



**DATE:** Wednesday, January 3, 2018  
**LOCATION:** Staples Street Center  
 602 North Staples Street, 2<sup>ND</sup> Floor Board Room • Corpus Christi, TX  
**TIME:** 8:30 a.m.

**BOARD OF DIRECTORS' MEETING**

**CURTIS ROCK (Chair)**

**MICHAEL REEVES (Vice Chair) ~ EDWARD MARTINEZ (Secretary)**

	TOPIC	SPEAKER	EST.TIME	REFERENCE
1.	<b>Pledge of Allegiance</b>	C. Rock	1 min.	-----
2.	<b>Moment of Reflection</b>	C. Rock	1 min.	-----
3.	<b>Roll Call</b>	C. Rock	2 min.	-----
4.	<b>Reading of Mission &amp; Vision Statements</b>	C. Rock	4 min.	-----
5.	<b>Election and Swearing In of RTA Board Chair</b>	C. Rock	4 min.	-----
6.	<b>Adoption</b> of Resolution for Outgoing Board Chair – Curtis Rock	Board Chair	4 min.	<i>No Attachment</i>
7.	<b>Action</b> to Elect Vice Chair, Secretary and Assistant Secretary of the Board	Board Chair	4 min.	<i>No Attachment</i>
8.	<b>Announcement</b> of Committee Appointments by the Board Chair and <b>Action</b> to Confirm Committee Appointments	Board Chair	4 min.	<i>No Attachment</i>
9.	<b>Opportunity for Public Comment</b>	Board Chair	3 min.	-----
10.	<b>Update on RCAT Committee Activities</b>	S. Montez	3 min.	-----
11.	<b>Discussion and Possible Action</b> to Approve the Board of Directors Meeting Minutes of December 6, 2017	Board Chair	2 min.	Pages 1-8
12.	<b>Presentations:</b>			
	a) CCRTA Employee, Tenant and Visitors Parking Lot Guidelines	S. Montez	3 min.	<i>PowerPoint</i>
	b) Investment Report for the 3 <sup>rd</sup> Quarter Ended September 30, 2017	R. Saldaña	3 min.	Pages 9-10 <i>PowerPoint</i>
	c) November 2017 Financial Report	R. Saldaña	3 min.	Page 11-18 <i>PowerPoint</i>
	d) Procurement Update	R. Saldaña	3 min.	<i>PowerPoint</i>
	e) November 2017 Operations Report	G. Robinson	3 min.	Page 19-30 <i>PowerPoint</i>

13.	<b>CEO's Report</b>	J. Cruz-Aedo	5 min.	<i>No Attachment</i>
14.	<b>Board Chair's Report</b>	Board Chair	5 min.	<i>No Attachment</i>
15.	<b>Adjournment</b>	Board Chair	1 min.	-----
16.	<b>Information Items:</b> a) RCAT Minutes – November 16, 2017 b) Member Inquiry Forms: 1. Committees Meeting – November 15, 2017 2. Board Meeting – December 6, 2017			<i>Attachments</i>

**Total Estimated Time: 60 min.**

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On **Friday, December 29, 2017** this Notice was posted by **Dena Linnehan** at the CCRTA Staples Street Center, 602 N. Staples Street, Corpus Christi, Texas; and sent to the Nueces County and the San Patricio County Clerks for posting at their locations.

**PUBLIC NOTICE** is given that the Board may elect to go into executive session at any time during the meeting in order to discuss matters listed on the agenda, when authorized by the provisions of the Open Meetings Act, Chapter 551 of the Texas Government Code. In the event the Board elects to go into executive session regarding an agenda item, the section or sections of the Open Meetings Act authorizing the executive session will be publicly announced by the presiding officer.

In compliance with the Americans with Disabilities Act, individuals with disabilities who plan to attend this meeting and who may need auxiliary aids or services are requested to contact the Assistant Secretary to the Board at (361) 903-3474 at least 48 hours in advance so that appropriate arrangements can be made.

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

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**Mission Statement**

The Regional Transportation Authority was created by the people to provide quality transportation in a responsible manner consistent with its financial resources and the diverse needs of the people. Secondly, The RTA will also act responsibly to enhance the regional economy.



**Vision Statement**

Provide an integrated system of innovative, accessible and efficient public transportation services that increase access to opportunities and contribute to a healthy environment for the people in our service area.

**REGIONAL TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS' MEETING MINUTES  
WEDNESDAY, DECEMBER 6, 2017**

**Summary of Actions**

- 1. Pledge of Allegiance**
- 2. Moment of Reflection**
- 3. Conducted Roll Call**
- 4. Reading of Mission and Vision Statements by Board Chairman**
- 5. Administered the Oath of Office Appointment to the CCRTA Board of Directors – Anne Bauman**
- 6. Provided Opportunity for Public Comment**
- 7. Heard Update on RCAT Committee Activities**
- 8. Action to Approve Board of Directors Meeting Minutes of November 1, 2017**
- 9. Action to Approve Consent Agenda Items –**
  - a. Action to Authorize the Chief Executive Officer (CEO) or Designee to Approve the Last Option Year for General Engineering Construction Services with Naismith-Hanson Engineering, Inc.**
  - b. Action to Authorize the Chief Executive Officer (CEO) or Designee to Award a Contract to Ti-Zack Concrete, Inc., for ADA Bus Stop Improvements Phase VI**
  - c. Action to Authorize the Chief Executive Officer (CEO) or Designee to Issue a Request for Qualifications for Engineering Design Services for ADA Bus Stop Improvements Phase VII**
  - d. Action to Authorize the Chief Executive Officer (CEO) or Designee to Issue an Invitation for Bids for ADA Bus Stop Improvements Phase VII**
  - e. Action to Authorize the Chief Executive Officer (CEO) or Designee to Enter into Professional Service Agreements for Financial Auditing Services for the RTA Defined Benefit Plan and Trust**
  - f. Action to Authorize the Chief Executive Officer (CEO) or Designee to Enter into a Professional Service Agreement for Financial Auditing Services for the fiscal year ending December 31, 2017 to include the Financial Audit, Compliance Audit, and CAFR**
- 10. Action to Amend or Revoke the Board Policy on the Naming of Facilities**
- 11. Action to Approve The Texas Municipal League Intergovernmental Risk Pool (TMLIRP) to Provide Insurance for the Following Lines of Coverage for FY 2018: Auto Liability Insurance, Auto Catastrophe Insurance, Property Insurance, General Liability Insurance, Errors & Omissions Insurance, and Workers' Compensation Insurance**
- 12. Heard Presentations –**
  - a. Student Fare Campaign Update**
  - b. October 2017 Financial Report**
  - c. Procurement Update**
  - d. October 2017 Operations Report**
- 13. Heard CEO's Report**

14. **Heard Chairman's Report**
15. **Adjournment**
16. **Information –**
  - a. **RCAT Minutes – October 19, 2017**
  - b. **Member Inquiry Forms  
Committees Meetings – October 25, 2017  
Board Meeting – November 1, 2017**

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

**Board Members Present:** Curtis Rock, Chairman; Michael Reeves, Vice Chairman; Edward Martinez, Secretary; George B. Clower; Glenn Martin, Scott Harris, Tom Niskala, Larry Young (arrive 8:44 am), Dan Leyendecker, Patricia Dominguez and Anne Bauman

**Board Members Absent:** None

**Staff Present:** Jorge Cruz-Aedo, CEO; Daniel Benavides, Esteban Campos, David Chapa; Kelly Coughlin, Jennifer Fehribach, Monica Jasso, Denise Jones, Dena Linnehan, Derrick Majchszak, Sharon Montez, Victoria, Reyes, Mike Rendón, Gordon Robinson, Robert Saldaña and Susan Teltschik

**Public Present:** John Bell, Wood, Boykin, Wolter, CCRTA Legal Counsel; Kyle Klika, MV Transportation; Ray Hernandez, Iconic Signs; Alvin Villarreal, Citizen; Jodi Goings, WKMC Architects; Mickey Kramer, Kramer Insurance; Gina Salazar and Michael Hinojosa, ATU-Local 1769 Union

**Call to Order & Roll Call**

Mr. Curtis Rock called the meeting to order at 8:30 a.m., announced the Pledge of Allegiance, and held a moment of reflection. Mr. Edward Martinez called Roll and stated a quorum was present.

**Reading of Mission & Vision Statements**

Mr. Rock read the Agency's Mission and Vision Statements.

**Administered Oath of Office Appointments to the CCRTA Board of Directors**

Mr. Rock stated the Agency's General Counsel, Mr. John Bell, will swear in Ms. Anne Bauman.

**Opportunity for Public Comment**

Mr. Alvin Villarreal commented he would like to see Christmas display lighting at the Southside station near the Mall including remodel of the station so bus drivers and riders would not get wet when boarding the buses, like a shield on top.

**Heard Update on RCAT Committee Activities**

Ms. Sharon Montez reported on the recent meeting held on Thursday, November 16<sup>TH</sup> and Vice Chair, Ms. Tammye Salinas called the meeting to order. The 3<sup>RD</sup> Quarter Unsung Hero Award was announced to Mr. Luis Vega, who was presented a certificate for going above and beyond in providing support of customer service. Ms. Montez commented he assisted a rider with the Holiday Service schedule taking the time to answer all the rider's questions, and stated this is Mr. Vega's 3<sup>RD</sup> commendation for the year.

Ms. Montez continued with the Committee for Persons with Disabilities, Human Relations Committee, presented their report of ADA violations in the city, and 301 citations were issued to drivers parked in disabled parking areas without appropriate documentation, and another 200 citations issued for blocking the sidewalks. The committee presented Ms. Anne Bauman with a Certificate of Appreciation for her service and tenure on the RCAT.

Ms. Montez said she presented her proposed ADA improvements of several bus stops at Ramsey and Brawner which she will add to the January committees meetings agenda for February Board meeting approvals.

#### **Action to Approve the Board of Directors Meeting Minutes of November 1, 2017**

**MR. TOM NISKALA MADE A MOTION TO APPROVE THE BOARD OF DIRECTORS MEETING MINUTES OF NOVEMBER 1, 2017 WITH AN AMENDMENT TO CORRECT THE SPELLING OF KLEBERG BANK. MR. MICHAEL REEVES SECONDED THE MOTION. THE MOTION CARRIED. ROCK, REEVES, MARTINEZ, CLOWER, MARTIN, HARRIS, NISKALA, YOUNG, LEYENDECKER AND DOMINGUEZ VOTING IN FAVOR. ABSENT NONE.**

#### **Heard Consent Agenda Items**

Mr. Rock asked members if there were any of the items A through F to be pulled for discussion, Mr. Leyendecker asked to abstain from item C and Mr. Rock then asked for a motion to approve the following items:

- a. **Action** to Authorize Issuing an Invitation for Bids (IFB) for Lubricants & Fluids Supplies
- b. **Action** to Recommend the Board Authorize the Chief Executive Officer (CEO) or Designee to Approve 2018 Holiday Service Schedule
- c. **Action** to Approve the Title VI Program Update for Fiscal Years 2014-16

**MR. DAN LEYENDECKER ASKED TO ABSTAIN FROM ACTION ITEM 9.C. AND MR. REEVES MADE A MOTION TO APPROVE THE CONSENT AGENDA ITEMS A THROUGH C. MR. NISKALA SECONDED THE MOTION. THE MOTION CARRIED. ROCK, REEVES, MARTINEZ, CLOWER, MARTIN, HARRIS, NISKALA, YOUNG, LEYENDECKER AND DOMINGUEZ VOTING IN FAVOR. ABSENT NONE.**

### **Action to Amend or Revoke the Board Policy on the Naming of Facilities**

Mr. John Bell presented stated the existing policy was adopted in 2006, although at that time, the policy stated the agency does not name anything after individuals, and he said this has been the tradition. He mentioned at a previous discussion of the board, a spirited discussion evolved and resulted by the Board to make it a written policy of not naming any facility after individuals, yet were named as a result of their functional purpose or geographical location.

He continued with a few examples of peril associated with naming of schools, the port, and other facilities, while making the point the Agency's policy states not naming anything after individuals. He provided a document showing options of leaving the policy as is, modify the policy to allow naming of facilities after individuals, and two critical decisions to be made are 1) only recognize individuals posthumously, and 2) honor and recognize individuals which have outstandingly supported the Agency. Mr. Bell commented on the prior discussions naming a facility after someone who had passed away a month prior, and mentioned the policy may want to include a 6-month time limit so as to not be emotion based as in the prior discussions. Mr. Bell commented another procedure where technically, the Board could name anything based on a simple motion on the agenda published 72 hours in advance per the Open Meetings Act, although follow a more deliberative process to propose in one meeting and take action at the next meeting. He summarized the issues involved in naming of 1) naming a facility after individuals posthumously or not, 2) naming based on the contribution and/or recognition of public transportation of the Agency or civic duties, 3) naming with a waiting period or process to follow, and 4) what type of vote process in the naming.

In general discussion, Mr. Leyendecker brought up the issue of future Boards could change the policy and a cascade of names as the Board changes over the years as no conditions are set in the policy.

**MR. REEVES MADE A MOTION TO TABLE THIS ITEM TO AMEND OR REVOKE THE BOARD POLICY ON THE NAMING OF FACILITIES UNTIL NEXT YEAR IN 2018. MR. LARRY YOUNG SECONDED THE MOTION. THE MOTION CARRIED. ROCK, REEVES, MARTINEZ, CLOWER, MARTIN, HARRIS, NISKALA, YOUNG, LEYENDECKER AND DOMINGUEZ VOTING IN FAVOR. ABSENT NONE.**

### **Action to Authorize the Chief Executive Officer (CEO) or Designee to Approve The Texas Municipal League Intergovernmental Risk Pool (TMLIRP) to Provide Insurance for the Following Lines of Coverage for FY 2018: Auto Liability Insurance, Auto Catastrophe Insurance, Property Insurance, General Liability Insurance, Errors & Omissions Insurance, and Workers' Compensation Insurance**

Mr. Mike Rendón reported the Agency is self-insured through the Texas Municipal League Intergovernmental Risk Pool (TMLIRP) and have been a member since 1990 in the liability and property fund, and in 2009, joined in the workers' compensation fund. He commented the Agency's participation is by entering into an Interlocal Agreement with

the participating pool member local governments. Using a PowerPoint, Mr. Rendón displayed a chart showing the costs for each category for the Agency's contribution into the fund for 2017 and 2018. He commented general liability and errors and omissions liability costs for 2018 remain the same as 2017, automobile liability/medical payments increased by \$55,064, addition of law enforcement liability by \$901, and other categories increased by a total of \$3,292, or \$58,356 total for Liability, Property and Crime costs. Mr. Rendón reported the Workers' Compensation decreased by \$7,532, and total contribution for 2018 to be \$500,621 to the fund.

Mr. Leyendecker questioned the cost associated with the automobile liability/medical payments increase, and Mr. Rendón commented this increase is based on per occurrence. Mr. Bell spoke to say there is no aggregate limit on these specific cost. Mr. Leyendecker asked what does the errors and omissions liability cover, and Mr. Jorge Cruz-Aedo commented this is for any issue the Staff or the Board creates which would result in a claim being filed. Mr. George Clower commented his concerns on the Property Insurance of \$20 million being under insured for the Agency's properties, and asked if the Kleberg Bank building was included in the amount. Mr. Bell spoke and said the Kleberg building was covered by the customer as per the lease agreement. Mr. Martinez asked if other insurance providers had been used other than TML, and Mr. Rendón said in 2014 another provider was used, although their rates were significantly higher than TML. Mr. Reeves asked if our rates would go down for the medical settlements for claims from 2014 through this year, and Mr. Rendón mentioned in talking with our TML representative, the Agency has done very well in fewer occurrences for those years. Mr. Leyendecker asked if rates would decrease if the Agency added a deductible, and Mr. Rendón commented he would provide that information at the next meeting.

In general discussion, Mr. Cruz-Aedo asked the Board to move forward on this item, and for Staff to follow-up with questions asked at the January Board meeting. Mr. Scott Harris asked how often the item is purchased, and Mr. Rendón stated this item is on the first year on a two year option, Mr. Cruz-Aedo said it is an annual review. After discussions, the Board will move forward with exceptions on questions to be provided at the next meeting.

**MR. NISKALA MADE A MOTION TO AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) OR DESIGNEE TO APPROVE THE TEXAS MUNICIPAL LEAGUE INTERGOVERNMENTAL RISK POOL (TMLIRP) TO PROVIDE INSURANCE FOR THE FOLLOWING LINES OF COVERAGE FOR FY 2018: AUTO LIABILITY INSURANCE, AUTO CATASTROPHE INSURANCE, PROPERTY INSURANCE, GENERAL LIABILITY INSURANCE, ERRORS & OMISSIONS INSURANCE, AND WORKERS' COMPENSATION INSURANCE WITH EXCEPTION REGARDING QUESTIONS ASKED BE PROVIDED AT NEXT MEETING. MR. EDWARD MARTINEZ SECONDED THE MOTION. THE MOTION CARRIED. REEVES, CLOWER, MARTIN, HARRIS, NISKALA, YOUNG, LEYENDECKER AND DOMINGUEZ VOTING IN FAVOR. ABSENT ROCK AND MARTINEZ**

### **Heard Presentations:**

**a. Student Fare Campaign Update** – Ms. Kelly Coughlin, using a PowerPoint, presented the Board with a trivia question of what percentage of riders are students, and stated 12 percent. She continued with Staff is researching to breakdown the percentages per each campus which helps structure their marketing plans. Ms. Coughlin commented their road map for the campaign would include need, purpose, target audience, how it works, kick-off meeting, other transportation avenues and a recap. She stated the Agency is federally mandated to collect fares from passengers and cannot discriminate any group. Ms. Coughlin mentioned there is a rumor students can pay whatever amount and not be removed from the buses. She said this is a rumor as the Agency can remove anyone from the buses if they do not pay and educate students on how the Agency's fare and system works by focusing on consistent messaging and education for all the academic facilities. She commented on the agency's policy for students, they must be enrolled in school with proof of enrollment and the student is issued a CCRTA Student ID card free of charge for the first card. Ms. Coughlin stated that all school districts in the CCRTA service area are provided a reduced rate with their school IDs, private or charter, and CCTAMU and Del Mar ride at no charge with a valid school ID. She commented the purpose of the campaign is to remind, educate and enforce the 25 cent reduced rate fare and riders to target would be those of the system, the public, students of all ages and CCRTA's stakeholders.

Ms. Coughlin commented Staff is working the campaign so it may be presented in both English and Spanish, letters are to be sent out to the public including to the various school districts along with Marketing's traditional outreach programs. Marketing's plan is to attend Parent Teacher Association (PTA) meetings, become more involved with the various media agencies, social media, and newspaper and radio ads get placed to make the academic community aware. Ms. Coughlin provide the campaign's dates to begin in January 2018 where Staff will focus on education and work with transportation, and by August, the Agency will be enforcing the full fare collection campaign.

**b. October 2017 Financial Report** – Mr. Saldaña reported October operating revenues decreased by \$84,496, although revenues from sales tax and grants exceeded budgets by \$120,662 and \$106,138, respectively. He said the total of departmental operating expenses exceeded overall operating budget by \$71,072, and the Agency's net change in assets for the month of October decreased by \$268,012. He mentioned, the actual sales tax revenue of \$2,816,762 reported in October represents the accumulation of transactions that have occurred to date.

Mr. Saldaña reported passenger service was \$147,730 versus \$129,142 in 2016, or an increase of \$18,588 and \$52,384 lower than current budget estimates. He said for other operating revenues, to include advertising at \$19,906 versus \$52,018 budgeted, or a decrease of \$32,113 was based on a timing issue of annual CNG rebates we received in April 2017. Mr. Saldaña commented the sales tax received in November



was \$3,206,691.45 and represented consumer spending in September that included delayed payments as a result of Hurricane Harvey. He reported sales tax allocations received in November in comparison to last year is higher by \$346,319.38, or 12.11 percent, year-to-year collections for 2017 totaled \$23,955,588.70 which is \$454,135 higher than the same period last year and represents a positive growth of 1.93 percent.

- c. **Procurement Update** – Mr. Saldaña reported current projects are for the ADA Bus Stop Improvements Phase VI at \$429,673 to be completed by February 2018, and Life and Accidental Death and Dismemberment 3 year contract at \$138,756 with two one-year options and a Request for Proposals will be sent out and come to the board in January. He said for the current procurement, we reached out to 285 vendors, one attended the pre-bid meeting and 3 proposals were received. He mentioned the items coming before the Board included the TML agreement discussed earlier in this meeting, with two additional agreements; one for general engineering services at \$150,000; and one for engine oil supply at \$83,518 to be brought to the Board in January, and all are 3 year contracts with two one-year options.

Mr. Saldaña stated for projects requiring the CEO's signature authority, six projects are; one for Benetrac, not to exceed \$16,308; one for Transloc not to exceed \$45,000, one for FleetNet not to exceed \$29,520; one for Employee Assistance Program not to exceed \$10,000; one for coin sorter preventative maintenance not to exceed \$5,000; and one for healthcare consulting services not to exceed \$48,000. Mr. Saldaña commented on the month-to-month contracts and agreements for; Long Term Disability at \$21,550, Marina Rental Space at \$11,893 and Pre-Employment Background Screening not to exceed \$20,300.

- d. **October 2017 Operations Report** – Mr. Gordon Robinson reported October boardings for all services totaled 512,227, or a 1.2 percent increase compared to October 2016. He said fixed route increased little over 2 percent, while B-line was down 1.2 percent for the month of October. Mr. Robinson stated the year to date ridership was also down 2.1 percent, yet stable going into the end of the year. He commented highest boardings were still at the Staples Street Center with 81,474, and lowest boardings were at Flower Bluff/Downtown route #56 for the month at 118, mainly due to numerous bond projects. He said for bicycle boardings numbers were a little over 9,500, and commented we met the standard for our on-time performance for fixed route. He continued with Customer Assistance Forms (CAFs) for the month of October at 61 verified due to an increase of ridership during the holiday season, and reported there were 7 commendations for the month of October.

Mr. Robinson also reported on Safety & Security and For September, there were two (5) vehicle accidents, and 2 were determined as non-preventable, 36 customer-related incidents and CCRTA operators drove a total of 304,580.9 miles. He reported the year-to-date accident rate for September came in at 1.50 per hundred thousand miles driven, and meets the standard of 2.0 or less. Mr. Robinson also displayed a chart showing the breakdown of October and last six months for Safety and Security incidents. Mr. Reeves commended Staff for providing this information and the

operators for keeping these numbers down below the standard. Mr. Niskala also commended the operators for their safety due to all the current construction within the city. Ms. Anne Bauman also commended the operators for their hard work and being conscious of the roads and distracted drivers, especially since she uses the bus system for transportation.

### **Heard CEO's Report**

Mr. Cruz-Aedo commented both he and Mr. Scott Harris attended the Florida Autonomous Vehicle (FAV) conference in Florida on November 13-15, 2017 and using a PowerPoint presentation talked about the conference and displayed pictures of vehicles. Mr. Harris commented the technology is out there, and there are 2,000 autonomous vehicles currently being utilized as this will continue to grow into the year 2020.

He mentioned the Agency has partnered with the National Transit Institute (NTD) and currently is hosting a 2-day training session here at the Staples Street Center, and several employees are attending along with others from transit agencies coming as far as Minneapolis and Colorado. Mr. Cruz-Aedo commented the employee Holiday Party would be held December 16<sup>TH</sup> at Emerald Beach Hotel and extended an invitation to the Board members.

He also commented he wanted to thank the Board for their guidance throughout the year and stated this is the second year that the Agency has ended the year with a flat budget and a positive result at the end of the year. The Agency has focused on the Core Mission by providing transportation to the community.

### **Heard Chairman's Report**

Mr. Rock deferred his time to the members. All directors spoke and commended Staff on their hard work throughout the year to include the operators, and wished everyone a Merry Christmas, Happy Holidays and travel safe.

### **Adjournment**

There being no further review of items, the meeting adjourned at 9:44 a.m.

Submitted by: Dena Linnehan

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Edward Martinez, Secretary



CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY

Board of Directors' Meeting Memo

January 3, 2018

**Subject:** Investment Report for the 3<sup>rd</sup> Quarter Ended September 30, 2017

**Background**

As of the 3<sup>rd</sup> quarter ending September 30, 2017, the Agency's combined investment portfolio showed a slight improvement over the 2<sup>nd</sup> quarter with the market value coming in short of book by \$66 in comparison to \$1,368 from the quarter before. The market value for the Agency's portfolio was at \$28,385,448 while the book value was at \$28,385,514.

The majority of our investments are held in CD's and Money Market Accounts. The Agency also holds one investment in a Government Agency Bond. Investments held as of September 30, 2017 had a weighted average yield of 0.215% and a weighted average maturity of 15 days.

Net investment income on the portfolio for the third quarter of 2017 was \$13,896.

The investment return for the quarter was .204% versus the benchmark yield of 1.140% for a six month treasury.

The portfolio consists of a diversified list of investments with 89.17% in bank investments, 7.14% in money market funds, 2.82% in U.S. agency funds, and 0.87% in brokered certificates of deposit (CDs).

The full investment report is included as a separate attachment.

**Identified Need**

In accordance with Texas State Government Code Chapter 2256, also known as the Public Funds Investment Act, not less than quarterly, the investment officer shall prepare and submit to the governing body of the entity a written report of investment transactions for all funds covered by this chapter for the preceding reporting period.

**Financial Impact**


None at this time


**Recommendation**

For information only

Respectfully Submitted,

Submitted by: Marie Sandra Roddel  
Director of Finance

Reviewed by:   
*for* Robert M. Saldaña  
Managing Director of Administration

Final Approval by:   
Jorge Cruz-Aedo  
Chief Executive Officer



CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY

# Quarterly Investment Report

## As of September 30, 2017

PATTERSON & ASSOCIATES



INVESTMENT PROFESSIONALS

# Elevated Tensions Ruled the Month

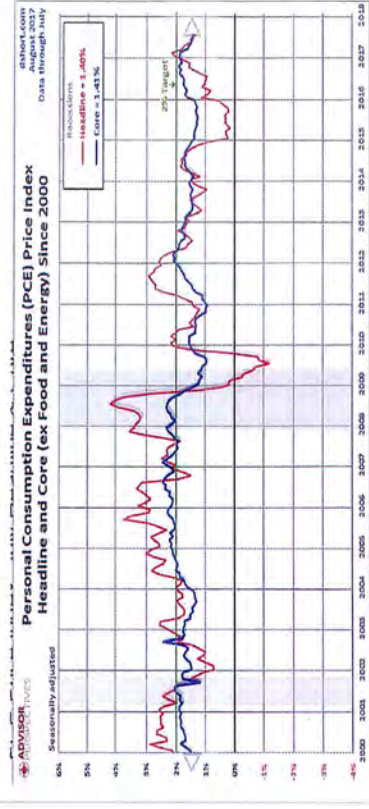
The Southern US and its economy were slapped with two category 5 hurricanes – **Harvey and Irma** - this month which flooded and destroyed property particularly in Texas and Florida. The impact of these storms will be felt for several months on every aspect of the economy from construction to retail sales. Although stocks seem to take every shock in stride – to the point of ignoring them – the bonds had not been convinced until in the last week of the month when Chair Yellen turned hawkish predicting a December rate hike along with a rebalancing Fed as well as a strong GDP revision to 3.1%. At least temporarily yields are moving up across the curve.

With Harvey, oil prices surged as Texas refineries faced potential delays. And, as folks escaped Florida in front of Irma, gas surged again pushing oil to \$53/bbl, its biggest jump in 7 months. Add a threat from Turkey to oil supply and the oil price increase was poised to have a dramatic impact on the economy and moderately on inflation.

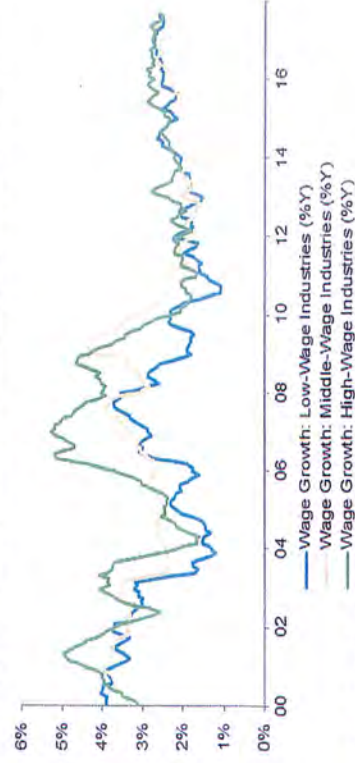
Payroll claims have spiked but construction and repair jobs will bring some increase in the affected storm areas. Materials supplies must increase as will their price but even with the reconstruction most economists had lowered their 3Q GDP projections until the revision came in at 3.1%.

One tangential area affected by the storms is retail sales. Retail has been slipping. Auto sales were already down \$1.5bb before the storms matched by another \$1.5bb decrease in other retail sectors. The negatives weighing on wages will change retail's Christmas further as folks switch from toys in the stockings to furniture and carpet.

Job growth was at a 3-month low in August and now misplaced workers will further reduce wage pressure. Service industries are slipping and only education and health show positive signs. None of this bodes well for inflation projections or consumer sales.



A second series of shocks came from **North Korea (NOKO)** whose unstable ruler seems intent on declaring war on the US. The country lofted missiles into the sea and over Japan repetitively knowing that the US must step up to protect its troops stationed there, Guam and our close ally Japan. The two bully trans-Pacific pulpits issuing from Twitter to the UN kept a *risk-on* position in the bond market all month taking the benchmark 10-year yield to 2%. Increased Russian sanctions may calm the situation but the bond market will remain very aware of this threat. The bond risk forces are balancing each other currently and keeping yields in a tight range.



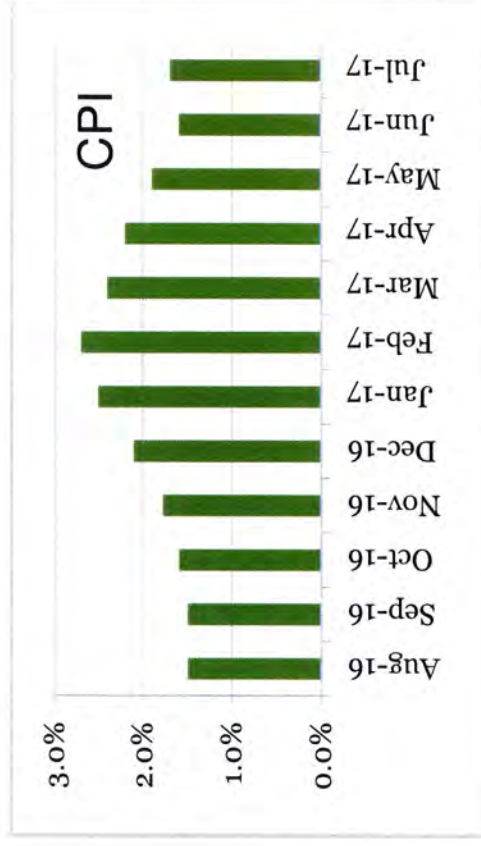
Source: Bureau of Labor Statistics, Morgan Stanley Research

# Global Bankers Set the Tone

The lack of inflation has kept all central bankers frustrated. Chair Yellen and the FOMC have adjusted their inflation expectations from 1.7% to 1.5% in 2017 and from 2.0% to 1.7% in 2019. Despite the absence of inflation, the central bankers are cautiously proceeding towards normalization finding the storms impact manageable and transitory.

The Federal Reserve, ECB, Bank of England and Bank of Japan dominated the center ring this month showing their parallel shift to a global tightening tone. The Fed and the Bank of England certainly are the most hawkish, but all the banks are tentatively moving towards a QT (quantitative tightening) along with grudgingly applied rate increases. Ancillary but major events have caused a stuttering start to the process. Angela Merkel had an election to handle, the Brexit exit is stalled on the size of the UK bill to be paid, and Germany has not been supportive of the EU (Draghi) plan for pooling Euro debt which was designed to further EU financial integration. The solid, although plodding, growth globally has driven them forward however.

The Federal Reserve has released information on its plan to reduce its \$4.5tr balance sheet and will begin the reduction in October. One tricky question on Fed projections hinges on the makeup of the Board. With the resignation of Vice Chair Fischer we have four empty chairs at the Fed and if Yellen is not reappointed by Trump there will be five. The replacements may change the pace and plans dramatically. Under Yellen as she stated, "It would be imprudent to keep monetary policy on hold until inflation is back to 2 percent," and additionally, she said the Fed "should also be wary of moving too gradually." A change in the Committee however may change that direction unless the economy is materially strong by January.

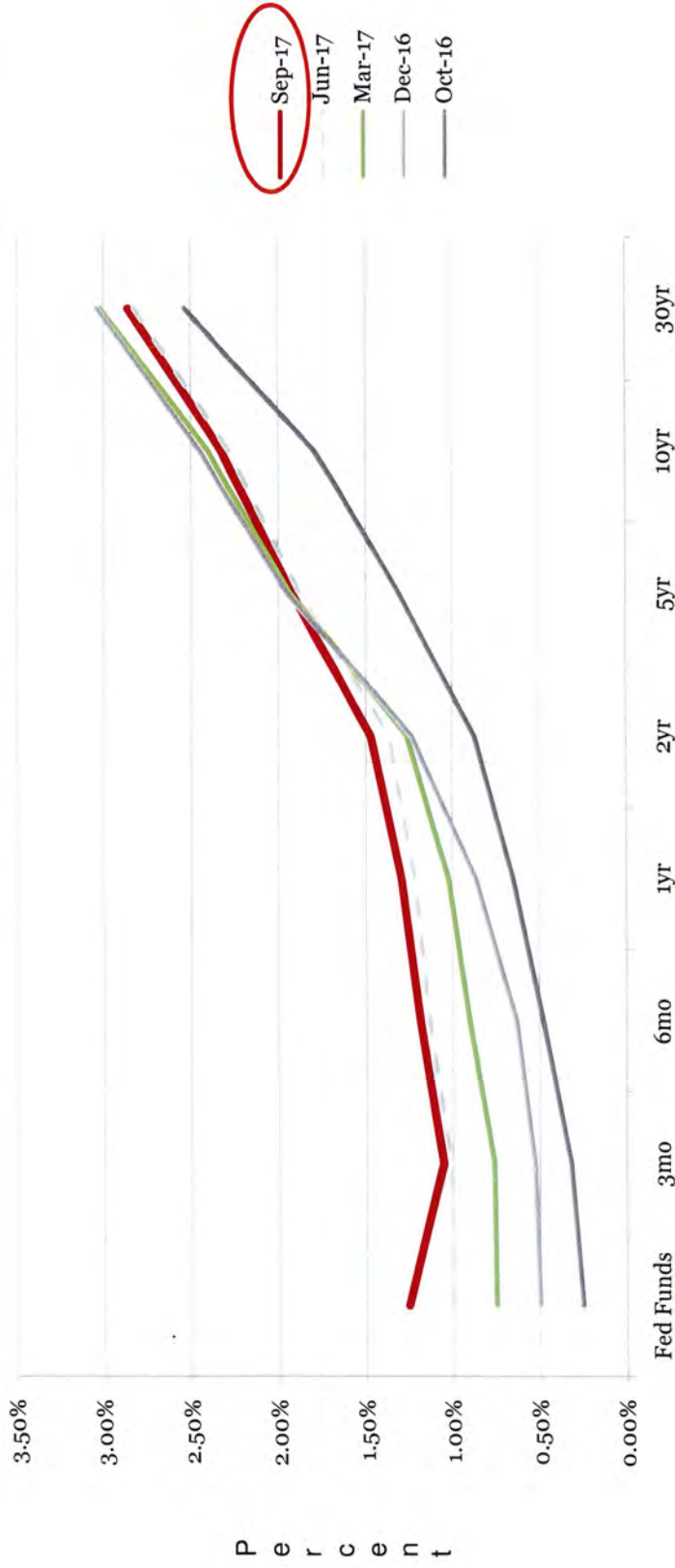


The inflation sticking point is a crucial one for the central banks. With the dollar down 6.6% against its main trading partners this will boost inflation slightly but CPI and PPI continue to struggle. The storms will help also but the inflation that normally would accompany job growth and full employment is, like many things, definitely different this time around. Some of the factors include the reduction of technology and production costs that dampen inflation pressures in many industries. In addition, it is a supply and demand stress situation in that the US has an over supply of goods. The extreme strength of the US dollar for the past many months has skewed trade with the US and cheapened goods coming into the US. With the global geo-political risks this situation may not be corrected for a long period. After several years of cheap goods, the consumer expects and almost demands lower prices expecting inflation to remain low. This attitude has to change and will.



# Rates Flattening Continues

- The curve ended the month flatter on the month. But some flattening came from the front end jump in rates after Yellen's comments regarding a December hike. The long end will take a little longer to react.
- Short term rates continue to move up as the FOMC stays optimistic on inflation, but the bond market doesn't believe they will act and keeps taking the long end down in rates. More inflation and rate talk will move the long end upwards at some point.
- The risk off (safety) trades keep yields down in the short to intermediate portion of the curve as international investors bring money in and cash stays in money funds.
- As low as our US rates are, they remain above other global options which will turn as other central banks raise rates.






*Corpus Christi Regional Transportation Authority (RTA), Texas*

Quarterly Investment Report  
 July – September 2017  
**Portfolio Summary Management Report**

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

<u>Portfolio as of June 30, 2017</u>		<u>Portfolio as of September 30, 2017</u>	
Beginning Book Value	\$ 21,774,312	Ending Book Value	\$ 28,385,514
Beginning Market Value	\$ 21,772,944	Market Value	\$ 28,385,448
Unrealized Gain/Loss	\$ (1,368)	Investment Income for the period	\$ 13,896
WAM at Beginning Period Date <sup>1</sup>	28 days	Unrealized Gain/Loss	\$ (66)
		<b>Change in Unrealized Gain/Loss</b>	<b>\$ 1,302</b>
		WAM at Ending Period Date <sup>1</sup>	15 days
		Change in Market Value <sup>2</sup>	\$ 6,612,504
		<b>Average Yield to Maturity for period</b>	<b>0.204%</b>
		<b>Average Yield 6 month Treasury Bill for period</b>	<b>1.140%</b>
		<b>Average Yield 1 Year Treasury Note for period</b>	<b>1.240%</b>

\_\_\_\_\_  
 Daniel Benavidez, Comptroller  
 Corpus Christi RTA

  
 Linda Patterson  
 Patterson & Associates, Registered Investment Advisor

\_\_\_\_\_  
 Jorge Cruz-Aedo, Chief Executive Officer  
 Corpus Christi RTA

\_\_\_\_\_  
 Sandra Roddel, Director of Finance  
 Corpus Christi RTA

\_\_\_\_\_  
 Robert Saldana, Managing Director of Finance  
 Corpus Christi RTA

<sup>1</sup> WAM, represents weighted average maturity.

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

# Your Portfolio

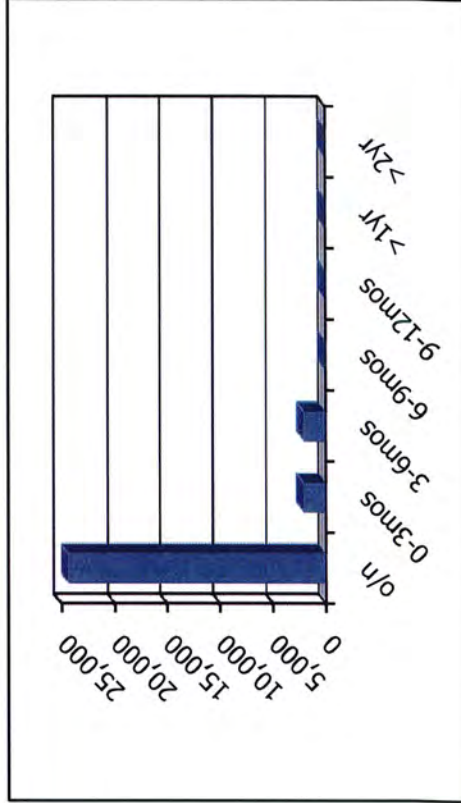
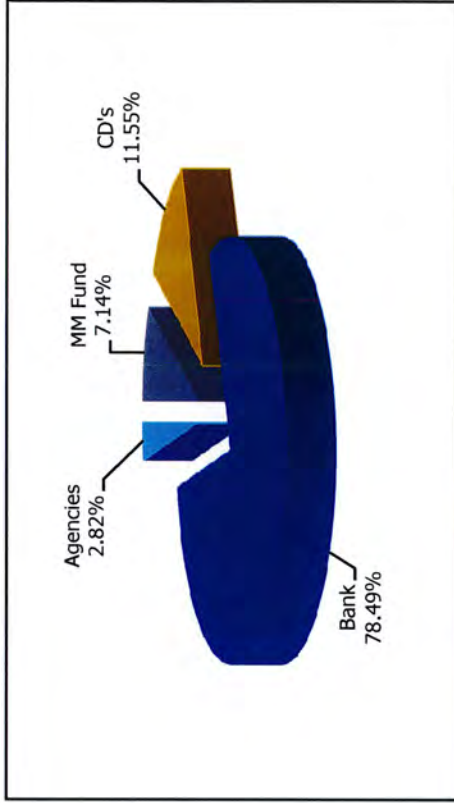
As of September 30, 2017

PATTERSON & ASSOCIATES



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- 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 continue to move up with the Fed's move and short term alternatives are available especially for those with access to commercial paper. Rates beyond one year will best the pools.
- Banks remain *uninterested* in new deposits and everyone must review the ECR rates versus those available outside the banks.
- It is time to reduce cash balances and plan for the tax funds coming soon.
- The non-cash portion of your portfolio is yielding 0.98%.





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**Corpus Christi RTA  
 Portfolio Management  
 Portfolio Summary  
 September 30, 2017**

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 365 Equiv.
Certificates of Deposit	247,455.72	247,455.72	247,455.72	0.87	365	70	0.650
Federal Agency Coupon Securities	800,000.00	800,020.00	800,086.31	2.82	341	9	0.716
Bank Accounts	22,280,240.61	22,280,240.61	22,280,240.61	78.49	1	1	0.012
MM Funds	2,025,664.41	2,025,664.41	2,025,664.41	7.14	1	1	0.920
CD's - Interest Mon/Qttr/Ann	3,032,067.30	3,032,067.30	3,032,067.30	10.68	306	122	1.070
<b>Investments</b>	<b>28,385,428.04</b>	<b>28,385,448.04</b>	<b>28,385,514.35</b>	<b>100.00%</b>	<b>46</b>	<b>15</b>	<b>0.215</b>

**Total Earnings** September 30 Month Ending 4,688.15 Fiscal Year To Date 49,742.61  
 Current Year

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.

Marie Sandra Roddel, Director of Finance

**Corpus Christi RTA  
 Summary by Type  
 September 30, 2017  
 Grouped by Fund**

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Security Type	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
<b>Fund: Construction Bond 2013</b>						
MM Funds	1	6,307.04	6,307.04	0.02	1.070	1
<b>Subtotal</b>	<b>1</b>	<b>6,307.04</b>	<b>6,307.04</b>	<b>0.02</b>	<b>1.070</b>	<b>1</b>
<b>Fund: General Fund</b>						
Certificates of Deposit	1	247,455.72	247,455.72	0.87	0.650	70
CD's - Interest Mon/Qtr/Ann	3	3,032,067.30	3,032,067.30	10.68	1.070	122
Federal Agency Coupon Securities	1	800,000.00	800,086.31	2.82	0.716	9
Bank Accounts	2	22,280,240.61	22,280,240.61	78.49	0.012	1
MM Funds	1	2,019,357.37	2,019,357.37	7.11	0.920	1
<b>Subtotal</b>	<b>8</b>	<b>28,379,121.00</b>	<b>28,379,207.31</b>	<b>99.97</b>	<b>0.215</b>	<b>15</b>
<b>Total and Average</b>	<b>9</b>	<b>28,385,428.04</b>	<b>28,385,514.35</b>	<b>100.00</b>	<b>0.215</b>	<b>15</b>



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**Corpus Christi RTA  
 Fund CON - Construction Bond 2013  
 Investments by Fund  
 September 30, 2017**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
MM Funds											
8664004176	10065	East West Bank MM 3 Check	03/14/2014	6,307.04	6,307.04	6,307.04	1.070	1.055	1.070		1
		Subtotal and Average		6,307.04	6,307.04	6,307.04		1.055	1.070		1
		Total Investments and Average		6,307.04	6,307.04	6,307.04		1.055	1.070		1

**Fund GEN - General Fund  
Investments by Fund  
September 30, 2017**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
<b>Certificates of Deposit</b>											
16102B	10136	Crockett National Bank	12/10/2016	247,455.72	247,455.72	247,455.72	0.650	0.641	0.650	12/10/2017	70
		<b>Subtotal and Average</b>		<b>247,455.72</b>	<b>247,455.72</b>	<b>247,455.72</b>		<b>0.641</b>	<b>0.650</b>		<b>70</b>
<b>Federal Agency Coupon Securities</b>											
3133EDXA5	10130	FFCB Note	11/03/2016	800,086.31	800,000.00	800,020.00	1.150	0.706	0.716	10/10/2017	9
		<b>Subtotal and Average</b>		<b>800,086.31</b>	<b>800,000.00</b>	<b>800,020.00</b>		<b>0.706</b>	<b>0.716</b>		<b>9</b>
<b>Bank Accounts</b>											
7407163281	10117	Wells Fargo Bus Market Rate PF	01/01/2016	1,755,215.61	1,755,215.61	1,755,215.61	0.150	0.147	0.150		1
9226631688	10002	Wells Fargo Bank Choice IV	01/01/2012	20,525,025.00	20,525,025.00	20,525,025.00					1
		<b>Subtotal and Average</b>		<b>22,280,240.61</b>	<b>22,280,240.61</b>	<b>22,280,240.61</b>		<b>0.012</b>	<b>0.012</b>		<b>1</b>
<b>MM Funds</b>											
5259B	10127	Wells Fargo Gov MM (WFFXX)	09/08/2016	2,019,357.37	2,019,357.37	2,019,357.37	0.920	0.907	0.920		1
		<b>Subtotal and Average</b>		<b>2,019,357.37</b>	<b>2,019,357.37</b>	<b>2,019,357.37</b>		<b>0.907</b>	<b>0.920</b>		<b>1</b>
<b>CD's - Interest Mon/Qtr/Ann</b>											
172443647	10135	East West Bank	11/04/2016	1,007,098.44	1,007,098.44	1,007,098.44	0.780	0.769	0.780	11/04/2017	34
172267625D	10137	East West Bank	03/07/2017	1,024,567.96	1,024,567.96	1,024,567.96	1.100	1.084	1.100	03/13/2018	163
172629489	10138	East West Bank	09/20/2017	1,000,400.90	1,000,400.90	1,000,400.90	1.330	1.311	1.330	03/19/2018	169
		<b>Subtotal and Average</b>		<b>3,032,067.30</b>	<b>3,032,067.30</b>	<b>3,032,067.30</b>		<b>1.055</b>	<b>1.070</b>		<b>122</b>
		<b>Total Investments and Average</b>		<b>28,379,207.31</b>	<b>28,379,121.00</b>	<b>28,379,141.00</b>		<b>0.212</b>	<b>0.215</b>		<b>14</b>



**Corpus Christi RTA  
Cash Reconciliation Report  
For the Period July 1, 2017 - September 30, 2017  
Grouped by Fund**

Trans. Date	Investment #	Fund	Trans. Type	Security ID	Par Value	Security Description	Maturity Date	Purchases	Interest	Redemptions	Cash
<b>General Fund</b>											
07/26/2017	10124	GEN	Interest	51199D	245,000.00	KBCD 0.2M 0.20% Mat. 07/26/2017	07/26/2017	0.00	490.00	0.00	490.00
07/26/2017	10124	GEN	Maturity	51199D	245,000.00	KBCD 0.2M 0.20% Mat. 07/26/2017	07/26/2017	0.00	0.00	245,000.00	245,000.00
09/19/2017	10129	GEN	Interest	3136G0C66	1,000,000.00	FNMA 1.0M 0.95% Mat. 09/19/2017	09/19/2017	0.00	4,750.00	0.00	4,750.00
09/19/2017	10129	GEN	Maturity	3136G0C66	1,000,000.00	FNMA 1.0M 0.95% Mat. 09/19/2017	09/19/2017	0.00	0.00	1,000,000.00	1,000,000.00
09/20/2017	10138	GEN	Purchase	172629489	1,000,000.00	EWB 1.0M 1.33% Mat. 03/19/2018	03/19/2018	-1,000,000.00	0.00	0.00	-1,000,000.00
09/30/2017	10135	GEN	Interest	172443647	1,000,000.00	EWB 1.0M 0.78% Mat. 11/04/2017	11/04/2017	0.00	1,978.02	0.00	1,978.02
09/30/2017	10135	GEN	Interest	172443647	1,000,000.00	EWB 1.0M 0.78% Mat. 11/04/2017	11/04/2017	-1,978.02	0.00	0.00	-1,978.02
09/30/2017	10137	GEN	Interest	172267625D	1,018,165.64	EWB 1.0M 1.10% Mat. 03/13/2018	03/13/2018	0.00	2,836.75	0.00	2,836.75
09/30/2017	10137	GEN	Interest	172267625D	1,018,165.64	EWB 1.0M 1.10% Mat. 03/13/2018	03/13/2018	-2,836.75	0.00	0.00	-2,836.75
09/30/2017	10138	GEN	Interest	172629489	1,000,000.00	EWB 1.0M 1.33% Mat. 03/19/2018	03/19/2018	0.00	400.90	0.00	400.90
09/30/2017	10138	GEN	Interest	172629489	1,000,000.00	EWB 1.0M 1.33% Mat. 03/19/2018	03/19/2018	-400.90	0.00	0.00	-400.90
<b>Subtotal</b>								<b>-1,005,215.67</b>	<b>10,455.67</b>	<b>1,245,000.00</b>	<b>250,240.00</b>
<b>Total</b>								<b>-1,005,215.67</b>	<b>10,455.67</b>	<b>1,245,000.00</b>	<b>250,240.00</b>



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**Corpus Christi RTA**  
**Purchases Report**  
**Sorted by Fund - Fund**  
**July 1, 2017 - September 30, 2017**

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 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													
172629489	10138	GEN	RR3	EWB	1,000,000.00	09/20/2017	/ - Quarterly	1,000,000.00		1.330	03/19/2018	1.330	1,000,400.90
				Subtotal	1,000,000.00			1,000,000.00	0.00				1,000,400.90
				Total Purchases	1,000,000.00			1,000,000.00	0.00				1,000,400.90





**Corpus Christi RTA  
 Maturity Report**

**Sorted by Maturity Date**

Amounts due during July 1, 2017 - September 30, 2017

CUSIP	Investment #	Fund	Sec. Type	Issuer	Par Value	Maturity Date	Purchase Date	Rate at Maturity	Book Value at Maturity	Interest	Maturity Proceeds	Net Income
51199D	10124	GEN	BCD	KBCD	245,000.00	07/26/2017	07/26/2016	0.200	245,000.00	490.00	245,490.00	490.00
3136G0C66	10129	GEN	FAC	FNMA	1,000,000.00	09/19/2017	11/03/2016	0.950	1,000,000.00	4,750.00	1,004,750.00	4,750.00
<b>Total Maturities</b>					<b>1,245,000.00</b>				<b>1,245,000.00</b>	<b>5,240.00</b>	<b>1,250,240.00</b>	<b>5,240.00</b>



**Corpus Christi RTA**  
**Interest Earnings**  
**Sorted by Fund - Fund**  
**July 1, 2017 - September 30, 2017**  
**Yield on Average Book Value**

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Annualized Rate	Yield	Interest Earned	Adjusted Interest Earnings	
											Amortization/ Accretion	Adjusted Interest Earnings
<b>Fund: Construction Bond 2013</b>												
8664004176	10065	CON	RR2	6,307.04	6,290.43	6,296.10		1.070	1.047	16.61	0.00	16.61
			<b>Subtotal</b>	<b>6,307.04</b>	<b>6,290.43</b>	<b>6,296.10</b>			<b>1.047</b>	<b>16.61</b>	<b>0.00</b>	<b>16.61</b>
<b>Fund: General Fund</b>												
3136G0C66	10129	GEN	FAC	0.00	1,000,520.82	869,787.96	09/19/2017	0.950	0.701	2,058.33	-520.82	1,537.51
3133EDXA5	10130	GEN	FAC	800,000.00	800,949.46	800,513.20	10/10/2017	1.150	0.712	2,300.00	-863.15	1,436.85
51199D	10124	GEN	BCD	0.00	245,000.00	66,576.09	07/26/2017	0.200	0.200	33.56	0.00	33.56
16102B	10136	GEN	BCD	247,455.72	247,455.72	247,455.72	12/10/2017	0.650	0.650	405.42	0.00	405.42
172267625D	10137	GEN	RR3	1,024,567.96	1,021,731.21	1,021,762.04	03/13/2018	1.100	1.101	2,836.75	0.00	2,836.75
172443647	10135	GEN	RR3	1,007,098.44	1,005,120.42	1,005,141.92	11/04/2017	0.780	0.781	1,978.02	0.00	1,978.02
172629489	10138	GEN	RR3	1,000,400.90	0.00	119,569.58	03/19/2018	1.330	1.330	400.90	0.00	400.90
7407163281	10117	GEN	RRP	1,755,215.61	1,754,522.13	1,754,775.31		0.150	0.150	663.48	0.00	663.48
5259B	10127	GEN	RR2	2,019,357.37	2,014,770.58	2,016,340.30		0.920	0.903	4,586.79	0.00	4,586.79
			<b>Subtotal</b>	<b>7,854,096.00</b>	<b>8,090,070.34</b>	<b>7,901,922.11</b>			<b>0.697</b>	<b>15,263.25</b>	<b>-1,383.97</b>	<b>13,879.28</b>
			<b>Total</b>	<b>7,860,403.04</b>	<b>8,096,360.77</b>	<b>7,908,218.21</b>			<b>0.697</b>	<b>15,279.86</b>	<b>-1,383.97</b>	<b>13,895.89</b>



**Corpus Christi RTA  
Amortization Schedule  
July 1, 2017 - September 30, 2017  
Sorted By Fund - Fund**

Investment #	Maturity Date	Beginning Par Value	Purchase Principal	Original Premium or Discount	Ending Book Value	Amounts Amortized And Unamortized As of 07/01/2017	Amount Amortized This Period	Amt Amortized Through 09/30/2017	Amount Unamortized Through 09/30/2017
<b>General Fund</b>									
10130	10/10/2017	800,000.00	803,232.00	3,232.00	800,086.31	-2,282.54	-863.15	-3,145.69	86.31
FFCB Note		1.150				949.46			
10129	09/19/2017	1,000,000.00	1,002,110.00	2,110.00	0.00	-1,589.18	-520.82	-2,110.00	0.00
FNMA Note		0.950				520.82			
	<b>Subtotal</b>		<b>1,805,342.00</b>	<b>5,342.00</b>	<b>800,086.31</b>	<b>-3,871.72</b>	<b>-1,383.97</b>	<b>-5,255.69</b>	<b>86.31</b>
	<b>Total</b>		<b>1,805,342.00</b>	<b>5,342.00</b>	<b>800,086.31</b>	<b>-3,871.72</b>	<b>-1,383.97</b>	<b>-5,255.69</b>	<b>86.31</b>



**Corpus Christi RTA  
 Projected Cashflow Report  
 Sorted by Monthly  
 For the Period October 1, 2017 - April 30, 2018**

Projected Trans. Date	Investment #	Fund	Security ID	Transaction Type	Issuer	Par Value	Original Cost	Principal	Interest	Total
<b>October 2017</b>										
10/10/2017	10130	GEN	3133EDXA5	Maturity	FFCB Note	800,000.00	803,232.00	800,000.00	4,600.00	804,600.00
					<b>Total for October 2017</b>	<b>800,000.00</b>	<b>803,232.00</b>	<b>800,000.00</b>	<b>4,600.00</b>	<b>804,600.00</b>
<b>December 2017</b>										
12/10/2017	10136	GEN	16102B	Maturity	Crockett National Bank	247,455.72	247,455.72	247,455.72	1,608.46	249,064.18
					<b>Total for December 2017</b>	<b>247,455.72</b>	<b>247,455.72</b>	<b>247,455.72</b>	<b>1,608.46</b>	<b>249,064.18</b>
					<b>GRAND TOTALS:</b>	<b>1,047,455.72</b>	<b>1,050,687.72</b>	<b>1,047,455.72</b>	<b>6,208.46</b>	<b>1,053,664.18</b>



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**Corpus Christi RTA  
Texas Compliance Change in Val Report  
Sorted by Fund  
July 1, 2017 - September 30, 2017**

Inv #	Issuer	Fund	Purch Date	Interest Accrued	Beginning Book Value	Purchases/ Additions	Redemptions	Change in Value	Ending Book Value
Cusip	Par Value	YTM	Mat Date	Interest Received	Beginning Market Value				Ending Market Value
<b>Fund: Construction Bond 20</b>									
10065	EWBMM	CON	03/14/2014	16.61	6,290.43	16.61	0.00	16.61	6,307.04
8664004176	6,307.04	1.070	/ /	16.61	6,290.43	16.61	0.00	16.61	6,307.04
<b>Sub Totals For: Fund: Construction Bond 20</b>									
					6,290.43	16.61	0.00	16.61	6,307.04
					6,290.43	16.61	0.00	16.61	6,307.04
<b>Fund: General Fund</b>									
10002	WFCIV	GEN	01/01/2012	0.00	13,677,951.15	54,270,591.59	47,423,517.74	6,847,073.85	20,525,025.00
9226631688	20,525,025.00	0.000	/ /	0.00	13,677,951.15	54,270,591.59	47,423,517.74	6,847,073.85	20,525,025.00
10117	WFBMRP	GEN	01/01/2016	663.48	1,754,522.13	693.48	0.00	693.48	1,755,215.61
7407163281	1,755,215.61	0.150	/ /	663.48	1,754,522.13	693.48	0.00	693.48	1,755,215.61
10122	FPMMI	GEN	02/19/2016	0.00	0.00	0.00	0.00	0.00	0.00
5259A	0.00	0.000	/ /	0.00	0.00	0.00	0.00	0.00	0.00
10127	WFGVMM	GEN	09/08/2016	4,586.79	2,014,770.58	4,586.79	0.00	4,586.79	2,019,357.37
5259B	2,019,357.37	0.920	/ /	4,586.79	2,014,770.58	4,586.79	0.00	4,586.79	2,019,357.37
10124	KBCD	GEN	07/26/2016	33.56	245,000.00	0.00	245,000.00	-245,000.00	0.00
51199D	0.00	0.000	07/26/2017	490.00	245,000.00	0.00	245,000.00	-245,000.00	0.00
10129	FNMA	GEN	11/03/2016	2,058.33	1,000,520.82	0.00	1,000,000.00	-1,000,520.82	0.00
3136G0C66	0.00	0.000	09/19/2017	4,750.00	999,977.00	0.00	1,000,000.00	-999,977.00	0.00
10130	FFCB	GEN	11/03/2016	2,300.00	800,949.46	0.00	0.00	-863.15	800,086.31
3133EDXA5	800,000.00	0.716	10/10/2017	0.00	800,125.60	0.00	0.00	-105.60	800,020.00
10135	EWB	GEN	11/04/2016	1,978.02	1,005,120.42	1,978.02	0.00	1,978.02	1,007,098.44
172443647	1,007,098.44	0.780	11/04/2017	1,978.02	1,005,120.42	1,978.02	0.00	1,978.02	1,007,098.44

Portfolio CRTA

Corpus Christi RTA  
 Texas Compliance Change in Val Report  
 July 1, 2017 - September 30, 2017

Inv #	Cusip	Issuer	Par Value	YTM	Fund	Purch Date	Mat Date	Interest Received	Interest Accrued	Beginning Book Value	Beginning Market Value	Purchases/ Additions	Redemptions	Change in Value	Ending Book Value	Ending Market Value
10136	16102B	CNB	247,455.72	0.650	GEN	12/10/2016	12/10/2017	405.42	0.00	247,455.72	247,455.72	0.00	0.00	0.00	247,455.72	247,455.72
10137	172267625D	EWB	1,024,567.96	1.100	GEN	03/07/2017	03/13/2018	2,836.75	2,836.75	1,021,731.21	1,021,731.21	2,836.75	0.00	2,836.75	1,024,567.96	1,024,567.96
10138	172629489	EWB	1,000,400.90	1.330	GEN	09/20/2017	03/19/2018	400.90	400.90	0.00	0.00	1,000,400.90	0.00	1,000,400.90	1,000,400.90	1,000,400.90
<b>Sub Totals For: Fund: General Fund</b>																
								15,263.25	15,705.94	21,768,021.49	21,766,653.81	55,281,087.53	48,668,517.74	6,611,185.82	28,379,207.31	28,379,207.31
<b>Report Grand Totals:</b>																
								15,279.86	15,722.55	21,774,311.92	21,772,944.24	55,281,104.14	48,668,517.74	6,611,202.43	28,385,514.35	28,385,514.35
												55,281,104.14	48,668,517.74	6,612,503.80	28,385,448.04	28,385,448.04



**Subject:** November 2017 Financial Report

**SUMMARY:** The Authority's net financial performance for the month of November ended with a favorable variance of \$148,126. Although department spending for the month came in \$24,875 below budget, the depreciation expense continues to drive a negative variance that will continue to exceed budget until the end of the fiscal year. This is because the amount budgeted for depreciation expense represents only the local share while the actual represents both the local and federal portions.

In addition, operating revenues experienced a budget shortfall of \$96,831; however revenues from sales tax and grant assistance exceeded budgets by \$183,231 and \$348,516 respectively.

**REVENUES**

Because sales tax revenue lags two months behind it is necessary to offer the following explanation to enhance the reader's understanding.

▪ Sales Tax Allocation – Received in November

The sales tax allocation received in November for \$3,206,691.45 represents consumer spending in September and includes delayed flows of payments that came as a result of Hurricane Harvey. The allocation in comparison to the same period last year is higher by \$346,319.38 or 12.11%. YOY (Year-to-Year) collections for 2017 totaled \$23,955,588.70 which is \$454,135 higher than the same period last year and represents a positive growth of 1.93%.

The allocation for the month of September exceeds the monthly budget by \$118,491 or 3.84%. The Year-to-Date allocations fall short of budget by \$1,418,011, or -5.60%.

▪ Sales Tax Allocation – Received in December

The sales tax allocation received in December for \$2,861,108.97 represents consumer spending in October and includes delayed flows of payments that came as a result of Hurricane Harvey. The allocation in comparison to the same period last year is higher by \$415,124.66 or 16.97%. YOY (Year-to-Year) collections for 2017 totaled \$26,816,697.67 which is \$869,260 higher than the same period last year and represents a positive growth of 3.35%.

The allocation for the month of October exceeds the monthly budget by \$220,309 or 8.34%. The Year-to-Date allocations fall short of budget by \$1,197,702, or -4.28%.

- Sales Tax Revenue Reported in November Financials  
For clarity the actual sales tax revenue of \$2,750,231 reported in the November financials represents an accumulation of transactions that have occurred to date. One factor is the accruals and the others are the adjustments to the accrual when the actual sales allocation is received.
- Operating Revenues – For the month of October, Passenger Service was \$142,447 vs. \$143,542 in 2016 – a decrease of \$1,095 and \$57,667 (28.8%) lower than current budget estimates. Other operating revenues, which includes advertising, were \$12,854 vs. \$52,018 budgeted for a net shortfall of \$19,164. The shortfall is a timing issue as the anticipated annual amount for CNG rebates was received in April 2017.

## **EXPENSES**

Over all, monthly departmental expenses are below budget by \$24,875 or 1.0%. For the year to date, departmental expenses are under budget by \$534,673, or 1.9%. The majority of the variances are due to the timing of the payroll accrual, timing of purchases for supplies, cost-savings from several unfilled staff positions and utilities expenses lower than anticipated, offset by higher health insurance costs. The following are comments relating to the specific expense categories.

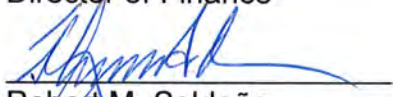
- Salaries & Benefits – November reflects \$1,210,430, which exceeds budget by 1.84% or (\$21,868).
- Services – November reflects \$291,971, which is 3.75% (\$10,553) over budgeted amounts. This variance is related to timing of receipt of invoices for professional services.
- Materials and Supplies – November reports \$266,934, which exceeds budget by 10.00% or (\$24,260) under budgeted amounts.
- Utilities – November reports \$19,543, which is 83.27% (\$97,292) under budgeted amounts. This variance is due to the timing of receipt of invoices from vendors. For the year, this category is \$655,495 (51%) under budget.
- Insurance – November reports \$337,007, which is \$71,174 (26.77%) over budgeted amounts. The variance is related to health insurance claims costs.
- Purchased Transportation – November reports \$430,626, which is \$479,503 (10.19%) under the budgeted amount.
- Miscellaneous – November reports \$34,088 which is \$6,561 (16.14%) under budgeted amounts. The variance is related to the timing of invoices.

Please refer to the following page for the detailed financial statement.



Respectfully Submitted,

Submitted by: Marie Sandra Roddel  
Director of Finance

Reviewed by:   
Robert M. Saldaña  
Managing Director of Administration

Final Approval by:   
Jorge Cruz-Aedo  
Chief Executive Officer

Corpus Christi Regional Transportation Authority  
Statement of Revenues and Expenditures By Cost Center (Unaudited)  
Months ended November 30, 2017 & November 30, 2016

	Current Month			Prior Year Comparison	
	Actual	Budget	Favorable (Unfavorable) Variance	2016	Favorable (Unfavorable) Comparison
	A	B	A vs B	C	A vs C
Operating Revenues:					
Passenger service	\$ 142,447	200,114	(57,667)	143,542	(1,095)
Bus advertising	12,176	18,268	(6,092)	7,811	4,365
Charter service	-	-	-	-	-
Other operating revenues	678	33,750	(33,072)	32,974	(32,296)
Total Operating Revenues	155,301	252,132	(96,831)	184,327	(29,026)
Operating Expenses:					
Transportation	628,715	577,154	(51,560)	615,787	(12,928)
Customer Programs	29,851	37,431	7,579	53,281	23,430
Purchased Transportation	430,626	479,503	48,877	452,183	21,557
Service Development	34,992	35,451	459	28,684	(6,308)
MIS	85,610	71,556	(14,054)	48,629	(36,981)
Vehicle Maintenance	390,094	410,532	20,438	426,039	35,945
Facilities Maintenance	142,424	146,688	4,265	107,188	(35,236)
Contracts and Procurements	15,778	14,618	(1,160)	7,043	(8,735)
CEO's Office	45,748	52,159	6,410	45,389	(359)
Finance and Accounting	33,609	40,876	7,267	34,875	1,266
Materials Management	14,875	13,785	(1,090)	17,943	3,068
Human Resources	453,171	442,677	(10,494)	487,672	34,501
General Administration	40,653	50,410	9,758	31,404	(9,249)
Capital Project Management	17,326	16,284	(1,042)	19,152	1,826
Marketing & Communications	58,483	46,821	(11,661)	50,120	(8,363)
Safety & Security	97,289	105,244	7,955	114,946	17,657
Staples Street Center	71,357	74,286	2,929	39,093	(32,264)
Total Departmental Expenses	2,590,600	2,615,475	24,875	2,579,428	(11,172)
Depreciation	708,333	390,067	(318,266)	663,747	(44,586)
Total Operating Expenses	3,298,933	3,005,542	(293,392)	3,243,175	(55,758)
Operating Income (Loss)	(3,143,633)	(2,753,410)	(390,223)	(3,058,848)	(84,785)
Other Income (Expense)					
Sales Tax Revenue	2,750,231	2,567,000	183,231	2,553,758	196,473
Federal, state and local grant assistance	535,183	186,667	348,516	25,616	509,567
Investment Income	11,944	8,167	3,777	7,944	4,000
Gain (Loss) on Disposition of Property	36,118	4,583	31,535	-	36,118
Debt Service	(524,413)	(524,413)	0	(532,522)	8,109
Other Income (Expense)	33,908	30,353	3,555	-	33,908
Subrecipient Grant Agreements	(8,726)	-	(8,726)	-	(8,726)
Street Improvements Program for CCRTA Region Entities	(252,623)	(229,083)	(23,540)	-	(252,623)
Net Income (Loss) Before Capital Grants and Donations	(562,011)	(710,137)	148,126	(1,004,052)	442,041
Capital Grants & Donations	-	-	-	-	-
Change in Net Assets	\$ (562,011)	(710,137)	148,126	(1,004,052)	442,041

Corpus Christi Regional Transportation Authority  
Statement of Revenues and Expenditures By Cost Center (Unaudited)  
Months ended November 30, 2017 & November 30, 2016

	Year to Date			Prior Year Comparison	
	Actual	Budget	Favorable (Unfavorable) Variance	2016	Favorable (Unfavorable) Comparison
	A	B	A vs B	C	A vs C
Operating Revenues:					
Passenger service	\$ 1,565,910	2,201,249	(635,338)	1,585,180	(19,270)
Bus advertising	134,837	200,951	(66,114)	77,466	57,371
Charter service	-	-	-	-	-
Other operating revenues	628,061	371,250	256,811	567,391	60,670
Total Operating Revenues	2,328,808	2,773,449	(444,641)	2,230,037	98,771
Operating Expenses:					
Transportation	6,492,750	6,348,697	(144,053)	6,190,718	(302,032)
Customer Programs	323,387	411,736	88,349	283,257	(40,130)
Purchased Transportation	5,125,221	5,274,537	149,315	5,157,748	32,527
Service Development	334,703	389,960	55,257	578,201	243,498
MIS	776,996	787,112	10,116	624,354	(152,642)
Vehicle Maintenance	4,329,122	4,515,851	186,729	4,386,851	57,279
Facilities Maintenance	1,594,846	1,613,573	18,727	1,366,647	(228,199)
Contracts and Procurements	131,194	160,803	29,609	123,310	(7,884)
CEO's Office	589,879	573,745	(16,134)	487,529	(102,350)
Finance and Accounting	407,601	449,637	42,036	452,904	45,303
Materials Management	158,964	151,634	(7,329)	141,542	(17,422)
Human Resources	5,150,575	4,869,443	(281,131)	4,561,976	(588,599)
General Administration	404,698	554,515	149,817	339,829	(64,869)
Capital Project Management	191,805	179,121	(12,684)	167,816	(23,989)
Marketing & Communications	563,343	515,036	(48,307)	582,029	18,686
Safety & Security	1,102,288	1,157,685	55,397	1,200,722	98,434
Staples Street Center	558,181	817,141	258,960	304,250	(253,931)
Total Departmental Expenses	28,235,553	28,770,226	534,673	26,949,683	(1,285,870)
Depreciation	7,791,663	4,290,734	(3,500,929)	7,301,217	(490,446)
Total Operating Expenses	36,027,216	33,060,960	(2,966,255)	34,250,900	(1,776,316)
Operating Income (Loss)	(33,698,407)	(30,287,511)	(3,410,897)	(32,020,863)	(1,677,544)
Other Income (Expense)					
Sales Tax Revenue	29,404,090	30,526,400	(1,122,310)	28,608,749	795,341
Federal, state and local grant assistance	4,412,474	2,053,333	2,359,141	1,881,898	2,530,576
Investment Income	68,750	89,833	(21,083)	88,388	(19,638)
Gain (Loss) on Disposition of Property	36,118	50,417	(14,298)	17,000	19,118
Debt Service	(959,815)	(1,048,826)	89,011	(1,026,120)	66,305
Other Income (Expense)	308,181	333,884	(25,703)	-	308,181
Subrecipient Grant Agreements	(96,278)	-	(96,278)	(71,560)	(24,718)
Street Improvements Program for CCRTA Region Entities	(2,778,853)	(2,519,917)	(258,936)	(155,819)	(2,623,034)
Net Income (Loss) Before Capital Grants and Donations	(3,303,740)	(802,386)	(2,501,354)	(2,678,327)	(625,413)
Capital Grants & Donations	11,134,782	-	11,134,782	-	11,134,782
Change in Net Assets	\$ 7,831,042	(802,386)	8,633,428	(2,678,327)	10,509,369

**CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY**  
**Statement of Net Position**  
**Month ended November 30, 2017 and year ended December 31, 2016**

	<b>Unaudited</b>		<b>Audited</b>
	<b>November 30</b>		<b>December 31</b>
	<b>2017</b>		<b>2016</b>
<b>ASSETS</b>			
<b>Current Assets:</b>			
Cash and Cash Equivalents	\$ 20,422,316	\$	15,727,428
Investments	5,275,931		9,002,510
Receivables:			
Sales and Use Taxes	5,448,501		5,439,760
Accrued Interest	12,340		54,719
Federal Government	320,791		406,078
Other	41,239		36,938
Inventories	681,061		610,376
Prepaid Expenses	510,875		280,434
<b>Total Current Assets</b>	<b>32,713,053</b>		<b>31,558,243</b>
<b>Non-Current Assets:</b>			
Restricted Cash and Cash Equivalents	2,146,325		1,728,452
Capital Assets:			
Land	3,658,054		3,658,054
Buildings	49,958,064		49,958,064
Transit Stations, Stops and Pads	25,799,089		25,799,089
Other Improvements	4,706,675		4,706,675
Vehicles and Equipment	63,604,886		63,604,886
Construction in Progress	209,190		209,190
Current Year Additions	13,332,910		-
Total Capital Assets	161,268,869		147,935,958
Less: Accumulated Depreciation	(75,386,773)		(67,595,109)
Net Capital Assets	85,882,095		80,340,849
<b>Total Non-Current Assets</b>	<b>88,028,420</b>		<b>82,069,300</b>
<b>TOTAL ASSETS</b>	<b>120,741,474</b>		<b>113,627,543</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Deferred outflow related to pensions	4,550,803		4,550,803
<b>TOTAL ASSETS AND DEFERRED OUTFLOWS</b>	<b>125,292,277</b>		<b>118,178,346</b>

**CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY**  
**Statement of Net Position (continued)**  
**Month ended November 30, 2017 and year ended December 31, 2016**

	<b>Unaudited November 30 2017</b>	<b>Audited December 31 2016</b>
	<u>                    </u>	<u>                    </u>
<b>LIABILITIES AND NET POSITION</b>		
<b>Current Liabilities:</b>		
Accounts Payable	1,584,923	843,276
Contractors Retainage Payable	343,835	1,293,190
Current Portion of Long-Term Liabilities:		
Long-Term Debt	-	555,000
Compensated Absences	275,328	275,328
Distributions to Regional Entities Payable	2,843,869	3,329,846
Other Accrued Liabilities	1,064,218	625,718
<b>Total Current Liabilities</b>	<u>6,112,174</u>	<u>6,922,358</u>
<b>Non-Current Liabilities:</b>		
Long-Term Liabilities, Net of Current Portion:		
Long-Term Debt	19,820,000	19,820,000
Compensated Absences	185,229	185,229
Net Pension Liability	3,320,409	3,320,409
Net OPEB Obligation	435,418	435,418
<b>Total Non-Current Liabilities</b>	<u>23,761,057</u>	<u>23,761,056</u>
<b>TOTAL LIABLILITES</b>	<u><b>29,873,230</b></u>	<u><b>30,683,414</b></u>
<b>DEFERRED INFLOWS OF RESOURCES</b>		
Deferred inflow related to pensions	195,034	195,034
<b>TOTAL LIABILITIES AND DEFERRED INFLOWS</b>	<u><b>30,068,264</b></u>	<u><b>30,878,448</b></u>
<b>Net Position:</b>		
Net Invested in Capital Assets	66,597,119	60,082,998
Restricted for Debt Service	1,611,302	1,611,302
Unrestricted	27,015,591	25,605,598
<b>TOTAL NET POSITION</b>	<u><b>\$ 95,224,012</b></u>	<u><b>\$ 87,299,898</b></u>

**Corpus Christi Regional Transportation Authority**  
**Statement of Cash Flows (Unaudited)**  
**Month ended November 30, 2017**

	<u>11/30/2017</u>
<b>Cash Flows From Operating Activities:</b>	
Cash Received from Customers	\$ 142,447
Cash Received from Bus Advertising and Other Ancillary	42,756
Cash Payments to Suppliers for Goods and Services	(658,789)
Cash Payments to Employees for Services	(996,268)
Cash Payments for Employee Benefits	(326,210)
Net Cash Used for Operating Activities	<u>(1,796,064)</u>
<b>Cash Flows from Non-Capital Financing Activities:</b>	
Sales and Use Taxes Received	3,206,691
Grants and Other Reimbursements	214,392
Distributions to Region Entities	-
Net Cash Provided by Non-Capital Financing Activities	<u>3,421,083</u>
<b>Cash Flows from Capital and Related Financing Activities:</b>	
Proceeds/Loss from Sale of Capital Assets	36,118
Repayment of Long-Term Debt	(555,000)
Interest and Fiscal Charges	(524,413)
Purchase and Construction of Capital Assets	(1,984,426)
Net Cash Provided by Capital and Related Financing Activities	<u>(3,027,720)</u>
<b>Cash Flows from Investing Activities:</b>	
Investment Income	7,234
Purchases of Investments	(2,000,000)
Maturities and Redemptions of Investments	-
Net Cash Provided by Non-Capital Financing Activities	<u>(1,992,766)</u>
<b>Net Increase in Cash and Cash Equivalents</b>	<b>(3,395,467)</b>
<b>Cash and Cash Equivalents (Including Restricted Accounts), November 1, 2017</b>	<b>25,964,107</b>
<b>Cash and Cash Equivalents (Including Restricted Accounts), November 30, 2017</b>	<b>\$ <u>22,568,641</u></b>



# CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

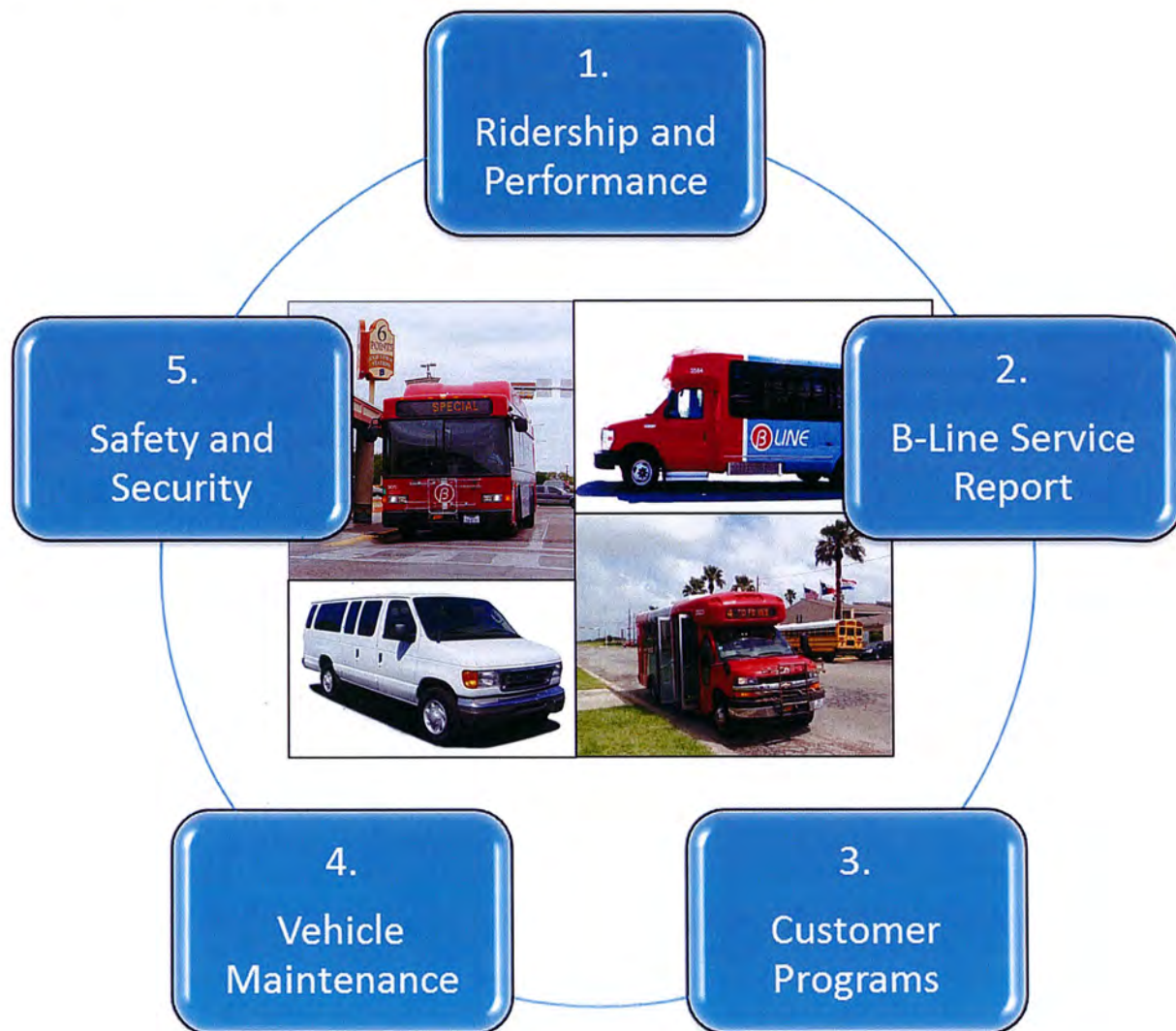
Board of Directors Meeting Memo

January 3, 2018

## Subject: Operations Report for November 2017

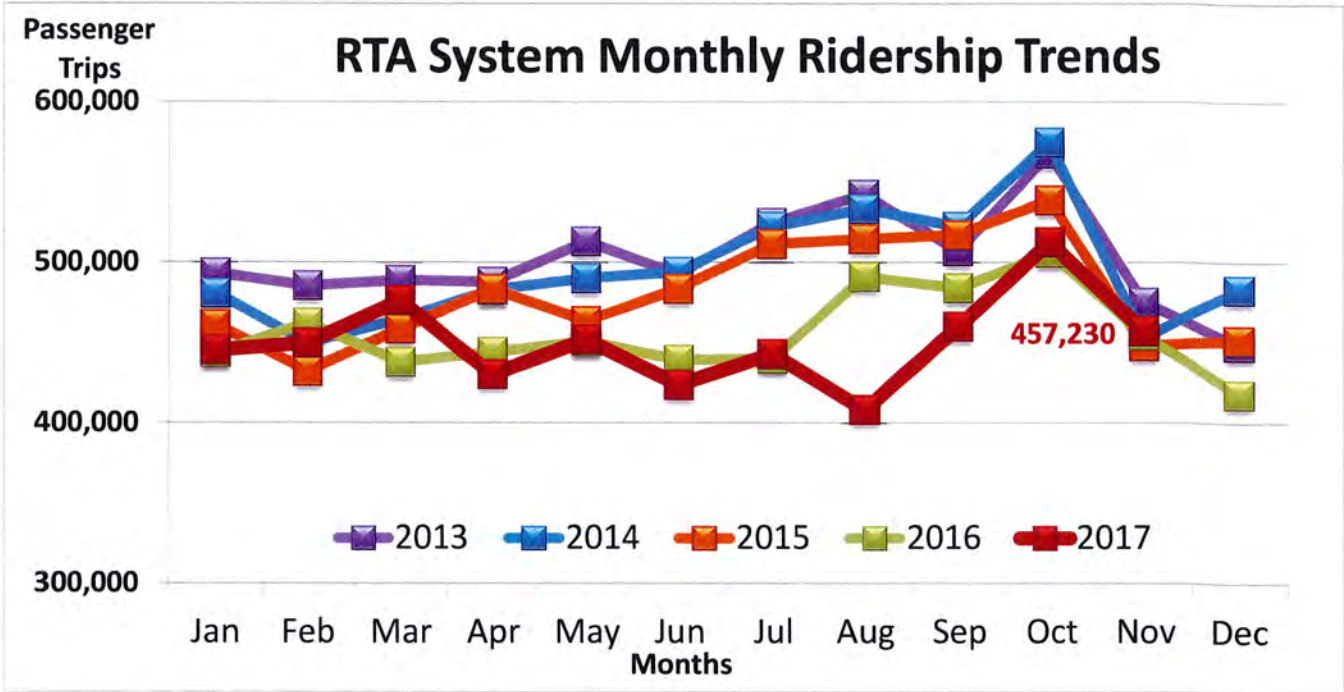
The system-wide monthly operations performance report for November 2017 is included below for your information and review. This report contains monthly and Year-to-Date (YTD) operating statistics and performance measurement summaries containing ridership, performance metrics by service type, miles between road calls, customer service feedback, and a safety and security summary.

Detailed results are reported within the five sections outlined below:

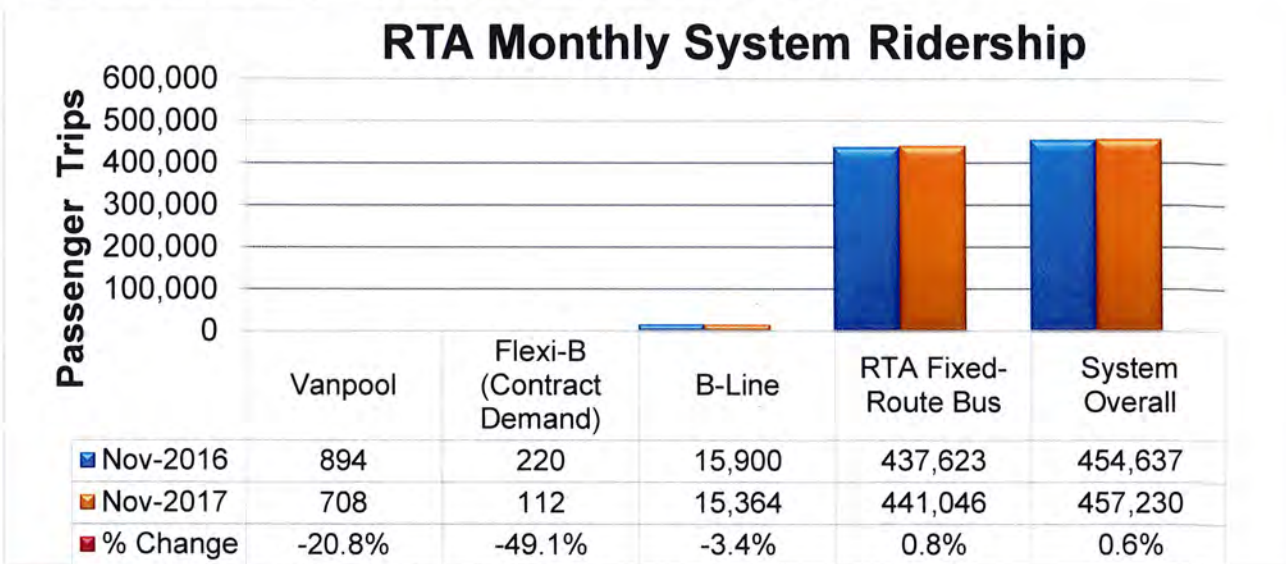


**1. System-wide Ridership and Service Performance Results**

Boardings for all services in November 2017 totaled 457,230. This represents a 0.6% increase as compared to 454,637 boardings in November 2016 or 2,593 more boardings this month. Service levels operated were 20 weekdays, 5 Saturdays, and 4 Sundays this year. No service was operated on Thanksgiving Day. Identical service levels were operated in November 2016. Retail gas prices for unleaded fuel cost about \$2.20 per gallon compared to \$1.88 per gallon in November 2016<sup>1</sup>. Rainfall this November was 0.23 inches and rainfall for November 2016 was 1.25 inches.<sup>2</sup>



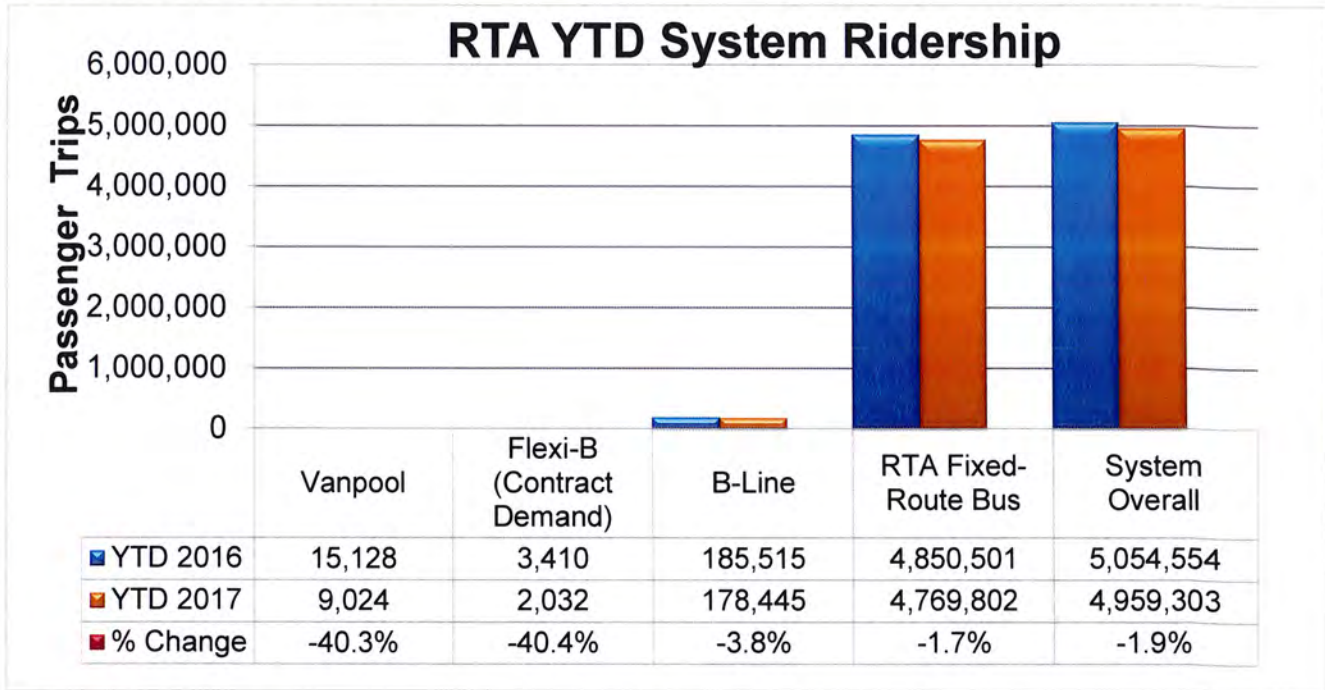
The chart below shows monthly ridership results for all services.



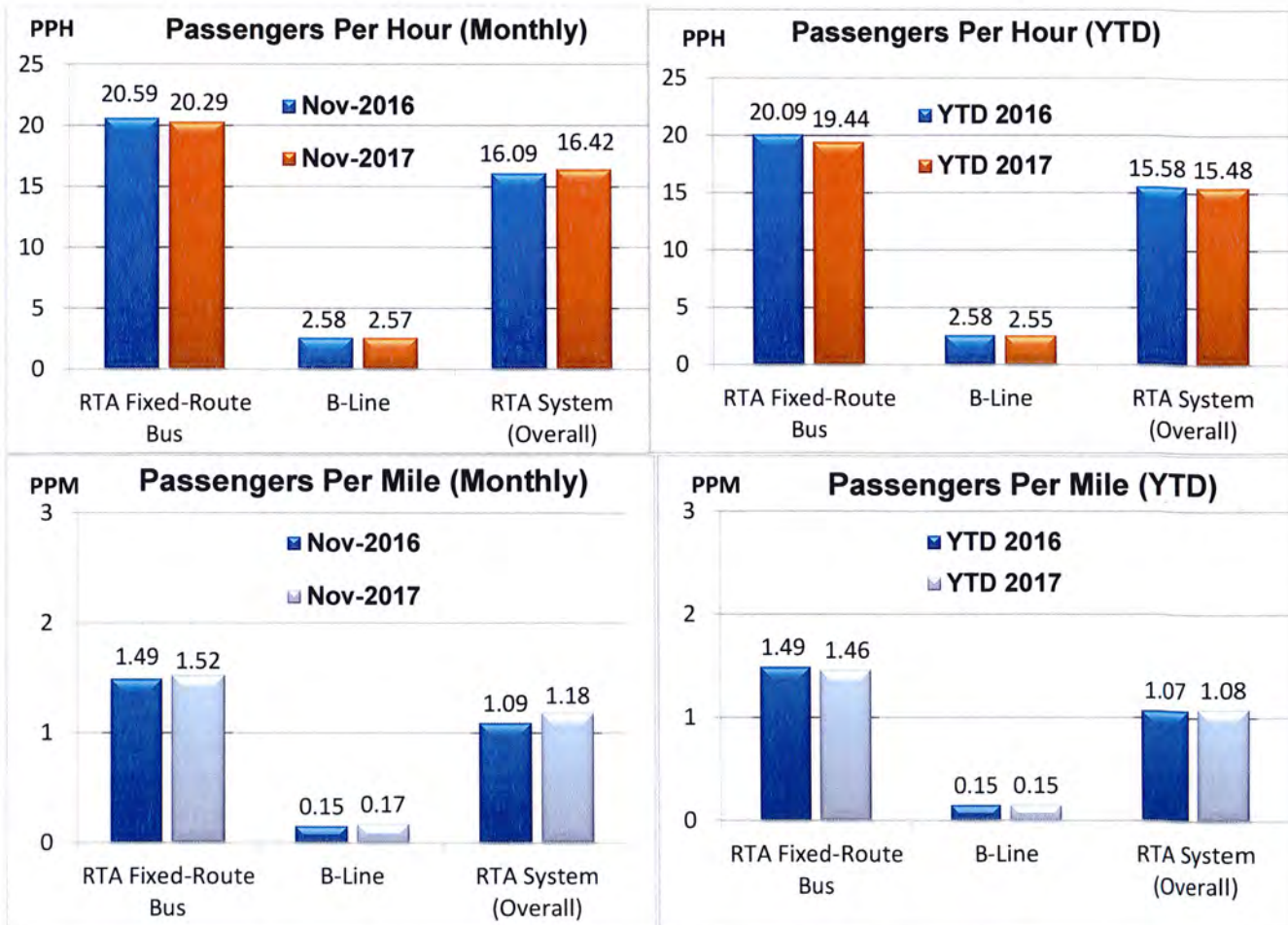
1. GasBuddy.com historical data at <http://www.gasbuddy.com>.  
 2. Weather Underground historical data at <http://www.wunderground.com>.



The chart below shows YTD ridership results for all services. CCRTA has recorded 95,251 fewer boardings for a YTD decrease of -1.9% in 2017 as compared to the same period in 2016.



The following charts report system-wide productivity for the month of November 2017 vs. November 2016 and YTD figures.



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

Schedule Adherence	Standard	Sep-17	Oct-17	Nov-17	3-Month Average
Early Departure	<1%	0.0%	0.3%	0.3%	0.2%
Departures within 0-5 minutes	>85%	83.8%	87.6%	86.5%	86.0%
Monthly Wheelchair Boardings	No standard	6,700	5,744	4,935	5,793
Monthly Bicycle Boardings	No standard	9,189	9,594	9,055	9,279
On-time performance surveys with departures > 5 minutes late will be examined by Planning and Transportation Departments. Corrective actions may follow.					

**The following detours potentially impact or will impact on-time performance:**

- On Detour • **South Alameda St** (Ayers-Louisiana): Began June 2, 2017: (1) year project.
  - Routes 5, 5s, 15s, 19, 29, & 29s
- On Detour • **Ayers St** (Santa Fe-Alameda): Behind schedule, was to begin Nov. 20, 2017: (1) year project.
  - Routes 15s & 19
- On Detour • **Corona** (Flynn-Everhart): Behind schedule, was to begin Nov. 6, 2017: (10) month project.
  - Route 17
- On Detour • **Carroll Ln** (Houston-McArdle): Began September 28, 2017: (1) year project.
  - Route 17
- On Detour • **Chaparral St** (Schatzel-Taylor): Began November 6, 2017: (1) year project.
  - Route 76, 76s & 78 bond project detour.
- On Detour • **Comanche St Overpass**: Began October 16, 2017: (9) month project.
  - Routes 21 & 21s
- On Detour • **Gollihar Rd** (Staples-Kostoryz): All phases to be completed mid-2019.
  - Routes 32, 37 & 37s
- On Detour • **Greenwood Dr** (Horne-Gollihar): Behind schedule, to be completed January 2018.
  - Routes 15s & 23
- On Detour • **Kostoryz Rd** (Brawner-Staples): To be completed early January 2018.
  - Routes 15 & 24s
- On Detour • **McArdle Rd** (Whitaker-Nile): Completed mid-December 2017.
  - Routes 37 & 66s
- On Detour • **Old Robstown Rd** (Leopard-Agnes-Hwy 44): (4) months behind schedule, work yet to begin.
  - Route 12
- On Detour • **South Staples St** (Alameda-Morgan): Began in November 2017.
  - Routes 5s, 17, 29 & 29s
- On Detour • **South Staples St** (Brawner Parkway-Kostoryz): To begin in late February 2018.
  - Routes 17, 29 & 29s
- On Detour • **Williams Dr** (Staples-Airline): Completed behind schedule in November 2017.
  - Routes 8s, 29F & 63
- On Detour • 17 detoured routes out of 46 in total (37%)

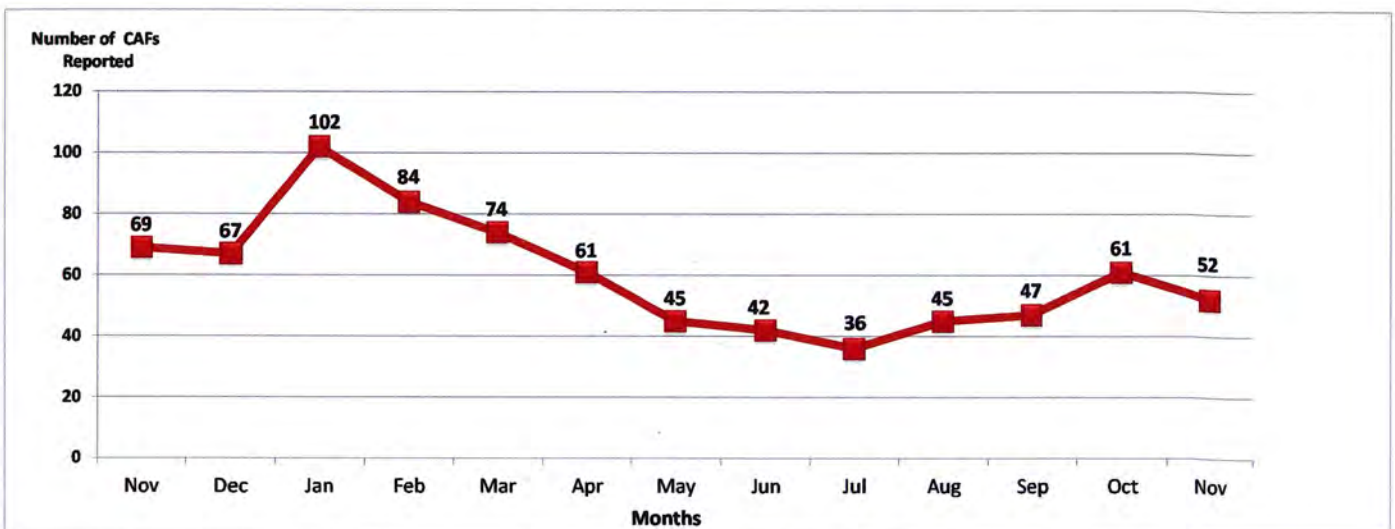
**2. Purchased Transportation Department Report: B-Line Service Contract Standards & Ridership Statistics**

- Productivity: **2.58** PPH did meet the contract standard of 2.50 PPH.
- In Vehicle Time: **99.3%** did exceed the contract standard of 95%.
- Denials: 0 denials or **0.0%** did meet contract standard of 0.0%.
- Miles between Road Calls: **22,056** did exceed the contract standard of 12,250 miles.
- Ridership Statistics: **10,280** ambulatory; **4,126** wheelchair boarding's

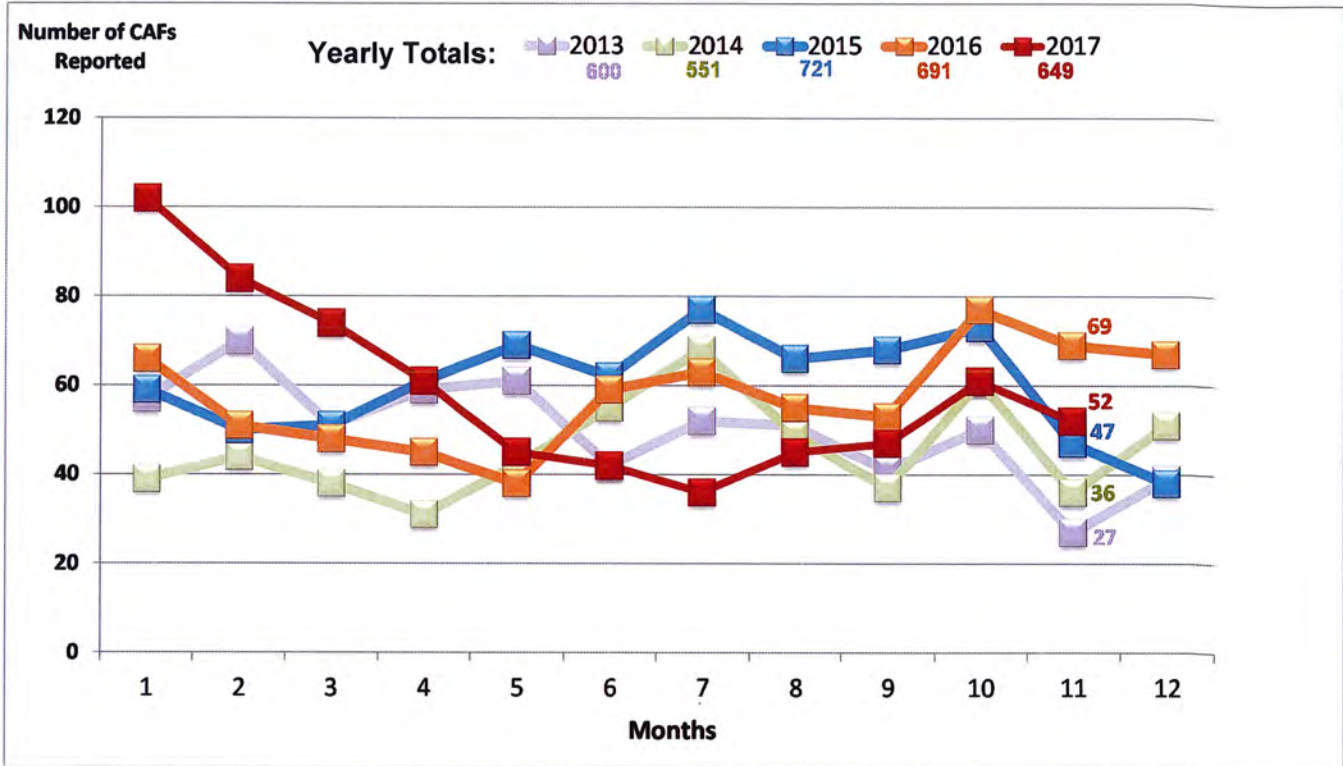
Metric	Standard	Sep-17	Oct-17	Nov-17	YTD-Average
Passengers per Hour	2.50	2.51	2.57	2.58	2.55
In Vehicle Time	95.0%	98.9%	99.5%	99.3%	99.1%
Denials	0.00%	0.00%	0.00%	0.00%	0.0%
Miles Between Roadcalls	12,250	10,612	14,776	22,056	33,033
Monthly Wheelchair Boardings	No standard	4,079	4,402	4,126	4,436

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

For November 2017, Customer Service processed 93 Customer Assistance Forms (CAF's) of which 52 or 56% were verified as valid. This represents a decrease from the 61 verified CAF's in October 2017. There were 6 Commendations for the month of November.

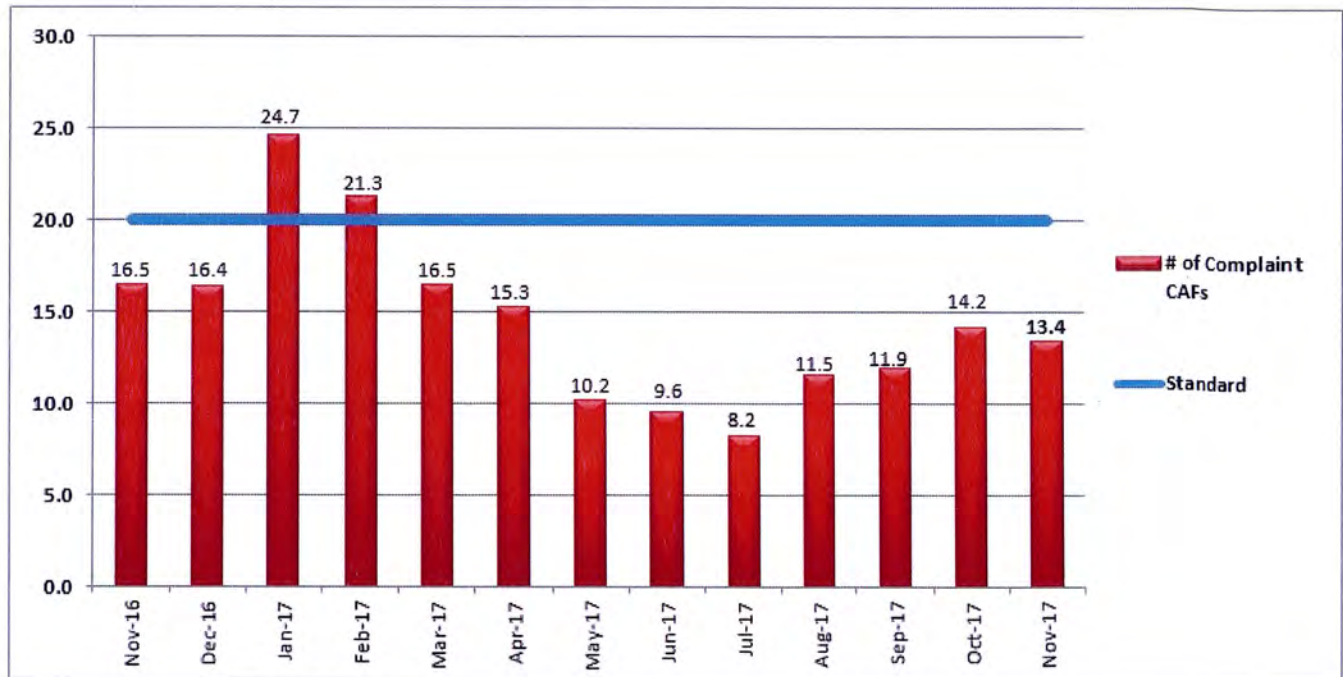


### 3a. CAF Reports: Historical Trends



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

Peer Transit Agency Standard of (20) CAFs/100,000 Miles



**3c. Route Summary Report for November 2017**

Route	# of CAF's	Route	# of CAF's
#3 NAS Shuttle	2	#29s Staples (Sunday)	1
#4 Flour Bluff Mini B	1	#32 Southside Mini B	2
#5 Alameda	1	#32s Southside/Malls	0
#5x Alameda Express	0	#34 Robstown Circulator	0
#5s Alameda (Sunday)	0	#35 Robstown South	2
#6 Santa Fe/Malls	1	#37 Crosstown	1
#8s Flour Bluff/Malls	0	#53 Gregory Park & Ride	1
#12 Saxet Oak Park	2	#63 The Wave	0
#15 Kostoryz	3	#65 Padre Island Connector	1
#15s Ayers/Molina	1	#76 Harbor Bridge Shuttle	0
#16 Agnes/Ruth	3	#76s Harbor Bridge (Sun)	1
#17 Carroll/Southside	2	#78 North Beach	0
#19 Ayers/Norton	4	#84 Lighthouse	0
#19G Greenwood	1	#90 Flexi-B Port A	1
#19M McArdle	1	#94 Port Aransas Shuttle	0
#21 Arboleda	2	B-Line (Para-transit)	10
#23 Molina	1	Facility Maintenance	5
#25 Gollihar/Greenwood	1	Service Development	8
#26 Airline/Lipes Connector	1	Safety and Security	6
#27 Northwest	5	Transportation (Other)	1
#27x Northwest (Express)	0	Marketing Department	1
#28 Leopard Omaha	4	Real Inc.	1
#29 Staples	10		
#29F Flour Bluff	5		
#29SS Spohn South	0	TOTAL CAF'S	93

**3d. November 2017 CAF Breakdown by Service Type:**

CAF Category	RTA Fixed Route	B-Line ADA Paratransit	Contracted Fixed Route	Totals
Service Stop Issues	19	0	3	22
Driving Issues	4	5	0	9
Customer Services	17	0	0	17
Late/Early – No Show	7	2	2	11
Fare/Transfer Dispute	6	0	0	6
Dispute Drop-off/Pickup	1	1	0	2
Tie Down Issues	0	0	0	0
B-Line Call Lines	0	0	0	0
Policy	1	0	0	1
Facility Maintenance	5	0	0	5
Safety and Security	6	1	0	7
Service Development	8	0	0	8
Transportation (Other)	1	0	0	1
Marketing Department	1	0	0	1
Purchased Transp.	2	0	0	2
Vehicle Maintenance	10	1	0	11
<b>Total</b>	<b>78</b>	<b>10</b>	<b>5</b>	<b>93</b>
Commendations	5	1	0	6

**Conclusion:**

During November 2017, RTA received 99 CAF's/Commendations regarding RTA Fixed-Route Service, B-Line and Purchased Transportation; Six (6) of the 99 reports were commendations. There were a total of 78 CAF's/Commendations received regarding RTA Service representing 84% of total customer contacts: 5 for Facilities Maintenance, 8 for Service Development, 6 for Safety and Security, 1 for Marketing Department, 1 for Purchased Transportation, 1 for Real Inc. and 56 for Transportation.

A total of 10 CAF's/Commendations were reported regarding B-Line service representing 11% of the total customer contacts. A total of 5 CAF's were reported regarding Contracted Fixed Route service representing 5% of the total customer contacts.

(There were no issues relating to the detours and relocation of Six Points Station not included with total CAF numbers).

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

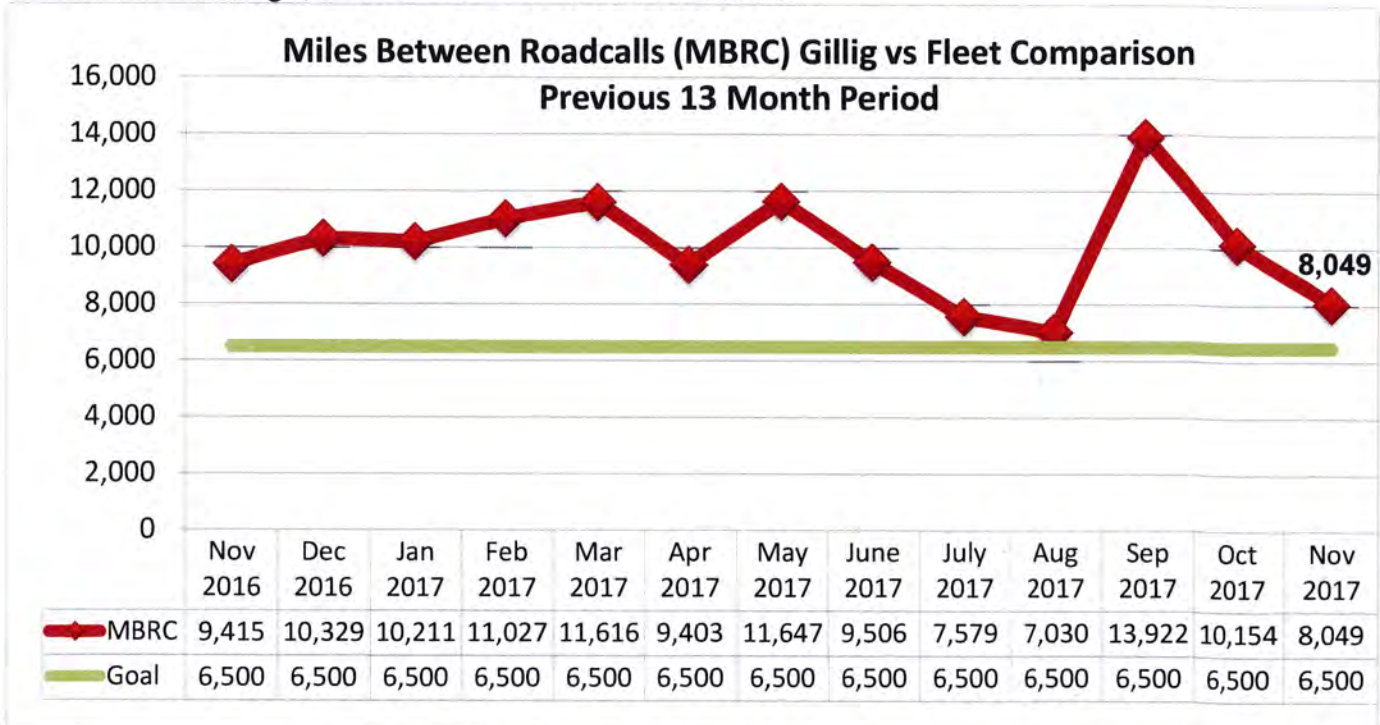
- Coaching and counseling
- Driver training
- Progressive disciplinary action as appropriate, group discussion/coaching in operator meetings
- Discussion in supervisory meetings
- Examination of CCRTA operations policy

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

CAF's are redirected to relevant management and supervisory staff for further investigation. Customer Service staff will provide a prompt and written response at the conclusion of the investigation to the customer within ten working days. CAF's play an important role as a quality assurance tool to identify issues regarding service; they also inform CCRTA 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 November 2017, 8,049 miles between road calls (MBRC) were recorded as compared to 9,415 MBRC in November 2016. A standard of 6,500 miles between road calls is used based on the fleet size, age, and condition of CCRTA vehicles.



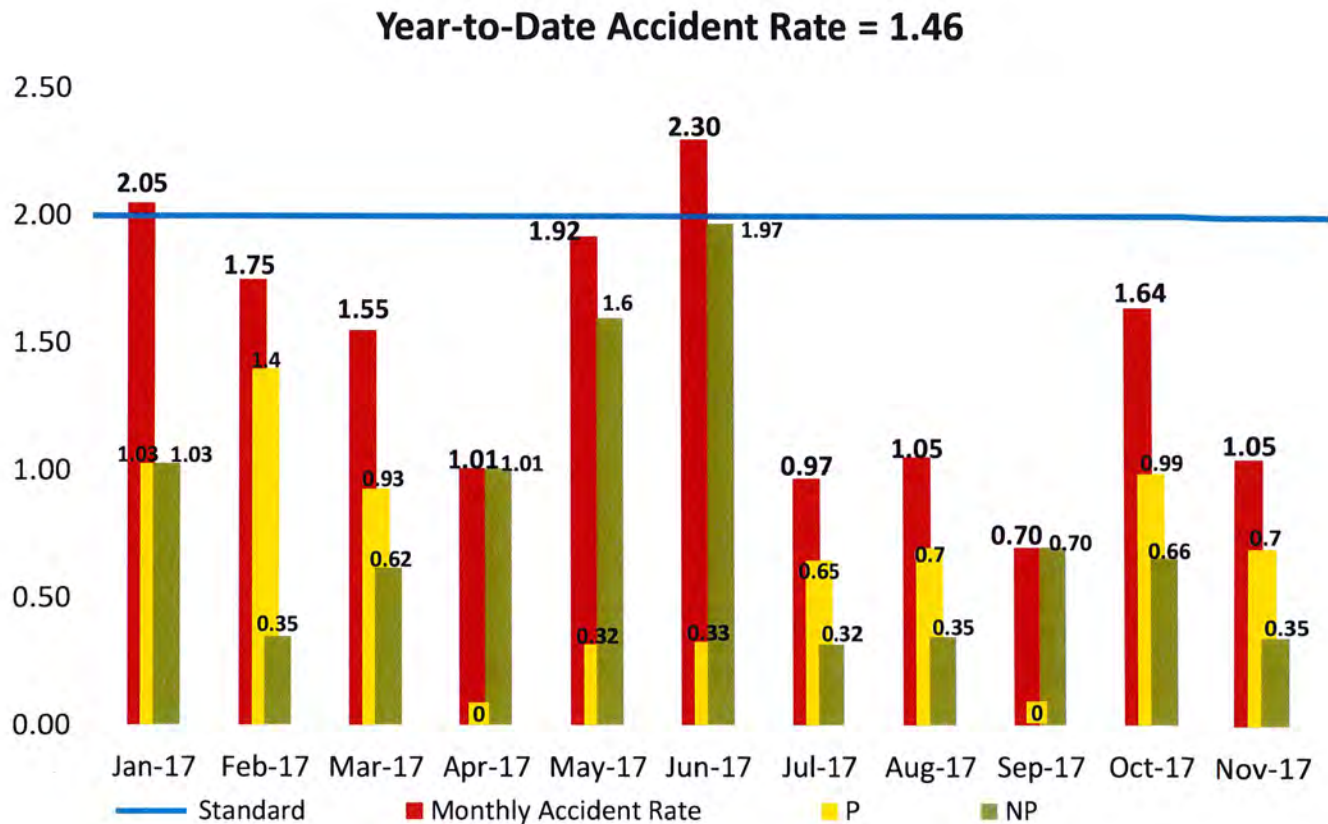
MBRC is a performance gauge of maintenance quality, fleet age, and condition; an increase in MBRC is a positive indicator. As defined by the Federal Transit Administration, a road-call is the practice of dispatching a service vehicle to repair or retrieve a vehicle on the road. There are two types of 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 November 2017, there were three (3) vehicle accidents. Two (2) were determined to be preventable and one (1) was determined to be non-preventable. There were twenty-five (25) customer-related incidents. CCRTA operators drove a total 284,460.4 miles. The year-to-date accident rate for the month of September is 1.46 per hundred thousand miles driven. The desirable range for total collisions is at 2.0 or less.

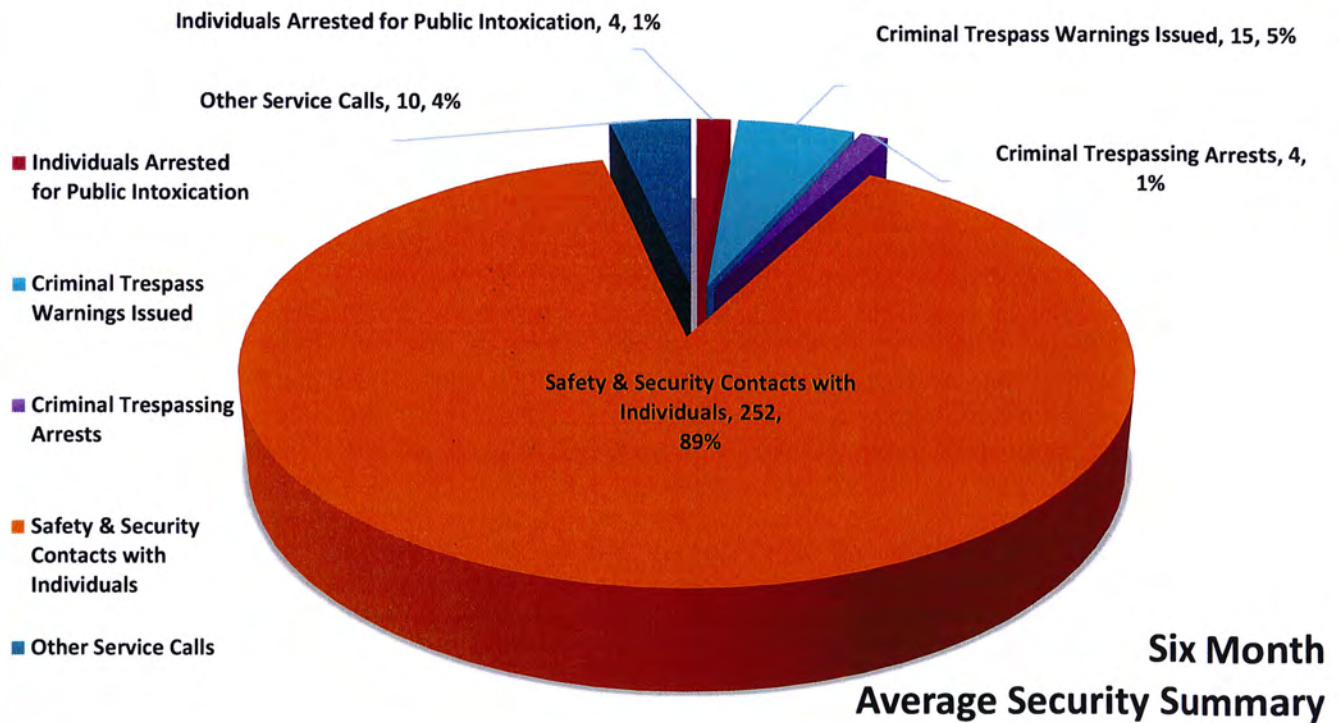
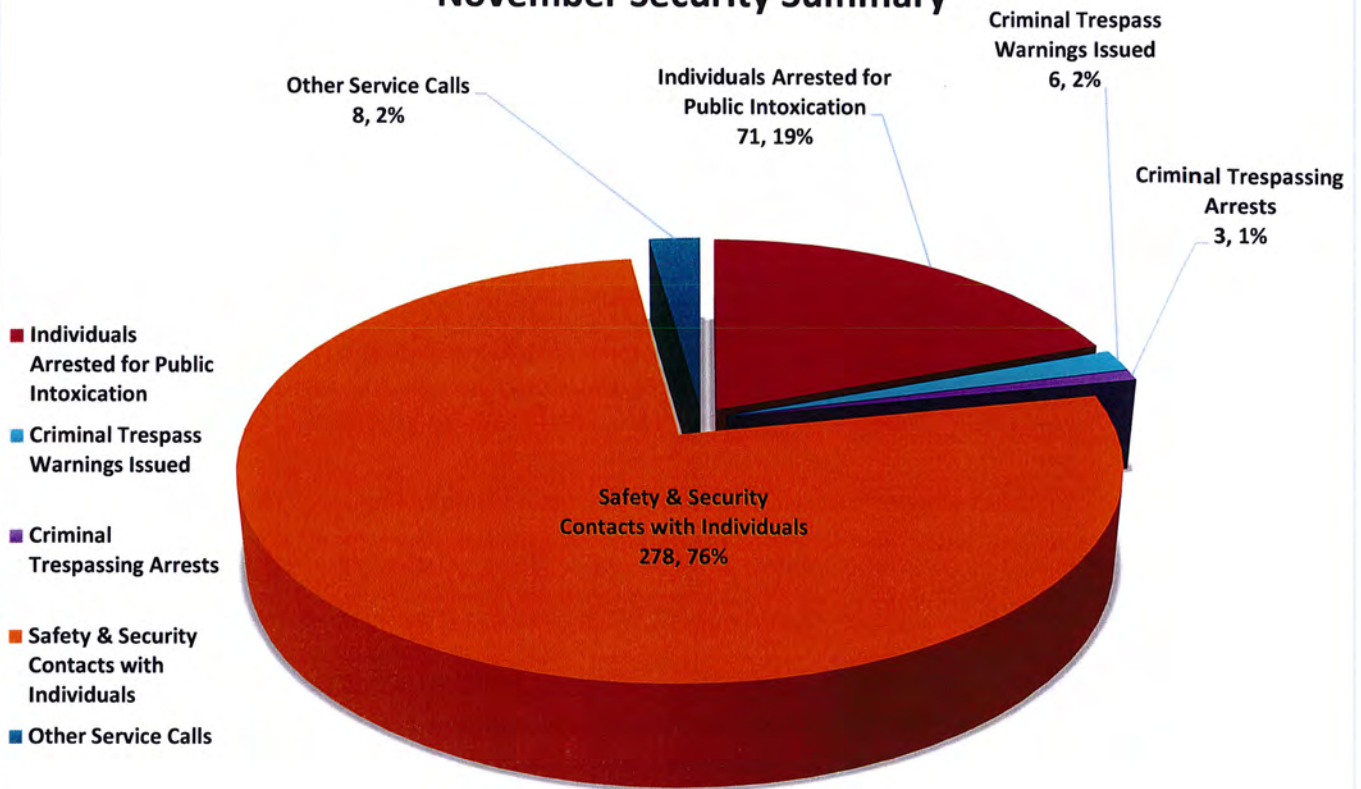
The chart below illustrates the Year-to-Date accident rate.





# SECURITY SUMMARY

## November Security Summary



Respectfully Submitted,

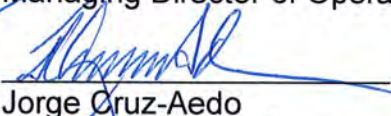
Submitted by: Wesley Vardeman  
Outreach Coordinator

Submitted by: Mike Rendon  
Director of Safety & Security

Submitted by: Bryan Garner  
Director of Maintenance

Reviewed by: Gordon Robinson  
Director of Planning

Reviewed by:   
Jennifer Fehribach  
Managing Director of Operations

Final Approval by:   
Jorge Cruz-Aedo  
Chief Executive Officer

**RTA Committee on Accessible Transportation (RCAT)  
MEETING MINUTES  
Thursday, November 16, 2017**

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**Advisory Committee Members Present:** Richard Balli, Robert Box, Donnie Contreras, Joyce Lopez, Tammye Salinas, Sylvia Wilson

**Advisory Committee Members Absent:** none

**Board Members Present:** none

**Staff Present:** Susan Teltschik, Melanie Gomez, Sharon Montez, Luis Vega

**MV Present:** Kyle Klicka, Janessa Cano

**Employee Representative(s):**

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**Call to Order:** Ms. Tammye Salinas called the meeting to order at 12:06 p.m. Ms. Susan Teltschik called the roll and determined that a quorum was present.

**Public Comment:** None

**Action to Approve Minutes of October 19, 2017** was approved as presented.

MR. BOX MADE A MOTION TO ADOPT THE RCAT MINUTES OF OCTOBER 19, 2017 AS PRESENTED; MR. BALLI SECONDED THE MOTION. CONTRERAS, SALINAS, LOPEZ AND WILSON VOTING FOR.

**Presentation of 3<sup>rd</sup> Quarter Unsung Hero Award:**

Ms. Tammy Salinas presented the 3<sup>rd</sup> quarter Unsung Hero Award to Mr. Luis Vega. Mr. Vega was presented with a certificate for being commended by a rider for going "above and beyond to help him out, especially with the holiday schedule. He is always going out of his way for his customers." This is Mr. Vega's third commendation this year.

## **Committee for Persons with Disabilities (CFPWD) and Corpus Christi Human Relations Committee (CCHRC) Update:**

Mr. Richard Balli updated the committee on ADA citations for the month of October: There were 301 citations issued for disabled parking, 30 citations issued for blocking architecture and 200 citations issued for blocking sidewalks for a total of 1,565 citations year to date. Last week there was a Bike & Kite Event by Sherrill Park the CFPWD attended. Mr. Balli will meet on November 17<sup>th</sup> with the City Engineering Department on the upcoming ADA improvements. Ms. Sylvia Wilson added the Human Relations Department logs concerns of the citizens in accessibility grievance reports that deal with bad sidewalks, curb cuts and needed ADA improvements. The City of Corpus Christi placed door tags at houses in the areas surrounding the streets scheduled for improvements. Ralston Street, Larkspur Street, Alameda Street and Louisiana Parkway are scheduled for improvements. The CFPWD prioritizes the requests for the City Engineering Department, looking at trip factors including churches, medical offices and shopping.

Ms. Sylvia Wilson updated the committee that the CCHRC is making sure housing concerns are being met for the people that live in the Hillside and Solomon Coles areas affected by the new Harbor Bridge project. The City of Corpus Christi don't actually assist these resident, but the City can lead them in the right direction, to the correct agencies. Ms. Wilson invited the RCAT Members to the CCHRC stating they meet on the first Thursday of the month from 5:00 to 6:00 in the City Council Chambers.

## **Committee Reports:**

### **No-Show/Eligibility Appeals**

Mr. Richard Balli updated the committee on the No-Show/Eligibility Appeals Committee. The No-Show/Eligibility Appeals Committee met on Tuesday, November 14, 2017 for no show and eligibility appeals. Members present were Robert Box, Joyce Lopez and Richard Balli. Staff members present were Melanie Gomez and Janessa Cano (MV). There were 5 appeals submitted in November. One appellant's representative was present to appeal a 30-day proposed service suspension. The proposed service suspension was dismissed due to extenuating circumstances. Two appellants submitted a letter to appeal a 7-day proposed service suspension. Both proposed service suspensions were dismissed due to extenuating circumstances. Two appellants submitted a letter to appeal a 30-day proposed service suspension. One proposed service suspension

was dismissed due to extenuating circumstances. One proposed service suspension was determined conditional, to and from dialysis only. There were 0 warning notices issued in October, 3 seven day proposed service suspensions and 7 thirty day proposed service suspensions.

### **Eligibility Appeals**

Committee members present were Robert Box, Joyce Lopez and Richard Balli, RCAT members; Caren Cornelius, Occupational Therapist; and Christina Lopez, CCRTA's ADA Compliance Officer. One appeal was scheduled to appeal the decision of ineligibility for ADA Paratransit service. The appellant appealing the decision of ineligibility did not attend the hearing but did provide a new application with additional information to the committee. Committee members reviewed the initial application, the information obtained during the assessment process, the appellant's appeal letter and the new information provided. Committee members were unanimous in their decision that the individual's disability did indeed prevent the use of fixed-route service. The decision of ineligibility was overturned and the appellant was granted unconditional eligibility. One appeal was scheduled to appeal the decision of a service suspension due to inappropriate behavior. The committee determined last month that the appellant would be granted 30 days of service and must ride with a PCA. The committee would then review the rider's history and any incidents during that time frame. The appellant did not utilize B-Line service throughout the 30 days; therefore no new information was obtained. Committee members were unanimous in their decision to uphold the service suspension.

### **RCAT Liaison's Report:**

Ms. Montez presented Ms. Anne Bauman with a certificate expressing the gratitude of the RCAT members for her serving as the Chairperson of RCAT. Ms. Bauman has moved to the CCRTA Board and has promised to be present at the RCAT meetings.

Ms. Montez presented information regarding a request for a pedestrian crossing at Ramsey Street and Brawner Parkway. She stated there is a trip generator with the apartments on Ramsey Street. Option A with all the signage and the flashing LED lights is \$22,913.18 and Option B with all the signage, without the flashing LED lights, and with additional yield signage and yield triangles in the street is \$26,474.18.

MS. WILSON MADE A MOTION TO APPROVE OPTION B AS A CAPITAL PROJECT FOR A PEDESTRIAN CROSSING AT BRAWNER PARKWAY AND RAMSEY STREET; MR. BOX SECONDED THE MOTION. BALLI, CONTRERAS, SALINAS AND LOPEZ VOTING FOR.

Ms. Montez will take the Capital Project for a Pedestrian Crossing to the Board.

Ms. Montez presented information regarding the Capital Improvement Projects presented to the Board as part of the budget. The projects will support service demands on the Westside and Southside of Corpus Christi.

**Chairperson's Report:**

Ms. Tammye Salinas, Vice Chairperson, shared upcoming meeting dates with the committee.

**Informational Items:**

Ms. Tammye Salinas advised that these items were made available to the committee members in their packets.

**Request for Agenda Items:**

There was discussion about Travel Training services and a request for the CCRTA Travel Trainer to make a presentation at the January RCAT meeting.

**Other Business:**

Ms. Tammye Salinas adjourned the meeting at 1:01 p.m. The next meeting will be held on Thursday, January 18, 2017.



## Operations Capital Projects Committee Member Inquiry

Meeting Date	Agenda Item #	Member Name	Inquiry	Response	Response Date
11/15/2017 Ops	4.	Eddie Martinez	In reference to the Approval of the Last Option Year for General Engineering Construction Services with Naismith-Hanson Engineering, Inc. Mr. Martinez asked for clarification on the amount of \$150,000.00, asking if in the previous years, did the agency use the entire amount or did it tend to fall below the amount.	Ms. Montez replied historically the RTA does reach the amount of \$150,000.00.	11/15/2017
11/15/2017 Ops	4.	Eddie Martinez	In a follow-up question to the Approval of the Last Option Year for General Engineering Construction Services with Naismith-Hanson Engineering, Inc. Mr. Martinez asked if the amount needs to be elevated.	Ms. Montez replied next year when the contract ends and the RTA goes out for bids, we will revisit the budgeted amount based on the five year capital project plan.	11/15/2017
11/15/2017 Ops	5.	Eddie Martinez	In reference to the Contract for ADA Bus Stop Improvements Phase VI, Mr. Martinez asked about the process to determine which bus stops to improve, he asked if the process is a random process, or is the community sectioned off.	Ms. Montez replied there are several processes to the review, including looking at the Title 6 component, looking at trip generators and looking at ridership. There is a methodology to the overall process and the Planning Department plays an important role in the process.	11/15/2017
11/15/2017 Ops	5.	Eddie Martinez	In reference to the Contract for ADA Bus Stop Improvements Phase VI, Mr. Martinez asked if the original bid was just for this Phase VI of the project.	Ms. Montez answered in the affirmative.	11/15/2017
11/15/2017 Ops	5.	Dan Leyendecker	In reference to the Contract for ADA Bus Stop Improvements, Mr. Leyendecker asked if the reduction in the cost of the project was given to all the contractors or was it negotiated post bid.	Ms. Montez replied the reduction was negotiated post bid.	11/15/2017
11/15/2017 Ops	6.	Eddie Martinez	In reference to the Request for Qualifications for Engineering Design Services for ADA Bus Stop Improvements Phase VII, Mr. Martinez asked for clarification, are there are going to be three different engineering firms.	Ms. Montez replied yes, the construction of the project is divided up into three different zones, therefore there will be three different engineering firms, one for each zone.	11/15/2017
	7.	George Clower	In reference to the Invitation for Bids for ADA Bus Stop Improvements Phase VII, Mr. Clower asked if the RTA is going to piggyback this project with new shelters.	Ms. Montez replied yes, the projects are going to run concurrently. The shelters will be ordered and placed upon completion of the bus stop improvements.	



## Operations Capital Projects Committee Member Inquiry

Meeting Date	Agenda Item #	Member Name	Inquiry	Response	Response Date
11/15/2017 Ops	7.	Mike Reeves	In reference to the Invitation for Bids for ADA Bus Stop Improvements Phase VII, Mr. Reeves asked if the RTA looked at all contingencies to cover the 20% local requirement.	Ms. Montez replied yes, that's part of the process.	11/15/2017
11/15/2017 Ops	8. b.	George Clower	In reference to the Procurement Update, Mr. Clower asked why Mobile Concrete attended the pre-bid meeting but did not submit a bid.	Mr. Saidana said he was not aware of why they did not submit a bid.	11/15/2017
11/15/2017 Ops	8. b.	Dan Leyendecker	In reference to the Procurement Update, Mr. Leyendecker asked for the top three bids to be reported with the bid amounts included so the board can review the high bid to low bids to see how close the bids are, to review the separation.	Mr. Saidana answered in the affirmative.	11/15/2017

## Board Member Inquiry

Meeting Date	Agenda Item #	Member Name	Inquiry	Response	Response Date
12/6/2017 Board	11.	Dan Leyendecker	In reference to the 2018 Insurance Policies with the Texas Municipal League Intergovernmental Risk Pool, Mr. Leyendecker asked on the Automobile Medical Payments, why the premium is one-half of the limit, and why is the limit only \$500,000.00. Is there a maximum amount.	Mr. Rendon stated the limit of \$500,000.00 is per occurrence. Mr. Bell stated there should not be an aggregate amount, it is per occurrence.	12/6/2017
12/6/2017 Board	11.	Dan Leyendecker	In reference to the 2018 Insurance Policies with the Texas Municipal League Intergovernmental Risk Pool, Mr. Leyendecker asked what the Errors and Omissions Policy covers.	Mr. Cruz-Aedo stated the Errors and Omissions policy covers the directors and staff from any decision that they make that may cause harm. Mr. Bell stated the Errors and Omissions policy is also known as a D&O policy. <b>Errors and omissions insurance (E&amp;O) is a type of professional liability insurance that protects companies and their workers or individuals against claims made by clients for inadequate work or negligent actions. Errors and omissions insurance often covers both court costs and any settlements up to the amount specified by the insurance contract. <a href="https://www.investopedia.com/terms/e/errors-omissions-insurance.asp">https://www.investopedia.com/terms/e/errors-omissions-insurance.asp</a></b>	12/6/2017 <b>01/03/17</b>
12/6/2017 Board	11.	George Clower	In reference to the 2018 Insurance with the Texas Municipal League Intergovernmental Risk Pool, Mr. Clower asked what real property does the policy cover. Doesn't the \$20,000,000.00 seem light, if this building burns down \$20,000,000.00 isn't building it back.	Mr. Rendon stated the policy covers all the facilities and the stations. The amount is the amount that was set.	12/6/2017
12/6/2017 Board	11.	George Clower	In a follow-up question to the 2018 Insurance with the Texas Municipal League Intergovernmental Risk Pool, Mr. Clower asked if the real property also covers the Kleberg Bank building	Mr. Bell stated Kleberg Bank is required to carry the insurance on their building and the CCRTA is named as an other insured.	12/6/2017

## Board Member Inquiry

Meeting Date	Agenda Item #	Member Name	Inquiry	Response	Response Date
12/6/2017 Board	11.	Larry Young	In reference to the 2018 Insurance Policies with the Texas Municipal League Intergovernmental Risk Pool, Mr. Young wanted to know for sure if the limit of \$500,000.00 is per occurrence and there is not an aggregate amount.	Mr. Cruz-Aedo assured Mr. Young the information will be reviewed.	
12/6/2017 Board	11.	Eddie Martinez	In reference to the 2018 Insurance Policies with the Texas Municipal League Intergovernmental Risk Pool (TMLIRP), Mr. Martinez asked if RTA has ever gone outside of TMLIRP to see if the insurance is less expensive.	Mr. Rendon stated in the past, in 2014, the RTA did get bids outside of TMLIRP and it was much more expensive.	
12/6/2017 Board	11.	Mike Reeves	In reference to the 2018 Insurance Policies with the Texas Municipal League Intergovernmental Risk Pool, Mr. Reeves asked with claims and medical expenses paid 2014 through this year, with fewer accidents, will the rates decrease.	Mr. Rendon stated the RTA did very well with much fewer accidents in 2016 and 2017 and next year, 2019, the rates should go down when 2013 drops off.	
12/6/2017 Board	11.	Tom Niskala	In reference to the 2018 Insurance Policies with the Texas Municipal League Intergovernmental Risk Pool, Mr. Niskala asked if the rates will be reviewed in the coming months.	Mr. Rendon answered in the affirmative.	
12/6/2017 Board	11.	Dan Leyendecker	In reference to the 2018 Insurance Policies with the Texas Municipal League Intergovernmental Risk Pool, Mr. Leyendecker asked if the rate would be lowered on the automotive insurance if the deductible was increased from \$0 to a higher amount, from \$1,000.00 or even as high as a \$10,000.00 deductible.	Mr. Rendon stated he would ask and report back to the board.	
12/6/2017 Board	11.	George Clower	In reference to the 2018 Insurance Policies with the Texas Municipal League Intergovernmental Risk Pool, Mr. Clower asked about the Windstorm policy.	The Windstorm policy is not with TMLIRP, it is a separate policy.	
12/6/2017 Board	11.	Scott Harris	In reference to the 2018 Insurance Policies with the Texas Municipal League Intergovernmental Risk Pool, Mr. Harris asked how often this policy is reviewed.	Mr. Cruz-Aedo said we review the policy on an annual basis.	

## Board Member Inquiry

Meeting Date	Agenda Item #	Member Name	Inquiry	Response	Response Date
12/6/2017 Board	12. b.	Dan Leyendecker	In reference to the November 2017 Financial Report, Mr. Leyendecker asked if Purchased Transportation was over or under budget.	Mr. Saldana stated we added additional routes this year, so we may be a little over budget, but they were routes that were fixed routes so there is a net savings.	
12/6/2017 Board	12. d.	Larry Young	In reference to the November 2017 Operations Report, Mr. Young asked what was included in the "Other Service Calls"	Mr. Robinson stated the "Other Service Calls" included suspicious persons, a bag left on the ground, other calls that don't fit into another categories.	