



CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY

## AGENDA MEETING NOTICE

**DATE:** Wednesday, January 25, 2017  
**LOCATION:** Staples Street Center  
602 North Staples Street, 2<sup>ND</sup> Floor Board Room • Corpus Christi, TX  
**TIME:** 8:30 a.m. Administration & Finance Committee Meeting  
9:30 a.m. Operations & Capital Projects Committee Meeting

### **ADMINISTRATION & FINANCE COMMITTEE**

**TOM NISKALA (Chair)**

Angie Flores-Granado ~ Butch Escobedo ~ Larry Young, Sr.

	TOPIC	SPEAKER	EST.TIME	REFERENCE
1.	<b>Roll Call –</b>	D. Linnehan	1 min.	-----
2.	<b>Opportunity for Public Comment</b>	T. Niskala	3 min.	-----
3.	<b>Discussion and Possible Action</b> to Approve the Administration & Finance Committee Meeting Minutes of November 16, 2016	T. Niskala	2 min.	Pages 1-3
4.	<b>Discussion and Possible Action</b> to Recommend the Board Approve the Resolution Approving the Investment Policy, Designation of Investment Officers, Designation of Investment Advisor and List of Approved Broker/Dealers	R. Saldaña	5 min.	Pages 4-17
5.	<b>Discussion and Possible Action</b> to Recommend to Board Authorization of Staff to Make a Contribution of \$1,383,969 to the CCRTA Defined Benefit Plan & Trust for 2017	R. Saldaña	5 min.	Pages 18-19
6.	<b>Presentations:</b> a. Investment Report for the Fourth Quarter Ended December 31, 2016  b. December 2016 Financial Report	R. Saldaña Patterson & Associates  R. Saldaña	5 min.  5 min.	Pages 20 Attachment  Pages 21-25
7.	<b>Adjournment</b>	T. Niskala	1 min.	-----

**Total Estimated Time: 27 min.**

**OPERATIONS & CAPITAL PROJECTS COMMITTEE**

**MICHAEL REEVES (Chair)**

**George B. Clower ~ Glenn Martin ~ Edward Martinez ~ Scott Harris**

	TOPIC	SPEAKER	EST.TIME	REFERENCE
1.	<b>Roll Call –</b>	D. Linnehan	2 min.	-----
2.	<b>Opportunity for Public Comment</b>	M. Reeves	3 min.	-----
3.	<b>Discussion and Possible Action</b> to Approve the Operations & Capital Projects Committee Meeting Minutes of November 16, 2016	M. Reeves	3 min.	Pages 1-4
4.	<b>Presentations:</b> a. December 2016 Operations Report b. January 2017 Service Improvements & System Map Updates c. Procurement Update	G. Robinson G. Robinson R. Saldaña	5 min. 5 min. 5 min.	Pages 5-15 PowerPoint & Attachment PowerPoint
5.	<b>Adjournment</b>	M. Reeves	1 min.	-----

**Total Estimated Time: 24 min.**

~\*~\*~\*~\*~\*~\*~\*~\*~\*

On **Friday, January 20, 2017** this Notice was posted by **Dena Linnehan** at the Nueces County Courthouse, 901 Leopard, Corpus Christi, Texas the CCRTA Staples Street Center, 602 N. Staples Street, Corpus Christi, Texas, and sent to the Nueces County and San Patricio County Clerks.

**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 for appropriate arrangements to be made. Información en Español: Si usted desea esta información en Español o en otro idioma, por favor llame al teléfono (361) 289-2712.

**REGIONAL TRANSPORTATION AUTHORITY  
ADMINISTRATION & FINANCE COMMITTEE MEETING MINUTES  
WEDNESDAY, NOVEMBER 16, 2016**

**Summary of Actions**

1. Held Roll Call
2. Provided Opportunity for Public Comment
3. Approved the Administration & Finance Committee Meeting Minutes of October 26, 2016
4. Action to Recommend the Board Execute Payment to Texas Municipal League Intergovernmental Risk Pool (TMLIRP) to provide Insurance for the following lines of coverage for FY2017: Auto Liability Insurance, Auto Catastrophe Insurance, Property Insurance, General Liability Insurance, Errors & Omissions Insurance, and Workers' Compensation Insurance
5. Action to Recommend the Board Enter into a Professional Service Agreement for Financial Auditing Services
6. Action to Recommend the Board Enter into Professional Service Agreements for Financial Auditing Services for the RTA Defined Benefit Plan and Trust
7. Action to Recommend the Board Amend the Capital Asset Policy to Extend the Useful Life of Buildings to 50 years
8. Heard Presentations on: a. October 2016 Financial Report
9. Adjournment

\*\*\*\*\*

The Administration & Finance Committee for the Regional Transportation Authority Board of Directors met at 8:30 a.m. on Wednesday, October 26, 2016 at the CCRTA Staples Street Center located at 602 N. Staples Street, Corpus Christi, Texas.

**Committee Members Present:** Tom Niskala, (Chair), A.R. Butch Escobedo and Larry Young, Sr.

**Committee Members Absent:** Angie Flores-Granado

**Staff Members Present:** Jorge Cruz-Aedo, CEO; David Chapa, Kelly Coughlin, Bryan Garner, Monica Gutierrez, Denise Jones, CJ Loomis, Sharon Montez, Cindy O'Brien, Christina Perez, Victoria Reyes, Mike Rendoñ, Robert Saldaña, Rosa Villarreal, and Dena Linnehan

**Public Present:** John Shepherd, Collier, Johnson & Woods, CPA; Gina Salazar, Rosie Agular, Michael Hinojosa and Irma Molina, ATU-Local 1769; Ben Bonilla, Evergreen Landscaping

**Call to Order**

Mr. Tom Niskala called the Administration & Finance Committee Meeting to order at 8:30 a.m. Ms. Dena Linnehan called roll and stated a quorum was present.

**Opportunity for Public Comment**

No one spoke under public comment.

**Discussion and Possible Action to Approve the Administration & Finance Committee Meeting Minutes of October 26, 2016**

MR. A.R. BUTCH ESCOBEDO MADE A MOTION TO APPROVE THE ADMINISTRATION & FINANCE COMMITTEE MEETING MINUTES OF OCTOBER 26, 2016. MR. YOUNG SECONDED THE MOTION. THE MOTION CARRIED. *NISKALAN AND YOUNG VOTING IN FAVOR. GRANADO ABSENT.*

**Discussion and Possible Action to Recommend the Board Authorize the Chief Executive Officer (CEO) or his Designee to Execute Payment to Texas Municipal League Intergovernmental Risk Pool (TMLIRP) to provide Insurance for the following lines of coverage for FY2017: Auto Liability Insurance, Auto Catastrophe Insurance, Property Insurance, General Liability Insurance, Errors & Omissions Insurance, and Workers' Compensation Insurance**

MR. ESCOBEDO MADE A MOTION RECOMMEND THE BOARD AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) OR HIS DESIGNEE TO EXECUTE PAYMENT TO TEXAS MUNICIPAL LEAGUE INTERGOVERNMENTAL RISK POOL (TMLIRP) TO PROVIDE INSURANCE FOR THE FOLLOWING LINES OF COVERAGE FOR FY2017: AUTO LIABILITY INSURANCE, AUTO CATASTROPHE INSURANCE, PROPERTY INSURANCE, GENERAL LIABILITY INSURANCE, ERRORS & OMISSIONS INSURANCE, AND WORKERS' COMPENSATION INSURANCE. MR. YOUNG SECONDED THE MOTION. THE MOTION CARRIED. *NISKALA, ESCOBEDO AND YOUNG VOTING IN FAVOR. GRANADO ABSENT.*

**Discussion and Possible Action to Recommend the Board Enter into a Professional Service Agreement for Financial Auditing Services**

MR. ESCOBEDO MADE A MOTION TO RECOMMEND THE BOARD ENTER INTO A PROFESSIONAL SERVICE AGREEMENT FOR FINANCIAL AUDITING SERVICES. MR. YOUNG SECONDED THE MOTION. THE MOTION CARRIED. *NISKALA, ESCOBEDO AND YOUNG VOTING IN FAVOR. GRANADO ABSENT.*

**Discussion and Possible Action to Recommend the Board Enter into Professional Service Agreements for Financial Auditing Services for the RTA Defined Benefit Plan and Trust**

**MR. YOUNG MADE A MOTION TO RECOMMEND THE BOARD ENTER INTO PROFESSIONAL SERVICE AGREEMENTS FOR FINANCIAL AUDITING SERVICES FOR THE RTA DEFINED BENEFIT PLAN AND TRUST. MR. ESCOBEDO SECONDED THE MOTION. THE MOTION CARRIED. NISKALA, ESCOBEDO AND YOUNG VOTING IN FAVOR. GRANADO ABSENT.**

**Discussion and Possible Action to Recommend the Board Amend the Capital Asset Policy to Extend the Useful Life of Buildings to 50 years**

**MR. ESCOBEDO MADE A MOTION TO RECOMMEND THE BOARD AMEND THE CAPITAL ASSET POLICY TO EXTEND THE USEFUL LIFE OF BUILDINGS TO 50 YEARS. MR. NISKALA SECONDED THE MOTION. THE MOTION CARRIED. NISKALA, ESCOBEDO AND YOUNG VOTING IN FAVOR. GRANADO ABSENT.**

**Heard Presentations:**

**a) October 2016 Financial Report**

Mr. Robert Saldaña reported on September sales estimate of \$2.8 million was 8 percent less than 2015, and sales tax collections of \$2,849,802 were received November 11, 2016 are \$178,570 lower than same period last year resulting in a decrease of 5.9 percent. He also commented year-to-date collections of \$23,490,884 are 12.3 percent, or \$3,289,116 under 2016 budgeted amounts.

Overall monthly departmental expenses of \$25,096 or 1.03 percent are under budget with Human Resources reflecting a \$154,105 higher amount due to health insurance and pension costs budgeted. He reported Services was also under budget by 17.42 percent mainly due to timing of receipt of invoices and departments reducing expenditures.

**Adjournment**

There being no further review of items, the meeting adjourned at 8:58 a.m.

Submitted by: Dena Linnehan



## CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Administration & Finance Committee Memo

January 25, 2017

**Subject: Resolution Approving the Investment Policy, Designation of Investment Officers, Designation of Investment Advisor and List of Approved Brokers/Dealers**

### **Background**

In accordance with Section 2256.005 of the Texas Government Code ("Public Funds Investment Act"), the Board of Directors of the Corpus Christi Regional Transportation Authority shall annually:

- ◆ Review and adopt an investment policy that governs investing Authority Funds (This policy excludes pension funds, which have a separate policy)
- ◆ Designate the Investment Officers
- ◆ Designate the Investment Advisor
- ◆ Approve a list of broker/dealers.

This policy was last approved by Resolution on February 3, 2016 by the Board of Directors. The current Resolution for adoption is included as part of this document.

The CCRTA utilizes the firm of Patterson & Associates for investment advisory services. The firm manages the portfolio and assists the Authority in all phases of treasury management.

### **Modifications to the Investment Policy**

There are no changes to the body of the policy. There are, however, two changes to Attachment B – Authorized List of Broker/Dealers.

Attached is a copy of the Investment Policy which includes the updated listing of Authorized Brokers/Dealers for the Board's review. Legal counsel has reviewed and approved this policy.

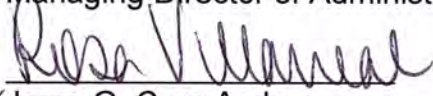
### **Recommendation**

Staff requests that the Administration Committee recommend to the Board of Directors to adopt a Resolution which approves the Investment Policy; designates Cindy O'Brien, Director of Finance, and Robert Saldana, Managing Director of Administration as Investment Officers; designates Patterson & Associates as Investment Advisor; and approves the list of authorized brokers/dealers.

Respectfully Submitted,

Submitted by:   
Cindy O'Brien  
Director of Finance

Final Review:   
Robert Saldaña  
Managing Director of Administration

Approval:   
for Jorge G. Cruz-Aedo  
Chief Executive Officer

**DRAFT  
RESOLUTION**

**Resolution Approving the Investment Policy, Designation of Investment Officers, Designation of Investment Advisor and List of Approved Brokers/Dealers**

**WHEREAS**, the Corpus Christi Regional Transportation Authority most recently adopted an Investment Policy on February 1, 2017, in accordance with Texas Government Code Chapter 2256, the Public Funds Investment Act; and

**WHEREAS**, Texas Government Code §2256.005 requires a review of the Investment Policy at least annually and the adoption of a resolution incorporating any modifications to the Investment Policy; and

**WHEREAS**, Texas Government Code §2256.025 requires a review and designation of an authorized broker/dealer list at least annually; and

**WHEREAS**, the Board has completed a review of the Investment Policy, the designation of Investment Officers, the designation of Investment Advisor, and the authorized broker/dealer list as provided therein;

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

**RESOLVED**, that the Corpus Christi Regional Transportation Authority Investment Policy is reviewed and approved.

**RESOLVED**, that the designation of the Director of Finance, Cindy O'Brien, and the Managing Director of Administration, Robert Saldana, as the Investment Officers under the Investment Policy is hereby ratified and confirmed.

**RESOLVED**, that the designation of Patterson & Associates as the Investment Advisor under the Investment Policy is hereby ratified and confirmed.

**RESOLVED**, that the authorized broker/dealer list is hereby ratified and confirmed.

The foregoing Resolution was adopted by the Board of Directors of the Regional Transportation Authority at a duly held meeting on February 1, 2017.

**REGIONAL TRANSPORTATION AUTHORITY**

By: \_\_\_\_\_  
Curtis Rock, Board Chair



**CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY  
BOARD POLICY  
INVESTMENTS**

**POLICY STATEMENT**

**Section 1. Statement.**

This Investment Policy is authorized by the Board of Directors of the Corpus Christi Regional Transportation Authority (the "RTA") in accordance with Chapter 2256 of the Texas Government Code: The Public Funds Investment Act (the "Act").

**Section 2. Scope of Policy.**

This Investment Policy applies to investment transactions of the RTA operating and capital funds, including sales tax revenues. This Policy does not apply to the investment of assets accrued for the purpose of funding employee retirement benefits or programs, nor does it apply to trustee or escrow funds which are invested in accordance with their respective contracts or escrow agreements.

These funds are defined in the RTA's Comprehensive Annual Financial Report and include all governmental, proprietary, and bond funds and any other new funds created unless specifically exempted by the Board.

**Section 3. Policy Objectives.**

The RTA investment program shall be managed and invested with four primary objectives listed below, in priority order. Investments are to be chosen in a manner which promotes diversity among market sectors and maturities. The use of high grade governmental securities and high credit quality money market securities is designed to assure the marketability of those securities should liquidity needs arise. Investment decisions shall not incur unreasonable investment risks in order to obtain investment results.

- (a) Preservation and Safety of Principal. Safety of principal is the foremost objective. Investments shall be undertaken in a manner that seeks to insure the preservation of capital in the overall portfolio. Each investment transaction shall seek first to ensure that capital losses are avoided, whether resulting from security default or erosion of market value.
- (b) Liquidity. The investment portfolio will retain sufficient liquidity to enable the RTA to meet all operating requirements which can be reasonably anticipated. Cash flow analysis will be utilized to continuously monitor cash flow changes and guide investment decisions.
- (c) Diversification. The RTA will diversify its investments in an effort to avoid incurring unreasonable or avoidable risks regarding specific security types or individual financial institutions. Diversification will include diversification by maturity and market sector and will include the use of a number of institutions and brokers for diversification, competition, and market coverage. Diversification serves to reduce market and interest rate risk. Asset allocation shall reflect an emphasis on high credit quality governmental investments.

- (d) Yield. The investment portfolio shall be designed with the objective of attaining a reasonable market yield, taking into account risk constraints and cash flow needs of the portfolio. RTA will not make investments for the purpose of trading or speculation as its dominant criteria. However, RTA intends to pursue active portfolio management techniques while working within the guidelines of the Policy in order to enhance total returns.

In order to monitor portfolio performance and in keeping with the weighted average maturity limitation of twelve-months based on historical cash flow analysis, the comparable period, current twelve ( 12) month Treasury Bill will be used as a benchmark on the overall portfolio. The benchmark is designed to monitor risk as well as performance.

The RTA may commingle its funds into one pooled investment portfolio for purposes of efficiency and maximum investment opportunity.

## **PROCEDURES**

### **Section 4. Investment Strategy.**

The RTA may maintain one commingled portfolio for investment purposes which incorporates the specific investment strategy considerations based on the unique characteristics of the funds represented in the portfolio:

- (a) The investment strategy for operating funds has as its primary objective assurance that anticipated liabilities are matched and adequate investment liquidity provided. This may be accomplished by purchasing high quality, short- to medium-term maturity securities which will complement each other in a laddered maturity structure permitting some extension for yield enhancement.
- (b) The investment strategy for debt service funds shall have as its primary objective the assurance of available funds adequate to fund the debt service obligations on a timely basis. Successive debt service dates will be fully funded before extension.
- (c) The investment strategy for debt service reserve funds shall have as its primary objective the ability to generate a revenue stream to the debt service funds from high credit quality securities with a low degree of volatility. Securities should be high credit quality and, except as may be required by the bond ordinance specific to an individual issue, of short to intermediate-term maturities.
- (d) The investment strategy for capital projects or capital project funds will have as its primary objective assurance that anticipated cash flows are matched for adequate liquidity. The stated final maturity dates of securities held may not exceed the estimated project completion date.

The RTA shall pursue an active investment management strategy. The Investment Officer(s) will continuously monitor the contents of the portfolio, the available markets, and the relative value of competing instruments to adjust the portfolio in response to market conditions.

Effective cash management is recognized as essential to good fiscal management. Cash management is defined as the process of managing monies in order to ensure maximum cash availability. RTA shall maintain a comprehensive cash management program which includes collection of accounts receivable, prudent investment of its available cash, disbursement of payments in accordance with invoice terms and the management of banking services.

## **Section 5. Standard of Prudence.**

Investments shall be made with judgment and care, under circumstances then prevailing, that persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

In determining whether the Investment Officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration:

- (a) the investment of all funds over which the Investment Officer had responsibility rather than a consideration as to the prudence of a single investment, and
- (b) whether the investment decision was consistent with the written Investment Policy of the RTA.

Employees of the RTA and any investment advisor designated by the Board who are involved in investment decisions, when acting in accordance with this Policy and exercising due diligence, shall not be held personally liable for a specific credit risk or market price change, provided deviation from expectations is reported in a timely manner and appropriate action is taken to control adverse developments.

## **Section 6. Delegation of Authority and Responsibilities.**

All participants in the investment process shall seek to act responsibly as custodians of the public trust. The overall program shall be designed and managed with a degree of professionalism which is worthy of the public trust. Regardless of delegation of investment duties, the Board retains the overall fiduciary responsibility for RTA public funds.

### **(a) The Board of Directors**

The Board's responsibilities include:

- Establishment and annual adoption of the Investment Policy and Strategy;
- Designation of a banking services depository for the funds of the RTA;
- Approval of the list of broker/dealers for the purpose of selling investment transactions to the RTA;
- Approval of the selection of, if the Board so desires, an investment advisor for the purpose of managing RTA funds;
- Quarterly review of investment reports and performance;
- Designation of an employee(s) of the RTA to serve as Investment Officer(s) to be responsible for the investment of its funds consistent with the adopted Investment Policy. (Authority granted to a person to invest the RTA's funds is effective until rescinded by the RTA or until termination of the person's employment with the RTA.)

### **(b) Investment Officer(s)**

The Director of Finance and the Managing Director of Administration acting on behalf of RTA are designated as the Investment Officers and are responsible for investment management decisions and activities. The Investment Officers' responsibilities include the following.

- The Investment Officers are responsible for considering the quality and capability of staff, investment advisors, and consultants involved in investment management.
- The Investment Officers shall develop and maintain written administrative procedures for the operation of the investment program which are consistent with this Investment Policy.

- The Investment Officers shall be responsible for all transactions undertaken and shall establish a system of controls and documentation to regulate the activities of subordinate officials and staff.
- The Investment Officers shall designate a staff person as a liaison/deputy in the event circumstances require timely action and the Investment Officers are not available.
- No officer or designee may engage in an investment transaction except as provided under the terms of this Policy and established procedures.
- The Investment Officers shall be knowledgeable of laws concerning the investment of public funds, current investment practices and investment risks and opportunities as required by the Act (2256.008). The Investment Officer shall obtain ten (10) hours of training within twelve months of assuming the position and in each two year period that begins on the first day of the RTA's fiscal year and consists of the two consecutive fiscal years after that. The training may be obtained from:
  - Government Finance Officers Association
  - Government Finance Officers Association of Texas
  - Government Treasurers Organization of Texas
  - Association of Public Treasurers of the US & Canada
  - Texas Municipal League
  - University of North Texas Center for Public Management
  - Patterson & Associates

If the Investment Officers desire to attend an investment-training seminar presented by another organization for training credit, such seminar must be approved by the Chief Executive Officer and the Managing Director of Administration.

- The Investment Officers shall be bonded employees.
  - This Policy and its adopting resolution authorize the Investment Officers to engage in investment transactions on behalf of RTA. The persons so authorized are authorized to approve electronic transfers used in the process of investing.
  - If the Investment Officers have a personal business relationship with a business organization offering to engage in an investment transaction with the RTA, that individual shall file a statement disclosing that personal business interest in accordance with the Act
  - The Investment Officers shall develop and maintain a cash flow analysis to determine available balances and project cash flow needs for the prudent investment of RTA funds and the creation of adequate liquidity buffers.
  - The Investment Officers shall maintain current and accurate documentation on all investment transactions and holdings.
  - The Investment Officers shall ensure adequate security and independent safekeeping for all securities owned by or pledged to RTA.
  - The Investment Officers shall ensure that all certification and other requirements placed on financial counter-parties are observed.
  - The Investment Officers shall monitor the credit ratings of all investments requiring ratings no less than monthly. Ratings may be obtained from the rating agencies, Bloomberg, the Wall Street Journal or other recognized financial reporting entities. Should the investments lose the required ratings, the Investment Officers shall inform the CEO of the loss of the ratings and options for the liquidation of the investments consistent with this policy.
- Rated investments include:
- Obligations of States (other than Texas) and their agencies and subdivisions; banker's acceptances, commercial paper, money market mutual funds and investment pools.
  - The Investment Officers shall monitor the status and ownership of all banks issuing brokered CDs owned by the RTA based upon information from the FDIC. If any bank has been acquired or merged with another bank in which brokered CDs are owned, the Investment Officers shall immediately liquidate any brokered CD which places the RTA above the FDIC insurance level.

## **Section 7. Authorized Investments.**

**(a) List of Investments.** The investment types listed below, and as further defined by the Act, are authorized for the RTA. If additional types of securities are approved for investment by public funds by state statute, they will not be eligible for investment by RTA until this Policy has been amended and the amended version adopted by the Board.

- Obligations of the United States, its agencies, and instrumentalities with a stated maturity not to exceed three years and excluding mortgage backed securities.
- Direct obligations of the State of Texas or its agencies and instrumentalities with a stated maturity not to exceed two years.
- Obligations, the principal and interest of which are unconditionally guaranteed, insured, or backed by, the full faith and credit of the State of Texas or the United States or their respective agencies and instrumentalities including the Federal Deposit Insurance Corporation and with a stated maturity not to exceed three years, and excluding mortgage backed securities.
- Obligations of states, agencies, counties, cities, and other political subdivisions of any US state rated not less than A or its equivalent by at least two nationally recognized investment rating agencies not to exceed three years to maturity.
- Fully insured or collateralized depository certificates of deposit from any bank doing business in the State of Texas and under the terms of a written depository agreement with that bank, not to exceed two years to stated maturity, to include certificates of deposit purchased through the CDARS program with a Texas bank;
- FDIC insured brokered certificates of deposit securities from a bank in any US state, delivered versus payment to the RTA's safekeeping agent, not to exceed two years to maturity..
- Fully collateralized repurchase agreements and reverse repurchase agreements as defined by the Act, with defined termination dates, and placed through a primary government securities dealer with a stated maturity not to exceed six months. Flex repurchase agreements used for capital projects may extend beyond three years as determined by the bond expenditure plan.
- Bankers' acceptances as defined by the Act with a stated maturity not to exceed three months.
- Commercial paper rated A1/P1 or equivalent by at least two nationally recognized rating agencies with a stated maturity not to exceed three months.
- AAA-rated, local government investment pools in Texas striving to maintain a \$1 net asset value per share.
- SEC registered money market mutual funds as defined by the Act.
- Interest bearing accounts of banks in Texas with FDIC coverage or collateralized in accordance with this Policy.

**(b) Competitive Bidding Requirement.** All securities, including certificates of deposit, will be purchased or sold only after three (3) competitive offers/bids are taken to verify that RTA is receiving a fair market price. In the case of coordinated programs for the purchase of certificates of deposit bids (CDARS) from multiple brokers will not be required.

All bids/offers for investments may be solicited orally, but confirmed in writing (or electronically) with internal trade ticket documentation, written confirmation from the broker/dealer, and original safekeeping receipt from the custodian.

**(c) Delivery versus Payment.** All security transactions, including collateral for repurchase agreements, shall be conducted on a delivery versus payment (DVP) basis. The RTA's custodian shall release funds only after it has received the purchased security into safekeeping. The custodian must be independent from the broker/dealer. The DVP basis shall be contractually established.

To ensure delivery versus payment settlement no securities will be purchased through a subsidiary of RTA's banking services bank.

**(d) Diversification.** The RTA recognizes that investment risks can result from issuer defaults, market price changes, or various technical complications leading to temporary illiquidity. Risk is controlled through portfolio diversification. The maximum limits for diversification on the total portfolio are determined at the time of purchase and are established as:

	<u>Max. % of Portfolio</u>
US Treasury Obligations	80%
US Agencies/Instrumentalities	80%
State Government Obligations	45%
Local Government Obligations	45%
Certificates of Deposit (Depository)	50%
Brokered Certificates of Deposit	30%
Repurchase Agreements	50%
Flex in CIP Funds	100%
Local Government Investment Pools	80%
Money Market Funds	100%
Limited to 80% in any one fund (not to exceed 10% of the value of the fund)	
Commercial Paper	35%
Limited to 5% from any one issuer	
Bankers Acceptances	20%

#### **Section 8. Financial Counter-Parties.**

##### **(a) Designation of Depository**

At least every five years a banking services depository shall be selected through a competitive process. In selecting a depository the services, cost of services, credit worthiness, and collateralization by the institution shall be considered. Collateralization of time and demand deposits in the depository must be in accordance with this Policy.

Any banking institution in which RTA time and demand deposits are placed is a designated depository and funds must be insured or collateralized under a written depository agreement.

##### **(b) Investment Management Firm**

The RTA may contract with an SEC registered investment advisory firm for management of the portfolio.

Any new contracts with an investment advisory firm must be approved by resolution of the Board of Directors.

On-going contracts must be approved annually by resolution of the Board of Directors.

The investment advisor must be registered under the Investment Advisors Act of 1940.

The Investment Officer shall require that the investment advisor provide certain documents including:

- Audited financial statements or other acceptable evidence of financial stability
- SEC annual ADV certification and Central Depository Registration (CRD) number.

The investment advisor is responsible for making investments and carrying out its contractual duties in full compliance with this policy and the Public Funds Investment Act.

**(c) Security Broker/Dealers**

Investments may be made with or through the following institutions:

- Federally insured banks
- Brokers or security dealers reporting to the Market Reports Division of the Federal Reserve Bank of New York also known as "primary government securities dealers," or
- Secondary institutional brokers/dealers registered with the SEC and registered with Financial Industry Regulatory Authority (FINRA).

The Investment Officer(s) shall maintain a list of not less than three authorized broker/dealers to assure competitive bidding. The Investment Officer(s) shall require that all financial institutions and broker/dealers desiring to transact business with the RTA must supply certain documents including:

- Current year audited financial statements or other acceptable evidence of financial stability
- Financial Industry Regulatory Authority (FINRA) certification and the FINRA Central Depository Registration (CRD) number.
- Proof of Texas State Securities registration.

A list of authorized broker/dealers will be prepared by the Investment Officer(s) and reviewed and adopted at least annually by the Board.

**(d) Policy Review Certification**

Each authorized bank, pool, and broker/dealer and investment management firm and advisor must be provided a copy of the then current RTA Investment Policy. The qualified representative of said business organization shall execute a written certification in a form acceptable to the RTA substantially to the effect that the business organization has:

- Received, and thoroughly reviewed this Policy and
- Acknowledged that the business organization has implemented reasonable procedures and controls in an effort to preclude investment transactions that are not authorized by this Policy, except to the extent that this authorization is dependent on an analysis of the makeup of the entire portfolio or requires subjective investment standards.

The Investment Officer(s) may not acquire or otherwise obtain any investment from a person or firm who has not delivered this written certification.

**Section 9. Collateralization and Safekeeping.**

All RTA repurchase agreements will be fully collateralized and all time and demand deposits will be fully insured or collateralized. Collateral of 102 percent is required and must be kept safe by an RTA-approved independent third party.

Authorized collateral for repurchase agreements which is owned by the RTA includes only:

- A combination of cash and securities of the United States or its agencies and instrumentalities. The RTA does not accept letters of credit as collateral.

Authorized collateral for time and demand deposits which is pledged to the RTA includes only:

- Federal Deposit Insurance Corporation ("FDIC") insurance,
- Obligations of the United States or its agencies and instrumentalities, including mortgage backed securities which pass the bank test.
- Direct obligations of the State of Texas or its agencies, or
- Other obligations, the principal of and interest on which are unconditionally guaranteed or insured by the State of Texas or the United States or their respective agencies and instrumentalities.

- Obligations of states, agencies, counties, cities, and other political subdivisions of any state rated not less than A or its equivalent by at least two nationally recognized investment rating agencies.

The RTA reserves the right to refuse any collateral it deems inappropriate.

**(a) Pledged Depository (Pledged) Collateral**

Financial institutions serving as RTA depositories will be required to sign a depository agreement with the RTA and the independent safekeeping agent and in compliance with FIRREA<sup>1</sup>. The agreement shall define the collateral and RTA rights to the collateral in case of default, bankruptcy, or closing and shall establish a perfected security interest in compliance with Federal and State regulations, which includes:

- the Agreement shall be in writing;
- the Agreement shall be approved by the Board of Directors or the Loan Committee of the Depository and a copy of the meeting minutes or resolution reference must be delivered to the RTA; and
- no listing of pledged collateral shall be part of the agreement.

The following conditions must be met before time or demand deposits are made:

- Collateral must be held in an independent third party bank outside the bank's holding company.
- Collateral will be maintained at 102% of principal plus accrued interest at all times, excluding amounts covered by FDIC insurance.
- The bank will be contractually liable for the continuous monitoring and maintaining of collateral and the required margin requirements.
- Pledged collateral will be evidenced by original safekeeping receipts and a monthly report sent directly to the RTA by the custodian including security description, par value, market value and CUSIP number.
- Substitution rights will be granted if the bank obtains prior approval from RTA and if substituting securities are received before previously pledged securities are removed from safekeeping.
- Collateral shall be reviewed on at least a monthly basis by the RTA's Investment Officer and may be audited by the RTA at any time during normal business hours of the safekeeping bank. A monthly listing of collateral from the pledgor shall include pledged securities itemized by: name, type and description of the security, safekeeping receipt number, par value, coupon, cusip number, market value, and maturity date.
- Collateral shall be audited at least annually by the RTA's independent external auditors.
- Substitution of collateral is authorized; however, the pledging institution must contact the Investment Officer for prior approval.

**(b) Repurchase Agreements (Owned) Collateral**

The RTA and any counter party to a repurchase transaction are required to execute the Bond Market Master Repurchase Agreement. An executed copy of this Agreement must be on file before any transaction is initiated. Collateral will be evidenced by safekeeping receipts clearly denoting ownership by the RTA. Collateral will be maintained at 102% and held by an independent third party approved by RTA and delivered on a delivered-versus-payment (DVP) basis.

---

<sup>1</sup>Financial Institutions Resource and Recovery Enforcement Act which governs the actions of the FDIC on default.



## **Section 10. Reporting.**

The Investment Officer(s) shall prepare and submit at least quarterly, signed quarterly investment reports in compliance with the Act and Policy. The reports shall summarize investment strategies employed in the most recent quarter and fully describe investment, maturities, risk characteristics, and investment return for the quarter.

The reports shall include a succinct management summary of the current investment portfolio and changes made during the last quarter. This summary will be prepared in a manner to allow the reader to ascertain whether investment activities during the reporting period have conformed to the Investment policy and adequately maintained diversification and liquidity. The report will include the following:

- A detailed description of the investment position of the entity on the date of the report;
- A summary statement, for each pooled fund group that states the:
  - Beginning market value for the reporting period;
  - Ending market value for the period; and
  - Fully accrued interest for the reporting period;
- For each individual invested asset:
  - State the book value and market value at the end of the reporting period by the type of asset and fund type invested;
  - State the maturity date of each separately invested asset that has a maturity date;
  - State the account or fund or pooled group fund for which each individual investment was acquired (if more than one such account or fund exists).
- Dollar weighted average yield of the portfolio and its benchmarks,
- Earnings for the period (accrued plus net amortization),
- Analysis of the total portfolio by market sector and maturity, and
- Statement of compliance of the investment portfolio with the Act and the Investment Policy.

Market prices for the calculation of market value will be obtained from independent sources.

If the RTA invests in other than money market mutual funds or accounts offered by its depository bank in the form of certificates of deposits or money market accounts or similar accounts, the reports prepared by the Investment Officer(s) shall be formally reviewed at least annually by the independent auditor, and the results of the review shall be reported to the Board by the auditor.

## **Section 11. Annual Policy Adoption.**

The RTA legal counsel shall review this policy annually to ensure it complies with the applicable laws. The Board shall review and adopt the Policy no less than annually and the adopting resolution shall reference any changes made.

Last Approved by Resolution February 3, 2016

**Corpus Christi Regional Transportation Authority Investment Policy  
ATTACHMENT A**

**Authorized Investment Advisor**

Patterson & Associates  
Austin, Texas

**Corpus Christi Regional Transportation Authority Investment Policy  
ATTACHMENT B**

**Authorized List of Brokers/Dealers**

- Bank of America/Merrill Lynch
- Frost Bank Capital Markets
- International FC Stone
- Mizuho Securities
- Morgan Stanley Securities
- Mutual Securities
- Piper Jaffray
- RBC Capital Markets
- SAMCO Capital Markets
- Stifel Nicolaus
- Wells Fargo Securities (money market funds only)
- Garcia Hamilton & Associates



## CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Administration & Finance Committee Memo

January 25, 2017

**Subject: 2017 Defined Benefit Pension Plan Contribution**

### **Background**

The Authority does not participate in the Federal Social Security (SS) System for providing retirement benefits to its employees. Under SS, employees and employers each contribute 6.2% of employee compensation. Alternatively, the RTA provides two separate plans for its employees:

- Defined Benefit (DB) – 100 % employer funded based on actuarial studies.
- Defined Contribution (DC) – Employee funded at 7.51% of remuneration.

The DB Plan is the focus of this document, which requires funding by the RTA at the amount determined annually by the actuarial firm contracted with by the RTA. RTA employees who are eligible to receive benefits from the DB Plan may retire at the normal retirement age of 62 without penalties or at age 55 with a 5% reduction for each year before age 62 that an employee begins drawing benefits. The benefit is a fixed annual retirement benefit that is paid on a monthly basis. The benefit formula for determining the annual normal retirement amount each employee will receive is as follows: Average final 3 years of earnings x 2% x Total Years of Service.

The annual contribution has three parts: 1) **NORMAL COST** which is the cost of participants benefits allocated to the current plan year; 2) the **ALLOCATED PORTION of any PRIOR YEAR LOSSES** being amortized over a period of time – in the case of the CCRTA these are losses from 2008 being allocated over fifteen years; and 3) **INTEREST of 7.5%** for the period between January 1<sup>st</sup> and the time any contribution for the year is made.

### **Identified Need**

In the past the Authority has made estimated costs roughly equal to the normal costs early in the year and has made the final contribution once the actuarial report is completed and approved by the board usually in May or June. Because of the potential savings on interest since the short term rates the Authority can make are significantly less than the 7.5% estimated long term interest used by the actuary, staff recommends making a contribution early in the year (January/February) equal to the estimated total contribution. If the estimate is less than the actual contribution as determined by the actuary then an additional contribution with interest will be required later. If the estimate is higher than the actual required contribution the Authority will have paid in more than necessary, however, this should lessen the amount of the contribution in future years.

**Fiscal Impact**

The estimated contribution for 2017 is \$1,383,969, which is the amount included in the 2017 budget. The table below shows the estimated contribution and the actual amounts for the two prior years for comparison.

	<u>2015</u>	<u>2016</u>	<u>2017</u>
Normal Cost	\$ 876,806	\$ 941,470	
UAAL Payment (1)	106,890	527,334	
Interest	1,479	34,932	
Required Contribution	985,175	1,503,736	1,383,969
Excess Contributions	0	0	
Net Contribution	\$ 985,175	\$ 1,503,736	\$ 1,383,969

(1) UAAL – Unfunded Actuarially Accrued Liability

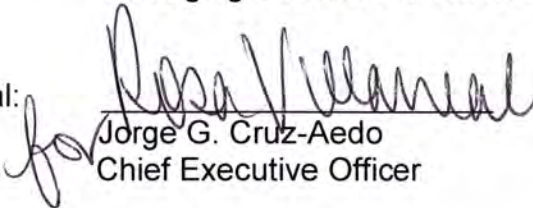
**Recommendation**

Staff requests that the Administration Committee recommend to the Board of Directors the authorization of staff to make a contribution of \$1,383,969 to the CCRTA Defined Benefit Plan & Trust for 2017. Any additional required contribution for 2017 will be made after the actuarial report is completed and presented to the Administration Committee and the Board.

Respectfully Submitted,

Submitted by:   
Cindy O'Brien  
Director of Finance

Final Review:   
Robert Saldaña  
Managing Director of Administration

Approval:   
Jorge G. Cruz-Aedo  
Chief Executive Officer



CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY

Administration & Finance Committee Memo

January 18, 2017

**Subject: Investment Report for the 4<sup>th</sup> Quarter Ended December 31, 2016**

As of December 31, 2016 the Authority's combined investment portfolio had a book value of \$25,429,931 and a market value of \$25,428,872. The portion attributed to the bonds was \$6,287 for book and market value since all funds were invested in a money market account, with the balance of \$25,422,584 book value and \$25,371,359 market value, being CCRTA funds. Investments held as of December 31, 2016 had a weighted average yield of 0.360% and a weighted average maturity of 49 days.

Net investment income on the portfolio for the fourth quarter of 2016 was \$24,790.

The investment return for the quarter was .360% versus the benchmark yield of .570% for a six month treasury.

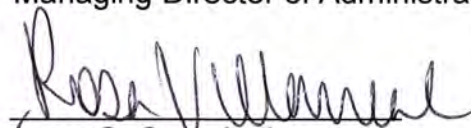

The portfolio consists of a diversified list of investments with 11% in T-Notes, 56% in Bank investments, 21% in CDs and Agencies, 8% in Money Market funds and 4% in Commercial Paper.

The full investment report is included as a separate attachment.

Respectfully Submitted,

Submitted by:   
Cindy O'Brien  
Director of Finance

Final Review:   
Robert Saldaña  
Managing Director of Administration

Approval:   
for  Jorge G. Cruz-Aedo  
Chief Executive Officer



CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY

**Quarterly Investment Report**  
**As of December 31, 2016**

PATTERSON & ASSOCIATES



INVESTMENT PROFESSIONALS

# Closing Out A Surprising Year

The beginning of the year was full of anticipation for a growing economy. The Federal reserve had raised rates off the interminable zero percent in the shared belief of slow but sustainable growth and improving employment. And then reality set in and the growth continued but ever so moderately.

The employment rate kept falling but we were unsure if people had simply given up (participation rate) or employers were still not convinced enough to actually hire new workers. Of course the vitriolic election rhetoric did nothing to calm nerves or encourage change until that fateful day in November.

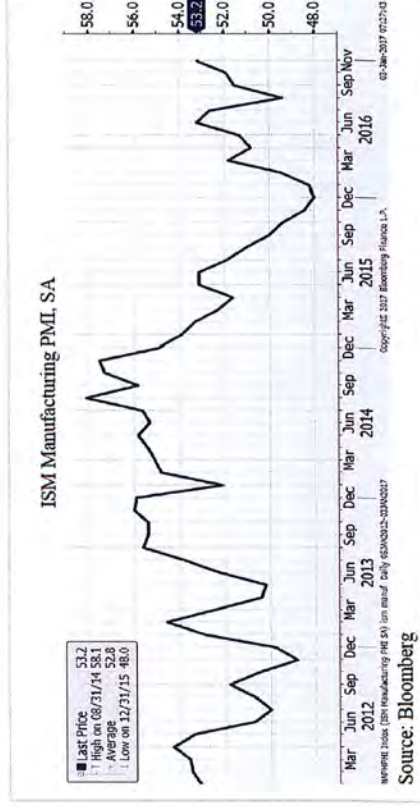
Meanwhile interest rates kept slowly rising as the market cautiously moved to push the Fed further. The US rates were held down by the significant difference in our rates versus the rest of the world. Even low positive rates in US Treasuries and agencies outshined negative rates in strong global sovereigns bonds. The 10-year German bond stayed at negative levels much of the year.

However, since the election in early November, not only the markets but the economy itself has been moving more positively. Two key areas – construction and manufacturing – which had up and down motions throughout the year, are both moving strongly forward. The has been a uniform surge in US business as well as consumer survey since November.

The US construction arena is especially strong showing an increase of 0.9%. Strong growth in single family starts and non-residential construction could be getting support from increasing mortgage rates, which are pushing buyers to commit.

In addition, the ISM (Institute of Supply Management) is up significantly to its highest rate in 2 years (54.7). This was even stronger than regional fed reports had indicated for the past quarter. Jumps in orders and production led the way giving a welcome year-end boost. Naturally the strength of the US dollar will continue to undercut our goods against other currencies. for awhile longer at least.

Helping the trend was an uptick in local government spending after a mid-year pull back





# Global Underpinnings of Growth

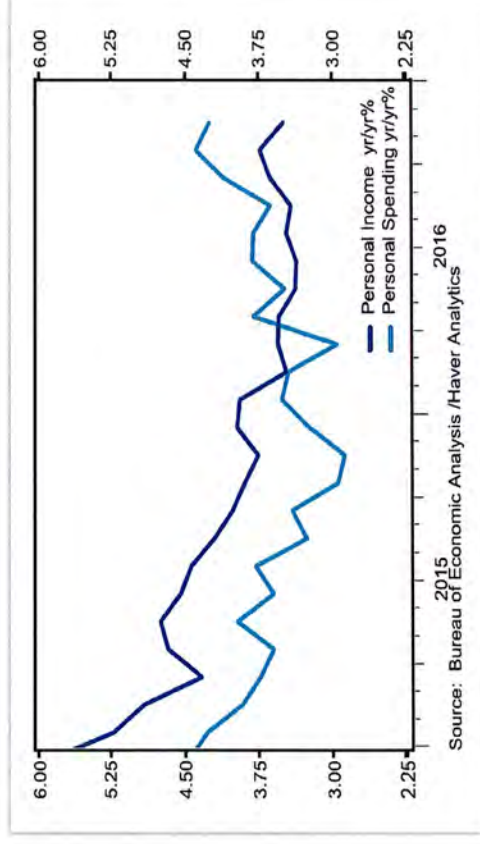
As part of the growth in the US the worker has seen an uptick in personal income and responded – as our consumers normally do – with increased spending, which aides the consumer retail and staples areas.

The markets in the US surged as investors moved money out of bonds to riskier assets (stocks) on plans espoused by the new administration. There remains however some nervousness about the impact of trade policy changes for both US and international products.

General global growth has also aided this general upward growth trajectory. German CPI doubled in the last quarter fed somewhat by higher oil prices. The internal strife between OPEC and non-OPEC members started to move prices up at yearend but they had remained low for most of the quarter.

The German unemployment rate also continued to decline even with the inflow of immigrants. In the UK, manufacturing jumped to its fastest pace in 2.5 years..

China, always a mystery because of fabricated data, continues to spur growth. Instead of the devaluing/supporting of the yuan that was attempted earlier in the year, the Chinese have now “downgraded” the US dollar. They accomplished this by dropping the weight of the USD in their basket of currencies which define the yuan. This lessens their need to devalue the yuan in case of a trade war.



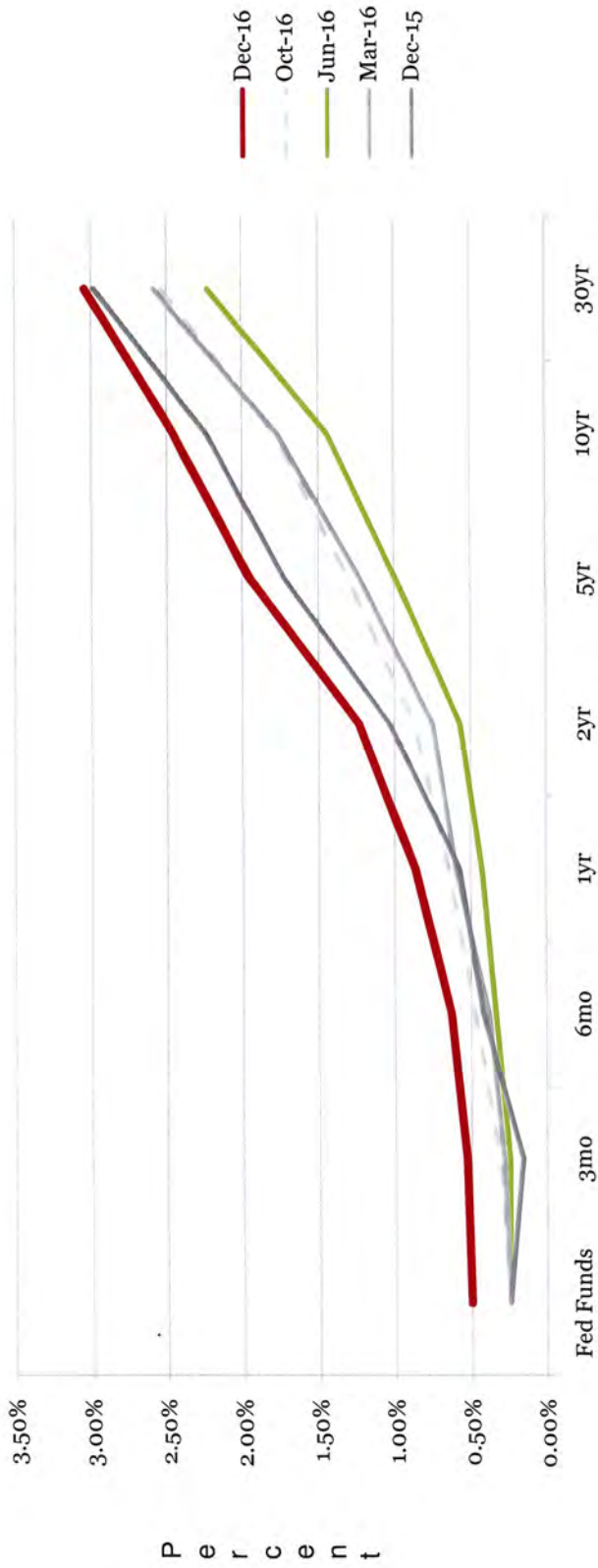
Pensions remain on everyone’s mind as Dallas lead the news with its formidable underfunding. The Center for State and Local Gov’t Excellence notes that 74% of states and 57% of large localities cut of benefits between 2009 and 2014. Most cuts going to new employees. With 25% cutting COLA adjustments.

A notable bright spot was Puerto Rico’s new President who entered office cutting expenses and balancing budgets. PR utilities paid their \$192.5million interest in January which is an excellent sign of progress.

Hopefully 2017 will see continuing efforts in that direction. The bailout of the Italian bank , Monte Peschi, has begun but leading in governments worldwide have \$7.7 trillion in debt maturing in 2017. That will be a real test of underlying strength globally.

# Rates in 2016

- It seems appropriate at the end of the year to look back, by quarter, to the moves during 2016. For all the turmoil, the curve is only slightly higher than during the euphoria of the first rate increase and expected robust economy in December 2015.
- Reality knocked the curve back substantially as did the cacophony of the election in March.
- Brexit and ever mounting election rhetoric drove yields even lower in June as did new changes in banking regulations and changes to the structure of money market funds.
- October was in a wait and see position for the elections.
- Finally, in December, the FOMC had raised rates once again as expected and a new administration was being formed promising reduced regulations and tax reform, which boosted the animal spirits, set the Dow and NASDAQ to record highs, and moved money out of the treasury market towards more risk and yield. It drove rates to heights not seen in years.



End of Month Rates - Full Yield Curve - Fed Funds to 30yr

Corpus Christi Regional Transportation Authority (RTA), Texas

Quarterly Investment Report  
 October - December 2016  
**Portfolio Summary Management Report**


This quarterly report is prepared in compliance with the Investment Policy and Strategy of the CCRTA and the Public Funds Investment Act (Chapter 2256., Texas Government Code).

<u>Portfolio as of September 30, 2016</u>		<u>Portfolio as of December 31, 2016</u>	
Beginning Book Value	\$ 25,198,167	Ending Book Value	\$ 25,429,932
Beginning Market Value	\$ 25,202,806	Market Value	\$ 25,428,872
Unrealized Gain/Loss	\$ 4,639	Investment Income for the period	\$ 24,790
		Unrealized Gain/Loss	\$ (1,060)
		<b>Change in Unrealized Gain/Loss</b>	<b>\$ (5,699)</b>
WAM at Beginning Period Date <sup>1</sup>	34 days	WAM at Ending Period Date <sup>1</sup>	49 days
		Change in Market Value <sup>2</sup>	\$ 226,066

Average Yield to Maturity for period **0.361%**  
 Average Yield 6 month Treasury Bill for period **0.570%**  
 Average Yield 1 Year Treasury Note for period **0.750%**

  
 Cindy O'Brien, Finance Director  
 Corpus Christi RTA

  
 Linda Patterson  
 Patterson & Associates, Registered Investment Advisor

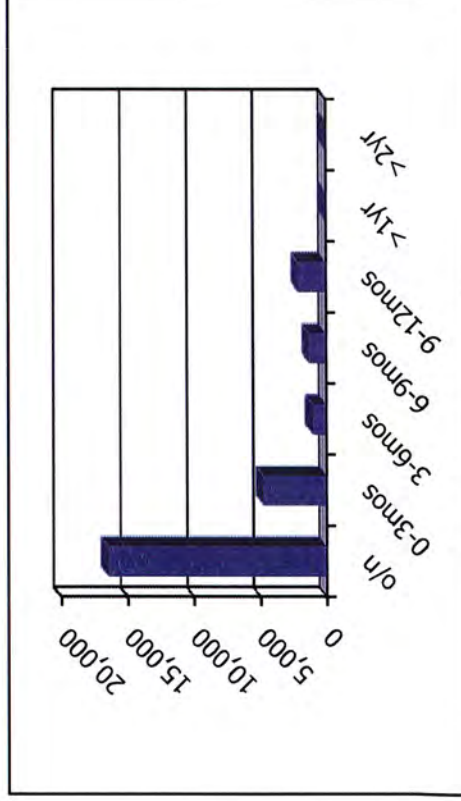
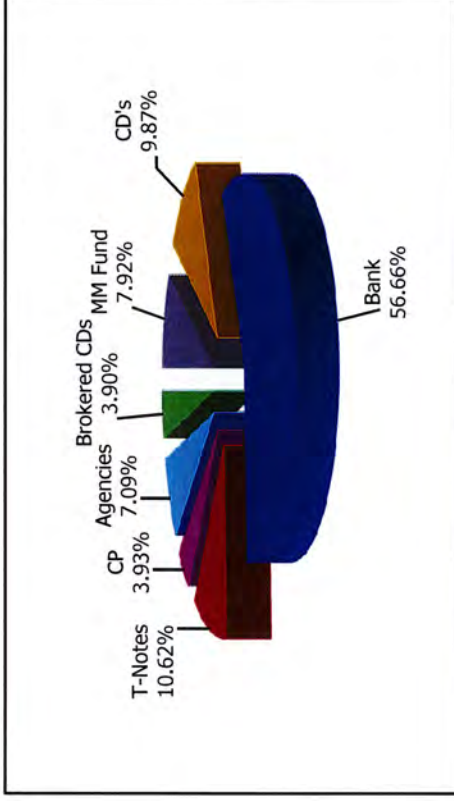
  
 Jorge Cruz-Aedo, Chief Executive Officer  
 Corpus Christi RTA

<sup>1</sup> WAM, represents weighted average maturity.  
<sup>2</sup> Change in Market Value " is required data, but will primarily reflect the receipt and expenditure of the Authority's funds from quarter to quarter.  
<sup>3</sup> The Earnings Credit is being reported as interest earnings, but is used to offset banking fees.

# Your Portfolio

As of December 31, 2016

- P&A constantly reviews your portfolio for optimal asset allocation and a controlled average maturity because a diversified portfolio can better adjust to volatile market conditions.
- The very short-term rates have moved up in the last quarter offering some opportunities for diversification – especially for those with access to commercial paper. Past one year there are many more alternatives as rates creep up.
- Banks remain *uninterested* in new deposits and municipal debt has become less attractive as the supply of new muni bonds dries up. Few outperform the agencies at this point in time.
- It is still time to reduce cash balances and stretch out longer and into the two year area if possible.
- The non-cash portion of your portfolio is yielding 0.68%.





**Corpus Christi RTA  
Portfolio Management  
Portfolio Summary  
December 31, 2016**

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 365 Equiv.
Certificates of Deposit	492,455.72	492,455.72	492,455.72	1.94	365	275	0.426
Commercial Paper Disc. -Amortizing	1,000,000.00	999,958.33	999,958.33	3.93	61	2	0.761
Federal Agency Coupon Securities	1,800,000.00	1,803,070.20	1,804,398.47	7.10	329	270	0.712
Treasury Coupon Securities	2,700,000.00	2,700,518.60	2,699,883.97	10.62	391	39	0.643
Brokered CDs	992,000.00	991,633.94	992,000.00	3.90	181	128	0.600
Bank Accounts	14,408,106.24	14,408,106.24	14,408,106.24	56.66	1	1	0.176
MM Funds	2,014,991.83	2,014,991.83	2,014,991.83	7.92	1	1	0.370
CD's - Interest Mon/Qu/Ann	2,018,137.43	2,018,137.43	2,018,137.43	7.94	365	185	0.740
<b>Investments</b>	<b>25,425,691.22</b>	<b>25,428,872.29</b>	<b>25,429,931.99</b>	<b>100.00%</b>	<b>111</b>	<b>49</b>	<b>0.368</b>

<b>Cash and Accrued Interest</b>							
Accrued Interest at Purchase		1,752.97	1,752.97				
Subtotal		1,752.97	1,752.97				
<b>Total Cash and Investments</b>	<b>25,425,691.22</b>	<b>25,430,625.26</b>	<b>25,431,684.96</b>		<b>111</b>	<b>49</b>	<b>0.368</b>

Total Earnings	December 31	Month Ending	Fiscal Year To Date	Fiscal Year Ending
Current Year		8,447.42	106,756.10	106,756.10

The following reports are submitted in accordance with the Public Funds Investment Act (Texas Gov't Code 2256). The reports also offer supplemental information not required by the Act in order to fully inform the governing body of Corpus Christi Regional Transportation Authority of the position and activity within the Authority's portfolio of investment. The reports include a management summary overview, a detailed inventory report for the end of the period, a transaction report, as well as graphic representations of the portfolio to provide full disclosure to the governing body.

*Cindy O'Brien*  
Cindy O'Brien, Finance Director

**Corpus Christi RTA  
 Summary by Type  
 December 31, 2016  
 Grouped by Fund**

Security Type	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
<b>Fund: Construction Bond 2013</b>						
MM Funds	1	6,287.02	6,287.02	0.02	0.450	1
<b>Subtotal</b>	<b>1</b>	<b>6,287.02</b>	<b>6,287.02</b>	<b>0.02</b>	<b>0.450</b>	<b>1</b>
<b>Fund: General Fund</b>						
Commercial Paper Disc - Amortizing	1	1,000,000.00	999,958.33	3.93	0.761	2
Certificates of Deposit	2	492,455.72	492,455.72	1.94	0.426	275
CD's - Interest Mon/Qtr/Ann	2	2,018,137.43	2,018,137.43	7.94	0.740	185
Federal Agency Coupon Securities	2	1,800,000.00	1,804,398.47	7.10	0.712	270
MM Funds	2	2,008,704.81	2,008,704.81	7.90	0.370	1
Brokered CDs	4	992,000.00	992,000.00	3.90	0.600	128
Treasury Coupon Securities	2	2,700,000.00	2,699,883.97	10.62	0.643	39
Bank Accounts	2	14,408,106.24	14,408,106.24	56.66	0.176	1
<b>Subtotal</b>	<b>17</b>	<b>25,419,404.20</b>	<b>25,423,644.97</b>	<b>99.99</b>	<b>0.368</b>	<b>49</b>
<b>Total and Average</b>	<b>18</b>	<b>25,425,691.22</b>	<b>25,429,931.99</b>	<b>100.00</b>	<b>0.368</b>	<b>49</b>



**Corpus Christi RTA  
Fund CON - Construction Bond 2013  
Investments by Fund  
December 31, 2016**

Patterson & Associates  
901 S. MoPac  
Suite 195  
Austin, TX 78746

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
MM Funds											
8664004176	10065	East West Bank MM 3 Check	03/14/2014	6,287.02	6,287.02	6,287.02	0.450	0.443	0.450		1
		<b>Subtotal and Average</b>		<b>6,287.02</b>	<b>6,287.02</b>	<b>6,287.02</b>		<b>0.444</b>	<b>0.450</b>		<b>1</b>
		<b>Total Investments and Average</b>		<b>6,287.02</b>	<b>6,287.02</b>	<b>6,287.02</b>		<b>0.444</b>	<b>0.450</b>		<b>1</b>

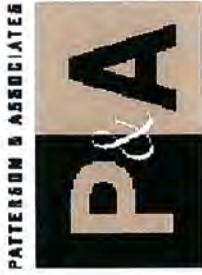
**Fund GEN - General Fund  
Investments by Fund  
December 31, 2016**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
<b>Certificates of Deposit</b>											
16102B	10136	Crockett National Bank	12/10/2016	247,455.72	247,455.72	247,455.72	0.650	0.641	0.650	12/10/2017	343
51199D	10124	Kleberg Bank CD	07/26/2016	245,000.00	245,000.00	245,000.00	0.200	0.197	0.200	07/26/2017	206
		<b>Subtotal and Average</b>		<b>492,455.72</b>	<b>492,455.72</b>	<b>492,455.72</b>	<b>0.420</b>	<b>0.420</b>	<b>0.426</b>		<b>274</b>
<b>Commercial Paper Disc. -Amortizing</b>											
16536HN31	10128	Chesham Finance CP	11/03/2016	999,958.33	1,000,000.00	999,958.33		0.750	0.761	01/03/2017	2
		<b>Subtotal and Average</b>		<b>999,958.33</b>	<b>1,000,000.00</b>	<b>999,958.33</b>		<b>0.751</b>	<b>0.761</b>		<b>2</b>
<b>Federal Agency Coupon Securities</b>											
3133EDXA5	10130	FFCB Note	11/03/2016	802,675.75	800,000.00	801,999.20	1.150	0.706	0.716	10/10/2017	282
3136G0C66	10129	FNMA Note	11/03/2016	1,001,722.72	1,000,000.00	1,001,071.00	0.950	0.698	0.708	09/19/2017	261
		<b>Subtotal and Average</b>		<b>1,804,398.47</b>	<b>1,800,000.00</b>	<b>1,803,070.20</b>		<b>0.702</b>	<b>0.712</b>		<b>270</b>
<b>Treasury Coupon Securities</b>											
912828H78	10115	T Note	11/30/2015	999,811.08	1,000,000.00	1,000,114.00	0.500	0.721	0.731	01/31/2017	30
912828B74	10121	T Note	02/12/2016	1,700,072.89	1,700,000.00	1,700,404.60	0.625	0.581	0.589	02/15/2017	45
		<b>Subtotal and Average</b>		<b>2,699,883.97</b>	<b>2,700,000.00</b>	<b>2,700,518.60</b>		<b>0.634</b>	<b>0.643</b>		<b>39</b>
<b>Brokered CDs</b>											
14042REB3	10132	Capital One NA CD FDIC# 4297	11/09/2016	248,000.00	248,000.00	247,930.06	0.600	0.591	0.600	05/09/2017	128
254672N79	10131	Discover Bank CD FDIC# 5649	11/09/2016	248,000.00	248,000.00	247,930.06	0.600	0.591	0.600	05/09/2017	128
46176PFQ3	10134	Inv Bk/Short Hills FDIC#28892	11/10/2016	248,000.00	248,000.00	247,886.91	0.600	0.591	0.599	05/09/2017	128
71270QQA7	10133	Peoples United Bk FDIC# 27334	11/09/2016	248,000.00	248,000.00	247,886.91	0.600	0.591	0.600	05/09/2017	128
		<b>Subtotal and Average</b>		<b>992,000.00</b>	<b>992,000.00</b>	<b>991,633.94</b>		<b>0.592</b>	<b>0.600</b>		<b>128</b>
<b>Bank Accounts</b>											
7407163281	10117	Wells Fargo Bus Market Rate PF	01/01/2016	1,753,217.54	1,753,217.54	1,753,217.54	0.150	0.147	0.150		1
9226631688	10002	Wells Fargo Bank Choice IV	01/01/2012	12,654,888.70	12,654,888.70	12,654,888.70	0.180	0.177	0.180		1
		<b>Subtotal and Average</b>		<b>14,408,106.24</b>	<b>14,408,106.24</b>	<b>14,408,106.24</b>		<b>0.174</b>	<b>0.176</b>		<b>1</b>
<b>MM Funds</b>											
5259A	10122	Fidelity Prime MM Inst (FIPXX)	02/19/2016	0.00	0.00	0.00					1
5259B	10127	Wells Fargo Gov MM (WFFXX)	09/08/2016	2,008,704.81	2,008,704.81	2,008,704.81	0.370	0.364	0.370		1



**Fund GEN - General Fund  
Investments by Fund  
December 31, 2016**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
<b>CD's - Interest Mon/Qtr/Ann</b>											
172267625C	10123	East West Bank	03/07/2016	1,016,897.22	1,016,897.22	1,016,897.22	0.700	0.690	0.700	03/07/2017	65
172443647	10135	East West Bank	11/04/2016	1,001,240.21	1,001,240.21	1,001,240.21	0.780	0.769	0.780	11/04/2017	307
		<b>Subtotal and Average</b>		<b>2,018,137.43</b>	<b>2,018,137.43</b>	<b>2,018,137.43</b>		<b>0.730</b>	<b>0.740</b>		<b>185</b>
<b>Total Investments and Average</b>				<b>25,423,644.97</b>	<b>25,419,404.20</b>	<b>25,422,585.27</b>		<b>0.363</b>	<b>0.368</b>		<b>49</b>
		<b>Subtotal and Average</b>		<b>2,008,704.81</b>	<b>2,008,704.81</b>	<b>2,008,704.81</b>		<b>0.365</b>	<b>0.370</b>		<b>1</b>



Patterson & Associates  
901 S. MoPac  
Suite 195  
Austin, TX 78746

## Corpus Christi RTA Cash Reconciliation Report For the Period October 1, 2016 - December 31, 2016 Grouped by Fund

Trans. Date	Investment #	Fund	Trans. Type	Security ID	Par Value	Security Description	Maturity Date	Purchases	Interest	Redemptions	Cash
<b>General Fund</b>											
10/15/2016	10112	GEN	Interest	912828WA4	1,000,000.00	TNOTE 1.0M 0.63% Mat. 10/15/2016	10/15/2016	0.00	3,125.00	0.00	3,125.00
10/15/2016	10112	GEN	Maturity	912828WA4	1,000,000.00	TNOTE 1.0M 0.63% Mat. 10/15/2016	10/15/2016	0.00	0.00	1,000,000.00	1,000,000.00
11/03/2016	10128	GEN	Purchase	16536HN31	1,000,000.00	CHESH 1.0M 0.00% Mat. 01/03/2017	01/03/2017	-998,729.17	0.00	0.00	-998,729.17
11/03/2016	10129	GEN	Purchase	3136G0C66	1,000,000.00	FNMA 1.0M 0.95% Mat. 09/19/2017	09/19/2017	-1,002,110.00	-1,161.11	0.00	-1,003,271.11
11/03/2016	10130	GEN	Purchase	3133EDA5	800,000.00	FFCB 0.8M 1.15% Mat. 10/10/2017	10/10/2017	-803,232.00	-587.78	0.00	-803,819.78
11/04/2016	10135	GEN	Purchase	172443647	1,000,000.00	EWB 1.0M 0.78% Mat. 11/04/2017	11/04/2017	-1,000,000.00	0.00	0.00	-1,000,000.00
11/09/2016	10131	GEN	Purchase	254672N79	248,000.00	DISCBK 0.2M 0.60% Mat.	05/09/2017	-248,000.00	0.00	0.00	-248,000.00
11/09/2016	10132	GEN	Purchase	14042REB3	248,000.00	CPONNA 0.2M 0.60% Mat.	05/09/2017	-248,000.00	0.00	0.00	-248,000.00
11/09/2016	10133	GEN	Purchase	71270QA7	248,000.00	PUNBK 0.2M 0.60% Mat. 05/09/2017	05/09/2017	-248,000.00	0.00	0.00	-248,000.00
11/10/2016	10134	GEN	Purchase	46176PFQ3	248,000.00	INVBKS 0.2M 0.60% Mat.	05/09/2017	-248,000.00	-4.08	0.00	-248,004.08
11/15/2016	10113	GEN	Interest	912828WF3	1,000,000.00	TNOTE 1.0M 0.63% Mat. 11/15/2016	11/15/2016	0.00	3,125.00	0.00	3,125.00
11/15/2016	10120	GEN	Interest	912828WF3	1,000,000.00	TNOTE 1.0M 0.63% Mat. 11/15/2016	11/15/2016	0.00	3,125.00	0.00	3,125.00
11/15/2016	10113	GEN	Maturity	912828WF3	1,000,000.00	TNOTE 1.0M 0.63% Mat. 11/15/2016	11/15/2016	0.00	0.00	1,000,000.00	1,000,000.00
11/15/2016	10120	GEN	Maturity	912828WF3	1,000,000.00	TNOTE 1.0M 0.63% Mat. 11/15/2016	11/15/2016	0.00	0.00	1,000,000.00	1,000,000.00
11/15/2016	10125	GEN	Maturity	0347M2LF1	500,000.00	ANGLE 0.5M 0.00% Mat. 11/15/2016	11/15/2016	0.00	0.00	500,000.00	500,000.00
11/15/2016	10126	GEN	Maturity	62455ALF2	500,000.00	MOUNT 0.5M 0.00% Mat.	11/15/2016	0.00	0.00	500,000.00	500,000.00
12/10/2016	10116	GEN	Interest	16102A	246,592.50	CNB 0.2M 0.35% Mat. 12/10/2016	12/10/2016	0.00	865.44	0.00	865.44
12/10/2016	10116	GEN	Maturity	16102A	246,592.50	CNB 0.2M 0.35% Mat. 12/10/2016	12/10/2016	0.00	0.00	246,592.50	246,592.50
12/10/2016	10136	GEN	Purchase	16102B	247,455.72	CNB 0.2M 0.65% Mat. 12/10/2017	12/10/2017	-247,455.72	0.00	0.00	-247,455.72
12/15/2016	10114	GEN	Interest	912828A59	1,000,000.00	TNOTE 1.0M 0.63% Mat. 12/15/2016	12/15/2016	0.00	3,125.00	0.00	3,125.00
12/15/2016	10114	GEN	Maturity	912828A59	1,000,000.00	TNOTE 1.0M 0.63% Mat. 12/15/2016	12/15/2016	0.00	0.00	1,000,000.00	1,000,000.00
12/31/2016	10123	GEN	Interest	172267625C	1,011,063.43	EWB 1.0M 0.70% Mat. 03/07/2017	03/07/2017	0.00	1,792.60	0.00	1,792.60
12/31/2016	10123	GEN	Interest	172267625C	1,011,063.43	EWB 1.0M 0.70% Mat. 03/07/2017	03/07/2017	-1,792.60	0.00	0.00	-1,792.60
12/31/2016	10135	GEN	Interest	172443647	1,000,000.00	EWB 1.0M 0.78% Mat. 11/04/2017	11/04/2017	0.00	1,240.21	0.00	1,240.21
12/31/2016	10135	GEN	Interest	172443647	1,000,000.00	EWB 1.0M 0.78% Mat. 11/04/2017	11/04/2017	-1,240.21	0.00	0.00	-1,240.21
<b>Subtotal</b>								<b>-5,046,559.70</b>	<b>14,645.28</b>	<b>5,246,592.50</b>	<b>214,678.08</b>
<b>Total</b>								<b>-5,046,559.70</b>	<b>14,645.28</b>	<b>5,246,592.50</b>	<b>214,678.08</b>



PATTERSON & ASSOCIATES

INVESTMENT PROFESSIONALS

Patterson & Associates  
901 S. MoPac  
Suite 195  
Austin, TX 78746

**Corpus Christi RTA  
Purchases Report  
Sorted by Fund - Fund  
October 1, 2016 - December 31, 2016**

CUSIP	Investment #	Fund	Sec. Type	Issuer	Original Par Value	Purchase Date	Payment Periods	Principal Purchased	Accrued Interest at Purchase	Rate at Purchase	Maturity Date	YTM	Ending Book Value
<b>General Fund</b>													
16536HN31	10128	GEN	ACP	CHESH	1,000,000.00	11/03/2016	01/03 - At Maturity	998,729.17			01/03/2017	0.751	999,958.33
3133EDXA5	10130	GEN	FAC	FFCB	800,000.00	11/03/2016	04/10 - 10/10	803,232.00	587.78	1.150	10/10/2017	0.716	802,675.75
3136G0C66	10129	GEN	FAC	FNMA	1,000,000.00	11/03/2016	03/19 - 09/19	1,002,110.00	1,161.11	0.950	09/19/2017	0.708	1,001,722.72
172443647	10135	GEN	RR3	EWB	1,000,000.00	11/04/2016	/ - Quarterly	1,000,000.00		0.780	11/04/2017	0.780	1,001,240.21
14042REB3	10132	GEN	MC2	CPONNA	248,000.00	11/09/2016	05/09 - At Maturity	248,000.00		0.600	05/09/2017	0.600	248,000.00
254672N79	10131	GEN	MC2	DISCBK	248,000.00	11/09/2016	05/09 - At Maturity	248,000.00		0.600	05/09/2017	0.600	248,000.00
71270QQA7	10133	GEN	MC2	PUNBK	248,000.00	11/09/2016	05/09 - At Maturity	248,000.00		0.600	05/09/2017	0.600	248,000.00
46176PFO3	10134	GEN	MC2	INVBKS	248,000.00	11/10/2016	05/09 - At Maturity	248,000.00	4.08	0.600	05/09/2017	0.600	248,000.00
16102B	10136	GEN	BCD	CNB	247,455.72	12/10/2016	12/10 - At Maturity	247,455.72		0.650	12/10/2017	0.650	247,455.72
			<b>Subtotal</b>		<b>5,039,455.72</b>			<b>5,043,526.89</b>	<b>1,752.97</b>				<b>5,045,052.73</b>
			<b>Total Purchases</b>		<b>5,039,455.72</b>			<b>5,043,526.89</b>	<b>1,752.97</b>				<b>5,045,052.73</b>



Patterson & Associates  
 901 S. MoPac  
 Suite 195  
 Austin, TX 78746

## Corpus Christi RTA Maturity Report Sorted by Maturity Date

Amounts due during October 1, 2016 - December 31, 2016

CUSIP	Investment #	Fund	Sec. Type	Issuer	Par Value	Maturity Date	Purchase Date	Rate at Maturity	Book Value at Maturity	Interest	Maturity Proceeds	Net Income
912828WA4	10112	GEN	TRC	TNOTE	1,000,000.00	10/15/2016	11/30/2015	0.625	1,000,000.00	3,125.00	1,003,125.00	3,125.00
0347M2LF1	10125	GEN	ACP	ANGLE	500,000.00	11/15/2016	09/12/2016		500,000.00	0.00	500,000.00	0.00
62455ALF2	10126	GEN	ACP	MOUNT	500,000.00	11/15/2016	09/12/2016		500,000.00	0.00	500,000.00	0.00
912828WF3	10113	GEN	TRC	TNOTE	1,000,000.00	11/15/2016	11/30/2015	0.625	1,000,000.00	3,125.00	1,003,125.00	3,125.00
912828WF3	10120	GEN	TRC	TNOTE	1,000,000.00	11/15/2016	02/12/2016	0.625	1,000,000.00	3,125.00	1,003,125.00	3,125.00
16102A	10116	GEN	BCD	CNB	246,592.50	12/10/2016	12/10/2015	0.350	246,592.50	865.44	247,457.94	865.44
912828A59	10114	GEN	TRC	TNOTE	1,000,000.00	12/15/2016	11/30/2015	0.625	1,000,000.00	3,125.00	1,003,125.00	3,125.00
<b>Total Maturities</b>					<b>5,246,592.50</b>				<b>5,246,592.50</b>	<b>13,365.44</b>	<b>5,259,957.94</b>	<b>13,365.44</b>

**Corpus Christi RTA  
 Interest Earnings  
 Sorted by Fund - Fund  
 October 1, 2016 - December 31, 2016  
 Yield on Average Book Value**

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Annualized Rate	Annualized Yield	Interest Earned	Amortization/Accretion	Adjusted Interest Earnings
8664004176	10065	CON	RR2	6,287.02	6,279.89	6,282.37		0.450	0.450	7.13	0.00	7.13
			<b>Subtotal</b>	<b>6,287.02</b>	<b>6,279.89</b>	<b>6,282.37</b>			<b>0.450</b>	<b>7.13</b>	<b>0.00</b>	<b>7.13</b>
<b>Fund: Construction Bond 2013</b>												
<b>Fund: General Fund</b>												
3136G0C66	10129	GEN	FAC	1,000,000.00	0.00	642,529.11	09/19/2017	0.950	0.706	1,530.56	-387.28	1,143.28
3133EDXA5	10130	GEN	FAC	800,000.00	0.00	514,931.77	10/10/2017	1.150	0.713	1,482.22	-556.25	925.97
912828A59	10114	GEN	TRC	0.00	999,923.11	815,186.47	12/15/2016	0.625	0.661	1,280.74	76.89	1,357.63
912828WF3	10113	GEN	TRC	0.00	1,000,000.00	489,130.43	11/15/2016	0.625	0.620	764.27	0.00	764.27
912828H78	10115	GEN	TRC	1,000,000.00	999,231.71	999,524.54	01/31/2017	0.500	0.726	1,250.00	579.37	1,829.37
912828B74	10121	GEN	TRC	1,700,000.00	1,700,221.90	1,700,146.58	02/15/2017	0.625	0.585	2,656.25	-149.01	2,507.24
912828WF3	10120	GEN	TRC	0.00	1,000,095.19	489,153.20	11/15/2016	0.625	0.543	764.27	-95.19	669.08
912828WA4	10112	GEN	TRC	0.00	1,000,008.54	152,174.52	10/15/2016	0.625	0.601	239.07	-8.54	230.53
51199D	10124	GEN	BCD	245,000.00	245,000.00	245,000.00	07/26/2017	0.200	0.200	123.50	0.00	123.50
9226631688	10002	GEN	RRP	12,654,888.70	12,227,161.53	12,697,813.11		0.180	0.202	6,473.30	0.00	6,473.30
16102A	10116	GEN	BCD	0.00	246,592.50	187,624.73	12/10/2016	0.350	0.350	165.52	0.00	165.52
16102B	10136	GEN	BCD	247,455.72	0.00	59,174.19	12/10/2017	0.650	0.650	96.95	0.00	96.95
172443647	10135	GEN	RR3	1,001,240.21	0.00	630,448.26	11/04/2017	0.780	0.780	1,240.21	0.00	1,240.21
172267625C	10123	GEN	RR3	1,016,897.22	1,015,104.62	1,015,124.10	03/07/2017	0.700	0.701	1,792.60	0.00	1,792.60
254672N79	10131	GEN	MC2	248,000.00	0.00	142,869.57	05/09/2017	0.600	0.600	216.07	0.00	216.07
7407163281	10117	GEN	RRP	1,753,217.54	1,752,554.81	1,752,785.31		0.150	0.150	662.73	0.00	662.73
0347M2LF1	10125	GEN	ACP	0.00	499,531.25	244,453.12	11/15/2016	0.761	0.761	0.00	468.75	468.75
62455ALLF2	10126	GEN	ACP	0.00	499,468.75	244,438.18	11/15/2016	0.662	0.662	0.00	531.25	531.25
5259B	10127	GEN	RR2	2,008,704.81	2,006,672.31	2,007,556.55		0.370	0.338	1,711.63	0.00	1,711.63
16536HN31	10128	GEN	ACP	1,000,000.00	0.00	640,890.17	01/03/2017	0.761	0.761	0.00	1,229.16	1,229.16
14042REB3	10132	GEN	MC2	248,000.00	0.00	142,869.57	05/09/2017	0.600	0.600	216.07	0.00	216.07
71270QQA7	10133	GEN	MC2	248,000.00	0.00	142,869.57	05/09/2017	0.600	0.600	216.07	0.00	216.07
46176PFQ3	10134	GEN	MC2	248,000.00	0.00	140,173.91	05/09/2017	0.600	0.600	211.99	0.00	211.99
			<b>Subtotal</b>	<b>25,419,404.20</b>	<b>25,191,566.22</b>	<b>26,096,866.95</b>			<b>0.377</b>	<b>23,094.02</b>	<b>1,689.15</b>	<b>24,783.17</b>

Corpus Christi RTA  
 Interest Earnings  
 October 1, 2016 - December 31, 2016

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Annualized Rate	Yield	Adjusted Interest Earnings		
										Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
			Total	25,425,691.22	25,197,846.11	26,103,149.31		0.377		23,101.15	1,689.15	24,790.30



Patterson & Associates  
901 S. MoPac  
Suite 195  
Austin, TX 78746

**Corpus Christi RTA  
Amortization Schedule  
October 1, 2016 - December 31, 2016  
Sorted By Fund - Fund**

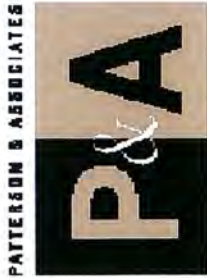
Investment # Issuer	Fund	Maturity Date Amort. Date	Beginning Par Value Current Rate	Purchase Principal	Original Premium or Discount	Ending Book Value	Amounts Amortized And Unamortized As of 10/01/2016	Amount Amortized This Period	Amt Amortized Through 12/31/2016	Amount Unamortized Through 12/31/2016
<b>General Fund</b>										
10125 Anglesea Funding CP	GEN	11/15/2016	500,000.00 0.00	499,333.33	-666.67	0.00	197.92 -466.75	468.75	666.67	0.00
10128 Chesham Finance CP	GEN	01/03/2017	1,000,000.00	998,729.17	-1,270.83	999,958.33	0.00 -1,270.83	1,229.16	1,229.16	-41.67
10130 FFCB Note	GEN	10/10/2017	800,000.00 1.150	803,232.00	3,232.00	802,675.75	0.00 3,232.00	-556.25	-556.25	2,675.75
10129 FNMA Note	GEN	09/19/2017	1,000,000.00 0.950	1,002,110.00	2,110.00	1,001,722.72	0.00 2,110.00	-387.28	-387.28	1,722.72
10126 Mountcliff Funding CP	GEN	11/15/2016	500,000.00	499,244.44	-755.56	0.00	224.31 -531.25	531.25	755.56	0.00
10112 T Note	GEN	10/15/2016	1,000,000.00 0.625	1,000,195.31	195.31	0.00	-186.77 8.54	-8.54	-195.31	0.00
10114 T Note	GEN	12/15/2016	1,000,000.00 0.625	999,609.38	-390.62	0.00	313.73 -76.89	76.89	390.62	0.00
10115 T Note	GEN	01/31/2017	1,000,000.00 0.500	997,304.69	-2,695.31	999,811.08	1,927.02 -768.29	579.37	2,506.39	-188.92
10120 T Note	GEN	11/15/2016	1,000,000.00 0.625	1,000,585.94	585.94	0.00	-490.75 95.19	-95.19	-585.94	0.00
10121 T Note	GEN	02/15/2017	1,700,000.00 0.625	1,700,597.66	597.66	1,700,072.89	-375.76 221.90	-149.01	-524.77	72.89
		<b>Subtotal</b>		<b>9,500,941.92</b>	<b>941.92</b>	<b>5,504,240.77</b>	<b>1,609.70 2,551.62</b>	<b>1,689.15</b>	<b>3,298.85</b>	<b>4,240.77</b>
		<b>Total</b>		<b>9,500,941.92</b>	<b>941.92</b>	<b>5,504,240.77</b>	<b>1,609.70 2,551.62</b>	<b>1,689.15</b>	<b>3,298.85</b>	<b>4,240.77</b>



**Corpus Christi RTA  
Projected Cashflow Report  
Sorted by Monthly  
For the Period January 1, 2017 - July 31, 2017**

Projected Trans. Date	Investment #	Fund	Security ID	Transaction Type	Issuer	Par Value	Original Cost	Principal	Interest	Total
<b>January 2017</b>										
01/03/2017	10128	GEN	16536HN31	Maturity	Chesham Finance CP	1,000,000.00	998,729.17	1,000,000.00	0.00	1,000,000.00
01/31/2017	10115	GEN	912828H78	Maturity	T Note	1,000,000.00	997,304.69	1,000,000.00	2,500.00	1,002,500.00
					<b>Total for January 2017</b>	<b>2,000,000.00</b>	<b>1,996,033.86</b>	<b>2,000,000.00</b>	<b>2,500.00</b>	<b>2,002,500.00</b>
<b>February 2017</b>										
02/15/2017	10121	GEN	912828B74	Maturity	T Note	1,700,000.00	1,700,597.66	1,700,000.00	5,312.50	1,705,312.50
					<b>Total for February 2017</b>	<b>1,700,000.00</b>	<b>1,700,597.66</b>	<b>1,700,000.00</b>	<b>5,312.50</b>	<b>1,705,312.50</b>
<b>March 2017</b>										
03/19/2017	10129	GEN	3136G0C66	Interest	FNMA Note	0.00	0.00	0.00	4,750.00	4,750.00
					<b>Total for March 2017</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,750.00</b>	<b>4,750.00</b>
<b>April 2017</b>										
04/10/2017	10130	GEN	3133EDXA5	Interest	FFCB Note	0.00	0.00	0.00	4,600.00	4,600.00
					<b>Total for April 2017</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,600.00</b>	<b>4,600.00</b>
<b>May 2017</b>										
05/09/2017	10131	GEN	254672N79	Maturity	Discover Bank CD FDIC# 5649	248,000.00	248,000.00	248,000.00	737.88	248,737.88
05/09/2017	10132	GEN	14042REB3	Maturity	Capital One NA CD FDIC# 4297	248,000.00	248,000.00	248,000.00	737.88	248,737.88
05/09/2017	10133	GEN	71270QQA7	Maturity	Peoples United Bk FDIC# 27334	248,000.00	248,000.00	248,000.00	737.88	248,737.88
05/09/2017	10134	GEN	46176PFQ3	Maturity	Inv Bk/Short Hills FDIC#28892	248,000.00	248,000.00	248,000.00	737.88	248,737.88
					<b>Total for May 2017</b>	<b>992,000.00</b>	<b>992,000.00</b>	<b>992,000.00</b>	<b>2,951.52</b>	<b>994,951.52</b>
<b>July 2017</b>										
07/26/2017	10124	GEN	51199D	Maturity	Kleberg Bank CD	245,000.00	245,000.00	245,000.00	490.00	245,490.00
					<b>Total for July 2017</b>	<b>245,000.00</b>	<b>245,000.00</b>	<b>245,000.00</b>	<b>490.00</b>	<b>245,490.00</b>
					<b>GRAND TOTALS:</b>	<b>4,937,000.00</b>	<b>4,933,631.52</b>	<b>4,937,000.00</b>	<b>20,604.02</b>	<b>4,957,604.02</b>





Patterson & Associates  
901 S. MoPac  
Suite 195  
Austin, TX 78746

**Corpus Christi RTA  
Texas Compliance Change in Val Report  
Sorted by Fund**

**October 1, 2016 - December 31, 2016**

Inv #	Issuer	Fund	Purch Date	Interest Accrued	Beginning Book Value	Purchases/ Additions	Redemptions	Change in Value	Ending Book Value
Cusip	Par Value	YTM	Mat Date	Interest Received	Beginning Market Value				Ending Market Value
<b>Fund: Construction Bond 20</b>									
10044	FMMPS	CON	12/17/2013	0.00	0.00	0.00	0.00	0.00	0.00
23840	0.00	0.000	/ /	0.00	0.00	0.00	0.00	0.00	0.00
10065	EWBMM	CON	03/14/2014	7.13	6,279.89	7.13	0.00	7.13	6,287.02
8664004176	6,287.02	0.450	/ /	7.13	6,279.89	7.13	0.00	7.13	6,287.02
<b>Sub Totals For: Fund: Construction Bond 20</b>									
				7.13	6,279.89	7.13	0.00	7.13	6,287.02
				7.13	6,279.89	7.13	0.00	7.13	6,287.02
<b>Fund: General Fund</b>									
10002	WFCIV	GEN	01/01/2012	6,473.30	12,227,161.53	13,909,473.82	13,481,746.65	427,727.17	12,654,888.70
9226631688	12,654,888.70	0.180	/ /	6,473.30	12,227,161.53	13,909,473.82	13,481,746.65	427,727.17	12,654,888.70
10005	FMMPS	GEN	01/01/2012	0.00	0.00	0.00	0.00	0.00	0.00
12792586C	0.00	0.000	/ /	0.00	0.00	0.00	0.00	0.00	0.00
10117	WFBMRP	GEN	01/01/2016	662.73	1,752,554.81	662.73	0.00	662.73	1,753,217.54
7407163281	1,753,217.54	0.150	/ /	662.73	1,752,554.81	662.73	0.00	662.73	1,753,217.54
10122	FPMMI	GEN	02/19/2016	0.00	320.86	0.00	320.86	-320.86	0.00
5259A	0.00	0.000	/ /	0.00	320.86	0.00	320.86	-320.86	0.00
10127	WFGVMM	GEN	09/08/2016	1,711.63	2,006,672.31	2,032.50	0.00	2,032.50	2,008,704.81
5259B	2,008,704.81	0.370	/ /	1,711.63	2,006,672.31	2,032.50	0.00	2,032.50	2,008,704.81
10112	TNOTE	GEN	11/30/2015	239.07	1,000,008.54	0.00	1,000,000.00	-1,000,008.54	0.00
912828WA4	0.00	0.000	10/15/2016	3,125.00	1,000,162.00	0.00	1,000,000.00	-1,000,162.00	0.00
10113	TNOTE	GEN	11/30/2015	764.27	1,000,000.00	0.00	1,000,000.00	-1,000,000.00	0.00
912828WF3	0.00	0.000	11/15/2016	3,125.00	1,000,508.00	0.00	1,000,000.00	-1,000,508.00	0.00

Portfolio CRTA

Corpus Christi RTA

Texas Compliance Change in Val Report  
October 1, 2016 - December 31, 2016

Inv #	Issuer	Fund	Purch Date	Interest Accrued	Beginning Book Value	Ending Book Value	Par Value	YTM	Mat Date	Interest Received	Purchases/ Additions	Redemptions	Change in Value	Ending Market Value
10120	TNOTE	GEN	02/12/2016	764.27	1,000,095.19	1,000,095.19	0.00	0.00	0.00	1,000,000.00	0.00	1,000,000.00	-1,000,095.19	0.00
912828WF3	0.00	0.000	11/15/2016	3,125.00	1,000,508.00	1,000,508.00	0.00	0.00	0.00	1,000,000.00	0.00	1,000,000.00	-1,000,508.00	0.00
10125	ANGLE	GEN	09/12/2016	0.00	499,531.25	499,531.25	0.00	0.00	0.00	0.00	500,000.00	500,000.00	-499,531.25	0.00
0347MZLF1	0.00	0.000	11/15/2016	0.00	499,531.25	499,531.25	0.00	0.00	0.00	0.00	500,000.00	500,000.00	-499,531.25	0.00
10126	MOUNT	GEN	09/12/2016	0.00	499,468.75	499,468.75	0.00	0.00	0.00	0.00	500,000.00	500,000.00	-499,468.75	0.00
62455ALF2	0.00	0.000	11/15/2016	0.00	499,468.75	499,468.75	0.00	0.00	0.00	0.00	500,000.00	500,000.00	-499,468.75	0.00
10116	CNB	GEN	12/10/2015	165.52	246,592.50	246,592.50	0.00	0.00	0.00	165.52	0.00	246,592.50	-246,592.50	0.00
16102A	0.00	0.000	12/10/2016	865.44	246,592.50	246,592.50	0.00	0.00	0.00	865.44	0.00	246,592.50	-246,592.50	0.00
10114	TNOTE	GEN	11/30/2015	1,280.74	999,923.11	999,923.11	0.00	0.00	0.00	1,280.74	0.00	1,000,000.00	-999,923.11	0.00
912828A59	0.00	0.000	12/15/2016	3,125.00	1,000,707.00	1,000,707.00	0.00	0.00	0.00	3,125.00	0.00	1,000,000.00	-1,000,707.00	0.00
10128	CHESH	GEN	11/03/2016	0.00	0.00	0.00	0.00	0.00	0.00	0.00	998,729.17	0.00	999,958.33	999,958.33
16536HN31	1,000,000.00	0.750	01/03/2017	0.00	0.00	0.00	0.00	0.00	0.00	0.00	998,729.17	0.00	999,958.33	999,958.33
10115	TNOTE	GEN	11/30/2015	1,250.00	999,231.71	999,231.71	0.00	0.00	0.00	1,250.00	0.00	0.00	579.37	999,811.08
912828H78	1,000,000.00	0.731	01/31/2017	0.00	1,000,585.00	1,000,585.00	0.00	0.00	0.00	0.00	0.00	0.00	-471.00	1,000,114.00
10121	TNOTE	GEN	02/12/2016	2,656.25	1,700,221.90	1,700,221.90	0.00	0.00	0.00	2,656.25	0.00	0.00	-149.01	1,700,072.89
912828B74	1,700,000.00	0.589	02/15/2017	0.00	1,701,649.00	1,701,649.00	0.00	0.00	0.00	0.00	0.00	0.00	-1,244.40	1,700,404.60
10123	EWB	GEN	03/07/2016	1,792.60	1,015,104.62	1,015,104.62	0.00	0.00	0.00	1,792.60	1,792.60	0.00	1,792.60	1,016,897.22
1722676Z5C	1,016,897.22	0.700	03/07/2017	1,792.60	1,015,104.62	1,015,104.62	0.00	0.00	0.00	1,792.60	1,792.60	0.00	1,792.60	1,016,897.22
10131	DISCBK	GEN	11/09/2016	216.07	0.00	0.00	0.00	0.00	0.00	216.07	248,000.00	0.00	248,000.00	248,000.00
254672N79	248,000.00	0.600	05/09/2017	0.00	0.00	0.00	0.00	0.00	0.00	0.00	248,000.00	0.00	247,930.06	247,930.06
10132	CPONNA	GEN	11/09/2016	216.07	0.00	0.00	0.00	0.00	0.00	216.07	248,000.00	0.00	248,000.00	248,000.00
14042REB3	248,000.00	0.600	05/09/2017	0.00	0.00	0.00	0.00	0.00	0.00	0.00	248,000.00	0.00	247,930.06	247,930.06
10133	PUNBK	GEN	11/09/2016	216.07	0.00	0.00	0.00	0.00	0.00	216.07	248,000.00	0.00	248,000.00	248,000.00
712700QA7	248,000.00	0.600	05/09/2017	0.00	0.00	0.00	0.00	0.00	0.00	0.00	248,000.00	0.00	247,886.91	247,886.91
10134	INVBKS	GEN	11/10/2016	211.99	0.00	0.00	0.00	0.00	0.00	211.99	248,000.00	0.00	248,000.00	248,000.00
46176PFQ3	248,000.00	0.599	05/09/2017	0.00	0.00	0.00	0.00	0.00	0.00	0.00	248,000.00	0.00	247,886.91	247,886.91

Portfolio CRTA

Corpus Christi RTA  
Texas Compliance Change in Val Report  
October 1, 2016 - December 31, 2016

Inv #	Issuer	Fund	Purch Date	Interest Accrued	Beginning Book Value	Ending Book Value	Par Value	YTM	Mat Date	Interest Received	Beginning Market Value	Purchases/ Additions	Redemptions	Change in Value	Ending Market Value
10124	KBCD	GEN	07/26/2016	123.50	245,000.00	245,000.00	245,000.00	0.200	07/26/2017	0.00	0.00	0.00	0.00	0.00	245,000.00
51199D				0.00	245,000.00	245,000.00	245,000.00	0.200	07/26/2017	0.00	0.00	0.00	0.00	0.00	245,000.00
10129	FNMA	GEN	11/03/2016	1,530.56	0.00	1,002,110.00	1,000,000.00	0.708	09/19/2017	0.00	1,002,110.00	1,002,110.00	0.00	1,001,722.72	1,001,722.72
3136G0C66				0.00	0.00	1,002,110.00	1,000,000.00	0.708	09/19/2017	0.00	1,002,110.00	1,002,110.00	0.00	1,001,071.00	1,001,071.00
10130	FFCB	GEN	11/03/2016	1,482.22	0.00	803,232.00	800,000.00	0.716	10/10/2017	0.00	803,232.00	803,232.00	0.00	802,675.75	802,675.75
3133EDXA5				0.00	0.00	803,232.00	800,000.00	0.716	10/10/2017	0.00	803,232.00	803,232.00	0.00	801,999.20	801,999.20
10135	EWB	GEN	11/04/2016	1,240.21	0.00	1,001,240.21	1,000,000.00	0.780	11/04/2017	1,240.21	1,001,240.21	1,001,240.21	0.00	1,001,240.21	1,001,240.21
172443647				1,240.21	0.00	1,001,240.21	1,000,000.00	0.780	11/04/2017	1,240.21	1,001,240.21	1,001,240.21	0.00	1,001,240.21	1,001,240.21
10136	CNB	GEN	12/10/2016	96.95	0.00	247,455.72	247,455.72	0.650	12/10/2017	0.00	247,455.72	247,455.72	0.00	247,455.72	247,455.72
16102B				0.00	0.00	247,455.72	247,455.72	0.650	12/10/2017	0.00	247,455.72	247,455.72	0.00	247,455.72	247,455.72
<b>Sub Totals For: Fund: General Fund</b>															
				23,094.02	25,191,887.08	18,958,728.75	18,958,728.75			23,094.02	18,958,728.75	18,958,728.75	18,728,660.01	231,757.89	25,423,644.97
<b>Report Grand Totals:</b>															
				23,101.15	25,198,166.97	18,958,735.88	18,958,735.88			23,101.15	18,958,735.88	18,958,735.88	18,728,660.01	231,765.02	25,428,931.99
				25,253.04	25,202,805.52	18,958,735.88	18,958,735.88			25,253.04	18,958,735.88	18,958,735.88	18,728,660.01	226,066.77	25,428,872.29



## CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Administration & Finance Committee Memo

January 25, 2017

**Subject: December 2016 Financial Report**

**SUMMARY:** The Authority's net financial performance for the month of December falls short of budgeted amounts by \$2,225,807. This shortfall consists of under collections in sales tax of \$758,914 and \$348,217 in federal grants (mainly due to timing of drawdowns) and \$1,584,918 in the street improvement program expenses due to the method of allocating the annual budget. The year-to-date variance also falls short of total budgeted amounts by \$5,675,189, again due to under-collected sales taxes (\$5,530,165) and timing of drawdowns for federal grants (\$2,016,319) offset by departmental savings (\$757,295), and timing of subrecipient grant payments (\$766,526).

### **REVENUES**

- **Sales Tax** – December sales tax has been estimated at \$3,078,180, which, due to lagging sale tax collections, is 6% less than amounts collected for December 2015 actual collections.

**UPDATE – SALES TAX COLLECTIONS FOR OCTOBER 2016 SALES OF \$2,445,984 WERE RECEIVED ON DECEMBER 9, 2016 AND ARE \$352,756 LOWER THAN COLLECTIONS FOR THE SAME PERIOD LAST YEAR, A DECREASE OF 12.6%. YEAR-TO-DATE COLLECTIONS FOR 2016 (THROUGH OCTOBER) TOTAL \$25,947,438 WHICH ARE 13.45% (\$4,032,562) UNDER 2016 BUDGETED AMOUNTS.**

- **Operating Revenues** – For the month of December, Passenger Service was \$149,821 vs. \$155,046 in 2015 – a decrease of \$5,225 (3.37%), and \$31,473 (17.36%) less than amounts budgeted for 2016. Other monthly operating revenues, including bus advertising, were \$41,605 vs. \$20,917 budgeted for a net increase of \$20,688. This amount includes \$15,318 in leasing income from tenants at Staples Street Center.

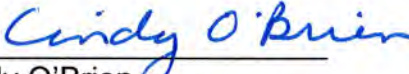
### **EXPENSES**

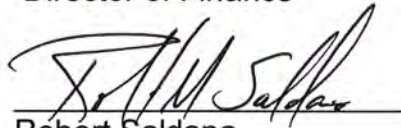
Over all, monthly departmental expenses are under budget by \$242,607, or 7.87%. The majority of departments continue to experience savings, however due to the COLA adjustment being budgeted in Human Resources, some departments reflect a net loss. Marketing & Communications reflect higher expenses due to several expanded promotional initiatives and Safety & Security reflect a loss of \$64,395 due to added security hours at RTA stations. Following are comments relating to the specific expense categories.

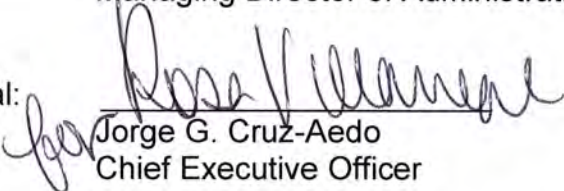
- Salaries & Benefits – December reflects \$1,291,534, which is 25.59% (\$444,062) under budgeted amounts due to allocation of budgeted amounts in December. Year to date expenses are 2.83% (\$378,154) under budget, generally due to vacancies.
- Services – December reflects \$283,000, which is 4.30% (\$12,720) under budget. Likewise, year to date expenses of \$3,106,249 are \$552,928 (15.11%) under budget in this category, mainly due to timing of receipt of invoices combined with departments exercising cost containing measures to reduce expenditures.
- Materials and Supplies – December reflects \$394,704, which is 48.62% (\$129,132) over budget (due to repair parts) with year to date expenses totaling \$3,328,428, or \$142,950 (4.12%) under budget. The majority of this variance is in savings in fuel and lubricants and various supplies which is offset somewhat by increased tires, tubes and repair parts categories.
- Insurance – December reports \$298,583, which is \$67,731 (29.34%) over budget. This variance is attributed to an increase in Health claims paid versus amounts budgeted. The year to date expenses of \$3,475,498 are at 26.19%, or \$721,218 over budget for the same reason.
- Purchased Transportation – December reports \$449,091 which is \$3,241 (0.73%) over budget. The year-to-date expenses of \$5,522,861 are \$54,061 (0.99%) over budget, which is reflective of overruns in Contract Fixed Route, B-Line Service costs, and the TAMUCC Shuttle due to increased ridership and time due to detours, offset by savings in fuel costs of \$190,671.
- Miscellaneous –December reports \$58,631 which is \$19,792 (50.96%) over budget with year to date expenses of \$728,947 versus \$647,803 budgeted, or 12.53% over budget. This variance is mainly associated with increases in actual versus budgeted amounts in advertising/media expenses of \$145,294 in Marketing offset by \$88,933 in travel/training savings and \$30,690 in Community Services.

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

Respectfully Submitted,

Submitted by:   
 Cindy O'Brien  
 Director of Finance

Final Review:   
 Robert Saldana  
 Managing Director of Administration

Approval:   
 Jorge G. Cruz-Aedo  
 Chief Executive Officer

Corpus Christi Regional Transportation Authority  
Comparative Statements of Net Position (Unaudited)  
At December 31, 2016 & November 30, 2016 & December 31, 2015

	<u>December 31, 2016</u>	<u>November 30, 2016</u>	<u>December 31, 2015</u>
<b>ASSETS</b>			
<b>Current Assets:</b>			
Cash and cash equivalents	\$ 17,455,880	17,236,262	23,380,215
Investments	9,021,152	10,016,675	10,929,003
Receivables			
Sales taxes	5,263,799	5,107,295	5,761,555
Accrued interest receivable	64,253	63,881	53,448
Due from federal/state Government	6,459,312	6,498,724	8,095,916
Other	85,500	100,012	226,356
Inventories	561,850	547,554	576,228
Prepaid Expenses	278,369	283,559	179,745
<b>Total Current Assets</b>	<u>39,190,115</u>	<u>39,853,962</u>	<u>49,202,466</u>
<b>Non-Current Assets:</b>			
Net Pension Asset (Liability)	(732,975)	(536,915)	732,975
Capital assets:			
Land and Construction in progress	37,557,276	37,550,321	27,636,026
Other capital assets, net of depreciation	42,807,502	43,471,256	50,772,473
Net capital assets	<u>80,364,778</u>	<u>81,021,577</u>	<u>78,408,499</u>
<b>Total Non-Current Assets</b>	<u>79,631,803</u>	<u>80,484,662</u>	<u>79,141,474</u>
<b>Total Assets</b>	<u><b>118,821,918</b></u>	<u><b>120,338,624</b></u>	<u><b>128,343,940</b></u>
<b>Deferred Outflows of Resources</b>			
Deferred outflow related to pensions	2,147,797	2,147,797	2,147,797
<b>Total Assets and Deferred Outflows of Resources</b>	<u><b>120,969,715</b></u>	<u><b>122,486,421</b></u>	<u><b>130,491,737</b></u>
<b>LIABILITIES</b>			
<b>Current Liabilities:</b>			
Accounts payable	1,909,559	1,939,376	4,801,416
Accrued compensated absences	234,460	234,460	234,460
Bonds Payable	-	-	540,000
Distributions to regional entities payable	3,440,665	924,456	2,291,546
Other accrued liabilities	610,535	854,163	438,674
<b>Total Current Liabilities</b>	<u>6,195,219</u>	<u>3,952,455</u>	<u>8,306,096</u>
<b>Non-Current Liabilities:</b>			
Accrued compensated absences	173,589	173,589	173,589
Bonds Payable	20,375,000	20,375,000	20,375,000
Other Post Employment Benefits	483,688	483,688	483,688
<b>Total Non-Current Liabilities</b>	<u>21,032,277</u>	<u>21,032,277</u>	<u>21,032,277</u>
<b>Total Liabilities</b>	<u><b>27,227,496</b></u>	<u><b>24,984,732</b></u>	<u><b>29,338,373</b></u>
<b>NET POSITION</b>			
Net Investment in Capital Assets	80,364,778	81,021,577	78,408,499
Restricted for debt service	1,611,302	1,611,302	1,611,302
Restricted for pension plan obligation	732,975	929,035	732,975
Unrestricted	11,033,164	13,939,775	18,934,639
<b>Total Net Position</b>	<u><b>\$ 93,742,219</b></u>	<u><b>97,501,688</b></u>	<u><b>99,687,415</b></u>

Corpus Christi Regional Transportation Authority  
Statement of Revenues and Expenditures By Cost Center (Unaudited)  
Months ended December 31, 2016 & December 31, 2015

	Current Month			Prior Year Comparison	
	Actual	Budget	Favorable (Unfavorable) Variance	2015	Favorable (Unfavorable) Comparison
			A vs B		A vs C
	A	B	A vs B	C	A vs C
<b>Operating Revenues:</b>					
Passenger service	\$ 149,821	181,294	(31,473)	155,046	(5,225)
Bus advertising	12,243	12,000	243	15,137	(2,894)
Charter service	-	-	-	-	-
Other operating revenues	29,362	8,917	20,445	12,298	17,064
<b>Total Operating Revenues</b>	<b>191,426</b>	<b>202,211</b>	<b>(10,785)</b>	<b>182,481</b>	<b>8,945</b>
<b>Operating Expenses:</b>					
Transportation	619,404	888,719	269,315	628,526	9,122
Customer Programs	20,961	17,017	(3,944)	23,716	2,755
Purchased Transportation	458,223	457,472	(751)	523,108	64,885
Service Development	32,734	36,109	3,375	140,999	108,265
MIS	63,155	61,936	(1,219)	51,948	(11,207)
Vehicle Maintenance	542,613	473,921	(68,692)	672,898	130,285
Facilities Maintenance	136,681	204,192	67,511	216,919	80,238
Contracts and Procurements	9,775	25,049	15,274	25,252	15,477
CEO's Office	54,031	53,568	(463)	93,386	39,355
Finance and Accounting	41,740	55,882	14,142	55,467	13,727
Materials Management	20,068	11,737	(8,331)	15,908	(4,160)
Human Resources	502,356	509,623	7,267	875,342	372,986
General Administration	36,786	42,131	5,345	30,458	(6,328)
Capital Project Management	21,739	21,845	106	31,415	9,676
Marketing & Communications	88,121	62,456	(25,665)	81,182	(6,939)
Safety & Security	160,990	96,595	(64,395)	121,223	(39,767)
Staples Street Center	31,726	65,459	33,733	(58,559)	(90,285)
<b>Total Departmental Expenses</b>	<b>2,841,103</b>	<b>3,083,710</b>	<b>242,607</b>	<b>3,529,188</b>	<b>582,587</b>
Depreciation	663,754	663,744	(10)	1,859,807	1,196,053
<b>Total Operating Expenses</b>	<b>3,504,857</b>	<b>3,747,454</b>	<b>242,597</b>	<b>5,388,995</b>	<b>1,778,640</b>
<b>Operating Income (Loss)</b>	<b>(3,313,431)</b>	<b>(3,545,243)</b>	<b>231,812</b>	<b>(5,206,514)</b>	<b>1,787,585</b>
<b>Other Income (Expense)</b>					
Sales Tax Revenue	2,602,488	3,361,402	(758,914)	2,751,236	(148,748)
Federal, state and local grant assistance	62,447	410,664	(348,217)	66,198	(3,751)
Investment Income	8,837	10,000	(1,163)	12,610	(3,773)
Gain (Loss) on Disposition of Property	-	40,000	(40,000)	(32,819)	32,819
Interest Expense on Bonds	-	-	-	618,968	(618,968)
Transfer to Capital Programs	-	(66,071)	66,071	-	-
Subrecipient Grant Agreements	-	(209,522)	209,522	(109,208)	109,208
Street Improvements Program for CCRTA Region Entities	(3,125,013)	(1,540,095)	(1,584,918)	(3,008,433)	(116,580)
<b>Net Income (Loss) Before Capital Grants and Donations</b>	<b>(3,764,672)</b>	<b>(1,538,865)</b>	<b>(2,225,807)</b>	<b>(4,907,962)</b>	<b>1,037,792</b>
Capital Grants & Donations	-	-	-	15,849,835	(15,849,835)
<b>Change in Net Assets</b>	<b>\$ (3,764,672)</b>	<b>(1,538,865)</b>	<b>(2,225,807)</b>	<b>10,941,873</b>	<b>(14,812,043)</b>

Corpus Christi Regional Transportation Authority  
Statement of Revenues And Expenditures By Cost Center (Unaudited)  
Year-to-date December 31, 2016 & December 31, 2015

	Year-to-date			Prior Year Comparison	
	Actual	Budget	Favorable (Unfavorable)	2015	Favorable (Unfavorable)
			Variance		Comparison
	A	B	A vs B	C	A vs C
Operating Revenues:					
Passenger service	\$ 1,735,001	1,979,354	(244,353)	1,853,246	(118,245)
Bus advertising	89,709	102,000	(12,291)	106,055	(16,346)
Charter service	-	-	-	-	-
Other operating revenues	596,753	258,986	337,767	324,346	272,407
Total Operating Revenues	2,421,463	2,340,340	81,123	2,283,647	137,816
Operating Expenses:					
Transportation	6,810,122	7,153,341	343,219	6,767,551	(42,571)
Customer Programs	304,218	254,498	(49,720)	222,913	(81,305)
Purchased Transportation	5,615,971	5,589,213	(26,758)	6,080,755	464,784
Service Development	610,935	633,180	22,245	504,545	(106,390)
MIS	687,509	600,642	(86,867)	520,827	(166,682)
Vehicle Maintenance	4,929,464	5,214,775	285,311	5,605,329	675,865
Facilities Maintenance	1,503,328	2,185,185	681,857	1,583,047	79,719
Contracts and Procurements	133,085	200,992	67,907	225,048	91,963
CEO's Office	541,560	657,679	116,119	674,676	133,116
Finance and Accounting	494,644	546,119	51,475	469,547	(25,097)
Materials Management	161,610	125,005	(36,605)	132,309	(29,301)
Human Resources	5,064,332	4,183,251	(881,081)	4,296,474	(767,858)
General Administration	376,615	395,725	19,110	320,926	(55,689)
Capital Project Management	189,555	183,335	(6,220)	215,825	26,270
Marketing & Communications	670,150	630,904	(39,246)	419,240	(250,910)
Safety & Security	1,361,712	1,119,702	(242,010)	1,074,424	(287,288)
Staples Street Center	335,976	874,534	538,558	-	(335,976)
Total Departmental Expenses	29,790,786	30,548,081	757,295	29,113,436	329,128
Depreciation	7,964,971	7,964,971	-	6,592,946	(1,372,025)
Total Operating Expenses	37,755,757	38,513,052	757,295	35,706,382	(1,042,897)
Operating Income (Loss)	(35,334,294)	(36,172,712)	838,418	(33,422,735)	(905,081)
Other Income (Expense)					
Sales Tax Revenue	31,211,237	36,741,402	(5,530,165)	34,127,803	(2,916,566)
Federal, state and local grant assistance	1,944,345	3,960,664	(2,016,319)	2,512,070	(567,725)
Investment Income	97,225	120,000	(22,775)	125,143	(27,918)
Gain (Loss) on Disposition of Property	17,000	55,000	(38,000)	(32,819)	49,819
Interest Expense on Bonds	(1,026,120)	(1,025,320)	(800)	(455,196)	(570,924)
Transfer to Capital Programs	-	(528,568)	528,568	-	-
Subrecipient Grant Agreements	(71,560)	(838,086)	766,526	(293,159)	221,599
Street Improvements Program for CCRTA Region Entities	(3,280,832)	(3,080,190)	(200,642)	(3,008,433)	(272,399)
Net Income (Loss) Before Capital Grants and Donations	(6,442,999)	(767,810)	(5,675,189)	(447,326)	(4,989,195)
Capital Grants & Donations	-	-	-	15,849,835	(15,849,835)
Change in Net Assets	\$ (6,442,999)	(767,810)	(5,675,189)	15,402,509	(20,839,030)



**REGIONAL TRANSPORTATION AUTHORITY  
OPERATIONS & CAPITAL PROJECTS COMMITTEE MEETING MINUTES  
WEDNESDAY, NOVEMBER 16, 2016**

**Summary of Actions**

- 1. Held Roll Call**
- 2. Provided Opportunity for Public Comment**
- 3. Approved the Operations & Capital Projects Committee Meeting Minutes of October 26, 2016**
- 4. Action to Recommend the Board Authorize Awarding a Contract to Unifirst for Maintenance Uniform Rental Services**
- 5. Action to Recommend the Board Authorize the CEO or his designee to Award a Contract to BuyBoard for the Purchase of 13 Relief Sedans and 12 Support Trucks**
- 6. Action to Recommend the Board Award a Contract to Evergreen Lawn and Landscape for Bus Stop Cleaning Services**
- 7. Heard Presentations on:**
  - a. January 2017 Service Improvements**
  - b. October 2016 Operations Report**
  - c. Procurement Update**
- 8. Adjournment**

\*\*\*\*\*

The Operations & Capital Projects Committee for the Regional Transportation Authority Board of Directors met at 10:00 a.m. on Wednesday, November 16, 2016 at the CCRTA Staples Street Center located at 602 N. Staples Street, Corpus Christi, Texas.

**Committee Members Present:** Michael Reeves, (Chair), George B. Clower, Glenn Martin, Edward Martinez and Scott Harris

**Committee Members Absent:** None

**Staff Members Present:** Jorge Cruz-Aedo, CEO; David Chapa, Kelly Coughlin, Bryan Garner, Monica Gutierrez, Denise Jones, CJ Loomis, Sharon Montez, Cindy O'Brien, Christina Perez, Victoria Reyes, Mike Rendoñ, Robert Saldaña, Rosa Villarreal, and Dena Linnehan

**Public Present:** John Shepherd, Collier, Johnson & Woods, CPA; Gina Salazar, Rosie Agular, Michael Hinojosa and Irma Molina, ATU-Local 1769; Ben Bonilla, Evergreen Landscaping

**Call to Order**

Mr. Michael Reeves called the Operations & Capital Projects Committee Meeting to order at 10:00 a.m. Ms. Dena Linnehan called roll and stated a quorum was present.

**Opportunity for Public Comment**

Mr. Hinojosa, ATU-Local 1769 spoke on operations item no. 6 regarding the bus stop cleaning services. He commented

**Discussion and Possible Action to Approve the Operations & Capital Projects Committee Meeting Minutes of October 26, 2016**

**MR. MARTIN MADE A MOTION TO APPROVE THE OPERATIONS & CAPITAL PROJECTS COMMITTEE MEETING MINUTES OF OCTOBER 26, 2016. MR. CLOWER SECONDED THE MOTION. THE MOTION CARRIED. REEVES, CLOWER, MARTIN, MARTINEZ AND HARRIS VOTING IN FAVOR.**

**Discussion and Possible Action to Recommend the Board Authorize Awarding a Contract to Unifirst for Maintenance Uniform Rental Services**

Ms. Rosa Villarreal reported on the recommendation to award a contract to Unifirst for maintenance uniform rental services, and stated this was brought before the Board on August 3, 2016 to authorize issuing an Invitation for Bids (IFB) for Maintenance Uniform Rental Services. This IFB would be structured as a (2) two-year base contract with one two-year option; the option year requiring Board of Directors approval, and UniFirst submitted the lowest, most responsive bid based on estimated annual usage, and they are our current supplier of maintenance uniform rental services and also supply mats and towels for our maintenance department. Annual cost is \$22,729.72 with total two-year cost of \$45,459.22 and based on actual usage.

**MR. MARTINEZ MADE A MOTION TO RECOMMEND THE BOARD AUTHORIZE AWARDING A CONTRACT TO UNIFIRST FOR MAINTENANCE UNIFORM RENTAL SERVICES. MR. MARTIN SECONDED THE MOTION. THE MOTION CARRIED. REEVES, CLOWER, MARTIN, MARTINEZ AND HARRIS VOTING IN FAVOR.**

**Discussion and Possible Action to Recommend the Board Authorize the CEO or his designee to Award a Contract to BuyBoard for the Purchase of 13 Relief Sedans and 12 Support Trucks**

Ms. Villarreal reported on the non-revenue support vehicles for road call and daily field duties, and trucks used for facility maintenance and those that have met their useful life and are in need of replacement.

This will be our first electric vehicle purchased by the RTA and are zero emission vehicles. Costs associated for these sedans would be for 13 units at \$29,000 per unit for amount of \$760,000.

Funds allocated were at \$950,000 for 2016 and a surplus of \$194,146.89 to add to 2017 budget.

**MR. HARRIS MADE A MOTION TO RECOMMEND THE BOARD AUTHORIZE THE CEO OR HIS DESIGNEE TO AWARD A CONTRACT TO BUYBOARD FOR THE PURCHASE OF 13 RELIEF SEDANS AND 12 SUPPORT TRUCKS. MR. CLOWER SECONDED THE MOTION. THE MOTION CARRIED. REEVE**

**Discussion and Possible Action to Recommend the Board Award a Contract to Evergreen Lawn and Landscape for Bus Stop Cleaning Services**

Ms. Sharon Montez commented the RTA services 1,432 bus stops, 250 shelters, 838 square mile service area and 860 trash receptacles with 9 service areas. Scope of services will include weekly inspection, cleaning, etc. There were six companies who responded to the Request for Proposal (RFP), and Evergreen collected the highest technical score of 64.50 and at \$1,123,102.51. General discussion noted that the cost to hire employees versus a vendor to provide the service would be less initially yet could change due to retirement, etc.

After general discussion, additional detailed information was requested by members to be given at the December Board meeting.

**MR. MARTINEZ MADE A MOTION TO RECOMMEND THE BOARD AWARD A CONTRACT TO EVERGREEN LAWN AND LANDSCAPE FOR BUS STOP CLEANING SERVICES. MR. MARTIN SECONDED THE MOTION. THE MOTION CARRIED. REEVES, CLOWER, MARTIN, MARTINEZ VOTING IN FAVOR. HARRIS VOTING AGAINST.**

**Heard Presentations:**

**a) January 2017 Service Improvements**

Mr. Gordon Robinson reported on the changes and additions/deletions of routes to make travel more direct to our stops and help with travel time schedules of our ridership. Service improvements will be on Route 4, 12, 16, 27, 29 34 and 55. New Route changes will be for Route 28, 30, 35, 54, 56 and 81, and minor schedule changes to Routes 17, 32 and 76. Route 67 will be discontinued.

Mr. Robinson commented a Public Notice was posted on November 4, 2016 to our website, Caller Times, social media and Transit Plan 20/20 site regarding these improvements. He also commented that staff will launch a comprehensive public outreach effort to communicate the approved service improvements to riders.

**b) October 2016 Operations Report**

Mr. Gordon Robinson reported on October boardings total 506,013, a 6.1 percent decrease as compared to 538,881 in 2015, year-to-date ridership was also down 5.5 percent overall. Using a PowerPoint, Mr. Robinson provided a chart showing the top 10 routes with the highest and lowest boardings and included wheelchair and bicycle boardings. Fixed-route on-time performance was at 84.4 percent and B-Line service at 95.1 percent and both met standards. Mr. Robinson

reported CAF's at 77 increased over September, and the year-to-date collision rate of 2.01 an increase from last month.

**c) Procurement Update**

Mr. Robert Saldaña reported on current projects for fixed route buses, paratransit buses, heavy duty filters and diesel fuel for Request for Proposals (RFP's) have been issued for Board review during first quarter 2017. He also provided a chart using a PowerPoint presentation showing the items over the next four months for the Board to review to include purchase of Support Vehicles and Issue an Invitation for Bids for ADA Bus Stop Improvements - Phase VI.

Mr. Saldaña also provided a chart of projects for General HVAC Services, Investment Advisory Services, Financial Auditing Services, Benetrac and Healthcare Consulting Services contract agreements under the CEO's signature authority over the next four months.

**Adjournment**

There being no further review of items, the meeting adjourned at 11:10 a.m.

Submitted by: Dena Linnehan



# CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

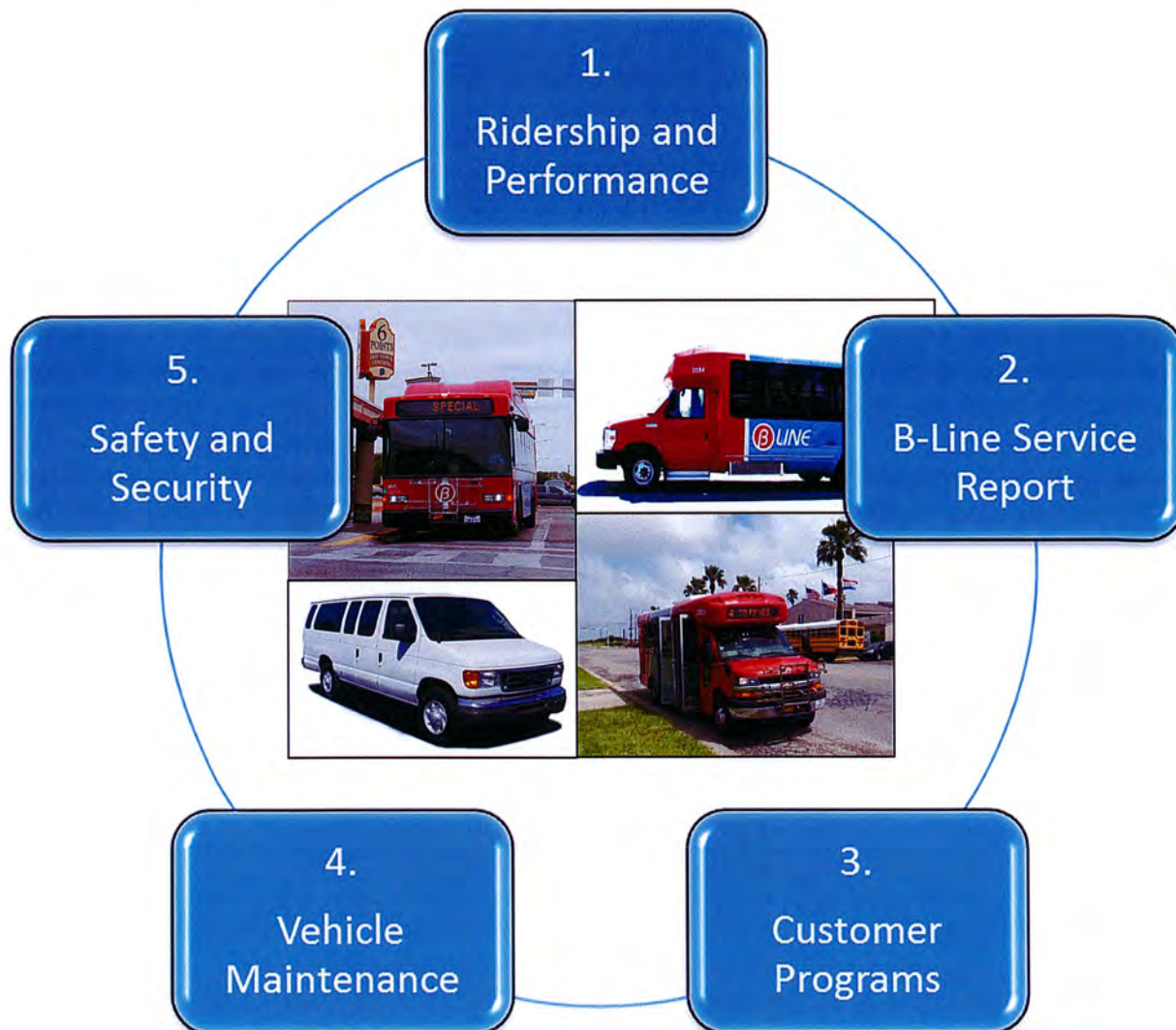
Operations & Capital Projects Committee Meeting

January 25, 2017

## Subject: Operations Report for December 2016

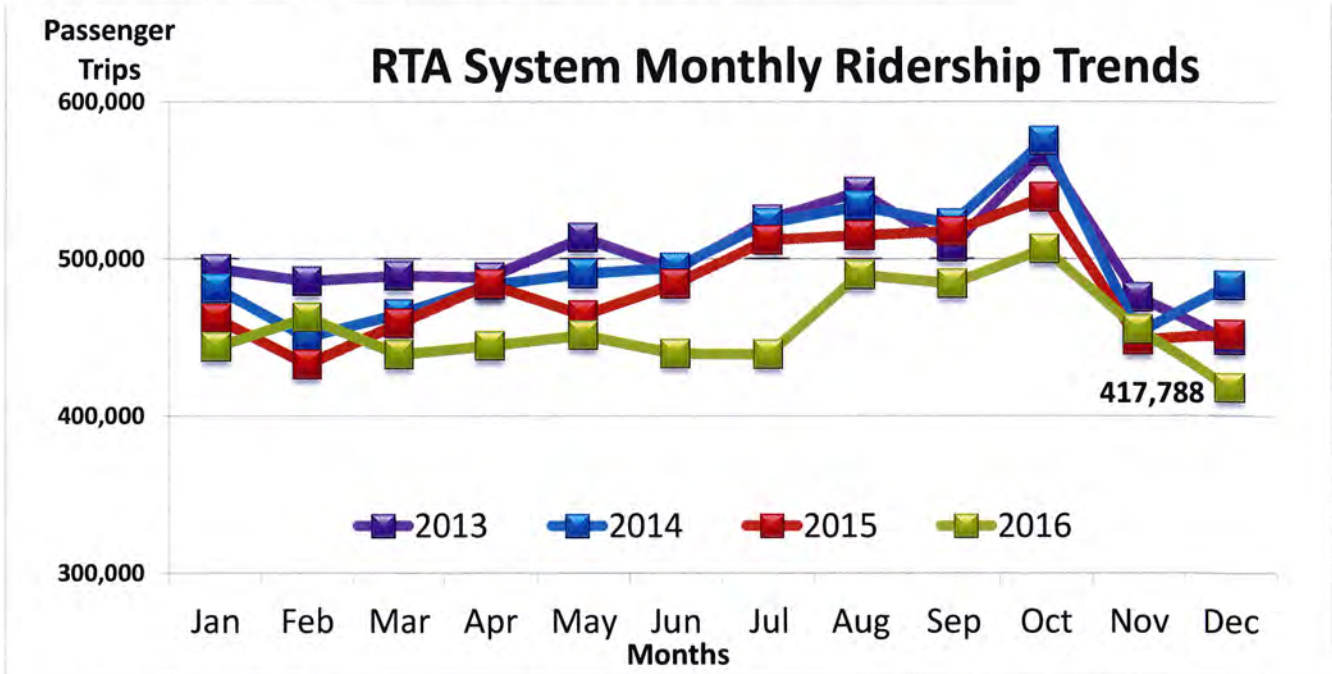
The system-wide monthly operations performance report for December 2016 is included below for your information and review. This report contains monthly and Year-to-Date (YTD) operating statistics and performance measurement summaries containing ridership, performance metrics by service type, miles between road calls, customer service feedback, and a safety and security summary.

Detailed results are reported within the five sections outlined below:

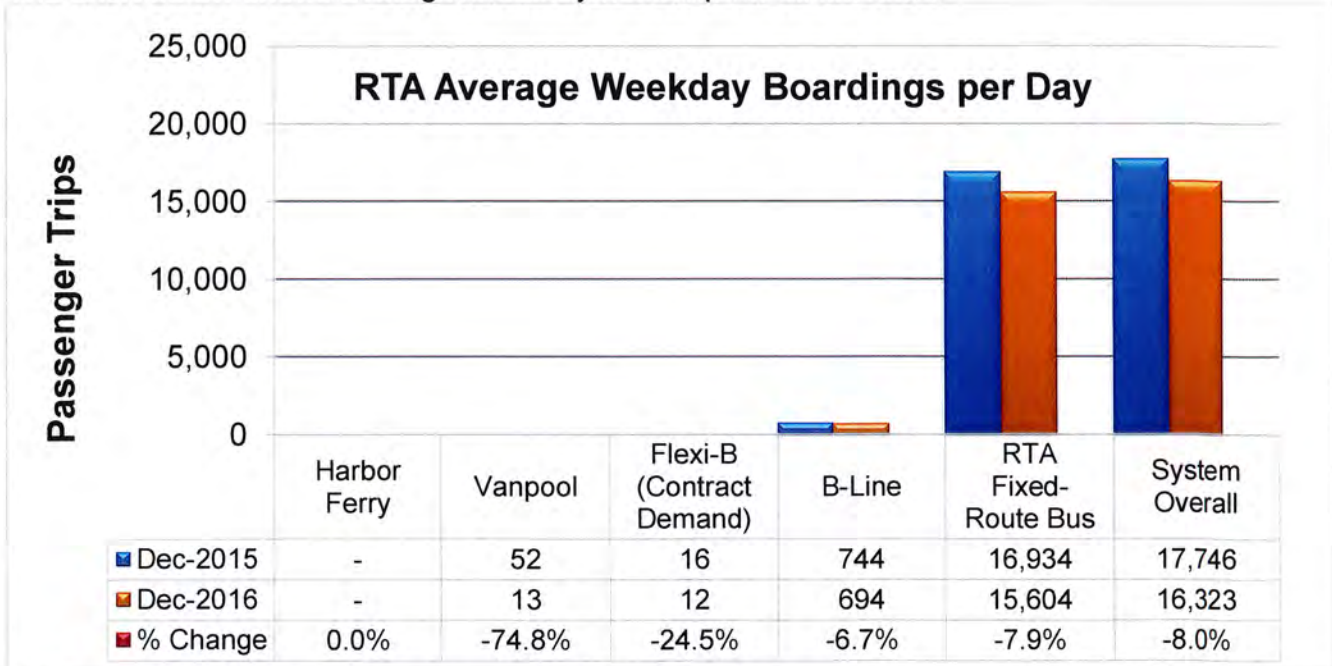


## 1. System-wide Ridership and Service Performance Results

Boardings for all services in December 2016 totaled 417,788. This represents a -5.1% decrease as compared to 451,552 boardings in December 2015 or 33,746 less boardings this December. In regards to retail gasoline prices, unleaded fuel cost about \$1.98 per gallon compared to \$1.87 per gallon in December 2015<sup>1</sup>. Approximately 2.20 inches of rain was recorded this month as compared to .89 inches in December 2015.<sup>2</sup>



The chart below shows average weekday ridership for all services.

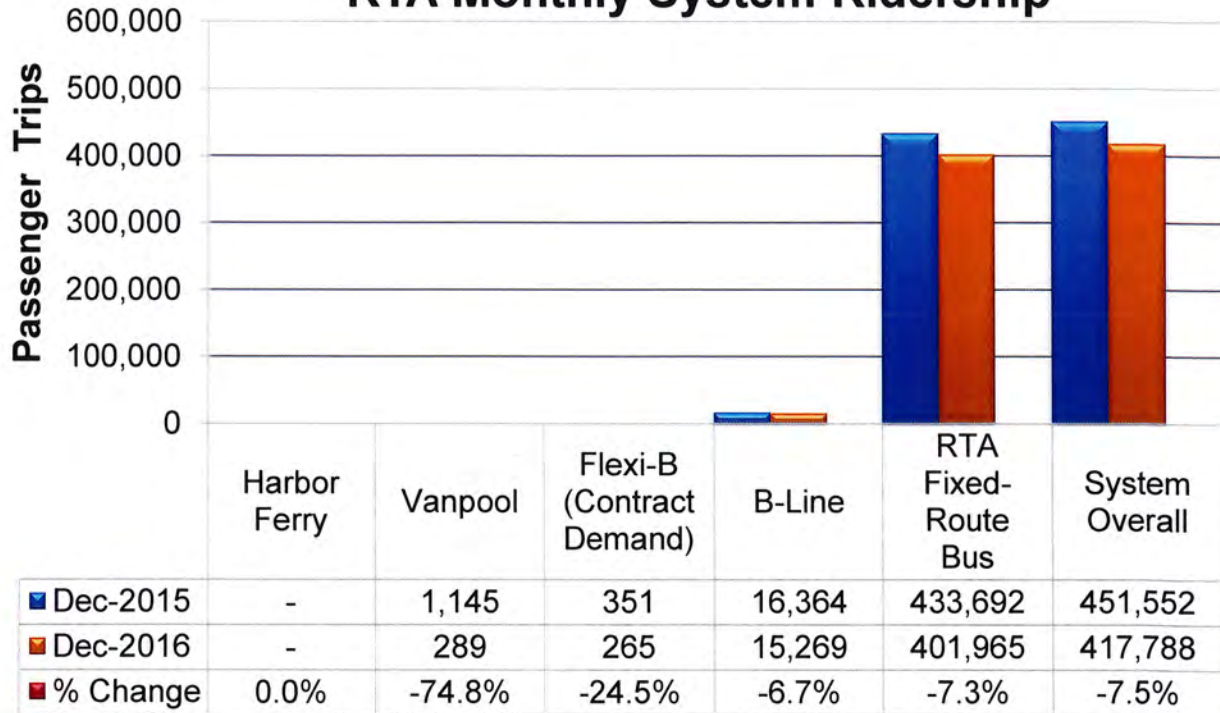


The chart below shows monthly ridership results for all services.

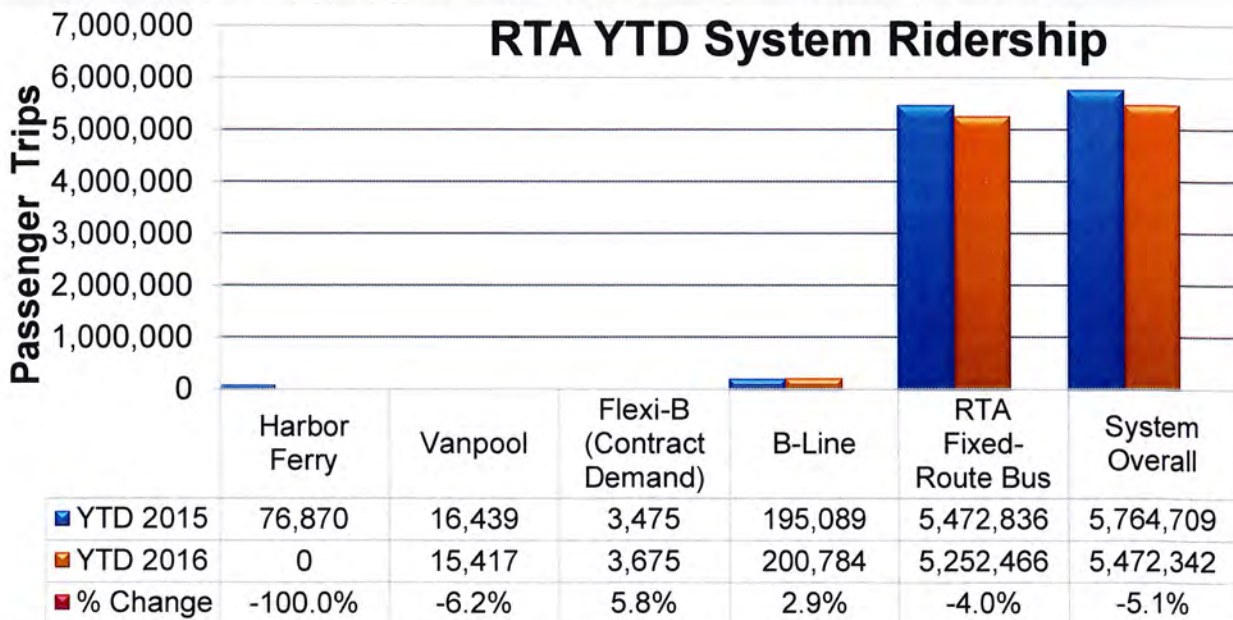
1. GasBuddy.com historical data at <http://www.gasbuddy.com>.

2. Weather Underground historical data at <http://www.wunderground.com>.

## RTA Monthly System Ridership

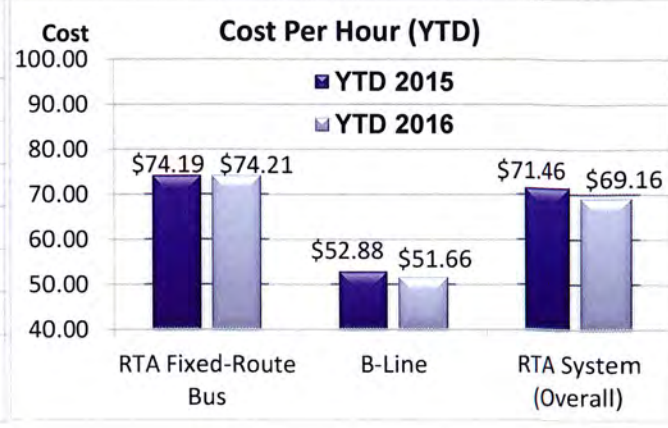
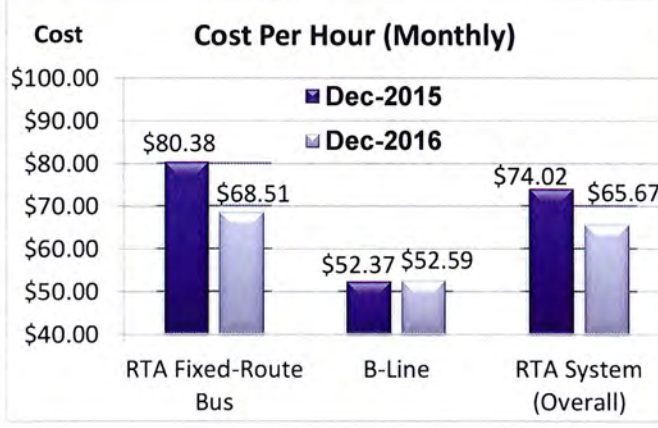
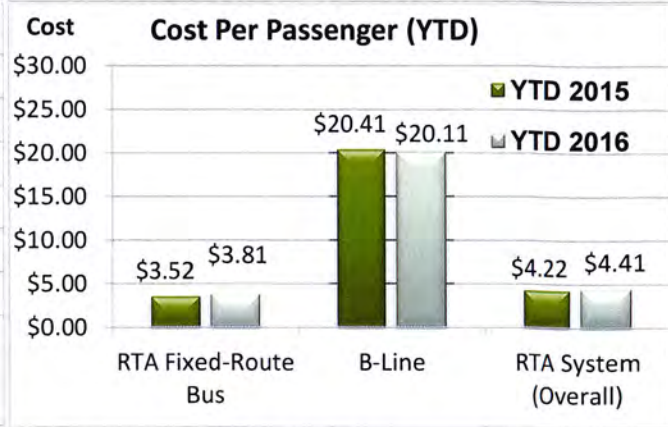
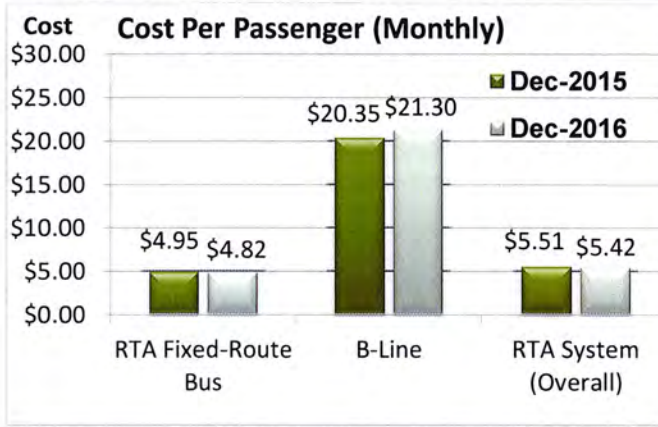
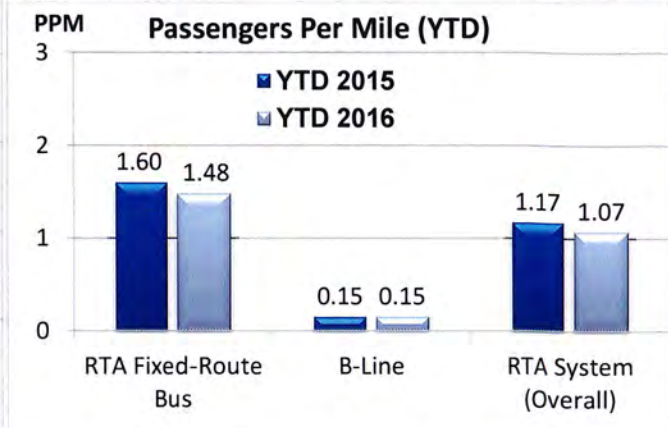
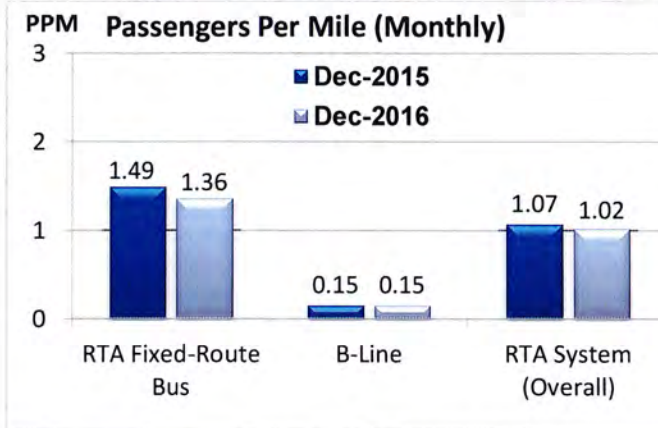
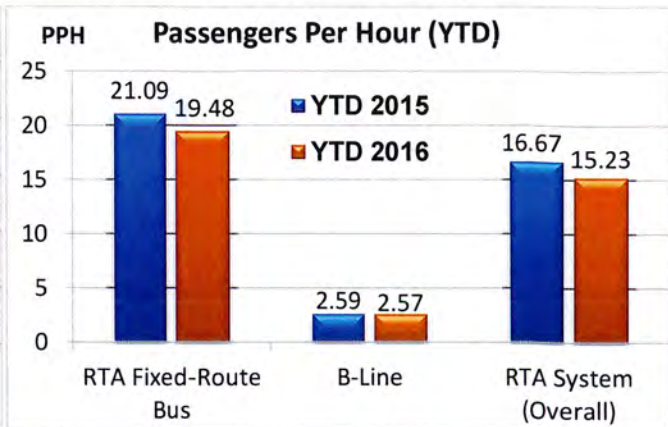
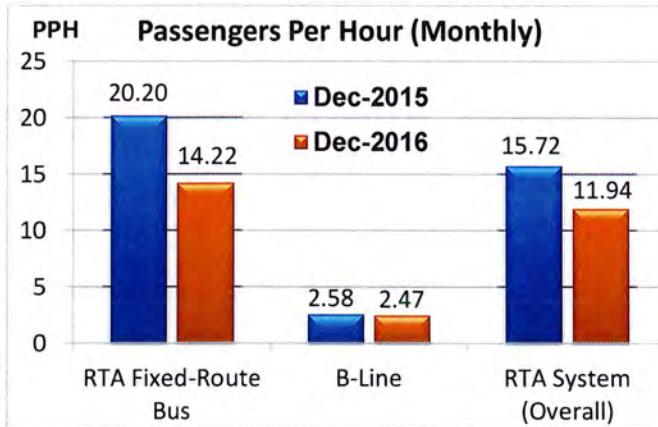


The chart below shows YTD ridership results for all services. The RTA has recorded 292,367 less boardings or -5.1% in 2016 as compared to the same period in 2015.



Excluding the 2015 Harbor Ferry ridership, there is a YTD difference of -215,497 boardings or -3.8% in 2016 for System Overall.

The following charts report system-wide productivity and other cost performance measurements for the month of December 2016 vs. December 2015 and YTD figures.





The following table shows on-time performance of RTA Fixed-Route services.

Schedule Adherence	Standard	Oct-16	Nov-16	Dec-16	3-Month Average
Early Departure	<1%	0.4%	0.0%	1.0%	0.5%
Departures within 0-5 minutes	>85%	84.4%	90.0%	88.6%	87.7%
Monthly Wheelchair Boardings	No standard	5,428	4,500	3,893	4,607
Monthly Bicycle Boardings	No standard	9,676	7,824	7,161	8,220
On-time performance surveys with departures > 5 minutes late will be examined by Planning and Transportation Departments. Corrective actions may follow.					

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

- Productivity: **2.47** PPH did not meet the contract standard of 2.50 PPH.
- On Time Performance: **97.9%** did meet the contract standard of 96%.
- In Vehicle Time: **99.3%** exceeded the contract standard of 95%.
- Denials: 0 denials or **0.0%** did meet contract standard of 0.0%.
- Miles between Road Calls: **20,005.3** did exceed the contract standard of 12,250 miles.
- Ridership Statistics: **10,004** ambulatory; **4,328** wheelchair boarding's

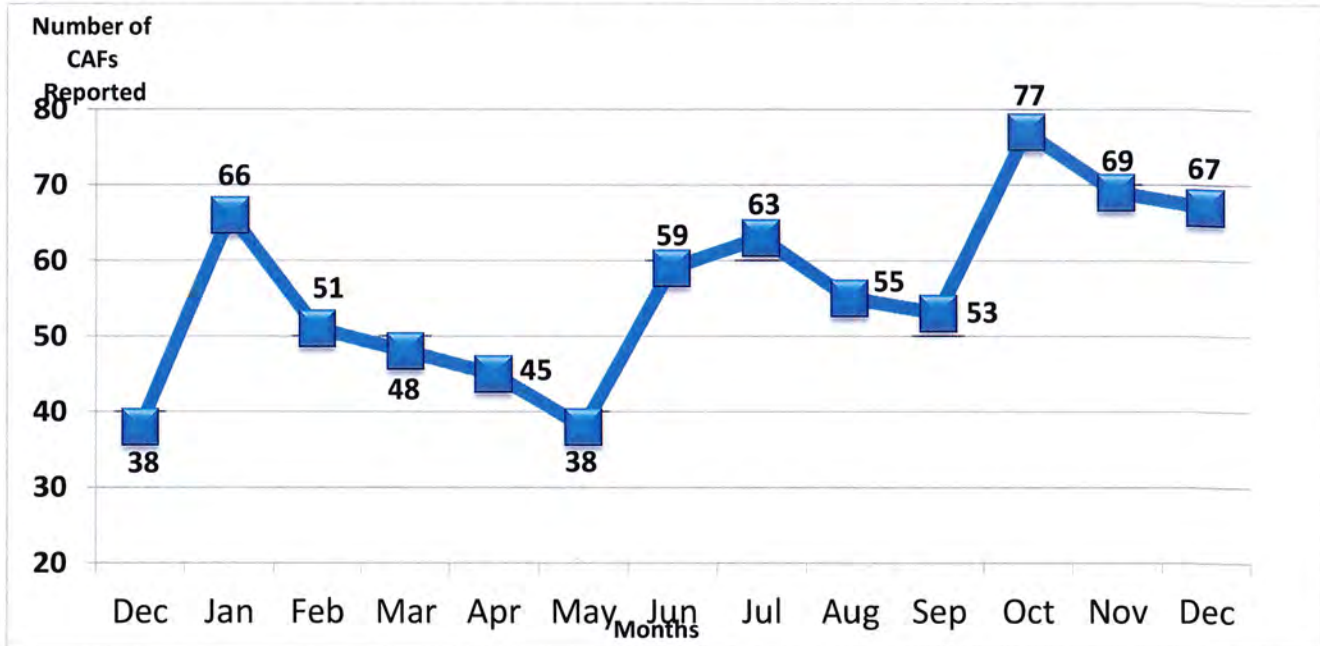
Metric	Standard	Oct-16	Nov-16	Dec-16	YTD Average
Passengers per Hour	2.50	2.58	2.55	2.47	2.53
On-time Performance	96%	96.4%	97.2%	97.9%	97.2%
In Vehicle Time	95.0%	98.4%	99.0%	99.3%	98.9%
Denials	0.00%	0.00%	0.00%	0.00%	0.0%
Miles Between Roadcalls	12,250	18,877	41,522	20,005	26,801
Monthly Wheelchair Boardings	No standard	4,694	4,382	4,328	4,479

Ridership for the month of December 2016 was 15,269 compared to 16,364 for December 2015, which equates to 1,095 less trips representing a 6.7% decrease.

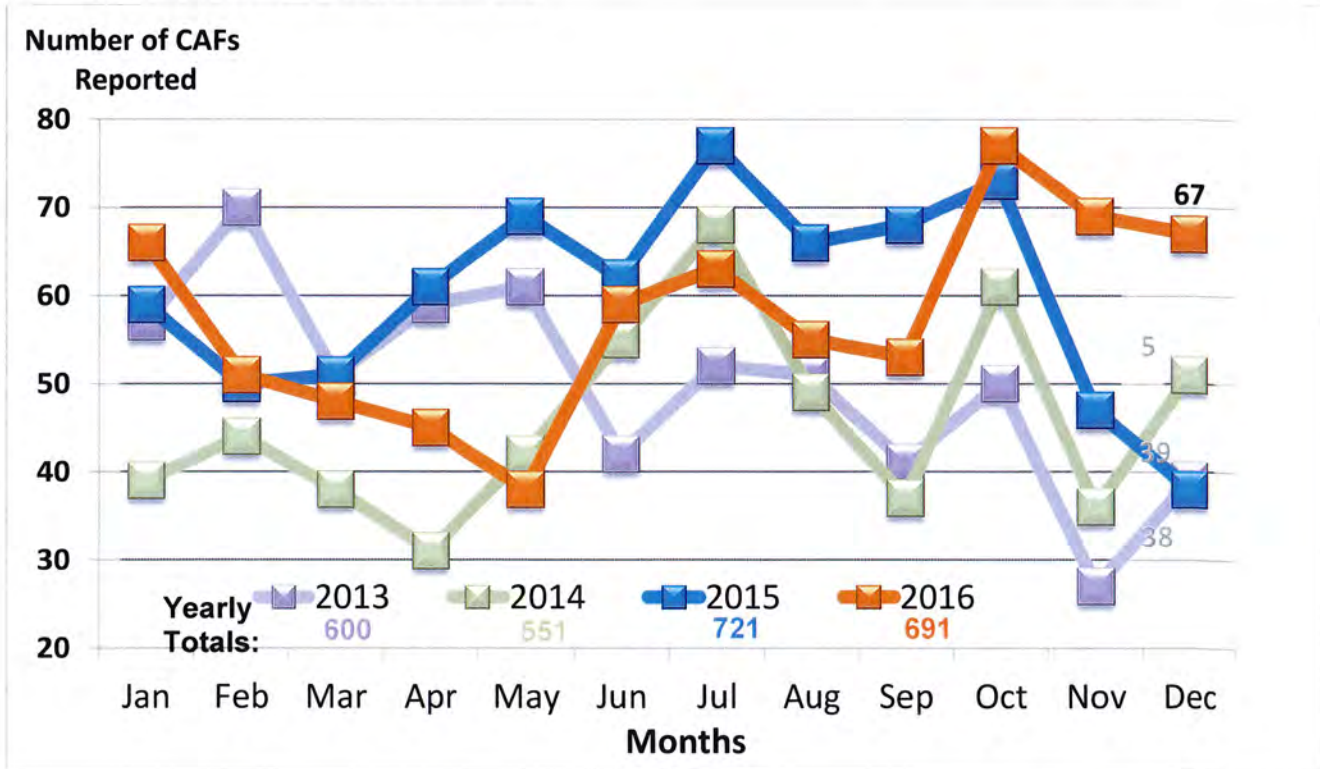
Ridership for the YTD 2016 was 200,784 representing a 2.9% increase over 2015 ridership statistics.

### 3. Customer Programs Monthly Customer Assistance Form (CAF) Report

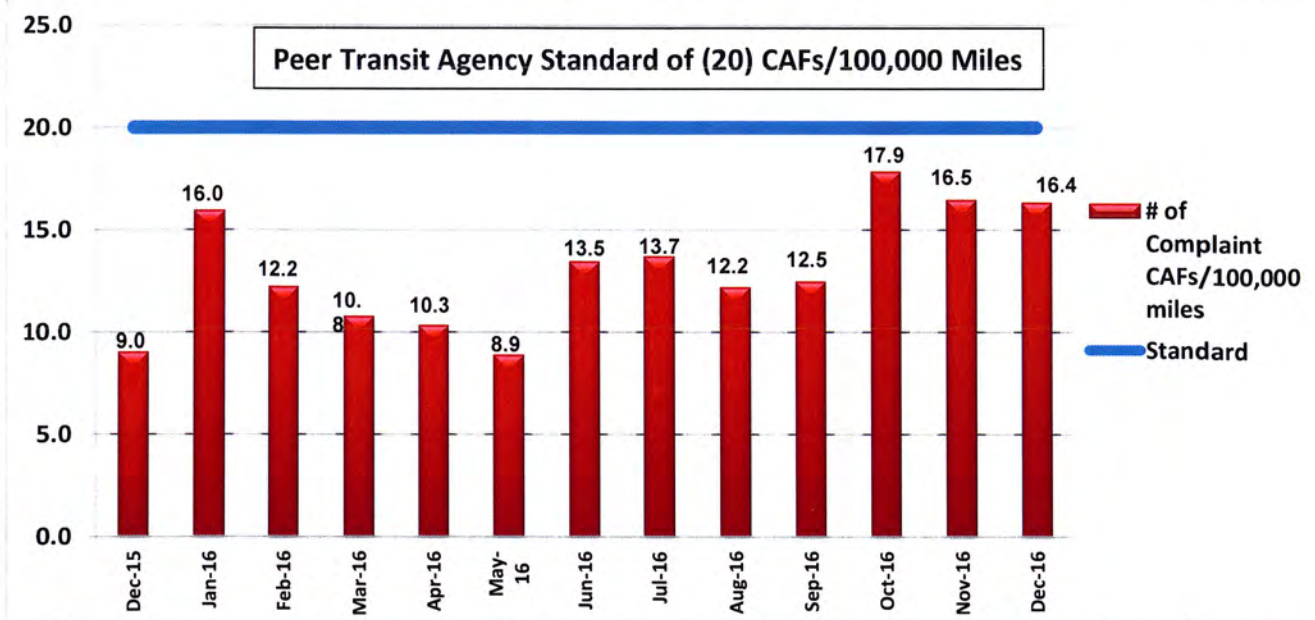
For December 2016, there were 67 reported CAF's (excludes commendations) which represents a decrease from 69 reported CAF's overall in November 2016. The statistics for December represents a .03% decrease, 67 CAF's vs 69 CAF's compared to the month of November 2016. There were 8 Commendations for the month of December.



### 3a. CAF Reports: Historical Trends



**3b. Reported Complaint CAFs w/o Commendations & Suggestions: Historical Trend**



**3c. Route Summary Report for December 2016**

Route	# of CAF's	Route	# of CAF's
#3 NAS Shuttle	0	#32 Southside Mini B	2
#4 Flour Bluff Mini B	2	#34 Robstown Circulator	1
#5 Alameda	1	#37 Crosstown	1
#6 Santa Fe/Malls	0	#51 Gregory Park & Ride	0
#8S Flour Bluff/Malls	0	#63 The Wave	0
#12 Saxet Oak Park	2	#65 Padre Island Connector	1
#15 Kostoryz	2	#67 Robstown/Gregory	0
#16 Agnes/Ruth	0	#76 Harbor Bridge Shuttle	0
#17 Carroll/Southside	4	#77 Harbor Ferry	0
#19 Ayers/Norton	3	#78 North Beach	0
#19G Greenwood	0	#83 Advanced Industries	0
#19M McArdle	1	#84 Light House	0
#21 Arboleda	3	#94 Port Aransas Shuttle	0
#21S Arboleda(Sun)	0	#95 Flexi-B Port A	0
#23 Molina	6	B-Line (Para-transit)	7
#25 Gollihar/Greenwood	0	Facility Maintenance	2
#26 Airline/Lipes Connector	0	Service Development	6
#27 Northwest	3	Safety and Security	8
#27X Northwest (Express)	0	Transportation (Other)	3
#29 Staples	8		
#29F Flour Bluff	1		
#29SS Spohn South	0	TOTAL CAF'S	67

**3d. December 2016 CAF Breakdown by Service Type:**

CAF Category	RTA Fixed Route	B-Line ADA Paratransit	Contracted Fixed Route	Totals
Service Stop Issues	15	0	0	15
Driving Issues	6	1	1	8
Customer Services	11	1	2	14
Late/Early – No Show	2	3	0	5
Fare/Transfer Dispute	3	1	0	4
Tie Downs	1	0	0	1
Facility Maintenance	2	0	0	2
Service Development	6	0	0	6
Safety and Security	8	1	0	9
Transportation (Other)	3	0	0	3
<b>Total</b>	<b>57</b>	<b>7</b>	<b>3</b>	<b>67</b>
Commendations	7	1	0	8

**Conclusion:**

During December 2016, RTA received 67 CAF's/Commendations regarding RTA Fixed-Route Service, B-Line and Purchased Transportation; eight (8) of the 75 reported CAF's (December) were commendations.

There were a total of 57 CAF's/Commendations received regarding RTA Service representing 87% of total customer contacts: 2 for Facilities Maintenance, 6 for Service Development, 8 for Safety and Security, and 41 for Transportation.

A total of 7 CAF's/Commendations were reported regarding B-Line service representing 8% of the total customer contacts.

A total of 3 CAF's were reported regarding Contracted Fixed Route service representing 5% of the total customer contacts.

Actions taken as a result of reported CAF's include but are not limited to the following:

- Coaching and counseling
- Driver training
- Progressive disciplinary action as appropriate, group discussion/coaching in operator meetings
- Discussion in supervisory meetings
- Examination of RTA operations policy

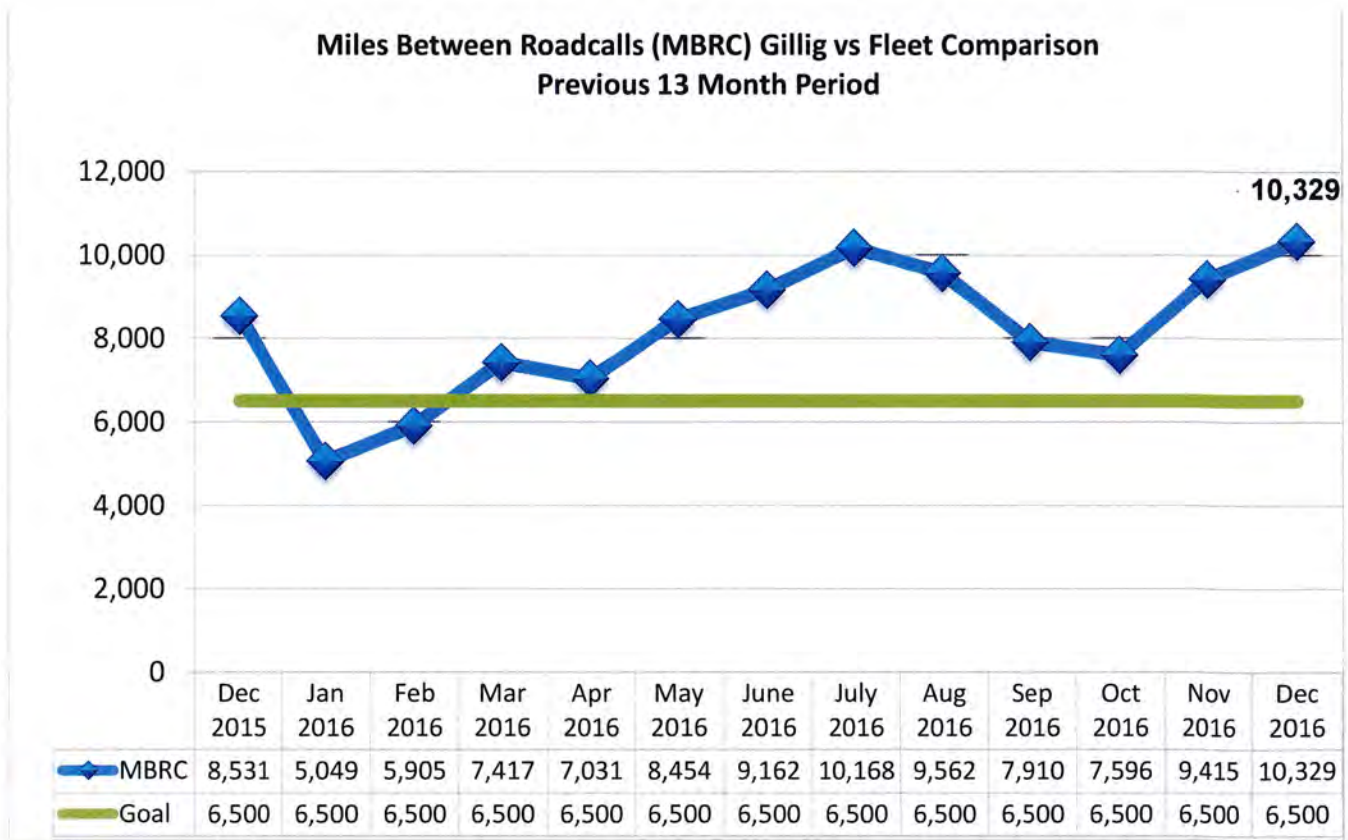
The RTA documents CAF's to capture information regarding a wide range of issues from the community's perspective point of view. CAF's are communicated to the Customer Programs group via the telephone, e-mail, and letter or in person.

CAF's are redirected to relevant management and supervisory staff for further investigation. Customer Service staff will provide a prompt and written response at the conclusion of the investigation to the customer within ten working days.

CAF's play an important role as a quality assurance tool to identify issues regarding service; they also inform RTA regarding education and training needs. CAF's assist Service Development in identifying problems around existing service and identifying underserved areas. CAF's also serves to guide policy development.

**4. Vehicle Maintenance Department Monthly Miles Between Road Calls Report**

For December 2016, 10,329 miles between road calls (MBRC) were recorded as compared to 8,531 MBRC in December 2015. A standard of 6,500 miles between road calls is used based on the fleet size, age, and condition of CCRTA vehicles.



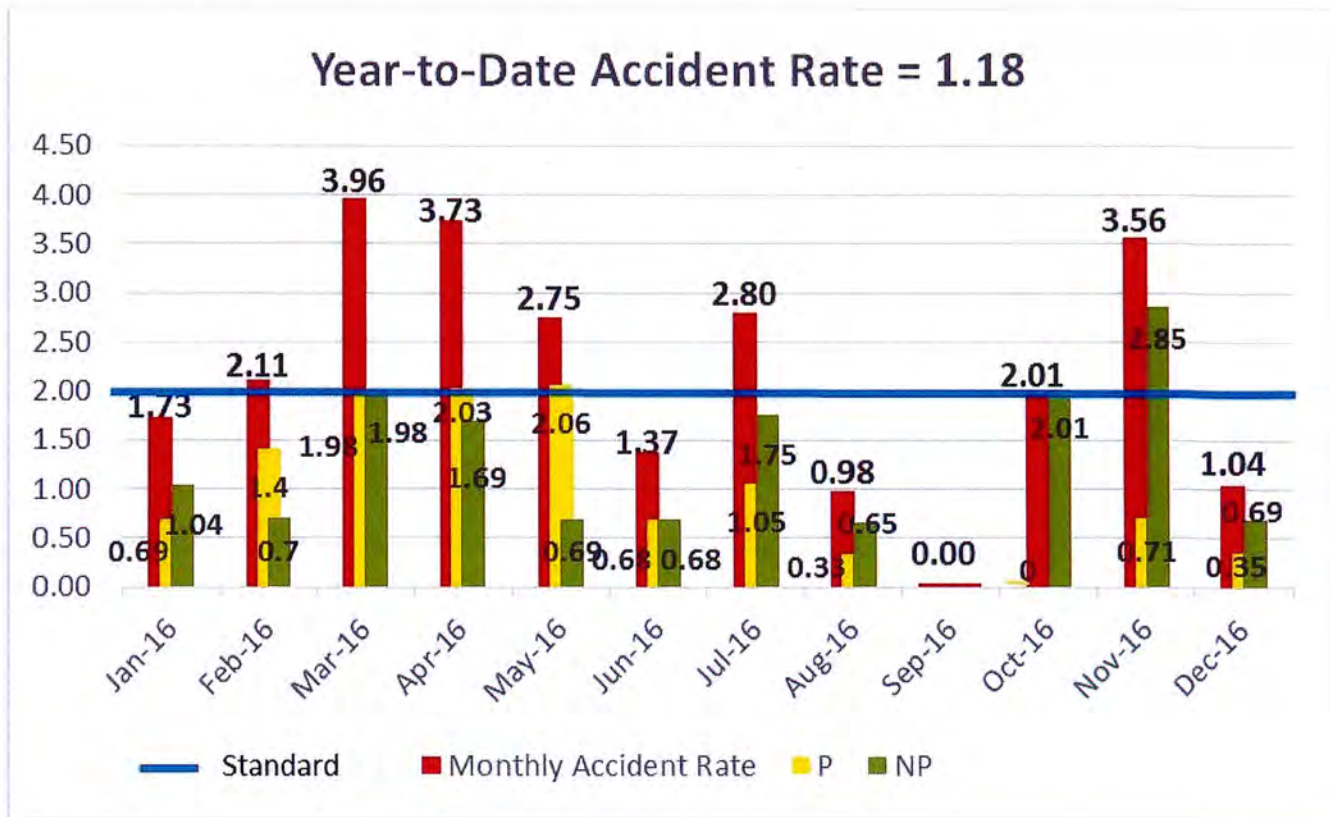
MBRC is a performance gauge of maintenance quality, fleet age, and condition; an increase in MBRC is a positive indicator. As defined by the Federal Transit Administration, a road-call is the practice of dispatching a service vehicle to repair or retrieve a vehicle on the road. There are two types of road-calls; Type I and Type II. A Type I road-call is a major mechanical failure that prevents the revenue vehicle from completing a scheduled revenue trip. A Type II road-call is a mechanical failure causing an interruption in revenue service.

## 5. Safety/Security Department Report

### SAFETY SUMMARY

For December 2016, there were (3) vehicle accidents. Two (2) were determined to be non-preventable (NP) and one (1) was determined to be preventable (P). There were 30 customer-related incidents. CCRTA drove a total of 288,465.4 miles. The total accident rate for the month was 1.04 per hundred thousand miles driven. The desirable range for total collisions is at 2.0 or less.

The chart below illustrates the Year-to-Date accident rate. Please keep in mind that this chart shows all vehicle accidents regardless of fault.

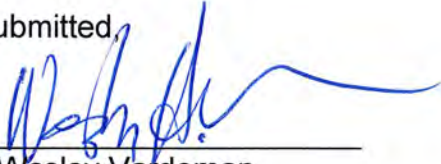


### SECURITY SUMMARY

For December 2016, there were approximately 1,400 hours of security coverage was used for all areas of CCRTA Operations. Officers arrested 2 individuals for public intoxication, issued 3 criminal trespass warnings, arrested 5 individuals for violation of criminal trespassing, issued 32 disturbance warnings and responded to 2 other calls for service.

Respectfully Submitted,

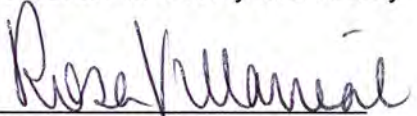
Submitted by:

  
Wesley Vardeman  
Outreach Coordinator

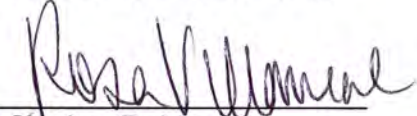
Reviewed by:

  
Mike Rendon  
Director of Safety & Security

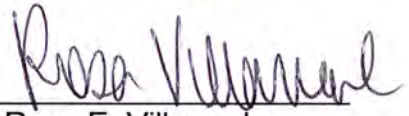
Reviewed by:

*for*   
Bryan Garner  
Director of Maintenance

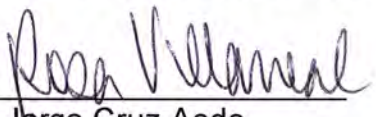
Reviewed by:

*for*   
Gordon Robinson  
Director of Planning

Reviewed by:

  
Rosa E. Villarreal  
Managing Director of Operations

Approved by:

*for*   
Jorge Cruz-Aedo  
Chief Executive Officer