



CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY

AGENDA MEETING NOTICE

Date: Wednesday, May 25, 2016
Location: Staples Street Center
602 N. Staples
Corpus Christi, Texas

Administration Committee Meeting	8:30 a.m.
Audit Finance Health and Pension Subcommittee Meeting	9:30 a.m.
Operations Committee Meeting	10:30 a.m.

ADMINISTRATION COMMITTEE MEETING AGENDA

TOM NISKALA (Chair)

Angie Granado

Edward Martinez

Conrado Garcia

	TOPIC	SPEAKER	EST. TIME	REFERENCE
1.	Roll Call	D. Linnehan	2 min.	-----
2.	Opportunity for Public Comment	T. Niskala	3 min.	-----
3.	Discussion and Possible Action to Approve the Administration Committee Meeting Minutes of April 20, 2016	T. Niskala	3 min.	Pages 1-5
4.	Discussion and Possible Action to Recommend the Board Adopt a Resolution Approving TxDOT Advanced Funding Agreement for MPO Awarded Transportation Alternatives Program (TAP) Funds	W. Laridis	3 min.	Page 6 Separate Attachment
5.	Discussion and Possible Action to Recommend the Board Adopt the Texas Unified Certification Program	J. Cruz-Aedo	5 min.	Page 7-8 Separate Attachment

	(TUCP) Memorandum of Agreement and Standard Operating Procedures			
6.	Presentations: a. 1 st Quarter 2016 Investment Report b. 1 st Quarter 2016 Defined Benefit and Defined Contribution Plans Reports c. Financial Report – April 2016	C. O'Brien C. O'Brien C. O'Brien	5 min. 5 min. 5 min.	Page 9 Pages 10-11 Separate Attachments Pages 12-16

Total Estimated Time: 31 min.

AUDIT, FINANCE & HEALTH PENSION PLAN SUBCOMMITTEE MEETING
AGENDA

Tom Niskala (Chair)

Thoma Dreyer

Eddie Martinez

Mary Saenz

	TOPIC	SPEAKER	EST. TIME	REFERENCE
1.	Update on the Resolution Authorizing Confirmation and Execution of the Third Amendment to the RTA Employees Defined Benefit Plan and Trust	C. O'Brien	25 min.	Page 1 Separate Attachments
2.	Update on Federal Discretionary Grants	W. Laridis	5 min.	No Attachment

Total Estimated Time: 30 min.

OPERATIONS COMMITTEE MEETING AGENDA

MARY SAENZ (Chair)

George B. Clower

Thomas Dreyer

Glenn Martin

Michael Reeves

Scott Harris

	TOPIC	SPEAKER	EST. TIME	REFERENCE
1.	Roll Call	D. Linnehan	2 min.	-----
2.	Opportunity for Public Comment	M. Saenz	3 min.	-----
3.	Discussion and Possible Action to Approve the Operations Committee Meeting Minutes of March 23, 2016 and April 20, 2016	M. Saenz	3 min.	Pages 1-5
4.	Discussion and Possible Action to Recommend the Board Approve a Sub-lease Agreement with RTDB LLC, to	W. Laridis	5 min.	Page 6 Separate Attachments

	Access the Harbor Ferry Dock			
5.	Discussion and Possible Action to Recommend the Board Approve Awarding a Contract for Security Services at the Staples Street Center	W. Laridis	7 min.	Pages 7-8
6.	Discussion and Possible Action to Recommend the Board of Directors Approve Awarding a Contract to Bridgestone America Tire Operations for for Tire and Leasing Services	R. Villareal	5 min.	Pages 9-11
7.	Presentations: a. April 2016 Operations Report b. Transit Plan 20/20 (COA) Update c. Procurement Update d. Staffing Update for Staples Street Center	G. Robinson G. Robinson S. Montez J. Cruz-Aedo	10 min. 10 min. 5 min. 5 min.	Pages 12-22 No Attachment No Attachment No Attachment

Total Estimated Time: 50 min

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 903-3474 at least 48 hours in advance so that appropriate arrangements can be made.

Información en Español: Si usted desea esta información en Español o en otro idioma, por favor llame al teléfono (361) 289-2712.

On **Friday May 20, 2016** this Notice was posted by **Dena Linnehan** at the Nueces County Courthouse, 901 Leopard, Corpus Christi, Texas, the RTA Administration Offices, 5658 Bear Lane, Corpus Christi, Texas, and sent to the Nueces County Clerk and the San Patricio County Clerk.

**REGIONAL TRANSPORTATION AUTHORITY
ADMINISTRATION COMMITTEE MEETING MINUTES
WEDNESDAY, APRIL 20, 2016**

Summary of Actions

1. Held Roll Call
2. Provided Opportunity for Public Comment
3. Approved the Administration Committee Meeting Minutes of March 23, 2016
4. Adopted a Revised 2016 Emergency Preparedness Policy
5. Authorized Exercising the First Option Year with EDMI for Genfare (GFI) Bus Pass Media
6. Briefed 2017 Budget Calendar
7. Updated on Human Resource Recruitments
8. Updated on Token Program
9. Updated on Buccaneer Days and Illuminated Night Parade
10. Heard Presentations on: a. Financial Report - March 2016
11. Adjournment

The Administration Committee for the Regional Transportation Authority Board of Directors met at 8:30 a.m. on Wednesday, April 20, 2016 at the CCRTA Administration/Operations Facility located at 5658 Bear Lane, Corpus Christi, Texas.

Committee Members Present: Tom Niskala, (Chair); Angie Granado, Edward Martinez and Conrado Garcia

Committee Members Absent: None

Staff Members Present: Jorge Cruz-Aedo, CEO; Kelly Coughlin, Angelina Gaitan, Billy Laridis, Sharon Montez, Cindy O'Brien, Sandy Roddel, Dena Linnehan, Stephanie Alvarez

Public Present: Abel Alonzo; Rosie Aguiar and Gary Flores, ATU-Local 1769

Call to Order

Mr. Tom Niskala called the Administration Committee Meeting to order at 8:30 a.m. and declared there was a quorum.

Opportunity for Public Comment

No one spoke under public comment.

Discussion and Possible Action to Approve the Administration Committee Meeting Minutes of March 23, 2016

**MS. GRANADO MADE A MOTION TO APPROVE THE
ADMINISTRATION COMMITTEE MINUTES OF MARCH 23, 2016. MR.**

**GARCIA SECONDED THE MOTION. THE MOTION CARRIED.
NISKALA, GRANADO, MARTINEZ AND GARCIA VOTING IN FAVOR.**

**Discussion and Possible Action to Recommend the Board Adopt a Revised 2016
Emergency Preparedness Policy**

Using a PowerPoint presentation, Mr. Mike Rendon reviewed the revised Emergency Preparedness Policy (EPP), he spoke of measures to safeguard passengers, personnel and the general public. Mr. Rendon stated that this was a critical component in the network of the public sector to provide essential services to the community. Mr. Rendon stated that this plan is sync to work cooperatively with the City of Corpus Christi and Nueces County's Emergency Management Department. Mr. Rendon briefed over the EPP condition stages; Condition 3 - Readiness, Condition 2 - Essential Services, and Condition 1 - Activation with a Return to Duty phase. Mr. Rendon noted that staff recommends the Administration Committee to approve of the revised EPP for 2016.

Mr. Conrado Garcia requested a better visualization of the flow chart, he mentioned that the chart seemed vague and would like it to be revised.

Mr. Cruz-Aedo explained how the public would receive warning notices, through the media and primarily through the City and County3.0, this is so that we work as one to get the message out to the public

**MR. EDWARD MARTINEZ MADE A MOTION TO RECOMMEND THE
BOARD ADOPT A REVISED 2016 EMERGENCY PREPAREDNESS
POLICY. MS. GRANADO SECONDED THE MOTION. THE MOTION
CARRIED. NISKALA, GRANADO, MARTINEZ AND GARCIA VOTING
IN FAVOR.**

**Discussion and Possible Action to Recommend the Board Authorize Exercising
the First Option Year with EDMI for Genfare (GFI) Bus Pass Media**

Using a PowerPoint presentation, Ms. Sharon Montez reported RTA currently utilizes an electronic fare box collection system which has been in place since 2008. She noted that it requires specialized and encoded passes as part of the operation. She reported the contract with EDMI was approved in 2013 by the Board of Directors'. Staff recommends the Administration Committee to exercise the first option year with EDMI. The financial impact is estimated at \$102,000 and has been allocated in the 2016 operating budget.

**MS. GRANADO MADE A MOTION TO RECOMMEND THE BOARD
AUTHORIZE EXERCISING THE FIRST OPTION YEAR WITH EDMI FOR
GENFARE (GFI) BUS PASS MEDIA. MR. MARTINEZ SECONDED THE
MOTION. THE MOTION CARRIED. NISKALA, GRANADO, MARTINEZ
AND GARCIA VOTING IN FAVOR.**

Provided Briefing on 2017 Budget Calendar

Using a PowerPoint presentation, Mr. Billy Laridis reported the Budget Calendar process for 2017. Mr. Laridis reported seven budget workshops were scheduled, he mentioned that workshop six and seven would be considered on an as needed basis. Mr. Laridis noted that in October a final draft of 2017 budget would be presented and a public hearing will be held in November.

Mr. Jorge Cruz-Aedo recognized Ms. Sandy Roddel, Budget Analyst; he commended Ms. Roddel for her detailed and hard work.

Provided Updated Human Resource Recruitments

Ms. Angelina Gaitan updated employment recruitments using a PowerPoint Presentation. Ms. Gaitan listed the process that Human Resource conducts when recruiting for specific positions. Ms. Gaitan provided a chart of current job vacancies. Ms. Gaitan mentioned that the vacancies were posted here at the RTA facility, RTA website, Del Mar College, TAMU, Texas Workforce Solutions and Veterans

After a general discussion, the Committee agreed to help relay a positive message to the public what a great place RTA is so that qualified applicants will apply. Ms. Gaitan stated that she would put together a listing of job fairs to present at the next board meeting.

Ms. Gaitan explained the recruitment process is also opened to other transit industries nationwide for our executive level positions like APTA, Mass Transit, SWATA and others who post our positions for 30-60 days. She also commented these positions, salaries and benefits were included in budget to answer

Ms. Gaitan continued with explaining the Human Resources is working alongside the Marketing Department for more creative methods of advertising for our recruitment to hold an in-house job fair. Advertise so that a good response is received to possibly hold on-site interviews the same day. She concluded with the department is expanding their partnerships with Del Mar and TAMUCC to offer opportunities to students, improve our online process and searching for a search firm for our executive levels.

Mr. Abel Alonso, B-Line Rider; commented on the negative image that RTA holds. He addressed the Administration Committee with a suggestion of attending the City public meetings.

Provided Updated Token Program

Ms. Sharon Montez gave an update regarding the Token Program in a PowerPoint presentation. Ms. Montez stated it had been in place since 1988 and also reported the program was inclusive of non-profit organizations and governmental agencies and also help to provide travel and transportation needs for their customers to and from destinations such as appointments. Ms. Montez commented the token program was reduced by 50 percent in January 2002. She also commented to say the metal tokens converted to cardstock bus passes in December 2012. Ms. Montez presented a chart of 40 participating agencies in the program for 2015. In addition, she noted the Senior

Community Service allocation was 9,600 annually. WIC 5,885, the Good Samaritan at 4,800, STARS who will be a tenant in our new building at 3,600, Driscoll Middle School, Goodwill and all good organizations, good charity, good causes. We allocate about 106,000 tokens a year, actually utilized about 85,000 which would make the dollar value of free fares around \$63,000 a year. Mr. Martinez wanted to know how the passes are distributed, and Ms. Montez reiterated they are distributed through the Customer Service Center quarterly. After general discussion, the consensus made was this would be a great marketing tool and so positive to perhaps do a one-day press conference to get the word out to all the non-profits and other agencies who would have interest to participate.

As Ms. Montez stated, applicants must be a non-profit, educational or social services agency and we must have proof they are a tax exempt (501)(c)(3) organization. Applications are submitted to the CCRTA to be evaluated and verified all the criteria is met to participate in the program. Once this takes place an agreement letter is executed and tokens are distributed through our Customer Service Center on a quarterly basis. When asked by Ms. Granado how the amount is determined, Ms. Montez explained the agency will approach us as it is based on their needs.

The Agency is currently heading into the budget process and will look at all the programs and staff would like to formalize this token program, have the board of directors take action on the formal program, to create an annual application process to formally approve the applications. This will take place by CCRTA staff receiving the applications, review and evaluate so they may make recommendations to our CEO for his final approval. The process would be at the end of every year we to provide an annual report to the board of directors with details of distribution and which organizations are in the program, etc. The value exceeds his \$50,000 authority so board approval is warranted.

After general discussion comments reiterated this being a great marketing tool for the community. Mr. Cruz-Aedo noted the board not being part of the process in the past, staff would like to develop a formal program and process for formal board review. This would be secure and defined and give us the ability to expand the programs to be successful for the community. Mr. Cruz-Aedo also pointed out for the Senior Citizens Meals on Wheels program, the City stated, it would not be successful without our support of the token program and indicated as it being a well-established program and a definite need for it. Mr. Niskala commented is a great idea, some agency programs are perpetual and aren't being utilized so creating our program on an annual review basis is an excellent idea. Mr. Cruz-Aedo stated we have a lot of opportunity to market how we do things and a strong partner in the community. Ms. Montez commented how we educate these agencies on the matching bus pass program. We have 13 agencies who utilize the program as well.

Mr. Niskala allowed for Public Comment so Mr. Abel Alonso stated the City is going to be looking at the agencies for people with disabilities, mental health, etc. and asked if this would be taken to the board meeting next month.

Provided Updated Buccaneer Days and Illuminated Night Parade

Mr. Billy Laridis provided an update regarding the Buc Days and Illuminated Night Parade and invited everyone. As presented in his PowerPoint presentation, Mr. Laradis reported we've always partnered with Buc Days to provide transportation service and would have a 10 minutes round trip shuttle service from City Hall and Nueces County Courthouse to the event. Service will continue for Buc Days Carnival and the CCRTA will provide 8 days of service and continue again the following week with same service. He noted an RTA Family Zone at the new building location was set up as we received sponsorship from Entrust this year. Fenced, restrooms, food and refreshments along with security for our families will be provided.

Mr. Laridis also stated to the board we would be entering the Selena bus (red one as shown in his presentation) into the Illuminated Night Parade. Lighting will be installed by our facilities personnel and Selena music which the Quintanilla Family will provide to us will be heard from the bus.

Presentation on Financial Report - March 2016

Ms. Cindy O'Brien reported in a PowerPoint presentation for the First Quarter End Year-to-date numbers for March 31st. The agency is about 3% under our operating revenues which falls in line with ridership. All other fall in-line with department expenses, other revenues and sales tax per the January Actual received. February and March are still budgeted amounts. The variance between the Federal State Grant and Sub-Recipients Grants is based on timing difference and the numbers are a budgeted amount yet annualized. Ms. O'Brien and Mr. Laridis will meet to prepare a presentation on grants of what has been spent and our current status. Sales tax reported for February estimated at 2.5 million and we received on April 8th. Although a little less than our estimate it was 2.526 million making it 200,000 less than budgeted and 45,000 less than February 2015. Also, year-to-date collections are at 4.8 million versus the budgeted 5.3, just under 10%. We had a smaller loss in February than January possibly due to the economy although it seems to be improving and for next year's budget process we will take a closer look at this. Ms. O'Brien reported the Fuel Prices for 2014, 2015 and 2016 comparing the diesel and CNG costs were for diesel; 2014 began at \$2.97, ending at \$1.89 per gallon; CNG starting at \$1.46 and ending at \$1.21. In 2015 diesel started at \$1.59 ending in \$1.16 and for 2016 it had dropped to \$0.96 and is currently at \$1.16. Currently CNG is still staying at a low price of \$0.75 indicated on her chart for January and \$0.77 in March.

Mr. Martinez asked did costs include maintenance and Ms. O'Brien indicated it does not include maintenance costs as these are only actual fueling costs associated with our buses. Unleaded has been all over the place and we don't purchase much, although in March it was \$1.07.

Adjournment

There being no further business, the meeting was adjourned at 9:31 a.m.

Submitted by: Dena Linnehan



CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY

Administration Committee Memo

May 25, 2016

Subject: Adopt A Resolution Approving TxDOT Advanced Funding Agreement for MPO Awarded Transportation Alternatives Program (TAP) Funds

Background:

On April 28, 2015, CCRTA was awarded \$248,400 in state grant funds for the Transportation Alternatives Program (TAP) by the Metropolitan Planning Organization (MPO). These funds were awarded to purchase bike facilities, such as bike racks, bike lockers, and other trip-end amenities. The total award was \$310,500, of which \$62,100 is CCRTA's 20% local share. The TAP funds derive from FY2015 and FY2016. The table below illustrates the sources of funds and the fiscal years.

	Total	TAP Funds	CCRTA Local Share
FY2015	\$ 235,500	\$ 188,400	\$ 47,100
FY2016	\$ 75,000	\$ 60,000	\$ 15,000
Total Project	\$ 310,500	\$ 248,400	\$62,100

Identified Need:

In order to be eligible to receive and utilize these funds, the CCRTA Board of Directors is required to adopt a resolution approving entering into an Advanced Funding Agreement (AFA) with the Texas Department of Transportation (TxDOT) (see attached resolution). The AFA is essentially TxDOT terms and condition as well as requirements that CCRTA must comply with as recipients of these funds.

Financial Impact:

The total award was \$310,500, of which \$62,100 is CCRTA's 20% local share.

Recommendation:

Staff Recommends the Administration Committee Adopt a Resolution Approving TxDOT Advanced Funding Agreement for MPO Awarded Transportation Alternatives Program (TAP) Funds.

Respectfully Submitted,

Submitted by:


William "Billy" Laridis
Management and Budget Administrator

Approval:


Jorge Cruz-Aedo
Chief Executive Officer

RESOLUTION

APPROVING AN ADVANCE FUNDING AGREEMENT FOR A
TRANSPORTATION ALTERNATIVES PROGRAM PROJECT FOR
INSTALLATION OF BICYCLE FACILITIES #0916-35-199

Whereas, the Corpus Christi Regional Transportation Authority (the "RTA") is a metropolitan transit authority operating under Chapter 451 of the Texas Transportation Code;

Whereas, the Corpus Christi Metropolitan Planning Organization (the "MPO") submitted a project for the installation of bicycle facilities (the "Project") to the Texas Transportation Commission (the "Commission") for funding approval as part of the 2015 TAP Program Call; and

Whereas, the Commission awarded funding for the Project as part of its Minute Order Number 114335 dated August 27, 2015;

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

1. The RTA is authorized to enter into an Advance Funding Agreement for a Transportation Alternatives Program Project for the installation of bicycle facilities under CSJ 0916-35-199 providing for total funding of \$235,500.00 with a local match of \$47,100.00.

2. The Chief Executive Officer (the "CEO") of the RTA is authorized to execute an Advance Funding Agreement with the Commission pertaining to the above Project and such other documents as are reasonably required in connection with the approval and funding of such Agreement, all such documents to be in such form as are approved by the CEO.

This Resolution is adopted at a regular meeting held on the _____ day of May, 2016.

ATTEST:

CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY

Mary Saenz
Secretary

By: _____
Curtis Rock
Board Chair

RESOLUTION

APPROVING AN ADVANCE FUNDING AGREEMENT FOR A
TRANSPORTATION ALTERNATIVES PROGRAM PROJECT FOR
INSTALLATION OF BICYCLE FACILITIES #0916-35-202

Whereas, the Corpus Christi Regional Transportation Authority (the "RTA") is a metropolitan transit authority operating under Chapter 451 of the Texas Transportation Code;

Whereas, the Corpus Christi Metropolitan Planning Organization (the "MPO") submitted a project for the installation of bicycle facilities (the "Project") to the Texas Transportation Commission (the "Commission") for funding approval as part of the 2015 TAP Program Call; and

Whereas, the Commission awarded funding for the Project as part of its Minute Order Number 114335 dated August 27, 2015;

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

1. The RTA is authorized to enter into an Advance Funding Agreement for a Transportation Alternatives Program Project for the installation of bicycle facilities under CSJ 0916-35-202 providing for total funding of \$75,000.00 with a local match of \$15,000.00.

2. The Chief Executive Officer (the "CEO") of the RTA is authorized to execute an Advance Funding Agreement with the Commission pertaining to the above Project and such other documents as are reasonably required in connection with the approval and funding of such Agreement, all such documents to be in such form as are approved by the CEO.

This Resolution is adopted at a regular meeting held on the _____ day of May, 2016.

ATTEST:

CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY

Mary Saenz
Secretary

By: _____
Curtis Rock
Board Chair



CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Administration Committee Memo

May 25, 2016

Subject: Texas Unified Certification Program (TUCP) Memorandum of Agreement (MOA) and Standard Operating Procedures (SOP)

Background

The legislative impetus for the Disadvantaged Business Enterprise (DBE) Program can be traced as far back as the passage of the Civil Rights Act of 1964 (Title VI). By February 2002, all the transit, airport, and highway recipients in each state are required to agree on a unified certification program (UCP). The UCP must provide for "one-stop shopping" for DBE firms applying for certification in each state. The applicant fills out one form, goes through one application process and, if certified, can work as a DBE for any DOT recipient in the state. There will be a single DBE directory for the state. The rule allows recipients substantial discretion about the form the UCP will take in each state.

In compliance with this regulation, six certifying entities within Texas joined to create the Texas Unified Certification Program (TUCP). The CCRTA is one of the six founding members of the TUCP. The CCRTA, along with Texas Department of Transportation, North Central Regional Certification Agency (Dallas-Fort Worth area), South Central Regional Certification Agency (San Antonio area), City of Austin, and City of Houston have each agreed to accept certification responsibilities for counties in their geographical region. CCRTA's region includes Aransas, Bee, Goliad, Jim Wells, Karnes, Kleberg, Live Oak, Nueces, Refugio, and San Patricio counties.

The TUCP certifies Disadvantaged Business Enterprises for participation in Department of Transportation federal contracting projects in aviation, highway, and transit across the State of Texas in compliance with Code of Federal Regulations (49 CFR 26 and 23).

Identified Need

On August 10, 2005 the Board authorized the General Manager to enter into a Memorandum of Agreement (MOA) for a Disadvantaged Business Unified Certification Program for Texas. This agreement has been in effect since the adoption with no changes made to the overall program or agreement.

In March 2012, the Board of Directors have approved the adoption of the TUCP Memorandum of Agreement which reflected the DBE Final Rule effective February 28, 2011.

In line with the DBE Program improvements effective November 3, 2014, the TUCP members have been discussing, reviewing, and editing the MOA and SOP in order to stay current with the regulations. Attached is the revised TUCP Memorandum of Agreement and Standard Operating Procedures for approval.

Financial Impact

No budget impact is identified with approval of the Memorandum of Agreement and Standard Operating Procedures.

Recommendation

Staff requests that the Administration Committee recommend the Board of Directors authorize the Chief Executive Officer to adopt the Texas Unified Certification Program's (TUCP) Memorandum of Agreement and Standard Operating Procedures in accordance with 49 Code of Federal Regulations Part 26 and Part 23 (Disadvantaged Business Enterprise Program).

Submitted by: 
Jorge Cruz-Aedo
Chief Executive Officer

TEXAS

MEMORANDUM OF AGREEMENT

for a

**DISADVANTAGED BUSINESS
ENTERPRISE (DBE)
UNIFIED CERTIFICATION PROGRAM**

**U.S. DEPARTMENT OF TRANSPORTATION
PARTNERS**



**Texas Department of Transportation
City of Houston
City of Austin
Corpus Christi Regional Transportation
North Central Texas Regional Certification Agency
South Central Texas Regional Certification Agency**

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STATE OF TEXAS MEMORANDUM OF AGREEMENT

I. UNIFIED CERTIFICATION PROGRAM

This Memorandum of Agreement (MOA) establishes a Disadvantaged Business Enterprise (DBE) Unified Certification Program (UCP) in the State of Texas in accordance with Title 49 Parts 26 and 23 of the Code of Federal Regulations (49 CFR Parts 26 and 23). The TUCP Certifying Partners are the Texas Department of Transportation (TxDOT), City of Houston, City of Austin, Corpus Christi Regional Transportation Authority (CCRTA), North Central Texas Regional Certification Agency (NCTRCA), and South Central Texas Regional Certification Agency (SCTRCA). Each TUCP Certifying Partner agrees to commit sufficient resources and expertise to carry out the requirements of 49 CFR Part 26.

A. Definitions

1. TUCP Certifying Partner

The TUCP Certifying Partners are the Texas Department of Transportation (TxDOT), City of Houston, City of Austin, Corpus Christi Regional Transportation Authority (CCRTA), North Central Texas Regional Certification Agency (NCTRCA), and South Central Texas Regional Certification Agency (SCTRCA).

2. Non-Certifying TUCP Partner

A State of Texas recipient, sub-recipient, or grantee with a current DBE Program Plan approved by an appropriate USDOT oversight modal agency. A Non-Certifying TUCP partner can neither issue nor revoke DBE certification.

3. Recipient

Any public entity which receives direct USDOT financial assistance.

4. Sub-recipient

Any public entity receiving USDOT financial assistance through another recipient.

5. Grantee

Any public entity that has received USDOT assistance.

B. Organization

The TUCP shall establish an Executive Committee consisting of representatives from each of the Certifying Partner agencies, who shall be designated by the signatories to this MOA Agreement. The Executive committee will also be responsible for resolving any conflicts between certification actions between its members. The Standard Operating Procedures of the TUCP Section III-Agency Compliance, outlines the process for dealing with matters regarding the compliance with certification requirements. Nothing in this agreement should be construed to contravene the sovereignty of each participant. The contact person for the TUCP is the Texas Department of Transportation, DBE/HUB/SBE Section.

A *Certifying TUCP Partner* may terminate its responsibilities under this Agreement and become a *Non-Certifying Partner* upon a six month notice to all TUCP Partners. *Non-Certifying agencies* may request to perform certifications through a formal submittal of qualifications to the Executive Committee of the TUCP.

1. The following procedures must be followed by the transitioning agency when changing from a Certifying to a Non-Certifying Partner:
 - A. Notify the TUCP Executive Committee at least six months prior to the termination of certification responsibilities.
 - B. Provide a written notice to each DBE explaining the agency's change from a Certifying to a Non-Certifying Partner. Include in this notice the following:
 - 1) A date the change will be effective.
 - 2) The name, physical address, email, telephone number and contact information of the new Certifying member for which the DBE is being transferred.
 - 3) A written assurance that the change of Certifying Partners will have no effect on the firm's DBE status or certification.
 - 4) A reminder that all future contact regarding certification should be directed to the new certifying member.
 - C. Deliver all certification material including complete files to the new Certifying Partner on or before the effective termination date.
 - D. Ensure that the TUCP DBE directory is updated to reflect the change of certifying agencies on or before the effective termination date (with the assistance of the Texas Department of Transportation).
2. A *Non-Certifying TUCP Partner* may request to perform DBE certifications on behalf of the TUCP through the following procedures:
 - A. The agency must submit a formal written request to the TUCP Executive Committee stating the following:
 - 1) The reason for the request.

- 2) A description of the agency as well as the functions or duties of the section or office that will be conducting the certifications.
 - 3) A statement reflecting the capabilities of the agency to perform certification including available staffing and expertise.
 - 4) A statement reflecting the available resources and budget to perform certification.
 - 5) A description of the location for which the agency will serve.
- B. The TUCP Executive Committee shall review the formal request of the Non-Certifying agency and determine whether any additional information is needed before a decision can be made.
 - C. The TUCP Executive Committee has the right to require the requesting agency to be available for interviewing prior to a decision (should it be necessary).
 - D. The TUCP Executive Committee shall either deny or tentatively approve an agency's request to perform certifications by a majority decision. As lead agency, the Texas Department of Transportation shall break any tied votes.
 - E. Should the TUCP Executive Committee tentatively approve an agency's request to perform certification, a request for addition shall be drafted by the Committee and submitted to US DOT for formal approval.
3. The TUCP Executive Committee shall adhere to the following procedures with the addition of a new Certifying Partner:
 - A. Establish an effective start date for the new agency.
 - B. Provide a written notice to each DBE explaining the addition of a new Certifying Partner for their area. Include in this notice the following:
 - 1) A date the change will be effective.
 - 2) The name, physical address, email, telephone number and contact information of the new Certifying member for which the DBE is being transferred.
 - 3) A written assurance that the change of Certifying Partners will have no effect on the firm's DBE status or certification.
 - 4) A reminder that all future contact regarding certification should be directed to the new certifying member.
 - C. Deliver all certification material including complete files to the new Certifying Partner on or before the effective start date.
 - D. Ensure that the TUCP DBE directory is updated to reflect the change of certifying agencies on or before the effective start date.

C. Purpose

The objectives of the Texas UCP are as follows:

- To follow the certification procedures and standards and the non-discrimination requirements of 49 CFR Parts 26 and 23.

- To cooperate fully with all oversight, review and monitoring activities of the United States Department of Transportation (USDOT) and its operating administrations.
- To provide directives and guidance on DBE certification matters.
- To make all certification and decertification decisions on behalf of all TUCP Partners with respect to participation in the U.S. DOT DBE Program. Certification decisions by the TUCP shall be binding on all TUCP Certifying Partners.
- To provide a single DBE certification that will be honored by all TUCP Partners.
- To maintain a unified DBE directory containing at least the following information for each firm listed: address, phone number and approved NAICS codes. The TUCP shall make the directory available to the public electronically on the Internet as well as in print. TxDOT shall update the electronic version of the directory by including additions, deletions and other changes upon notification by the DBE and/or Certifying Partner.
- The TUCP Partners will commit adequate resources and expertise to carry out this agreement. The partners will continue to individually bear the costs of training staff, certifying firms and sharing DBE files, i.e. postage and copying costs. Travel to and from meetings will be the responsibility of individual partners.

II. TUCP PROGRAM DESCRIPTION

A. Partners' Roles, Responsibilities & Obligations

All TUCP Partners agree to maintain DBE certification application files, conduct site visits, make certification decisions and handle appeals and complaints. The Certifying TUCP Partners agree to utilize the USDOT Uniform Certification Application and Affidavit.

- All decisions related to eligibility and certification must comply with 49 CFR Parts 26 and 23.
- The TUCP Certifying Partners who are recipients or sub-recipients of federal funds must have an approved DBE Program. Additionally, each Certifying Partner must have clearly defined and written processes and procedures related to the administration of its DBE Program and certification decisions.
- Each TUCP Certifying Partner must adhere to the processes and procedures as set forth in the Standard Operating Procedures.
- If a TUCP Certifying Partner is no longer able or willing to uphold procedures outlined in this MOA and in the TUCP SOP, then that partner shall notify each

partner in writing and submit to TxDOT all certification files within 180 days to maintain proper certification coordination.

- TUCP certifying partners agree to assist and comply with FHWA in conducting partner reviews outlined in the TUCP SOP.
- Any request received by a TUCP Partner by organizations and entities to become certifying members of the TUCP will be forwarded to each TUCP Partner for review. The TUCP Certifying partners will make a recommendation and forward the request to USDOT for review and a recommendation.
- Any changes or additions to the TUCP Certifying Partners will require an amendment to this agreement. Parties to this MOA cannot add another member to the TUCP without the organization signing the MOA. The other TUCP partners will also need to sign the updated MOA acknowledging the new partner.

B. DBE Directory Management:

TxDOT has agreed to manage the TUCP Directory and shall designate a Database Manager as agreed by signature of this MOA. Upon approval of a firm for DBE certification by the UCP Certifying Partners, the originating Certifying Partner shall submit the firm's information for inclusion in the electronic database directly to the DBE Database Manager. This information shall include at a minimum:

- Name, Street Address, P.O. Box, City, County, State, Telephone and Fax Number, E-mail address and Federal Tax Identification Number/SSN;
- Name, Sex, Ethnicity, Race and Country of Origin of qualifying DBE owner(s);
- Type of work performed by the DBE using the North American Industry Classification System (NAICS) adopted by the SBA on October 1, 2000, as amended;
- Original Certification Date;
- Name of TUCP Certifying Partner;

The DBE Database Manager shall assume the following responsibilities:

- Input all data and make any corrections, additions and/or deletions upon receipt of information from the Certifying TUCP Partners;
- Maintain and keep the electronic DBE database current;

- Make the electronic DBE database available to all TUCP Partners and other interested parties;
- Maintain the TUCP Website.

C. DBE Directory & Internet Access

The DBE Directory will be located on the TUCP website. In accordance with 49 CFR §26.31 and §23.31(b), the DBE Directory will include the following minimum information for each firm:

- Name, address and telephone number of firm;
- Contact person
- Types of work performed by the firm with appropriate six (6) digit NAICS code and description.

The TUCP DBE Directory may contain additional information, including but not limited to the following:

- Geographic Location of the Firm (i.e., county)
- Website Address of the Firm
- Fax Number & E-Mail Address of the Firm
- Gender and Ethnicity

Each TUCP Partner by signature of this agreement agrees to submit the above information.

III. TUCP PROGRAM COST AND FUNDING

The cost of creating and establishing the TUCP website and the electronic DBE Directory will be the responsibility of the Texas Department of Transportation. Each TUCP Partner has agreed to coordinate responding to information request or open records request for certification list or copies of the data base as appropriate.

A. Training and Resources

The TUCP Partners will conduct ongoing in-service training. The TUCP Partners will agree to rotate the duties of hosting, planning and conducting training sessions amongst the TUCP Partners.

IV. CERTIFICATION PROCEDURES AND PROCESS

In addition to the following procedures, the TUCP will follow all certification procedures and standards of 49 CFR Part 26, and will implement USDOT directives and guidance concerning DBE certification matters. A Standard Operating Procedure (SOP) has been developed and will be utilized by all Certifying TUCP Partners. The SOP may be modified as needed and agreed upon by majority consensus of the Certifying TUCP Partners. If consensus cannot be reached, the issue will be forwarded to FHWA – Texas Division for further guidance.

- The TUCP will utilize the USDOT approved Uniform Certification Application and other related certification documents to facilitate “one-stop shopping” for applicants.

A. Geographic & Industry Considerations

The TUCP Certifying Partners have agreed to perform the certification process for DBE program applicants within the State of Texas by geographical location and by industry. If a DBE applicant/firm is interested in working only on TxDOT projects, TxDOT agrees to process the application and/or have certification responsibility for the DBE firm. In these cases, all certifying TUCP partners will forward the application within three to five business days to TxDOT for processing. All Certifying Partners will process Intrastate airport concessionaire ACDBE certification applications, based on the firm’s geographical location of its Principal place of business.

City of Austin: Geographical: Bastrop, Caldwell, Hays, Travis and Williamson

City of Houston: Geographical: Counties of Austin, Brazoria, Chambers, Fort Bend, Galveston, Harris, Liberty, Montgomery, San Jacinto and Waller.

Corpus Christi Regional Transportation Authority: Geographical: Counties of Aransas, Bee, Goliad, Jim Wells, Karnes, Kleberg, Live Oak, Nueces, Refugio, and San Patricio.

North Central Texas Regional Certification Agency: Geographical: Counties of Collin, Dallas, Denton, Ellis, Erath, Hood, Jack, Johnson, Kaufman, Navarro, Palo Pinto, Parker, Rockwall, Somervell, Tarrant, and Wise.

South Central Texas Regional Certification Agency: Geographical: Counties of Atascosa, Bandera, Bexar, Comal, Frio, Guadalupe, Kendall, Kerr, McMullen, Medina, and Wilson.

Texas Department of Transportation: Geographical: All other remaining counties in Texas.

B. Quality Assurance (New Certifications)

The SOP has been created to ensure consistent application of UCP program requirements among the Certifying TUCP Partners. Uniform documents have been developed for use by the Certifying TUCP Partners so that consistent information is obtained and used in certification determinations. At a minimum, there will be annual training of certification staff in order to maintain consistency in determinations.

C. Annual Review Process

By signature of this agreement, ACDBE and DBE certification updates will be conducted annually using the TUCP Annual Update "No Change" Affidavit process as required in the SOP and following procedures outlined in 49 CFR §26.87.

D. Decertification Procedures

The TUCP Partner agrees to process decertification in compliance to 49 CFR §26.87. Provisions exist in the TUCP Standard Operating Procedure for the Certifying TUCP Partners to accept written complaints from a third party alleging the ineligibility of a currently certified firm. The TUCP SOP outlines how those complaints will be coordinated by the receiving partner.

E. Appeals Process and Procedures

An appeals procedure has been established as part of the TUCP SOP for appeals of denial of original certification, and decertification that provides due process to the affected firm in accordance with 49 CFR Part 26.

- Denials of Original Certifications and Decertification: The DBE applicant has the opportunity to appeal to USDOT in accordance with 49 CFR §26.89. Firms that are decertified will have due process in accordance with 49 CFR §26.87.

F. Staff Training

Each TUCP Partner agrees to:

- Participate in annual staff training; assist with the development and coordination of training modules that support the SOP.
- Recruit instructors and determine locations for training workshops.

- Schedule joint training sessions.
- Conduct staff training to assure that all staff are knowledgeable of certification regulations and procedures as updates and changes are made to the regulations.

G. Unified DBE Directory

By signature of this MOA the TUCP Partners agree to:

- Develop and complete parameters for Unified DBE Directory.
- Compare UCP Certifying Partners databases.
- Remove duplicate DBE firms.
- Develop common databases, however, nothing in this agreement excludes the certifying partners from creating and maintaining separate databases for other programmatic needs.
- Develop procedures for electronic submission of DBE firms for inclusion in the Unified DBE Directory.
- Develop and issue press release on public access to online DBE Directory (information will be maintained on TXDOT Website).

V. CHANGES TO THE MOA

This MOA can be amended by approval of the majority of the TUCP Partners. Changes to this MOA shall require a majority agreement by the TUCP Certifying Partners. In cases where there is not a majority agreement, the issue will be forwarded to USDOT for resolution and the partners agree to execute the decision of USDOT by signature of this MOA.

VI. SUMMARY

As a result of the requirements set forth in 49 CFR Parts 26 and 23, we the undersigned, agree to participate in the STATE OF TEXAS' Unified Certification Program in accordance with the provisions of this MOA and agree to abide by its contents

EXECUTED AND DELIVERED by and between the TUCP Partners as of the effective date of this MOA.

TUCP CERTIFYING PARTNERS

City of Austin

Name

Title

Signature

City of Houston

Name

Title

Signature

Corpus Christi Regional Transportation Authority

Name

Title

Signature

North Central Texas Regional Certification Agency

Name

Title

Signature

South Central Texas Regional Certification Agency

Name

Title

Signature

Texas Department of Transportation

Name

Title

Signature

**TEXAS UNIFIED CERTIFICATION
PROGRAM**

STANDARD OPERATING PROCEDURES

**U.S. DEPARTMENT OF TRANSPORTATION
PARTNERS**



**Texas Department of Transportation
City of Houston
City of Austin
Corpus Christi Regional Transportation
North Central Texas Regional Certification Agency
South Central Texas Regional Certification Agency**

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TEXAS UNIFIED CERTIFICATION PROGRAM STANDARD OPERATING PROCEDURE

I. INTRODUCTION

A Disadvantaged Business Enterprise (DBE) Unified Certification Program (UCP) has been established in the State of Texas in accordance with Title 49 Part 26 and Part 23 of the Code of Federal Regulations. Pursuant to a Memorandum of Agreement (MOA) signed by all recipients required to participate in the TUCP, the Texas Department of Transportation (TXDOT), City of Houston, City of Austin, Corpus Christi Regional Transportation Authority (CCRTA), North Central Texas Regional Certification Agency (NCTRCA), and South Central Texas Regional Certification Agency (SCTRCA) are Certifying Partners for the TUCP. The cost of creating and establishing the TUCP web site and the electronic DBE/ACDBE Directory will be the responsibility of TxDOT. The TUCP reserves the right to develop a methodology to ascertain maintenance and operational costs. Any changes to the web site or Directory that results in costs to the Certifying and Non-Certifying Partners will be reviewed and approved by the TUCP recipients before the changes are implemented.

Each of the Certifying Partners is required to administer a DBE certification program in accordance with 49 CFR Parts 26 and 23. As part of the TUCP, Certifying Partners will make certification decisions on behalf of all USDOT recipients, sub recipients and grantees in Texas with respect to participation in the USDOT DBE Program. Certification decisions by the TUCP shall be binding on all USDOT recipients, sub recipients and grantees within Texas.

A thorough certification process ensures that the DBE program benefits only bona fide disadvantaged businesses. In order to ensure consistent application and interpretation of the regulatory requirements for DBE certification and consistent certification determinations, a Standard Operating Procedure (SOP) will be used by all Certifying Partners.

The Standard Operating Procedure sets forth the process to be utilized by the Certifying Partners when making determinations of DBE certification eligibility.

The procedures outlined herein are consistent with the U.S. Department of Transportation regulations codified at 49 CFR Part 26 and Part 23.

II. DEFINITIONS

- A. **BURDEN OF PROOF:** Measure of persuasion that is required to convince someone that an alleged fact is true.
- B. **DBE CERTIFICATION:** A finding, after a certification eligibility review by a Certifying TUCP Partner that a business meets the certification eligibility requirements and is a bona fide Disadvantaged Business Enterprise in accordance with 49 CFR Parts 26 and 23.
- C. **CERTIFICATION INTERVIEW:** Face-to-face meeting between the applicant firms qualifying owner(s) for DBE certification and the Certifying Partner.

- D. **DECISION MEMORANDUM:** Written document prepared by Certifying TUCP Partner detailing certification determination rendered.
- E. **DENIAL OF CERTIFICATION:** A finding that a business is not a bona fide Disadvantaged Business Enterprise. A business that has been denied DBE certification or declared ineligible cannot again reapply for DBE certification for one year (12 months) from the date of denial.
- F. **EXECUTIVE COMMITTEE:** A group consisting of representatives from each of the TUCP Certifying Partner agencies, who shall be designated by the signatories to the Memorandum of Agreement for the Unified Certification Program.
- G. **GRANTEE:** Any public entity that has received USDOT assistance.
- H. **NON-CERTIFYING TUCP PARTNER:** A State of Texas recipient, sub-recipient, or grantee with a current DBE Program Plan approved by an appropriate USDOT oversight modal agency. A Non-Certifying TUCP partner can neither issue nor revoke DBE certification.
- I. **TUCP CERTIFYING PARTNER:** A State of Texas federal aid recipient with a current DBE Program Plan approved by an appropriate USDOT oversight modal agency. This includes those entities, North Central Texas Regional Certification Agency and South Central Texas Regional Certification Agency, who are not recipients, but were formed as domestic non-profit organizations for the purposes of performing certifications on behalf of recipients. A Certifying Partner can issue or remove DBE certification in compliance with §26.87. The TUCP Certifying Partners are the Texas Department of Transportation (TXDOT), Corpus Christi Regional Transportation Authority (CCRTA), North Central Texas Regional Certification Agency (NCTRCA), South Central Texas Regional Certification Agency (SCTRCA), City of Austin, and the City of Houston.
- J. **TUCP PARTNER:** All US DOT federal-aid recipients, both Certifying and Non-Certifying, participating in the TUCP.
- K. **PREPONDERANCE OF EVIDENCE:** A standard of proof which is met when the evidence on a fact indicates that it is "more likely than not" true.
- L. **RECIPIENT:** Any public entity, which receives direct USDOT financial assistance.
- M. **SUB RECIPIENT:** Any public entity that receives USDOT financial assistance through another recipient.
- N. **WITHDRAWAL OF APPLICATION:** An applicant may provide a written request to the Certifying TUCP Partner to cease the certification review process before the Certifying TUCP Partner have issued a decision on the application. An applicant that has withdrawn its application can resubmit the application at any time. The Certifying TUCP Partner may place the reapplication at the "end of the line" behind other applications that have been made since the firm's previous application was withdrawn.

III. CERTIFICATION PROCEDURES

- A. APPLICATION FOR DBE CERTIFICATION: All applicants requesting initial DBE certification must complete and submit a complete certification application package to one of the TUCP Certifying Partners. The Certifying Partner will review the application to ascertain the geographical area of the applicant firm and/or its primary work type or industry, and take the appropriate action to either process the application or forward the application within three (3) to five (5) business days to the appropriate TUCP certifying partner.
- B. APPLICATION FOR AIRPORT DBE: An airport DBE application shall be processed by the TUCP certifying Partner based on the geographical area of the applicant firm's principal place of business in the State of Texas. Airport DBE applications will be processed by the receiving TUCP entity by identified territories as referenced in the MOA.
- C. APPLICATION FOR INTERSTATE DBE: DBE interstate applicants are required to:
1. Applicants must submit all supporting documents and any other information submitted to the home state or any other state related to the firm's certification. This includes affidavits of no change as referenced in CFR §26.83(j) and any notices of changes as referenced in CFR §26.83(i) that has been submitted to the home state, as well as any correspondence submitted to other UCPS.
 2. Provide any notices or correspondence of have been denied certification in another state or appealed a certification decision with USDOT as referenced in CFR §26.89.
 3. Submit an affidavit sworn to by the firm's owners before a person who is authorized by State law to administer oaths or an unsworn declaration executed under penalty of perjury of the laws of the United States.
 - a) This affidavit must affirm that you have submitted all the information required by 49 CFR 26.85(c) and the information is complete and, in the case of the information required by §26.85(c)(1), is an identical copy of the information submitted to the home state.
 - b) If the on-site report from the home state is more than three years old, the applicant may be required to affirm that the facts in the on-site report remain true and correct. (See EXHIBIT A AND EXHIBIT B of the TEXAS UNIFIED CERTIFICATION PROGRAM STANDARD OPERATING PROCEDURE)

4. A complete package consists of the following:
 - a) USDOT Uniform Certification Application and Affidavit. (49 CFR, Part 26, Appendix F)
 - b) Personal Net Worth Statement for each qualifying socially and economically disadvantaged owner. (49 CFR, Part 26, Appendix G)
 - c) Required basic and support documentation as determined by business structure and in accordance with 49 CFR Parts 26 and 23.

D. INTAKE

1. Immediately upon receipt of the application package, it is reviewed for completeness. Specifically, the Affidavit of Certification and Personal Net Worth Statement are reviewed for original signatures and notarization, and to determine whether the basic required supporting documents have been submitted.
2. The application is reviewed to ascertain the firm's line of work and services provided. Type of business service is necessary in determining whether the Certifying Partner in receipt of the application will process the application or transfer it to another Certifying Partner within five (5) days of receipt of the application.
3. If a DBE applicant/firm is interested in working only on TxDOT projects, all certifying TUCP partners will forward the application within three to five business days to TxDOT for processing. Only firms organized for profit are eligible for DBE certification.
4. Applications received for review and the TUCP member entity decides review of application would present a conflict of interest. A request will be sent to another TUCP entity to review and process application. The TUCP entity that received the application will send a notice within 10 days of receipt of application to applicant advising of conflict, and the TUCP entity that will handle processing of application.

E. DESK AUDIT

1. The processing staff will organize and assemble the applicant information in a business file. The processing staff must be mindful that all applications are to be processed within ninety (90) days of receipt of a complete application.
2. The processing staff will thoroughly review the application package to determine whether all required supporting documentation has been submitted, and to determine if additional information will be requested. Care should be taken to ensure that any requested documentation/information is actually pertinent to the certification review.
3. If additional information is required, the processing staff will prepare a letter to the applicant firm requesting additional information. The letter

will include a due date for submission of the additional information and advise the applicant that failure to respond will administratively close the application. In establishing a due date, processing staff must allow sufficient time no less than fifteen (15) business days and no more than thirty (30) days for the applicant to provide the requested information and shall identify the specific days in the entities internal SOP.

4. The processing staff will monitor the timely receipt of the requested information. Upon receipt of the additional information, the processing staff will review it and make a determination as to the completeness of the certification file. Processing staff are required to obtain information from the Texas State Comptroller/Texas Secretary of State for "standing" of the applicant business and all known affiliates.
5. Familial- marital relationships (see page 9).

F. THRESHOLD REQUIREMENTS

1. The processing staff will make a determination on each of the threshold requirements.
 - a) **Size standard:** In making a determination of size standard, processing staff must reference and adhere to §26.65 and 23.33 of the regulations.
 - b) **Social disadvantage:** In making a determination of social disadvantage, processing staff must reference and adhere to §26.63 and §26.67 of the regulations.
 - c) **Economic disadvantage:** In making a determination of economic disadvantage processing staff must reference and adhere to §26.67 and 23.35 of the regulations.
 - d) **Irrevocable separation of property:** When marital assets held jointly or as community property by both spouses, are used to acquire the ownership interest asserted by one spouse, you must deem the ownership interest in the firm to have been acquired by that spouse with his or her own individual resources, provided that the other spouse irrevocably renounces and transfers all rights in the ownership interest. A copy of the document legally transferring and renouncing the other spouse's rights must have been filed in the proper court.
2. **Failure to Meet Requirement:** If the applicant firm or its qualifying owners fail to meet any one of the threshold requirements for DBE certification, the firm is to be deemed ineligible for DBE certification. The firm may appeal the denial determination to the U.S. Department of Transportation in accordance with the procedures set forth in §26.89.
3. **Review of Completed Files:** If the firm meets the threshold requirements, the processing staff will, upon a thorough and careful review of the complete file, prepare a list of firm specific questions to be

answered by the qualifying owners of the firm. These questions should be in addition to the standard questions asked of every firm and should address the particulars and unique facts of the applicant firm and its owners.

- a) In preparing firm specific questions, processing staff should be sufficiently knowledgeable of the business area in which the firm is seeking certification, anticipating issues, which will require close examination. The processing staff should have knowledge of the capitalization requirements, licensing, technical expertise, staffing, and industry practices. In the event that processing staff is unfamiliar with the requirements for the applicant business, technical assistance should be obtained from technical personnel within the agency.

Citizenship: Each individual qualifying the firm for DBE certification must demonstrate that he/she is a citizen of the United States or a lawfully admitted permanent resident. Each individual must submit acceptable documentation as proof of citizenship or permanent resident status as referenced in CFR 26.67(a).

- c) Once the applicant file is complete and the questions have been prepared, processing staff must schedule a face-to-face certification on-site review meeting with the qualifying owners at a time convenient for all participants.

G. ON-SITE REVIEW

1. The purpose of the on-site review is to verify the firm's location, personnel and operations; to substantiate information/documentation contained in the applicant file and to review business and financial records. The on-site review is the second phase of the certification review process and may be conducted on certified DBE firms in accordance with §26.83 (h) (2) of the regulations. An on-site review of the applicant firm and an interview of the socially and economically disadvantaged principals of the firm must be made in accordance with §26.83(c) (1) of the regulations.
2. The following information, if applicable, should be received and reviewed no later than the on-site review:
 - a) Cash receipts and disbursements
 - (1) Check for entries in the cash receipts journal, which disclose initial capital contributions.
 - (2) Verify operational expenditures in the cash disbursements journal. Note questionable/exceptional/unusual entries and the frequency or consistency of such expenditures.
 - (3) Note payments to and from shareholders, directors, officers and key employees in the cash disbursements journal.

- (4) Note payments to similar businesses for possible broker activity or evidence of conduit activity.
 - (5) Cross reference cash disbursements with cancelled checks.
- b) Bank statements and cancelled checks
- (1) Verify initial capitalization of firm with the first bank statement, if available.
 - (2) Verify and document signature authority and consistency in which DBE owner v. non-DBE owner(s)/offices sign checks.
 - (3) Verify payments to shareholders, key employees and consultants.
 - (4) Pay particular attention to the "memo" section of checks.
 - (5) Determine if there are any additional checking accounts not disclosed prior to the visit. If so, note the authorized signatories.
 - (6) Cross reference payments to and from clients, suppliers, consultants, etc.
- c) Payroll
- (1) Determine who is on the firm's payroll.
 - (2) Determine if the owner is receiving compensation in accordance with his/her ownership interest.
 - (3) Determine who receives bonus payments and amounts.
 - (4) Compare W-2's and 1099's to payroll register, to extent possible, for key employees.
 - (5) Pay attention to any "memo" notations on any payroll checks.
- d) Invoices and receipts
- (1) Check telephone bills to determine if they are addressed to the DBE firm.
 - (2) Review invoices to substantiate method and source of payment.
 - (3) Check invoices for suggestion of brokering activity or reliance on non-DBE firms.
 - (4) Examine invoices for resolution of regular dealer issues (freight charges).
- e) Contract files
- (1) Determine who executes contracts on behalf of the firm.

- (2) Verify the services provided by the applicant firm and the terms and conditions of the provision of their services.
 - (3) Verify consistency in which firm does business with a particular firm and whether any issues of dependency.
- f) Inventory and equipment
- (1) Identify nature and use of equipment possessed by firm.
 - (2) Verify ownership of equipment with invoices.
 - (3) If equipment is leased, review equipment lease agreements.
 - (4) Identify inventory maintained by firm.
 - (5) Determine whether lack of inventory suggests broker or conduit activity.
 - (6) If regular dealer, verify inventory, warehouse facility, transportation equipment, etc.
 - (7) Determine if firm's name on vehicles (trucks).
- g) Bonding and insurance
- (1) Determine who is guaranteeing or financing bonding.
 - (2) Is bond commensurate with size of firm?
 - (3) Are insurance documents in the name of the firm?
 - (4) Verify types of insurance maintained by firm.
 - (5) Does firm carry Key Man Insurance (life insurance on key person in business, should be owner-business is beneficiary)? If so, for whom?
- h) Corporate kit or business organization documents
- (1) Cross reference documents in corporate kit with original submission.
 - (2) Review all minutes and entries for voting, control, attendance, etc.
- i) Corporate kit or business organization documents
- (1) Review stock transfer ledger.
 - (2) Review cancelled/voided stock certificates and note reasons for cancellations.
 - (3) Review non-issued stock certificates to determine if there is numerical continuity.
 - (4) Verify corporate seal.
 - (5) Review by-laws for revisions since original submission of documents.

- j) Employment agreements
 - (1) Determine the existence of any Employment Agreements for owner(s) or key personnel.
 - (2) Review terms of Employment Agreements for possible conflict with qualifying owner's ability to control operations of firm.
- k) Physical characteristics of office/building location
 - (1) Determine if the firm has identifying signs outside or inside of the building/office.
 - (2) Determine if DBE owner has own office.
 - (3) Request a tour of facilities and observe equipment on premises.
 - (4) Ask questions regarding operation of equipment.
 - (5) Determine if office space shared with other companies, and if so, the nature of the business of the other companies.
 - (6) Determine if equipment, supplies, etc. is shared with other companies.
 - (7) If shared facilities, equipment, verify arrangement for sharing.
 - (8) Determine if owner(s) are operating other related or unrelated businesses from the location. If so, identify the business and its owners.
- l) Familial-marital relationships between owners and employees that is pertinent to ownership and control of the company.
 - (1) Information obtained during the on-site review must be compiled in a separate comprehensive written report. The on-site review report is made a part of the certification file and incorporated accordingly.
 - (2) Depending upon the location of the firm, a Certifying Partner may request another Certifying Partner to conduct the on-site review. In such instances, a written request must be made to the Certifying Partner conducting the review with issues of concern identified. The Certifying Partner conducting the on-site review will be responsible for preparing the on-site review report.
 - (3) An on-site visit to the job-site must be conducted if at the time of the on-site, the applicant firm is working.

H. APPLICATION WITHDRAWALS

1. An applicant's failure to permit an on-site review shall be grounds for denial of DBE certification for failure to cooperate. The firm will be denied certification and cannot reapply for twelve 12 months. The firm may appeal the denial determination to U.S. DOT in accordance with the procedures set forth in §26.89.
2. An applicant can withdraw the certification application prior to the certification determination and can reapply at any time in accordance with the procedures set forth in §26.83.
3. An applicant's written request to the Certifying TUCP Partner to cease the certification review process. A new applicant that has withdrawn its application, prior to submitting a complete DBE application (Desk Audit Checklist) and prior to an On-site Eligibility Review, can again reapply for DBE certification at any time. Any applicant that withdraws an application after an On-site Eligibility Review is conducted can reapply at any time if the application is withdrawn prior to the TUCP certifying Partner's certification determination.
4. A firm decertified for cause may not apply again for DBE certification with the TUCP for a period of one year (12 months). A firm that is decertified for not submitting an Annual Affidavit (failure to cooperate clause) may reapply for DBE certification after a six (6) month waiting period from the date of decertification.

I. CERTIFICATION DETERMINATION AND RECOMMENDATION

1. Decision Memorandum: The certification recommendation is the final product of all information, which has been reviewed, and is an evaluation of the firm's compliance with the certification eligibility standards set forth in the regulations. The written recommendation must be sufficiently comprehensive to persuade an objective party of the merits of the recommendation.
2. Management Review: The certification recommendation must be submitted to the supervisor responsible for certification review. The complete file must accompany the submission of the certification recommendation. The supervisor responsible for the certification review must provide written concurrence with the recommendation for certification or denial of certification before a letter can be forwarded to the firm's owners.

J. DBE CERTIFICATION AND ANNUAL CERTIFICATION RENEWAL

1. Written Notification: A firm will be notified in writing by the TUCP Certifying Partner that it has been granted DBE certification.
2. Length of Certification: Once a firm is certified as a DBE by the TUCP, it shall remain certified, unless and until its certification has been removed in accordance with procedures set forth in 49 CFR §26.87.

3. Change of Circumstance: A certified DBE firm has an affirmative responsibility to notify the TUCP Certifying Partner in writing, of any change in circumstances affecting size, disadvantaged status, ownership, or control requirements of the regulation, or any material change in the information provided in its application for DBE certification. Such notice must be made within thirty (30) days of the change-taking place.

Once a DBE firm has notified their TUCP certifying agency of a location change of the principal place of business,, which changes the TUCP certifying agency's authority, that agency must transfer firm's DBE authority. Such notice by DBE firm must be made within (30) days of the change to the TUCP certifying agency. The TUCP certifying agency will then notify the DBE firm and the new TUCP partner agency responsible for firm's certification in writing and transfer file within (14) days.

4. No Change Affidavit: A certified DBE firm must submit annually, on the anniversary of DBE certification, a No Change Affidavit. A No Change Affidavit is a sworn affidavit affirming that there have been no changes in the firm's circumstances affecting its size, disadvantaged status, ownership or the control requirements of the regulation, or any material change in the information provided in its application for DBE certification, including the support documentation.
 - a) Each firm will be notified by the TUCP Certifying Partner at least thirty (30) days in advance of its anniversary date, of the annual submission requirement and will be provided with the necessary affidavits to complete and return.
 - b) A firm failing to comply with the annual submission requirement will be notified in writing thirty (30) days from the date that the submission was due, of the TUCP's intent to decertify the DBE in accordance with §26.87 of the regulation.
 - c) A firm failing to comply with the annual submission requirement will be decertified under the procedures of §26.87.
 - d) The TUCP Certifying Partner shall submit to TxDOT DBE annual update information forty-five (45) days prior to the DBE anniversary date to be included in the TUCP Directory.
 - e) Certification reviews: In the interest of prudent auditing, each TUCP Member has the option of conducting on-site reviews of any firm at any time in light of changed circumstances in operational control, management or ownership; a complaint or other information concerning a firm's eligibility.

K. INITIAL DENIAL OF DBE CERTIFICATION

1. A firm will be notified in writing by the Certifying Partner that it has been denied DBE certification by the TUCP.

2. The firm will be provided with a written explanation of the reasons for denial, specifically referencing the evidence in the record that supports each reason for the denial.
3. All documents and information used to render a determination of denial will be made available for inspection by the applicant, upon written request to the Certifying Partner.
4. A firm that is denied DBE certification may not apply for certification with the TUCP for a period of one year (12 months).
5. A firm denied DBE certification may appeal the denial of DBE certification to the USDOT in accordance with §26.89 of the regulation.
6. Coordination of Denial Hearings and request for certification appeals, hearings and or meetings shall be coordinated and administratively handled by certifying TUCP Partner.

L. REMOVAL OF DBE ELIGIBILITY (DECERTIFICATION)

1. The TUCP members agree to follow the eligibility removal procedures set forth in 49 CFR §26.87 including:
 - a) Ineligibility complaints: Any person, including another TUCP member, may file a written complaint alleging that a currently-certified firm is ineligible and specifying the alleged reasons why the firm is ineligible.
 - b) Recipient initiated proceedings: If a direct recipient of federal funds determines that there is reasonable cause to believe that a currently certified firm is ineligible based on notification by that DBE firm of a change in its circumstances or any other information that becomes available, they must provide written notice to the firm that it proposes to find them ineligible for the DBE program setting forth the reasons for the proposed determination. The statement of reasons for the finding of reasonable cause must specifically reference the evidence in the record on which each reason is based.
 - c) DOT directive to initiate proceeding: If the concerned operating administration (FHWA, FTA, FAA) determines that information in your certification records, or other information available to the concerned operating administration, provides reasonable cause to believe that a firm you certified does not meet the eligibility criteria of this part, the concerned operating administration may direct you to initiate a proceeding to remove the firm's certification.
 - d) When a firm is notified that there is reasonable cause to remove its eligibility, as provided in paragraph (a), (b), or (c) of this section, it will be provided the opportunity for an informal hearing, at which the firm may respond to the reasons for the proposal to remove its

eligibility in person and provide information and arguments concerning why it should remain certified.

- e) A DBE firm whose eligibility has been removed (decertified) for any of the following reasons will be afforded an Appeal Process as stated in Section J(2):
 - (1) The business has changed to the extent that it is no longer owned or controlled by socially and economically disadvantaged individual(s).
 - (2) The DBE firm is no longer an ongoing business entity.
 - (3) The socially and economically disadvantaged owners falsified a sworn statement. This action may also result in more punitive action such as debarment.
 - (4) The DBE fails to notify the TUCP Certifying Partner, within 30 days, of changes in ownership, control, independence or status as an ongoing concern.
 - (5) A determination by the TUCP Certifying Partner that the firm no longer meets certification eligibility standards.
 - (6) The DBE exhibits a pattern of conduct indicating its involvement in attempts to evade or subvert the intent or requirement of the regulations. This action may also result in more punitive action such as debarment.
- f) Decertified firms shall be removed from the TUCP directory.
- g) A firm decertified for cause may not apply again for DBE certification with the TUCP for a period of one year (12 months). A firm that is decertified for not submitting an Annual Affidavit (failure to cooperate clause) may reapply for DBE certification after a six (6) month waiting period from the date of decertification.

M. APPEAL PROCESS

1. Initial Denials

- a) A firm denied DBE certification may appeal the denial of DBE certification to the United States Department of Transportation (USDOT) in accordance with §26.89 of the regulation. Such appeal must be filed within ninety (90) days of the date of the determination letter.
- b) Pending a determination by USDOT, the decision rendered by the Certifying Partner remains in effect for the TUCP. Upon notification by USDOT, the TUCP Certifying Partner will forward a copy of the complete administrative record for review within fifteen (15) business days.

- c) All appeal decisions rendered by USDOT are administratively final and are not subject to petitions for reconsideration.
- d) A firm that is denied DBE certification may not again apply for certification with the TUCP for a period of one year (12 months).
- e) The Database Manager will receive written notification of the certification determination rendered by the TUCP Certifying Partner.

2. REMOVAL OF CERTIFICATION

- a) Any firm that was certified under 49 CFR Part 26 and Part 23 and has had their certification proposed to be removed may file a written rebuttal or appear in person at an informal hearing.
- b) All requests for an informal hearing must be filed with the TUCP Certifying Partner responsible for the removal of DBE certification. The firm will have the opportunity to present information in person or in writing to the certifying TUCP Partner and all aspects of the hearing shall be coordinated by the TUCP certifying partner.
- c) The TUCP Certifying Partner must maintain a complete record of the hearing, by a means acceptable under State law for the retention of a verbatim record of an Administrative Hearing.
- d) Separations of Functions: The TUCP Certifying Partner must ensure that the decision in a proceeding to remove a firm's eligibility (decertification) is made by an office and personnel that did not take part in actions leading to or seeking to implement the proposal to remove the firm's eligibility and are not subject, with respect to the matter, to direction from the office or personnel who did take part in these actions.
- e) Any firm may appeal directly to the United States Department of Transportation (USDOT). Such appeal must be filed within 90 days of the date of the denial letter from the Certifying Partner.
- f) Pending a determination by the USDOT, the decision rendered by the TUCP Certifying Partner remains in effect for the TUCP.
- g) Upon notification by USDOT, the TUCP Certifying Partner will forward a copy of the complete administrative record for review. USDOT will make a determination based solely on the administrative record.
- h) USDOT will provide written notice of its decision to the TUCP and the appellant.
- i) It is the policy of USDOT to make its determination within 180 days of receiving the complete administrative record. If a determination is not made within this period, USDOT will provide written notice to

the parties explaining the reason for the delay and a date by which the appeal decision will be made.

- j) All appeal decisions rendered by the USDOT are administratively final and are not subject to petitions for reconsideration.

N. Decertification Procedures (3rd Party Certification Challenges)

- a) In compliance with §26.87 the TUCP Certifying Partners shall accept written complaints from any person, including Non-Certifying Partners, USDOT, and or a TUCP Certifying Partner alleging that a currently certified DBE firm is ineligible.
- b) The complainant must state the specific reasons for the challenge and submit documentation in support of the complaint. The complainant's identity shall be protected as provided for in §26.109 (b).
- c) The challenged firm shall be notified, in writing, by the original TUCP Certifying Partner within five (5) business days of the challenge, the basis for the challenge and the relevant regulations.
- d) The TUCP Certifying Partner responsible for the original certification shall thoroughly investigate the complaint within a reasonable time not to exceed sixty (60) days.
- e) A TUCP Certifying Partner may accompany and or conduct an investigation when a complaint is filed by another certifying partner. The TUCP Partner who receives the certification challenge has fifteen (15) days to respond in writing indicating the certification decision or indicate wishes for the challenger to proceed with the eligibility review. In cases where another TUCP 3rd Party has conducted the eligibility review, that TUCP Partner shall be responsible for all administrative procedures associated with the decertification process.
- f) When TUCP Certifying Partners cannot reach a consensus regarding the eligibility of a DBE certification as a result of an investigation, the information will be forwarded to an independent certifying partner or to FHWA-Texas Division for a final determination.
- g) The TUCP Certifying Partner shall notify the challenged firm in writing via certified mail of the preliminary findings of the complaint.
- h) The challenged firm may request reconsideration in writing, of the intent to remove certification eligibility, within fifteen (15) days of the date of the notice.
- i) The request for an appeal must be made to the investigating TUCP Certifying Partner and must indicate whether the firm wishes to file a written appeal or appear in person for a hearing to be conducted by the certifying entity.

- j) USDOT may also notify the TUCP of reasonable cause to find a certified DBE firm to be ineligible. In such cases, the TUCP shall without delay begin a proceeding to determine whether the firm's eligibility should be removed, as provided in §26.87.

O. Suspension of Certification

- a) A TUCP certifying Partner shall immediately suspend a DBE's certification without adhering to the requirements in §26.87(d) when an individual owner whose ownership and control of the firm are necessary to the firm's certification dies or is incarcerated.
- b) (1) A TUCP certifying Partner may immediately suspend a DBE's certification without adhering to the requirements in §26.87(d) when there is adequate evidence to believe that there has been a material change in circumstances that may affect the eligibility of the DBE firm to remain certified, or when the DBE fails to notify the recipient or TUCP certifying Partner in writing of any material change in circumstances as required by §26.83(i) or fails to timely file an affidavit of no change under §26.83(j).
(2) In determining the adequacy of the evidence to issue a suspension under paragraph b) of this section, the TUCP certifying Partner shall consider all relevant factors, including how much information is available, the credibility of the information and allegations given the circumstances, whether or not important allegations are corroborated, and what inferences can reasonably be drawn as a result.
- c) The concerned operating administration may direct the TUCP certifying Partner to take action pursuant to paragraph a) or b) of this section if it determines that information available to it is sufficient to warrant immediate suspension.
- d) When a firm is suspended pursuant to paragraph a) or b) this section, the TUCP certifying Partner shall immediately notify the DBE of the suspension by certified mail, return receipt requested, to the last known address of the owner(s) of the DBE.
- e) Suspension is a temporary status of ineligibility pending an expedited show cause hearing/proceeding under §26.87 of this part to determine whether the DBE is eligible to participate in the program and consequently should be removed. The suspension takes effect when the DBE receives, or is deemed to have received, the Notice of Suspension.
- f) Following receipt of the Notice of Suspension, if the DBE believes it is no longer eligible, it may voluntarily withdraw from the program, in which case no further action is required. If the DBE believes that its eligibility should be reinstated, it must provide to the TUCP certifying Partner information demonstrating that the firm is eligible notwithstanding its changed circumstances. Within 30 days of receiving this information, the TUCP certifying Partner must either lift

the suspension and reinstate the firm's certification or commence a decertification action under §26.87 of this part. If the TUCP certifying Partner commences a decertification proceeding, the suspension remains in effect during the proceeding.

- g) The decision to immediately suspend a DBE under paragraph a) or b) this section is not appealable to the US Department of Transportation. The failure of a TUCP certifying Partner to either lift the suspension and reinstate the firm or commence a decertification proceeding, as required by this section, is appealable to the U.S. Department of Transportation under §26.89, as a constructive decertification.

P. Agency Compliance

- a) If any TUCP Certifying Partner has reason to believe that another TUCP Certifying Partner is not in compliance with the requirements of 49 CFR 26, Subpart E, they should bring the matter to the attention of the TUCP Executive Committee for review and issue a Corrective Action Plan (CAP) giving the TUCP Partner 90 days to correct findings.
- b) If the Executive Committee finds that the CAP has not been resolved then a majority vote by the Executive Committee recommending removal of the TUCP Partner shall be taken and if agreed will be forwarded to FHWA, FAA and FTA.
- c) If there is a disagreement by a single member of the TUCP regarding the recommendation, that entity may make a separate notification to FHWA, FAA and FTA as a single entity and notify the partners of such in writing.
- d) The TUCP Executive Committee will be responsible for reviewing any compliance matters that pertain to the requirements of 49 CFR Part 26 Subpart E. If the TUCP Certifying Partner raising a compliance matter is not satisfied with the action taken by the TUCP Executive Committee to resolve the matter, they may make a written complaint to the appropriate USDOT Intermodal Agency, e.g., FTA, FAA, FHWA etc.
- e) TUCP Certifying partners agree to comply with coordination procedures and timeliness of forwarding information and completing request within fifteen (15) business days.
- f) TUCP Certifying partners agree to forward to TxDOT the following information by the tenth (10) of each month:
 - (1) Name, address and telephone number of firm
 - (2) Contact person
 - (3) Types of work performed by the firm with appropriate six (6) digit NAICS code and description

- (4) Geographic Location of the Firm (i.e., county)
 - (5) Website Address of the Firm
 - (6) Fax Number & E-Mail Address of the Firm
 - (7) Annual Review Date
 - (8) Gender and Ethnicity
- g) TUCP Certifying partners agree to participate in TUCP Partner Reviews to assure the quality and consistency of TUCP certification procedures. FHWA will take lead on the TUCP Partner reviews and identify a TUCP Partner to assist with the peer review.

Appendix A

TEXAS UNIFIED CERTIFICATION PROGRAM DBE INTERSTATE CERTIFICATION CHECKLIST

Applicant Firm from State A must provide the following information:

- **Complete copy of application form, all supporting documents, and any other information that was submitted to State A or any other State related to firm's certification.**

Includes, but is not limited to:

- Affidavits of no change
 - Any notices of change that have been submitted to State A
 - Any correspondence with State A's UCP or any other recipient concerning the Firm's application or status as a DBE firm
-
- **Notices or correspondence from states other than State A relating to status as a DBE applicant or DBE certification in those states.**

Example:

- Certification denials
 - Decertification actions
-
- **Discloser of any DOT certification appeals with copy of the letter of appeal and DOTs response.**

 - **An affidavit sworn to by the Firm's owners or an unsworn declaration executed under penalty of perjury of the laws of the United States.**

Affidavit must adhere to the following:

- a. Affidavit must affirm that firm has submitted all the information required by 49 CFR 26.85(c) and the information is complete and, in the case of the information required by 26.85 (c)(1), is an identical copy of the information submitted to State A
- b. If the on-site report from State A supporting firm's DBE certification in State A is more than three years old, as of the date of firm's application to State B the affidavit also affirms that the facts in the on-site report remain true and correct.

Appendix B



**TEXAS UNIFIED CERTIFICATION PROGRAM (TUCP)
INTERSTATE DISADVANTAGED BUSINESS ENTERPRISE (DBE) AFFIDAVIT**

Name of Firm _____

I affirm, as evidenced by my signature below, I have provided all information required by 49 CFR 26.85(c) to TUCP Agency for inspection and review to determine eligibility for the Texas Unified Certification Program (TUCP).

I affirm the information is complete and, in the case of the information required by §26.85(c)(1), is an identical copy of the information submitted to _____ (home state agency).

I further affirm all information and statements I have provided are true and correct. I understand all documents may be subject to review at any time by representatives of the TUCP. If such a request is made, I understand these documents must be provided within 10 business days.

Printed Name of Eligible Applicant

Signature of Eligible Applicant

Subscribed and sworn to before me, the undersigned notary public, on this date:

Notary Public's Signature/ Seal

The Texas Unified Certification Program (TUCP) consists of six (6) certifying agencies and adheres to the Department of Transportation DBE standards set forth in 49 CFR Part 26 and Part 23. The following entities are members of the Texas Unified Certification Program (TUCP): City of Austin, City of Houston, Corpus Christi Regional Transportation Agency; North Central Texas Regional Certification Agency; South Central Texas Regional Certification Agency; and the Texas Department of Transportation, Office of Civil Rights. DBE certification is valid at any Texas entity that receives U.S. Department of Transportation (DOT) funds and has a DBE Program.

TUCP CERTIFYING PARTNERS

City of Austin

Name

Title

Signature

City of Houston

Name

Title

Signature

Corpus Christi Regional Transportation Authority

Name

Title

Signature

North Central Texas Regional Certification Agency

Name

Title

Signature

South Central Texas Regional Certification Agency

Name

Title

Signature

Texas Department of Transportation

Name

Title

Signature



CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY

Administration Committee Memo

May 25, 2016

Subject: Investment Report for the 1st Quarter Ended March 31, 2016

As of March 31, 2016 the Authority's combined investment portfolio had a book value of \$30,235,156 and a market value of \$30,240,118. The portion attributed to the bonds was \$9,300,525 for book and market value since all funds were invested in a money market account, with the balance of \$20,934,631 book value and \$20,939,593 market value, being CCRTA funds. Investments held as of March 31, 2016 had a weighted average yield of 0.41% and a weighted average maturity of 89 days.

Net investment income on the portfolio for the first quarter of 2016 was \$30,211.

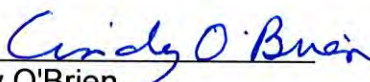
The investment return for the quarter was .365% versus the benchmark yield of .450% for a six month treasury.

The portfolio consists of a diversified list of investments with 32% consisting of Municipal Bonds and Agencies, 31% in Bank investments, and 37% in Money Market funds.

The full investment report is included as a separate attachment.

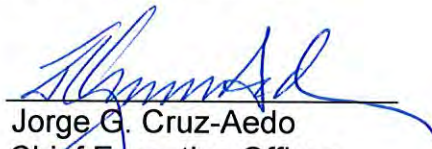
Respectfully Submitted:

Submitted by:


Cindy O'Brien

Director of Finance

Approval:


Jorge G. Cruz-Aedo
Chief Executive Officer



CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY

Quarterly Investment Report
As of March 31, 2016

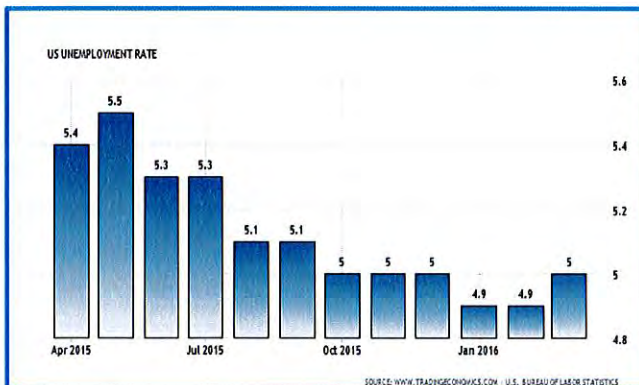
PATTERSON & ASSOCIATES



INVESTMENT PROFESSIONALS

US is a bit a-drift but at least we're floating

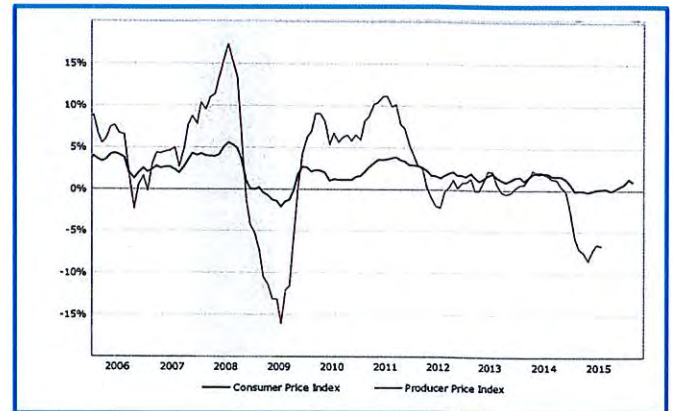
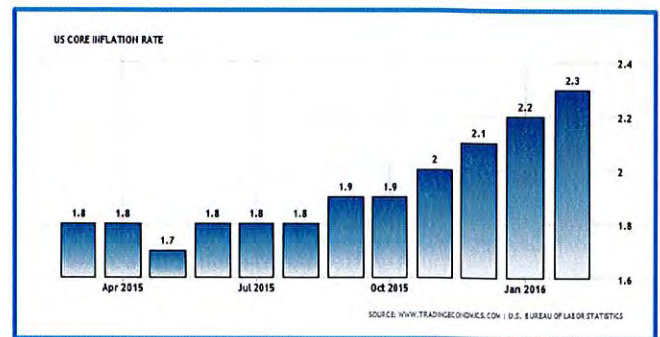
Oil prices Since 1996 – A Wild Ride



- The same four major factors are determining the pace and shape of the markets and the general economy: oil, jobs, inflation and global forces.
- Oil and the stock market have shown an amazing correlation. Since November, prices of both have match stepped two-thirds of the time. Some of this comes from oil-producers selling off their stocks to pay the bills and part from an anticipated price freeze in April, which now looks to have been an “oil-pipe” dream. All of this worries investors and creates volatility. Uncertainty drives investors to safe harbors like treasuries.
- Oil prices still fight against stockpiles, which will reduce prices slightly, even with a freeze. A freeze at this point would not clear stockpiles and not push prices higher. Oil closed March at \$37.
- The jobs situation is also brightening with two surprisingly good employment numbers in the quarter keeping the job growth at a solid level. A steady demand is drawing more people back in to the work force although many are only part-time positions which has been stable for six months. Jobs have grown in the retail and construction areas throughout the quarter.
- The key jobs number is the labor force participation rate showing the labor force as a percent of the populations. The rate is at its highest in two years. The work week stayed basically unchanged gaining only slightly. None of this boosts consumer sales or wage inflation. Although it is touted to raise hike chances there is still much more to consider.

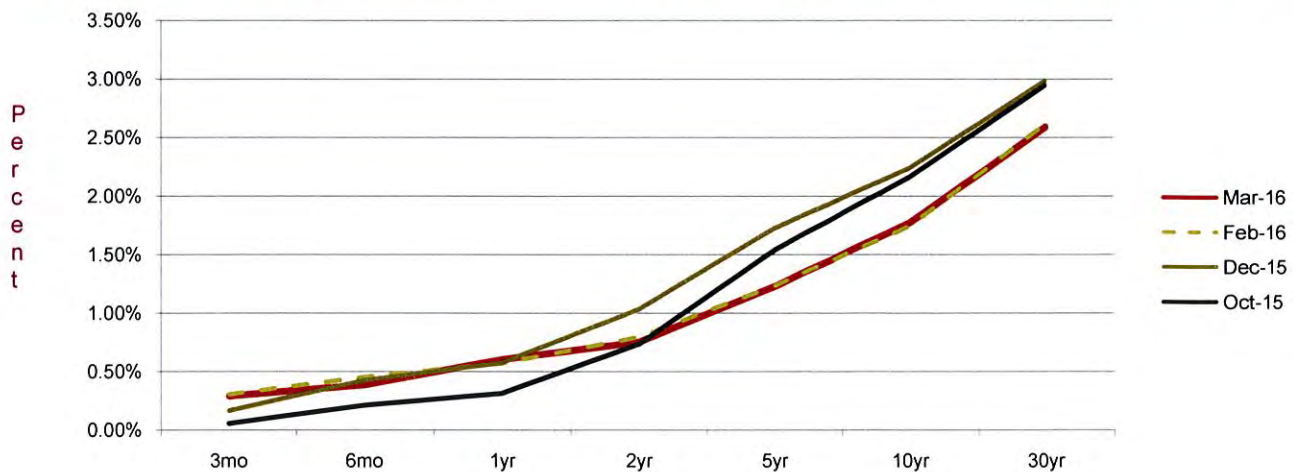
Central Banks Contemplate Their Global Outlook

- Inflation has taken on increased importance with low readings worrying the Fed. Inflation is staying well below the 2% Fed target. Their key indicator – the PCE – is growing but very slowly and PPI and CPI growth is well below 1%.
- The FOMC has said the low inflation rates are largely due to the oil supply which in turn helps the consumer and economy. The Committee also believes the rate will increase over the medium term due to strengthening in labor markets and closing the output (trade) gap.
- The Fed also attributes low treasury rates to increased demands from global investors who are facing low or negative rates.
- Central banks around the world are maintaining their low to negative positions in hopes of improving domestic situations. The ECB once again has cut the main rate and has expanded their quantitative easing program. Draghi has indicated there will be “no further [cuts] but global growth is slow” so conditions still rule.
- Inside the Fed a mini-revolt has been brewing which keeps the markets on edge also. Chair Yellen's comments for the quarter have focused on a slowing economy and conditions worsening since the December rate hike. Four of the 11 District Presidents have come out for normalization (hikes) but the votes on the Committee remain dovish. Yellen's cautious tone will only change with strong evidence of growth especially wages and signs of wage inflation.



Rates

- The 2-year Treasury Note continues to be the fulcrum for the curve.
- Clearly the curve is reacting, almost daily, to the pressures of the oil market and its possible price freeze, the employment news and the strength of the dollar.
- The longer end has stayed the course from last month but dropped from last quarter when more rate hikes were clearly being projected by the Fed. Yellen's recent comments have reduced those chances significantly letting the long end drop – anticipating a continuing run in long term treasury yields (down).
- Short term rates don't have much wiggle room but dropped in March – especially the last week in the month – based on domestic issues but also the continuing negative interest rates being offered in other international markets. The ECB continued easing starts April 1.



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

Corpus Christi Regional Transportation Authority (RTA), Texas


Quarterly Investment Report
January – March 2016
Portfolio Summary Management Report

<u>Portfolio as of December 31, 2015</u>		<u>Portfolio as of March 31, 2016</u>	
Beginning Book Value	\$ 30,909,136	Ending Book Value	\$ 30,235,156
Beginning Market Value	\$ 30,902,598	Market Value	\$ 30,240,118
Unrealized Gain/Loss	\$ (6,538)	Investment Income for the period	\$ 30,211
		Unrealized Gain/Loss	\$ 4,962
		Change in Unrealized Gain/Loss	\$ 11,500
WAM at Beginning Period Date ¹	74 days	WAM at Ending Period Date ¹	89 days
		Change in Market Value ²	\$ (662,480)

Average Yield to Maturity for period 0.365%
Average Yield 6 month Treasury Bill for period 0.450%
Average Yield 1 Year Treasury Note for period 0.580%

Authorized by:

Cindy O'Brien, Finance Director
Corpus Christi RTA



Linda Patterson
Patterson & Associates, Registered Investment Advisor

Jorge Cruz-Aedo, Chief Executive Officer
Corpus Christi RTA

¹ WAM, represents weighted average maturity.

² Change in Market Value" is required data, but will primarily reflect the receipt and expenditure of the Authority's funds from quarter to quarter.

³ The Earnings Credit is being reported as interest earnings, but is used to offset banking fees.

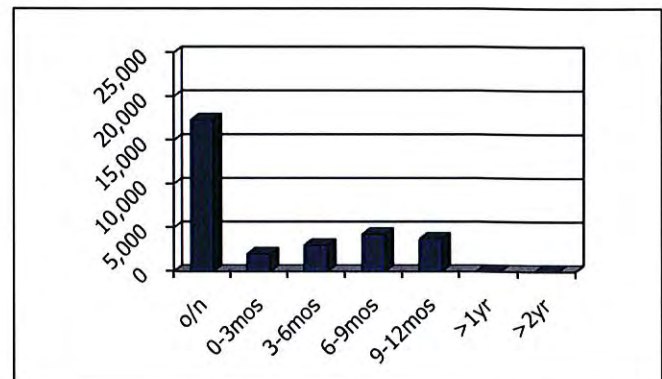
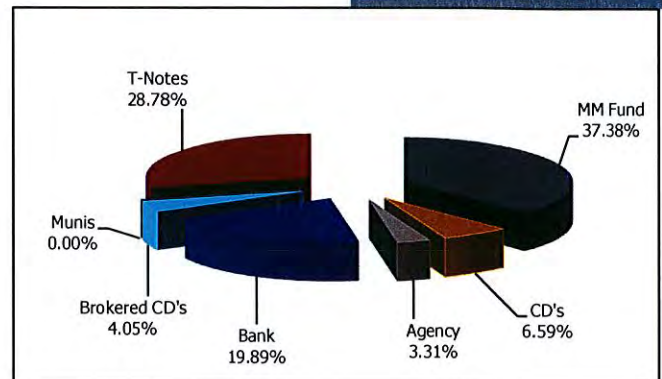
Your Portfolio

As of March 31, 2016



CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY

- 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 0.57%.





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

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

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 365 Equiv.
Certificates of Deposit	981,592.50	981,669.43	981,592.50	3.25	456	109	0.425
Federal Agency Disc. - Amortizing	1,000,000.00	999,572.22	999,572.22	3.31	89	40	0.396
Treasury Coupon Securities	8,700,000.00	8,705,412.20	8,700,978.30	28.78	329	237	0.597
Brokered CDs	1,225,000.00	1,225,450.82	1,225,000.00	4.05	546	97	0.580
Bank Accounts	6,013,598.48	6,013,598.48	6,013,598.48	19.89	1	1	0.142
MM Funds	11,302,866.24	11,302,866.24	11,302,866.24	37.38	1	1	0.364
CD's - Interest Mon/Qtr/Ann	1,011,548.30	1,011,548.30	1,011,548.30	3.35	365	340	0.700
Investments	30,234,605.52	30,240,117.69	30,235,156.04	100.00%	147	89	0.410
Cash and Accrued Interest							
Accrued Interest at Purchase		2,571.23	2,571.23				
Subtotal		2,571.23	2,571.23				
Total Cash and Investments	30,234,605.52	30,242,688.92	30,237,727.27		147	89	0.410

Total Earnings	March 31	Month Ending	Fiscal Year To Date
Current Year		11,270.52	30,211.33

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, Finance Director

Reporting period 03/01/2016-03/31/2016
Data Updated: SET_CRTA: 04/27/2016 10:56
Run Date: 04/27/2016 - 10:56

Portfolio CRTA
AP
PM (PRF_PM1) 7.3.0
Report Ver 7.3.5



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

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

Security Type	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: Construction Bond 2013						
MM Funds	1	9,300,524.57	9,300,524.57	30.76	0.350	1
Subtotal	1	9,300,524.57	9,300,524.57	30.76	0.350	1
Fund: General Fund						
Brokered CDs	5	1,225,000.00	1,225,000.00	4.05	0.580	97
Certificates of Deposit	4	981,592.50	981,592.50	3.25	0.425	109
CD's - Interest Mon/Qtr/Ann	1	1,011,548.30	1,011,548.30	3.35	0.700	340
Federal Agency Disc. -Amortizing	1	1,000,000.00	999,572.22	3.31	0.396	40
MM Funds	2	2,002,341.67	2,002,341.67	6.62	0.430	1
Treasury Coupon Securities	8	8,700,000.00	8,700,978.30	28.78	0.597	237
Bank Accounts	2	6,013,598.48	6,013,598.48	19.89	0.142	1
Subtotal	23	20,934,080.95	20,934,631.47	69.25	0.437	128
Total and Average	24	30,234,605.52	30,235,156.04	100.00	0.410	89

PATTERSON & ASSOCIATES



INVESTMENT PROFESSIONALS

**Corpus Christi RTA
Fund CON - Construction Bond 2013
Investments by Fund
March 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	9,300,524.57	9,300,524.57	9,300,524.57	0.350	0.345	0.350		1
Subtotal and Average				9,300,524.57	9,300,524.57	9,300,524.57		0.345	0.350		1
Total Investments and Average				9,300,524.57	9,300,524.57	9,300,524.57		0.345	0.350		1

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

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
Certificates of Deposit											
140420QM5	10096	Capital One Bank CD FDIC#33954	11/05/2014	245,000.00	245,000.00	245,048.51	0.650	0.641	0.650	05/05/2016	34
16102A	10116	Crockett National Bank	12/10/2015	246,592.50	246,592.50	246,592.50	0.350	0.345	0.350	12/10/2016	253
51199C	10110	Kleberg Bank CD	07/26/2015	245,000.00	245,000.00	245,000.00	0.200	0.197	0.200	07/26/2016	116
549103QL6	10095	Luana Savings Bank CD FDIC#253	11/05/2014	245,000.00	245,000.00	245,028.42	0.500	0.493	0.500	05/05/2016	34
Subtotal and Average				981,592.50	981,592.50	981,669.43	0.419	0.425			109
Federal Agency Disc. -Amortizing											
313384WS4	10118	FHDN	02/12/2016	999,572.22	1,000,000.00	999,572.22		0.390	0.396	05/11/2016	40
Subtotal and Average				999,572.22	1,000,000.00	999,572.22		0.391	0.396		40
Treasury Coupon Securities											
912828VW7	10111	T Note	11/30/2015	1,001,439.66	1,000,000.00	1,001,953.00	0.875	0.550	0.557	09/15/2016	167
912828WA4	10112	T Note	11/30/2015	1,000,120.24	1,000,000.00	1,000,977.00	0.625	0.594	0.602	10/15/2016	197
912828WF3	10113	T Note	11/30/2015	1,000,000.00	1,000,000.00	1,000,781.00	0.625	0.616	0.624	11/15/2016	228
912828A59	10114	T Note	11/30/2015	999,735.49	1,000,000.00	1,000,508.00	0.625	0.653	0.662	12/15/2016	258
912828H78	10115	T Note	11/30/2015	998,079.28	1,000,000.00	999,258.00	0.500	0.721	0.731	01/31/2017	305
912828VR8	10119	T Note	02/12/2016	1,000,603.04	1,000,000.00	1,000,889.00	0.625	0.456	0.463	08/15/2016	136
912828WF3	10120	T Note	02/12/2016	1,000,482.29	1,000,000.00	1,000,781.00	0.625	0.539	0.547	11/15/2016	228
912828B74	10121	T Note	02/12/2016	1,700,518.30	1,700,000.00	1,700,265.20	0.625	0.581	0.589	02/15/2017	320
Subtotal and Average				8,700,978.30	8,700,000.00	8,705,412.20		0.589	0.597		237
Brokered CDs											
073296BJ3	10106	BBCN Bank CD FDIC# 26610	02/20/2015	245,000.00	245,000.00	245,006.62	0.550	0.541	0.549	08/19/2016	140
105245FC3	10093	Brand Banking Co FDIC# 878	11/03/2014	245,000.00	245,000.00	245,032.10	0.600	0.592	0.600	04/29/2016	28
49306SUM6	10102	Key Bank CD FDIC# 17534	02/11/2015	245,000.00	245,000.00	245,156.56	0.550	0.541	0.549	08/11/2016	132
740367DX2	10105	Preferred Bank CD FDIC# 33539	02/20/2015	245,000.00	245,000.00	245,180.32	0.500	0.492	0.499	08/19/2016	140
92937CCL0	10097	Wex Bank CD FDIC# 34697	11/17/2014	245,000.00	245,000.00	245,075.22	0.700	0.689	0.699	05/16/2016	45
Subtotal and Average				1,225,000.00	1,225,000.00	1,225,450.82		0.572	0.580		97
Bank Accounts											
7407163281	10117	Wells Fargo Bus Market Rate PF	01/01/2016	1,751,309.26	1,751,309.26	1,751,309.26	0.050	0.049	0.050		1
9226631688	10002	Wells Fargo Bank Choice IV	01/01/2012	4,262,289.22	4,262,289.22	4,262,289.22	0.180	0.177	0.180		1
Subtotal and Average				6,013,598.48	6,013,598.48	6,013,598.48		0.140	0.142		1

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

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
MM Funds											
12792586C	10005	Fidelity MM Port Select(FMYXX)	01/01/2012	0.00	0.00	0.00	0.290	0.286	0.290		1
5259A	10122	Fidelity Prime MM Inst (FIPXX)	02/19/2016	2,002,341.67	2,002,341.67	2,002,341.67	0.430	0.424	0.430		1
Subtotal and Average				2,002,341.67	2,002,341.67	2,002,341.67		0.424	0.430		1
CD's - Interest Mon/Qtr/Ann											
172267625C	10123	East West Bank	03/07/2016	1,011,548.30	1,011,548.30	1,011,548.30	0.700	0.690	0.700	03/07/2017	340
Subtotal and Average				1,011,548.30	1,011,548.30	1,011,548.30		0.690	0.700		340
Total Investments and Average				20,934,631.47	20,934,080.95	20,939,593.12		0.431	0.437		128



**Corpus Christi RTA
Cash Reconciliation Report
For the Period January 1, 2016 - March 31, 2016
Grouped by Fund**

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

Trans. Date	Investment #	Fund	Trans. Type	Security ID	Par Value	Security Description	Maturity Date	Purchases	Interest	Redemptions	Cash
General Fund											
01/04/2016	10100	GEN	Interest	29367ACU5	245,000.00	ENTERP 0.2M 0.40% Mat.	02/04/2016	0.00	83.23	0.00	83.23
01/15/2016	10090	GEN	Interest	344030DV0	240,000.00	FLUSH 0.2M 2.20% Mat. 03/01/2016	03/01/2016	0.00	448.44	0.00	448.44
01/20/2016	10105	GEN	Interest	740367DX2	245,000.00	PREFBK 0.2M 0.50% Mat.	08/19/2016	0.00	104.04	0.00	104.04
01/20/2016	10106	GEN	Interest	073296BJ3	245,000.00	BBCNBK 0.2M 0.55% Mat.	08/19/2016	0.00	114.45	0.00	114.45
01/28/2016	10089	GEN	Interest	773709AM2	239,000.00	ROCKTR 0.2M 2.05% Mat.	03/28/2016	0.00	416.12	0.00	416.12
01/28/2016	10101	GEN	Interest	2027504S1	245,000.00	COMMON 0.2M 0.30% Mat.	01/29/2016	0.00	62.42	0.00	62.42
01/29/2016	10092	GEN	Interest	72663QZR3	245,000.00	PLAINS 0.2M 0.40% Mat.	01/29/2016	0.00	244.33	0.00	244.33
01/29/2016	10101	GEN	Interest	2027504S1	245,000.00	COMMON 0.2M 0.30% Mat.	01/29/2016	0.00	2.01	0.00	2.01
01/29/2016	10092	GEN	Maturity	72663QZR3	245,000.00	PLAINS 0.2M 0.40% Mat.	01/29/2016	0.00	0.00	245,000.00	245,000.00
01/29/2016	10101	GEN	Maturity	2027504S1	245,000.00	COMMON 0.2M 0.30% Mat.	01/29/2016	0.00	0.00	245,000.00	245,000.00
01/30/2016	10093	GEN	Interest	105245FC3	245,000.00	BRAND 0.2M 0.60% Mat. 04/29/2016	04/29/2016	0.00	124.85	0.00	124.85
01/31/2016	10115	GEN	Interest	912828H78	1,000,000.00	TNOTE 1.0M 0.50% Mat. 01/31/2017	01/31/2017	0.00	2,500.00	0.00	2,500.00
02/03/2016	10088	GEN	Interest	501798DD1	237,000.00	LCABKC 0.2M 2.00% Mat.	02/03/2016	0.00	2,389.48	0.00	2,389.48
02/03/2016	10088	GEN	Maturity	501798DD1	237,000.00	LCABKC 0.2M 2.00% Mat.	02/03/2016	0.00	0.00	237,000.00	237,000.00
02/04/2016	10100	GEN	Interest	29367ACU5	245,000.00	ENTERP 0.2M 0.40% Mat.	02/04/2016	0.00	83.23	0.00	83.23
02/04/2016	10100	GEN	Maturity	29367ACU5	245,000.00	ENTERP 0.2M 0.40% Mat.	02/04/2016	0.00	0.00	245,000.00	245,000.00
02/11/2016	10102	GEN	Interest	49306SUM6	245,000.00	KEYBK 0.2M 0.55% Mat. 08/11/2016	08/11/2016	0.00	679.29	0.00	679.29
02/12/2016	10118	GEN	Purchase	313384WS4	1,000,000.00	FHDN 1.0M 0.00% Mat. 05/11/2016	05/11/2016	-999,048.19	0.00	0.00	-999,048.19
02/12/2016	10119	GEN	Purchase	912828VR8	1,000,000.00	TNOTE 1.0M 0.63% Mat. 08/15/2016	08/15/2016	-1,000,820.31	-3,074.05	0.00	-1,003,894.36
02/12/2016	10120	GEN	Purchase	912828WF3	1,000,000.00	TNOTE 1.0M 0.63% Mat. 11/15/2016	11/15/2016	-1,000,585.94	-1,528.16	0.00	-1,002,114.10
02/12/2016	10121	GEN	Purchase	912828B74	1,700,000.00	TNOTE 1.7M 0.63% Mat. 02/15/2017	02/15/2017	-1,700,597.66	-5,225.88	0.00	-1,705,823.54
02/15/2016	10090	GEN	Interest	344030DV0	240,000.00	FLUSH 0.2M 2.20% Mat. 03/01/2016	03/01/2016	0.00	448.44	0.00	448.44
02/15/2016	10119	GEN	Interest	912828VR8	1,000,000.00	TNOTE 1.0M 0.63% Mat. 08/15/2016	08/15/2016	0.00	3,125.00	0.00	3,125.00
02/15/2016	10121	GEN	Interest	912828B74	1,700,000.00	TNOTE 1.7M 0.63% Mat. 02/15/2017	02/15/2017	0.00	5,312.50	0.00	5,312.50
02/18/2016	10104	GEN	Interest	03784JFM1	245,000.00	APPLE 0.2M 0.30% Mat. 02/18/2016	02/18/2016	0.00	735.00	0.00	735.00
02/18/2016	10104	GEN	Maturity	03784JFM1	245,000.00	APPLE 0.2M 0.30% Mat. 02/18/2016	02/18/2016	0.00	0.00	245,000.00	245,000.00
02/20/2016	10105	GEN	Interest	740367DX2	245,000.00	PREFBK 0.2M 0.50% Mat.	08/19/2016	0.00	104.04	0.00	104.04
02/20/2016	10106	GEN	Interest	073296BJ3	245,000.00	BBCNBK 0.2M 0.55% Mat.	08/19/2016	0.00	114.45	0.00	114.45
02/28/2016	10089	GEN	Interest	773709AM2	239,000.00	ROCKTR 0.2M 2.05% Mat.	03/28/2016	0.00	416.12	0.00	416.12
02/29/2016	10093	GEN	Interest	105245FC3	245,000.00	BRAND 0.2M 0.60% Mat. 04/29/2016	04/29/2016	0.00	120.82	0.00	120.82
03/01/2016	10090	GEN	Interest	344030DV0	240,000.00	FLUSH 0.2M 2.20% Mat. 03/01/2016	03/01/2016	0.00	216.99	0.00	216.99
03/01/2016	10090	GEN	Maturity	344030DV0	240,000.00	FLUSH 0.2M 2.20% Mat. 03/01/2016	03/01/2016	0.00	0.00	240,000.00	240,000.00
03/07/2016	10107	GEN	Interest	172267625B	1,007,016.24	EWB 1.0M 0.40% Mat. 03/07/2016	03/07/2016	0.00	731.02	0.00	731.02
03/07/2016	10107	GEN	Interest	172267625B	1,007,016.24	EWB 1.0M 0.40% Mat. 03/07/2016	03/07/2016	-731.02	0.00	0.00	-731.02
03/07/2016	10123	GEN	Purchase	172267625C	1,011,063.43	EWB 1.0M 0.70% Mat. 03/07/2017	03/07/2017	-1,011,063.43	0.00	0.00	-1,011,063.43
03/15/2016	10094	GEN	Interest	64990ACT0	1,000,000.00	NYSTDM 1.0M 0.33% Mat.	03/15/2016	0.00	1,650.00	0.00	1,650.00
03/15/2016	10111	GEN	Interest	912828VW7	1,000,000.00	TNOTE 1.0M 0.88% Mat. 09/15/2016	09/15/2016	0.00	4,375.00	0.00	4,375.00
03/15/2016	10094	GEN	Maturity	64990ACT0	1,000,000.00	NYSTDM 1.0M 0.33% Mat.	03/15/2016	0.00	0.00	1,000,000.00	1,000,000.00

Corpus Christi RTA
Cash Reconciliation Report
For the Period January 1, 2016 - March 31, 2016

Trans. Date	Investment #	Fund	Trans. Type	Security ID	Par Value	Security Description	Maturity Date	Purchases	Interest	Redemptions	Cash
General Fund											
03/20/2016	10105	GEN	Interest	740367DX2	245,000.00	PREFBK 0.2M 0.50% Mat.	08/19/2016	0.00	97.33	0.00	97.33
03/20/2016	10106	GEN	Interest	073296BJ3	245,000.00	BBCNBK 0.2M 0.55% Mat.	08/19/2016	0.00	107.06	0.00	107.06
03/28/2016	10089	GEN	Interest	773709AM2	239,000.00	ROCKTR 0.2M 2.05% Mat.	03/28/2016	0.00	389.28	0.00	389.28
03/28/2016	10089	GEN	Maturity	773709AM2	239,000.00	ROCKTR 0.2M 2.05% Mat.	03/28/2016	0.00	0.00	239,000.00	239,000.00
03/30/2016	10093	GEN	Interest	105245FC3	245,000.00	BRAND 0.2M 0.60% Mat. 04/29/2016	04/29/2016	0.00	120.82	0.00	120.82
03/31/2016	10123	GEN	Interest	172267625C	1,011,063.43	EWB 1.0M 0.70% Mat. 03/07/2017	03/07/2017	0.00	484.87	0.00	484.87
03/31/2016	10123	GEN	Interest	172267625C	1,011,063.43	EWB 1.0M 0.70% Mat. 03/07/2017	03/07/2017	-484.87	0.00	0.00	-484.87
Subtotal								-5,713,331.42	15,972.54	2,696,000.00	-3,001,358.88
Total								-5,713,331.42	15,972.54	2,696,000.00	-3,001,358.88

PATTERSON & ASSOCIATES



INVESTMENT PROFESSIONALS

**Corpus Christi RTA
Purchases Report
Sorted by Fund - Fund
January 1, 2016 - March 31, 2016**

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

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
General Fund												
7407163281	10117	GEN	RRP WFBMRP	1,751,090.96	01/01/2016	/ - Monthly	1,751,090.96		0.050		0.050	1,751,309.26
313384WS4	10118	GEN	AFD FHDN	1,000,000.00	02/12/2016	05/11 - At Maturity	999,048.19			05/11/2016	0.391	999,572.22
912828VR8	10119	GEN	TRC TNOTE	1,000,000.00	02/12/2016	02/15 - 08/15	1,000,820.31	Received	0.625	08/15/2016	0.463	1,000,603.04
912828WF3	10120	GEN	TRC TNOTE	1,000,000.00	02/12/2016	05/15 - 11/15	1,000,585.94	1,528.16	0.625	11/15/2016	0.547	1,000,482.29
912828B74	10121	GEN	TRC TNOTE	1,700,000.00	02/12/2016	02/15 - 08/15	1,700,597.66	Received	0.625	02/15/2017	0.590	1,700,518.30
5259A	10122	GEN	RR2 FPMMI	2,001,372.56	02/19/2016	/ - Monthly	2,001,372.56		0.400		0.400	2,002,341.67
172267625C	10123	GEN	RR3 EWB	1,011,063.43	03/07/2016	/ - Quarterly	1,011,063.43		0.700	03/07/2017	0.700	1,011,548.30
			Subtotal	9,463,526.95			9,464,579.05	1,528.16				9,466,375.08
			Total Purchases	9,463,526.95			9,464,579.05	1,528.16				9,466,375.08

Received = Accrued Interest at Purchase was received by report ending date.

Run Date 04/29/2016 - 09:13

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Report Ver 7.3.5

PATTERSON & ASSOCIATES



**Corpus Christi RTA
Maturity Report
Sorted by Maturity Date**
Amounts due during January 1, 2016 - March 31, 2016

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

CUSIP	Investment #	Fund	Sec. Type	Issuer	Par Value	Maturity Date	Purchase Date	Rate at Maturity	Book Value at Maturity	Interest	Maturity Proceeds	Net Income
2027504S1	10101	GEN	MC2	COMMON	245,000.00	01/29/2016	02/04/2015	0.300	245,000.00	2.01	245,002.01	2.01
72663QZR3	10092	GEN	MC2	PLAINS	245,000.00	01/29/2016	11/03/2014	0.400	245,000.00	244.33	245,244.33	244.33
501798DD1	10088	GEN	MC2	LCABKC	237,000.00	02/03/2016	10/31/2014	2.000	237,000.00	2,389.48	239,389.48	2,389.48
29367ACU5	10100	GEN	MC2	ENTERP	245,000.00	02/04/2016	02/04/2015	0.400	245,000.00	83.23	245,083.23	83.23
03784JFM1	10104	GEN	MC2	APPLE	245,000.00	02/18/2016	02/18/2015	0.300	245,000.00	735.00	245,735.00	735.00
344030DV0	10090	GEN	MC2	FLUSH	240,000.00	03/01/2016	10/31/2014	2.200	240,000.00	216.99	240,216.99	216.99
172267625B	10107	GEN	RR3	EWB	1,010,332.41	03/07/2016	03/07/2015	0.400	1,010,332.41	0.00	1,010,332.41	0.00
64990ACT0	10094	GEN	MC1	NYSTDM	1,000,000.00	03/15/2016	11/04/2014	0.330	1,000,000.00	1,650.00	1,001,650.00	1,650.00
773709AM2	10089	GEN	MC2	ROCKTR	239,000.00	03/28/2016	10/31/2014	2.050	239,000.00	389.28	239,389.28	389.28
Total Maturities					3,706,332.41				3,706,332.41	5,710.32	3,712,042.73	5,710.32



Corpus Christi RTA
Interest Earnings
Sorted by Fund - Fund
January 1, 2016 - March 31, 2016
Period Yield on Beginning Book Value

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

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Ending Book Value	Maturity Date	Current Rate	Yield This Period	Adjusted Interest Earnings		
										Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
Fund: Construction Bond 2013												
8664004176	10065	CON	RR2	9,300,524.57	9,293,444.52	9,300,524.57		0.350	0.076	7,080.05	0.00	7,080.05
			Subtotal	9,300,524.57	9,293,444.52	9,300,524.57			0.076	7,080.05	0.00	7,080.05
Fund: General Fund												
912828WF3	10120	GEN	TRC	1,000,000.00	0.00	1,000,482.29	11/15/2016	0.625	0.137	841.35	-103.65	737.70
912828VR8	10119	GEN	TRC	1,000,000.00	0.00	1,000,603.04	08/15/2016	0.625	0.116	840.79	-217.27	623.52
912828B74	10121	GEN	TRC	1,700,000.00	0.00	1,700,518.30	02/15/2017	0.625	0.147	1,429.34	-79.36	1,349.98
912828WA4	10112	GEN	TRC	1,000,000.00	1,000,175.78	1,000,120.24	10/15/2016	0.625	0.150	1,553.96	-55.54	1,498.42
912828WF3	10113	GEN	TRC	1,000,000.00	1,000,000.00	1,000,000.00	11/15/2016	0.625	0.156	1,562.50	0.00	1,562.50
912828A59	10114	GEN	TRC	1,000,000.00	999,642.19	999,735.49	12/15/2016	0.625	0.165	1,553.96	93.30	1,647.26
912828VW7	10111	GEN	TRC	1,000,000.00	1,002,224.14	1,001,439.66	09/15/2016	0.875	0.140	2,183.06	-784.48	1,398.58
912828H78	10115	GEN	TRC	1,000,000.00	997,506.21	998,079.28	01/31/2017	0.500	0.182	1,245.52	573.07	1,818.59
313384WS4	10118	GEN	AFD	1,000,000.00	0.00	999,572.22	05/11/2016	0.097	0.097	0.00	524.03	524.03
51199C	10110	GEN	BCD	245,000.00	245,000.00	245,000.00	07/26/2016	0.200	0.050	122.17	0.00	122.17
9226631688	10002	GEN	RRP	4,262,289.22	8,700,654.01	4,262,289.22		0.180	0.051	4,453.37	0.00	4,453.37
12792586C	10005	GEN	RR2	0.00	2,000,631.96	0.00		0.290	0.037	740.60	0.00	740.60
16102A	10116	GEN	BCD	246,592.50	246,592.50	246,592.50	12/10/2016	0.350	0.087	215.18	0.00	215.18
172267625C	10123	GEN	RR3	1,011,548.30	0.00	1,011,548.30	03/07/2017	0.700	0.175	484.87	0.00	484.87
172267625B	10107	GEN	RR3	0.00	1,010,332.41	0.00	03/07/2016	0.400	0.100	731.02	0.00	731.02
501798DD1	10088	GEN	MC2	0.00	237,330.69	0.00	02/03/2016	2.000	0.114	428.55	-330.69	97.86
773709AM2	10089	GEN	MC2	0.00	239,925.57	0.00	03/28/2016	2.050	0.110	1,181.25	-925.57	255.68
344030DV0	10090	GEN	MC2	0.00	240,676.24	0.00	03/01/2016	2.200	0.128	882.41	-676.24	206.17
72663QZR3	10092	GEN	MC2	0.00	245,000.00	0.00	01/29/2016	0.400	0.100	75.17	0.00	75.17
105245FC3	10093	GEN	MC2	245,000.00	245,000.00	245,000.00	04/29/2016	0.600	0.150	366.49	0.00	366.49
64990ACT0	10094	GEN	MC1	0.00	1,000,000.00	0.00	03/15/2016	0.330	0.083	678.34	0.00	678.34
549103QL6	10095	GEN	BCD	245,000.00	245,000.00	245,000.00	05/05/2016	0.500	0.125	305.41	0.00	305.41
140420QM5	10096	GEN	BCD	245,000.00	245,000.00	245,000.00	05/05/2016	0.650	0.162	397.04	0.00	397.04
92937CCL0	10097	GEN	MC2	245,000.00	245,000.00	245,000.00	05/16/2016	0.700	0.175	427.58	0.00	427.58
29367ACU5	10100	GEN	MC2	0.00	245,000.00	0.00	02/04/2016	0.400	0.100	93.97	0.00	93.97

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 Report Ver. 7.3.5

Corpus Christi RTA
Interest Earnings
January 1, 2016 - March 31, 2016

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Ending Book Value	Maturity Date	Current Rate	Yield This Period	Adjusted Interest Earnings		
										Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
Fund: General Fund												
2027504S1	10101	GEN	MC2	0.00	245,000.00	0.00	01/29/2016	0.300	0.075	58.40	0.00	58.40
49306SUM6	10102	GEN	MC2	245,000.00	245,000.00	245,000.00	08/11/2016	0.550	0.137	335.95	0.00	335.95
03784JFM1	10104	GEN	MC2	0.00	245,000.00	0.00	02/18/2016	0.300	0.075	96.66	0.00	96.66
740367DX2	10105	GEN	MC2	245,000.00	245,000.00	245,000.00	08/19/2016	0.500	0.125	305.41	0.00	305.41
073296BJ3	10106	GEN	MC2	245,000.00	245,000.00	245,000.00	08/19/2016	0.550	0.137	335.95	0.00	335.95
7407163281	10117	GEN	RRP	1,751,309.26	0.00	1,751,309.26		0.050	0.012	218.30	0.00	218.30
5259A	10122	GEN	RR2	2,002,341.67	0.00	2,002,341.67		0.430	0.105	969.11	0.00	969.11
			Subtotal	20,934,080.95	21,615,691.70	20,934,631.47			0.090	25,113.68	-1,982.40	23,131.28
			Total	30,234,605.52	30,909,136.22	30,235,156.04			0.086	32,193.73	-1,982.40	30,211.33



**Corpus Christi RTA
Amortization Schedule
January 1, 2016 - March 31, 2016
Sorted By Fund - Fund**

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

Investment #	Maturity Date	Beginning Par Value				Amounts Amortized					
Issuer	Fund	Amort. Date	Current Rate	Purchase Principal	Original Premium or Discount	Ending Book Value	And Unamortized As of 01/01/2016	Amount Amortized This Period	Amt Amortized Through 03/31/2016	Amount Unamortized Through 03/31/2016	
General Fund											
10118 FHDN	GEN	05/11/2016	1,000,000.00	999,048.19	-951.81	999,572.22	0.00 -951.81	524.03	524.03	-427.78	
10090 Flushing Savings Bk FDIC#58564	GEN	03/01/2016	240,000.00 2.200	245,488.80	5,488.80	0.00	-4,812.56 676.24	-676.24	-5,488.80	0.00	
10088 LCA Bank Corp CD FDIC# 58148	GEN	02/03/2016	237,000.00 2.000	241,609.65	4,609.65	0.00	-4,278.96 330.69	-330.69	-4,609.65	0.00	
10089 Rockland Trust Co FDIC# 9712	GEN	03/28/2016	239,000.00 2.050	244,468.32	5,468.32	0.00	-4,542.75 925.57	-925.57	-5,468.32	0.00	
10111 T Note	GEN	09/15/2016	1,000,000.00 0.875	1,002,500.00	2,500.00	1,001,439.66	-275.86 2,224.14	-784.48	-1,060.34	1,439.66	
10112 T Note	GEN	10/15/2016	1,000,000.00 0.625	1,000,195.31	195.31	1,000,120.24	-19.53 175.78	-55.54	-75.07	120.24	
10114 T Note	GEN	12/15/2016	1,000,000.00 0.625	999,609.38	-390.62	999,735.49	32.81 -357.81	93.30	126.11	-264.51	
10115 T Note	GEN	01/31/2017	1,000,000.00 0.500	997,304.69	-2,695.31	998,079.28	201.52 -2,493.79	573.07	774.59	-1,920.72	
10119 T Note	GEN	08/15/2016	1,000,000.00 0.625	1,000,820.31	820.31	1,000,603.04	0.00 820.31	-217.27	-217.27	603.04	
10120 T Note	GEN	11/15/2016	1,000,000.00 0.625	1,000,585.94	585.94	1,000,482.29	0.00 585.94	-103.65	-103.65	482.29	
10121 T Note	GEN	02/15/2017	1,700,000.00 0.625	1,700,597.66	597.66	1,700,518.30	0.00 597.66	-79.36	-79.36	518.30	
				Subtotal	9,432,228.25	16,228.25	8,700,550.52	-13,695.33 2,532.92	-1,982.40	-15,677.73	550.52
				Total	9,432,228.25	16,228.25	8,700,550.52	-13,695.33 2,532.92	-1,982.40	-15,677.73	550.52



**Corpus Christi RTA
Projected Cashflow Report
Sorted by Monthly
For the Period April 1, 2016 - October 31, 2016**

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

Projected Trans. Date	Investment #	Fund	Security ID	Transaction Type	Issuer	Par Value	Original Cost	Principal	Interest	Total
April 2016										
04/15/2016	10112	GEN	912828WA4	Interest	T Note	0.00	0.00	0.00	3,125.00	3,125.00
04/20/2016	10105	GEN	740367DX2	Interest	Preferred Bank CD FDIC# 33539	0.00	0.00	0.00	104.04	104.04
04/20/2016	10106	GEN	073296BJ3	Interest	BBCN Bank CD FDIC# 26610	0.00	0.00	0.00	114.45	114.45
04/29/2016	10093	GEN	105245FC3	Maturity	Brand Banking Co FDIC# 878	245,000.00	245,000.00	245,000.00	120.82	245,120.82
Total for April 2016						245,000.00	245,000.00	245,000.00	3,464.31	248,464.31
May 2016										
05/05/2016	10095	GEN	549103QL6	Maturity	Luana Savings Bank CD FDIC#253	245,000.00	245,000.00	245,000.00	610.82	245,610.82
05/05/2016	10096	GEN	140420QM5	Maturity	Capital One Bank CD FDIC#33954	245,000.00	245,000.00	245,000.00	794.07	245,794.07
05/11/2016	10118	GEN	313384WS4	Maturity	FHDN	1,000,000.00	999,048.19	1,000,000.00	0.00	1,000,000.00
05/14/2016	10097	GEN	92937CCL0	Interest	Wex Bank CD FDIC# 34697	0.00	0.00	0.00	855.15	855.15
05/15/2016	10113	GEN	912828WF3	Interest	T Note	0.00	0.00	0.00	3,125.00	3,125.00
05/15/2016	10120	GEN	912828WF3	Interest	T Note	0.00	0.00	0.00	3,125.00	3,125.00
05/16/2016	10097	GEN	92937CCL0	Maturity	Wex Bank CD FDIC# 34697	245,000.00	245,000.00	245,000.00	9.40	245,009.40
05/20/2016	10105	GEN	740367DX2	Interest	Preferred Bank CD FDIC# 33539	0.00	0.00	0.00	100.68	100.68
05/20/2016	10106	GEN	073296BJ3	Interest	BBCN Bank CD FDIC# 26610	0.00	0.00	0.00	110.75	110.75
Total for May 2016						1,735,000.00	1,734,048.19	1,735,000.00	8,730.87	1,743,730.87
June 2016										
06/15/2016	10114	GEN	912828A59	Interest	T Note	0.00	0.00	0.00	3,125.00	3,125.00
06/20/2016	10105	GEN	740367DX2	Interest	Preferred Bank CD FDIC# 33539	0.00	0.00	0.00	104.04	104.04
06/20/2016	10106	GEN	073296BJ3	Interest	BBCN Bank CD FDIC# 26610	0.00	0.00	0.00	114.45	114.45
Total for June 2016						0.00	0.00	0.00	3,343.49	3,343.49
July 2016										
07/20/2016	10105	GEN	740367DX2	Interest	Preferred Bank CD FDIC# 33539	0.00	0.00	0.00	100.68	100.68
07/20/2016	10106	GEN	073296BJ3	Interest	BBCN Bank CD FDIC# 26610	0.00	0.00	0.00	110.75	110.75
07/26/2016	10110	GEN	51199C	Maturity	Kleberg Bank CD	245,000.00	245,000.00	245,000.00	491.34	245,491.34
07/31/2016	10115	GEN	912828H78	Interest	T Note	0.00	0.00	0.00	2,500.00	2,500.00
Total for July 2016						245,000.00	245,000.00	245,000.00	3,202.77	248,202.77
August 2016										
08/11/2016	10102	GEN	49306SUM6	Maturity	Key Bank CD FDIC# 17534	245,000.00	245,000.00	245,000.00	671.90	245,671.90

Corpus Christi RTA
 Projected Cashflow Report
 For the Period April 1, 2016 - October 31, 2016

Projected Trans. Date	Investment #	Fund	Security ID	Transaction Type	Issuer	Par Value	Original Cost	Principal	Interest	Total
August 2016										
08/15/2016	10119	GEN	912828VR8	Maturity	T Note	1,000,000.00	1,000,820.31	1,000,000.00	3,125.00	1,003,125.00
08/15/2016	10121	GEN	912828B74	Interest	T Note	0.00	0.00	0.00	5,312.50	5,312.50
08/19/2016	10105	GEN	740367DX2	Maturity	Preferred Bank CD FDIC# 33539	245,000.00	245,000.00	245,000.00	100.68	245,100.68
08/19/2016	10106	GEN	073296BJ3	Maturity	BBCN Bank CD FDIC# 26610	245,000.00	245,000.00	245,000.00	110.75	245,110.75
Total for August 2016						1,735,000.00	1,735,820.31	1,735,000.00	9,320.83	1,744,320.83
September 2016										
09/15/2016	10111	GEN	912828VW7	Maturity	T Note	1,000,000.00	1,002,500.00	1,000,000.00	4,375.00	1,004,375.00
Total for September 2016						1,000,000.00	1,002,500.00	1,000,000.00	4,375.00	1,004,375.00
October 2016										
10/15/2016	10112	GEN	912828WA4	Maturity	T Note	1,000,000.00	1,000,195.31	1,000,000.00	3,125.00	1,003,125.00
Total for October 2016						1,000,000.00	1,000,195.31	1,000,000.00	3,125.00	1,003,125.00
GRAND TOTALS:						5,960,000.00	5,962,563.81	5,960,000.00	35,562.27	5,995,562.27



Corpus Christi RTA
Texas Compliance Change in Val Report
Sorted by Fund
January 1, 2016 - March 31, 2016

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

Inv #	Issuer	Fund	Purch Date	Interest Accrual	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
Fund: Construction Bond 20									
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	7,080.05	9,293,444.52	7,080.05	0.00	7,080.05	9,300,524.57
8664004176	9,300,524.57	0.350	/ /	7,080.05	9,293,444.52	7,080.05	0.00	7,080.05	9,300,524.57
Sub Totals For: Fund: Construction Bond 20				7,080.05	9,293,444.52	7,080.05	0.00	7,080.05	9,300,524.57
				7,080.05	9,293,444.52	7,080.05	0.00	7,080.05	9,300,524.57
Fund: General Fund									
10002	WFCIV	GEN	01/01/2012	4,453.37	8,700,654.01	11,987,099.47	16,425,464.26	-4,438,364.79	4,262,289.22
9226631688	4,262,289.22	0.180	/ /	4,453.37	8,700,654.01	11,987,099.47	16,425,464.26	-4,438,364.79	4,262,289.22
10005	FMMPS	GEN	01/01/2012	740.60	2,000,631.96	740.60	2,001,372.56	-2,000,631.96	0.00
12792586C	0.00	0.290	/ /	740.60	2,000,631.96	740.60	2,001,372.56	-2,000,631.96	0.00
10117	WFBMRP	GEN	01/01/2016	218.30	0.00	1,751,309.26	0.00	1,751,309.26	1,751,309.26
7407163281	1,751,309.26	0.050	/ /	218.30	0.00	1,751,309.26	0.00	1,751,309.26	1,751,309.26
10122	FPMMI	GEN	02/19/2016	969.11	0.00	2,002,341.67	0.00	2,002,341.67	2,002,341.67
5259A	2,002,341.67	0.430	/ /	969.11	0.00	2,002,341.67	0.00	2,002,341.67	2,002,341.67
10092	PLAINS	GEN	11/03/2014	75.17	245,000.00	0.00	245,000.00	-245,000.00	0.00
72663QZR3	0.00	0.000	01/29/2016	244.33	244,985.30	0.00	245,000.00	-244,985.30	0.00
10101	COMMON	GEN	02/04/2015	58.40	245,000.00	0.00	245,000.00	-245,000.00	0.00
2027504S1	0.00	0.000	01/29/2016	64.43	244,970.36	0.00	245,000.00	-244,970.36	0.00
10088	LCABKC	GEN	10/31/2014	428.55	237,330.69	0.00	237,000.00	-237,330.69	0.00
501798DD1	0.00	0.000	02/03/2016	2,389.48	237,261.65	0.00	237,000.00	-237,261.65	0.00

Portfolio CRTA

Corpus Christi RTA
Texas Compliance Change in Val Report
January 1, 2016 - March 31, 2016

Inv #	Issuer	Fund	Purch Date	Interest Accrual	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
10100	ENTERP	GEN	02/04/2015	93.97	245,000.00	0.00	245,000.00	-245,000.00	0.00
29367ACU5	0.00	0.000	02/04/2016	166.46	244,980.65	0.00	245,000.00	-244,980.65	0.00
10104	APPLE	GEN	02/18/2015	96.66	245,000.00	0.00	245,000.00	-245,000.00	0.00
03784JFM1	0.00	0.000	02/18/2016	735.00	244,939.73	0.00	245,000.00	-244,939.73	0.00
10090	FLUSH	GEN	10/31/2014	882.41	240,676.24	0.00	240,000.00	-240,676.24	0.00
344030DVO	0.00	0.000	03/01/2016	1,113.87	240,611.76	0.00	240,000.00	-240,611.76	0.00
10107	EWB	GEN	03/07/2015	731.02	1,010,332.41	731.02	1,011,063.43	-1,010,332.41	0.00
172267625B	0.00	0.000	03/07/2016	731.02	1,010,332.41	731.02	1,011,063.43	-1,010,332.41	0.00
10094	NYSTDM	GEN	11/04/2014	678.34	1,000,000.00	0.00	1,000,000.00	-1,000,000.00	0.00
64990ACT0	0.00	0.000	03/15/2016	1,650.00	999,700.00	0.00	1,000,000.00	-999,700.00	0.00
10089	ROCKTR	GEN	10/31/2014	1,181.25	239,925.57	0.00	239,000.00	-239,925.57	0.00
773709AM2	0.00	0.000	03/28/2016	1,221.52	239,804.71	0.00	239,000.00	-239,804.71	0.00
10093	BRAND	GEN	11/03/2014	366.49	245,000.00	0.00	0.00	0.00	245,000.00
105245FC3	245,000.00	0.600	04/29/2016	366.49	245,016.66	0.00	0.00	15.44	245,032.10
10095	LUANA	GEN	11/05/2014	305.41	245,000.00	0.00	0.00	0.00	245,000.00
549103QL6	245,000.00	0.500	05/05/2016	0.00	244,972.32	0.00	0.00	56.10	245,028.42
10096	CAPONE	GEN	11/05/2014	397.04	245,000.00	0.00	0.00	0.00	245,000.00
140420QM5	245,000.00	0.650	05/05/2016	0.00	245,115.89	0.00	0.00	-67.38	245,048.51
10118	FHDN	GEN	02/12/2016	0.00	0.00	999,048.19	0.00	999,572.22	999,572.22
313384WS4	1,000,000.00	0.390	05/11/2016	0.00	0.00	999,048.19	0.00	999,572.22	999,572.22
10097	WEXBK	GEN	11/17/2014	427.58	245,000.00	0.00	0.00	0.00	245,000.00
92937CCL0	245,000.00	0.699	05/16/2016	0.00	245,091.14	0.00	0.00	-15.92	245,075.22
10110	KBCD	GEN	07/26/2015	122.17	245,000.00	0.00	0.00	0.00	245,000.00
51199C	245,000.00	0.200	07/26/2016	0.00	245,000.00	0.00	0.00	0.00	245,000.00
10102	KEYBK	GEN	02/11/2015	335.95	245,000.00	0.00	0.00	0.00	245,000.00
49306SUM6	245,000.00	0.549	08/11/2016	679.29	245,002.70	0.00	0.00	153.86	245,156.56

Corpus Christi RTA
Texas Compliance Change in Val Report
January 1, 2016 - March 31, 2016

Inv #	Issuer	Fund	Purch Date	Interest Accrual	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
10119	TNOTE	GEN	02/12/2016	840.79	0.00	1,000,820.31	0.00	1,000,603.04	1,000,603.04
912828VR8	1,000,000.00	0.463	08/15/2016	50.95	0.00	1,000,820.31	0.00	1,000,889.00	1,000,889.00
10105	PREFBK	GEN	02/20/2015	305.41	245,000.00	0.00	0.00	0.00	245,000.00
740367DX2	245,000.00	0.499	08/19/2016	305.41	245,013.48	0.00	0.00	166.84	245,180.32
10106	BBCNBK	GEN	02/20/2015	335.95	245,000.00	0.00	0.00	0.00	245,000.00
073296BJ3	245,000.00	0.549	08/19/2016	335.96	244,726.58	0.00	0.00	280.04	245,006.62
10111	TNOTE	GEN	11/30/2015	2,183.06	1,002,224.14	0.00	0.00	-784.48	1,001,439.66
912828VW7	1,000,000.00	0.557	09/15/2016	2,548.08	1,001,250.00	0.00	0.00	703.00	1,001,953.00
10112	TNOTE	GEN	11/30/2015	1,553.96	1,000,175.78	0.00	0.00	-55.54	1,000,120.24
912828WA4	1,000,000.00	0.602	10/15/2016	0.00	999,062.00	0.00	0.00	1,915.00	1,000,977.00
10113	TNOTE	GEN	11/30/2015	1,562.50	1,000,000.00	0.00	0.00	0.00	1,000,000.00
912828WF3	1,000,000.00	0.624	11/15/2016	0.00	998,672.00	0.00	0.00	2,109.00	1,000,781.00
10120	TNOTE	GEN	02/12/2016	841.35	0.00	1,000,585.94	0.00	1,000,482.29	1,000,482.29
912828WF3	1,000,000.00	0.547	11/15/2016	0.00	0.00	1,000,585.94	0.00	1,000,781.00	1,000,781.00
10116	CNB	GEN	12/10/2015	215.18	246,592.50	0.00	0.00	0.00	246,592.50
16102A	246,592.50	0.350	12/10/2016	0.00	246,592.50	0.00	0.00	0.00	246,592.50
10114	TNOTE	GEN	11/30/2015	1,553.96	999,642.19	0.00	0.00	93.30	999,735.49
912828A59	1,000,000.00	0.662	12/15/2016	0.00	998,438.00	0.00	0.00	2,070.00	1,000,508.00
10115	TNOTE	GEN	11/30/2015	1,245.52	997,506.21	0.00	0.00	573.07	998,079.28
912828H78	1,000,000.00	0.731	01/31/2017	842.39	996,328.00	0.00	0.00	2,930.00	999,258.00
10121	TNOTE	GEN	02/12/2016	1,429.34	0.00	1,700,597.66	0.00	1,700,518.30	1,700,518.30
912828B74	1,700,000.00	0.589	02/15/2017	86.62	0.00	1,700,597.66	0.00	1,700,265.20	1,700,265.20
10123	EWB	GEN	03/07/2016	484.87	0.00	1,011,548.30	0.00	1,011,548.30	1,011,548.30
172267625C	1,011,548.30	0.700	03/07/2017	484.87	0.00	1,011,548.30	0.00	1,011,548.30	1,011,548.30

Corpus Christi RTA
Texas Compliance Change in Val Report
January 1, 2016 - March 31, 2016

Inv #	Issuer	Fund	Purch Date	Interest Accrual	Beginning Book Value				Ending Book Value
Cusip	Par Value	YTM	Mat Date	Interest Received	Beginning Market Value	Purchases/ Additions	Redemptions	Change in Value	Ending Market Value
Sub Totals For: Fund: General Fund				25,113.68	21,615,691.70	21,454,822.42	22,133,900.25	-681,060.23	20,934,631.47
				20,397.55	21,609,153.81	21,454,822.42	22,133,900.25	-669,560.69	20,939,593.12
Report Grand Totals:				32,193.73	30,909,136.22	21,461,902.47	22,133,900.25	-673,980.18	30,235,156.04
				27,477.60	30,902,598.33	21,461,902.47	22,133,900.25	-662,480.64	30,240,117.69



CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY

Administration Committee Memo

May 25, 2016

Subject: 1st Quarter 2016 Reports for the Defined Benefit Plan and Trust and the Defined Contribution Plan

Defined Benefit Plan and Trust

Background

The *RTA Employees Defined Benefit Plan and Trust* (DB Plan) is a single-employer defined benefit pension plan administered by the Corpus Christi RTA. Vesting of benefits for all full-time employees is between three and seven years and discounted early retirement benefits are available at age 55. Normal retirement age under the Plan is 62.

Identified Need

The Defined Benefit Plan Investment Performance Report for the period ending March 31, 2016 is provided as a separate attachment.

Financial Impact

The portfolio's investments had a return of 1.63% for the first quarter of 2016, compared to a return of 2.42% for the fourth quarter of 2015.

Defined Benefit Plan	
Portfolio Value, December 31, 2015*	\$30,221,978
Net Contributions (Benefits Paid)	\$522,450
Investment Income/ (Loss) (net of expenses)	\$482,702
Portfolio Value, March 31, 2016*	\$31,227,130
<i>Quarterly return (Loss)</i>	1.63%
<i>YTD return</i>	1.63%
<i>*Market value may differ slightly between various portfolio reports due to market changes between the time different reports are run</i>	

Defined Contribution Plan and Trust

Background

The *RTA Employees Defined Contribution Plan* (DC Plan) covers all employees. Employees are required to contribute 7.51% of gross compensation and may also make voluntary post-tax contributions up to 10%. Retirement benefit amounts depend on contributions and investment earnings. Employees are fully vested in their contributions and direct their investments.

Identified Need

The Defined Contribution Plan Investment Performance Report for the period ended March 31, 2016 is provided as a separate attachment.

Financial Impact

The portfolio's investments had a positive return of 0.443% for the first quarter of 2016 compared to a return of 3.1% for the fourth quarter of 2015.

Defined Contribution Plan	
Portfolio Value, December 31, 2015*	\$7,832,433
Contributions	\$244,258
Distributions/Benefits Paid	(\$307,621)
Investment Income/(Loss) (net of expenses)	\$34,770
Portfolio Value, March 31, 2016*	\$7,803,770
Quarterly return (Loss)	0.443%
YTD return (Loss)	0.443%
<i>*Market value may differ slightly between various portfolio reports due to market changes between the time different reports are run</i>	

Respectfully Submitted,

Submitted by: 
Cindy O'Brien
Director of Finance

Approval: 
Jorge G. Cruz-Aedo
Chief Executive Officer



REGIONAL TRANSPORTATION AUTHORITY DEFINED BENEFIT PLAN & TRUST

Reporting Period March 31, 2016

FOR INSTITUTIONAL USE ONLY - NOT FOR USE WITH INDIVIDUAL INVESTORS

Together we'll go far



Current market status

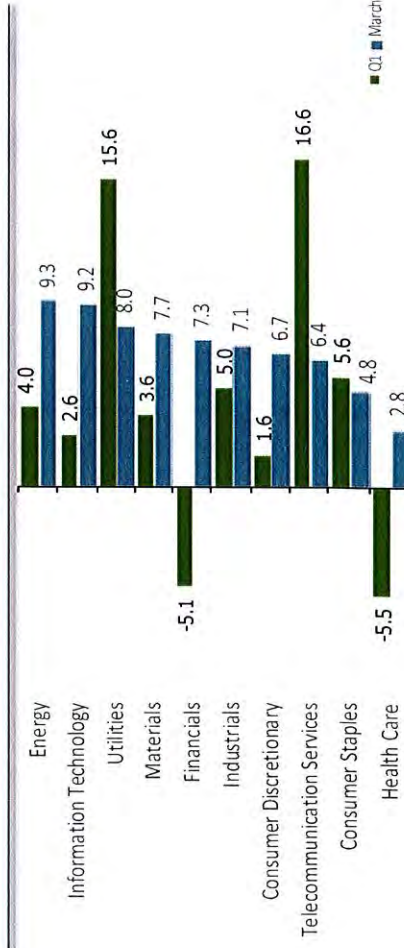
Return of volatility and mixed performance for the quarter

- After a nerve-racking and volatile start to 2016, equities attained some much-needed positive traction in March. The recovery in oil and a depreciating U.S. dollar helped investors shake off pessimism and gain confidence in the market. The S&P 500 gained 6.8 percent in March, bringing the quarter's return to 1.4 percent.
- Large-cap U.S. sector performance was positive in eight of ten sectors for the quarter. Utilities and telecom lead the way with double digit positive returns. Despite positive returns in March, financials and health care were negative for the quarter.
- Mid-cap stocks rallied, rising 8.2 percent in March and 2.2 percent YTD.
- Despite the March rally, most Developed Markets remain in negative territory YTD.
- The MSCI Emerging Markets Index was a top performer during the quarter gaining 5.7 percent.

Stock Market Total Returns** Period Ending March 31, 2016

Indexes	Mar	QTD	YTD	1 Year	3 Years*	5 Years*	10 Years*
S&P 500 Index	6.8%	1.4%	1.4%	1.8%	11.8%	11.6%	7.0%
Russell 1000 Growth	6.7%	0.7%	0.7%	2.5%	13.6%	12.4%	8.3%
Russell 1000 Value	7.2%	1.6%	1.6%	-1.5%	9.4%	10.3%	5.7%
Russell Midcap	8.2%	2.2%	2.2%	-4.0%	10.5%	10.3%	7.5%
Russell 2000	8.0%	-1.5%	-1.5%	-9.8%	6.8%	7.2%	5.3%
MSCI EAFE (Net)	6.5%	-3.0%	-3.0%	-8.3%	2.2%	2.3%	1.8%
MSCI ACWI ex USA (Net)	8.1%	-0.4%	-0.4%	-9.2%	0.3%	0.3%	1.9%
MSCI EM (Net)	13.2%	5.7%	5.7%	-12.0%	-4.5%	-4.1%	3.0%
FTSE EPRA/NAREIT Global	9.8%	4.9%	4.9%	-0.2%	4.3%	6.7%	N/A
Bloomberg Commodity	3.8%	0.4%	0.4%	-19.6%	-16.9%	-14.1%	-6.2%

S&P 500 Sector Returns



* Annualized returns
 ** Index returns do not reflect the deduction of fees, expenses or taxes.
 Past performance is no guarantee of future results. Sources: Morningstar, Zephyr, Bloomberg Finance LLP., FactSet, 4/7/16.

Current market status

Bonds broadly positive

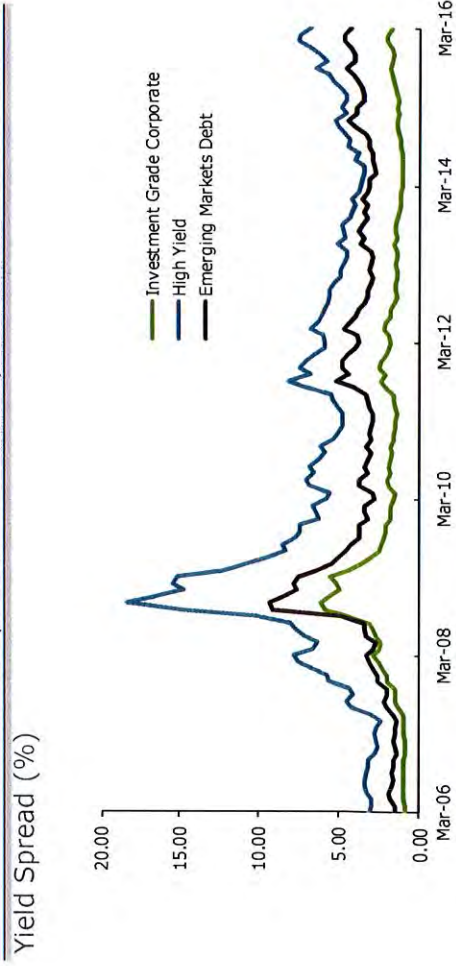
- Overall, US Bonds returned 3 percent for the quarter.
- Investment-grade corporates ended with positive returns as risk assets recovered and oil prices stabilized. This also fueled a positive quarterly return for high yield bonds.
- For foreign bonds, the fall in the dollar index (DXY) meant that unhedged bonds outperformed hedged bonds. Eurozone yields declined after the ECB's decision to expand its bond-buying program by one-third, from €60 billion (\$68 billion) to €80 billion (\$90 billion).
- The mix of a dovish Fed, weaker dollar, and the oil-price rally late in the quarter was a powerful stimulus to emerging market bonds and currencies.

* Annualized returns
 ** Index returns do not reflect the deduction of fees, expenses or taxes.
 Past performance is no guarantee of future results. Sources: Morningstar, Zephyr, Bloomberg Finance LLP., FactSet, 4/7/16.

Bond Market Total Returns** Period Ending March 31, 2016

Indexes	Mar	QTD	YTD	1 Year	3 Years*	5 Years*	10 Years*
Citigroup 3-mo T-bill	0.0%	0.1%	0.1%	0.1%	0.1%	0.1%	1.1%
BarCap 1-3 month T-bill	0.0%	0.1%	0.1%	0.1%	0.0%	0.1%	1.1%
BarCap 1-3 Yr Gov	0.2%	0.9%	0.9%	0.9%	0.8%	0.9%	2.6%
BarCap Interm Gov	0.2%	2.3%	2.3%	2.2%	1.5%	2.5%	4.0%
BarCap Interm Credit	1.6%	2.7%	2.7%	1.8%	2.4%	4.0%	5.2%
BarCap Interm Gov/Credit	0.7%	2.5%	2.5%	2.1%	1.8%	3.0%	4.3%
BarCap Long Treasury	0.0%	8.2%	8.2%	2.8%	6.1%	9.7%	8.8%
BarCap Long Gov/Credit	2.8%	7.3%	7.3%	0.4%	4.8%	8.5%	7.6%
BarCap Mortgage-Backed	0.3%	2.0%	2.0%	2.4%	2.7%	3.2%	4.8%
BarCap US Aggregate Bond	0.9%	3.0%	3.0%	2.0%	2.5%	3.8%	4.9%
BarCap US High Yield	4.4%	3.4%	3.4%	-3.7%	1.8%	4.9%	7.0%
BofA Merrill Lynch High Yield	4.4%	3.2%	3.2%	-4.0%	1.8%	4.7%	6.8%
JPMorgan GBI Global ex US	3.7%	9.1%	9.1%	8.2%	0.1%	0.3%	4.2%
JPMorgan EMBI Global Dvsfd	3.3%	5.0%	5.0%	4.2%	3.4%	6.2%	7.2%

Credit Spreads to Treasury Securities



The global economy

Increasing domestic payroll count and consumer confidence

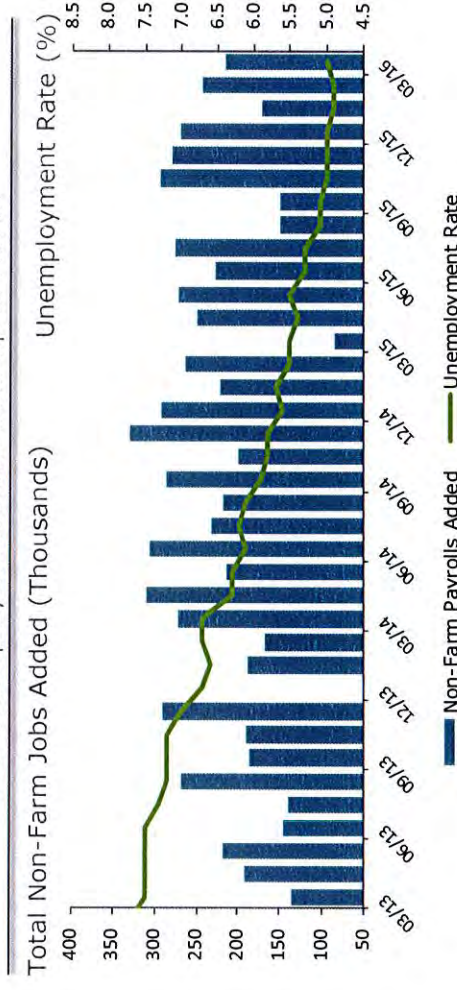
United States:

- March's U.S. employment report surprised to the upside, with 215,000 net positions added. The unemployment rate increased to 5.0 percent as individuals entered, and more importantly reentered, the labor market. Wages beat expectations to increase 0.3 percent in the month and are up 2.3 percent over the last twelve months.
- The Conference Board's Consumer Confidence Index rebounded in March to 96.2. February's surprise seven-month low of 92.2 was also revised up to 94.0. Although confidence in present conditions declined slightly, expectations for the future recovered significantly.

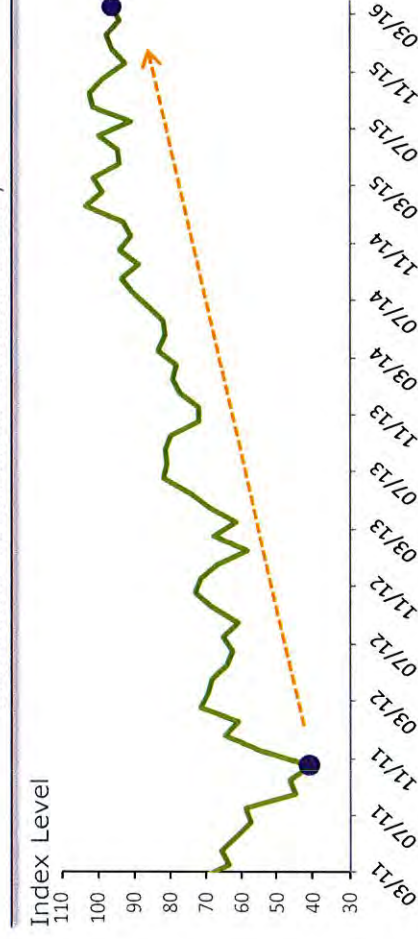
Non-U.S.:

- In March, the European Union's government statistics office reported that the Eurozone economy expanded in the fourth quarter at a better than expected 1.6 percent annualized rate. However, a detailed breakdown of the growth figures reflect a slight slowdown in household consumption and a reflection of generally weaker retail sales figures during the quarter.
- In Japan, a final read on GDP for the fourth quarter showed the economy contracted on a quarter-over-quarter seasonally adjusted annualized basis by 1.1 percent.
- Measures of economic activity in China were mixed during the quarter.

The Unemployment Rate ticks up in March



Consumer confidence remains steady



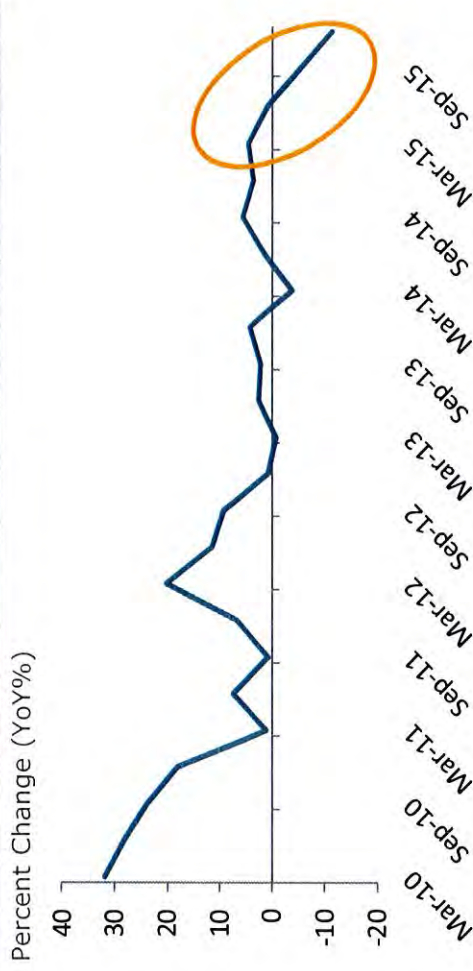
Source: FactSet, 4/7/16

The outlook

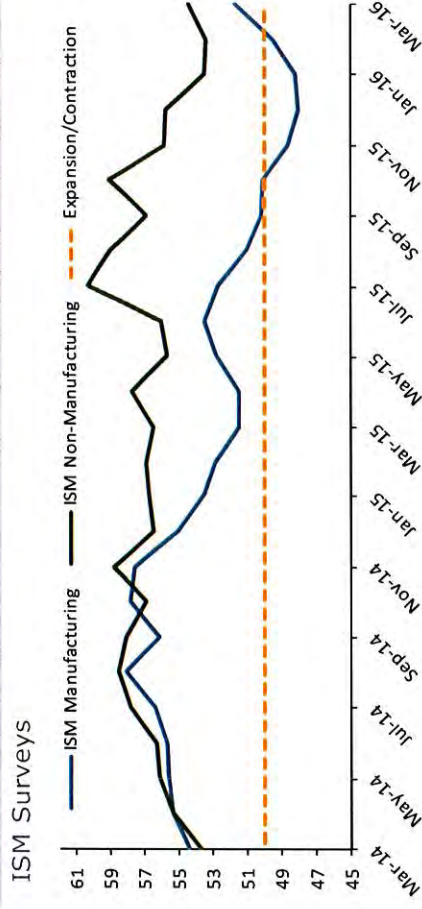
Declining profits but increased ISM expectations

- The third look at U.S. GDP for the fourth quarter was revised upwards to 1.4 percent annualized. Personal consumption was revised up to 2.4 percent from 2.0 percent. Business investment weakened, but residential investment and government expenditures increased. Corporate profits were down 7.8 percent in the quarter and 11.5 percent from a year ago. Profits have declined in four of the past five quarters.
- The Institute for Supply Management (ISM) manufacturing survey improved to 51.8 points in March. The ISM non-manufacturing or services survey increased to 54.5 points, above expectations and reversing the decline begun in November. Employment was the only component within the manufacturing survey that declined. Within the services survey, all components improved, with only prices remaining in contractionary (below 50) territory.

Corporate Profits Plunged in 2015 from a year ago



Both Manufacturing and Non-Manufacturing improve in March



Source: Bloomberg, 4/7/16

Economic Indices

The Conference Board **Consumer Confidence Index**® (CCI) is a barometer of the health of the U.S. economy from the perspective of the consumer. The index is based on consumers' perceptions of current business and employment conditions, as well as their expectations for six months hence regarding business conditions, employment, and income.

The Conference Board U.S. **Leading Economic Index**® is a composite economic index designed to signal peaks and troughs in the business cycle. The leading economic index is essentially a composite averages of several individual leading indicators. They are constructed to summarize and reveal common turning point patterns in economic data in a clearer and more convincing manner than any individual component – primarily because they smooth out some of the volatility of individual components.

The Institute of Supply Management (ISM) **Manufacturing Index**® is a composite index based on the diffusion indexes of five of the indexes with equal weights: New Orders (seasonally adjusted), Production (seasonally adjusted), Employment (seasonally adjusted), Supplier Deliveries (seasonally adjusted), and Inventories. An Index values over 50 indicate expansion; below 50 indicates contraction. The values for the index can be between 0 and 100.

The Institute of Supply Management (ISM) **Non-Manufacturing Index**® is a composite index based on the diffusion indexes for four of the indicators with equal weights: Business Activity (seasonally adjusted), New Orders (seasonally adjusted), Employment (seasonally adjusted) and Supplier Deliveries. An Index values over 50 indicate expansion; below 50 indicates contraction. The values for the index can be between 0 and 100.

*The Markit PMI™ (**Purchasing Managers' Index**™) series are monthly economic surveys of carefully selected companies compiled by Markit. They provide advance insight into the private sector economy by tracking variables such as output, new orders, employment and prices across key sectors. A value above 50 represents an overall positive improvement in survey results while a value below 50 reflects a deterioration in survey responses."

*The content for Economic Overview and Market Update was developed by the Wells Fargo Investment Institute (WFII), a separate SEC registered investment advisor. IAA does not guarantee their accuracy or completeness nor assume any liability for any loss that may result from the reliance by any person upon any such information or opinions.

Investment policy summary

REGIONAL TRANSPORTATION AUTHORITY DEFINED BENEFIT PLAN & TRUST

Reporting Period: 03/31/2016

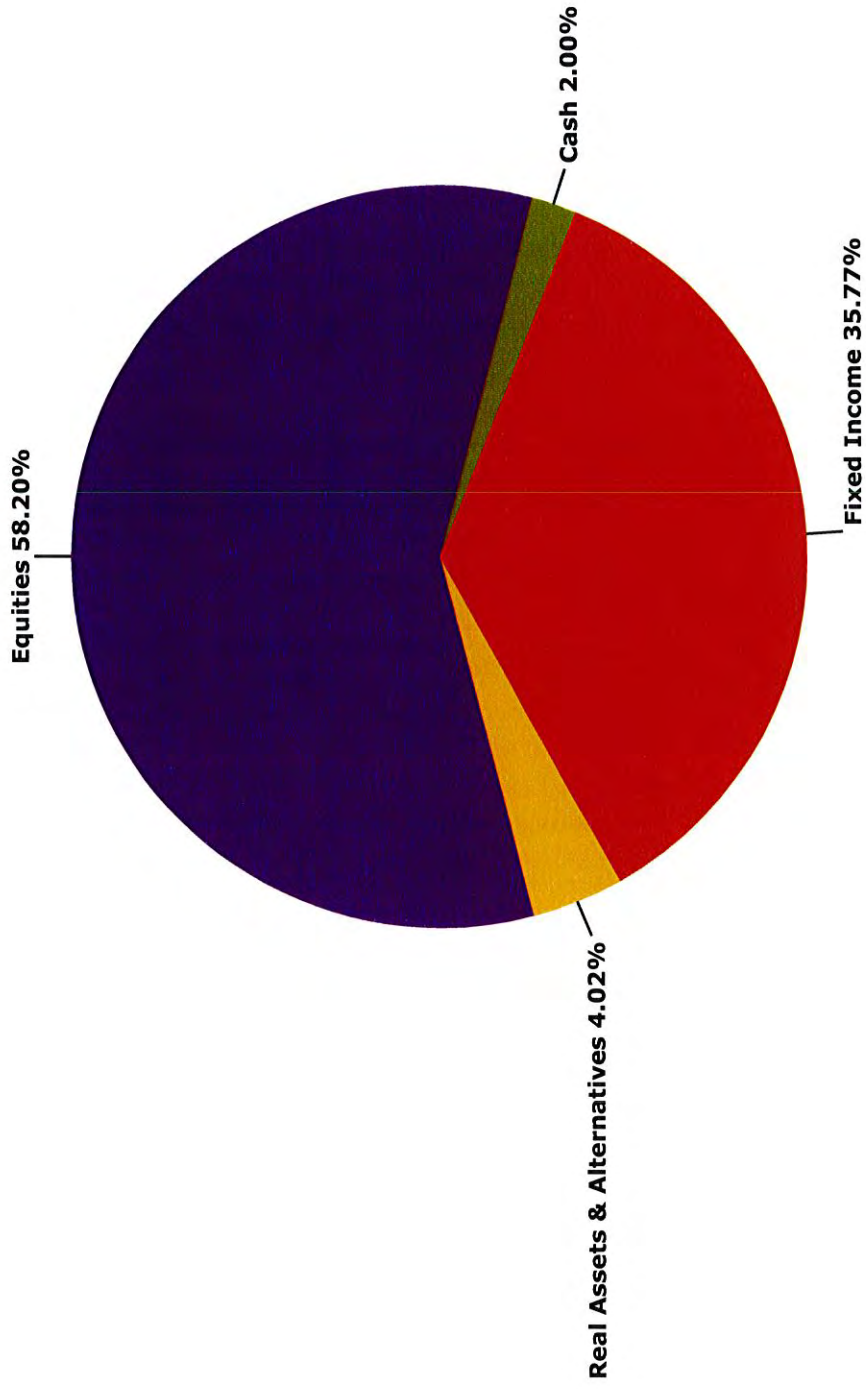
Asset Class	Investment Policy*	Actual Allocation	Variance
Equities	55.00%	58.20%	3.20%
International Equities	15.00%	16.98%	1.98%
Large Cap Growth	5.00%	5.98%	0.98%
Large Cap Value	5.00%	5.98%	0.98%
S&P 500 Funds	10.00%	10.00%	0.00%
Small Cap	10.00%	10.15%	0.15%
Mid Cap	10.00%	9.11%	-0.89%
Real Assets & Alternatives	5.00%	4.02%	-0.98%
Real Estate	2.50%	2.05%	-0.45%
Commodities & Natural Resources	2.50%	1.97%	-0.53%
Fixed Income	37.00%	35.77%	-1.23%
Total Return Bonds	37.00%	35.77%	-1.23%
Cash & Cash Equivalents	3.00%	2.00%	-1.00%
Money Market	3.00%	2.00%	-1.00%

* The current investment policy/guideline on file is dated June 2012

Asset allocation

REGIONAL TRANSPORTATION AUTHORITY DEFINED BENEFIT PLAN & TRUST

Reporting Period: 03/31/2016



Asset allocation

REGIONAL TRANSPORTATION AUTHORITY DEFINED BENEFIT PLAN & TRUST

Reporting Period: 03/31/2016

<u>Equities Managers</u>	<u>Market Value</u>	<u>Actual Allocation</u>	<u>Equity Allocation</u>	<u>Real Assets & Alternatives Allocation</u>	<u>Fixed Income Allocation</u>	<u>Cash Allocation</u>	<u>Other Allocation</u>
Wells Fargo/MFS Value F	\$935,098.88	2.99%	5.14%				
Wells Fargo/TRP Instl Eq Inc Mgd F	\$933,626.38	2.99%	5.14%				
Wells Fargo/BlackRock S&P500 Idx F	\$3,122,550.74	10.00%	17.18%				
Delaware US Growth Instl	\$933,211.81	2.99%	5.13%				
Wells Fargo/TRP Inst Lg-Cap Gr Mgd F	\$934,738.48	2.99%	5.14%				
Wells Fargo/BlackRock S&P MidCap Idx F	\$2,844,874.81	9.11%	15.65%				
Wells Fargo/Multi-Manager Sm Cap F	\$3,169,215.96	10.15%	17.44%				
Wells Fargo/Causeway Intl Value F	\$1,554,751.95	4.98%	8.55%				
Harbor International Institutional	\$1,561,002.52	5.00%	8.59%				
Wells Fargo/Lazard Intl Equity F	\$1,556,725.63	4.99%	8.56%				
Acadian Emerging Markets Instl	\$629,773.06	2.02%	3.46%				
Total	\$18,175,570.22	58.20%	100.00%				
Real Assets & Alternatives Managers							
Vanguard REIT ETF	\$639,394.00	2.05%		50.92%			
ALPS CorCmdty Mgmt CompleteCmdty Strat I	\$616,404.90	1.97%		49.08%			
Total	\$1,255,798.90	4.02%		100.00%			
Fixed Income Managers							
Metropolitan West Total Return Bond I	\$2,482,906.27	7.95%			22.23%		
Wells Fargo Core Bond F	\$3,724,542.70	11.93%			33.34%		
Wells Fargo/Dodge & Cox Interm Bond F	\$2,482,733.93	7.95%			22.23%		
Wells Fargo/Federated Tot Return Bd F	\$2,480,641.55	7.94%			22.21%		
Total	\$11,170,824.45	35.77%			100.00%		
Cash & Cash Equivalents Managers							
Wells Fargo/BlackRock Short-Term Investment F	\$624,936.11	2.00%				100.00%	
Total	\$624,936.11	2.00%				100.00%	
Total Assets	\$31,227,129.68	100.00%					

Performance

REGIONAL TRANSPORTATION AUTHORITY DEFINED BENEFIT PLAN & TRUST

Reporting Period: 03/31/2016

	3 Months	YTD	1 Year	3 Years*	5 Years*	10 Years*	02/2004 Since Inception *
Total Portfolio (gross of fees)	1.63%	1.63%	-2.11%	5.07%	5.83%	5.36%	5.74%
RTA	1.72%	1.72%	-1.75%	5.81%	7.18%	5.76%	5.81%
Equities Portfolio	0.52%	0.52%	-4.18%	7.67%	7.71%	5.73%	
<i>Standard & Poor's 500 Stock Index (w/spec divs)</i>	1.35%	1.35%	1.78%	11.82%	11.58%	7.01%	
International Equities	-0.93%	-0.93%	-9.06%	-0.64%	-1.69%	1.59%	
Large Cap Growth	-6.33%	-6.33%	-3.36%	12.69%	10.78%	7.74%	
Large Cap Value	2.61%	2.61%	-0.81%	8.70%	9.35%	5.78%	
S&P 500 Funds	1.34%	1.34%	1.85%	11.84%	N/A	N/A	
Small Cap	2.05%	2.05%	-4.98%	9.39%	10.15%	6.70%	
Mid Cap	3.78%	3.78%	-3.54%	9.46%	N/A	N/A	
Real Assets & Alternatives Portfolio	4.23%	4.23%	-7.35%	-4.50%	N/A	N/A	
<i>90-Day US Treasury Bill + 3%</i>	0.79%	0.79%	3.08%	3.05%	3.06%	4.10%	
Real Estate	6.23%	6.23%	4.00%	10.48%	N/A	N/A	
Commodities & Natural Resources	1.98%	1.98%	-15.53%	N/A	N/A	N/A	
Fixed Income Portfolio	2.70%	2.70%	1.22%	2.13%	4.21%	5.44%	
<i>Barclays Aggregate Bond Index</i>	3.03%	3.03%	1.96%	2.50%	3.78%	4.89%	
Total Return Bonds	2.70%	2.70%	1.22%	2.13%	4.21%	5.44%	
Cash & Cash Equivalents Portfolio	0.08%	0.08%	0.22%	0.18%	0.19%	1.35%	
<i>90-Day US Treasury Bill</i>	0.07%	0.07%	0.12%	0.06%	0.06%	0.98%	
Money Market	0.08%	0.08%	0.21%	0.18%	0.19%	1.35%	

* Annualized Returns

Performance

REGIONAL TRANSPORTATION AUTHORITY DEFINED BENEFIT PLAN & TRUST

Reporting Period: 03/31/2016

	3 Months	YTD	1 Year	3 Years*	5 Years*	10 Years*	02/2004 Since Inception *
Russell 1000	1.17%	1.17%	0.50%	11.52%	11.35%	7.06%	
Russell 1000 Value	1.64%	1.64%	-1.54%	9.38%	10.25%	5.72%	
Russell 1000 Growth	0.74%	0.74%	2.52%	13.61%	12.38%	8.28%	
S&P MidCap 400	3.78%	3.78%	-3.60%	9.46%	9.52%	7.78%	
Russell 2000	-1.52%	-1.52%	-9.76%	6.84%	7.20%	5.26%	
MSCI EAFE	-3.01%	-3.01%	-8.27%	2.23%	2.29%	1.80%	
MSCI ACWI Ex USA	-0.38%	-0.38%	-9.19%	0.32%	0.31%	1.94%	
MSCI EM	5.71%	5.71%	-12.03%	-4.50%	-4.13%	3.02%	
Barclays US Agg Bond	3.03%	3.03%	1.96%	2.50%	3.78%	4.90%	
Citi Treasury Bill 3 Mon	0.05%	0.05%	0.08%	0.05%	0.06%	1.07%	

* Annualized Returns

The Funds are NOT FDIC Insured, are NOT obligations or deposits of Wells Fargo Bank, are NOT guaranteed by the Bank, and involve investment risk, including possible loss of principal. All values are not audited and subject to revision. Returns are reported gross of management fees and certain transaction costs and expenses charged to the Funds and the account unless otherwise noted.

Cash flow

REGIONAL TRANSPORTATION AUTHORITY DEFINED BENEFIT PLAN & TRUST

Reporting Period: 03/31/2016

Portfolio Summary	3 Months	YTD	1 Year	3 Years	5 Years	10 Years	02/2004 Since Inception
Beginning Market Value	\$30,221,978	\$30,221,978	\$32,407,773	\$28,039,509	\$23,615,440	\$15,420,624	\$11,500,216
Net Contributions & Withdrawals	522,450	522,450	-490,834	-1,190,634	-275,370	2,969,331	4,753,671
Investment Gain/Loss	482,702	482,702	-689,810	4,378,256	7,887,060	12,837,174	14,973,243
Fees	-22,964	-22,964	-94,620	-272,183	-365,005	-382,963	-382,963
Ending Market Value	\$31,227,130	\$31,227,130	\$31,227,130	\$31,227,130	\$31,227,130	\$31,227,130	\$31,227,130

GAIN/LOSS - What your portfolio has made or lost during the specified time period. This includes both realized (such as proceeds from a sale) and unrealized (such as accrued interest, dividends, and market price changes) gains or losses.

Disclosures

Wells Fargo, as your fiduciary asset manager, offers Wells Fargo Managed Allocation Portfolios, a discretionary asset allocation strategy designed for institutional trust clients seeking a diversified portfolio of selected mutual funds or bank collective funds, including both proprietary investments (Wells Fargo Advantage Funds) and non-proprietary investments (non-Wells Fargo Advantage Funds.)

The investment objective is to realize an annual total return consistent with the risk profile of the client. Wells Fargo will seek to achieve the risk objective chosen by investing the account's assets in mutual funds or bank collective funds. Wells Fargo may also invest the fixed income component in individual U.S. Government obligation issues or other fixed income securities rated investment grade or higher. The portfolios of the mutual funds or bank collective funds may hold common stock, fixed income securities and money market instruments, among other possible types of investments. Wells Fargo Managed Allocation Portfolios are not registered investment products, and therefore are not required to comply with provisions of the Investment Company act of 1940.

The proportion of the account's assets to be invested in each asset class represented by one or more mutual funds or bank collective funds or individual fixed income investments will be determined by Wells Fargo in light of the account's diversification requirements, liquidity needs, and aversion to risk as specified by the investment objective and the plan, trust or other limitation requirements detailed by the client. Wells Fargo will establish initial target allocation percentages among the asset classes that are suitable for the risk profile selected. In order to achieve the investment objective of the account, Wells Fargo may vary the target allocation percentages within the ranges specified, as well as the investments utilized from time to time within each asset class. The account will be reviewed periodically to insure that the actual proportions in each asset class are within the current target allocation for the selected profile. (Cash flow and differing investment performance of each investment within the selected profile may affect the actual proportions of each asset class in the account over time.) If the actual proportions are not within the range of the target allocation at the time of the periodic account review, the account will be rebalanced in order to reflect the current target allocation more closely.

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For more complete information about Wells Fargo Advantage Funds including risks, fees and expenses, obtain a current prospectus by calling 800-222-8222, or accessing the Web site at www.wellsfargo.com/advantagefunds. For more complete information about non-Wells Fargo Advantage Funds and Wells Fargo collective funds, please contact your investment professional or account administrator. Please read the mutual fund prospectuses or collective fund disclosure statements carefully before investing.

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RTA Employees Defined Contribution Plan & Trust

Period Ending March 31, 2016

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Together we'll go far



Investment trends

Proposed Money Market Reform

Background

- The SEC adopted amendments to the rules that govern money market mutual funds. These amendments aim at decreasing the credit and liquidity risks of money market portfolios.
- The rules provide money market fund providers with additional tools to address runs on the market including liquidity fees and redemption gates.
- The new rules will require compliance on October 14, 2016.

Liquidity Gates and Redemption Fees

Fund Type	Treasury / Government Money Market Funds	Prime / Municipal Money Market Funds
Redemption Fees	NO ¹	Up to 2%
Liquidity Gates	NO ¹	Up to 10 Days

- A fund's Board of Directors is able to set the amount of any liquidity fee and any gate up to the maximum and is required to act in the best interest of shareholders.

¹ Treasury / Government money market funds will **not** have the option of imposing redemption fees and gates unless disclosed to investors in advance. Recordkeeping, trustee, and/or custody services are provided by Wells Fargo Institutional Retirement and Trust, a business unit of Wells Fargo Bank, N.A. Information Not Advice: This information is for educational purposes only and does not constitute investment, financial, tax, or legal advice. Please contact an investment, financial, tax, or legal advisor regarding your specific situation. Please contact your Relationship Manager for more information about products mentioned in this presentation. Wells Fargo Bank N.A. is not affiliated with Prudential Financial, Inc. or Morningstar Investment Management, LLC. © 2016 Wells Fargo Bank, N.A. All rights reserved.

Investment trends

Proposed Money Market Reform - Continued

Additional Changes

- Government money market funds will be required to invest at least 99.5% of assets government securities, or repurchase agreements collateralized entirely by cash or government securities, or cash. Formerly up to 20% could be invested in non-government assets.
- Non-government institutional money market funds will be required to have floating net asset values ("NAV"), as opposed to \$1/share valuation, to allowing fund pricing to fluctuate with the market.

Retirement Effects

- Bank sponsored collective funds, such as stable value and short term investment funds, will not be affected.
- Since government money market funds are not required to implement redemption gates and liquidity fees under the amendment, industry experts expect a shift towards these lower yielding government funds.
- It is unclear how effective these amendments will be during a financial crisis.
- Wells Fargo has additional details available on short-term investment options for clients interested in more information.

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Investment trends

Recent Fee Litigation

Background

- Lawsuits around fees and fiduciary breaches within defined contribution plans have increased dramatically over the past several years.
- The majority of these suits have either been dismissed by courts or settled before trial.
- The common threads across these suits:
 1. Lack of monitoring/documentation of process
 2. Conflicts of interest
 3. Subsidization of costs using participant driven plans to benefit the plan sponsor

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Investment trends

DOL Definition of a Fiduciary (Conflict of Interest Proposed Rule)

Background

- The Department of Labor (DOL) published its revised proposal to expand the scope of fiduciary obligations under the Employee Retirement Income Security Act (ERISA) in 2015. The proposal generated significant attention, with over three thousand comments being submitted from the general public, industry groups, and other stakeholders.
- The final rule was published in the Federal Register on April 8, 2016 and is scheduled to be applicable on April 10, 2017. The final rule includes numerous changes that incorporate feedback received during the comment period.
- The final rule was accompanied by new and amended prohibited transaction exemptions, including a revised Best Interest Contract Exemption.
- Wells Fargo has consistently supported, and continues to support, a standard of care for retirement advice and education that enhances protections for retirement savers, while preserving access to the full range of investment products and services they currently enjoy. Wells Fargo will carefully review the final DOL rule, and over the coming months will determine any changes that may be required.

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Investment trends

Retirement Income Solutions

Background

- Retirement income solutions is a general term. Products range from education tools that help participants plan for retirement to guaranteed income stream investments.
- Including a retirement income solution was the most popular (24%) response to a recent survey asking plan sponsors for one thing they would change about their DC plan or DC plans in general.¹
- The DOL has issued some guidance, but many plan sponsors are looking for additional clarification and explicit fiduciary protection. This has contributed to limited product adoption rates to this point.

Plan Sponsor Considerations

- Many types of products are available but the market is still evolving to identify products that are attractive to participant needs while simultaneously addressing the fiduciary concerns of plan sponsors.
- Institutional Retirement and Trust (IRT) continues to explore retirement income options that may be appropriate and of interest to our clients. Prudential IncomeFlex® is currently offered as an in-plan guaranteed retirement income option.

¹ Rocaton / Pensions & Investments, "2015 Survey of Defined Contribution Viewpoints"

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Investment trends

Investor Fund Flows

Background

- Equity markets got off to a rocky start in 2016 with the S&P 500 being down more than 10% YTD in mid-February.¹
- Overall, taxable bond funds saw an increase in asset flows reversing two quarters of outflows. The Intermediate-Term Bond category saw inflows of more than \$16 billion for the quarter.¹
- Target-date funds continued to see strong inflows during the first quarter, taking in an estimated \$18 billion. This increase comes on the heels of the largest yearly increase in net contributions where in 2015 target date funds collected almost \$70 billion in assets. Collectively, target-date funds now hold more than \$750 billion in assets.¹
- The quarter saw a continuing trend of assets flowing out of US equity (-\$15 billion) and into foreign equity funds (+\$24 billion).¹
- Investors continued to move assets into passive funds in the Large Blend space with approximately \$20 billion moving to passive funds while active managers saw net redemptions of around \$14 billion.¹

Plan Sponsor Considerations

- The focus for plan sponsors is that it remains important to provide participants the opportunity to build a diversified portfolio by offering them a range of investment options as well as education.
- Many plan sponsors continue to offer a mix of active and passive investment options to satisfy the needs of participant choice. Wells Fargo supports this with an open-architecture platform combined with competitive proprietary active and passive funds for sponsor's to consider.
- Plan sponsors can also consider offering managed account and advice services to aid participants in constructing their portfolios. Wells Fargo, in combination with Morningstar, offers the Target My RetirementSM service.

¹ Data Source: Morningstar Direct

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Current market status

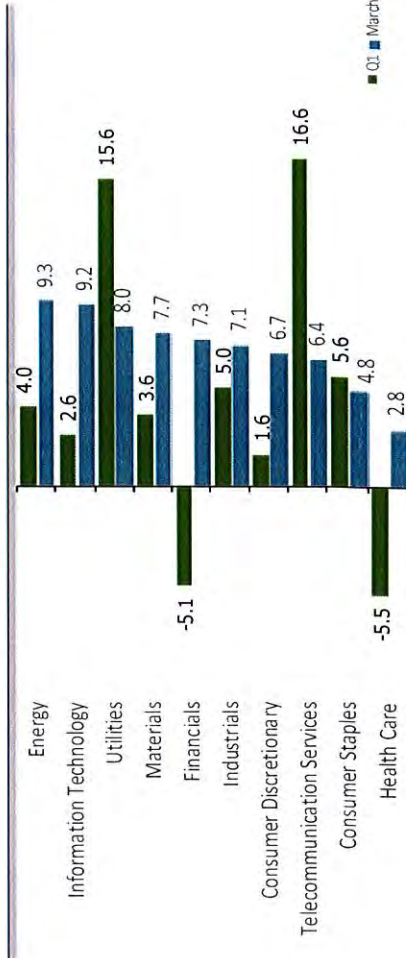
Return of volatility and mixed performance for the quarter

- After a nerve-racking and volatile start to 2016, equities attained some much-needed positive traction in March. The recovery in oil and a depreciating U.S. dollar helped investors shake off pessimism and gain confidence in the market. The S&P 500 gained 6.8 percent in March, bringing the quarter's return to 1.4 percent.
- Large-cap U.S. sector performance was positive in eight of ten sectors for the quarter. Utilities and telecom lead the way with double digit positive returns. Despite positive returns in March, financials and health care were negative for the quarter.
- Mid-cap stocks rallied, rising 8.2 percent in March and 2.2 percent YTD.
- Despite the March rally, most Developed Markets remain in negative territory YTD.
- The MSCI Emerging Markets Index was a top performer during the quarter gaining 5.7 percent.

Stock Market Total Returns** Period Ending March 31, 2016

Indexes	Mar	QTD	YTD	1 Year	3 Years*	5 Years*	10 Years*
S&P 500 Index	6.8%	1.4%	1.4%	1.8%	11.8%	11.6%	7.0%
Russell 1000 Growth	6.7%	0.7%	0.7%	2.5%	13.6%	12.4%	8.3%
Russell 1000 Value	7.2%	1.6%	1.6%	-1.5%	9.4%	10.3%	5.7%
Russell Midcap	8.2%	2.2%	2.2%	-4.0%	10.5%	10.3%	7.5%
Russell 2000	8.0%	-1.5%	-1.5%	-9.8%	6.8%	7.2%	5.3%
MSCI EAFE (Net)	6.5%	-3.0%	-3.0%	-8.3%	2.2%	2.3%	1.8%
MSCI ACWI ex USA (Net)	8.1%	-0.4%	-0.4%	-9.2%	0.3%	0.3%	1.9%
MSCI EM (Net)	13.2%	5.7%	5.7%	-12.0%	-4.5%	-4.1%	3.0%
FTSE EPRA/NAREIT Global	9.8%	4.9%	4.9%	-0.2%	4.3%	6.7%	N/A
Bloomberg Commodity	3.8%	0.4%	0.4%	-19.6%	-16.9%	-14.1%	-6.2%

S&P 500 Sector Returns



* Annualized returns
 ** Index returns do not reflect the deduction of fees, expenses or taxes.
 Past performance is no guarantee of future results. Sources: Morningstar, Zephyr, Bloomberg Finance LLP., FactSet, 4/7/16.

Current market status

Bonds broadly positive

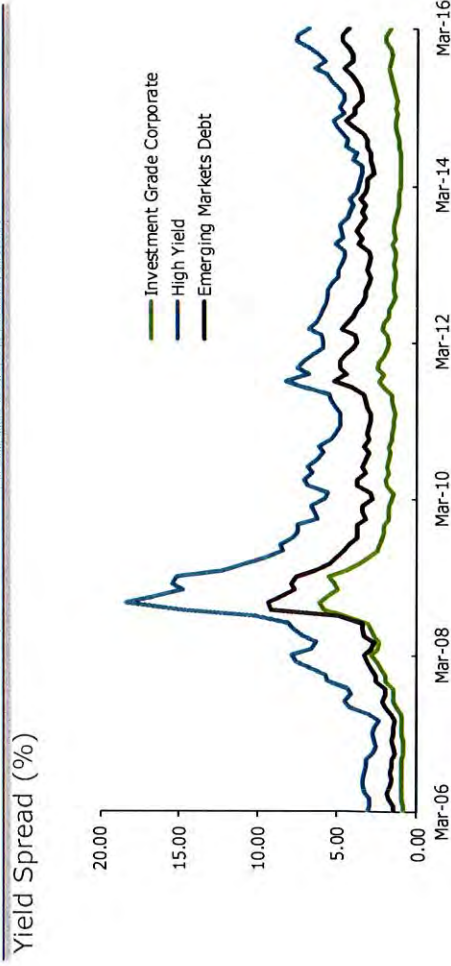
- Overall, US Bonds returned 3 percent for the quarter.
- Investment-grade corporates ended with positive returns as risk assets recovered and oil prices stabilized. This also fueled a positive quarterly return for high yield bonds.
- For foreign bonds, the fall in the dollar index (DXY) meant that unhedged bonds outperformed hedged bonds. Eurozone yields declined after the ECB's decision to expand its bond-buying program by one-third, from €60 billion (\$68 billion) to €80 billion (\$90 billion).
- The mix of a dovish Fed, weaker dollar, and the oil-price rally late in the quarter was a powerful stimulus to emerging market bonds and currencies.

* Annualized returns
 ** Index returns do not reflect the deduction of fees, expenses or taxes.
 Past performance is no guarantee of future results. Sources: Morningstar, Zephyr, Bloomberg Finance LLP., FactSet, 4/7/16.

Bond Market Total Returns** Period Ending March 31, 2016

Indexes	Mar	QTD	YTD	1 Year	3 Years*	5 Years*	10 Years*
Citigroup 3-mo T-bill	0.0%	0.1%	0.1%	0.1%	0.1%	0.1%	1.1%
BarCap 1-3 month T-bill	0.0%	0.1%	0.1%	0.1%	0.0%	0.1%	1.1%
BarCap 1-3 Yr Gov	0.2%	0.9%	0.9%	0.9%	0.8%	0.9%	2.6%
BarCap Interm Gov	0.2%	2.3%	2.3%	2.2%	1.5%	2.5%	4.0%
BarCap Interm Credit	1.6%	2.7%	2.7%	1.8%	2.4%	4.0%	5.2%
BarCap Interm Gov/Credit	0.7%	2.5%	2.5%	2.1%	1.8%	3.0%	4.3%
BarCap Long Treasury	0.0%	8.2%	8.2%	2.8%	6.1%	9.7%	8.8%
BarCap Long Gov/Credit	2.8%	7.3%	7.3%	0.4%	4.8%	8.5%	7.6%
BarCap Mortgage-Backed	0.3%	2.0%	2.0%	2.4%	2.7%	3.2%	4.8%
BarCap US Aggregate Bond	0.9%	3.0%	3.0%	2.0%	2.5%	3.8%	4.9%
BarCap US High Yield	4.4%	3.4%	3.4%	-3.7%	1.8%	4.9%	7.0%
BofA Merrill Lynch High Yield	4.4%	3.2%	3.2%	-4.0%	1.8%	4.7%	6.8%
JPMorgan GBI Global ex US	3.7%	9.1%	9.1%	8.2%	0.1%	0.3%	4.2%
JPMorgan EMBI Global Dvsfd	3.3%	5.0%	5.0%	4.2%	3.4%	6.2%	7.2%

Credit Spreads to Treasury Securities



The global economy

Increasing domestic payroll count and consumer confidence

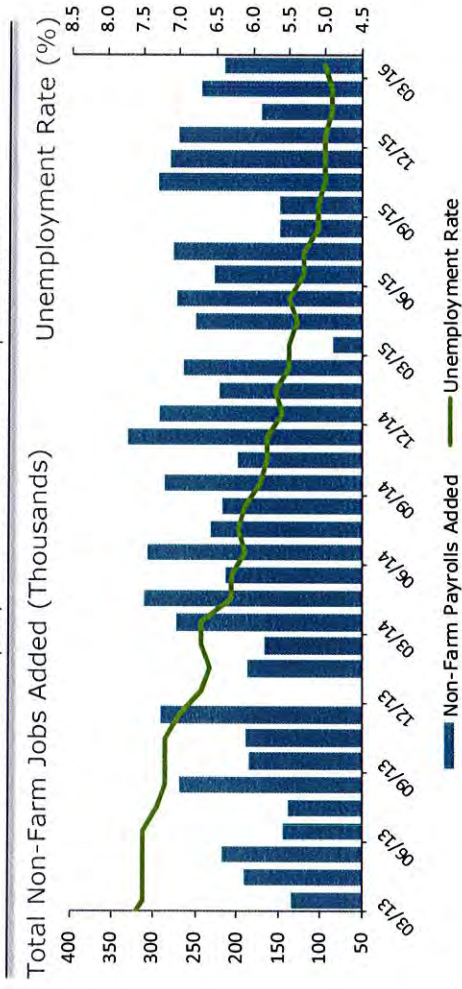
United States:

- March's U.S. employment report surprised to the upside, with 215,000 net positions added. The unemployment rate increased to 5.0 percent as individuals entered, and more importantly reentered, the labor market. Wages beat expectations to increase 0.3 percent in the month and are up 2.3 percent over the last twelve months.
- The Conference Board's Consumer Confidence Index rebounded in March to 96.2. February's surprise seven-month low of 92.2 was also revised up to 94.0. Although confidence in present conditions declined slightly, expectations for the future recovered significantly.

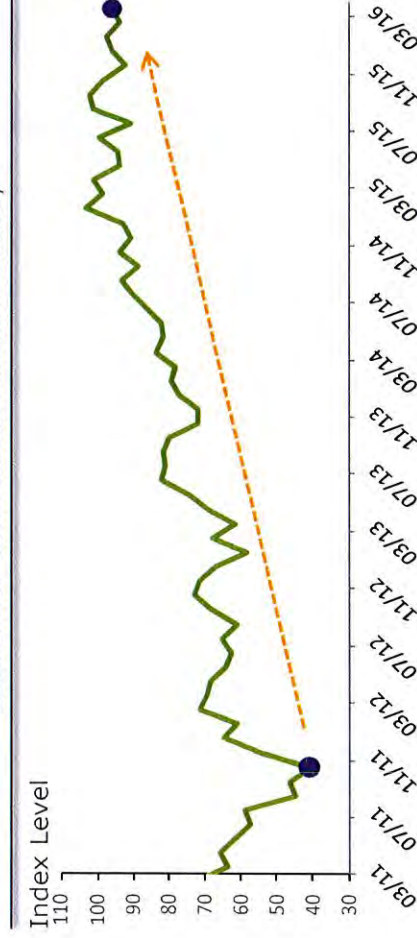
Non-U.S.:

- In March, the European Union's government statistics office reported that the Eurozone economy expanded in the fourth quarter at a better than expected 1.6 percent annualized rate. However, a detailed breakdown of the growth figures reflect a slight slowdown in household consumption and a reflection of generally weaker retail sales figures during the quarter.
- In Japan, a final read on GDP for the fourth quarter showed the economy contracted on a quarter-over-quarter seasonally adjusted annualized basis by 1.1 percent.
- Measures of economic activity in China were mixed during the quarter.

The Unemployment Rate ticks up in March



Consumer confidence remains steady



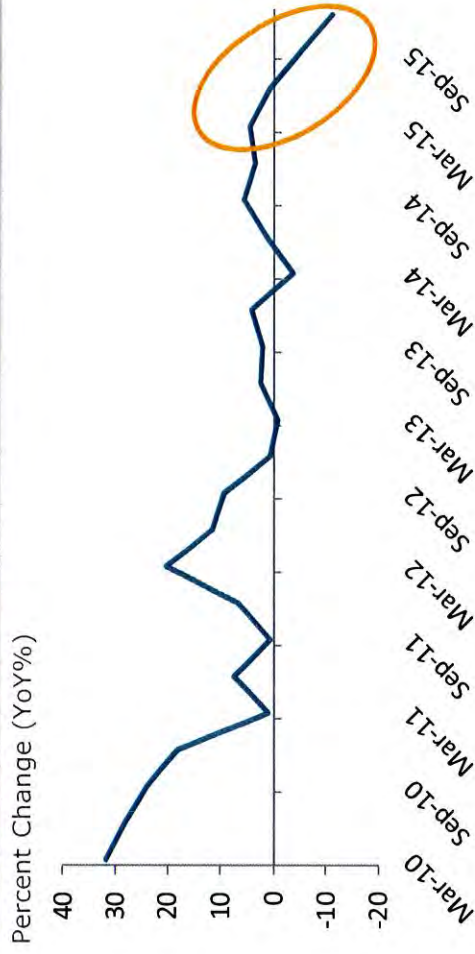
Source: FactSet, 4/7/16

The outlook

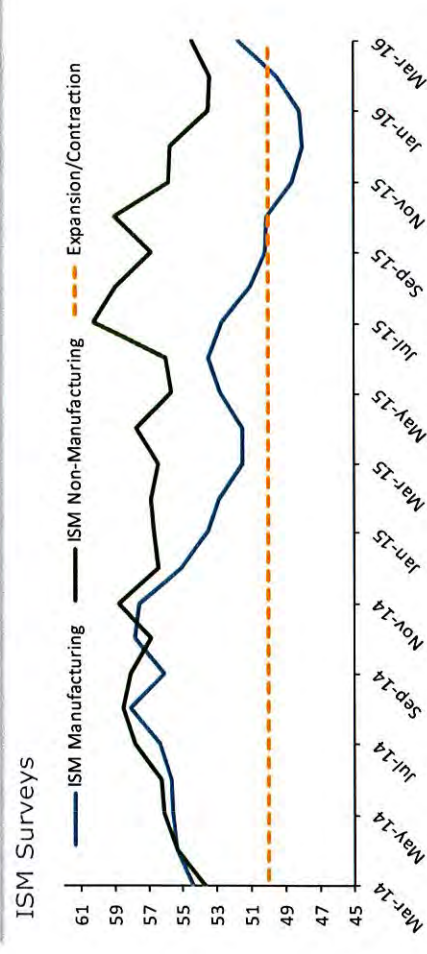
Declining profits but increased ISM expectations

- The third look at U.S. GDP for the fourth quarter was revised upwards to 1.4 percent annualized. Personal consumption was revised up to 2.4 percent from 2.0 percent. Business investment weakened, but residential investment and government expenditures increased. Corporate profits were down 7.8 percent in the quarter and 11.5 percent from a year ago. Profits have declined in four of the past five quarters.
- The Institute for Supply Management (ISM) manufacturing survey improved to 51.8 points in March. The ISM non-manufacturing or services survey increased to 54.5 points, above expectations and reversing the decline begun in November. Employment was the only component within the manufacturing survey that declined. Within the services survey, all components improved, with only prices remaining in contractionary (below 50) territory.

Corporate Profits Plunged in 2015 from a year ago



Both Manufacturing and Non-Manufacturing improve in March



Source: Bloomberg, 4/7/16

Economic Indices

The Conference Board **Consumer Confidence Index**[®] (CCI) is a barometer of the health of the U.S. economy from the perspective of the consumer. The index is based on consumers' perceptions of current business and employment conditions, as well as their expectations for six months hence regarding business conditions, employment, and income.

The Conference Board U.S. **Leading Economic Index**[®] is a composite economic index designed to signal peaks and troughs in the business cycle. The leading economic index is essentially a composite averages of several individual leading indicators. They are constructed to summarize and reveal common turning point patterns in economic data in a clearer and more convincing manner than any individual component – primarily because they smooth out some of the volatility of individual components.

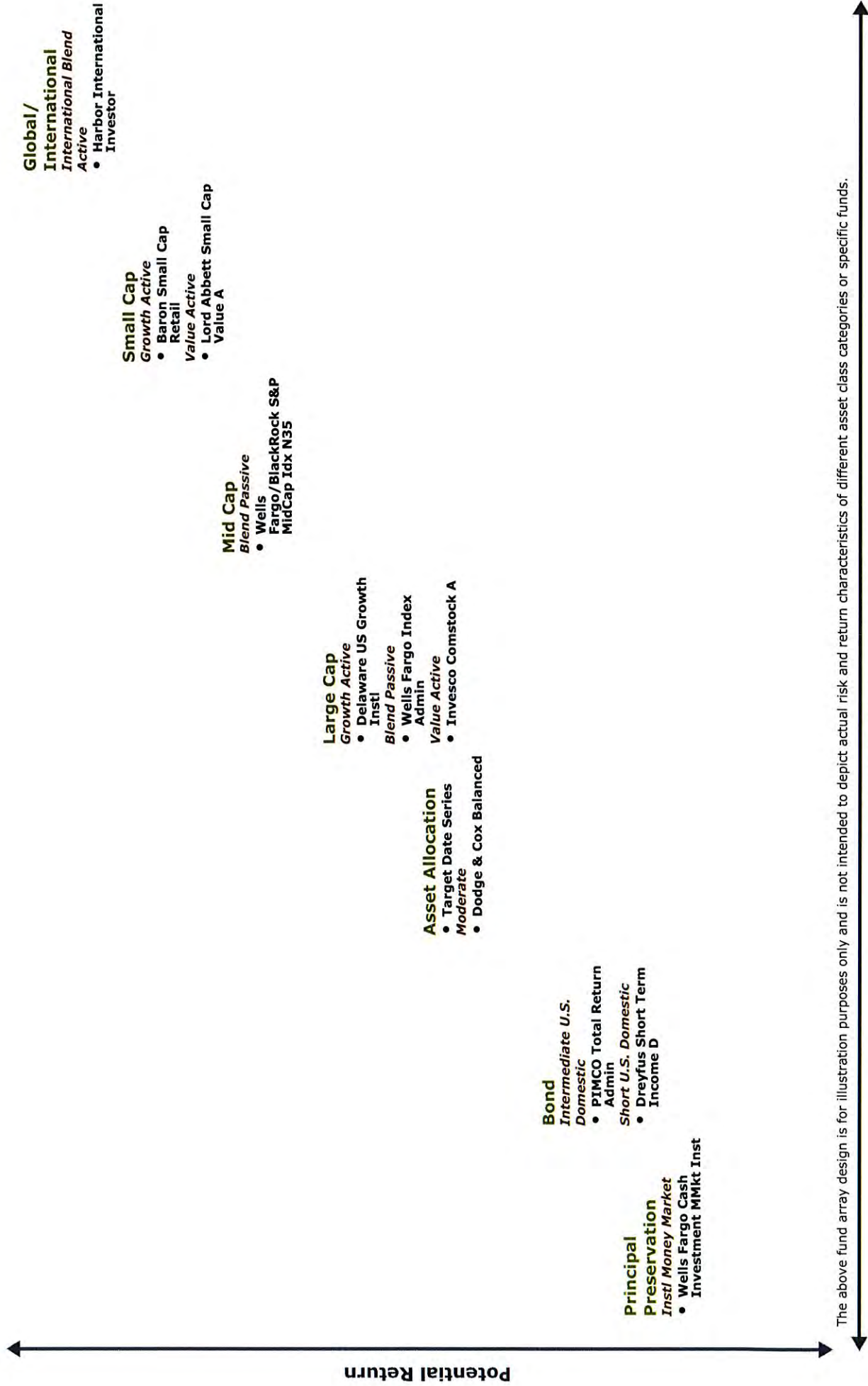
The Institute of Supply Management (ISM) **Manufacturing Index**[®] is a composite index based on the diffusion indexes of five of the indexes with equal weights: New Orders (seasonally adjusted), Production (seasonally adjusted), Employment (seasonally adjusted), Supplier Deliveries (seasonally adjusted), and Inventories. An Index values over 50 indicate expansion; below 50 indicates contraction. The values for the index can be between 0 and 100.

The Institute of Supply Management (ISM) **Non-Manufacturing Index**[®] is a composite index based on the diffusion indexes for four of the indicators with equal weights: Business Activity (seasonally adjusted), New Orders (seasonally adjusted), Employment (seasonally adjusted) and Supplier Deliveries. An Index values over 50 indicate expansion; below 50 indicates contraction. The values for the index can be between 0 and 100.

"The Markit PMI[™] (**Purchasing Managers' Index**[™]) series are monthly economic surveys of carefully selected companies compiled by Markit. They provide advance insight into the private sector economy by tracking variables such as output, new orders, employment and prices across key sectors. A value above 50 represents an overall positive improvement in survey results while a value below 50 reflects a deterioration in survey responses."

*The content for Economic Overview and Market Update was developed by the Wells Fargo Investment Institute (WFII), a separate SEC registered investment advisor. IAA does not guarantee their accuracy or completeness nor assume any liability for any loss that may result from the reliance by any person upon any such information or opinions.

Fund array overview



The above fund array design is for illustration purposes only and is not intended to depict actual risk and return characteristics of different asset class categories or specific funds.

Potential Risk (Standard Deviation)

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Performance grade disclosures

Description of Quantitative Compliance Ratings

- Evaluates the returns of each fund against its assigned Peer Group, where applicable, and Market Index, equally weighted
- For purposes of determining the Peer Group rating, fund percentile ranks are determined within the peer group reflected in this report
- Time periods evaluated are the 1, 3, & 5 year periods where available using a weighting of 20%, 40%, and 40%, respectively. If a 5 year performance history is not available, the 3 year number is assigned a 67% and the 1 year a 33% weight. If a 3 year performance history is not available, the 1 year number is assigned a 100% weight. Funds with less than a 1 year performance history will not be issued a grade.
- The overall rating will be based on a letter grading system: A, B, C, & D*

Peer group rating

A	1 st quartile
B	2 nd quartile
C	3 rd quartile
D	4 th quartile

Index rating

A	≥ 125% of Index return
B	100% - 124% of Index return
C	75% - 99% of Index return
D	≤ 74% of Index return

Returns for periods greater than 1-year are annualized. Performance may reflect the adjusted historical returns published by Morningstar, which are calculated using the appended adjusted return history of the oldest surviving share class of the fund.

* The performance grades are based on the peer group and index ratings described above which are obtained from Morningstar, Inc., Lipper, Inc., Hueler Analytics and Zephyr Associates, Inc. but are not guaranteed by Wells Fargo as to completeness or accuracy. The performance grades provided by Wells Fargo are intended to constitute investment education under U.S. Department of Labor guidance and does not constitute "investment advice" under the Employee Retirement Income Security Act of 1974 or regulations thereunder.

Policy compliance summary report

RTA Employees Defined Contribution Plan & Trust Returns as of March 31, 2016

Fund Category / Fund / Benchmark / Peer Group	Ticker	Performance					Compliance Results			Prior Performance Results			
		QTD	YTD	1 Year	3 Year	5 Year	Perfor- mance	Style Change	Manager Change	4Qtr/ 2015	3Qtr/ 2015	2Qtr/ 2015	1Qtr/ 2015
Principal Preservation													
Wells Fargo Cash Investment MMkt Inst Citi Treasury Bill 3 Mon Lipper Instl Money Market Funds Avg	WFIXX	0.09 0.05 0.05	0.09 0.05 0.05	0.15 0.08 0.09	0.06 0.05 0.05	0.06 0.06 0.05	B	-	-	B	B	B	C
Fixed Income													
Dreyfus Short Term Income D ML 1-3 Year Gov't Bond Index Morningstar Short-Term Bond Funds Avg	DSTIX	1.04 0.90 0.99	1.04 0.90 0.99	-0.07 0.93 0.39	0.50 0.78 0.74	1.30 0.89 1.54	C	-	-	C	B	B	B
Fixed Income													
PIMCO Total Return Admin Barclays US Agg Bond Morningstar Intermediate-Term Bond Funds Avg	PTRAX	1.73 3.03 2.50	1.73 3.03 2.50	0.06 1.96 0.65	1.27 2.50 1.88	3.40 3.78 3.53	C	-	-	C	C	B	B
Balanced													
Dodge & Cox Balanced 60% S&P 500/40% BarCap Aggregate Index Morningstar Moderate Allocation Funds Avg	DODBX	0.31 2.11 0.88	0.31 2.11 0.88	-2.31 2.09 -2.85	7.76 8.18 5.22	8.60 8.61 5.88	B	-	Apr-15	B	B	B	B
Large Cap													
Invesco Comstock A Russell 1000 Value Morningstar Large Value Funds Avg	ACSTX	-1.89 1.64 1.28	-1.89 1.64 1.28	-7.60 -1.54 -2.96	6.84 9.38 8.16	8.38 10.25 8.75	D	-	Nov-15	C	C	B	B
Large Cap Blend - Passive													
Wells Fargo Index Admin S&P 500 - 40 bps (Exp. Ratio + 15 bps)	WFIOX	1.31 1.25	1.31 1.25	1.54 1.38	11.55 11.42	11.33 11.18	B	-	-	B	B	B	B
Large Cap													
Delaware US Growth Instl Russell 1000 Growth Morningstar Large Growth Funds Avg	DEUIX	-6.40 0.74 -2.45	-6.40 0.74 -2.45	-4.24 2.52 -2.37	10.59 13.61 11.07	11.96 12.38 9.88	C	-	-	B	B	B	B
Mid Cap													
Wells Fargo/BlackRock S&P MidCap Idx N35 S&P MidCap 400 - 67 bps (Exp. Ratio + 25 bps)	DMS1	3.69 3.62	3.69 3.62	-3.91 -4.27	9.08 8.79	9.15 8.85	B	-	-	B	B	B	B
Small Cap													
Lord Abbett Small Cap Value A Russell 2000 Value Morningstar Small Value Funds Avg	LRSCX	1.15 1.70 2.19	1.15 1.70 2.19	-4.47 -7.72 -6.88	6.22 5.73 6.06	5.65 6.67 6.61	C	-	-	B	B	C	C

Policy compliance summary report

RTA Employees Defined Contribution Plan & Trust Returns as of March 31, 2016

Identification		Performance					Compliance Results			Prior Performance Results			
Fund Category / Fund / Benchmark / Peer Group	Ticker	QTD	YTD	1 Year	3 Year	5 Year	Performance	Style Change	Manager Change	4Qtr/ 2015	3Qtr/ 2015	2Qtr/ 2015	1Qtr/ 2015
Small Cap Baron Small Cap Retail <i>Russell 2000 Growth</i> <i>Morningstar Small Growth Funds Avg</i>	BSCFX	-2.84 -4.68 -4.33	-2.84 -4.68 -4.33	-12.85 -11.84 -11.66	4.64 7.91 6.34	6.36 7.70 6.48	C	-	-	D	C	C	C
Global/International Harbor International Investor <i>MSCI EAFE</i> <i>Morningstar Foreign Large Blend Funds Avg</i>	HIINX	0.41 -3.01 -1.98	0.41 -3.01 -1.98	-8.95 -8.27 -7.99	0.65 2.23 1.72	1.29 2.29 1.61	C	-	-	D	C	C	C
Target Date Wells Fargo Dow Jones Target Today R4 <i>DJ Target Today R4 Index Compliance Composite*</i>	WOTRX	2.45 2.38	2.45 2.38	0.73 0.47	1.83 1.60	2.90 2.66	B	-	-	B	A	B	B
Target Date Wells Fargo Dow Jones Target 2010 R4 <i>DJ Target 2010 R4 Index Compliance Composite*</i>	WFORX	2.68 2.61	2.68 2.61	0.64 0.48	2.21 2.01	3.22 2.99	B	-	-	B	B	B	B
Target Date Wells Fargo Dow Jones Target 2020 R4 <i>DJ Target 2020 R4 Index Compliance Composite*</i>	WFLRX	3.24 3.11	3.24 3.11	0.21 0.02	3.68 3.42	4.41 4.10	B	-	-	B	B	B	B
Target Date Wells Fargo Dow Jones Target 2030 R4 <i>DJ Target 2030 R4 Index Compliance Composite*</i>	WTHRX	2.33 2.20	2.33 2.20	-1.73 -1.95	5.06 4.73	5.46 5.06	B	-	-	B	B	B	B
Target Date Wells Fargo Dow Jones Target 2040 R4 <i>DJ Target 2040 R4 Index Compliance Composite*</i>	WTFRX	1.56 1.33	1.56 1.33	-3.93 -4.23	5.77 5.38	5.99 5.53	B	-	-	B	B	B	B
Target Date Wells Fargo Dow Jones Target 2050 R4 <i>DJ Target 2050 R4 Index Compliance Composite*</i>	WQFRX	1.24 1.00	1.24 1.00	-4.64 -5.04	5.91 5.50	6.15 5.66	B	-	-	B	B	B	B

* The DJ Target Index Compliance Composite returns represent the returns of the corresponding Dow Jones Target Date Index with adjustments to accommodate the expense ratio of the fund along with the established tracking error tolerance for the fund which ranges from 0.18% for the Today Fund to 0.33% for the 2055 Fund based on each fund's underlying asset allocation, for the purpose of Investment Policy Compliance monitoring.

Performance summary

RTA Employees Defined Contribution Plan & Trust

Reporting Period as of March 31, 2016

Category/Fund	Asset Category	Ticker	3-Month	% YTD	Rank	1 Year	% Rank	3 Years	% Rank	5 Years	% Rank	10 Years	% Rank	3Yr. Std. Dev.	3Yr. Sharpe Ratio	Mstar Expense Ratio	
Principal Preservation																	
Wells Fargo Cash Investment	Money Market-Taxable	WFIXX	0.09	0.09	41	-0.07	81	0.50	68	1.30	62	2.64	62	1.19	0.37	3	0.65
Lipper Instl Money Market Funds Avg			0.05	0.05		0.08		0.05		0.06		1.07		0.03	-0.49		0.20
Fixed Income																	
Dreyfus Short Term Income D	Short-Term Bond	DSTIX	1.04	1.04	41	-0.07	81	0.50	68	1.30	62	2.64	62	1.19	0.37	3	0.65
ML 1-3 Year Gov't Bond Index			0.90	0.90		0.93		0.78		0.89		2.53					
Morningstar Short-Term Bond Funds Avg			0.99	0.99		0.39		0.74		1.54		2.92		1.35	0.57		0.82
PIMCO Total Return Admin	Intermediate-Term Bond	PTRAX	1.73	1.73	91	0.06	75	1.27	81	3.40	61	5.74	8	3.84	0.33	4	0.71
Barclays US Agg Bond			3.03	3.03		1.96		2.50		3.78		4.90		3.00	0.82		0.71
Morningstar Intermediate-Term Bond Funds Avg			2.50	2.50		0.65		1.88		3.53		4.50		3.10	0.61		0.83
Balanced																	
Dodge & Cox Balanced	Moderate Allocation	DODBX	0.31	0.31	69	-2.31	44	7.76	8	8.60	4	5.43	33	8.93	0.88	4	0.53
60% S&P 500/40% BarCap Aggregate Index			2.11	2.11		2.09		8.18		8.61		6.47					
Morningstar Moderate Allocation Funds Avg			0.88	0.88		-2.85		5.22		5.88		4.95		7.85	0.69		1.22
Large Cap																	
Invesco Comstock A	Large Value	ACSTX	-1.89	-1.89	92	-7.60	88	6.84	77	8.38	59	5.36	46	12.87	0.57	3	0.83
Russell 1000 Value			1.64	1.64		-1.54		9.38		10.25		5.72		11.41	0.84		
Morningstar Large Value Funds Avg			1.28	1.28		-2.96		8.16		8.75		5.20		11.69	0.74		1.11
Large Cap Blend - Passive																	
Wells Fargo Index Admin	S&P 500 Objective	WFIOX	1.31	1.31		1.54		11.55		11.33		6.75		11.35	1.02		0.25
S&P 500			1.35	1.35		1.78		11.82		11.58		7.01		11.36	1.04		
Large Cap																	
Delaware US Growth Instl	Large Growth	DEUIX	-6.40	-6.40	93	-4.24	75	10.59	60	11.96	12	6.86	46	12.23	0.88	3	0.79
Russell 1000 Growth			0.74	0.74		2.52		13.61		12.38		8.28		11.80	1.14		
Morningstar Large Growth Funds Avg			-2.45	-2.45		-2.37		11.07		9.88		6.63		12.71	0.89		1.18
Mid Cap																	
Wells Fargo/BlackRock S&P MidCap Idx N35	Mid-Cap Blend	DMS1	3.69	3.69		-3.91		9.08		9.15		7.43		12.51	0.75		0.42
S&P MidCap 400			3.78	3.78		-3.60		9.46		9.52		7.78		12.53	0.78		
Small Cap																	
Lord Abbett Small Cap Value A (1)	Small Blend	LRSCX	1.15	1.15	36	-4.47	17	6.22	63	5.65	76	6.44	21	13.62	0.50	3	1.21
Russell 2000 Value			1.70	1.70		-7.72		5.73		6.67		4.42		14.53	0.45		
Morningstar Small Value Funds Avg			2.19	2.19		-6.88		6.06		6.61		5.11		14.30	0.49		1.34
Baron Small Cap Retail	Small Growth	BSCPX	-2.84	-2.84	33	-12.85	57	4.64	76	6.36	55	5.31	54	13.99	0.39	3	1.30
Russell 2000 Growth			-4.68	-4.68		-11.84		7.91		7.70		6.00		16.66	0.54		
Morningstar Small Growth Funds Avg			-4.33	-4.33		-11.66		6.34		6.48		5.38		15.84	0.47		1.34

Performance summary

RTA Employees Defined Contribution Plan & Trust Reporting Period as of March 31, 2016

Category/Fund	Asset Category	Ticker	3-Month	%	YTD	%	1 Year	%	3 Years	%	5 Years	%	10 Years	3Yr. Std. Dev.	Sharpe Ratio	Mstar Rating	Expense Ratio	
			Rank	Rank	Rank	Rank	Rank	Rank	Rank	Rank	Rank	Rank	Rank					
Global/International																		
Harbor International Investor																		
MSCI EAFE	Foreign Large Blend	HIINX	0.41	13	0.41	13	-8.95	61	0.65	73	1.29	61	3.30	15	14.02	0.11	3	1.13
Morningstar Foreign Large Blend Funds Avg			-3.01	-	-3.01	-	-8.27	-	2.23	-	2.29	-	1.80	-	13.61	0.22	-	-
			-1.98	-	-1.98	-	-7.99	-	1.72	-	1.61	-	1.57	-	12.99	0.20	-	1.18
Target Date																		
Wells Fargo Dow Jones Target Today R4																		
WF Advtg Dow Jones Target Today Comp Idx	Retirement Income	WOTRX	2.45	5	2.45	5	0.73	1	1.83	72	2.90	77	3.95	62	3.22	0.56	2	0.45
Dow Jones Target Today			2.54	-	2.54	-	1.11	-	2.25	-	3.30	-	4.39	-	-	-	-	-
Morningstar Retirement Income Funds Avg			2.54	-	2.54	-	1.11	-	2.25	-	3.30	-	4.49	-	-	-	-	-
Wells Fargo Dow Jones Target 2010 R4	Target Date 2000-2010	WFORX	1.74	10	1.74	10	-1.37	4	2.21	88	3.22	91	3.78	-	4.60	0.51	-	0.87
WF Advtg Dow Jones Target 2010 Comp Idx			2.68	10	2.68	10	0.64	4	2.21	88	3.22	91	3.92	60	3.57	0.61	2	0.47
Dow Jones Target 2010			2.78	-	2.78	-	1.15	-	2.69	-	3.68	-	4.42	-	-	-	-	-
Morningstar Target Date 2000-2010 Funds Avg			2.78	-	2.78	-	1.15	-	2.69	-	3.68	-	4.47	-	-	-	-	-
Wells Fargo Dow Jones Target 2020 R4	Target Date 2016-2020	WFLRX	1.79	2	1.79	2	-1.10	4	3.45	61	4.41	71	3.75	-	5.39	0.64	-	0.80
WF Advtg Dow Jones Target 2020 Comp Idx			3.24	2	3.24	2	0.21	4	3.68	61	4.41	71	4.36	49	5.03	0.73	3	0.50
Dow Jones Target 2020			3.29	-	3.29	-	0.75	-	4.18	-	4.87	-	4.80	-	-	-	-	-
Morningstar Target Date 2016-2020 Funds Avg			3.29	-	3.29	-	0.75	-	4.18	-	4.87	-	4.79	-	-	-	-	-
Wells Fargo Dow Jones Target 2030 R4	Target Date 2026-2030	WTHRX	1.40	8	1.40	8	-2.14	14	3.84	51	5.46	55	3.90	-	6.54	0.60	-	0.90
WF Advtg Dow Jones Target 2030 Comp Idx			2.33	8	2.33	8	-1.73	14	5.06	51	5.46	55	4.82	24	7.65	0.68	3	0.51
Dow Jones Target 2030			2.40	-	2.40	-	-1.18	-	5.55	-	5.89	-	5.26	-	-	-	-	-
Morningstar Target Date 2026-2030 Funds Avg			2.40	-	2.40	-	-1.18	-	5.55	-	5.89	-	5.17	-	-	-	-	-
Wells Fargo Dow Jones Target 2040 R4	Target Date 2036-2040	WTFRX	0.90	10	0.90	10	-3.22	49	4.79	49	5.99	48	5.10	21	9.97	0.60	-	0.94
WF Advtg Dow Jones Target 2040 Comp Idx			1.56	10	1.56	10	-3.93	49	5.77	49	5.99	48	5.50	-	-	-	-	-
Dow Jones Target 2040			1.54	-	1.54	-	-3.41	-	6.27	-	6.43	-	5.50	-	-	-	-	-
Morningstar Target Date 2036-2040 Funds Avg			1.54	-	1.54	-	-3.41	-	6.27	-	6.43	-	5.39	-	-	-	-	-
Wells Fargo Dow Jones Target 2050 R4	Target Date 2046-2050	WQFRX	0.49	15	0.49	15	-4.01	64	5.30	55	6.15	46	4.05	-	10.03	0.55	-	0.96
WF Advtg Dow Jones Target 2050 Comp Idx			1.24	15	1.24	15	-4.64	64	5.91	55	6.15	46	4.05	-	10.86	0.58	3	0.52
Dow Jones Target 2050			1.20	-	1.20	-	-4.23	-	6.39	-	6.56	-	5.49	-	-	-	-	-
Morningstar Target Date 2046-2050 Funds Avg			1.20	-	1.20	-	-4.23	-	6.39	-	6.56	-	5.49	-	-	-	-	-
			0.39	-	0.39	-	-4.25	-	5.54	-	5.90	-	4.08	-	10.52	0.55	-	0.98

Performance summary

RTA Employees Defined Contribution Plan & Trust

Important Information

Wells Fargo Funds with names containing the designation of "F" or "N" are Wells Fargo Collective Investment Funds available to qualified investors only. Expense Ratios reported for the Wells Fargo Collective Investment Funds represent the investment management fee for each fund and exclude audit and other administrative expenses. Please see each collective fund's Disclosure document for additional information.

Fund ranking percentages represent each fund's percentile rank relative to its assigned asset class category within the peer group specified. Certain funds (i.e. money market mutual funds, Wells Fargo Collective Investment Funds and asset allocation funds) will not display percentile rankings.

Returns for periods greater than 1-year are annualized.

Performance shown for certain share classes of funds may reflect the adjusted historical returns published by Morningstar, which are calculated using the appended adjusted return history of the oldest surviving share class of the fund. Predecessor fund information can be found in the Fund's prospectus, statement of additional information, or annual report.

Past performance does not indicate future results. The value or income associated with a security or investment may fluctuate. There is always the potential for loss as well as gain. Investments discussed in this report are not insured by the Federal Deposit Insurance Corporation (FDIC) and may be suitable for some investors depending upon their specific objectives and financial position. They're a useful tool for identifying investments worthy of further research, but shouldn't be considered buy or sell recommendations.

Morningstar rates investments from one to five stars based on how well they've performed (after adjusting for risk and accounting for all relevant sales charges) in comparison to similar investments. Within each Morningstar Category, the top 10% of investments receive five stars, the next 22.5% four stars, the middle 35% three stars, the next 22.5% two stars, and the bottom 10% receive one star. Investments are rated for up to three time periods - 3, 5, and 10 years, and these ratings are combined to produce an overall rating. Investments with less than three years of history are not rated. Ratings are objective, based entirely on a mathematical evaluation of past performance. They're a useful tool for identifying investments worthy of further research, but shouldn't be considered buy or sell recommendations.

(1) This fund has been placed in a category for the purposes of this summary that does not directly match the category assigned by Morningstar. Note that the percentile ranking displayed for this fund in the "% Rank" column represents this fund's relative ranking within the asset class category as assigned by Morningstar.

Participation by fund

Beginning Balance as of 01/01/2016

Fund Name	Beginning Market Value	Percent-to-Total	Participants with Balance in Fund	Percent-to-Total
Wells Fargo Cash Investment MMkt Inst	996,602	12.7%	81	26.1%
Dreyfus Short Term Income D	366,069	4.7%	26	8.4%
PIMCO Total Return Admin	122,895	1.6%	21	6.8%
Dodge & Cox Balanced	1,329,219	17.0%	55	17.7%
Invesco Comstock A	331,110	4.2%	32	10.3%
Wells Fargo Index Admin	730,696	9.3%	44	14.2%
Delaware US Growth Instl	591,558	7.6%	38	12.3%
Wells Fargo/BlackRock S&P MidCap Idx N35	94,389	1.2%	19	6.1%
Lord Abbett Small Cap Value A	716,681	9.1%	40	12.9%
Baron Small Cap Retail	9,144	0.1%	2	0.6%
Harbor International Investor	502,300	6.4%	46	14.8%
Wells Fargo Dow Jones Target Today R4	99,199	1.3%	118	38.1%
Wells Fargo Dow Jones Target 2010 R4	74,610	1.0%	13	4.2%
Wells Fargo Dow Jones Target 2020 R4	504,378	6.4%	47	15.2%
Wells Fargo Dow Jones Target 2030 R4	576,564	7.4%	58	18.7%
Wells Fargo Dow Jones Target 2040 R4	528,766	6.7%	66	21.3%
Wells Fargo Dow Jones Target 2050 R4	258,254	3.3%	55	17.7%
Totals	\$7,832,433	100.0%		

Ending Balance as of 03/31/2016

Fund Name	Ending Market Value	Percent-to-Total	Participants with Balance in Fund	Percent-to-Total
Wells Fargo Cash Investment MMkt Inst	947,526	12.1%	79	25.5%
Dreyfus Short Term Income D	280,991	3.6%	24	7.7%
PIMCO Total Return Admin	127,015	1.6%	20	6.5%
Dodge & Cox Balanced	1,322,602	16.9%	53	17.1%
Invesco Comstock A	302,703	3.9%	31	10.0%
Wells Fargo Index Admin	747,399	9.6%	43	13.9%
Delaware US Growth Instl	527,516	6.7%	38	12.3%
Wells Fargo/BlackRock S&P MidCap Idx N35	93,371	1.2%	17	5.5%
Lord Abbett Small Cap Value A	744,529	9.5%	38	12.3%
Baron Small Cap Retail	12,743	0.2%	3	1.0%
Harbor International Investor	481,166	6.2%	40	12.9%
Wells Fargo Dow Jones Target Today R4	83,819	1.1%	128	41.3%
Wells Fargo Dow Jones Target 2010 R4	82,948	1.1%	12	3.9%
Wells Fargo Dow Jones Target 2020 R4	559,095	7.2%	49	15.8%
Wells Fargo Dow Jones Target 2030 R4	629,490	8.1%	59	19.0%
Wells Fargo Dow Jones Target 2040 R4	578,176	7.4%	68	21.9%
Wells Fargo Dow Jones Target 2050 R4	282,681	3.6%	58	18.7%
Totals	\$7,803,770	100.0%		

Average number of funds per participant, based on quarter-end market value 2.5
 Number of fund choices available 17

Cash flow

Cash Flow Analysis 01/01/2016 - 03/31/2016

Fund Name	Beginning Market Value	Contributions	Transfers	Distributions	Loan Activity	Investment Gain/Loss	Other* Activity	Ending Market Value
Wells Fargo Cash Investment MMkt Inst	996,602	13,128	(2,404)	(60,607)	0	880	(74)	947,526
Dreyfus Short Term Income D	366,069	4,286	(593)	(91,700)	0	2,984	(55)	280,991
PIMCO Total Return Admin	122,895	1,960	226	(252)	0	2,200	(15)	127,015
Dodge & Cox Balanced	1,329,219	15,220	(23,118)	(3,494)	0	4,829	(53)	1,322,602
Invesco Comstock A	331,110	2,654	12,794	(36,124)	0	(7,703)	(29)	302,703
Wells Fargo Index Admin	730,696	5,988	20,156	(17,671)	0	8,256	(25)	747,399
Delaware US Growth Instl	591,558	5,744	26,304	(56,650)	0	(39,409)	(31)	527,516
Wells Fargo/BlackRock S&P MidCap Idx N35	94,389	2,090	(6,023)	0	0	2,916	0	93,371
Lord Abbett Small Cap Value A	716,681	9,850	9,423	(585)	0	9,181	(20)	744,529
Baron Small Cap Retail	9,144	127	3,602	0	0	(130)	0	12,743
Harbor International Investor	502,300	6,697	(12,278)	(16,649)	0	1,120	(24)	481,166
Wells Fargo Dow Jones Target Today R4	99,199	3,428	(21,115)	(139)	0	2,452	(6)	83,819
Wells Fargo Dow Jones Target 2010 R4	74,610	6,215	0	(1)	0	2,123	0	82,948
Wells Fargo Dow Jones Target 2020 R4	504,378	42,490	(3,428)	(1,685)	0	17,385	(44)	559,095
Wells Fargo Dow Jones Target 2030 R4	576,564	44,399	0	(6,189)	0	14,866	(150)	629,490
Wells Fargo Dow Jones Target 2040 R4	528,766	42,712	6	(3,067)	0	9,859	(100)	578,176
Wells Fargo Dow Jones Target 2050 R4	258,254	37,269	(3,551)	(12,808)	0	3,642	(124)	282,681
Totals	\$7,832,433	244,258	0	(307,621)	0	35,449	(750)	\$7,803,770

*Other Activity could include mergers/acquisitions, partial deconversions, fees, QDROs, crediting of the forfeiture account, or other necessary adjustments made in the Plan during the reporting period. The cash flow analysis should be used for informational purposes only and should not be used in lieu of the trust account statements.

Wells Fargo Cash Investment MMkt Inst

General Information	Top Ten Holdings	Asset Composition	Characteristics																																																	
Manager/Tenure: Sylvester, David (1990) White, Laurie (2010) Ticker Symbol: WFIXX Inception Date: 1987-10-14 Expense Ratio: 0.20%	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th>Frby Var</th> <th>4.0%</th> </tr> </thead> <tbody> <tr> <td>Svenska Handelsbanken CI Time Deposit S</td> <td>2.4%</td> <td></td> </tr> <tr> <td>Rib Floater Trust Ribgen Adjustable Var</td> <td>2.2%</td> <td></td> </tr> <tr> <td>Dbs Time Deposit</td> <td>1.9%</td> <td></td> </tr> <tr> <td>HSBC Time Deposit: Usd</td> <td>1.8%</td> <td></td> </tr> <tr> <td>Puttable Floating Option Taxab Putgen Adj</td> <td>1.6%</td> <td></td> </tr> <tr> <td>Uob Time Deposit</td> <td>1.5%</td> <td></td> </tr> <tr> <td>Goldman Sachs + CO Repo Mm Goldmn 2</td> <td>1.2%</td> <td></td> </tr> <tr> <td>Nbad Americas N.V.</td> <td>1.1%</td> <td></td> </tr> <tr> <td>Rib Floater Trust Ribgen 12/16 Adjustable</td> <td>1.0%</td> <td></td> </tr> <tr> <td>Total:</td> <td>18.6%</td> <td></td> </tr> </tbody> </table>		Frby Var	4.0%	Svenska Handelsbanken CI Time Deposit S	2.4%		Rib Floater Trust Ribgen Adjustable Var	2.2%		Dbs Time Deposit	1.9%		HSBC Time Deposit: Usd	1.8%		Puttable Floating Option Taxab Putgen Adj	1.6%		Uob Time Deposit	1.5%		Goldman Sachs + CO Repo Mm Goldmn 2	1.2%		Nbad Americas N.V.	1.1%		Rib Floater Trust Ribgen 12/16 Adjustable	1.0%		Total:	18.6%		<table style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td>US Stocks</td> <td>0.0%</td> </tr> <tr> <td>Non US Stocks</td> <td>0.0%</td> </tr> <tr> <td>US Bonds</td> <td>6.8%</td> </tr> <tr> <td>Non US Bonds</td> <td>0.0%</td> </tr> <tr> <td>Cash</td> <td>93.1%</td> </tr> <tr> <td>Preferreds</td> <td>0.0%</td> </tr> <tr> <td>Convertibles</td> <td>0.0%</td> </tr> <tr> <td>Other</td> <td>0.0%</td> </tr> </tbody> </table>	US Stocks	0.0%	Non US Stocks	0.0%	US Bonds	6.8%	Non US Bonds	0.0%	Cash	93.1%	Preferreds	0.0%	Convertibles	0.0%	Other	0.0%	Total Fund Assets (\$MM) 12,591 Avg Credit Quality - Avg Maturity - Fund Index - Duration Fund Index - Number of Holdings 344
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Data Source: Morningstar Data as of 03/31/2016 and Wells Fargo Funds Management as of 03/31/2016.

Dreyfus Short Term Income D

General Information

Manager/Tenure: Horsfall, David M. (2011)
 Bowser, David R. (2008)
 Ticker Symbol: DSTIX
 Inception Date: 1992-08-18
 Expense Ratio: 0.65%

Top Ten Holdings

US Treasury Note 0.75%	11.5%
US Treasury Note 0.75%	7.4%
US Treasury Note 1.625%	6.3%
US Treasury Note 1%	5.9%
US Treasury Note 1.375%	5.3%
US Treasury Note 0.875%	5.2%
US Treasury Note 0.188%	4.5%
FNMA 0.875%	2.4%
US Treasury Note 0.577%	1.9%
US Treasury Note 1.625%	1.3%
Total:	51.6%

Asset Composition

US Stocks	0.0%
Non US Stocks	0.0%
US Bonds	83.8%
Non US Bonds	4.2%
Cash	12.0%
Preferreds	0.0%
Convertibles	0.0%
Other	0.0%

Credit Quality Range

AAA	53.7%	Index	0.0%
AA	6.7%	Fund	0.0%
A	18.7%	Duration	0.0%
BBB	16.8%	Fund	2.33 Years
BB	3.9%	Index	-
B	0.3%	Number of Holdings	144
Below B	0.0%		
Not rated	0.0%		

Characteristics

Total Fund Assets (\$MM)	200
Avg Credit Quality	A
Avg Maturity Fund Index	2.96 Years
Duration Fund Index	2.33 Years
Number of Holdings	144

Performance (03/31/16)

Dreyfus Short Term Income D
 ML 1-3 Year Gov't Bond Index
 Morningstar Short-Term Bond Funds Avg

	QTD	YTD	1 Year	3 Years	5 Years	10 Years
Dreyfus Short Term Income D	1.04	1.04	-0.07	0.50	1.30	2.64
ML 1-3 Year Gov't Bond Index	0.90	0.90	0.93	0.78	0.89	2.53
Morningstar Short-Term Bond Funds Avg	0.99	0.99	0.39	0.74	1.54	2.92

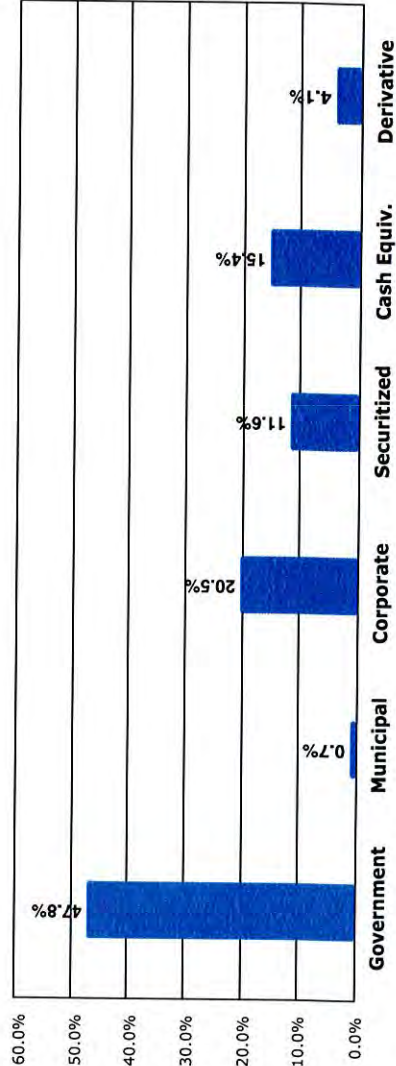
Calendar Year Performance

Dreyfus Short Term Income D
 ML 1-3 Year Gov't Bond Index
 Morningstar Short-Term Bond Funds Avg

	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Dreyfus Short Term Income D	4.13	2.92	-5.54	13.90	4.73	1.61	3.91	0.87	0.30	-0.33
ML 1-3 Year Gov't Bond Index	4.13	7.17	6.75	1.23	2.34	1.55	0.51	0.36	0.61	0.56
Morningstar Short-Term Bond Funds Avg	4.05	4.29	-4.23	9.30	4.11	1.66	3.67	0.45	1.07	0.19

Sector Allocation

Fund

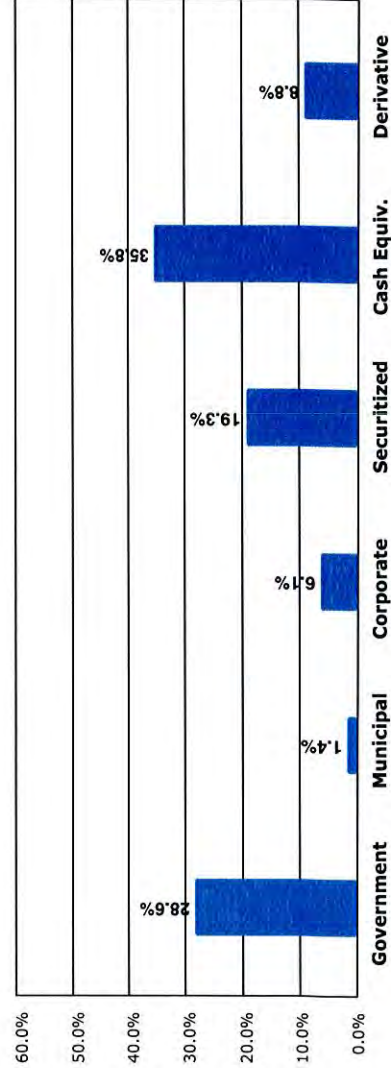


Data Source: Morningstar Data as of 03/31/2016.

PIMCO Total Return Admin

General Information		Top Ten Holdings		Asset Composition		Characteristics															
Manager/Tenure: Worah, Mihir P. (2014) Kiesel, Mark R. (2014) Mather, Scott A. (2014) Ticker Symbol: PTRAX Inception Date: 1994-09-08 Expense Ratio: 0.71%		13.8% 11.9% 11.2% 7.7% 5.6% 5.3% 5.0% 4.3% 4.2% 3.7% Total: 72.8%		US Stocks Non US Stocks US Bonds Non US Bonds Cash Preferreds Convertibles Other		Total Fund Assets (\$MM) 87,839 Avg Credit Quality - Avg Maturity 6.55 Years Fund Index - Duration Fund Index - Number of Holdings 9,067															
Performance (03/31/16)		Top Ten Holdings		Asset Composition		Characteristics															
PIMCO Total Return Admin Barclays US Agg Bond Morningstar Intermediate-Term Bond Funds Avg		Fin Fut Us 5yr Cbt 03/31/16 Irs Mxn 3.61000 12/21/15-0y* Cme Irs Usd 2.75000 12/16/15-30y Cme FNMA 4% TBA Irs Usd 1.75000 05/06/16-2y Cme US Treasury Bond 3.125% Irs Usd 2.50000 12/16/15-10y Lch Irs Usd 2.25000 12/16/15-7y Lch FNMA US Treasury Note 2.25% Total: 72.8%		US Stocks Non US Stocks US Bonds Non US Bonds Cash Preferreds Convertibles Other		Total Fund Assets (\$MM) 87,839 Avg Credit Quality - Avg Maturity 6.55 Years Fund Index - Duration Fund Index - Number of Holdings 9,067															
Calendar Year Performance		Top Ten Holdings		Asset Composition		Characteristics															
PIMCO Total Return Admin Barclays US Agg Bond Morningstar Intermediate-Term Bond Funds Avg		YTD 1.73 3.03 2.50		1 Year 0.06 1.96 0.65		3 Years 1.27 2.50 1.88		5 Years 3.40 3.78 3.53		10 Years 5.74 4.90 4.50											
Calendar Year Performance		Top Ten Holdings		Asset Composition		Characteristics															
PIMCO Total Return Admin Barclays US Agg Bond Morningstar Intermediate-Term Bond Funds Avg		2006 3.74 4.33 4.15		2007 8.81 6.97 4.70		2008 4.55 5.24 -4.70		2009 13.55 5.93 13.97		2010 8.56 6.54 7.72		2011 3.91 7.84 5.86		2012 10.08 4.21 7.01		2013 -2.17 -2.02 -1.42		2014 4.43 5.97 5.18		2015 0.48 0.55 -0.26	

Sector Allocation



Data Source: Morningstar Data as of 03/31/2016.

Dodge & Cox Balanced

General Information		Top Ten Holdings		Asset Composition		Characteristics																													
Manager/Tenure: Team Managed Ticker Symbol: DODBX Inception Date: 1931-06-26 Expense Ratio: 0.53%		Wells Fargo & Co 2.8% Microsoft Corp 2.7% Capital One Financial Corp 2.6% Charles Schwab Corp 2.6% Time Warner Cable Inc 2.6% Bank of America Corporation 2.3% Novartis AG ADR 2.0% EMC Corp 1.8% Comcast Corp Class A 1.8% Schlumberger Ltd 1.8% Total: 23.0%		Market Cap Range Giant 37.3% Large 49.8% Mid 12.9% Small 0.1% Micro 0.0%		P/E Ratio Fund 16.54x Index - P/B Ratio Fund 1.79x Index - Turnover Ratio 20% Avg Market Cap Fund (\$MM) 60,949 Index (\$MM) - Number of Holdings Stocks 65 Bonds 319 Total Fund Assets (\$MM) 13,275 Avg Credit Quality BBB																													
Performance (03/31/16) Dodge & Cox Balanced 60% S&P 500/40% BarCap Aggregate Index Morningstar Moderate Allocation Funds Avg		QTD 0.31 2.11 0.88	YTD 0.31 2.11 0.88	1 Year -2.31 2.09 -2.85	3 Years 7.76 8.18 5.22	5 Years 8.60 8.61 5.88	10 Years 5.43 6.47 4.95																												
Calendar Year Performance Dodge & Cox Balanced 60% S&P 500/40% BarCap Aggregate Index Morningstar Moderate Allocation Funds Avg		2006 13.86 11.11 11.29	2007 1.73 6.22 5.99	2008 -33.57 -22.06 -28.00	2009 28.37 18.40 24.13	2010 12.22 12.13 11.83	2011 -1.66 4.69 -0.11	2012 18.32 17.56 16.48	2013 28.37 10.62 6.21	2014 8.87 1.28 -1.93	2015 -2.87 1.28 -1.93																								
Sector Allocation		<table border="1"> <caption>Sector Allocation Data</caption> <thead> <tr> <th>Sector</th> <th>Fund Allocation (%)</th> </tr> </thead> <tbody> <tr><td>Basc Mtrls</td><td>1.0%</td></tr> <tr><td>Cons Cycl</td><td>7.3%</td></tr> <tr><td>Financial</td><td>27.2%</td></tr> <tr><td>RealEstate</td><td>0.0%</td></tr> <tr><td>Cons Dfnse</td><td>2.9%</td></tr> <tr><td>Health</td><td>16.9%</td></tr> <tr><td>Utility</td><td>0.0%</td></tr> <tr><td>Comm Serv</td><td>8.1%</td></tr> <tr><td>Energy</td><td>7.5%</td></tr> <tr><td>Industrls</td><td>4.3%</td></tr> <tr><td>Tech</td><td>25.0%</td></tr> </tbody> </table>										Sector	Fund Allocation (%)	Basc Mtrls	1.0%	Cons Cycl	7.3%	Financial	27.2%	RealEstate	0.0%	Cons Dfnse	2.9%	Health	16.9%	Utility	0.0%	Comm Serv	8.1%	Energy	7.5%	Industrls	4.3%	Tech	25.0%
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Data Source: Morningstar Data as of 03/31/2016.

Invesco Comstock A

General Information		Top Ten Holdings		Asset Composition		Characteristics						
Manager/Tenure: Team Managed		Citigroup Inc	5.1%	US Stocks	84.5%	P/E Ratio						
Ticker Symbol: ACSTX		JPMorgan Chase & Co	4.0%	Non US Stocks	1.3%	Fund	16.08x					
Inception Date: 1968-10-07		Bank of America Corporation	3.0%	US Bonds	0.0%	Index	17.10x					
Expense Ratio: 0.83%		Carnival Corp	3.0%	Non US Bonds	0.0%							
		Cisco Systems Inc	2.4%	Cash	4.1%							
		General Electric Co	2.3%	Preferreds	0.0%	P/B Ratio	1.47x					
		Suncor Energy Inc	2.1%	Convertibles	0.0%	Fund	1.75x					
		Wells Fargo & Co	2.1%	Other	0.0%	Index						
		Merck & Co Inc	2.0%			Turnover Ratio	17%					
		General Motors Co	1.9%									
			Total: 27.8%									
Performance (03/31/16)		QTD	YTD	1 Year	3 Years	5 Years	10 Years					
Invesco Comstock A		-1.89	-1.89	-7.60	6.84	8.38	5.36					
<i>Russell 1000 Value</i>		1.64	1.64	-1.54	9.38	10.25	5.72					
<i>Morningstar Large Value Funds Avg</i>		1.28	1.28	-2.96	8.16	8.75	5.20					
Calendar Year Performance		2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	
Invesco Comstock A		16.06	-1.89	-35.89	29.45	15.60	-1.97	18.90	35.24	9.12	-5.93	
<i>Russell 1000 Value</i>		22.25	-0.17	-36.85	19.69	15.51	0.39	17.51	32.53	13.45	-3.83	
<i>Morningstar Large Value Funds Avg</i>		18.15	1.42	-37.09	24.13	13.66	-0.75	14.57	31.21	10.21	-4.05	
Sector Allocation												
		Avg Market Cap		Number of Holdings		Total Fund Assets (\$MM)						
		Fund Index		Fund Index		Fund Index						
		56,878		80		11,830						
		51,186										

Data Source: Morningstar Data as of 03/31/2016.

Wells Fargo Index Admin

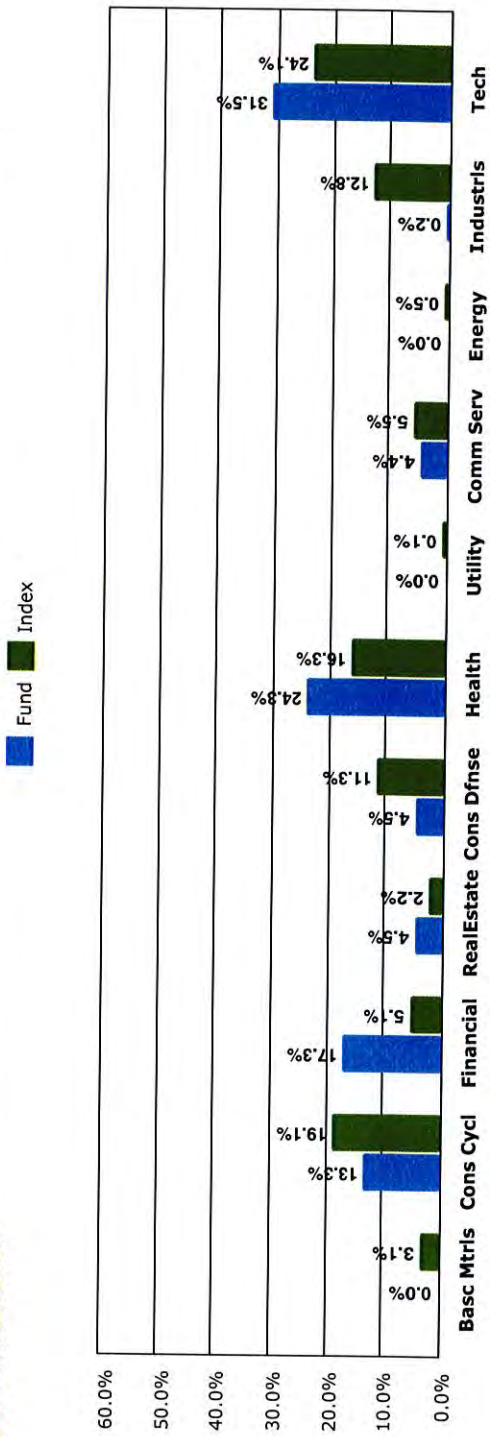
General Information		Top Ten Holdings		Asset Composition		Characteristics																																									
Manager/Tenure: Campbell, John (2012) Neal, David (2012) Carr, Justin (2014) Golden Capital Management, LLC WFIOX Inception Date: 1985-02-14 Expense Ratio: 0.25%	3.3% US Stocks 2.4% Non US Stocks 1.9% US Bonds 1.6% Non US Bonds 1.6% Cash 1.5% Preferreds 1.4% Convertibles 1.3% Other 1.2%	98.4% US Stocks 0.6% Non US Stocks 0.0% US Bonds 1.1% Non US Bonds 0.0% Cash 0.0% Preferreds 0.0% Convertibles 0.0% Other	P/E Ratio Fund Index 2.79x Fund Index 2.71x Turnover Ratio 4% Avg Market Cap Fund (\$MM) Index (\$MM) 139,960 73,246 Number of Holdings 511 Total Fund Assets (\$MM) 2,222	3.3% Apple Incorporated 2.4% Microsoft Corporation 1.9% Exxon Mobil Corporation 1.6% Johnson & Johnson 1.6% General Electric Company 1.5% Berkshire Hathaway Incorporated 1.4% Facebook, Incorporated 1.3% AT&T Incorporated 1.3% Amazon.com, Incorporated 1.2% Wells Fargo & Company Total: 17.6%	Market Cap Range Giant 49.8% Large 36.7% Mid 13.2% Small 0.2% Micro 0.0%																																										
Performance (03/31/16) Wells Fargo Index Admin S&P 500		QTD 1.31 1.35	YTD 1.31 1.35	1 Year 1.54 1.78	3 Years 11.55 11.82	5 Years 11.33 11.58	10 Years 6.75 7.01																																								
Calendar Year Performance Wells Fargo Index Admin S&P 500		2006 15.47 15.79	2007 5.22 5.49	2008 -37.22 -37.00	2009 26.25 26.46	2010 14.82 15.06	2011 1.90 2.11	2012 15.75 16.00	2013 32.08 32.39	2014 13.39 13.69	2015 1.16 1.38																																				
Sector Allocation																																															
<table border="1"> <caption>Sector Allocation Data</caption> <thead> <tr> <th>Sector</th> <th>Fund (%)</th> <th>Index (%)</th> </tr> </thead> <tbody> <tr> <td>Basic Mtrls</td> <td>2.7%</td> <td>2.7%</td> </tr> <tr> <td>Cons Cycl</td> <td>11.2%</td> <td>11.1%</td> </tr> <tr> <td>Financial</td> <td>14.1%</td> <td>14.0%</td> </tr> <tr> <td>RealEstate</td> <td>2.2%</td> <td>2.9%</td> </tr> <tr> <td>Cons Dfnse</td> <td>10.7%</td> <td>10.4%</td> </tr> <tr> <td>Health</td> <td>15.3%</td> <td>14.8%</td> </tr> <tr> <td>Utility</td> <td>3.4%</td> <td>3.5%</td> </tr> <tr> <td>Comm Serv</td> <td>4.6%</td> <td>4.6%</td> </tr> <tr> <td>Energy</td> <td>6.6%</td> <td>6.8%</td> </tr> <tr> <td>Industrls</td> <td>10.9%</td> <td>10.9%</td> </tr> <tr> <td>Tech</td> <td>18.3%</td> <td>18.8%</td> </tr> </tbody> </table>												Sector	Fund (%)	Index (%)	Basic Mtrls	2.7%	2.7%	Cons Cycl	11.2%	11.1%	Financial	14.1%	14.0%	RealEstate	2.2%	2.9%	Cons Dfnse	10.7%	10.4%	Health	15.3%	14.8%	Utility	3.4%	3.5%	Comm Serv	4.6%	4.6%	Energy	6.6%	6.8%	Industrls	10.9%	10.9%	Tech	18.3%	18.8%
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Comm Serv	4.6%	4.6%																																													
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Tech	18.3%	18.8%																																													

Data Source: Morningstar Data as of 03/31/2016 and Wells Fargo Funds Management as of 03/31/2016.

Delaware US Growth Instl

General Information		Top Ten Holdings		Asset Composition		Characteristics									
Manager/Tenure: Team Managed Sub-Advisor: Jackson Square Partners, LLC Ticker Symbol: DEUIX Inception Date: 1994-02-03 Expense Ratio: 0.79%	5.8% 5.7% 5.6% 4.9% 4.5% 4.4% 4.4% 4.3% 4.2% Total: 48.1%	US Stocks 88.0% Non US Stocks 10.0% US Bonds 0.0% Non US Bonds 0.0% Cash 2.1% Preferreds 0.0% Convertibles 0.0% Other 0.0%	P/E Ratio Fund 28.16x Index 21.27x P/B Ratio Fund 4.41x Index 5.27x Turnover Ratio 40%												
Performance (03/31/16) Delaware US Growth Instl <i>Russell 1000 Growth</i> <i>Morningstar Large Growth Funds Avg</i>		Market Cap Range Giant 49.1% Large 38.3% Mid 12.1% Small 0.6% Micro 0.0%		Performance (03/31/16) Delaware US Growth Instl <i>Russell 1000 Growth</i> <i>Morningstar Large Growth Funds Avg</i>		Calendar Year Performance Delaware US Growth Instl <i>Russell 1000 Growth</i> <i>Morningstar Large Growth Funds Avg</i>		Number of Holdings 33 Total Fund Assets (\$MM) 3,407							
QTD -6.40 0.74 -2.45	YTD -6.40 0.74 -2.45	1 Year -4.24 2.52 -2.37	3 Years 10.59 13.61 11.07	5 Years 11.96 12.38 9.88	10 Years 6.86 8.28 6.63	2006 2.60 9.07 7.05	2007 13.19 11.81 13.35	2008 -43.51 -38.44 -40.67	2009 44.30 37.21 35.68	2010 14.27 16.71 15.53	2011 8.00 2.64 -2.46	2012 15.99 15.26 15.34	2013 34.19 33.48 33.92	2014 12.69 13.05 10.00	2015 5.17 5.67 3.60

Sector Allocation

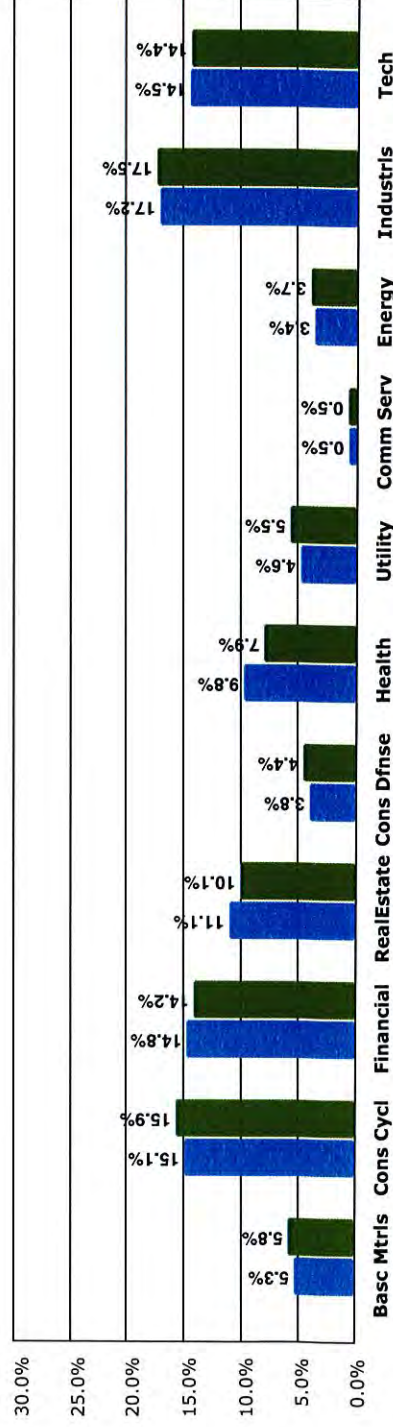


Data Source: Morningstar Data as of 03/31/2016.

Wells Fargo/BlackRock S&P MidCap Idx N35

General Information Manager/Tenure: Team Managed Sub-Advisor: BlackRock Institutional Trust Company, N.A. Ticker Symbol: DMS1 Inception Date: 1981-02-27 Expense Ratio: 0.42%	Top Ten Holdings Jarden Corporation 0.8% Alaska Air Group, Incorporated 0.7% LQ Corporation 0.7% Acuity Brands, Incorporated 0.6% Mettler-Toledo International Incorporated 0.6% Foot Locker, Incorporated 0.6% Fortune Brands Home & Security, Incorpor 0.6% Global Payments Incorporated 0.6% Everest Reinsurance Group Limited 0.6% Alliant Energy Corp 0.6% Total: 6.3%	Asset Composition US Stocks 97.9% Non-US Stocks 0.2% US Bonds 0.0% Non-US Bonds 0.0% Cash 1.8% Preferreds 0.0% Convertibles 0.0% Other 0.1%	Characteristics P/E Ratio Fund Index 20.19x 20.80x P/B Ratio Fund Index 2.25x 2.16x Turnover Ratio - Avg Market Cap Fund (\$MM) Index (\$MM) 4,870 4,384 Number of Holdings 403 Total Fund Assets (\$MM) 908
Performance (03/31/16) Wells Fargo/BlackRock S&P MidCap Idx N35 S&P MidCap 400 YTD 3.69 3.78 1 Year -3.91 -3.60 3 Years 9.08 9.46 5 Years 9.15 9.52 10 Years 7.43 7.78		Market Cap Range Giant 0.0% Large 0.0% Mid 64.2% Small 35.3% Micro 0.6%	
Calendar Year Performance Wells Fargo/BlackRock S&P MidCap Idx N35 S&P MidCap 400 2006 10.06 10.32 2007 7.67 7.98 2008 -36.38 -36.23 2009 36.79 37.38 2010 26.24 26.64 2011 -2.06 -1.73 2012 17.50 17.88 2013 33.04 33.50 2014 9.36 9.77 2015 -2.48 -2.18			

Sector Allocation



Data Source: Morningstar Data as of 03/31/2016 and Wells Fargo Funds Management as of 03/31/2016.

Lord Abbett Small Cap Value A

General Information

Manager/Tenure: Maher, Thomas B. (2013)
 Maurer, Justin C. (2013)
 Ticker Symbol: LRSCX
 Inception Date: 1995-12-13
 Expense Ratio: 1.21%

Top Ten Holdings

South State Corp	2.8%
Idacorp Inc	2.8%
RenaissanceRe Holdings Ltd	2.7%
Electronics for Imaging Inc	2.4%
STERIS PLC	2.4%
Aecom	2.3%
PrivateBancorp Inc	2.3%
Western Alliance Bancorp	2.2%
Patrick Industries Inc	2.2%
Littelfuse Inc	2.1%
Total:	24.0%

Asset Composition

US Stocks	96.9%
Non US Stocks	0.0%
US Bonds	0.0%
Non US Bonds	0.0%
Cash	3.1%
Preferreds	0.0%
Convertibles	0.0%
Other	0.0%

Characteristics

P/E Ratio	22.83X
Fund Index	17.27X
P/B Ratio	2.37X
Fund Index	1.36X
Turnover Ratio	44%

Market Cap Range

Giant	0.0%
Large	0.0%
Mid	28.5%
Small	60.6%
Micro	11.0%

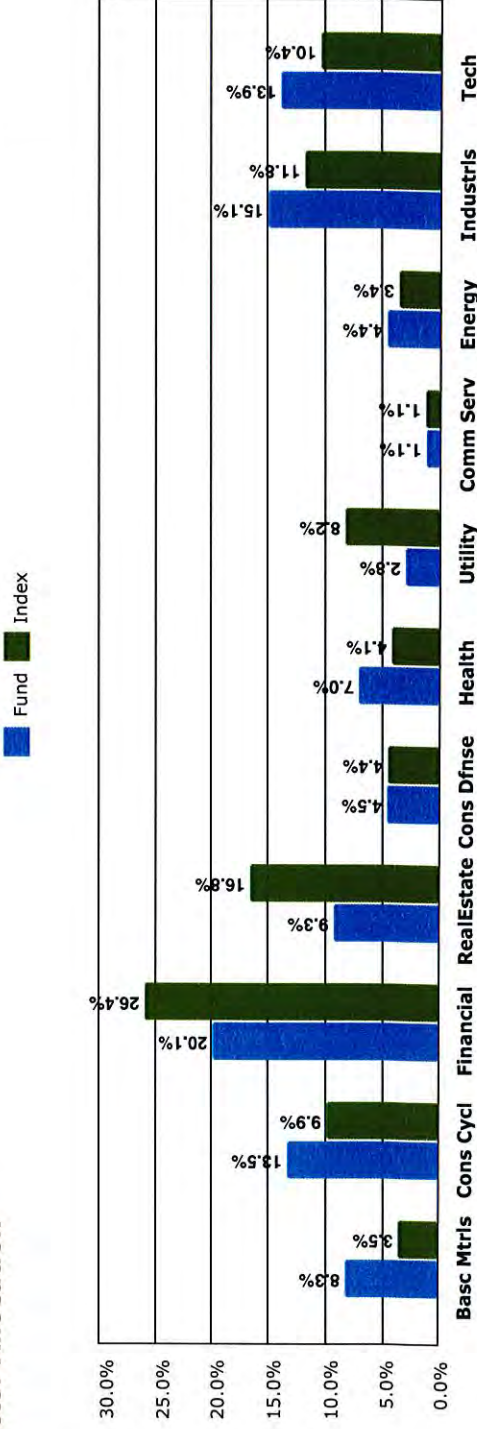
Performance (03/31/16)

	QTD	YTD	1 Year	3 Years	5 Years	10 Years	Total:
Lord Abbett Small Cap Value A	1.15	-4.47	6.22	5.65	6.44		
Russell 2000 Value	1.70	-7.72	5.73	6.67	4.42		
Morningstar Small Value Funds Avg	2.19	-6.88	6.06	6.61	5.11		

Calendar Year Performance

	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Lord Abbett Small Cap Value A	20.42	10.43	-31.06	29.82	26.23	-4.61	10.58	33.71	1.89	-1.17
Russell 2000 Value	23.48	-9.78	-28.92	20.58	24.50	-5.50	18.05	34.52	4.22	-7.47
Morningstar Small Value Funds Avg	16.27	-6.08	-32.24	31.32	26.17	-4.45	16.00	36.22	3.34	-6.71

Sector Allocation



Number of Holdings: 71

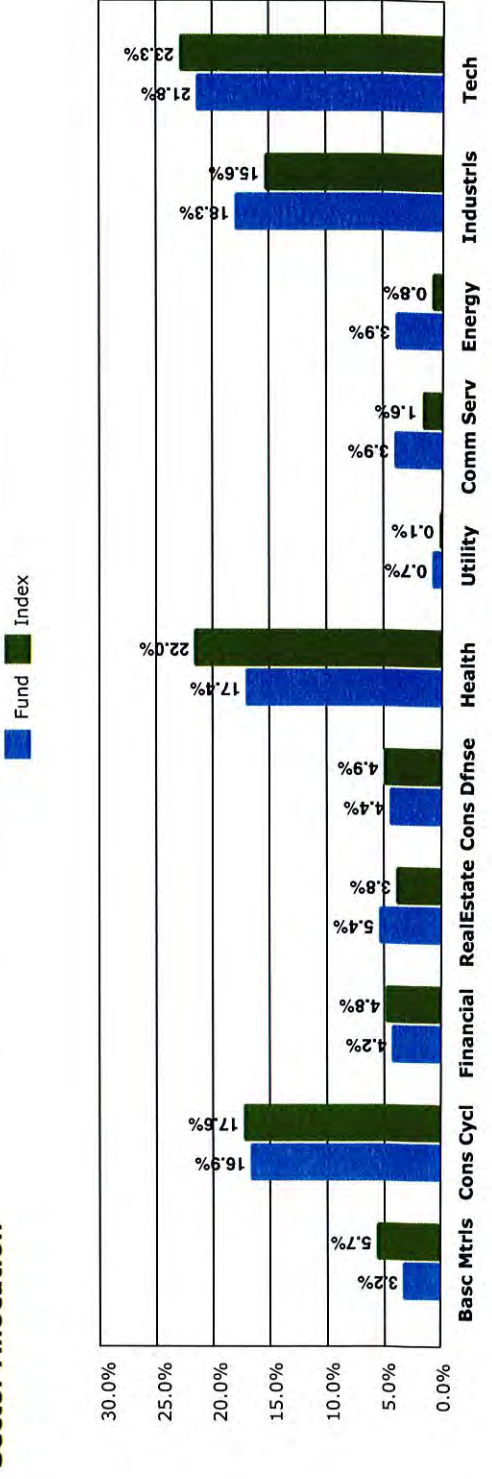
Total Fund Assets (\$MM): 1,191

Data Source: Morningstar Data as of 03/31/2016.

Baron Small Cap Retail

General Information Manager/Tenure: Greenberg, Clifford (1997) Ticker Symbol: BSCFX Inception Date: 1997-09-30 Expense Ratio: 1.30%		Top Ten Holdings Gartner Inc Class A 4.4% TransDigm Group Inc 4.2% Acuity Brands Inc 4.2% Bright Horizons Family Solutions Inc 3.8% SBA Communications Corp 3.2% Ultimate Software Group Inc 3.1% Waste Connections Inc 3.0% On Assignment Inc 2.5% IDEXX Laboratories Inc 2.3% Guidewire Software Inc 2.2% Total: 32.9%		Asset Composition US Stocks 93.2% Non US Stocks 3.8% US Bonds 0.0% Non US Bonds 0.0% Cash 1.7% Preferreds 0.0% Convertibles 0.0% Other 1.3%		Characteristics P/E Ratio 27.77X Fund Index 22.91X P/B Ratio 3.27X Fund Index 3.46X Turnover Ratio 15% Avg Market Cap Fund (\$MM) 3,735 Index (\$MM) 1,635 Number of Holdings 82 Total Fund Assets (\$MM) 3,456	
Performance (03/31/16) Baron Small Cap Retail Russell 2000 Growth Morningstar Small Growth Funds Avg		Market Cap Range Giant 0.0% Large 0.0% Mid 51.5% Small 42.1% Micro 6.4%		Calendar Year Performance Baron Small Cap Retail Russell 2000 Growth Morningstar Small Growth Funds Avg		2006 2007 2008 2009 2010 2011 2012 2013 2014 2015 YTD -2.84 -4.68 -4.33 -2.84 -12.85 4.64 6.36 5.31 -4.68 -4.33 -2.84 11.69 11.69 17.98 37.77 1.69 -5.24 13.35 7.05 -38.54 34.47 29.09 14.59 43.30 5.60 -1.38 10.81 7.59 -41.55 35.46 26.98 13.15 40.91 2.44 -2.41	

Sector Allocation

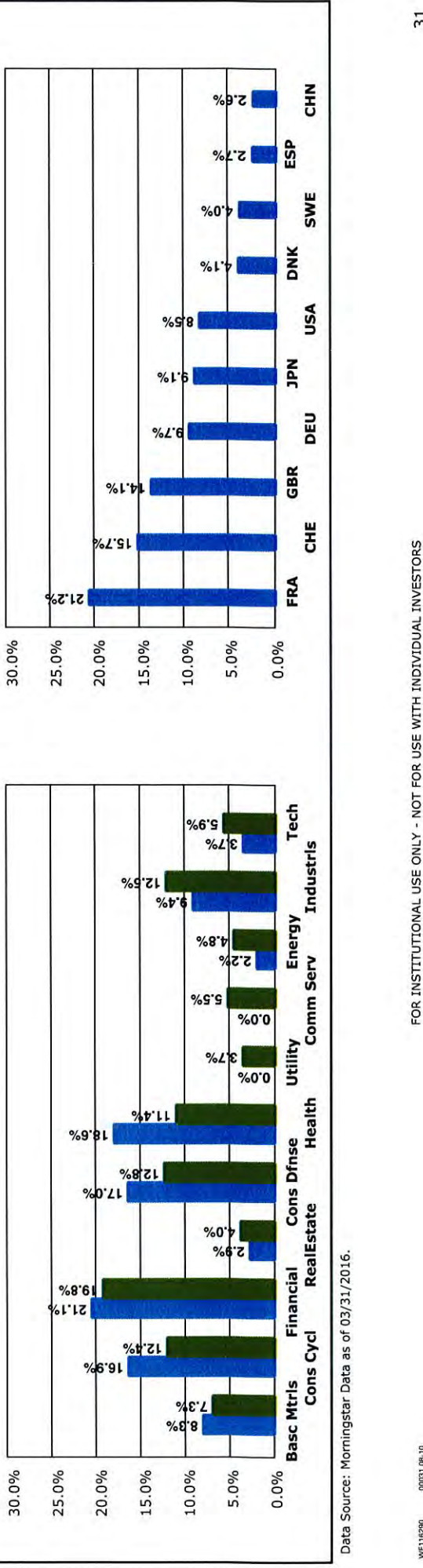


Data Source: Morningstar Data as of 03/31/2016.

Harbor International Investor

General Information Manager/Tenure: LaTorre, James J. (2009) Appleby, Howard (2009) Ducrest, Jean-Francois (2009) Northern Cross, LLC Sub-Advisor: HIINX Ticker Symbol: HIINX Inception Date: 2002-11-01 Expense Ratio: 1.13%		Top Ten Holdings Novo Nordisk A/S B 3.9% Las Vegas Sands Corp 3.4% Roche Holding AG Dividend Right Cert. 3.3% Unibail-Rodamco SE 2.8% Novartis AG 2.7% Allianz SE 2.6% Essilor International SA 2.5% Alibaba Group Holding Ltd ADR 2.5% Diageo PLC 2.5% Shire PLC 2.4% Total: 28.7%		Asset Composition US Stocks 8.1% Non US Stocks 86.3% US Bonds 0.0% Non US Bonds 0.0% Cash 3.7% Preferreds 0.0% Convertibles 0.0% Other 2.0%		Characteristics P/E Ratio 19.26X Fund Index 15.25X P/B Ratio 1.96X Fund Index 1.49X Turnover Ratio 25% Avg Market Cap Fund (\$MM) 46,422 Index (\$MM) 30,548 Number of Holdings 78 Total Fund Assets (\$MM) 40,500	
Performance (03/31/16) Harbor International Investor MSCI EAFE Morningstar Foreign Large Blend Funds Avg		Market Cap Range Giant 58.6% Large 38.3% Mid 3.1% Small 0.0% Micro 0.0%		Calendar Year Performance Harbor International Investor MSCI EAFE Morningstar Foreign Large Blend Funds Avg			
YTD QTD 2006 2007 2008 2009 2010 2011 2012 2013 2014 2015	0.41 -3.01 -1.98 0.41 -8.95 -42.86 11.17 12.71 21.35 -43.38 -43.99 31.24 10.24 18.29 19.44 -4.98 -1.59	1 Year 3 Years 5 Years 10 Years	3.30 1.80 1.61 1.57				

Sector Allocation Fund Index	
Basc Mtrls 8.9% Cons Cycl 7.3% Financial 16.9% RealEstate 21.1% Cons Dfnse 12.4% Health 18.6% Utility 11.4% Comm Serv 3.7% Energy 5.5% Industrls 4.8% Tech 9.4% 5.9% 3.7%	FRA 21.2% CHE 15.7% GBR 14.1% DEU 9.7% JPN 9.1% USA 8.5% DNK 4.1% SWE 4.0% ESP 2.7% CHN 2.6%



Wells Fargo Dow Jones Target Today R4

General Information		Top Ten Holdings		Asset Composition		Characteristics	
Manager/Tenure: Alldredge, Rodney (2006) Lauder, James (2006) Torregrosa, Ph.D., Paul (2010) Global Index Advisors, Inc.		2.0% Bank of America N.a Repo 1.3% Bank of Nova Scotia Nya/ Repo 0.9% HSBC Time Deposit Usd 0.8% Rib Floater Trust Ribgen Adjustable Var 0.5% Nbad Americas N.V. 0.5% Puttable Floating Option Taxab Putgen Adj 0.5% Koch Resources Llc 0.4% Credit Agricole Cib Ky 0.4% Kbc Bank 0.4% Sumitomo Mitsui Bkg Corp Total: 7.8%		US Stocks 9.9% Non US Stocks 4.9% US Bonds 40.8% Non US Bonds 12.0% Cash 24.2% Preferreds 0.0% Convertibles 0.0% Other 8.3%		P/E Ratio 17.45X Fund Index - P/B Ratio 1.69X Fund Index - Turnover Ratio 36% Avg Market Cap 57,070 Fund (\$MM) - Index (\$MM) 9,303 Number of Holdings 656 Total Fund Assets (\$MM) - Avg Credit Quality - Avg Maturity 8.7 Years Fund Index - Duration 6.36 Years Fund Index -	
Sub-Advisor: WOTRX Inception Date: 1994-03-01 Expense Ratio: 0.45%		Market Cap Range Giant 30.2% Large 23.2% Mid 33.4% Small 13.0% Micro 0.3%		Market Cap Range Giant 30.2% Large 23.2% Mid 33.4% Small 13.0% Micro 0.3%		Market Cap Range Giant 30.2% Large 23.2% Mid 33.4% Small 13.0% Micro 0.3%	
Performance (03/31/16) Wells Fargo Dow Jones Target Today R4 WF Advtg Dow Jones Target Today Comp Idx (1) Dow Jones Target Today		Performance (03/31/16) YTD 2.45 2006 2.54 2007 2.54 2008 2.54 2009 1.11 2010 2.25 2011 2.25 2012 3.30 2013 3.30 2014 4.49 2015 3.95		Performance (03/31/16) YTD 2.45 2006 2.54 2007 2.54 2008 2.54 2009 1.11 2010 2.25 2011 2.25 2012 3.30 2013 3.30 2014 4.49 2015 3.95		Performance (03/31/16) YTD 2.45 2006 2.54 2007 2.54 2008 2.54 2009 1.11 2010 2.25 2011 2.25 2012 3.30 2013 3.30 2014 4.49 2015 3.95	
Calendar Year Performance Wells Fargo Dow Jones Target Today R4 WF Advtg Dow Jones Target Today Comp Idx Dow Jones Target Today		Calendar Year Performance 2006 5.35 2007 6.48 2008 6.48 2009 9.34 2010 10.83 2011 10.83 2012 8.53 2013 8.53 2014 5.06 2015 5.44 2016 5.44		Calendar Year Performance 2006 5.35 2007 6.48 2008 6.48 2009 9.34 2010 10.83 2011 10.83 2012 8.53 2013 8.53 2014 5.06 2015 5.44 2016 5.44		Calendar Year Performance 2006 5.35 2007 6.48 2008 6.48 2009 9.34 2010 10.83 2011 10.83 2012 8.53 2013 8.53 2014 5.06 2015 5.44 2016 5.44	
Portfolio Allocation 49.7% Bonds 34.4% Cash 15.9% Equity		Portfolio Allocation 49.7% Bonds 34.4% Cash 15.9% Equity		Portfolio Allocation 49.7% Bonds 34.4% Cash 15.9% Equity		Portfolio Allocation 49.7% Bonds 34.4% Cash 15.9% Equity	
Stock U.S. Large Cap Value U.S. Large Cap Growth U.S. Mid Cap Value U.S. Mid Cap Growth U.S. Small Cap Value U.S. Small Cap Growth Foreign Emerging Europe/Canada		Stock U.S. Large Cap Value U.S. Large Cap Growth U.S. Mid Cap Value U.S. Mid Cap Growth U.S. Small Cap Value U.S. Small Cap Growth Foreign Emerging Europe/Canada		Stock U.S. Large Cap Value U.S. Large Cap Growth U.S. Mid Cap Value U.S. Mid Cap Growth U.S. Small Cap Value U.S. Small Cap Growth Foreign Emerging Europe/Canada		Stock U.S. Large Cap Value U.S. Large Cap Growth U.S. Mid Cap Value U.S. Mid Cap Growth U.S. Small Cap Value U.S. Small Cap Growth Foreign Emerging Europe/Canada	
Bond U.S. Government U.S. Corporate Foreign U.S. Mortgage		Bond U.S. Government U.S. Corporate Foreign U.S. Mortgage		Bond U.S. Government U.S. Corporate Foreign U.S. Mortgage		Bond U.S. Government U.S. Corporate Foreign U.S. Mortgage	

Data Source: Morningstar Data as of 03/31/2016 and Wells Fargo Funds Management as of 03/31/2016.
 (1) Prior to July 1, 2006, the Wells Fargo Advantage Dow Jones Target Today Composite Indices are comprised of weighted allocations to the Russell 3000 Index, MSCI EAFE Index, Barclays Capital 3-5 Year US Treasury Index, and the 91-day Treasury Bill Index according to the allocations across each of the major asset class categories represented by these indices, as reported in each Fund's annual and semi-annual reports. For periods after July 1, 2006, the returns of the composite indices represent the returns of each Fund's corresponding published Dow Jones Target Date Index.

Wells Fargo Dow Jones Target 2010 R4

General Information	Top Ten Holdings	Asset Composition	Characteristics																																												
Manager/Tenure: Alldredge, Rodney (2006) Lauder, James (2006) Torregrosa, Ph.D., Paul (2010) Sub-Advisor: Global Index Advisors, Inc. Ticker Symbol: WFORX Inception Date: 1994-03-01 Expense Ratio: 0.47%	1.6% Bank of America N.a Repo 1.1% Bank of Nova Scotia Nya/ Repo 0.7% HSBC Time Deposit Usd 0.7% Rib Floater Trust Ribgen Adjustable Var 0.4% Nbad Americas N.V. 0.4% Puttable Floating Option Taxab Putgen Adj 0.4% Koch Resources LLC 0.3% Credit Agricole Cib Ky 0.3% Kbc Bank 0.3% U.S. Treasury Nts Total: 6.2%	US Stocks 11.2% Non US Stocks 5.5% US Bonds 44.1% Non US Bonds 12.3% Cash 18.9% Preferreds 0.0% Convertibles 0.0% Other 8.1% Market Cap Range Giant 30.1% Large 23.2% Mid 33.4% Small 13.0% Micro 0.3%	P/E Ratio 17.45X Fund Index - P/B Ratio 1.69X Fund Index - Turnover Ratio 36% Avg Market Cap 57,070 Fund (\$MM) 9,303 Index (\$MM) 449 Number of Holdings - Total Fund Assets (\$MM) - Avg Credit Quality - Avg Maturity 8.7 Years Fund Index - Duration 6.36 Years Fund Index -																																												
Performance (03/31/16) <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th>QTD</th> <th>YTD</th> <th>1 Year</th> <th>3 Years</th> <th>5 Years</th> <th>10 Years</th> </tr> </thead> <tbody> <tr> <td>Wells Fargo Dow Jones Target 2010 R4</td> <td>2.68</td> <td>2.68</td> <td>0.64</td> <td>2.21</td> <td>3.22</td> <td>3.92</td> </tr> <tr> <td><i>WF Advtg Dow Jones Target 2010 Comp Idx (1)</i></td> <td>2.78</td> <td>2.78</td> <td>1.15</td> <td>2.69</td> <td>3.68</td> <td>4.42</td> </tr> <tr> <td><i>Dow Jones Target 2010</i></td> <td>2.78</td> <td>2.78</td> <td>1.15</td> <td>2.69</td> <td>3.68</td> <td>4.47</td> </tr> </tbody> </table>					QTD	YTD	1 Year	3 Years	5 Years	10 Years	Wells Fargo Dow Jones Target 2010 R4	2.68	2.68	0.64	2.21	3.22	3.92	<i>WF Advtg Dow Jones Target 2010 Comp Idx (1)</i>	2.78	2.78	1.15	2.69	3.68	4.42	<i>Dow Jones Target 2010</i>	2.78	2.78	1.15	2.69	3.68	4.47																
	QTD	YTD	1 Year	3 Years	5 Years	10 Years																																									
Wells Fargo Dow Jones Target 2010 R4	2.68	2.68	0.64	2.21	3.22	3.92																																									
<i>WF Advtg Dow Jones Target 2010 Comp Idx (1)</i>	2.78	2.78	1.15	2.69	3.68	4.42																																									
<i>Dow Jones Target 2010</i>	2.78	2.78	1.15	2.69	3.68	4.47																																									
Calendar Year Performance <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th>2006</th> <th>2007</th> <th>2008</th> <th>2009</th> <th>2010</th> <th>2011</th> <th>2012</th> <th>2013</th> <th>2014</th> <th>2015</th> </tr> </thead> <tbody> <tr> <td>Wells Fargo Dow Jones Target 2010 R4</td> <td>7.23</td> <td>6.94</td> <td>-11.02</td> <td>12.59</td> <td>8.80</td> <td>3.70</td> <td>6.03</td> <td>2.30</td> <td>3.86</td> <td>-1.16</td> </tr> <tr> <td><i>WF Advtg Dow Jones Target 2010 Comp Idx</i></td> <td>8.19</td> <td>7.73</td> <td>-10.81</td> <td>14.11</td> <td>9.71</td> <td>4.49</td> <td>6.40</td> <td>3.00</td> <td>4.20</td> <td>-0.72</td> </tr> <tr> <td><i>Dow Jones Target 2010</i></td> <td>7.90</td> <td>7.73</td> <td>-10.81</td> <td>14.11</td> <td>9.71</td> <td>4.49</td> <td>6.40</td> <td>3.00</td> <td>4.20</td> <td>-0.72</td> </tr> </tbody> </table>					2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	Wells Fargo Dow Jones Target 2010 R4	7.23	6.94	-11.02	12.59	8.80	3.70	6.03	2.30	3.86	-1.16	<i>WF Advtg Dow Jones Target 2010 Comp Idx</i>	8.19	7.73	-10.81	14.11	9.71	4.49	6.40	3.00	4.20	-0.72	<i>Dow Jones Target 2010</i>	7.90	7.73	-10.81	14.11	9.71	4.49	6.40	3.00	4.20	-0.72
	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015																																					
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Portfolio Allocation <div style="display: flex; justify-content: space-around;"> <div style="text-align: center;"> <p>54.7% 27.4% 17.9%</p> </div> <div style="text-align: center;"> <p>Bond</p> </div> <div style="text-align: center;"> <p>Stock</p> </div> </div>																																															

Data Source: Morningstar Data as of 03/31/2016 and Wells Fargo Funds Management as of 03/31/2016.

(1) Prior to July 1, 2006, the Wells Fargo Advantage Dow Jones Target Date Composite Indices are comprised of weighted allocations to the Russell 3000 Index, MSCI EAFE Index, Barclays Capital 3-5 Year US Treasury Index, and the 91-day Treasury Bill Index according to the allocations across each of the major asset class categories represented by these indices, as reported in each Fund's annual and semi-annual reports. For periods after July 1, 2006, the returns of the composite indices represent the returns of each Fund's corresponding published Dow Jones Target Date Index.

Wells Fargo Dow Jones Target 2020 R4

General Information		Top Ten Holdings		Asset Composition		Characteristics	
Manager/Tenure: Alldredge, Rodney (2006) Lauder, James (2006) Torregrosa, Ph.D., Paul (2010) Global Index Advisors, Inc. Sub-Advisor: WFLRX Inception Date: 1994-03-01 Expense Ratio: 0.50%		Apple Incorporated 0.4% U.S. Treasury Nts 0.4% U.S. Treasury Note 0.3% FnmA 0.3% U.S. Treasury N/b 0.3% U.S. Treasury Note 0.3% Gmma 0.3% U.S. Treasury N/b 0.3% U.S. Treasury N/b 0.3% FnmA 0.3% Total: 3.0%		US Stocks 21.2% Non US Stocks 10.3% US Bonds 47.6% Non US Bonds 12.7% Cash 3.0% Preferreds 0.0% Convertibles 0.0% Other 5.2%		P/E Ratio Fund 17.45X Index - P/B Ratio Fund 1.69X Index - Turnover Ratio 34% Avg Market Cap Fund (\$MM) 57,070 Index - Number of Holdings 9,303 Total Fund Assets (\$MM) 2,386 Avg Credit Quality - Avg Maturity Fund 8.7 Years Index - Duration Fund 6.36 Years Index -	
Performance (03/31/16)		Market Cap Range		Asset Composition		Characteristics	
Wells Fargo Dow Jones Target 2020 R4 WF Advtg Dow Jones Target 2020 Comp Idx (1) Dow Jones Target 2020		Giant 29.9% Large 23.2% Mid 33.5% Small 13.1% Micro 0.3%		US Stocks 21.2% Non US Stocks 10.3% US Bonds 47.6% Non US Bonds 12.7% Cash 3.0% Preferreds 0.0% Convertibles 0.0% Other 5.2%		P/E Ratio Fund 17.45X Index - P/B Ratio Fund 1.69X Index - Turnover Ratio 34% Avg Market Cap Fund (\$MM) 57,070 Index - Number of Holdings 9,303 Total Fund Assets (\$MM) 2,386 Avg Credit Quality - Avg Maturity Fund 8.7 Years Index - Duration Fund 6.36 Years Index -	
Calendar Year Performance		Market Cap Range		Asset Composition		Characteristics	
Wells Fargo Dow Jones Target 2020 R4 WF Advtg Dow Jones Target 2020 Comp Idx Dow Jones Target 2020		Giant 29.9% Large 23.2% Mid 33.5% Small 13.1% Micro 0.3%		US Stocks 21.2% Non US Stocks 10.3% US Bonds 47.6% Non US Bonds 12.7% Cash 3.0% Preferreds 0.0% Convertibles 0.0% Other 5.2%		P/E Ratio Fund 17.45X Index - P/B Ratio Fund 1.69X Index - Turnover Ratio 34% Avg Market Cap Fund (\$MM) 57,070 Index - Number of Holdings 9,303 Total Fund Assets (\$MM) 2,386 Avg Credit Quality - Avg Maturity Fund 8.7 Years Index - Duration Fund 6.36 Years Index -	
Portfolio Allocation		Market Cap Range		Asset Composition		Characteristics	
62.8% Bonds 3.9% Cash 33.4% Equity		Giant 29.9% Large 23.2% Mid 33.5% Small 13.1% Micro 0.3%		US Stocks 21.2% Non US Stocks 10.3% US Bonds 47.6% Non US Bonds 12.7% Cash 3.0% Preferreds 0.0% Convertibles 0.0% Other 5.2%		P/E Ratio Fund 17.45X Index - P/B Ratio Fund 1.69X Index - Turnover Ratio 34% Avg Market Cap Fund (\$MM) 57,070 Index - Number of Holdings 9,303 Total Fund Assets (\$MM) 2,386 Avg Credit Quality - Avg Maturity Fund 8.7 Years Index - Duration Fund 6.36 Years Index -	
Portfolio Allocation		Market Cap Range		Asset Composition		Characteristics	
U.S. Large Cap Value U.S. Large Cap Growth U.S. Mid Cap Value U.S. Mid Cap Growth U.S. Small Cap Value U.S. Small Cap Growth Foreign Emerging Europe/Canada Asia/Pacific		Giant 29.9% Large 23.2% Mid 33.5% Small 13.1% Micro 0.3%		US Stocks 21.2% Non US Stocks 10.3% US Bonds 47.6% Non US Bonds 12.7% Cash 3.0% Preferreds 0.0% Convertibles 0.0% Other 5.2%		P/E Ratio Fund 17.45X Index - P/B Ratio Fund 1.69X Index - Turnover Ratio 34% Avg Market Cap Fund (\$MM) 57,070 Index - Number of Holdings 9,303 Total Fund Assets (\$MM) 2,386 Avg Credit Quality - Avg Maturity Fund 8.7 Years Index - Duration Fund 6.36 Years Index -	
Portfolio Allocation		Market Cap Range		Asset Composition		Characteristics	
U.S. Government U.S. Corporate Foreign U.S. Mortgage		Giant 29.9% Large 23.2% Mid 33.5% Small 13.1% Micro 0.3%		US Stocks 21.2% Non US Stocks 10.3% US Bonds 47.6% Non US Bonds 12.7% Cash 3.0% Preferreds 0.0% Convertibles 0.0% Other 5.2%		P/E Ratio Fund 17.45X Index - P/B Ratio Fund 1.69X Index - Turnover Ratio 34% Avg Market Cap Fund (\$MM) 57,070 Index - Number of Holdings 9,303 Total Fund Assets (\$MM) 2,386 Avg Credit Quality - Avg Maturity Fund 8.7 Years Index - Duration Fund 6.36 Years Index -	

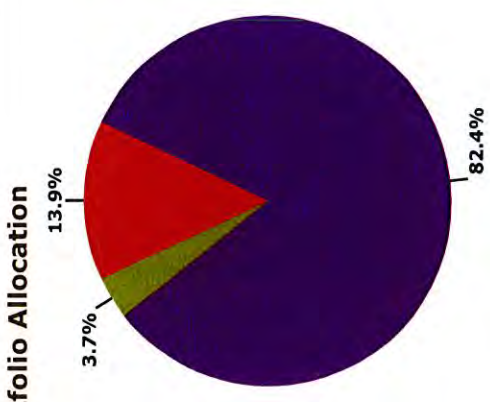


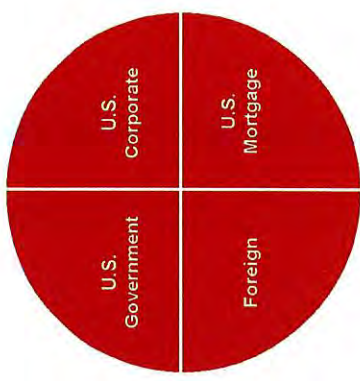
Data Source: Morningstar Data as of 03/31/2016 and Wells Fargo Funds Management as of 03/31/2016.
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Wells Fargo Dow Jones Target 2030 R4

General Information		Top Ten Holdings		Asset Composition		Characteristics	
Manager/Tenure: Alldredge, Rodney (2006) Lauder, James (2006) Torregrosa, Ph.D., Paul (2010) Global Index Advisors, Inc.		0.8% 0.4% 0.3% 0.3% 0.3% 0.3% 0.3% 0.2% 0.2% 0.2% Total: 3.3%		US Stocks 39.4% Non US Stocks 19.3% US Bonds 25.5% Non US Bonds 8.1% Cash 3.1% Preferreds 0.0% Convertibles 0.0% Other 4.5%		P/E Ratio 17.45X Fund Index P/B Ratio 1.69X Fund Index Turnover Ratio 30% Avg Market Cap 57,070 Fund (\$MM) Index (\$MM) Number of Holdings 9,303 Total Fund Assets (\$MM) 2,717 Avg Credit Quality Avg Maturity 8.7 Years Fund Index Duration 6.36 Years Fund Index	
Performance (03/31/16) Wells Fargo Dow Jones Target 2030 R4 WF Advtg Dow Jones Target 2030 Comp Idx (1) Dow Jones Target 2030		Market Cap Range Giant 30.1% Large 23.2% Mid 33.4% Small 13.0% Micro 0.3%		Asset Composition US Stocks 39.4% Non US Stocks 19.3% US Bonds 25.5% Non US Bonds 8.1% Cash 3.1% Preferreds 0.0% Convertibles 0.0% Other 4.5%		Characteristics P/E Ratio 17.45X Fund Index P/B Ratio 1.69X Fund Index Turnover Ratio 30% Avg Market Cap 57,070 Fund (\$MM) Index (\$MM) Number of Holdings 9,303 Total Fund Assets (\$MM) 2,717 Avg Credit Quality Avg Maturity 8.7 Years Fund Index Duration 6.36 Years Fund Index	
Calendar Year Performance Wells Fargo Dow Jones Target 2030 R4 WF Advtg Dow Jones Target 2030 Comp Idx Dow Jones Target 2030		Performance (03/31/16) Wells Fargo Dow Jones Target 2030 R4 WF Advtg Dow Jones Target 2030 Comp Idx (1) Dow Jones Target 2030		Market Cap Range Giant 30.1% Large 23.2% Mid 33.4% Small 13.0% Micro 0.3%		Characteristics P/E Ratio 17.45X Fund Index P/B Ratio 1.69X Fund Index Turnover Ratio 30% Avg Market Cap 57,070 Fund (\$MM) Index (\$MM) Number of Holdings 9,303 Total Fund Assets (\$MM) 2,717 Avg Credit Quality Avg Maturity 8.7 Years Fund Index Duration 6.36 Years Fund Index	
Portfolio Allocation 35.2% 3.8% 61.0%		Portfolio Allocation 35.2% 3.8% 61.0%		Asset Composition US Stocks 39.4% Non US Stocks 19.3% US Bonds 25.5% Non US Bonds 8.1% Cash 3.1% Preferreds 0.0% Convertibles 0.0% Other 4.5%		Characteristics P/E Ratio 17.45X Fund Index P/B Ratio 1.69X Fund Index Turnover Ratio 30% Avg Market Cap 57,070 Fund (\$MM) Index (\$MM) Number of Holdings 9,303 Total Fund Assets (\$MM) 2,717 Avg Credit Quality Avg Maturity 8.7 Years Fund Index Duration 6.36 Years Fund Index	
Portfolio Allocation 35.2% 3.8% 61.0%		Portfolio Allocation 35.2% 3.8% 61.0%		Asset Composition US Stocks 39.4% Non US Stocks 19.3% US Bonds 25.5% Non US Bonds 8.1% Cash 3.1% Preferreds 0.0% Convertibles 0.0% Other 4.5%		Characteristics P/E Ratio 17.45X Fund Index P/B Ratio 1.69X Fund Index Turnover Ratio 30% Avg Market Cap 57,070 Fund (\$MM) Index (\$MM) Number of Holdings 9,303 Total Fund Assets (\$MM) 2,717 Avg Credit Quality Avg Maturity 8.7 Years Fund Index Duration 6.36 Years Fund Index	

Data Source: Morningstar Data as of 03/31/2016 and Wells Fargo Funds Management as of 03/31/2016.
 (1) Prior to July 1, 2006, the Wells Fargo Advantage Dow Jones Target Date Composite Indices are comprised of weighted allocations to the Russell 3000 Index, MSCI EAFE Index, Barclays Capital 3-5 Year US Treasury Index, and the 91-day Treasury Bill Index according to the allocations across each of the major asset class categories represented by these indices, as reported in each Fund's annual and semi-annual reports. For periods after July 1, 2006, the returns of the composite indices represent the returns of each Fund's corresponding published Dow Jones Target Date Index.

Wells Fargo Dow Jones Target 2040 R4

General Information		Top Ten Holdings		Asset Composition		Characteristics			
Manager/Tenure: Alldredge, Rodney (2006) Lauder, James (2006) Torregrosa, Ph.D., Paul (2010) Global Index Advisors, Inc.		1.1% 0.5% 0.5% 0.4% 0.4% 0.4% 0.3% 0.3% 0.3%		53.8% 25.6% 10.4% 3.1% 2.8% 0.0% 0.0% 4.3%		P/E Ratio Fund Index 17.45X -			
Sub-Advisor: WTFRX Inception Date: 1994-03-01 Expense Ratio: 0.52%		0.4% 0.4% 0.4% 0.3% 0.3% 0.3% Total: 4.5%		Market Cap Range Giant 29.7% Large 23.2% Mid 33.7% Small 13.2% Micro 0.3%		Turnover Ratio Avg Market Cap Fund (\$MM) Index (\$MM) 57,070 -			
Performance (03/31/16) Wells Fargo Dow Jones Target 2040 R4 WF Advtg Dow Jones Target 2040 Comp Idx (1) Dow Jones Target 2040		YTD 1.56 1.54 1.54		1 Year -3.93 -3.41 -3.41		5 Years 5.77 6.27 6.43		10 Years 5.10 5.50 5.39	
Calendar Year Performance Wells Fargo Dow Jones Target 2040 R4 WF Advtg Dow Jones Target 2040 Comp Idx Dow Jones Target 2040		2006 14.89 16.05 16.64		2007 7.74 8.47 8.48		2008 -36.23 -36.80 -36.80		2009 32.68 34.64 34.64	
		2010 16.60 17.67 17.67		2011 -4.03 -3.59 -3.59		2012 14.67 14.88 14.88		2013 21.61 22.38 22.38	
		2014 5.38 6.02 6.03		2015 -2.46 -1.95 -1.94		Number of Holdings Total Fund Assets (\$MM) Avg Credit Quality Avg Maturity Fund Index 8.7 Years -		Duration Fund Index 6.36 Years -	
Portfolio Allocation 		Portfolio Allocation 		Stock 		Bond 			

Data Source: Morningstar Data as of 03/31/2016 and Wells Fargo Funds Management as of 03/31/2016.
 (1) Prior to July 1, 2006, the Wells Fargo Advantage Dow Jones Target Date Composite Indices are comprised of weighted allocations to the Russell 3000 Index, MSCI EAFE Index, Barclays Capital 3-5 Year US Treasury Index, and the 91-day Treasury Bill Index according to the allocations across each of the major asset class categories represented by these indices, as reported in each Fund's annual and semi-annual reports. For periods after July 1, 2006, the returns of the composite indices represent the returns of each Fund's corresponding published Dow Jones Target Date Index.

Disclosures

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Effective June 26, 2006, the Funds are sub-advised by Global Index Advisors, Inc. ("GIA") and will be managed to track the performance of the Dow Jones Target Date Indexes before fees and expenses. Prior to this date, the funds were known as the Wells Fargo Advantage Outlook Funds and were managed in a primarily passive approach which differed from the Dow Jones Target Date Indexes. Each Fund's name has been changed to correspond to the name of the Dow Jones Target Date Index that it will seek to replicate.

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CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Administration Committee Memo

May 25, 2016

Subject: April 2016 Financial Report

NOTICE: The Authority's December 31, 2015 year-end audit is underway. The Balance Sheet for April 2016 has been included, however, since the year-end audit adjustments, which affect the Balance Sheet, have not been finalized, amounts reported on the Balance Sheet may change upon completion of the audit.

SUMMARY: The Authority's net financial performance for the month of April falls short of budgeted amounts by \$1,321,021. The monthly variance is mainly attributed to a combination of departmental expenses exceeding budgeted amounts by \$395,004 and sales tax estimates posting \$687,068 less than amounts budgeted.

REVENUES

- Sales Tax – April sales tax has been estimated at \$2,595,206, which is the same amount as April 2015 actual collections.

UPDATE – SALES TAX COLLECTIONS FOR MARCH 2016 SALES OF \$2,956,952 WERE RECEIVED ON MAY 13, 2016 AND ARE \$180,257 LOWER THAN COLLECTIONS FOR THE SAME PERIOD LAST YEAR, A DECREASE OF 5.7%. YEAR-TO-DATE COLLECTIONS FOR 2016 TOTAL \$7,780,761 WHICH ARE 8.46% (\$719,239) UNDER 2016 BUDGETED AMOUNTS.

- Operating Revenues – For the month of April, Passenger Service was \$138,063 vs. \$141,036 in 2015 – a decrease of \$2,973 (2.11%), and \$10,503 (7.07%) lower than current budget estimates. Other operating revenues, including bus advertising, were \$23,109 vs. \$15,416 budgeted for a net increase of \$7,693.

EXPENSES

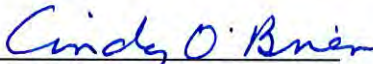
Over all, monthly departmental expenses are over budget by \$395,004, or 16.3%. The majority of the variances are due to timing of the posting of a payroll accrual and higher health insurance costs. Following are comments relating to the specific expense categories.

- Salaries & Benefits – April reflects \$1,243,707, which is 21.58% (\$220,731) over budgeted amounts. The major factor for this variance is timing of the payroll accrual. For year to date expenses, this category is within 1.79% of budget.

- Services – April reflects \$293,437, which is 0.58% (\$1,711) under budget. Most departments are within reasonable range of the budget, with Professional Services exceeding budget by \$52,286, however, offset by savings in Contract Maintenance and Legal Fees categories.
- Materials and Supplies – April reports \$325,618, which is 15.55% (\$43,810) over budget. This variance is mainly attributed to additional repair parts for bus engine and transmission work expensed this period. For year to date expenses, this category is within 4% of budget.
- Insurance – April reports \$322,192, which is \$91,335 (39.56%) over budget. This variance is attributed to increase in Health claims paid versus amounts budgeted. The year to date expenses are at 21.96% over budget.
- Purchased Transportation – April reports \$489,137 which is \$40,287 (8.98%) over budget. This variance is mainly due to doubling up a few vendor payments in March. The year-to-date expenses are \$56,298 (3.14%) over budget.
- Miscellaneous – April reports \$76,283 which is \$8,233 (12.1%) over budget. This variance is mainly associated with advertising/media expenses in Marketing.

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

Respectfully Submitted,

Submitted by: 
Cindy O'Brien
Director of Finance

Approval: 
Jorge G. Cruz-Aedo
Chief Executive Officer

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

	<u>April 30, 2016</u>	<u>March 31, 2016</u>	<u>April 30, 2015</u>
ASSETS			
Current Assets:			
Cash and cash equivalents	\$ 18,124,637	17,000,547	34,220,758
Investments	12,912,304	13,157,304	19,714,737
Receivables			
Sales taxes	5,732,415	6,873,549	5,890,109
Accrued interest receivable	-	-	87,513
Due from federal/state Government	7,637,687	8,239,943	-
Other	79,226	82,167	413,259
Inventories	673,971	666,939	632,208
Prepaid Expenses	451,976	511,790	312,459
Net Pension Asset	1,620,214	1,677,817	1,010,165
Total Current Assets	<u>47,232,430</u>	<u>48,210,056</u>	<u>62,281,208</u>
Capital Assets:			
Capital assets:			
Land and Construction in progress	52,006,763	49,761,872	13,219,434
Other capital assets, net of depreciation	28,996,221	29,659,733	33,378,558
Total Capital Assets	<u>81,002,984</u>	<u>79,421,605</u>	<u>46,597,992</u>
Total Assets	<u>128,235,414</u>	<u>127,631,661</u>	<u>108,879,200</u>
LIABILITIES			
Current Liabilities:			
Accounts payable	1,861,418	(523,218)	744,632
Accrued compensated absences	227,838	227,838	225,748
Bonds Payable	540,000	-	-
Distributions to regional entities payable	3,585,370	3,585,370	1,510,788
Other accrued liabilities	740,243	556,986	454,770
Total Current Liabilities	<u>6,954,869</u>	<u>3,846,976</u>	<u>2,935,938</u>
Non-Current Liabilities:			
Accrued compensated absences	109,359	109,359	91,093
Bonds Payable	20,375,000	20,915,000	21,450,000
Other Post Employment Benefits	518,327	518,327	487,164
Total Non-Current Liabilities	<u>21,002,686</u>	<u>21,542,686</u>	<u>22,028,257</u>
Total Liabilities	<u>27,957,555</u>	<u>25,389,662</u>	<u>24,964,195</u>
NET POSITION			
Net Investment in Capital Assets	81,002,984	79,421,605	46,597,992
Restricted for debt service	1,611,302	1,611,302	1,611,302
Restricted for pension plan obligation	1,620,214	1,677,817	1,010,165
Unrestricted	16,043,360	19,531,276	34,695,547
Total Net Position	<u>\$ 100,277,859</u>	<u>102,241,999</u>	<u>83,915,004</u>

Corpus Christi Regional Transportation Authority
Statement of Revenues and Expenditures By Cost Center (Unaudited)
Months ended April 30, 2016 & April 30, 2015

	Current Month			Prior Year Comparison	
	Actual	Budget	Favorable (Unfavorable) Variance	2015	Favorable (Unfavorable) Comparison
	A	B	A vs B	C	A vs C
Operating Revenues:					
Passenger service	\$ 138,063	148,566	(10,503)	141,036	(2,973)
Bus advertising	11,752	8,000	3,752	3,333	8,419
Charter service	-	-	-	-	-
Other operating revenues	11,357	7,416	3,941	3,308	8,049
Total Operating Revenues	161,172	163,982	(2,810)	147,677	13,495
Operating Expenses:					
Transportation	711,285	548,280	(163,005)	551,344	(159,941)
Customer Programs	27,278	12,819	(14,459)	13,032	(14,246)
Purchased Transportation	499,654	456,122	(43,532)	440,803	(58,851)
Service Development	117,297	59,775	(57,522)	18,174	(99,123)
MIS	91,719	46,717	(45,002)	32,984	(58,735)
Vehicle Maintenance	498,985	435,490	(63,495)	470,611	(28,374)
Facilities Maintenance	154,578	173,110	18,532	141,801	(12,777)
Contracts and Procurements	11,316	13,354	2,038	19,231	7,915
CEO's Office	33,997	49,895	15,898	54,436	20,439
Finance and Accounting	45,861	37,546	(8,315)	38,273	(7,588)
Materials Management	13,553	10,073	(3,480)	10,310	(3,243)
Human Resources	388,577	337,875	(50,702)	391,369	2,792
General Administration	37,032	30,915	(6,117)	26,972	(10,060)
Capital Project Management	19,190	12,947	(6,243)	13,564	(5,626)
Marketing & Communications	58,021	52,107	(5,914)	25,346	(32,675)
Safety & Security	102,410	91,669	(10,741)	82,126	(20,284)
Staples Street Center	3,460	50,516	47,056	-	(3,460)
TCN Coordinator	-	-	-	-	-
Total Departmental Expenses	2,814,213	2,419,209	(395,004)	2,330,376	582,587
Depreciation	663,747	663,748	1	430,285	(233,462)
Total Operating Expenses	3,477,960	3,082,957	(395,003)	2,760,661	349,125
Operating Income (Loss)	(3,316,788)	(2,918,974)	(397,814)	(2,612,984)	362,620
Other Income (Expense)					
Sales Tax Revenue	2,162,932	2,850,000	(687,068)	2,761,765	(598,833)
Federal, state and local grant assistance	130,717	350,000	(219,283)	352,283	(221,566)
Investment Income	144	12,000	(11,856)	12,143	(11,999)
Gain (Loss) on Disposition of Property	-	5,000	(5,000)	-	-
Subrecipient Grant Agreements	-	-	-	(50,685)	50,685
Street Improvements Program for CCRTA Region Entities	-	-	-	-	-
Net Income (Loss) Before Capital Grants and Donations	(1,022,995)	298,026	(1,321,021)	462,522	(419,093)
Capital Grants & Donations	-	-	-	-	-
Change in Net Assets	\$ (1,022,995)	298,026	(1,321,021)	462,522	(419,093)

Corpus Christi Regional Transportation Authority
Statement of Revenues And Expenditures By Cost Center (Unaudited)
Year-to-date April 30, 2016 & April 30, 2015

	Year-to-date			Prior Year Comparison	
	Actual	Budget	Favorable (Unfavorable) Variance	2015	Favorable (Unfavorable) Comparison
	A	B	A vs B	C	A vs C
Operating Revenues:					
Passenger service	\$ 564,691	591,308	(26,617)	581,181	(16,490)
Bus advertising	32,722	19,000	13,722	13,333	19,389
Charter service	-	-	-	-	-
Other operating revenues	66,495	29,664	36,831	35,730	30,765
Total Operating Revenues	663,908	639,972	23,936	630,244	33,664
Operating Expenses:					
Transportation	2,249,271	2,170,170	(79,101)	2,258,404	9,133
Customer Programs	108,716	57,506	(51,210)	64,496	(44,220)
Purchased Transportation	1,876,621	1,826,629	(49,992)	1,756,841	(119,780)
Service Development	207,732	271,906	64,174	73,419	(134,313)
MIS	246,637	184,991	(61,646)	179,506	(67,131)
Vehicle Maintenance	1,556,758	1,717,715	160,957	1,822,224	265,466
Facilities Maintenance	539,350	685,441	146,091	499,058	(40,292)
Contracts and Procurements	45,238	60,164	14,926	85,807	40,569
CEO's Office	141,861	225,879	84,018	171,936	30,075
Finance and Accounting	144,517	151,471	6,954	140,675	(3,842)
Materials Management	41,220	40,392	(828)	45,750	4,530
Human Resources	1,342,061	1,232,386	(109,675)	1,257,415	(84,646)
General Administration	114,690	119,613	4,923	106,926	(7,764)
Capital Project Management	57,592	54,181	(3,411)	57,639	47
Marketing & Communications	173,549	162,080	(11,469)	87,030	(86,519)
Safety & Security	385,414	366,866	(18,548)	344,201	(41,213)
Staples Street Center	10,904	168,874	157,970	34,823	23,919
TCN Coordinator	-	-	-	-	-
Total Departmental Expenses	9,242,131	9,496,263	254,132	8,986,150	329,128
Depreciation	2,654,988	2,654,991	3	1,721,144	(933,844)
Total Operating Expenses	11,897,119	12,151,254	254,135	10,707,294	(604,716)
Operating Income (Loss)	(11,233,211)	(11,511,281)	278,070	(10,077,050)	(571,052)
Other Income (Expense)					
Sales Tax Revenue	10,556,224	11,350,000	(793,776)	11,238,209	(681,985)
Federal, state and local grant assistance	539,668	1,100,000	(560,332)	1,057,396	(517,728)
Investment Income	28,112	34,200	(6,088)	43,975	(15,863)
Gain (Loss) on Disposition of Property	-	10,000	(10,000)	-	-
Interest Expense on Bonds	-	-	-	-	-
Transfer to Capital Programs	-	-	-	-	-
Subrecipient Grant Agreements	(13,428)	(209,520)	196,092	(50,685)	37,257
Street Improvements Program for CCRTA Region Entities	(45,000)	-	(45,000)	-	(45,000)
Net Income (Loss) Before Capital Grants and Donations	(167,635)	773,399	(941,034)	2,211,845	(1,794,371)
Capital Grants & Donations	-	-	-	-	-
Change in Net Assets	\$ (167,635)	773,399	(941,034)	2,211,845	(1,794,371)



CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY

Audit, Finance, Health, & Pension Subcommittee Memo

May 25, 2016

**Subject: Resolution Authorizing Execution of Third Amendment to RTA
Employees Defined Benefit Plan and Trust**

Background

RTA currently has an Employee Defined Benefit Plan & Trust. During the 2016 Budget process, a cost-of-living increase was included in the budget for retirees. The Board of Directors approved this increase through the adoption of the 2016 CCRTA Operating Budget on November 4, 2015.


Identified Need

The Defined Benefit Plan and Trust document requires an amendment to the plan to incorporate this cost-of-living adjustment. The proposed resolution and amendment to the plan are included as Attachment #1 and #2, respectively.

Recommendation

Staff requests the Audit, Finance, Health, & Pension Subcommittee recommend to the Board of Directors confirmation and execution of the Third Amendment to the RTA Employees Defined Benefit Plan and Trust through resolution.

Respectfully Submitted,

Submitted by: 
Cindy O'Brien
Director of Finance

Approval: 
Jorge G. Cruz-Aedo
Chief Executive Officer

ATTACHMENT #1

RESOLUTION

AMENDING THE RTA EMPLOYEES' DEFINED BENEFIT PLAN AND TRUST TO CONFIRM THE BOARD OF DIRECTORS' AUTHORITY TO PROVIDE COST OF LIVING ADJUSTMENTS FOR PARTICIPANTS RECEIVING MONTHLY RETIREMENT BENEFITS AND IMPLEMENTING A COST OF LIVING ADJUSTMENT IN 2016

WHEREAS, the Corpus Christi Regional Transportation Authority, (the "RTA") has adopted and maintains the RTA Employees Defined Benefit Plan and Trust (the "Plan") in order to provide retirement benefits to its employees; and

WHEREAS, the RTA desires to amend the Plan to confirm the authority of the Board of Directors to provide cost of living adjustments for participants receiving monthly retirement benefits;

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

1. The Board hereby amends the Plan by approving and adopting the Third Amendment to the RTA Employees Defined Benefit Plan and Trust in the form attached hereto, to be effective as of January 1, 2016.

2. The Board hereby confirms the implementation of cost of living adjustments in the amount of five percent (5%) for participants receiving monthly retirement benefits whose benefits began on or prior to January 1, 2005, and two percent (2%) for participants receiving monthly retirement benefits whose benefits began between January 2, 2005, and January 1, 2010, as provided in the 2016 Operating Budget, such adjustments to be effective as of January 1, 2016.

Duly PASSED and ADOPTED this 1st day of June, 2016.

**CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY**

By: _____
Curtis Rock
Chairman of the Board

ATTEST:

By: _____
Mary Saenz, Board Secretary

ATTACHEMENT #2
THIRD AMENDMENT
TO THE
RTA EMPLOYEES DEFINED BENEFIT PLAN AND TRUST
(As Amended and Restated Effective January 1, 2010)

Pursuant to Section 7.01 of the RTA Employees Defined Benefit Plan and Trust (the "Plan"), the Corpus Christi Regional Transportation Authority (the "RTA") hereby amends the Plan to add a new Section 3.11, immediately following Section 3.10, to read as follows:

3.11 COST OF LIVING ADJUSTMENTS

The Employer may from time to time provide cost of living adjustments for Participants receiving monthly retirement benefits in amounts determined solely within the discretion of the Board. Such adjustments shall be effective upon the effective date of the operating budget of Employer providing the necessary funding for such adjustment or as otherwise established by resolution of the Board.

IN WITNESS WHEREOF, Corpus Christi Regional Transportation Authority has caused this Third Amendment to the RTA Employee Defined Benefit Plan and Trust to be executed by its authorized officers on this 1st day of June, 2016.

CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY

By: _____
Curtis Rock
Chairman of the Board

**REGIONAL TRANSPORTATION AUTHORITY
OPERATIONS COMMITTEE MEETING
MINUTES Wednesday, March 23, 2016**

**Summary of
Action**

1. **Held Roll Call**
2. **Provided Opportunity for Public Comment**
3. **Approved the Operations Committee Meeting Minutes of February 24, 2016**
4. **Recommended the Board Authorized Issuing an Invitation for Bids (IFB) for Fasteners and Miscellaneous Shop Supplies**
5. **Recommended the Board Authorize Awarding a Contract to Clean Energy for Maintenance Services for the compressed Natural Gas (CNG) Fueling Station**
6. **Recommended the Board Authorize Awarding a Contract to Landscape Forms through Texas Multiple Award Schedules (TXMAS) for the Procurement of Bus Stop Benches**
7. **Heard Update on Security Equipment for Building Access and Parking Lot Access**
8. **Heard Presentations on: a.) 2016 Service Performance Report b.) February 2016 Operations Report c.) Procurement Update**

The Operations Committee for the Regional Transportation Authority Board of Directors met at 10:30 a.m. on Wednesday, March 23, 2016 at the CCRTA Administration/Operations Facility located at 5658 Bear Lane, Corpus Christi, Texas.

Committee Members Present: Mary Saenz, (Chair) George B. Clower, Thomas Dreyer, Scott Harris, Glenn Martin, Michael Reeves

Staff Members Present: Jorge Cruz-Aedo, CEO; John Alexander, Kelly Coughlin, William Laridis, C.J. Loomis, Sharon Montez, Cindy O'Brien, Sharon Montez, Mike Rendon, Gordon Robinson, Robert Saldana, Rosa Villarreal, and Stephanie Alvarez

Public Present: Rosie Aguiar, Rowland Estrada, ATU Local 1769; Line; Doreen Harrell Kailo Communications

Call to Order

Mary Saenz called the Operations Committee meeting to order at 10:38 a.m.

Roll Call

Stephanie Alvarez called roll and declared there was a quorum.

Opportunity for Public Comment

No one spoke under public comment.

Discussion and Possible Action to Recommend the Board Approve the Operations Committee Minutes of February 24, 2016

MR. REEVES MADE A MOTION TO APPROVE THE OPERATIONS COMMITTEE MINUTES OF February 24, 2016. MR. DREYER SECONDED THE MOTION. THE MOTION CARRIED. CLOWER, DREYER, MARTIN, REEVES, SAENZ, VOTING IN FAVOR.

Discussion and Possible Action to Recommend the Board Authorize Issuing an Invitation for Bids (IFB) for Fasteners and Miscellaneous Shop Supplies

Mr. Bryan Garner reported the reasoning for request of an IFB for fasteners and various shop supplies. Mr. Garner reported the responsibilities the awarded vendor will provide. He stated that the IFB will be structured as a three-year base contract with two one-year options. Mr. Garner listed the supplies that were included in the contract. He stated that the previous agreement will expire June 31, 2016. The amount of expenditures will be determined on actual usage. Mr. Garner reported that funds were budgeted in the 2016 Operating local budget.

MR. MARTIN MADE A MOTION TO RECOMMEND THE BOARD AUTHORIZE ISSUING AN INVITATION FOR BIDS (IFB) FOR FASTENERS AND MISCELLANEOUS SHOP SUPPLIES. MR. CLOWER SECONDED THE MOTION. THE MOTION CARRIED. CLOWER, DREYER, MARTIN, REEVES, SAENZ, VOTING IN FAVOR.

Discussion and Possible Action to Recommend the Board Award a Contract to Clean Energy for Maintenance Services for the Compressed Natural Gas (CNG) Fueling Station

Ms. Sharon Montez stated that in November 2012 the CCRTA completed construction of the CNG fuel island. She mentioned that CCRTA has the largest CNG fueling station in South Texas. She reported that CCRTA had received 29 fixed route buses along with 23 cut away vehicles in 2015, and is now 68 percent CNG. Ms. Montez reported the need and the importance of contracting a company with experience CNG and safety. She mentioned that the vendor would maintain the CNG fuel compound. It was reported that three proposals were received and the overall highest total points were awarded to Clean Energy. Ms. Montez noted that Clean Energy had been in the business for 19 years, is specialized in CNG and is known Nationwide.

MR. MARTIN MADE A MOTION TO RECOMMEND THE BOARD AWARD A CONTRACT TO CLEAN ENERGY FOR MAINTENANCE SERVICES FOR THE COMPRESSED NATURAL GAS FUELING STATION. MR. REEVES SECONDED THE MOTION. THE MOTION CARRIED. CLOWER, DREYER, MARTIN, REEVES, SAENZ, VOTING IN FAVOR.

Discussion and Possible Action to Recommend the Board Award a Contract to Landscape Forms through Texas Multiple Award Schedules (TXMAS) for the Procurement of Bus Stop Benches

Ms. Sharon Montez reported that CCRTA was striving to provide over 350 additional benches to the service area this year. She summarized the description of the three different benches selected. Ms. Montez reported and reviewed The Texas Building and Procurement Commission Cooperative Purchasing Program she mentioned it was created by Legislation in 1979. Ms. Montez explained the background of TXMAS; participates with the local government, MHMR community centers. The recommendation from staff is to award a Contract to Landscape Forms, through Texas Multiple Award Schedules. The financial impact was estimated at \$147,965.70 and was allocated in the 2016 Operating budget.

MR. REEVES MADE A MOTION TO RECOMMEND THE BOARD AWARD A CONTRACT TO LANDSCAPE FORMS THROUGH TEXAS MULTIPLE AWARD SCHEDULES FOR THE PROCUREMENT OF BUS STOP BENCHES WITH ADDITIONAL INFORMATION PRESENTED AT THE BOARD OF DIRECTORS' MEETING ON APRIL 6 2016. THE MOTION CARRIED. CLOWER, DREYER, MARTIN, REEVES, SAENZ, VOTING IN FAVOR.

Update on Security Equipment for Building Access and Parking Lot Access

Ms. Sharon Montez stated that CCRTA requested Proposals on March 7th 2016 for procurement of security equipment/controlled access units for the Staples Street Center building, Transfer Station and Parking access. The proposals are due on March 25, 2016. Staff request permission to recommend the Board of Directors' permission to award a contract for security equipment for building and parking access.

Presentations

a. 2016 Service Improvements Report

Mr. Gordon Robinson reported over the service improvements for 2016. He reviewed the changes that will benefit riders with more travel options to reach their destination. Mr. Robinson reported the small changes to the daily revenue service hour. He noted that Routes 4, 5, 15, 25, 29 will be discontinued due to very low ridership and unproductive trips during the weekdays. Mr. Robinson reported that Route 63 will now be 60 minutes instead of every 45 minutes and Route 94 will serve to the new Cinnamon Shore Village every day of the week.

March 2016 Operations Report

Mr. Gordon Robinson stated that the boardings for all services totaled to 462,332 in February 2016 compared to 432,229 boardings reported in February 2015. This was an increase by seven percent. Mr. Robinson reviewed the B-Line ridership statistics, the Productivity, On-Time Performance and Denials statistics all met the contract standard. He mentioned the In Vehicle Time and Miles between Road Call all exceeded the contract standard. Mr. Robinson stated that 51 Customer Assistance

Forms (CAF's) were reported; this was decreased compared to 66 in January 2016.

Reporting on safety, Mr. Robinson stated that for the month of February 2016 there had been 6 vehicle accidents and 30 customer related incidents. It was reported that 284,932 miles were driven. Mr. Robinson concluded his Operations Report with summarizing the number of 1,373.5 hours security covered.

Procurement Update

Ms. Sharon Montez presented the procurement update using a PowerPoint presentation.

Ms. Montez reviewed a list of upcoming projects for the next six months which included projects to be awarded by the Board of Directors and those to be completed under the CEO authority.

Adjournment

There being no further business, the meeting was adjourned at 10:53 a.m.

Submitted by: Stephanie Alvarez

**REGIONAL TRANSPORTATION AUTHORITY
OPERATIONS COMMITTEE MEETING MINUTES
WEDNESDAY, APRIL 20, 2016**

Summary of Actions

- 1. Held Roll Call**
- 2. Heard Presentations**
- 3. Adjournment**

The Operations Committee for the Regional Transportation Authority Board of Directors met at 10:30 a.m. on Wednesday, April 20, 2016 at the CCRTA Administration/Operations Facility located at 5658 Bear Lane, Corpus Christi, Texas.

Committee Members Present: Scott Harris and Glenn Martin

Committee Members Absent: Mary Saenz, Chair; George B. Clower, Thomas Dreyer and Michael Reeves

Staff Members Present: Jorge Cruz-Aedo, CEO; Terry Klinger, Billy Laridis, Sharon Montez, Gordon Robinson, Robert Saldana, Dena Linnehan and Stephanie Velasquez

Public Present: Rosie Aguiar and Gary Flores, ATU-Local 1769; Doreen Harrell, Kailo

Call to Order

Mr. Scott Harris called the Operations Committee Meeting to order at 10:31 a.m.

Roll Call

Ms. Dena Linnehan called roll and stated a quorum not being present.

A quorum not present, Mr. Harris requested staff to brief over agenda items 4-8c.

Adjournment

There being no further business, the meeting was adjourned at 9:31 a.m.

Submitted by: Dena Linnehan



CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY

Operations Committee Memo

May 25, 2016

Subject: Approve a Sublease Agreement with RTDB, LLC, to Access the Harbor Ferry Docks

Background:

CCRTA did not budget to operate a Harbor Ferry service for FY2016, but still maintains lease rights to the Harbor Ferry docks, Slips #52-53, in the Corpus Christi Marina and adjacent to the Texas State Aquarium. RTDB, LLC, a sister company to Harrison's Landing, has approached CCRTA about the possibility of subleasing the Harbor Ferry docks to provide a Harbor Ferry type service for the 2016 season and has already purchased a 2001 90' Skipperliner vessel.

Identified Need:

In order to accommodate RTDB, LLC's request to utilize the Harbor Ferry Docks, a sublease agreement would have to be entered into by CCRTA, the Corpus Christi City Marina, and RTDB, LLC. The sublease period would begin on June 1, 2016 and expire on December 31, 2016. Following the expiration of the agreement, CCRTA will maintain the rights to the Harbor Ferry docks. A draft of the sublease agreement is attached.

Financial Impact:

The sublease rate includes the cost of \$1,110.30 to lease the docks from the Corpus Christi Marina, which may vary depending on utility costs, as well as a monthly fee of \$135.63 to utilize CCRTA's amenities at those locations.

Recommendation:

Staff requests the Operations Committee to recommend to the Board of Directors to approve a sub-lease agreement with RTDB, LLC, to access the Harbor Ferry docks.

Respectfully Submitted,

Submitted by:

William "Billy" Laridis
Management and Budget Administrator

Approval:

Jorge Cruz-Aedo
Chief Executive Officer

SUBLEASE AGREEMENT

BETWEEN C.C. REGIONAL TRANSPORTATION AUTHORITY AND RTDB, LLC

RTDB, LLC ("RTDB"), a sister company to Harrison's Landing, has acquired a 2001 90' Skipperliner for the purpose of operating passenger sightseeing excursions and public/private cruises & rentals. This vessel also shall be used to shuttle passengers to and from the City Marina to the City's dock at the Texas State Aquarium ("TSA"). Corpus Christi Regional Transportation Authority ("CCRTA") currently leases Slips #52-53 in the City Marina, which offer a superior location from which to operate the shuttle cruises back and forth to the dock adjacent to TSA.

1. Sublease Term. RTDB agrees to sublease from CCRTA (Lessee), and CCRTA agrees to sublease to RTDB, Slips #52-53 for the period beginning June 1, 2016 through December 31, 2016. For the same term, CCRTA additionally leases to RTDB, and RTDB leases from CCRTA CCRTA's harbor ferry amenities including the ticket booth, sign, pump-out station, gangway and fenders at the city's dock at TSA, and any other items that may be available from the CCRTA's prior harbor ferry operation.

If CCRTA does not include provision for a ferry operation in its 2017 budget, RTDB would like to discuss purchase of CCRTA's amenities described above, and also requests that CCRTA terminate its slip lease with the City Marina at 12/31/16, so that RTDB may enter into a slip lease for the same space.

2. Rate. RTDB agrees to assume the fees regularly paid to the City Marina for the slip rent (\$844.80), utilities (\$99.50), ticket booth rent (\$100.00), ticket booth utilities (\$66.00) and the monthly metered electric service, together with any other fees charged by the City Marina for the use of such Slips and facilities. RTDB also will be responsible for any rate increases imposed for the aforementioned expenses during the term of this Agreement.

As specified in Paragraph 11 of the Marina Space Rental Contract, any sublease must receive written approval by the Marina Superintendent, and requires pre-payment of an amount equal to the sum of all rental payments for the specified maximum duration of the sublease. Said amount shall be applied as a credit to the account of the CCRTA. RTDB shall be bound by all the terms of the CCRTA's Contract except as specifically modified by the sublease agreement and approved by the City Marina Superintendent. This Agreement shall in no way divest, preclude, or prejudice CCRTA's rights and claims under the terms of its Marina Space Rental Contract.

Additionally, RTDB shall be responsible for its own trash disposal. RTDB also either shall switch electric utility service to its name for the duration of this Agreement or reimburse CCRTA upon presentation of the monthly statements. RTDB agrees to pay to CCRTA a rental fee in the amount of \$135.63 per month for the use of the CCRTA property described in Section 1 above.

3. Insurance. RTDB agrees to maintain insurance as required by the City of Corpus Christi's Risk Management Department, naming both the City of Corpus Christi and CCRTA as additional insureds. A copy of the certificate of insurance shall be provided to the CCRTA.

4. Annual Certification. Prior to the approval of the execution of this Agreement, RTDB shall establish to the satisfaction of the Marina Superintendent proof of ownership of the above-described watercraft. The City reserves the right any time to "spot check" and ascertain ownership of the watercraft in the slip assigned above.

5. Release of Liability. RTDB agrees to release, indemnify, and "hold harmless," the City and CCRTA, of and from any and all claims for damages, losses, expenses and costs, of any nature, arising by reason of use of the rented slip/space, adjacent docks, pilings, piers, and all other property of the City and the CCRTA.

6. Hurricane Threat. RTDB will make pre-arrangements to remove or have removed its vessel and the movable CCRTA equipment leased under this Agreement from the City Marina in the event there is a threat from hurricane, and agrees to comply with such hurricane procedures as the City Marina Superintendent prescribes.

7. Penalty for Violation. The rules and regulations contained in the City of Corpus Christi's standard "Marina Space Rental Contract" are the policies and ordinances of the Corpus Christi City Marina. It is understood by RTDB that violation of any such provision of these carries a fine not to exceed Two Hundred (\$200) Dollars, plus possible loss of space privileges. Upon the refusal to comply with a lawful order of the Marina Superintendent and/or his staff, the Superintendent may revoke the rental of space for the watercraft and order its immediate removal. Should such owner, master or operator or any person refuse such order, such watercraft may be removed by the Marina Superintendent.

8. Catwalks, Bulkheads Kept Free of Materials. RTDB understands that materials, trash and/or equipment left upon the docks, catwalks, and bulkheads will be removed, without notice, by the Marina Staff. These areas must be kept clean and clear at all times.

9. Boat Repair at Spaces. It is understood by RTDB that no owner, master, operator or his agent of a watercraft, is permitted to make major hull and/or superstructure

repairs while berthed at the space without written permission from the Marina Superintendent, who has authority to order the termination of such work.

10. Liveboards. RTDB understands at no time shall there be no live aboard activity.

11. Damages. RTDB will be responsible for the damage to the Marina space fixtures and the CCRTA equipment leased in Section 1 above caused by its watercraft or its employees.

12. Craft Regulation Equipped. RTDB will maintain the vessel and equipment in accordance with the U.S. Coast Guard regulations and operate the vessel according to the "Rules of the Road" and the navigation laws of the United States.

13. Bilgewater, Oils and Inflammables. RTDB understands it is unlawful for any person to discharge or permit the discharge of any oily bilge water, oil or inflammable liquids of whatsoever kind in the waters of the City Marina.

14. Parking. It is understood that all parking areas, including parking lots and curb parking, are for the use of the general public while indulging in recreational activities. The parking areas are under the control of the City Marina supervisory staff. It is further understood that no owner, master, operator or any person in charge of any watercraft shall direct, order or request any other person to refrain from parking any vehicle in any of the designated parking places of the Marina T-Head.

15. Notification of Hazardous Conditions. RTDB shall notify the Marina Superintendent, in writing, of any conditions, defects, or failing of the leased slip/space, docks or other property that may become hazardous and/or require repair or maintenance. RTDB shall also notify the Marina office of any vandalism, theft, or other pending or committed crime in the Marina area. RTDB shall notify CCRTA, in writing, of any damages or hazardous conditions of any kind affecting the CCRTA's equipment leased in Section 1 above.

16. Special Regulations for Charter Boats. As per the terms of the "Special Regulations for Charter Boats" contained in the Marina Space Rental Contract, RTDB acknowledges that:

- 1) All signs awnings and ticket booths shall conform to the City Ordinances specifically written for their control or they shall be removed, without notice, by the Marina Supervisory Staff.
- 2) Solicitation of passengers shall be confined to the rented space and no person shall attract passengers by means of arm waving or excessive noise, including music.

RTDB agrees to comply with and to be governed by, applicable federal, state, and local laws, rules and regulations, including Chapter 12 of the City of Corpus Christi Code of Ordinances and the Marina Rules and Regulations, as amended, and as listed on their current Marina Space Rental Contract is aware that there is nothing in the Marina's Space Rental Contract prevents the City from enforcing the provisions of Chapter 12 of said code.

EXECUTED THIS ____ DAY OF MAY, 2016.

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

BY: _____
Name _____ Date _____
Title _____

RTDB, LLC

BY: _____
Name: _____ Date _____
Title: _____

CORPUS CHRISTI CITY MARINA

BY: _____
Name _____ Date _____
Title _____



CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Operations Committee Memo

May 25, 2016

Subject: Authorize a Contract for Security Services at the Staples Street Center

Background

Currently, the CCRTA utilizes a security services contract for the Bear Lane Administration and Operations facility which provides for services on the weekends, but does not include the hours necessary to provide security services at the Staples Street Center.

Identified Need

On May 04, 2016, the Board of Directors authorized issuing a request for proposals (RFP) for security services at the new Staples Street Center and also requested additional information on the differences between law enforcement services and security services. This information will be presented to the Operations Committee meeting on May 25, 2016.

The proposals for security services at the Staples Street Center are due on Friday, May 20, 2016. These proposals are scheduled to be evaluated on Monday, 23, 2016, and will be evaluated based on the following criteria:

Key Personnel	20%
Project Approach	25%
Relevant Experience and Past Performance	25%
Training	20%
DBE	10%
Price	100%

The evaluation team consists of

Mike Rendon	Director of Safety and Security
Sharon Montez	Managing Director of Customer Services
Rosa Villarreal	Managing Director of Operations
Billy Laridis	Management and Budget Administrator
Paul Harvey	San Antonio VIA Metropolitan Transit

A recommendation will be presented to the Operations Committee on Wednesday, May 25, 2016.

Financial Impact

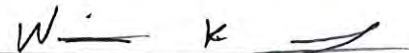
This item is budgeted in the 2016 operating budget using local funds. Below is a table with the estimated base cost for the first year for this contact. This will be a three-year contract with two (2) one-year option years.

Description	Estimated Hrs	Charge Per Hour	Annual Estimated Base Cost
Security Services	6,570	\$20.00	\$131,400

Recommendation

Staff requests that the Operations Committee recommend the Board of Directors authorize the Chief Executive Officer or designee to award a contract for Security Services at Staples Street Center.

Respectfully Submitted,

Submitted by: 
William "Billy" Laridis
Management and Budget Administrator

Reviewed by: 
Mike Rendon
Director of Safety and Security

Approval: 
Jorge Cruz-Aedo
Chief Executive Officer



CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Operations Committee Memo

May 25, 2016

Subject: Approve Awarding a Contract with Bridgestone Company for Tire and Leasing Services

Major Provisions of Tire-Leasing Contract

This contract provides that the successful contractor furnish the following services:

- Furnish new manufactured radial tires for use on the RTA's bus fleet. (Note: Contractor maintains title to all tires furnished.)
- Maintain tires on buses so as to ensure tires will not be allowed to operate with less than specified minimum operating tread depths.
- Furnish the number of tires to keep all buses fully equipped and to provide a reserve supply to be mounted on rims and kept in inventory at the RTA's Maintenance facility for immediate use.
- Provide one (1) full-time service worker – Monday through Friday. The service worker is responsible for the following tasks:
 - mounting and dismounting tires from buses;
 - repairing tires damaged in use;
 - balancing and inflating tires prior to placement on tire ready rack;
 - maintaining proper inflation of tires, mounting and dismounting tires from rims;
 - cleaning rims;
 - inspecting wheels for adverse conditions;
 - conducting monthly inventories;
 - maintaining daily records on a current basis; and
 - maintaining the tire service area.
- Furnish and maintain (contractor provided) tire changing machines, balancing machine, required tools, and hydraulic jacks.

Identified Need

Staff is requesting the Board of Directors to award the tire leasing and services to Bridgestone Americas Operation LC. The bid was structured as a three (3) year base contract with two (2) one-year options; the option years requiring Board of Directors approval.

The following chart shows a comparison of cost for the proposals received for this service. The costs shown are based on the tire rates in each contract applied against the number of tire-miles used in the new contract IFB.

Service)		
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Michelin North America Inc. Note: Michelin bid a 305/85R22.5 tire for this contract

Description	Tire Rate Year 1	Tire Rate Year 2	Tire Rate Year 3	Average Lease Rate (Sum Year 1 Thru Year 3 Divide By 3)	X	Estimated Contract Tire Miles For 3 Years	Equals	Estimated Contract Lease	
305/85R22.5	0.00591	0.00621	0.00652	0.006213333		10979291		\$68,217.99	
	\$64,887.61	\$68,181.40	\$71,584.98	\$204,653.98				\$68,217.99	
Tire Lease	X 6 Tire Positions								\$409,307.97

	Year 1	Year 2	Year 3	Average Service Charge				
Monthly Service Charge	\$4,975.00	\$5,225.00	\$5,475.00	\$5,225.00	X	36 Months	Equals	\$188,100.00

3 Year Total Base (Tires & Service)		\$597,407.97
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Goodyear Tire & Rubber Company

Description	Tire Rate Year 1	Tire Rate Year 2	Tire Rate Year 3	Average Lease Rate (Sum Year 1 Thru Year 3 Divide By 3)	X	Estimated Contract Tire Miles For 3 Years	Equals	Estimated Contract Lease	
315/80R22.5	0.006746	0.006746	0.006948	0.006813333		10979291		\$74,805.57	
	\$74,066.30	\$74,066.30	\$76,284.11	\$224,416.71				\$74,805.57	
Tire Lease	X 6 Tire Positions								\$448,833.42

	Year 1	Year 2	Year 3	Average Service Charge				
Monthly Service Charge	\$5,280.00	\$5,438.00	\$4,600.00	\$5,106.00	X	36 Months	Equals	\$183,816.00

3 Year Total Base (Tires & Service)		\$632,649.42
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Bridgestone Americas Tire Operations, LLC submitted the lowest bid for 3 year base contract.

Disadvantaged Business Enterprise

This vendor has provided staff with good-faith effort and has agreed to look at all local opportunities that will help meet the Regional Transportation Authority's goal on this solicitation.

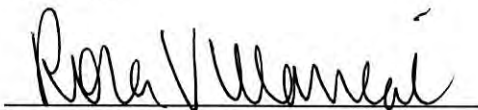
Financial Impact

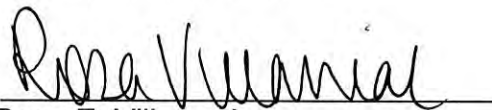
Total amount of expenditures will be determined on actual usage. Funds are budgeted in FY2016 Operating Budget a total of \$155,486.00.


Recommendation

Staff requests the Operations Committee recommend the Board of Directors authorize the Chief Executive Officer (CEO) or designee a three-year base contract with two (2) one-year options; the option year requiring Board of Directors approval with Bridgestone Americas Tire Operations, LLC for Tire and Leasing Services.

Respectfully Submitted,

Submitted by: 
for Bryan Garner
Director of Maintenance

Final Review: 
Rosa E. Villarreal
Managing Director of Operations

Approval: 
Jorge Cruz-Aedo
Chief Executive Officer



CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

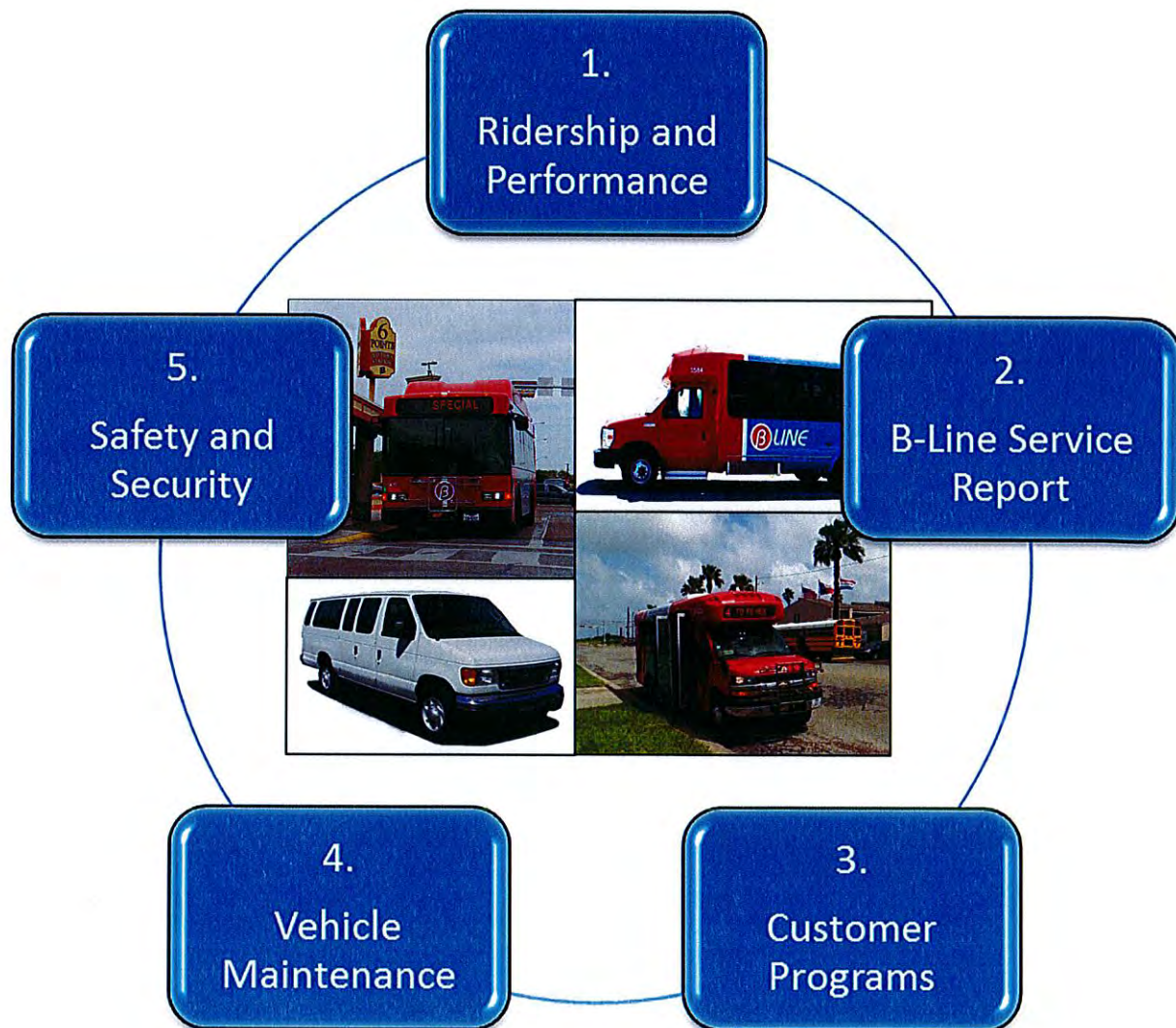
Operations Committee Meeting

May 25, 2016

Subject: Operations Report for April 2016

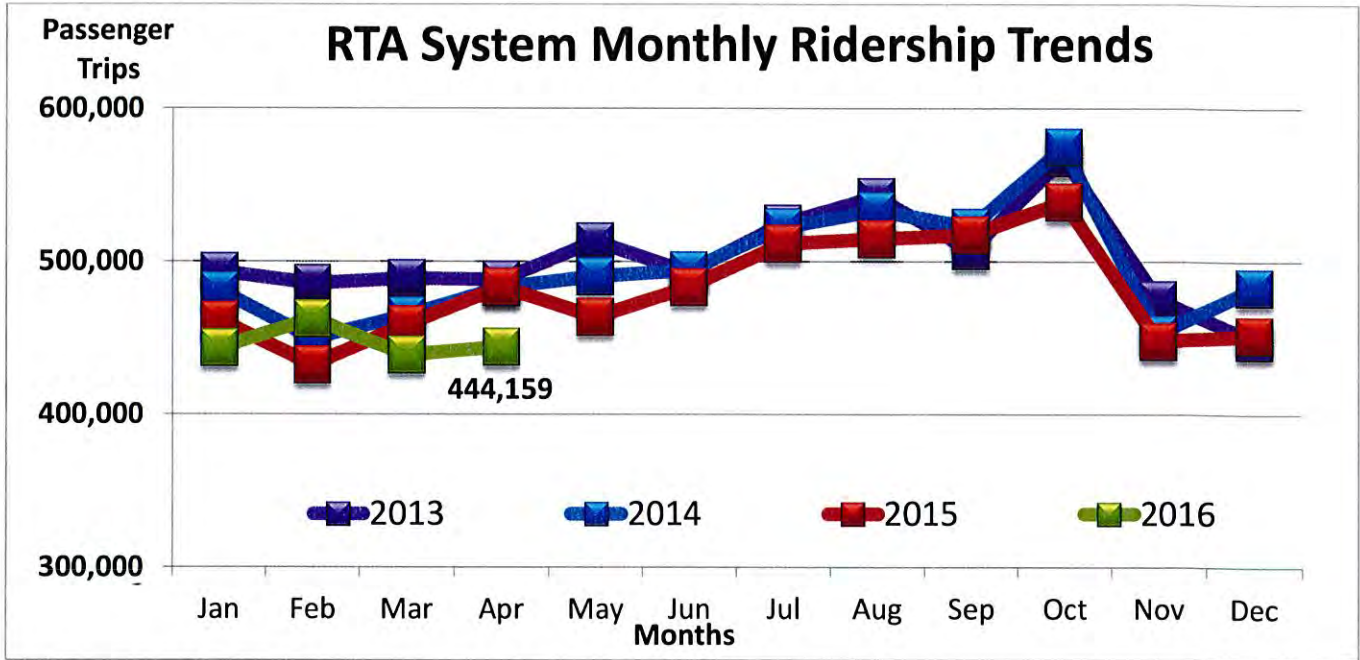
The system-wide monthly operations performance report for April 2016 is included below for your information and review. This report contains monthly and Year-to-Date (YTD) operating statistics and performance measurement summaries containing ridership, performance metrics by service type, miles between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

Detailed results are reported within the five sections outlined below:

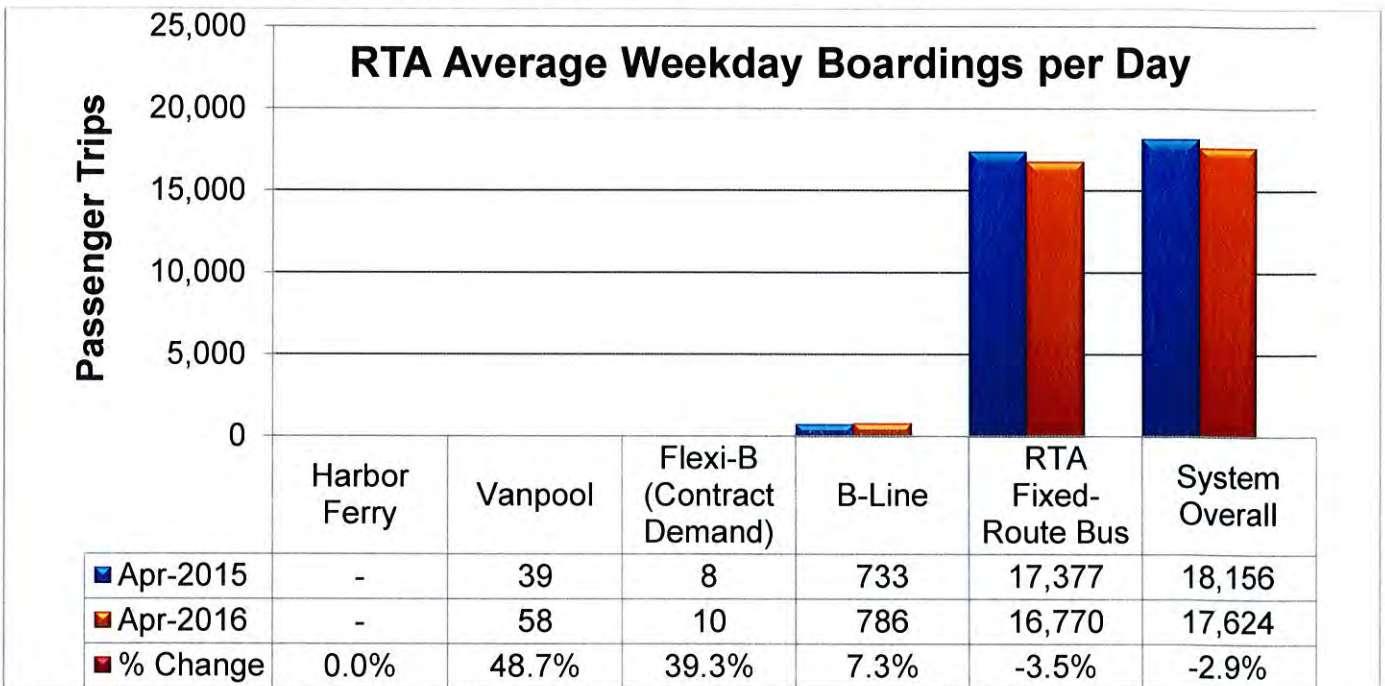


1. System-wide Ridership and Service Performance Results

Boardings for all services in April 2016 totaled 444,159. This represents an 8.1% decrease as compared to 483,432 boardings in April 2015 or 39,273 less boardings this April. In regards to ridership levels, gasoline prices have continued to rise slightly with an average of about \$1.89 per gallon this month but are lower when compared to \$2.25 per gallon in April 2015¹. April's 3.4 inches of rain was half the March total of 6.54 and therefore did not adversely impact ridership levels. The average temperature for April was also mild at 86 degrees.²



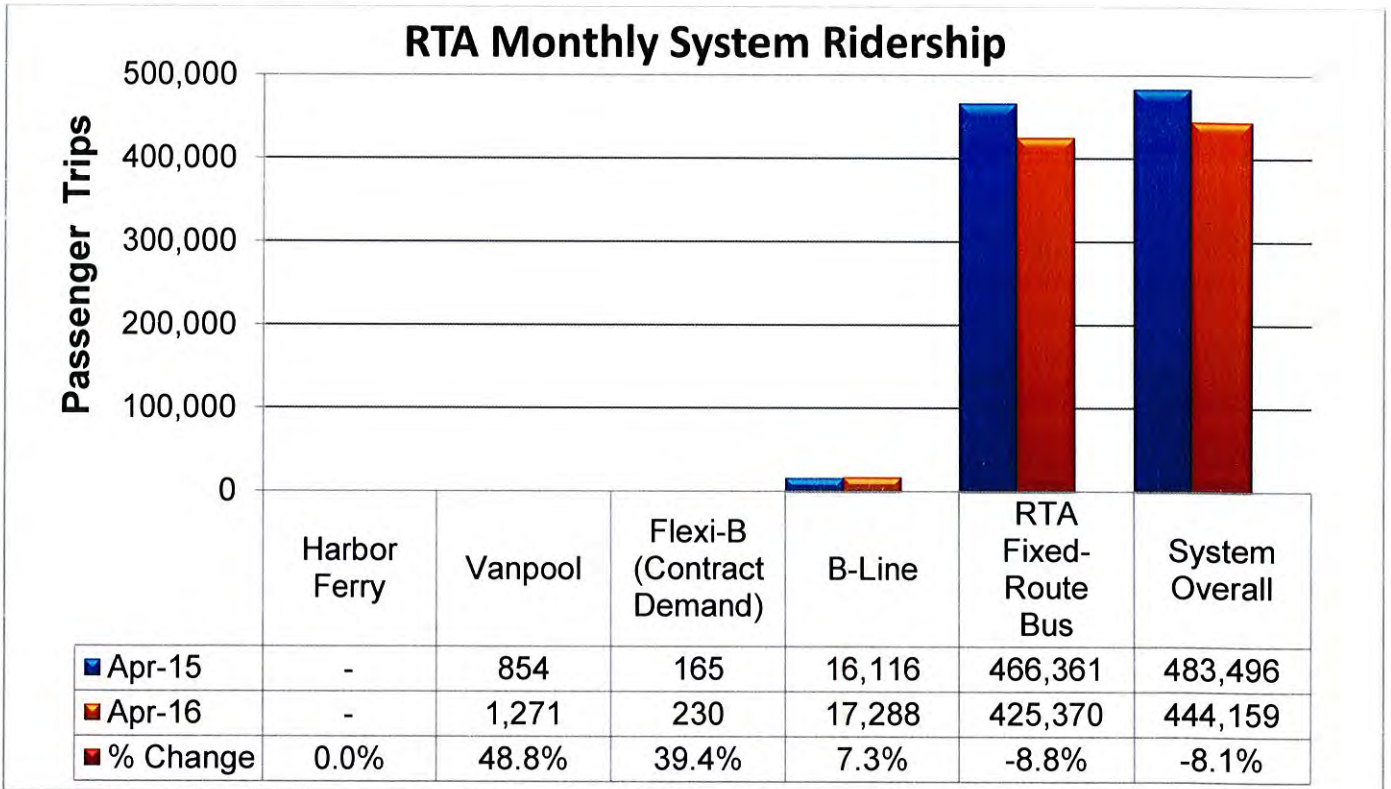
The chart below shows average weekday ridership for all services.



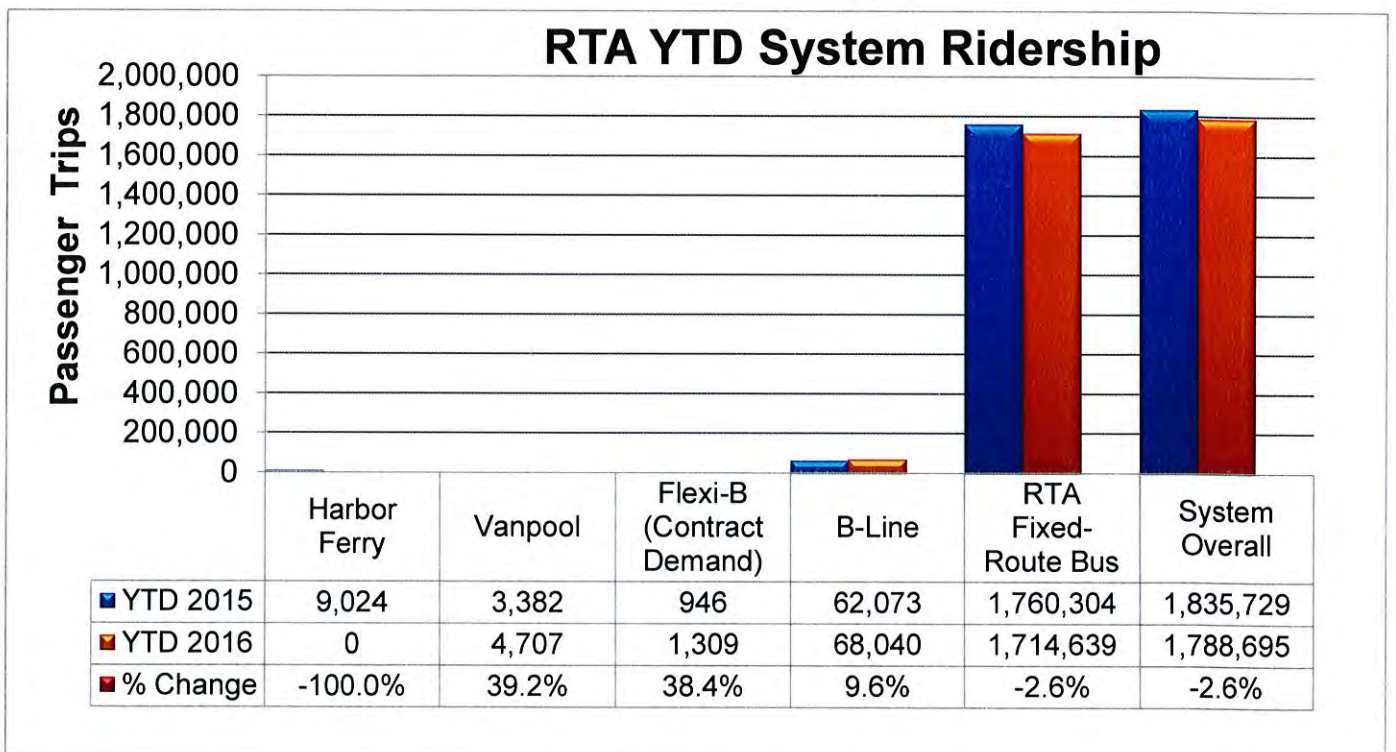
¹ GasBuddy.com historical data at <http://www.gasbuddy.com>.

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

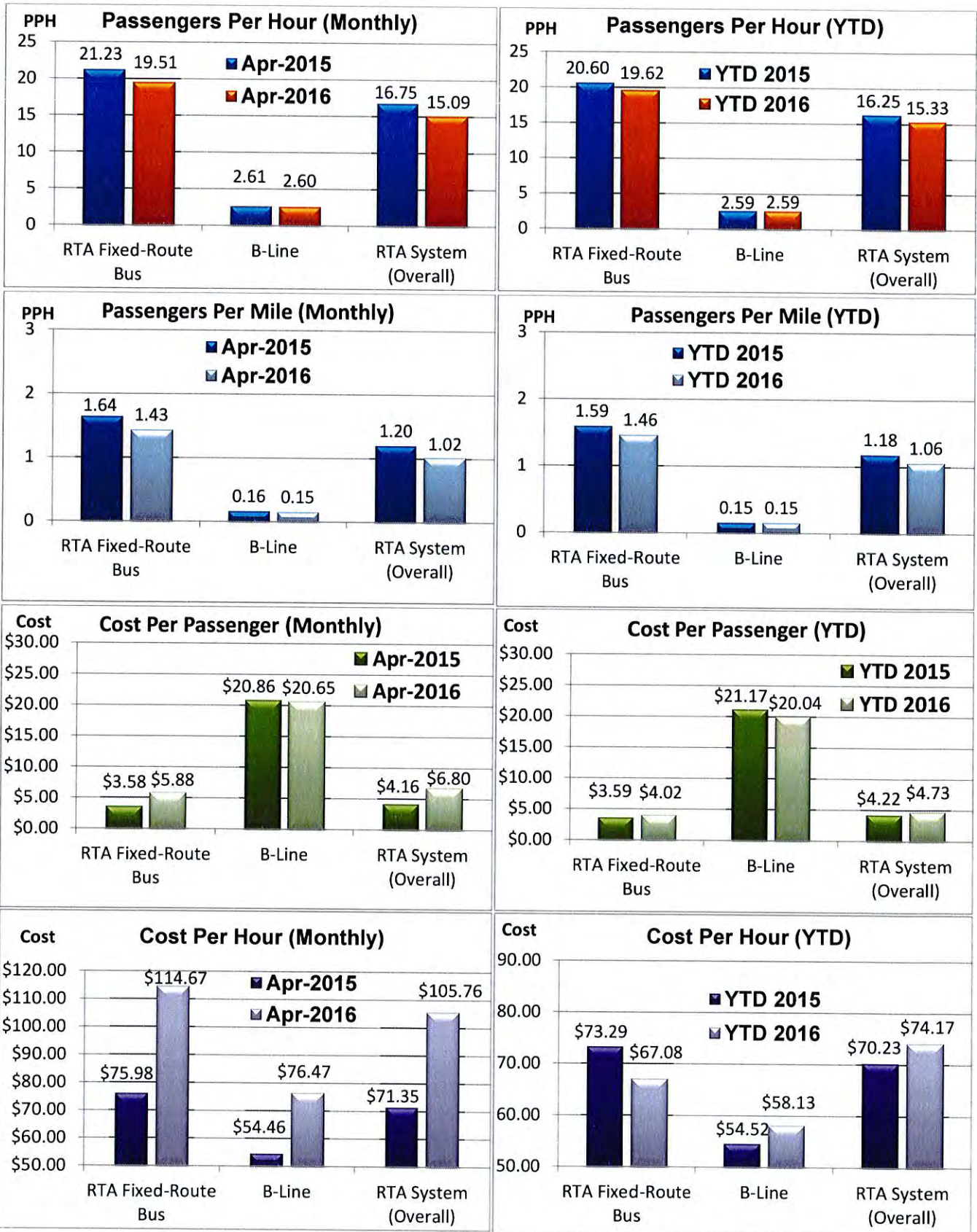
The chart below shows monthly ridership results for all services.



The chart below shows YTD ridership results for all services. The RTA recorded 47,034 less boardings or -2.6% in 2016 as compared to the same period in 2015.



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



The following table shows on-time performance of RTA Fixed-Route services for current and last three months and an YTD average figure.

Schedule Adherence	Standard	Jan-16	Feb-16	Mar-16	Apr-16	YTD Average
Early Departure	<1%	0.0%	0.8%	0.7%	0.5%	0.5%
Departures within 0-5 minutes	>85%	86.5%	91.3%	90.0%	91.9%	89.9%
Monthly Wheelchair Boardings	No standard	3,887	4,238	3,502	4,593	4,055
Monthly Bicycle Boardings	No standard	7,128	7,706	7,826	8,130	7,698
On-time performance surveys with departures > 5 minutes late will be examined by Planning and Transportation Departments. Corrective actions may follow.						

Current City of Corpus Christi Bond Project Impacts:

Bond 2012 Project-McArdle Road (Whitaker to Ennis Joslin) Routes 8s, 29, 37 & 66s remain on detour from the McArdle Road project between Nile Drive and Ennis Joslin Road, a (24) plus month project. *(This project is behind schedule.)*

Bond 2014 Project-Santa Fe Street (Elizabeth to Hancock) Routes adversely impacted by this project include: 6, 15s, 19, & 23 this is a 12 month resurfacing project. *(This project is more than 50% complete.)*

Bond 2012 a multi-phased Project-South Staples Street (Morgan to IH-37) this multi-phased project affects (20) routes daily or approximately 45% of all CCRTA routes and includes routes: 5, 5s, 6, 12, 12s, 16, 17, 19, 21, 21s, 23, 27, 27s, 29, 29s, 67, 76, 76s, 78 and 84. All of these routes are currently on detour but Phase 1 between Antelope and Comanche, Artesian, Mestina, Waco, the Staples Street Transfer Station and new CCRTA Administration building are rapidly approaching completion. *(This project is on schedule.)*

Bond 2014 Project-Waldron Road (Glenoak to Caribbean)

Routes 4 and 8s remained impacted by the Waldron Road project between Glenoak and Caribbean, a (7 to 10) month project. *(Completed in mid- April)*

Other City Bond projects on the immediate horizon that will adversely impact bus routes, bus stops and proof problematic for time performance include:

- Williams Drive-Bond 2012 Project between South Staples Street and Airline Road, a (15 to 24) month project began on March 30, 2016.
- Alameda Street-Bond 2012 Project between Ayers Street & Louisiana Avenue, a (15 to 24) month project is scheduled to begin later this year.
- Greenwood Drive-Bond 2012 Project between Gollihar Road & Horne Road is planned to be an (11 to 16) month project also beginning later this year.

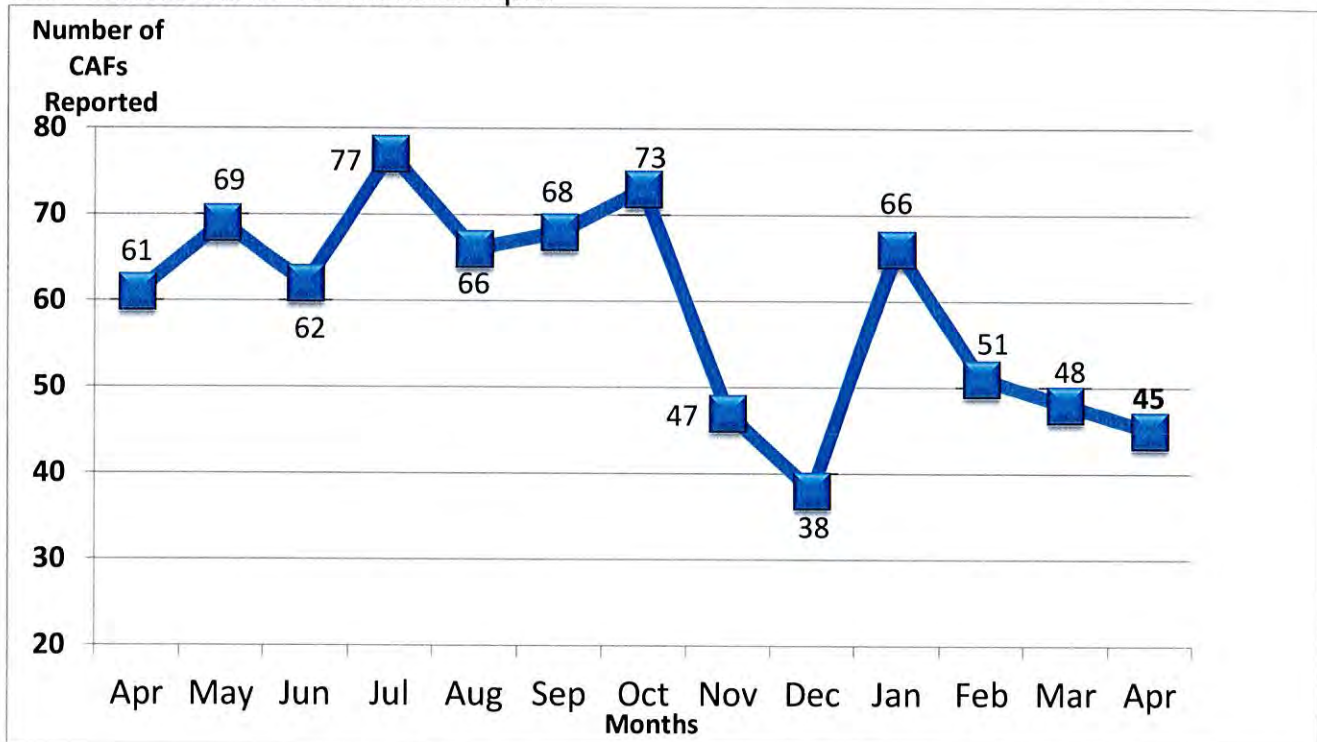
2. Purchased Transportation Department Report: B-Line Service Contract Standards & Ridership Statistics

- Productivity: **2.60** PPH did meet the contract standard of 2.50 PPH.
- On Time Performance: **96.0%** 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: **19,350** did exceed the contract standard of 12,250 miles.
- Ridership Statistics: **11,069** ambulatory; **4,969** wheelchair boarding's

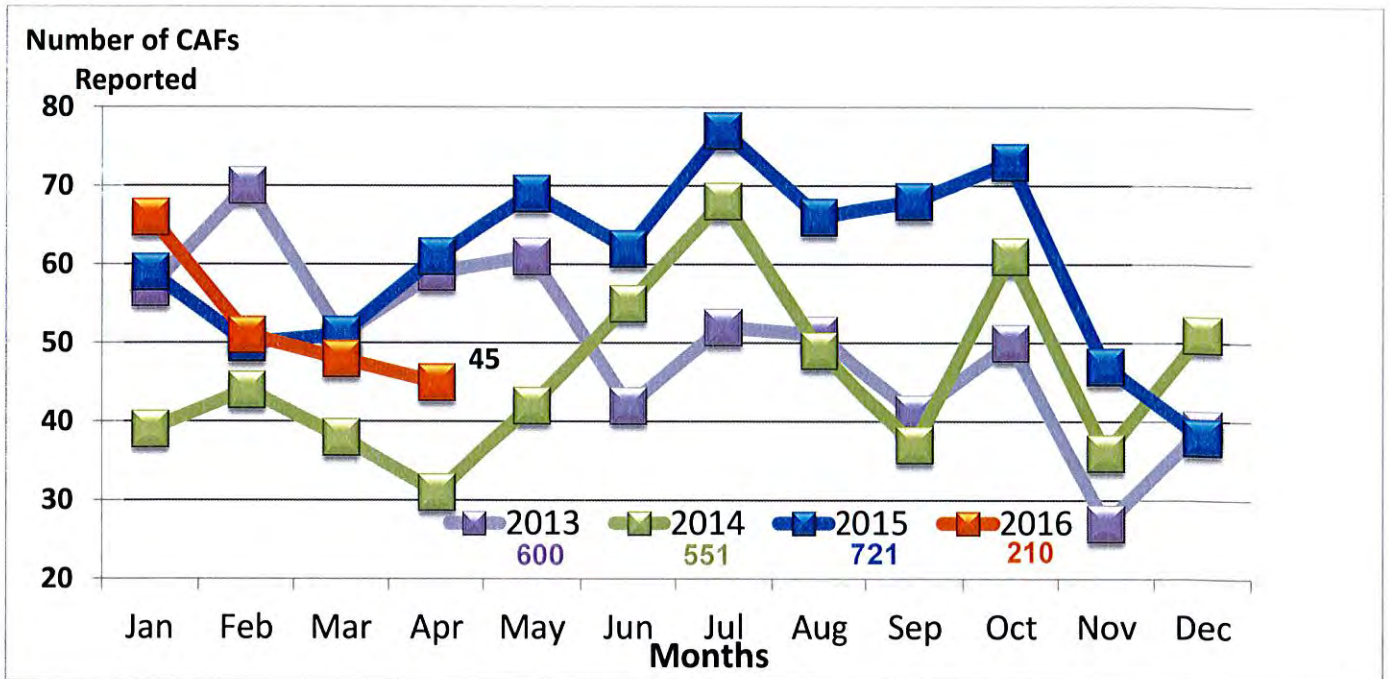
Metric	Standard	Feb-16	Mar-16	Apr-16	3-Month Average
Passengers per Hour	2.50	2.64	2.58	2.60	2.59
On-time Performance	96%	97.2%	97.0%	96.0%	96.9%
In Vehicle Time	95.0%	99.3%	98.8%	99.3%	99.2%
Denials	0.00%	0.00%	0.00%	0.00%	0.0%
Miles Between Roadcalls	12,250	26,105	19,833	19,350	26,789
Monthly Wheelchair Boardings	No standard	4,948	5,176	4,969	4,929

3. Customer Programs Monthly Customer Assistance Form (CAF) Reports

For April 2016, there were 45 reported CAF's (excludes commendations) which represents a decrease from 48 reported CAF's overall in March 2016. The statistics for April represents a 0.1% decrease, 45 CAF's vs 48 CAF's compared to the month of March 2016. There were 6 Commendations for the month of April.



CAF Reports: Historical Trends



Route Summary Report for April 2016

Route	# of CAF's	Route	# of CAF's
#3 NAS Shuttle	0	#51 Gregory Park & Ride	0
#4 Flour Bluff Mini B	1	#63 The Wave	0
#5 Alameda	0	#65 Padre Island Connector	0
#6 Santa Fe/Malls	0	#67 Robstown/Gregory	0
#12 Saxet Oak Park	3	#76 Harbor Bridge Shuttle	0
#15 Kostoryz	1	#77 Harbor Ferry	0
#16 Agnes/Ruth	0	#78 North Beach	1
#17 Carroll/Southside	2	#84 Light House	0
#19 Ayers/Norton	2	#94 Port Aransas Shuttle	0
#19G Greenwood	1	#95 Flexi-B Port A	0
#19M McArdle	1	B-Line (Para-transit)	4
#21 Arboleda	1	Facility Maintenance	7
#23 Molina	2	Service Development	4
#25 Gollihar/Greenwood	0	Safety and Security	3
#26 Airline/Lipes Connector	0	Transportation (Other)	1
#27 Northwest	1		
#29 Staples	4		
#29F Flour Bluff	5		
#29SS Spohn South	0		
#32 Southside Mini B	0		
#34 Robstown Circulator	0		
#37 Crosstown	1	TOTAL CAF'S	45

April 2016 CAF Breakdown by Service Type:

CAF Category	RTA Fixed Route	B-Line ADA Paratransit	Contracted Fixed Route	Totals
Service Stop Issues	5	0	0	5
Driving Issues	5	3	1	9
Customer Services	14	1	0	15
Late/Early – No Show	0	0	0	0
Fare Dispute	1	0	0	1
Disputed drop-off/pickup	0	0	0	0
Facility Maintenance	7	0	0	7
Service Development	4	0	0	4
Safety and Security	3	0	0	3
Transportation (Other)	1	0	0	1
Total	40	4	1	45
Commendations	5	1	0	6

Conclusion:

During April 2016, RTA received 45 CAF's/Commendations regarding RTA Fixed-Route Service, B-Line and Purchased Transportation; six (6) of the 51 reported CAF's (April) were commendations.

There were a total of 40 CAF's/Commendations received regarding RTA Service representing 88.2% of total customer contacts: 7 for Facilities Maintenance, 4 for Service Development, 3 for Safety and Security, and 26 for Transportation.

A total of 4 CAF's/Commendations were reported regarding B-Line service representing 9.8% of the total customer contacts.

A total of 1 CAF's/Commendations were reported regarding Contracted Fixed Route service representing a 2.0% of the total customer contacts.

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

1. Coaching and counseling
2. Driver training
3. Progressive disciplinary action as appropriate, group discussion/coaching in operator meetings
4. Discussion in supervisory meetings
5. Examination of RTA operations policy

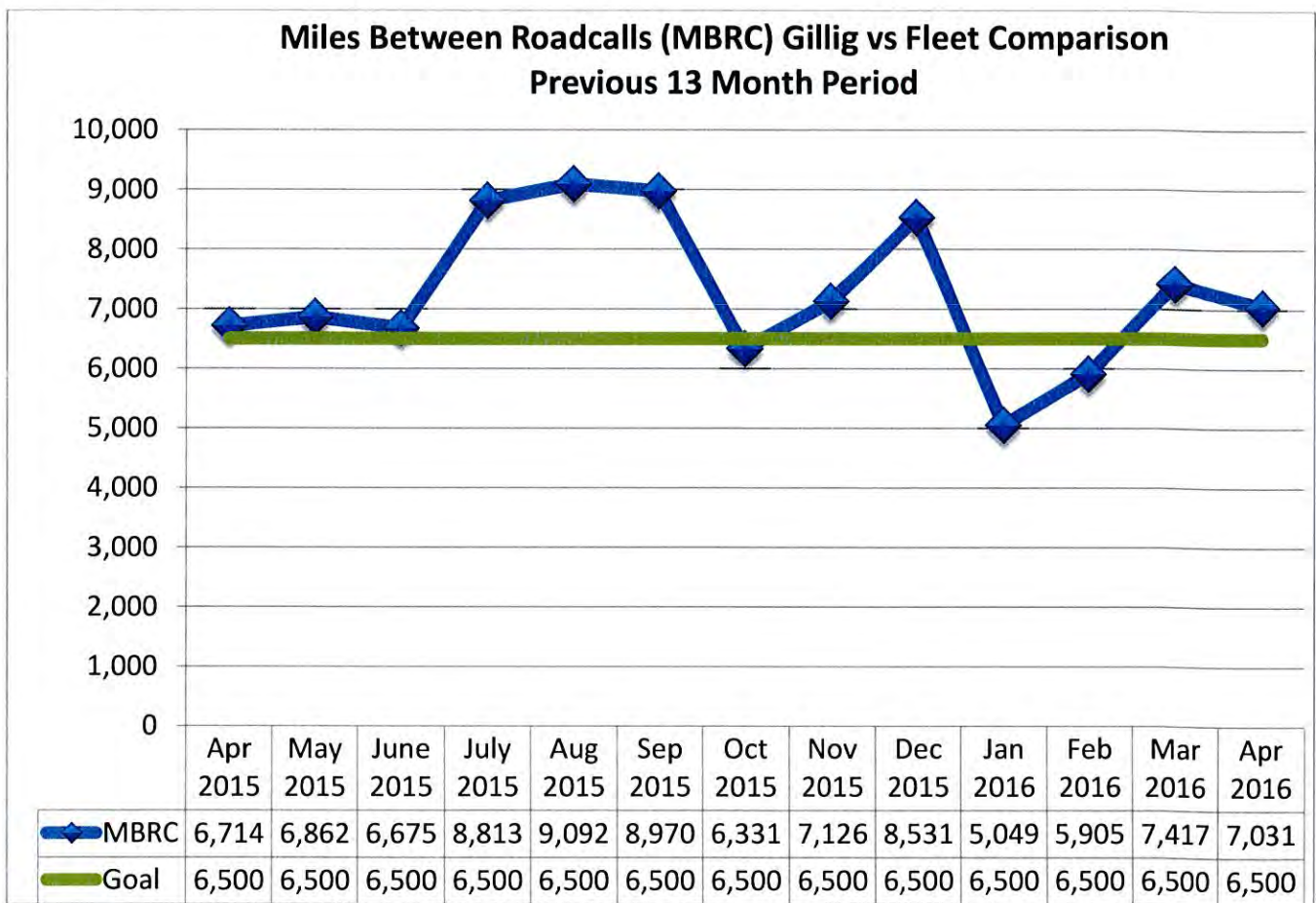
The RTA documents CAF's to capture information regarding a wide range of issues from the community's perspective point of view. CAF's are communicated to the Customer Programs group via the telephone, e-mail, letter or in person.

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 April 2016, 7,031 miles between road calls (MBRC) were recorded as compared to 6,714 MBRC in April 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.

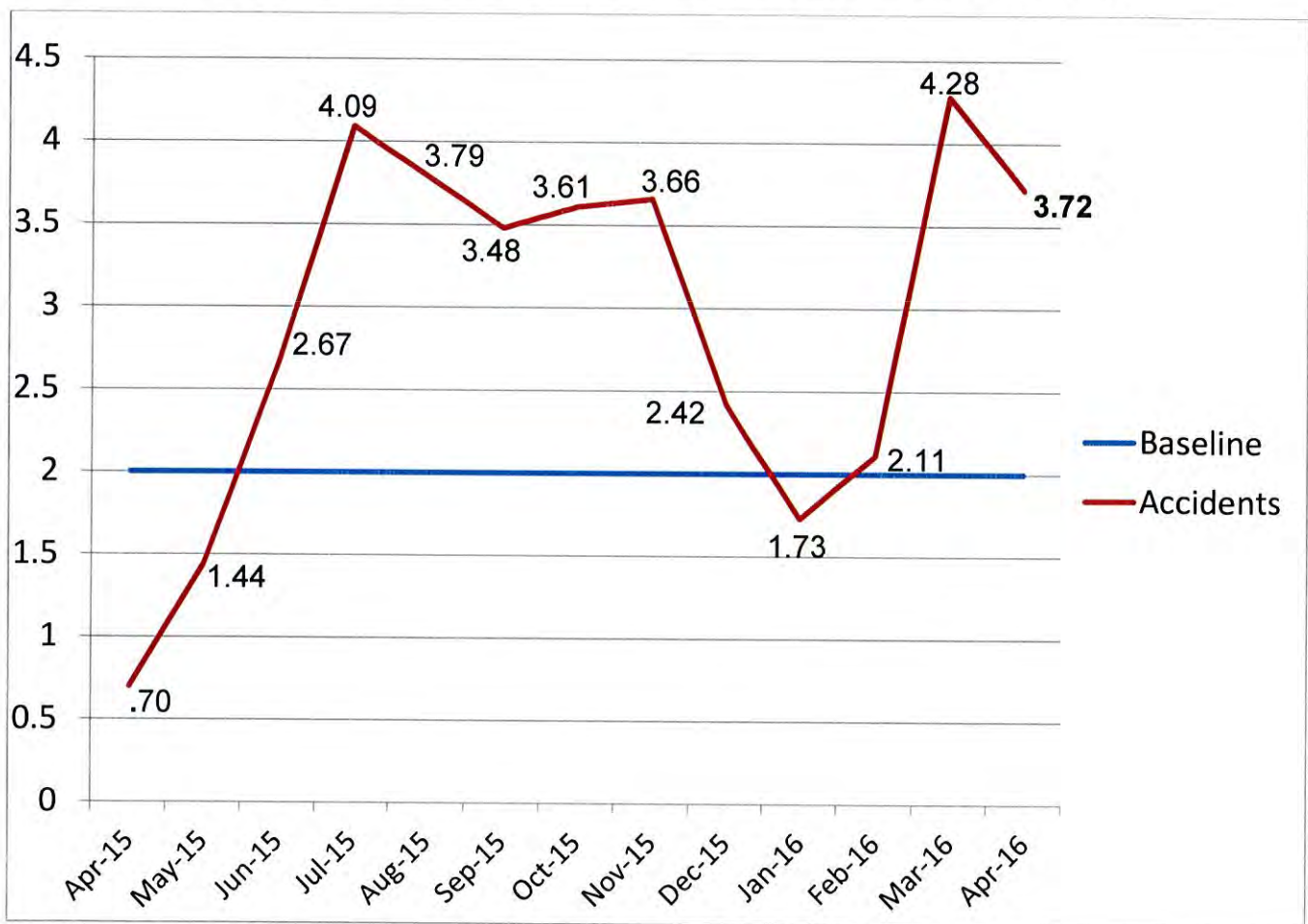
5. Safety/Security Department Report

SAFETY SUMMARY

For April 2016, we had 11 vehicle reported accidents, 16 customer related incidents and drove a total of 295,039.2 miles. The total collision rate for the month was at 3.72 per hundred thousand miles driven. The desirable range for total collisions is at 2.0 or less.

The chart below shows the last 12 months of our total collision rate. Please keep in mind that this chart shows all vehicle collisions regardless of fault. The classifications of preventable and non-preventable are not distinguished for purposes of calculating this rate.

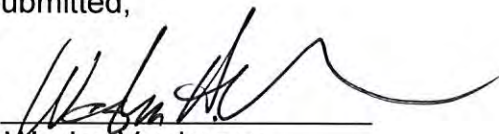
Total Collision Rate (rolling 12 month period)
Monthly rate = Total collisions per 100,000 miles driven



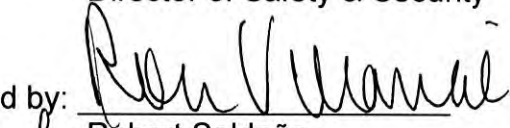
SECURITY SUMMARY

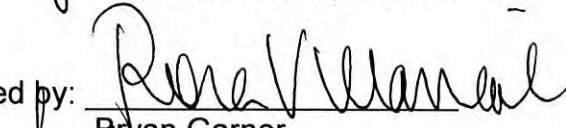
For April 2016, 1,412.5 hours of security coverage was used for all areas of CCRTA Operations. Officers arrested 3 individuals for public intoxication, issued 11 criminal trespass warnings, and arrested 4 individuals for criminal trespassing and responded to 7 calls for service.

Respectfully Submitted,

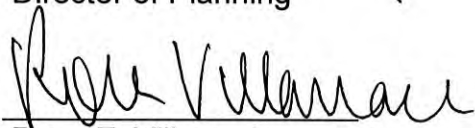
Submitted by: 
Wesley Vardeman
Outreach Coordinator


Reviewed by: _____
Mike Rendon
Director of Safety & Security

Reviewed by: 
for Robert Saldaña
Director of Transportation

Reviewed by: 
for Bryan Garner
Director of Maintenance

Reviewed by: 
Gordon Robinson
Director of Planning

Reviewed by: 
Rosa E. Villarreal
Managing Director of Operations

Approved by: 
Jorge Cruz-Aedo
Chief Executive Officer