ 92,122	8.78%	105.35%
Bus advertising	213,251	18,095	17,771	8.49%	101.82%
Other operating revenues	362,651	1,384	1,384	0.38%	100.00%
Sales Tax Revenue	44,244,769	3,800,000	3,800,000	8.59%	100.00%
Federal, state and local grant assistance	1,200,152	-	100,013	0.00%	0.00%
Investment Income	2,025,000	232,035	168,750	11.46%	137.50%
Staples Street Center leases	525,850	42,681	43,821	8.12%	97.40%
Total Operating & Non-Operating Revenues	49,677,132	4,191,249	4,223,861	8.44%	99.23%
Capital Grants & Donations	11,971,407	1,716,630	1,716,630	14.34%	100.00%
Transfers-In	5,901,845	491,820	491,820	8.33%	100.00%
Total Operating & Non-Operating Revenues and Capital Funding	\$ 67,550,384	\$ 6,399,699	\$ 6,432,311	9.47%	99.49%

	03/2024				
	2024 Adopted Budget	YTD 2024 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Revenues					
Passenger service	\$ 1,105,459	\$ 287,802	\$ 276,365	26.03%	104.14%
Bus advertising	213,251	54,689	53,313	25.65%	102.58%
Other operating revenues	362,651	2,622	90,663	0.72%	2.89%
Sales Tax Revenue	44,244,769	10,366,936	10,366,936	23.43%	100.00%
Federal, state and local grant assistance	1,200,152	-	300,038	0.00%	0.00%
Investment Income	2,025,000	693,037	506,250	34.22%	136.90%
Staples Street Center leases	525,850	127,411	131,463	24.23%	96.92%
Total Operating & Non-Operating Revenues	49,677,132	11,532,497	11,725,027	23.21%	98.36%
Capital Grants & Donations	11,971,407	2,817,603	2,817,603	23.54%	100.00%
Transfers-In	5,901,845	1,475,461	1,475,461	25.00%	100.00%
Total Operating & Non-Operating Revenues and Capital Funding	\$ 67,550,384	\$ 15,825,561	\$ 16,018,091	23.43%	98.80%

Revenue – March 2024 from Operations – Table 4.1

	03/2024				
	2024 Adopted Budget	March 2024 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Revenues					
Passenger service	\$ 1,105,459	\$ 97,054	\$ 92,122	8.78%	105.35%
Bus advertising	213,251	18,095	17,771	8.49%	101.82%
Other operating revenues	362,651	1,384	1,384	0.38%	100.00%
Total Operating Revenues	1,681,361	116,533	111,278	6.93%	104.72%
Sales Tax Revenue	44,244,769	3,800,000	3,800,000	8.59%	100.00%
Federal, state and local grant assistance	1,200,152	-	100,013	0.00%	0.00%
Investment Income	2,025,000	232,035	168,750	11.46%	137.50%
Staples Street Center leases	525,850	42,681	43,821	8.12%	97.40%
Total Non-Operating Revenues	47,995,771	4,074,716	4,112,584	8.49%	99.08%
Total Revenues	\$ 49,677,132	\$ 4,191,249	\$ 4,223,861	8.44%	99.23%

March 2024 Expenses

The results of all expenditure activities, including capital, are presented below. Overall, the total operating expenses came in \$70,582 under the anticipated baseline of \$4,016,950. Departmental expenses came in \$37,237 under the anticipated baseline or 1.01%. Meanwhile, Street Improvements is a fixed amount that represents one-twelve of the annual amount budgeted for all member cities, resulting in 100% of baseline.

March 2024 Total Expenses & Capital Expenditures – Table 6

	03/2024				
	2024 Adopted Budget	March 2024 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Expenditures					
Departmental Operating Expenses	\$ 44,160,638	\$ 3,642,816	\$ 3,680,052	8.25%	98.99%
Debt Service	1,607,841	16,258	16,258	1.01%	100.00%
Street Improvements	3,447,523	287,294	287,294	8.33%	100.00%
Subrecipient Grant Agreements	400,152	-	33,346	0.00%	0.00%
Total Operating & Non-Operating Expenses	49,616,154	3,946,368	4,016,950	7.95%	98.24%
Grant Eligible Costs	11,971,407	1,716,630	1,716,630	14.34%	100.00%
Depreciation Expenses	5,962,823	496,902	496,902	8.33%	100.00%
Total Operating & Non-Operating Expenses and Capital Expenditures	\$ 67,550,384	\$ 6,159,900	\$ 6,230,481	9.12%	98.87%

Year to Date as of March 2024 Total Expenses & Capital Expenditures – Table 6.1

For the year to date, total expenditures came in \$867,016 under the anticipated baseline of \$12,050,853. Departmental expenses came in \$766,978 under the anticipated baseline or 6.95%. Meanwhile, Street Improvements is a fixed amount that represents one-twelve of the annual amount budgeted for all member cities, resulting in 100% of baseline.

	03/2024				
	2024 Adopted Budget	YTD 2024 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Expenditures					
Departmental Operating Expenses	\$ 44,160,638	\$ 10,273,183	\$ 11,040,161	23.26%	93.05%
Debt Service	1,607,841	48,773	48,773	3.03%	100.00%
Street Improvements	3,447,523	861,881	861,881	25.00%	100.00%
Subrecipient Grant Agreements	400,152	-	100,038	0.00%	0.00%
Total Operating & Non-Operating Expenses	49,616,154	11,183,837	12,050,853	22.54%	92.81%
Grant Eligible Costs	11,971,407	2,817,603	2,817,603	23.54%	100.00%
Depreciation Expenses	5,962,823	1,490,706	1,490,706	25.00%	100.00%
Total Operating & Non-Operating Expenses and Capital Expenditures	\$ 67,550,384	\$ 15,492,147	\$ 16,359,162	22.93%	94.70%

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 March 2024, total departmental operating expenses realized favorable variances against the baseline expectation from categories including Salaries & Wages, Services, Materials & Supplies, Insurance, Purchased Transportation, and Miscellaneous.

Meanwhile, unfavorable variance was identified with the categories of Benefits and Utilities.

Benefits reported a negative variance of 19.79%, or \$142,554. Health insurance claims costs have been higher due to an active flu season. These costs are expected to subside into the warmer months. The category maintains a positive variance of 9.17% or \$198,143 for the year to date.

Utilities reported a negative variance of 9.35%, or \$6,224. The variance is due to a \$2,217 annual charge for satellite phone services that will be used as a backup allowing Emergency Staff to maintain command and control functions during an emergency when existing communication networks are not functioning, while \$450 is due to higher water and gas consumption and \$537 for electricity to fuel the support vehicles. This totals \$3,204 leaving a balance of \$3,020. Since all the other utility charges are within budget, this leads to the conclusion that the baseline budget which spreads the monthly budget using a straight-line approach is producing a lower monthly budget for the month of May causing the negative variance. However, the category maintains a positive variance of 1.09% or \$2,181 for the year to date.

March 2024 Departmental Expense Breakdown – Table 7

	03/2024				
	2024 Adopted Budget	March 2024 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Departmental Operating Expenses:					
Object Category					
Salaries & Wages	\$ 14,418,479	\$ 1,157,162	\$ 1,201,538	8.03%	96.31%
Benefits	8,642,048	862,724	720,171	9.98%	119.79%
Services	5,714,226	374,782	476,186	6.56%	78.70%
Materials & Supplies	3,362,189	267,818	280,182	7.97%	95.59%
Utilities	798,939	72,802	66,578	9.11%	109.35%
Insurance	664,075	54,828	55,340	8.26%	99.08%
Purchased Transportation	9,449,581	761,459	787,465	8.06%	96.70%
Miscellaneous	1,111,101	91,241	92,592	8.21%	98.54%
Total Departmental Operating Expenses	\$ 44,160,638	\$ 3,642,816	\$ 3,680,052	8.25%	98.99%

Year to Date as of March 2024 Departmental Operating Expense Breakdown – Table 8

	03/2024				
	2024 Adopted Budget	YTD 2024 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Departmental Operating Expenses:					
Object Category					
Salaries & Wages	\$ 14,418,479	\$ 3,490,483	\$ 3,604,621	24.21%	96.83%
Benefits	8,642,048	1,962,369	2,160,512	22.71%	90.83%
Services	5,714,226	1,164,286	1,428,557	20.38%	81.50%
Materials & Supplies	3,362,189	807,364	840,547	24.01%	96.05%
Utilities	798,939	197,553	199,735	24.73%	98.91%
Insurance	664,075	163,343	166,019	24.60%	98.39%
Purchased Transportation	9,449,581	2,259,836	2,362,395	23.91%	95.66%
Miscellaneous	1,111,101	227,949	277,775	20.52%	82.06%
Total Departmental Operating Expenses	\$ 44,160,638	\$ 10,273,183	\$ 11,040,161	23.26%	93.05%

2024 Self-Insurance Claims, Medical & Vision and Dental – Table 9

Month	Medical & Vision	Dental	Total
January	\$ 85,533	\$ 5,426	\$ 90,960
February	217,561	11,983	229,544
March	374,863	8,671	383,534
	\$ 677,957	\$ 26,080	\$ 704,037

Fare Recovery Ratio – Table 10

Description	03/31/2024	Year to Date
Fare Revenue or Passenger Revenue	\$ 97,054	\$ 287,802
Operating Expenses	3,626,604	10,250,974
Fare Recovery Ratio	2.68%	2.81%
*Excluding Depreciation		

Note: Same period last year (March 2023) the FRR was 2.69%

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.

March 2024 – Table 11

For the month of March, total Revenue exceeded Expenditures by \$239,799. For the year to date, total Expenditures exceeded Revenue by \$333,415. A greater detail of the financial results is explained in the accompanied Power Point presentation.

	03/2024				
	2024 Adopted Budget	March 2024 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Operating Revenues	\$ 49,677,132	\$ 4,191,249	\$ 4,223,861	8.44%	99.23%
Operating Expenses	49,616,154	3,946,368	4,016,950	7.95%	98.24%
Revenue over Expenses	60,978	244,881	206,911	401.59%	118.35%
Capital Funding	17,873,252	2,208,450	2,208,450	12.36%	100.00%
Capital Expenditures	17,934,230	2,213,532	2,213,532	12.34%	100.00%
Revenue over Expenses	(60,978)	(5,082)	(5,082)	8.33%	100.00%
Revenue over Expenditures	\$ -	\$ 239,799	\$ 201,829		

	03/2024				
	2024 Adopted Budget	YTD 2024 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Operating Revenues	\$ 49,677,132	\$ 11,532,497	\$ 11,725,028	23.21%	98.36%
Operating Expenses	49,616,154	11,183,837	12,050,853	22.54%	92.81%
Revenue over Expenses	60,978	348,660	(325,825)	571.78%	-107.01%
Capital Funding	17,873,252	4,293,064	4,293,064	24.02%	100.00%
Capital Expenditures	17,934,230	4,308,309	4,308,309	24.02%	100.00%
Revenue over Expenses	(60,978)	(15,245)	(15,245)	25.00%	100.00%
Revenue over Expenditures	\$ -	\$ 333,415	\$ (341,070)		

NET POSITION

The Total Net Position at the end of the month was **\$117,745,736**, an increase of **\$1,675,557** from December 2023 which closed at **\$116,070,179**. The month to month changes in fund balance is being presented at the end of this report to show you how the fund balance is determined.

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 **\$117,745,736**, the portion of the fund balance that is not restricted in accordance with GASB Concepts Statement No 4 is **\$47,613,079**, but only **\$21,500,938** is available for spending because of the internal restrictions placed by the Board for specific reserves which total **\$26,112,141**. 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, 54.84% of the unrestricted portion is assigned by the Board to fund reserves that are earmarked to meet certain unexpected demands.

Please note that the Designated Employee Benefits Reserve will change in accordance with the actuarial valuation report that is released at the end of April each year.

FUND BALANCE AS OF MARCH 31, 2024:

<u>FUND BALANCE</u>	
Net Invested in Capital Assets	\$ 69,557,349
Restricted for FTA Interest	575,308
Unrestricted	→ 47,613,079
TOTAL FUND BALANCE	<u>117,745,736</u>
<u>UNRESTRICTED BREAKDOWN</u>	
Designated for Operating Reserve (25% Op.Ex. less EBR)	10,878,633
Designated for Capital Reserve (25% of total CIP)	11,855,307
Designated for Employee Benefits Reserve	1,478,201
Designated for Emergency/Disaster Reserve	1,900,000
Unrestricted (55%)	<u>21,500,938</u>
TOTAL DESIGNATED & UNRESTRICTED	→ \$ <u>47,613,079</u>

Please refer to the following pages for the detailed financial statements.

Respectfully Submitted,

Submitted by: Marie Sandra Roddel
Director of Finance

Reviewed by: Robert M. Saldaña
Managing Director of Administration

Final Approval by: 
Miguel Rendón
Deputy Chief Executive Officer

Corpus Christi Regional Transportation Authority
 Operating and Capital Budget Report
 For the month ended March 2024

OPERATING BUDGET	03/2024				
	2024 Adopted Budget	March 2024 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
	A	B	C = A / 12	B / A	C vs B
Revenues					
Passenger service	\$ 1,105,459	\$ 97,054	\$ 92,122	8.78%	105.35%
Bus advertising	213,251	18,095	17,771	8.49%	101.82%
Other operating revenues	362,651	1,384	1,384	0.38%	100.00%
Sales Tax Revenue	44,244,769	3,800,000	3,800,000	8.59%	100.00%
Federal, state and local grant assistance	1,200,152	-	100,013	0.00%	0.00%
Investment Income	2,025,000	232,035	168,750	11.46%	137.50%
Staples Street Center leases	525,850	42,681	43,821	8.12%	97.40%
Total Revenues	49,677,132	4,191,249	4,223,861	8.44%	99.23%
Expenses					
Transportation	11,064,303	1,030,344	922,025	9.31%	111.75%
Customer Programs	771,857	92,417	64,321	11.97%	143.68%
Purchased Transportation	9,449,581	761,459	787,465	8.06%	96.70%
Service Development	682,410	53,249	56,868	7.80%	93.64%
MIS	1,957,895	132,011	163,158	6.74%	80.91%
Vehicle Maintenance	6,817,309	531,274	568,109	7.79%	93.52%
Facilities Maintenance	3,393,766	298,701	282,814	8.80%	105.62%
Contracts and Procurements	517,294	43,824	43,108	8.47%	101.66%
CEO's Office	1,114,763	75,425	92,897	6.77%	81.19%
Finance and Accounting	1,018,620	69,827	84,885	6.86%	82.26%
Materials Management	294,160	24,803	24,513	8.43%	101.18%
Human Resources	1,150,530	75,260	95,878	6.54%	78.50%
General Administration	508,836	31,806	42,403	6.25%	75.01%
Capital Project Management	433,141	35,300	36,095	8.15%	97.80%
Marketing & Communications	1,247,108	80,254	103,926	6.44%	77.22%
Safety & Security	2,422,340	190,466	201,862	7.86%	94.35%
Staples Street Center	1,092,185	99,749	91,015	9.13%	109.60%
Port Ayers Cost Center	24,540	437	2,045	1.78%	21.35%
Debt Service	1,607,841	16,258	16,258	1.01%	100.00%
Special Projects	200,000	16,213	16,667	8.11%	97.28%
Subrecipient Grant Agreements	400,152	-	33,346	0.00%	0.00%
Street Improvements Program for CCRTA Regional Entities	3,447,523	287,294	287,294	8.33%	100.00%
Total Expenses	49,616,154	3,946,368	4,016,950	7.95%	98.24%
Revenues Over Expenses - Operating Budget	60,978	244,881	206,911		
CIP BUDGET					
	2024 Adopted Budget	March 2024 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
	A	B	C = A / 12	B / A	
Funding Sources					
Transfer In	\$ 5,901,845	491,820	491,820	8.33%	100.00%
Grant Revenue	11,971,407	1,716,630	1,716,630	14.34%	0.00%
Total Funding Sources	17,873,252	2,208,450	2,208,450	12.36%	100.00%
Capital Expenditures					
Grant Eligible Costs	11,971,407	1,716,630	1,716,630	14.34%	0.00%
Depreciation Expenses	5,962,823	496,902	496,902	8.33%	100.00%
Total Expenditures	17,934,230	2,213,532	2,213,532	12.34%	100.00%
Funding Sources Over Expenditures	(60,978)	(5,082)	(5,082)	8.33%	100.00%
Revenues Over Expenses - Operating Budget	60,978	244,881	206,911		
Revenues Over Expenses - CIP Budget	(60,978)	(5,082)	(5,082)		
Revenues Over Expenses (including rounding)	\$ -	\$ 239,799	\$ 201,829		

Corpus Christi Regional Transportation Authority
 Operating and Capital Budget Report
 For the month ended March 2024

OPERATING BUDGET	03/2024				
	2024 Adopted Budget	YTD 2024 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
	A	B	C = A / 4	B / A	C vs B
Revenues					
Passenger service	\$ 1,105,459	\$ 287,802	\$ 276,365	26.03%	104.14%
Bus advertising	213,251	54,689	53,313	25.65%	102.58%
Other operating revenues	362,651	2,622	90,663	0.72%	2.89%
Sales Tax Revenue	44,244,769	10,366,936	10,366,936	23.43%	100.00%
Federal, state and local grant assistance	1,200,152	-	300,038	0.00%	0.00%
Investment Income	2,025,000	693,037	506,250	34.22%	136.90%
Staples Street Center leases	525,850	127,411	131,463	24.23%	96.92%
Total Revenues	49,677,132	11,532,497	11,725,028	23.21%	98.36%
Expenses					
Transportation	11,064,303	2,736,457	2,766,076	24.73%	98.93%
Customer Programs	771,857	180,954	192,964	23.44%	93.78%
Purchased Transportation	9,449,581	2,259,836	2,362,395	23.91%	95.66%
Service Development	682,410	214,050	170,603	31.37%	125.47%
MIS	1,957,895	396,922	489,474	20.27%	81.09%
Vehicle Maintenance	6,817,309	1,576,493	1,704,327	23.12%	92.50%
Facilities Maintenance	3,393,766	788,757	848,442	23.24%	92.97%
Contracts and Procurements	517,294	116,645	129,324	22.55%	90.20%
CEO's Office	1,114,763	252,511	278,691	22.65%	90.61%
Finance and Accounting	1,018,620	179,783	254,655	17.65%	70.60%
Materials Management	294,160	66,413	73,540	22.58%	90.31%
Human Resources	1,150,530	210,641	287,633	18.31%	73.23%
General Administration	508,836	90,172	127,209	17.72%	70.89%
Capital Project Management	433,141	104,608	108,285	24.15%	96.60%
Marketing & Communications	1,247,108	247,518	311,777	19.85%	79.39%
Safety & Security	2,422,340	546,496	605,585	22.56%	90.24%
Staples Street Center	1,092,185	281,373	273,046	25.76%	103.05%
Port Ayers Cost Center	24,540	1,343	6,135	5.47%	21.89%
Debt Service	1,607,841	48,773	48,773	3.03%	100.00%
Special Projects	200,000	22,209	50,000	11.10%	44.42%
Subrecipient Grant Agreements	400,152	-	100,038	0.00%	0.00%
Street Improvements Program for CCRTA Regional Entities	3,447,523	861,881	861,881	25.00%	100.00%
Total Expenses	49,616,154	11,183,837	12,050,853	22.54%	92.81%
Revenues Over Expenses - Operating Budget	60,978	348,660	(325,825)		
CIP BUDGET					
	2024 Adopted Budget	YTD 2024 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
	A	B	C = A / 4	B / A	C vs B
Funding Sources					
Transfer In	\$ 5,901,845	1,475,461	1,475,461	25.00%	100.00%
Grant Revenue	11,971,407	2,817,603	2,817,603	23.54%	0.00%
Total Funding Sources	17,873,252	4,293,064	4,293,064	24.02%	100.00%
Capital Expenditures					
Grant Eligible Costs	11,971,407	2,817,603	2,817,603	23.54%	0.00%
Depreciation Expenses	5,962,823	1,490,706	1,490,706	25.00%	100.00%
Total Expenditures	17,934,230	4,308,309	4,308,309	24.02%	100.00%
Funding Sources Over Expenditures	(60,978)	(15,245)	(15,245)	25.00%	100.00%
Revenues Over Expenses - Operating Budget	60,978	348,660	(325,825)		
Revenues Over Expenses - CIP Budget	(60,978)	(15,245)	(15,245)		
Revenues Over Expenses (including rounding)	\$ -	\$ 333,415	\$ (341,070)		

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY
Statement of Net Position
Month ended March 31, 2024, and year ended December 31, 2023

	Unaudited March 31 2024	Unaudited December 31 2023
ASSETS		
Current Assets:		
Cash and Cash Equivalents	\$ 28,654,961	\$ 21,367,243
Short Term Investments	22,309,678	27,140,691
Receivables:		
Sales and Use Taxes	7,306,169	7,145,170
Federal Government	257,667	3,345,385
Other	201,456	776,235
Inventories	768,291	757,581
Prepaid Expenses	2,789,345	827,945
Total Current Assets	62,287,566	61,360,250
Non-Current Assets:		
Restricted Cash and Cash Equivalents	575,308	575,308
Long Term Investments	2,000,000	5,951,169
Lease Receivable	1,155,165	1,155,165
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	380,572	335,500
Construction in Progress	15,103,346	1,094,110
Current Year Additions	4,004,781	14,009,236
Total Capital Assets	174,311,041	170,261,188
Less: Accumulated Depreciation	(90,676,376)	(89,185,670)
Net Capital Assets	83,634,665	81,075,518
Total Non-Current Assets	87,365,137	88,757,159
TOTAL ASSETS	149,652,704	150,117,410
DEFERRED OUTFLOWS OF RESOURCES		
Deferred outflow related to pensions	8,229,665	8,229,665
Deferred outflow related to OPEB	107,544	107,544
Deferred outflow on extinguishment of debt	2,707,684	2,753,577
Total Deferred Outflows	11,044,893	11,090,786
TOTAL ASSETS AND DEFERRED OUTFLOWS	160,697,597	161,208,196
LIABILITIES AND NET POSITION		
Current Liabilities:		
Accounts Payable	1,321,893	3,805,233
Current Portion of Long-Term Liabilities:		
Long-Term Debt	930,000	930,000
Compensated Absences	328,918	328,918
Sales Tax Audit Funds Due	82,136	164,258
Distributions to Regional Entities Payable	5,430,495	4,791,452
Other Accrued Liabilities	645,204	904,941
Total Current Liabilities	8,738,647	10,924,801
Non-Current Liabilities:		
Long-Term Liabilities, Net of Current Portion:		
Long-Term Debt	15,855,000	15,855,000
Compensated Absences	1,034,088	1,034,088
Sales Tax Audit Funds Due	-	-
Net Pension Liability	11,426,175	11,426,175
Net OPEB Obligation	783,358	783,358
Lease Liability	240,842	240,842
Total Non-Current Liabilities	29,339,464	29,339,464
TOTAL LIABILITIES	38,078,109	40,264,264
DEFERRED INFLOWS OF RESOURCES		
Deferred inflow related to pensions	3,628,960	3,628,960
Deferred inflow related to OPEB	89,627	89,627
Deferred inflow related to leases	1,155,165	1,155,165
Total Deferred Inflows	4,873,752	4,873,752
TOTAL LIABILITIES AND DEFERRED INFLOWS	42,951,861	45,138,016
Net Position:		
Net Invested in Capital Assets	69,557,349	67,044,095
Restricted for FTA Interest	575,308	575,308
Unrestricted	47,613,079	48,450,777
TOTAL NET POSITION	\$ 117,745,736	\$ 116,070,179

**Corpus Christi Regional Transportation Authority
Statement of Cash Flows (Unaudited)
For the month ended March 31, 2024**

	<u>3/31/2024</u>
Cash Flows From Operating Activities:	
Cash Received from Customers	\$ 89,146
Cash Received from Bus Advertising and Other Ancillary	426,810
Cash Payments to Suppliers for Goods and Services	(2,871,283)
Cash Payments to Employees for Services	(954,969)
Cash Payments for Employee Benefits	(413,416)
Net Cash Used for Operating Activities	<u>(3,723,712)</u>
Cash Flows from Non-Capital Financing Activities:	
Sales and Use Taxes Received	2,978,645
Grants and Other Reimbursements	-
Distributions to Subrecipient Programs	-
Distributions to Region Entities	-
Net Cash Provided by Non-Capital Financing Activities	<u>2,978,645</u>
Cash Flows from Capital and Related Financing Activities:	
Federal and Other Grant Assistance	1,992,824
Proceeds/Loss from Sale of Capital Assets	-
Proceeds from Bonds	-
Repayment of Long-Term Debt	-
Interest and Fiscal Charges	-
Purchase and Construction of Capital Assets	(2,026,520)
Net Cash Used by Capital and Related Financing Activities	<u>(33,696)</u>
Cash Flows from Investing Activities:	
Investment Income	299,532
Purchases of Investments	-
Maturities and Redemptions of Investments	8,000,000
Premiums/Discounts on Investments	-
Net Cash Provided by Investing Activities	<u>8,299,532</u>
Net Increase in Cash and Cash Equivalents	7,520,769
Cash and Cash Equivalents (Including Restricted Accounts), March 1, 2024	21,709,499
Cash and Cash Equivalents (Including Restricted Accounts), March 31, 2024	\$ <u><u>29,230,269</u></u>



Subject: March 2024 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.



System-wide Ridership and Service Performance Results

March 2024 system-wide passenger trips totaled 297,710 which represents a 8.1% increase, compared to 275,479 passenger trips in March 2023 with 22,231 more trips provided this month.

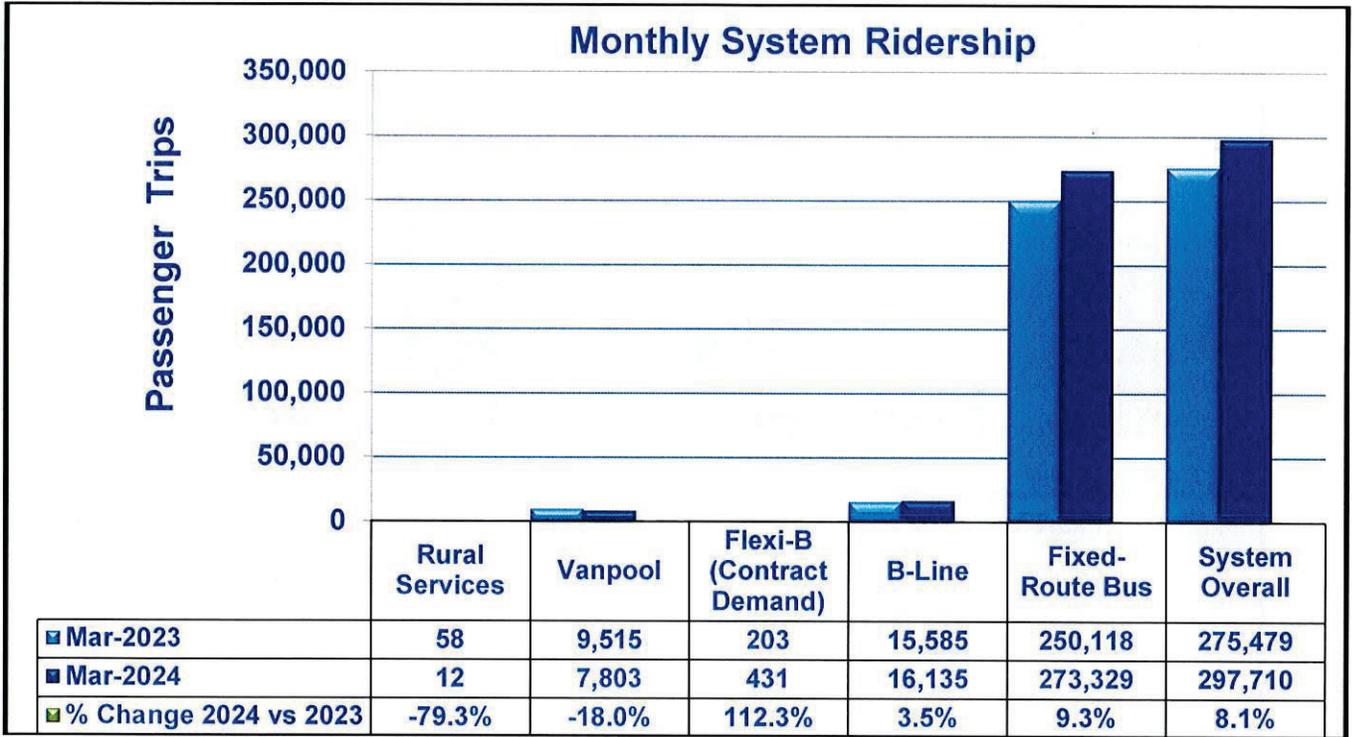


March 2024	March 2023	Variance
21 Weekdays	23 Weekdays	-2
5 Saturdays	4 Saturdays	+1
4 Sundays	4 Sundays	-
30 Days (No Service on Easter: March 31 st)	31 Days (No Service on Easter: April 9 th)	-1

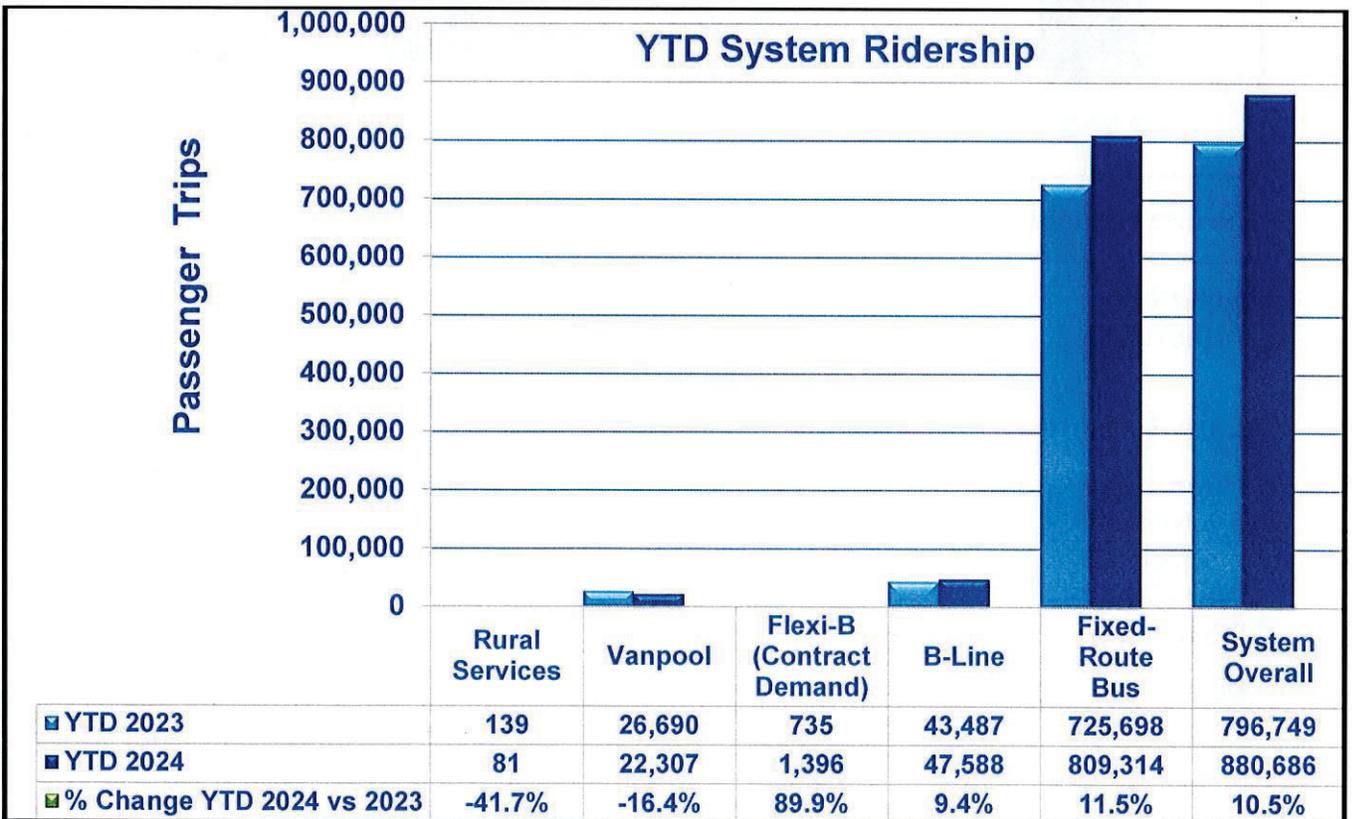
The average retail price for unleaded gas in Corpus Christi was approximately \$3.08 per gallon compared to \$3.05 per gallon in March 2023¹ which represents a 1.0% increase in the average cost per gallon. March rainfall was below average at 0.85 inches. In comparison, March 2023 was below normal at 0.72 inches.² Historically, March average rainfall is 2.28 inches. The 80.2-degree average high temperature in March 2024 was above the normal average temperature of 76.7-degrees.

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

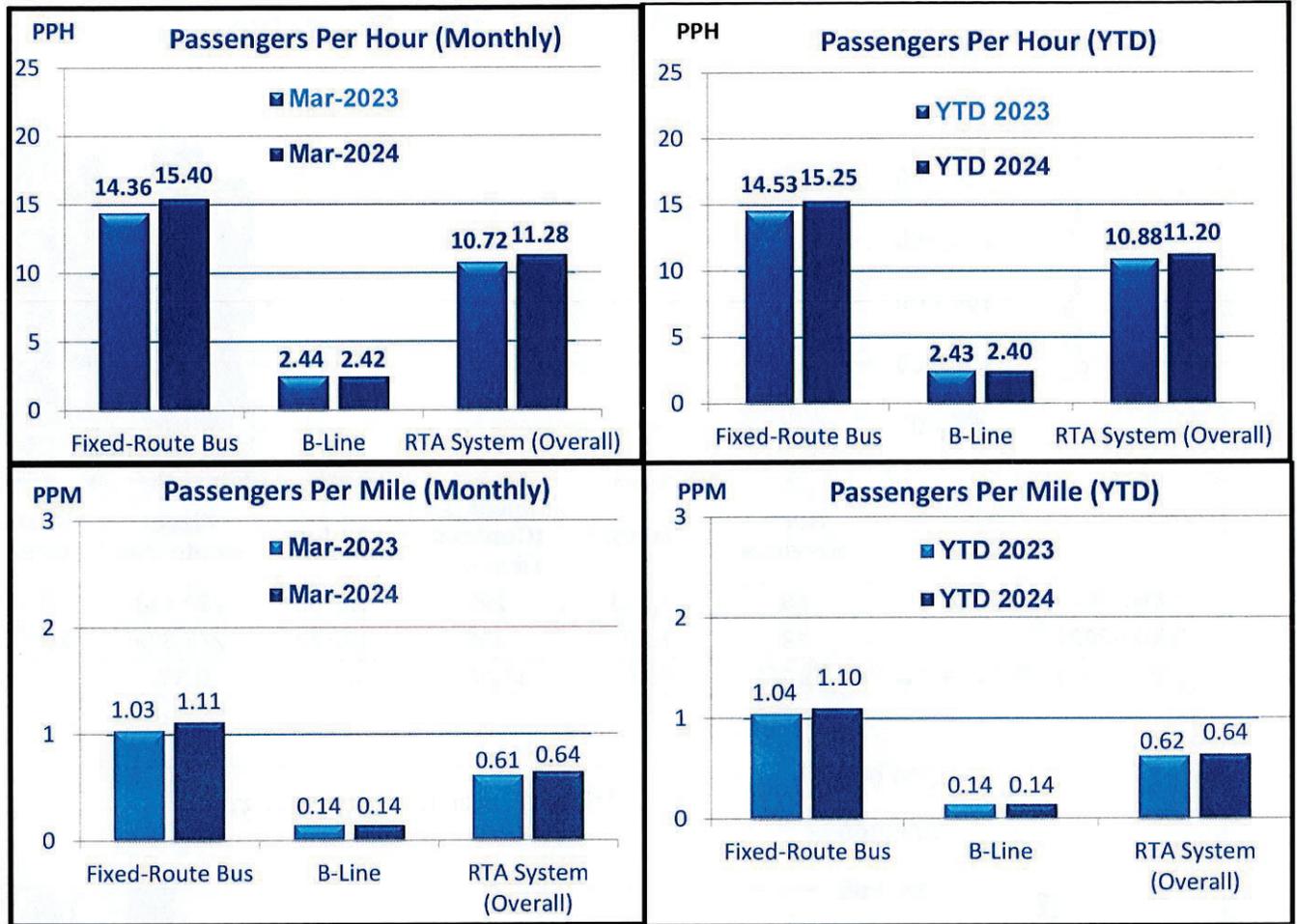
The chart below shows monthly ridership results for all services. CCRTA recorded 22,231 more passenger trips in March 2024 resulting in an 8.1% increase compared to March 2023.



The chart below shows YTD ridership results for all services. 83,937 more trips compared to 2023.



The following charts are system-wide productivity for the month of March 2024 vs. March 2023 and YTD figures.



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

Schedule Adherence	Standard	Dec-23	Jan-24	Feb-24	Mar-24	4-Month Average
Early Departure	<1%	0.0%	0.3%	0.0%	0.0%	0.1%
Departures within 0-5 minutes	>85%	88.6%	92.6%	85.7%	88.4%	88.8%
Monthly Wheelchair Boardings	No standard	3,258	3,324	3,736	4,672	3,680
Monthly Bicycle Boardings	No standard	5,309	5,337	5,759	5,922	5,563

On Detour

- **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)
- **Port Ave.** Waterline Replacement Project (9) month project (**On hold**): Began March 2022 with an undetermined completion date.
 - Routes 21, 23 & 37 (**2** 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 nearing completion*)
 - Routes 27 & 28 (**12** stops impacted)
- **Comanche St.** (Carancahua-Alameda) Began early-2024.
 - Routes 12, 21, 27 & 28 (**4** stops will be impacted)
- **Gollihar Rd.** (Crosstown-Greenwood) Began April 24, 2023.
 - Routes 23 & 25 (**13** stops closed for this two-phase project)
- **McArdle Rd.** (Carroll-Kostoryz): Project began Oct 30th, 2023.
 - Route 19 (**8** stops closed)

Detours Expected

- **Alameda St.** (Louisiana-Texan Trail): Preliminary work on project began Fall-2023.
 - Routes 5 & 17 (19 stops will be impacted-but not yet)
- **Brownlee Blvd.** (Morgan-Staples) To begin mid-2024.
 - Routes 5x & 17 (8 stops will be impacted)
- **Upper/Mid./Lower Broadway:** Project in design. (30%)
 - Routes 6, 76 & 78 (no stops impacted)
- **Carroll Ln.** (SH-358 to Holly) Project in design. (30%)
 - Route 15 (4 stops might be impacted)
- **Alameda St. (Everhart-Airline):** Project in design. (30%)
 - Route 5 (13 stops might be impacted)

Currently No Detours

- **Alameda St. (Del Mar-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 but **2** closed on Alameda & **2** closed on S. Staples west of the Everhart Rd. intersection)

For March 2024, there were 12 impacted fixed routes out of 32 fixed route services in operation. This equates to approximately 38% of CCRTA services.

Impacted bus route services include: **5, 12, 17, 19, 21, 23, 25, 27, 28, 37, 76 & 78.**

The total number of bus stops that were impacted or closed was **47.**

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

In March 2024, B-Line service performance metrics are listed below.

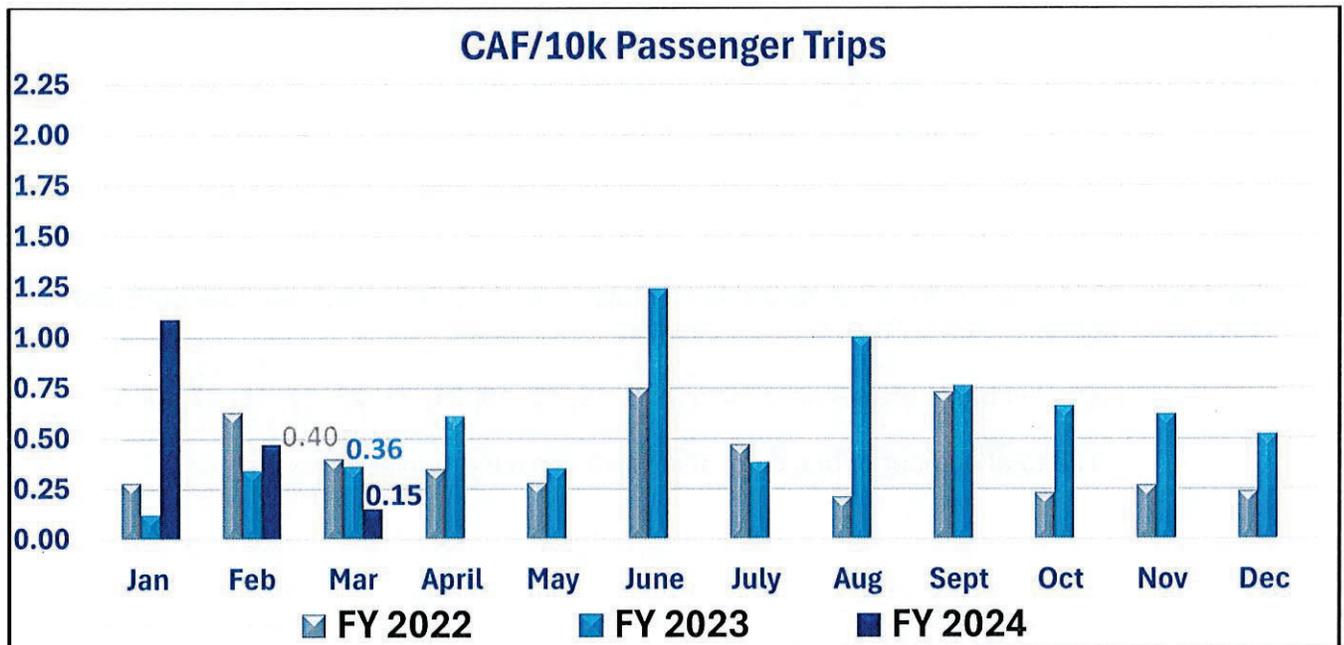
- Productivity: **2.42** Passengers per Hour (PPH) did not meet the contract standard of 2.50 PPH.
- On-time Performance: **87.8%** for March did not meet the contract standard of 95.0%.
- Denials: 0 denials or **0.0%** did meet the contract standard of 0.0%.
- Miles between Road Calls (MBRC): **21,095** did meet the contract standard of 12,250 miles.
- Ridership Statistics: **10,936** ambulatory boardings; **4,264** wheelchair boardings

Metric	Standard	Dec-23	Jan-24	Feb-24	Mar-24	(4) Month-Ave.
Passengers per Hour	2.50	2.36	2.32	2.47	2.42	2.39
On-time Performance	96%	88.3%	91.5%	86.2%	87.8%	88.4%
Denials	0.00%	0.00%	0.00%	0.00%	0.00%	0.0%
Miles Between Road Calls	12,250	20,270	15,691	22,962	21,095	20,005
Monthly Wheelchair Boardings	No standard	4,202	4,095	4,133	4,264	4,174

Customer Programs Monthly Customer Assistance Form (CAF) Report

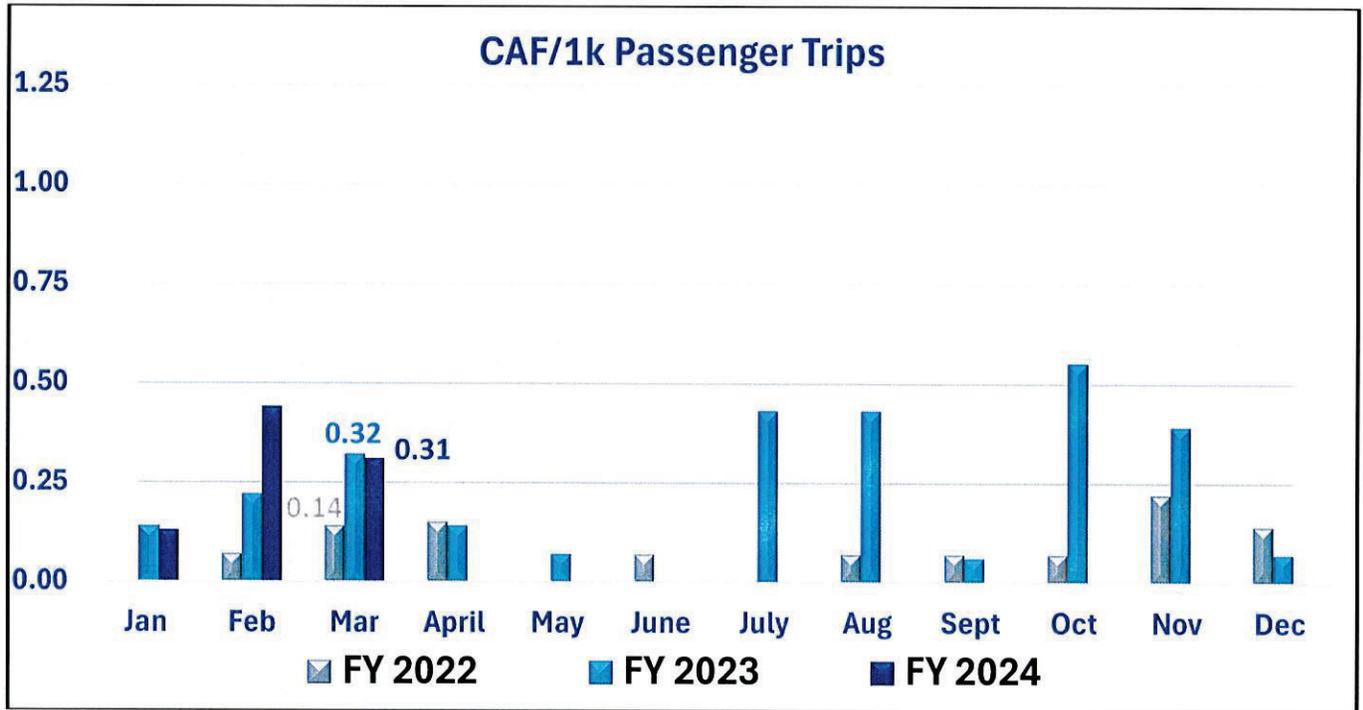
For the month of March 2024, Customer Service received and processed 57 Customer Assistance Forms (CAF's). A total of 49 were for Fixed Route Services, of which 4 or 8.2% were verified as valid. This equates to approximately 0.15 CAFs per 10,000 passenger trips. For Fixed Route Services, two commendations were received.

Number of CAFs/10k for Fixed Route Services



For the month of March 2024, Customer Service received and processed 57 Customer Assistance Forms (CAF's). A total of 8 were for B-Line Services, of which 5 or 62.5% were verified as valid. This equates to approximately 0.31 CAFs per 1,000 passenger trips. For B-Line service, one commendation was received.

Number of CAFs/1k for B-Line Services



Route Summary Report:

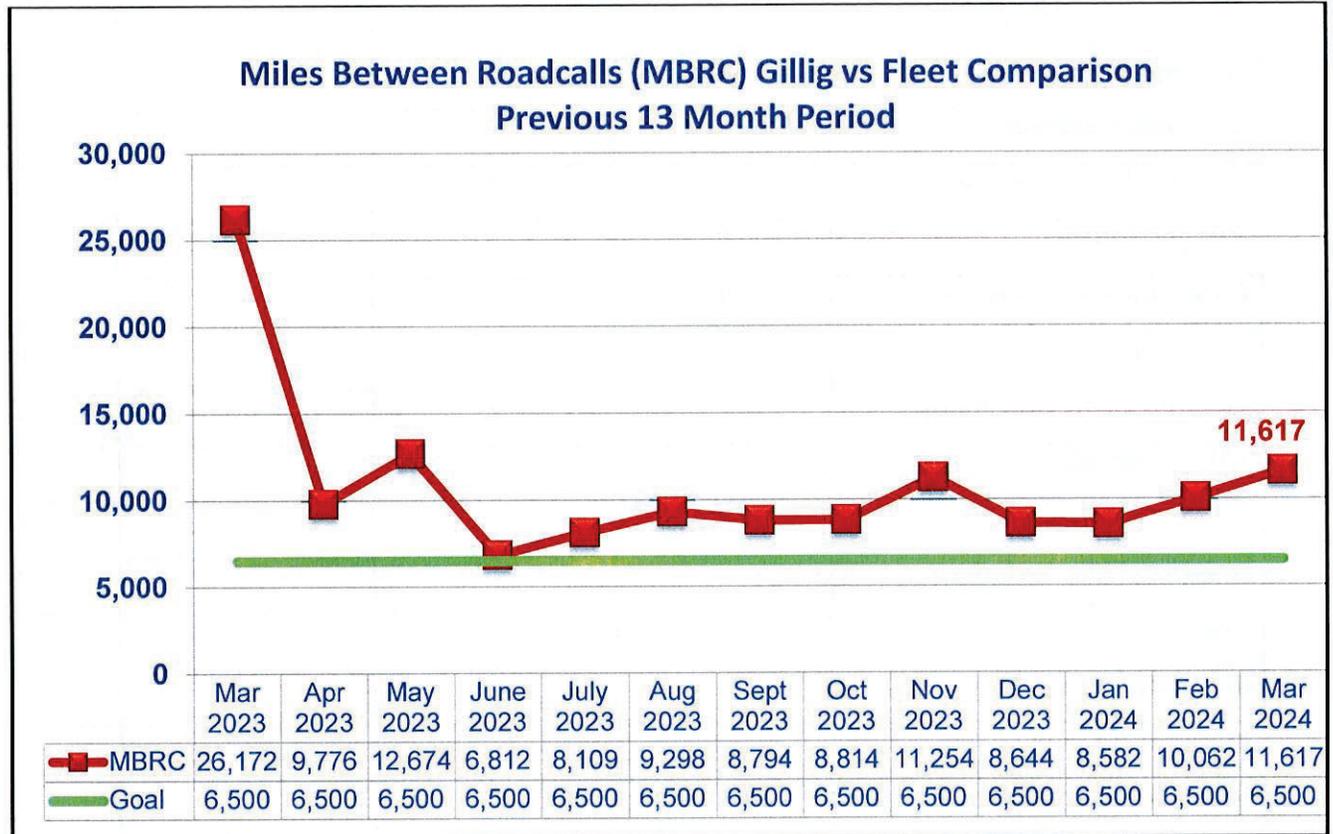
Route	# of CAFs	Route	# of CAFs
#3 NAS Shuttle		#50 Calallen/NAS Ex (P&R)	
#4 Flour Bluff		#51 Gregory/NAS Ex (P&R)	
#5 Alameda		#54 Gregory/Downtown Express	
#5x Alameda Express		#60 Momentum Shuttle	
#6 Santa Fe/Malls		#65 Padre Island Connection	
#12 Hillcrest/Baldwin	4	#76 Harbor Bridge Shuttle	
#15 Kostoryz/Carroll HS	1	#78 North Beach Shuttle	
#16 Morgan/Port		#83 Advanced Industries	
#17 Carroll/Southside		#90 Flexi-B Port Aransas	
#19 Ayers	2	#93 Flex	
#21 Arboleda		#94 Port Aransas Shuttle	
#23 Molina	2	#95 Port Aransas Express	
#24 Airline/Yorktown	1	B-Line (Paratransit) Services	7
#25 Gollihar/Greenwood		Transportation	1
#26 Airline/Lipes		Service Development	4
#27 Leopard	3	Facilities Maintenance/Bus Stops	11
#28 Leopard/Navigation	1	IT	4
#29 Staples	1	Safety & Security	9
#32 Southside		Vehicle Maintenance	1
#34 Robstown North	1	Commendations	3
#35 Robstown South			
#37 Crosstown/TAMU-CC	1		
		Total CAFs	57

Processed CAF Breakdown by Service Type:

CAF Category	RTA Fixed Route	B-Line ADA Paratransit	Purchased Transportation	Totals
ADA				
Service Stop Issues				
Driving Issues	4		1	5
Customer Services				
Late/Early – No Show		3		3
Alleges Injury	3			3
Fare/Transfer Dispute	1			1
Clean Trash Can				
Dispute Drop-off/Pickup		2		2
Add Bench/Stop				
Left Behind/Passed Up	3		3	6
Inappropriate Behavior				1
Policy	1		1	2
Incident at Stop				
Incident on Bus				
Incident at Station				
Securement/Tie Down Issue				
Denial of Service				
Safety & Security	6			6
Rude	1	1	1	3
Facility Maintenance/Service Development	15			15
Transportation (other)	1			1
Vehicle Maintenance				
IT				
Vehicle Maintenance-IT	4			4
Vehicle Maintenance	1		1	2
Commendations	2	1		3
Total CAFs	42	8	7	57

Vehicle Maintenance Department: Miles Between Road Calls Report

In March 2024, there were 11,617 miles between road calls (MBRC) recorded as compared to 26,172 MBRC in March 2023. 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 10,816.



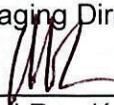
Board Priority

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: 
Miguel Rendón
Deputy Chief Executive Officer