



AGENDA MEETING NOTICE

Board of Directors Meeting

DATE: Wednesday, September 13, 2023

TIME: 8:30 a.m.

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

BOARD OF DIRECTORS OFFICERS

Dan Leyendecker, Chair
 Anna Jimenez, Vice Chair
 Lynn Allison, Board Secretary
 (Administration & Finance Chair)

BOARD OF DIRECTORS MEMBERS

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

	TOPIC	SPEAKER	EST.TIME	REFERENCE
1.	Pledge of Allegiance	D. Leyendecker U.S. Veteran, Haven Roberts	1 min.	----
2.	Roll Call	M. Montiel	1 min.	----
3.	Safety Briefing	M. Rendon	3 min.	----
4.	Receipt of Conflict of Interest Affidavits	D. Leyendecker	1 min.	----
5.	Opportunity for Public Comment 3 min. limit – no discussion	D. Leyendecker	3 min.	----
<p>Public Comment may be provided in writing, limited to 1,000 characters, by using the Public Comment Form online at www.ccrta.org/news-opportunities/agenda or by regular mail or hand-delivery to the CCRTA at 602 N. Staples St., Corpus Christi, TX 78401, and MUST be submitted no later than 5 minutes after the start of a meeting in order to be provided for consideration and review at the meeting. All Public Comments submitted shall be placed into the record of the meeting.</p>				
6.	Awards and Recognition – a) CCRTA New Hires b) South West Transit Association GoPass Campaign to CCRTA c) South West Transit Association GoPass Bus Wrap to CCRTA d) South West Transit Association GoPass Commercial to CCRTA e) South West Transit Association Celebration of Life for Carol Flowers	D. Majchszak	5 min.	----
7.	Discussion and Possible Action to Approve Board Minutes of the Board of Directors Meeting of August 2, 2023 and Special Board of Directors Meeting of August 23, 2023	D. Leyendecker	3 min.	Pages 1-13
8.	<p>CONSENT ITEMS: The following items are routine or administrative in nature and have been discussed previously by the Board or Committees. The Board has been furnished with support documentation on these items.</p>			
				5 min. Pages 14-20
	<p>a) Action to Amend the Board Policy Permitting Payroll Deductions for Union Dues to state that Union Membership is Voluntary, CCRTA does not Endorse any Particular Union, and the payment of Union Dues, if any, shall be made Directly by each Participating Employee (pg. 10-11)</p> <p>b) Action to Approve Awarded Projects for CCRTA's Section 5310 2023 Call-for-Projects for FFY 2021-2022 (pg. 12-13)</p> <p>c) Action to Award a Contract to ETC Institute for National Transit Database Passenger Miles Traveled Sampling Surveys</p>			



AGENDA MEETING NOTICE

9.	Announcement of Committee Chairs and Appointments by the Board Chair and Action to Confirm Committee Chairs and Appointments	D. Leyendecker	3 min.	Pages 21-23 Attachment
10.	Discussion and Possible Action to Adopt a Resolution to Support Reconnecting Communities and Neighborhoods (RCN) Grant Funding Opportunity	R. Patrick	5 min.	Pages 24-26 Attachment
11.	Update on RCAT Committee Activities	S. Montez	3 min.	<i>PPT</i>
12.	Committee Chair Reports a) Administration & Finance b) Operations & Capital Projects c) Rural and Small Cities d) Legislative	L. Allison E. Salazar G. Canales A. Granado	3 min. 3 min. 3 min. 3 min.	-----
13.	Presentations: a) July 2023 Financial Report b) September 2023 Procurement Update c) July 2023 Operations Report	R. Saldaña R. Saldaña G. Robinson	15 min.	Pages 27-40 <i>PPT</i> <i>PPT</i> Pages 41-51 <i>PPT</i>
14.	CEO Report	D. Majchszak	5 min.	<i>PPT</i>
15.	Board Chair Report	D. Leyendecker	5 min.	-----
16.	Adjournment	D. Leyendecker	1 min.	-----

Total Estimated Time: 1 hour 11 mins

~*~*~*~*~*~*~*~*~*

BOARD OF DIRECTORS BUDGET WORKSHOP #4

	TOPIC	SPEAKER	EST.TIME	REFERENCE
1.	2024 Budget Workshop #4 a. Capital Programs and Customer Services	R. Saldaña	20 min.	<i>PPT</i>

Total Estimated Time: 20 min.

On **Friday, September 8, 2023** this Notice was posted by **Marisa Montiel** at the CCRTA Staples Street Center, 602 N. Staples Street, Corpus Christi, Texas; and sent to the Nueces County and the San Patricio County Clerks for posting at their locations.

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

In compliance with the Americans with Disabilities Act, individuals with disabilities who plan to attend this meeting and who may need auxiliary aids or services are requested to contact the Assistant Secretary to the Board at (361) 903-3474 at least 48 hours in advance so that appropriate arrangements can be made. Información en Español: Si usted desea esta información en Español o en otro idioma, por favor llame al teléfono(361) 289-2712.

Mission Statement

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

Vision Statement

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



**CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS' MEETING MINUTES
WEDNESDAY, August 2, 2023**

Summary of Actions

1. Pledge of Allegiance
2. Roll Call
3. Heard Safety Briefing
4. Receipt of Conflict of Interest Affidavits
5. Administered the Oath of Office to City of Corpus Christi Appointee, Arthur Granado
6. Provided Opportunity for Public Comment
7. Presented Awards and Recognition
 - a) CCRTA New Hires
 - b) 2022 Certificate of Achievement for Excellence in Financial Reporting
8. Approved Board Minutes of Board of Director Meeting Minutes of July 12, 2023
9. Approved Consent Items
 - a) Authorized Executing a Memorandum of Agreement (MOA) with Texas A&M University – Corpus Christi for Transportation Services
 - b) Awarded Multiple Contracts to CD Starter, Cummins Southern Plains, Gillig LLC, Kirk's Automotive, Inc., Model 1, Muncie, Rush Trucks, Texas Alternator Starter Service, and White Associates for External and Internal Engine Parts
10. Adopted a Resolution Designating Certain Persons to Sign Checks on all Bank Accounts held at Frost Bank, the Authority's Depository Bank
11. Adopted the 2023 Public Transportation Agency Safety Plan (PTASP) Version 2, Amended Manual
12. Amended the Bylaws in the following Manner:
 - a) Amended Changing the Election of the Board Chair from January in Even-Numbered Years to October in Odd-Numbered Years, to be Effective with the Election in January 2024, so that the Term of the Next Board Chair Shall Expire September 30, 2025
 - b) Amended Changing the Election of the Vice-Chair, Secretary and any Assistant Secretaries from January in Even-Numbered Years to October in Odd-Numbered Years, to be Effective with the Elections in January 2024, so that Such Terms Shall Expire September 30, 2025
13. Heard Committee Chair Reports
 - a) Administration and Finance
 - b) Operations and Capital Projects
 - c) Rural and Small Cities
 - d) Legislative
14. Heard Update on State Legislative Report by Longbow Partners
15. Heard Presentation on the 2022 Annual Report for the Coastal Bend Air Quality Partnership
16. Heard Presentations –
 - a) June 2023 Financial Report
 - b) August 2023 Procurement Update
 - c) June 2023 Operations Report
 - d) April – June 2023 Safety & Security Report



17. **Heard CEO Report**
18. **Heard Boar Chair Report**
19. **Adjournment**

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

Call to Order & Roll Call

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

Board Members Present

Dan Leyendecker, Lynn Allison, Gabi Canales, Beatriz Charo, Jeremy Coleman (virtual), Armando Gonzalez (virtual), Arthur Granado, Anna Jimenez, Aaron Muñoz and Eloy Salazar.

Board Members Absent

Erica Maymi.

Staff Present

David Chapa, Derrick Majchszak, Sharon Montez, Marisa Montiel, Rita Patrick, Mike Rendón, Gordon Robinson, Robert Saldaña and JoAnna Serna. Victor Krupalla, Leslie Smith, Edwin Hawkins, Jonathan Harden, Miranda Cruz, Crystal English, Joshua Ozuna, Israel Rojas Shaylee Patterson and Teodoso Gonzalez. Tameka Weathers, MV Transportation.

Public Present

Rob MacDonald, Corpus Christi MPO. Ryan Butler, TAMU-CC. Elizabeth Hardin & Sharon Bailey Murphy, CBAQF. Frank Newell, NC Veterans Cemetery.

Safety Briefing

Mr. Mike Rendón, Deputy CEO, presented the safety briefing to the Board and audience. He noted that in the event of an emergency, the audience would exit the boardroom to his right and proceed down to the first floor where they would exit through the westside stairwell to the first floor and exit through the westside doors. Once outside, they would continue to the clock tower adjacent to the transfer station. Ms. Montiel will account for all Board Members and he would be the last out to ensure everyone exits safely. He noted three things, to not use the elevator, do not return until all clear has been given and if a shelter in place is needed, they would do so in the westside stairwell.

Receipt of Conflict of Interest Affidavits

None



Opportunity for Public Comment

Ms. Montiel noted there was one public comment submitted online which has been provided to the full Board and reads as follows:

1. Mariah Boone – Please remove the hostile architecture from our bus benches and stop putting it on bus benches. Devices like the bars and straps on benches are meant to drive the unhoused away and that is cruel, dangerous and inappropriate for a public funded agency. Our transportation authority is so important – please make it stop hurting people. Thank you.

Awards and Recognitions

- a) CCRTA New Hires - Mr. Derrick Majchszak, CEO, introduced CCRTA new hires to the Board and noted this will become a regular item. The following employees were recognized: Bus Operators - Victor Krupalla, Leslie Smith, Edwin Hawkins, Jonathan Harden, Miranda Cruz, Crystal English, Joshua Ozuna, Israel Rojas; Marketing/DBE – Shaylee Patterson and Teodoso Gonzalez.
- b) 2022 Certificate of Achievement for Excellence in Financial Reporting – Mr. Majchszak noted that the Finance Department has been awarded the Certificate of Achievement for Excellence in Financial Reporting for its ACFR presentation of the 2021 Financial Statements. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting and its attainment represents a significant accomplishment by a government agency and its management. This marks the 18th consecutive award and number 25 since 1989. Mr. Robert Saldaña, Managing Director of Administration and Ms. Sandy Roddel, Director of Finance were recognized and thanked their staff for their part in obtaining the certificate. Ms. Roddel introduced her staff to the Board and photos were taken at this time.

Discussion and Possible Action to Approve the Board of Directors Meeting Minutes of July 12, 2023

DIRECTOR ELOY SALAZAR MADE A MOTION TO APPROVE THE BOARD OF DIRECTORS MEETING MINUTES OF JULY 12, 2023. DIRECTOR GABI CANALES SECONDED THE MOTION. ALLISON, CANALES, CHARO, GONZALEZ, GRANADO, JIMENEZ, LEYENDECKER, MUÑOZ AND SALAZAR VOTING IN FAVOR. ABSENT COLEMAN AND MAYMI.

Consent Items

- a) **Authorize Executing a Memorandum of Agreement (MOA) with Texas A&M University – Corpus Christi for Transportation Services**
- b) **Award Multiple Contracts to CD Starter, Cummins Southern Plains, Gillig LLC, Kirk's Automotive, Inc., Model 1, Muncie, Rush Trucks, Texas Alternator Starter Service, and White Associates for External and Internal Engine Parts**



SECRETARY LYNN ALLISON MADE A MOTION TO APPROVE CONSENT ITEMS A & B. DIRECTOR BEATRIZ CHARO SECONDED THE MOTION. ALLISON, CANALES, CHARO, GONZALEZ, GRANADO, JIMENEZ, LEYENDECKER, MUÑOZ AND SALAZAR VOTING IN FAVOR. ABSENT COLEMAN AND MAYMI.

Discussion and Possible Action to Adopt a Resolution Designating Certain Persons to Sign Checks on all Bank Accounts held at Frost Bank, the Authority's Depository Bank

Mr. Robert Saldaña presented the item stating the Board Priority is Transparency. He provided background stating that Section 451.101 of the Texas Government Code allow the Authority's Board of Directors to designate certain persons to sign checks and other demands for money on an annual basis, or more often if need. The signature stamp for disbursements is utilized and control measures in place include: segregation of duties, authorization and processing of disbursements, internal review of AP batches before distributing funds, monthly bank reconciliations performed, unique invoice numbers required and controlled by system and annual audits on cash management of disbursements performed. As a result of changes in both personnel and the governing body, it is necessary to revise the current authorizations on file for all accounts held at Frost Bank. The accounts are the Main, Payroll Claims and Lockbox accounts. Mr. Saldaña displayed a table of the changes that will be made to the Main, Payroll and Lock Box accounts, which include, updating Mr. Dan Leyendecker from Board Secretary to Board Chair and adding Anna Jimenez, Board Vice-Chair, Lynn Allison, Board Secretary, Derrick Majchszak, CEO, and Miguel Rendón, Deputy CEO. The following individuals were deleted: Jorge Cruz-Aedo, Edward Martinez and Michael Reeves. The following changes were proposed for the Medical Claims Bank account: update Dan Leyendecker, from Board Secretary to Board Chair, add Anna Jimenez, Lynn Allison, Derrick Majchszak and Miguel Rendón and delete Jorge Cruz-Aedo, Edward Martinez and Michael Reeves. The signature cards will reflect the following authorized signers once approved: Dan Leyendecker, Board Chair, Anna Jimenez, Board Vice Chair, Lynn Allison, Board Secretary, Derrick Majchszak, CEO, Miguel Rendón, Deputy CEO, Robert Saldaña, Managing Director of Administration, Dixie Gunning, Entrust LLC/90 Degrees (Claims Only) and Lonnie M. Meadows, Entrust LLC/90 Degrees (Claims Only).

DIRECTOR BEATRIZ CHARO MADE A MOTION TO ADOPT A RESOLUTION DESIGNATING CERTAIN PERSONS TO SIGN CHECKS ON ALL BANK ACCOUNTS HELD AT FROST BANK, THE AUTHORITY'S DEPOSITORY BANK. DIRECTOR GABI CANALES SECONDED THE MOTION. ALLISON, CANALES, CHARO, GONZALEZ, GRANADO, JIMENEZ, LEYENDECKER, MUÑOZ AND SALAZAR VOTING IN FAVOR. ABSENT COLEMAN AND MAYMI.



Discussion and Possible Action to Adopt the 2023 Public Transportation Agency Safety Plan (PTASP) Version 2, Amended Manual

Mr. Miguel Rendón presented the item noting the Board Priority is Safety & Security. He provided background stating that on July 19, 2019, the Federal Transit Administration (FTA) implemented a requirement that public transit agencies receiving federal funding create, approve and implement a Public Transportation Agency Safety Plan (PTASP) to control risk better, detect and correct safety problems earlier, share and analyze safety data more effectively, and measure safety performance more precisely. The compliance date was set for July 20, 2020. He adds that on July 1, 2020, the CCRTA Board of Directors approved CCRTA's PTASP, Version 1. On February 17, 2022, the FTA sent out a Dear Colleague Letter advising of the New Bipartisan Infrastructure Law Change. The changes consisted of: Safety Committee, Risk Reduction Program, Comprehensive Safety Training Program and Exposure to Infection Diseases. Mr. Rendón presented an image displaying the four pillars of the Public Transportation Agency Safety Plan which include: Safety Promotion, Safety Risk Management, Safety Assurance and Safety Management Policy. He displayed a chart of common types of changes including agency information. Key staff has been added to the agency information to include: Derrick Majchszak, CEO, Mike Rendón, Deputy CEO/Chief Safety Officer, Ian O'Keefe, Transportation Administrator and Jennifer McWilliams, Bus Operator. The CCRTA updated organizational chart was also displayed.

VICE CHAIR ANNA JIMENEZ MADE A MOTION TO ADOPT THE 2023 PUBLIC TRANSPORTATION AGENCY SAFETY PLAN (PTASP) VERSION 2, AMENDED MANUAL. DIRECTOR ELOY SALAZAR SECONDED THE MOTION. ALLISON, CANALES, CHARO, GONZALEZ, GRANADO, JIMENEZ, LEYENDECKER, MUÑOZ AND SALAZAR VOTING IN FAVOR. ABSENT COLEMAN AND MAYMI.

Discussion and Possible Action to Amend the Bylaws in the Following Manner:

- a) **Amend Changing the Election of the Board Chair from January in Even-Numbered Years to October in Odd-Numbered Years, to be Effective with the Election in January 2024, so that the Term of the Next Board Chair Shall Expire September 30, 2025**
- b) **Amend Changing the Election of the Vice-Chair, Secretary and any Assistant Secretaries from January in Even-Numbered Years to October in Odd-Numbered Years, to be Effective with the Elections in January 2024, so that Such Terms Shall Expire September 30, 2025**

Mr. John Bell, Legal Counsel, presented the item noting the Board Priority is Transparency. He provided background on the item stating initially after the 1985 confirmation election, the Board Chair was elected at the October Board Meeting after the appointees from Nueces County and the Mayors Panel were seated. The Board Chair serves a two-year term, with the election coming up at each October Board Meeting in odd-numbered years. He continues that in 2013, the Board amended the Bylaws to provide for the election of the Board Chair three months later at the January Board Meeting in even-numbered years. Also, the other Board Officers were



changed to be elected at the January Board Meeting in even-numbered years. Mr. Bell states that Section 451.506 provides that “An individual may not serve more than eight years on the same board and may not be appointed to a term for which service to the completion of the term would exceed this limitation”. As a result, with the January election date any appointee by the County of the Mayors Panel who becomes Board Chair only can serve a maximum of six years and three months on the Board. He says that state law does not permit shortening the term of any incumbent public official, but changes to terms can be implemented before an election. Also, returning to the October election cycle for Board Chair in odd-numbered years would allow the current Board Chair and future Board Chairs similarly situated to serve eight years. At this time, the Board Members went down the line and had a lengthy conversation on the item and were able to ask Mr. Bell questions for further clarification.

Director Munoz stated he feels this amendment would negatively affect City Appointees. Mr. Bell confirmed that City Appointees, since 1985, have always only served around seven years instead of the full eight. Director Salazar commented that he believes this is fair and that it is up to the Board to make any future changes, as it states in the Bylaws. Secretary Allison echoed Director Salazar’s statement and says she supports the current Chair and feels he should have the opportunity to serve his full term. Vice Chair Jimenez stated she does not feel comfortable voting at the time as she needs more time to research and understand the timeline better. Director Canales says she understand Director Munoz standpoint but does feel this would be a positive amendment and is in support of it. Director Munoz pointed out that his standpoint is not against the current Chair and he does believe he has done a phenomenal job, however, he feels the Board should not give preferential treatment to certain Board Members and it should not be frequently changing. Director Granado asked for further clarification on the original amendment, he says he understands the viewpoint of pushing the election back, to give new appointees time to become familiar with their fellow board members, however, he just wants to be sure this is not being amended for a certain person specifically, but for the general best for the board. Director Coleman asked if this amendment passes, when will the elections be held. Mr. Bell answered the elections will be held January 2024, with terms expiring September 2025. Director Gonzalez stated he feels the amendment should have never been made in the first place and it needs to be rectified. He feels it should be moved back to October and it should be as equitable as possible. At this time, former Board Chair, Mr. John Valls, came up to give clarification on the reason of the 2013 amendment. He added that it was updated because in the past, some newly appointed Board Members did not feel comfortable electing officers without getting to know their fellow Board Members. He added that their goal was to help make the situation equitable and they were going to try to take a bill to legislature to add one more term year, to make it nine, but that never happened. Ms. Montiel called for the votes and the item passed.



DIRECTOR ELOY SALAZAR MADE A MOTION TO AMEND THE BYLAWS IN THE FOLLOWING MANNER: A) AMEND CHANGING THE ELECTION OF THE BOARD CHAIR FROM JANUARY IN EVEN-NUMBERED YEARS TO OCTOBER IN ODD-NUMBERED YEARS, TO BE EFFECTIVE WITH THE ELECTION IN JANUARY 2024, SO THAT THE TERM OF THE NEXT BOARD CHAIR SHALL EXPIRE SEPTEMBER 30, 2025 AND B) AMEND CHANGING THE ELECTION OF THE VICE CHAIR, SECRETARY AND ANY ASSISTANT SECRETARIES FROM JANUARY IN EVEN-NUMBERED YEARS TO OCTOBER IN ODD-NUMBERED YEARS, TO BE EFFECTIVE WITH THE ELECTIONS IN JANUARY 2024, SO THAT SUCH TERMS SHALL EXPIRE SEPTEMBER 30, 2025. SECRETARY LYNN ALLISON SECONDED THE MOTION. ALLISON, CANALES, CHARO, GONZALEZ, GRANADO, LEYENDECKER, AND SALAZAR VOTING IN FAVOR. OPPOSED JIMENEZ AND MUÑOZ. ABSENT COLEMAN AND MAYMI.

Committee Chair Reports

- a) **Administration & Finance** – Committee Chair Canales had nothing new to report.
- b) **Operations & Capital Projects** – Committee Chair Salazar noted he is happy to see the progress on the New Port Ayers Transfer Station
- c) **Rural & Small Cities** – Committee Chair Allison had nothing new to report
- d) **Legislative – Committee Chair** Muñoz noted that the United Chamber Advocacy Trip to Washington, DC is coming up and he is working on getting some meetings set up.

Update on State Legislative Report by Longbow Partners

Mr. Majchszak introduced Tris Castaneda, with Longbow Partners, to the Board to Present the item. Mr. Castaneda noted he was going to discuss the highlights of the State Legislative Outcomes from the 88th Regular Session and Two Special Sessions. He began stating that the 88th Regular Legislative Session kicked off on January 10, 2023 with a historic \$33 billion surplus, and adjourned on May 29, 2023. The 88th Regular Session saw 8,580 bills filed, 1,357 or 15.8% made their way to the Governor's desk. Gov. Abbott vetoed 76 bills, with 2 line-item vetoes, which brought him in at the second highest number of bills vetoed by a Governor in the last 139 years. He discussed the most campaign worth issues passed during the 2nd Special Session, an ardously agreed to, \$12.7 billion package of property tax cuts, which goes before voters November 7th and contains the following five key components that if approved would affect: school tax compression, \$100,000 homestead exemption, temporary 20% appraisal cap, franchise tax exemptions and elected appraised officials. He also listed other significant legislation passed.

Next, Mr. Castaneda discussed CCRTA's State Legislative Program, as in previous interims and legislative sessions, there were numerous legislative opportunities and challenges facing transit properties, that could make a material difference operationally or financially. He continues that CCRTA tracked 211 bills, with four bills amending Chapter 451, 6 bills amending 452, and over 45 bills touching on the definitions of regional, mass, rapid, metropolitan or rural transit. No legislation adverse to the CCRTA passed. He expressed his



appreciation to Chair Leyendecker, Legislative Chair Munoz, Secretary Allison, Director Salazar, Director Canales and the full Board for their hands-on involvement and support of the legislative program, including visits to Austin. He also gave gratitude to Mr. Rendón, Mr. Bell and CCRTA staff for their time and efforts as well. Lastly, he acknowledged the Coastal Bend delegation as their support and assistance was vital throughout the sessions. Mr. Castaneda displayed tables listing the CCRTA primary and secondary initiatives and the current status. Also, he displayed CCRTA endorsement issues and industry defensive measures and their current status.

Presentation on the 2022 Annual Report for the Coastal Bend Air Quality Partnership

Elizabeth Harden and Sharon Bailey Murphy with the Coastal Bend Air Quality Partnership (CBAQP) presented the item and gave an introduction on how the Coastal Bend Air Quality Partnership began, the relationship with the RTA and the future of the CBAQP. The CBAQP was initially established in 1995 as a task force to address a now well-known air pollutant called “ozone”. Dedicated stakeholders from local governing bodies, businesses, universities, corporations, community members, the media and the military met and collaborated to design and deliver effective strategies to reduce ozone levels in the Coastal Bend. Ms. Bailey Murphy presented the 2022 Annual Report and shared the 2022. A graph was shown to demonstrate that the air quality remains well within compliance levels of ozone. She continued stating that the 2022 financials signal strength and stability and support has been shown through in-kind expenses. CBAAP development timeline was shown through December 2024. They took any questions the Board had at this time.

Presentations

a) June 2023 Financial Report

Mr. Robert Saldaña, Managing Director of Administration, presented the June financials and noted that the item aligns with the Board Priority of Public Image & Transparency. He presented the highlights for the month stating Passenger Service was 142.34% of baseline, Investment Income was 486.62% of baseline and Benefits were 115.12% of baseline. He displayed the projected June 2023 Income Statement Snapshot. Total projected revenues came in at \$4,589,908 and total expenses were \$3,951,473. He displayed the revenue categories. The operating vs. non-operating revenue was displayed and discussed. The total operating and non-operating revenues were \$4,098,117 for the month. Next, he discussed and displayed a pie chart of where the money went. Mr. Saldaña showed the expenses by object for June. Purchased Transportation was 22%, Miscellaneous 1%, Supplies 9%, Salaries and Wages 36%, Benefits 17%, Services 12%, Utilities 2% and Insurance was 1%. The total Departmental Operating expenses were \$3,325,240. The YTD highlights for Bus Advertising was 144.31% of baseline, Investment Income was 445.51% of baseline, Federal Grant Assistance was 140.23% of baseline and Benefits were 105.47% of baseline. YTD total revenues came in at \$32,308,700 and YTD total expenses came in at \$29,534,958. Mr. Saldaña discussed the fare recovery ratio. The current YTD FRC is 2.25%. Lastly, he displayed the sales tax update for May in which \$3,371,557 was received.



b) August 2023 Procurement Update

Mr. Saldaña presented the item noting that the item aligns with the Board Priority of Public Image & Transparency. He discussed the current procurements. The purchase, restoration and repurposing of the Kleberg Bank Building for a six-month contract. The NTD Passenger Miles Traveled Sampling Survey for a one-year service contract in the amount of \$124,657. The total of current procurements is \$124,657. The four-month outlook under the CEO signature authority was displayed next. All of these items are \$50,000 or less. Fleetwatch Hardware for \$34,496, Everbridge Mass Notification Software for \$38,706, IT Server Support Services for \$29,600, Training Services for \$21,000, Reverse Osmosis Drinking Water System for \$37,303, Network Managed Services for \$34,128, Track-It Manager Software for \$16,000, Online DBE and Vendor Registration for \$18,000, Investment Advisory Services for \$28,000, DRI AVL Software Maintenance for \$48,696, Trapeze FX-Blockbuster for \$33,255, South Texas Military Task Force MOA for \$25,000 and Media Production, Editing and Coordination Services for \$45,000. These total \$409,184. Mr. Saldaña closed with stating the Marina Space with the City of Corpus Christi is not to exceed \$6,840.

c) June 2023 Operations Report

Mr. Gordon Robinson, Director of Planning, noted the board image for this item is Public Image and Transparency. He provided the highlights for the month of June 2023 vs. June 2022. The Passenger Trips were up 10.2%, the Revenue Service Hours were up 2.5% and the Revenue Service Miles were up 4.3%. He displayed the RTA System Monthly Ridership Trends and the System-Wide Monthly Ridership by Mode. He noted the system overall, was up 10.2%. Year-to-date, the system overall, is up 23.4%. Next, he discussed the fixed route bus on-time performance and reported no issues. He displayed a list of the upcoming impacts and pointed out the total number of bus stops currently impacted or remain closed is 52 and 72 additional bus stops to be impacted or possibly closed due to these impacts. The B-Line service passengers per hour did meet the performance standard and reported no issues. There were 42 customer assistance forms for the month. The miles between road calls and the large bus fleet exceeded the standards.

d) April – June 2023 Safety & Security Report

Mr. Mike Rendon

CEO Report

At this time, Mr. Majchszak provided the CEO Report. The Operation and Project Updates were discussed. He noted ridership has increased by up to 9%. There were six new hires in July. He provided updates on the Del Mar College – Oso Creek Construction, Port Ayers Transfer Station Construction and the Staples Street Center. Mr. Majchszak discussed meetings and events that he has attended recently which include: Annual Nueces County Top Business Leaders Hurricane Preparedness Roundtable Luncheon, CCREDC Senior Executive Breakfast, met with Transport Workers Union of America, CEO introduction at City Council and upcoming Texas Transit Association Board Workshop. He thanked the Board Chair and Board members for showing support during the CEO Meet and Greet event that was held on July 19th with tenants and stakeholders. Next, Mr. Majchszak discussed



employee relations including training, wellness and celebration. A retirement celebration was held for Bus Operators Arnold Meza and Rosemary Torres. The transportation initiatives and community support outreach events were highlighted next. Rider survey outreach was conducted, CCRTA participated in the Nueces County Operation Health & Wellness event and he announced that beginning September 1st, B-Line will begin operating until 10pm, Monday through Friday. An upcoming events calendar was displayed.

Board Chair Report

At this time, Chair Leyendecker welcomed Director Granado to the Board and gave thanks to the staff for all of their continued efforts. He opened the floor to the Board for any additional remarks. Director Muñoz, noted a great job to the staff. Director Salazar asked Mr. Bell clarification on virtual attendance and if they are marked present or if their vote counts. Mr. Bell responded, they are counted present, however, in order for their vote to count, they must be physically seen and heard. Vice Chair Jimenez congratulated the recent retirees. Director Canales echoed the same. Director Granado said he was looking forward to working with everyone.

Adjournment

There being no further review of items, the meeting adjourned at 11:03 a.m.

Lynn Allison, Board Secretary

Submitted by: Marisa Montiel



**CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY
SPECIAL BOARD OF DIRECTORS' MEETING MINUTES
WEDNESDAY, August 23, 2023**

Summary of Actions

1. **Roll Call**
2. **Heard Safety Briefing**
3. **Receipt of Conflict of Interest Affidavits**
4. **Provided Opportunity for Public Comment**
5. **Heard Announcement of Committee Chairs and Appointments by the Board Chair and Confirmed Committee Chairs and Appointments**
6. **Approved to Reschedule the September 6, 2023 Board of Directors Meeting to September 13, 2023**
7. **Adjournment**

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

Call to Order & Roll Call

Board Chair Dan Leyendecker called the meeting to order at 8:31 a.m. He welcomed and gave a brief introduction for U.S. Veteran and CCRTA employee, Alejandro Augustin, to lead the Pledge of Allegiance. Ms. Montiel called roll and it was noted there was a quorum present at this time.

Board Members Present

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

Board Members Absent

Gabi Canales and Erica Maymi

Staff Present

David Chapa, John Esparza, Derrick Majchszak, Sharon Montez, Marisa Montiel, Rita Patrick, Mike Rendón, Gordon Robinson, Robert Saldaña and JoAnna Serna. Tameka Weathers, MV Transportation.

Public Present

None

Safety Briefing

Mr. John Esparza, Safety and Security Administrator, presented the safety briefing to the Board and audience. He noted that in the event of an emergency, the audience would exit the boardroom to his right and proceed down to the first floor where they would exit through the



westside stairwell to the first floor and exit through the westside doors. Once outside, they would continue to the clock tower adjacent to the transfer station. Ms. Montiel will account for all Board Members and he would be the last out to ensure everyone exits safely. He noted three things, to not use the elevator, do not return until all clear has been given and if a shelter in place is needed, they would do so in the westside stairwell.

Receipt of Conflict of Interest Affidavits

None

Opportunity for Public Comment

None

Announcement of Committee Chairs and Appointments by the Board Chair and Confirmed Committee Chairs and Appointments

Chair Leyendecker made the following committee appointment recommendations: Administration and Finance Committee, Lynn Allison, Chair, Jeremy Coleman, Arthur Granado, Anna Jimenez and Aaron Munoz; Operations and Capital Projects Committee, Eloy Salazar, Chair, Gabi Canales, Beatriz Charo, Armando Gonzalez and Erica Maymi; Rural and Small Cities Transit Committee, Gabi Canales, Chair, Jeremy Coleman, Armando Gonzalez, Anna Jimenez and Aaron Munoz; Legislative Committee, Arthur Granado, Chair, Gabi Canales, Beatriz Charo, Dan Leyendecker, Eloy Salazar and Aaron Munoz.

VICE CHAIR ANNA JIMENEZ MADE A MOTION TO CONFIRM COMMITTEE CHAIRS AND APPOINTMENTS AS LISTED BY THE CHAIR. SECRETARY LYNN ALLISON SECONDED THE MOTION. ALLISON, CHARO, COLEMAN, GONZALEZ, GRANADO, JIMENEZ, LEYENDECKER, MUÑOZ AND SALAZAR VOTING IN FAVOR. ABSENT CANALES AND MAYMI.

Discussion and Possible Action to Reschedule the September 6, 2023 Board of Directors Meeting to September 13, 2023

DIRECTOR AARON MUNOZ MADE A MOTION TO RESCHEDULE THE SEPTEMBER 6, 2023 BOARD OF DIRECTORS MEETING TO SEPTEMBER 13, 2023. SECRETARY LYNN ALLISON SECONDED THE MOTION. ALLISON, CHARO, COLEMAN, GONZALEZ, GRANADO, JIMENEZ, LEYENDECKER, MUÑOZ AND SALAZAR VOTING IN FAVOR. ABSENT CANALES AND MAYMI.



Adjournment

There being no further review of items, the meeting adjourned at 8:35 a.m.

Lynn Allison, Board Secretary

Submitted by: Marisa Montiel



Board of Directors Meeting Memo

September 13, 2023

Subject: Amend the Board Policy Permitting Payroll Deductions for Union Dues to state that Union Membership is Voluntary, CCRTA does not Endorse any Particular Union, and the payment of Union Dues, if any, shall be made Directly by each Participating Employee.

Background:

In 1987, the Board of Directors adopted a policy that individual RTA employees have the choice to use payroll deductions for the payment of union dues. The measure was considered at two regular Board meetings and approved on November 18, 1987. As part of the approval, the statement was made that "This policy may be modified or rescinded at any time upon the vote of a majority of the Board."

The form of the payroll deduction specifically was authorized by the Board as part of the motion, and a copy is attached. The form required that (1) the deduction would automatically terminate [six months] from the date signed unless a new authorization was given, (2) the deduction could be terminated at any time upon 15 days' written notice, (3) an acknowledgment that state law prohibited collective bargaining, and (4) an acknowledgment that any participation in a strike or work stoppage would result in termination of employment.

The form also required that the employee swear or affirm that he or she had not been coerced to sign the authorization and that the employee would not coerce or exercise undue influence upon any other employees to sign an authorization.

After a little over a year, RTA staff advised the Board that the process of having all employees sign new authorizations every six months before a notary public was very cumbersome for staff and recommended that the approval be extended for a period of one year. Subsequent changes were made to the forms over the years in order to reduce the burden on the HR staff in administering the program.

Since 1987, different union organizations have represented employees at the RTA, with intervening periods of none on the property. In 2019, a dispute arose between the Amalgamated Transit Union (ATU) and its Local 1769 at the RTA, and ATU terminated its affiliation with Local 1769. One of the problems in the dispute involved the payment of union dues. Since the dues authorizations signed by employees were for ATU Local 1769 and its charter had been revoked, the RTA immediately ceased the payroll deductions. No payroll deductions have been made for union dues since May 13, 2019.

Identified Need:

The Transportation Workers Union of America has approached the RTA stating that many employees at the RTA have become members, and it has requested reinstatement of the payroll deduction system. Although staff has delayed acting on the request, since the

payroll deduction system originally was approved by the Board as a policy matter, the Board needs to make a decision on whether to discontinue this program.

Analysis:

The RTA, like most other governmental entities and large employers, processes a variety of payroll deductions for employees, including insurance coverages, purchases of uniforms and safety equipment, United Way, retirement and savings programs, etc. Some local governments, such as school districts and Nueces County, permit payroll deductions for union dues. The City of Corpus Christi currently processes union dues deductions only for members of the fire and police collective bargaining units, but in the past the City has refused deductions for City employees generally.

For private employers, the issue of payroll deductions for union dues is the subject of a collective bargaining agreement. Since the RTA is a governmental entity in Texas without police and fire collective bargaining units, it cannot engage in collective bargaining. As a result, the decision is solely a policy decision by the RTA Board of Directors.

RTA employees have the right to be represented by an attorney, union representative, or other person in connection with any grievance or disciplinary action. The issue of payroll deductions is unrelated to the rights of RTA employees to form associations and to be represented in such matters.

The decision as to which organization will represent employees at the RTA solely can be made by the employees themselves and is not a decision to be made by the Board. The RTA may not make membership in an organization mandatory or permit only one named organization to have the payroll deduction benefit to the exclusion of others. Further, employees have the right not to be members of any union or other association.

Relevance to Board Priorities:

The Payroll Deduction program for union dues relates to the Board Priority of Workforce Development.


Recommendation:

Staff has not made a recommendation concerning the continuation of this policy. Since the existing Board policy permits such payroll deductions upon the submission of the required forms, it only may be changed by a majority vote approving the alternation or elimination of the policy. During the Administration and Finance Committee meeting on August 23, 2023, the Committee approved the recommendation that the Board of Directors amend the current board policy permitting payroll deductions for union dues to state that union membership is voluntary, CCRTA does not endorse any particular union, and the payment of union dues, if any, shall be made directly by each participating employee.

Respectfully Submitted,

Submitted by: John D. Bell
Legal Counsel

Reviewed by: Robert M. Saldana
Managing Director of Administration

Final Approval: 
Derrick M. Majchszak
Chief Executive Officer



Subject: Approve Awarded Projects for CCRTA's Section 5310 2023 Call-for-Projects for Federal Fiscal Years (FFY) 2021-2022

Background

The CCRTA is the designated recipient of federal grant funds for the transportation management area (TMA) and is responsible for financing and directly providing public transportation. Some of the federal grant funds apportioned to the CCRTA, available for financing public transportation, include Section 5310, which provides transportation services for seniors and people with disabilities.

As defined by the Federal Transit Administration (FTA), the CCRTA is required to conduct a competitive selection process to identify eligible sub-recipients and award these federal grants to proposers who have projects readily available to meet the goals of the program.

Identified Need

On June 22, 2023, the CCRTA issued a Call for Projects for Section 5310 funds. The table below illustrates the two proposals received from the Coastal Bend Center for Independent Living (CBCIL), their proposed projects, and their overall scores.

	Agency Name	Project Type	Project Description	Total Project Budget	Overall Score
1	CBCIL	Capital	Purchase of Service	\$297,113	83.60
2	CBCIL	Capital	Mobility Management	\$200,396	80.40
	Total			\$497,509	

The applications were evaluated based on the following criteria:

- Project Needs
- Project Benefits
- Local Financial Commitment and Project Budget, and
- Organizational Preparedness and Technical Capacity

After the evaluation process, the evaluation committee recommends awarding the sub-recipient the following amounts for each of their projects:

	Agency Name	Project Type	Project Description	Total Project Budget	Awarded Amount (\$)	Federal Share
1	CBCIL	Capital	Purchase of Service	\$297,113	\$297,113	\$297,113
2	CBCIL	Capital	Mobility Management	\$200,396	\$100,198	\$80,592
	Total			\$497,509	\$397,311	\$377,705

The total amount of federal funds available for this Call-for-Projects is \$727,113, which includes the following federal funding sources:

Fiscal Year	Funding Amount
2021	\$299,285
2022	\$427,888

The funding amount for FFY 2021 is available at a 100% federal share. However, for FFY 2022, the funding amount is available at the standard 80% federal share. As a result, the Purchase of Service project will be funded entirely by the apportioned amount available for FFY 2021.

Additionally, a portion of the Mobility Management total project budget, which amounts to \$2,172, will also be funded with 100% federal share. The remaining budget for Mobility Management, totaling \$78,420, will be funded at 80% federal share. The remaining local share amount for this project, which is \$19,605, will be funded using Transportation Development Credits (TDCs).

Board Priority

This Board Priority aligns with Public Image & Transparency.

Project(s) Selected

Staff has reviewed the recommendations proposed by the evaluation committee and agree with their suggestion to provide funding for the above-mentioned projects, whose total Federal share is \$377,705.

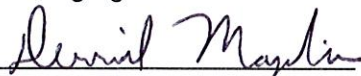
Recommendation

Staff request the Board of Directors authorize the Chief Executive Officer (CEO) or designee to approve the awarded projects for CCRTA's Section 5310 2023 Call-for-Projects for FFY 2021-2022.

Respectfully Submitted,

Submitted by: Christina A. Perez, CIPM
Director of Procurement

Reviewed by: Robert M. Saldaña
Managing Director of Administration

Final Approval by: 
Derrick Majchszak
Chief Executive Officer



Subject: Award a Contract to ETC Institute for National Transit Database Passenger Miles Traveled Sampling Surveys

Background

Every three years, the CCRTA is required by the Federal Transit Administration (FTA) to complete a statistically valid passenger miles traveled sampling under the National Transit Database (NTD) program. Transit agencies report data on a number of key metrics including Vehicle Revenue Miles (VRM), Vehicle Revenue Hours (VRH), Passenger Miles Traveled (PMT), Unlinked Passenger Trips (UPT), and Operating Expenses (OE). The FTA uses NTD data to apportion funding to urbanized and rural areas in the United States.

Identified Need

Per the FTA, the 2023 year is a mandatory passenger miles traveled sampling year. A professional services contract is required to meet this requirement. Upon approval of award, the NTD passenger miles traveled sampling survey effort will commence in September 2023 with an estimated completion date of December 31, 2023. The majority of surveys will be completed in October 2023. Survey results to calculate passenger miles traveled by day of week will be utilized in the 2023 NTD Annual Report due on April 30, 2024.

Analysis

A Request for Proposals (RFP) was issued on June 21, 2023 to seek responses from qualified firms to conduct a 100% ridership count of Unlinked Passenger Trips (UPT) on fixed route bus services while meeting NTD passenger miles traveled sampling requirements. Responses were due on August 2, 2023. Three proposals were received and evaluated. The following evaluation criteria was used to evaluate the proposals:

Evaluation Criteria	Weight (Points)
Approach and Work Plan	30 Points
Qualifications and References	15 Points
Experience	25 Points
Price	30 Points
Total	100 Total Maximum Points

The results for the three proposals evaluated are included below:

Firm	Approach and Work Plan (30 Points)	Qualifications and References (15 Points)	Experience (25 Points)	Subtotal (70 Points)	Price (30 Points)	Total Score
ETC Institute	25.00	12.80	22.00	59.80	30.00	89.80
Dikita Enterprises, Inc.	26.00	13.40	22.40	61.80	21.44	83.24
Zilo International Group	17.80	7.60	12.40	37.80	23.27	61.07

This firm deemed as being able to provide the best overall service is the ETC Institute.

Disadvantaged Business Enterprise

There is no DBE requirement for this procurement.

Financial Impact

The estimated cost for the ETC Institute to complete the NTD passenger miles traveled sampling surveys is \$85,315.12. Funds to support this contract are included within the approved FY2023 Operating Budget.

Board Priority

The Board Priority is Public Image and Transparency.

Recommendation

Staff requests Board of Directors authorize the Chief Executive Officer (CEO) or designee to award a contract to ETC Institute for NTD passenger miles traveled sampling surveys.

Respectfully Submitted,

Submitted & Reviewed by: Gordon Robinson
 Managing Director of Operations

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



Subject: Announcement of CCRTA Committee Chairs and Appointments by the Board Chair and Action to Confirm Committee Chairs and Appointments

Background

The Authority has four standing Committees; the Administration & Finance Committee, Operations & Capital Projects Committee, the Rural and Small Cities Transit Committee and the Legislative Committee. The Administration & Finance Committee and Operations & Capital Projects Committee meetings are scheduled to meet monthly to discuss and review in detail matters concerning the Authority. The Rural and Small Cities Transit Committee and the Legislative Committee meetings are scheduled to meet quarterly, or as required, to discuss and review in detail matters concerning the Authority.

Identified Need

Section 3.07 of the Bylaws states that “The members of all Board committees shall be appointed by the Chair, subject to confirmation by the Board. The Chair shall be a member of all such committees.”

Recommendation

The Board Chair will recommend Board Members, with the respective chairs, to participate in designated Committees.

Respectfully Submitted,

Submitted by: s /s Dan Leyendecker
Dan Leyendecker
Board Chair

CURRENT 2023 CCRTA COMMITTEE APPOINTMENTS

Administration & Finance Committee

Lynn Allison - Committee Chair
Jeremy Coleman
Arthur Granado
Anna Jimenez
Aaron Muñoz

Operations & Capital Projects Committee

Eloy Salazar – Committee Chair
Gabi Canales
Beatriz Charo
Armando Gonzalez
Erica Maymi

Rural and Small Cities Transit Committee

Gabi Canales – Committee Chair
Jeremy Coleman
Armando Gonzalez
Anna Jimenez
Aaron Muñoz

Legislative Committee

Arthur Granado – Committee Chair
Gabi Canales
Beatriz Charo
Dan Leyendecker
Aaron Muñoz
Eloy Salazar

**Board Chair Proposed
2023 CCRTA COMMITTEE APPOINTMENTS**

Administration & Finance Committee

Lynn Allison - Committee Chair
Jeremy Coleman
Arthur Granado
Anna Jimenez
Aaron Muñoz

Operations & Capital Projects Committee

Eloy Salazar – Committee Chair
Gabi Canales
Beatriz Charo
Armando Gonzalez
Erica Maymi

Rural and Small Cities Transit Committee

Gabi Canales – Committee Chair
Beatriz Charo
Jeremy Coleman
Armando Gonzalez
Anna Jimenez
Aaron Muñoz

Legislative Committee

Arthur Granado – Committee Chair
Lynn Allison
Gabi Canales
Aaron Muñoz
Eloy Salazar



Subject: Adopt a Resolution to Support Reconnecting Communities and Neighborhoods (RCN) Grant Funding Opportunity

Background

The Office of the Secretary of Transportation released a joint Notice of Funding Opportunity (NOFO) for the Reconnecting Communities Pilot (RCP) and Neighborhood Access and Equity (NAE) programs for fiscal year (FY) 2023. This combines two major discretionary grants into one NOFO, with the combined program now known as the Reconnecting Communities and Neighborhoods (RCN) program. RCP and NAE will remain separate programs for the purpose of awards, but will share many common characteristics, including:

- Prioritizing disadvantaged communities
- Aiming to improve access to daily needs (jobs, education, healthcare, food, etc.)
- Fostering equitable development and restoration
- Reconnecting communities by removing, retrofitting, or mitigating highways or other transportation facilities that create barriers to community connectivity including to mobility, access, or economic development

US Department of Transportation (USDOT) has combined the two programs into a single NOFO to provide more efficient application process. USDOT will consider eligibility for both programs through a single application.

As a public authority with a transportation function, CCRTA is an eligible lead applicant for NAE Capital Construction grants. There is up to \$2.57 billion in Capital Construction Funds available.

The application needs to be submitted by 10:59 p.m. (Central Time) on Thursday, September 28, 2023.

Identified Need

The RCN program funding prioritizes funding for serving disadvantaged communities, urban and rural balance, geographic diversity, and organizational diversity. The grant funds would be used to construct a rural transfer station with park and ride capabilities and supporting electrical infrastructure.

The rural transfer station is located adjacent to the Richard M. Borchard Fairgrounds, which is identified as disadvantaged in five burden thresholds (climate change, energy, health, housing, and workforce development.)

The electric infrastructure would be utilized by CCRTA's fleet as the organization plans to purchase 3 electric vehicles through the 2024 Capital Improvements Program.

The project would advance key national and local priorities such as providing access to good-paying jobs, improving transit affordability and reliability, advancing community health and environmental justice, and contributing to the President's goal of net-zero emissions by 2050.

Financial Impact

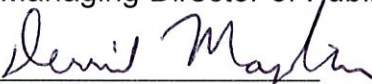
The estimated amount requested is not to exceed \$3,878,902 (with electrical infrastructure). The grant application would cover 80% of costs (\$3,103,121.60) with CCRTA covering 20% (\$775,780.40).

Recommendation

Staff requests the Board of Directors adopt a Resolution to Support Reconnecting Communities and Neighborhoods (RCN) Grant Funding Opportunity by authorizing the Chief Executive Officer or designee to execute and submit an application.

Respectfully Submitted,

Submitted by: Rita Patrick
Managing Director of Public Relations

Final Approval by: 
Derrick Majchszak
Chief Executive Officer

Corpus Christi Regional Transportation Authority



Resolution

IN SUPPORT OF A RURAL TRANSFER STATION & ELECTRIC INFRASTRUCTURE

WHEREAS, the Corpus Christi Regional Transportation Authority is pursuing the construction of a rural transfer station in Robstown, Texas in order to improve transportation accessibility for the region's workforce in order to enhance the regional economy and create greater economic sustainability.

WHEREAS, the Corpus Christi Regional Transportation Authority has a long-term goal of alternative and diversified forms of transportation, and is planning for supportive electric infrastructure.

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

Section 1. The Board hereby declares its support for the development of a rural transfer station in Robstown, Texas in order to improve transportation accessibility for area workforce and create greater economic sustainability.

Section 2. The Board also declares its support for electric infrastructure to support electric transportation in order to improve air quality and community health.

Section 3. The Board further declares its intention to support the exploration of grant opportunities for the rural transportation facilities and electric infrastructure which would improve transportation accessibility for the service area's workforce, reduce operating costs, and enhance safety and reliability for our transit system.

DULY PASSED AND ADOPTED this ____ day of September, 2023.

ATTEST:

**CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY**

Derrick Majchszak
Chief Executive Officer

Dan Leyendecker
Chairman of the Board



Subject: July 2023 Financial Report

Overview: The results from the **operating budget** for the **month** of **July** report **Expenditures** in excess of **Revenues** by **\$106,784**. Total revenues from operations reached **\$3,918,680**, representing 101.34% of the budget baseline, while operating expenses finished at **\$4,025,464**, or 107.86% of baseline.

Year-to-date total revenues of **\$27,244,288** reached **105.34% of baseline** while expenses of **\$25,436,185** finished at **96.44%** of baseline producing a surplus of **\$1,808,103**.

The performance from the CIP budget is being presented as budgeted which includes transfer-in amounts from the fund balance which were used to balance the 2023 budget. It is also being presented without the budgeted transfer-in to improve the usefulness of fund balance information. To clarify, an operational budget is a 12-month short-term financial plan for the day-to-day expenses for the specified accounting period. The capital budget on the other hand consists of long-term acquisitions that may or may not be completed within the 12-month accounting period and which costs are required to be spread over the life of the various assets.

The CIP budget for the month of July reports grant revenues of \$104,424. In addition to the grant revenue, the monthly allocation of the budgeted transfer-in of **\$304,129** from fund balance brought the **total funding sources** to **\$408,553**. Capital program expenditures of **\$255,612** include budgeted depreciation expense of **\$151,188** and project expenses totaling **\$104,424** for the renovation of the Port Ayers transfer station, upgrades to bus AVL and DVR systems, and various information technology-related projects, resulting in **funding sources** to exceed expenditures by **\$152,941** for the month of July.

Year-to-date CIP total funding totaled **\$9,653,885** while total expenditures finished at **\$8,583,298** resulting in **funding sources** to exceed expenditures by **\$1,070,587**.

The overall performance for the **month** results in an initial increase of **\$46,157** to the fund balance with a deficit of **\$106,784** attributable to the operating budget, and a surplus of **\$152,941** related to the CIP budget. However, the removal of the **\$304,129** budgeted transfer-in is necessary to arrive at the actual **decrease** to the fund balance for the month of **\$257,972 instead of an increase of \$46,157**.

The overall performance for the **year to date** results in an initial increase of **\$2,878,690** to the fund balance, with an increase of **\$1,808,103** attributable to the operating budget, and an increase of **\$1,070,587** related to the CIP budget. Again however, removing the budgeted transfer-in results in an actual increase to the fund balance in the amount of **\$749,785**.

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

CIP Budget		
	<u>Month</u>	<u>YTD</u>
Revenues	\$ 408,553	\$ 9,653,885
Less: Budgeted Transfer-In from Fund Balance	<u>(304,129)</u>	<u>(2,128,905)</u>
Equals Revenues (FTA Share)	104,424	7,524,980
Grant Eligible Costs (FTA Share)	104,424	7,524,980
Depreciation	<u>151,188</u>	<u>1,058,318</u>
Total Expenses	<u>255,612</u>	<u>8,583,298</u>
Expenses exceeding Revenues	<u>\$ (151,188)</u>	<u>\$ (1,058,318)</u>

SUMMARY: Results from all Activities Compared to Budget

Total Revenues and funding sources for the month of **July** closed at **\$4,327,233**, of which **\$3,918,680** is attributable to the **Operating Budget (Table 4 and PPT Slides 3 and 4)** and **\$408,553** to the capital budget. The actual revenues from the capital budget total **\$104,424** while the remaining **\$304,129** represents the budgeted transfer in from unrestricted portion of the fund balance. The performance from the revenue categories from the Operating Budget are discussed as follows.

Operating Revenues, which include only resources generated from transit operations, **totaled \$97,328**, or **6.78%** less than forecasted (**Table 4.1**) & (**PPT Slide 5**). **Fare Revenues** ended the month at \$78,040, or 84.51% of the baseline expectation and include **\$4,714** from **Go-Pass Mobile App Pass Sales**. July fare revenues continue to lag in alignment with expectations, and is due to service agreements with local institutions of higher education that are not fully-applicable during the summer months, as well as the lack of large purchases of passes by partner agencies.

Meanwhile, commissions from both **Bus and Bench Advertising** ended the month at **\$19,333** of which **\$3,739** came from **Bus Advertising commissions** while **\$15,594** came from **On-Board Bus Advertising commissions**. The combined revenue was 159.59% of baseline. Note that the revenue earned from **Bench Advertising** is net of the portion paid to the City of Corpus Christi, which collects one-third (1/3) of the Authority's share of bench advertising commission for the use of City property. The one-third portion to the City this month was **\$1,869**.

Other Operating Revenues totaled - \$45, or 100% of baseline, which includes several small dollar receipts for open records requests offset by the reclassification of a prior year invoice. (**Table 4.1**).

Non-Operating Revenues, which **includes** sales tax, investment income, lease income from tenants, and federal assistance grants totaled **\$3,821,352**, reaching **101.56%** of the **\$3,762,510** budget expectation, generating **\$58,842** more than forecasted (**Table 4.1**) of which the majority came from continued strong performance by the Authority's investment portfolio. Investment income continues to perform well exceeding budget by **\$191,259** as a result of the higher yields

earned due to the Federal Reserve's increases to the federal funds rate. Two additional 25 basis point increases are expected by The Fed by the end of 2023, while rates are expected to retreat in 2024.

Meanwhile, revenues from operating grants and Staples Street Leases fell short of baseline. For the operating grants, the shortfall was expected, as 2023 preventive maintenance funds have been fully-utilized, leaving only sub recipient grants as revenue sources which has a net effect on the net position since it is a pass through that is an off-set to reimbursement expenses paid to sub-recipients. However, CCRTA is awaiting approval of FTA's 3rd round of Hurricane Harvey relief funds amounting to \$11,744 which is amount of eligible expenses that were not covered by the previous grant award. Staples Street Center leases continue to miss the baseline as the result of a tenant vacating the SSC. It is anticipated that the vacancy will be filled in 2024.

For clarification, please keep in mind that all revenues reported are **actual** revenues received or earned with the exception of the sales tax revenue. The Sales Tax Revenue, has been **estimated** since the amount will not be determined until payment is received on **September 11, 2023**. Out of the seven (7) sources included in this revenue category, 90.35% of total revenue came from the sales tax revenue estimate as indicated in the table on the following page:

July 2023 Revenue Composition – Table 1

Line #	Revenue Source	Actual	%
1	Sales Tax Revenue	3,540,371	90.35%
2	Passenger Service	78,040	1.99%
3	SSC Lease Income	41,889	1.07%
4	Bus Advertising	19,333	0.49%
5	Investment Income	239,092	6.10%
6	Grant Assistance Revenue	-	0.00%
7	Other Revenue	(45)	0.00%
	Total (excluding capital)	\$3,918,680	100.00%

The **Investment Portfolio** closed the month of July 2023 with a market value of **\$63,086,026**, an increase of **\$3,562,055** from the balance at the end of June 2023 of **\$59,523,970**. The increase is largely due to the purchase of an investment totaling \$3,568,060 that was included in the monthly investment report as of July 31, 2023, but was not withdrawn from the bank account until August 1, 2023.

The composition of the July market value includes **\$35,684,094** in short-term securities consisting of **\$11,725,897** in Commercial Paper and **\$23,958,197** in Federal Agency Coupon Securities. In addition, **\$21,556,609** is held in TexPool Prime and **\$5,845,323** in bank accounts of which **\$2,000,000** represents the compensating balance requirement. For the month of **July**, earned interest income was recorded at **\$239,092**.

TexPool Prime Rate is currently at 5.36% while locked rates for securities range from 5.35% - 5.38%. Two additional rate hikes are anticipated by the Fed in 2023, with their position indicating reductions in rates beginning mid-2024.

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

The **Sales tax** allocation for July 2023 is **estimated** at **\$3,540,371**. The estimate is necessary since allocations lag two months behind and will not be received until September 11, 2023.

The Sales Tax revenue payment of **\$3,744,213** for June 2023 was received August 11, 2023 and was **\$39,903**, or **1.08%** more than the **\$3,704,310** June reported **estimate**. The June payment included the allocation from internet sales of **\$36,217**, an increase of \$1,344 or 3.85% from the prior month. RTA started receiving internet sales tax revenue in December 2019, and to date have received **\$1,271,691**. Retailers started collecting sales tax on internet sales October 1, 2019.

The sales tax revenue over the last five years' averages to 74.92% of total income. In 2022, Sales Tax Revenue represented 69.71% of total revenues. Sales tax typically represents the largest component of CCRTA's total income, however there are several factors that can cause fluctuations from year to year. Although sales tax revenue is related to economic conditions, other factors such as the amount of revenues from other sources and capital improvement plans do come into play. During this reporting period sales tax represented 90.35% of total operating revenues. **Table 2** illustrates the sales tax revenue trend from the beginning of the year.

Transparency Disclosure

The sales tax revenue reported as 2023 Actual is higher than what is reported by the state comptroller's website. The difference represents the \$27,374 that is deducted by the state comptroller each month as repayment of \$1,177,082 that occurred in December 2019 as a result of an audit. The repayment is over 43 months and as of June have made 32 installments. This amount is added back in order to calculate the growth rate when compared to the same period last year.

Sales Tax Growth – Table 2

Month Revenue was Recognized	2023 Actual	2022 Actual	\$ Growth	% Growth
January (actual)	2,883,848	\$ 2,700,560	183,288	6.79%
February (actual)	2,939,551	2,726,132	213,419	7.83%
March (actual)	3,876,821	3,504,497	372,324	10.62%
April (actual)	3,196,995	3,074,059	122,935	4.00%
May (actual)	3,371,557	3,067,990	303,567	9.89%
June (actual)	3,744,213	3,483,166	261,046	7.49%
July (estimate)	3,540,371	3,326,242	214,129	6.44%
August (estimate)	-	-	-	0.00%
September (estimate)	-	-	-	0.00%
October (estimate)	-	-	-	0.00%
November (estimate)	-	-	-	0.00%
December (estimate)	-	-	-	0.00%
	\$ 23,553,355	\$ 21,882,647	\$ 1,670,708	7.63%

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

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

Revenue Source	July 2023	%	YTD	%
Passenger Service	\$ 78,040	1.94%	\$ 608,924	1.75%
Bus Advertising	19,333	0.48%	124,226	0.36%
Other Revenue	(45)	0.00%	23,856	0.07%
Sales Tax Revenue	3,540,371	88.00%	23,553,355	67.74%
Grants - Operating	-	0.00%	1,119,956	3.22%
Grants - Capital	104,424	2.60%	7,524,980	21.64%
Investment Income	239,092	5.94%	1,517,717	4.37%
SSC Lease Income	41,889	1.04%	296,254	0.85%
Total Revenue	\$ 4,023,104	100.00%	\$ 34,769,268	100.00%

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

	07/2023				
	2023 Adopted Budget	July 2023 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Revenues					
Passenger service	\$ 1,108,110	\$ 78,040	\$ 92,343	7.04%	84.51%
Bus advertising	145,371	19,333	12,114	13.30%	159.59%
Other operating revenues	312,337	(45)	(45)	-0.01%	100.00%
Sales Tax Revenue	40,316,731	3,540,371	3,540,371	8.78%	100.00%
Federal, state and local grant assistance	1,565,828	-	130,486	0.00%	0.00%
Investment Income	574,000	239,092	47,833	41.65%	499.84%
Staples Street Center leases	525,850	41,889	43,821	7.97%	95.59%
Total Operating & Non-Operating Revenues	44,548,227	3,918,680	3,866,923	8.80%	101.34%
Capital Grants & Donations	8,864,316	104,424	104,424	1.18%	100.00%
Transfers-In	3,649,552	304,129	304,129	8.33%	100.00%
Total Operating & Non-Operating Revenues and Capital Funding	\$ 57,062,095	\$ 4,327,233	\$ 4,275,476	7.58%	101.21%

	07/2023				
	2023 Adopted Budget	YTD 2023 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Revenues					
Passenger service	\$ 1,108,110	\$ 608,924	\$ 646,398	54.95%	94.20%
Bus advertising	145,371	124,226	84,800	85.45%	146.49%
Other operating revenues	312,337	23,856	23,856	7.64%	100.00%
Sales Tax Revenue	40,316,731	23,553,355	23,553,355	58.42%	100.00%
Federal, state and local grant assistance	1,565,828	1,119,956	913,400	71.52%	122.61%
Investment Income	574,000	1,517,717	334,833	264.41%	453.28%
Staples Street Center leases	525,850	296,254	306,746	56.34%	96.58%
Total Operating & Non-Operating Revenues	44,548,227	27,244,288	25,863,388	61.16%	105.34%
Capital Grants & Donations	8,864,316	7,524,980	7,524,980	84.89%	100.00%
Transfers-In	3,649,552	2,128,905	2,128,905	58.33%	100.00%
Total Operating & Non-Operating Revenues and Capital Funding	\$ 57,062,095	\$ 36,898,173	\$ 35,517,273	64.66%	103.89%

Revenue – July 2023 From Operations – Table 4.1

	07/2023				
	2023 Adopted Budget	July 2023 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Revenues					
Passenger service	\$ 1,108,110	\$ 78,040	\$ 92,343	7.04%	84.51%
Bus advertising	145,371	19,333	12,114	13.30%	159.59%
Other operating revenues	312,337	(45)	(45)	-0.01%	100.00%
Total Operating Revenues	1,565,818	97,328	104,412	6.22%	93.22%
Sales Tax Revenue	40,316,731	3,540,371	3,540,371	8.78%	100.00%
Federal, state and local grant assistance	1,565,828	-	130,486	0.00%	0.00%
Investment Income	574,000	239,092	47,833	41.65%	499.84%
Staples Street Center leases	525,850	41,889	43,821	7.97%	95.59%
Total Non-Operating Revenues	42,982,409	3,821,352	3,762,510	8.89%	101.56%
Total Revenues	\$ 44,548,227	\$ 3,918,680	\$ 3,866,922	8.80%	101.34%

July 2023 Expenses

The results of all expenditure activities, including capital, are presented below. Overall the total operating expenses came in \$293,282 over the anticipated baseline of \$3,732,183. Departmental expenses came in \$349,908 over the anticipated baseline or 10.28%. Debt service payments are fixed by the terms of the bond contract which is the reason for the resulting 1000% actual to baseline as payments are made semi-annually. Street Improvements is also a fixed amount that represents one-twelve of the annual amount budgeted for all member cities, resulting 100% of baseline.

For the year to date, total operating expenses came in \$939,991 under the anticipated baseline of \$26,376,177. Departmental operating expenses came in \$746,615 under the anticipated baseline or 3.13%. Debt service payments are fixed by the terms of the bond contract which is the reason for the resulting 100% actual to baseline as payments are made semi-annually. Street Improvements is also a fixed amount that represents one-twelve of the annual amount budgeted for all member cities, resulting 100% of baseline.

July 2023 Total Expenses & Capital Expenditures – Table 6

	07/2023				
	2023 Adopted Budget	July 2023 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Expenditures					
Departmental Operating Expenses	\$ 40,836,914	\$ 3,752,983	\$ 3,403,075	9.19%	110.28%
Debt Service	1,597,313	-	-	0.00%	0.00%
Street Improvements	3,183,464	265,289	265,289	8.33%	100.00%
Subrecipient Grant Agreements	765,828	7,192	63,819	0.94%	11.27%
Total Operating & Non-Operating Expenses	46,383,519	4,025,464	3,732,183	8.68%	107.86%
Grant Eligible Costs	8,864,316	104,424	104,424	1.18%	100.00%
Depreciation Expenses	1,814,260	151,188	151,188	8.33%	100.00%
Total Operating & Non-Operating Expenses and Capital Expenditures	\$ 57,062,095	\$ 4,281,076	\$ 3,987,795	7.50%	107.35%

	07/2023				
	2023 Adopted Budget	YTD 2023 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Expenditures					
Departmental Operating Expenses	\$ 40,836,914	\$ 23,074,918	\$ 23,821,533	\$ 56.51%	96.87%
Debt Service	1,597,313	250,890	250,890	15.71%	100.00%
Street Improvements	3,183,464	1,857,021	1,857,021	58.33%	100.00%
Subrecipient Grant Agreements	765,828	253,357	446,733	33.08%	56.71%
Total Operating & Non-Operating Expenses	46,383,519	25,436,185	26,376,177	54.84%	96.44%
Grant Eligible Costs	8,864,316	7,524,980	7,524,980	84.89%	100.00%
Depreciation Expenses	1,814,260	1,058,318	1,058,318	58.33%	100.00%
Total Operating & Non-Operating Expenses and Capital Expenditures	\$ 57,062,095	\$ 34,019,483	\$ 34,959,475	59.62%	97.31%

EXPENSES – REPORTED BY EXPENSE OBJECT CATEGORY

The **Financial Accounting Standards Board (FASB)** requires expenses to be reported by object category which include expenses that can be traced back to a specific department and or activity. It excludes depreciation expenses, expenses associated with the Street Improvement Program, debt service expenses, and pass through activities (Sub-recipients).

Accordingly, for the month of July 2023, total departmental operating expenses realized *favorable variances* against the baseline expectation from categories including *Materials & Supplies, Utilities, Insurance, Purchased Transportation, and Miscellaneous (which includes Dues & Subscriptions and Travel & Training expenses)*.

Meanwhile, unfavorable variances were identified with the categories of *Salaries & Wages, Benefits, and Services*.

Salaries & Wages reported a negative variance of \$18,243, or 1.48% compared to baseline. The variance mostly related to changes in senior staff compensation upon the selection of the new chief executive officer which impacted the CEO budget and the Safety and Security department budget.

Benefits reported a negative variance of \$307,734, or 61.91% compared to baseline of which \$147,257.15 is attributed to mid-year payments made on July 14th for vacation sell back, employee retention and sign-in bonuses, a one-time incentive bonus for a senior staff member along with a retiree payoff totaling \$21,355.

The remainder of the negative variance comes from two other sources: paid absences and health insurance claim costs. Paid absences include leave of absences such as sick leave, FMLA, bereavement, and personal leave. These paid absences are categorized in accordance with NTD reporting requirements. A Stop-loss reimbursement of \$155,000 is anticipated in August which will return the health claim costs closer to budgeted expectations in the August's financials.

Services reported a negative variance of \$79,383, or 16.72% compared to baseline. The variance is related to higher costs incurred for repairs at the CNG fueling station, as well as professional services related to the search for the new chief executive officer.

July 2023 Departmental Expense Breakdown – Table 7.1

	07/2023				
	2023 Adopted Budget	July 2023 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Departmental Operating Expense Object Category					
Salaries & Wages	\$ 14,794,668	\$ 1,251,132	\$ 1,232,889	8.46%	101.48%
Benefits	5,964,443	804,771	497,037	13.49%	161.91%
Services	5,698,190	554,232	474,849	9.73%	116.72%
Materials & Supplies	3,202,967	264,671	266,914	8.26%	99.16%
Utilities	802,906	57,465	66,909	7.16%	85.88%
Insurance	648,227	48,112	54,019	7.42%	89.07%
Purchased Transportation	8,765,945	713,614	730,495	8.14%	97.69%
Miscellaneous	959,568	58,986	79,964	6.15%	73.77%
Total Departmental Operating Expenses	\$ 40,836,914	\$ 3,752,983	\$ 3,403,076	9.19%	110.28%

	07/2023				
	2023 Adopted Budget	YTD 2023 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Departmental Operating Expense Object Category					
Salaries & Wages	\$ 14,794,668	\$ 8,309,927	\$ 8,630,223	56.17%	96.29%
Benefits	5,964,443	3,950,248	3,479,259	66.23%	113.54%
Services	5,698,190	2,850,193	3,323,944	50.02%	85.75%
Materials & Supplies	3,202,967	1,851,893	1,868,397	57.82%	99.12%
Utilities	802,906	431,420	468,362	53.73%	92.11%
Insurance	648,227	330,362	378,132	50.96%	87.37%
Purchased Transportation	8,765,945	4,921,274	5,113,468	56.14%	96.24%
Miscellaneous	959,568	429,601	559,748	44.77%	76.75%
Total Departmental Operating Expenses	\$ 40,836,914	\$ 23,074,918	\$ 23,821,533	56.51%	96.87%

2023 Self-Insurance Claims, Medical & Vision and Dental – Table 9

Month	Medical & Vision	Dental	Total
January	\$ 523,138	\$ 6,669	\$ 529,807
February	186,094	4,935	191,029
March	349,549	11,923	361,472
April	254,342	11,323	265,665
May	518,048	9,518	527,567
June	361,286	5,993	367,279
July	434,970	7,785	442,754
	\$ 2,627,426	\$ 58,146	\$ 2,685,572

Fare Recovery Ratio – Table 10

Description	7/31/2023	Year to Date
Fare Revenue or Passenger Revenue	\$ 78,040	\$ 608,924
Operating Expenses	3,752,984	23,074,918
Fare Recovery Ratio	2.08%	2.64%
*Excluding Depreciation		

Note: Same period last year (July 2022) the FRR was 2.64%

July 2023 – Table 11

For the month of July, total Revenues exceeded Expenses by \$46,157. For the year to date, total Revenues exceeded Expenses by \$2,878,690. A greater detail of the financial results is explained in the accompanied Power Point presentation.

	07/2023				
	2023 Adopted Budget	July 2023 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Operating Revenues	\$ 44,548,227	\$ 3,918,680	\$ 3,866,923	8.80%	101.34%
Operating Expenses	46,383,519	4,025,464	3,732,183	8.68%	107.86%
Revenue over Expenses	(1,835,292)	(106,784)	134,740	5.82%	-79.25%
Capital Funding	12,513,868	408,553	408,553	3.26%	100.00%
Capital Expenditures	10,678,576	255,612	255,612	2.39%	100.00%
Revenue over Expenses	1,835,292	152,941	152,941	8.33%	100.00%
Revenue over Expenditures	\$ (0)	\$ 46,157	\$ 287,681		

	07/2023				
	2023 Adopted Budget	YTD 2023 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Operating Revenues	\$ 44,548,227	\$ 27,244,288	\$ 25,863,388	61.16%	105.34%
Operating Expenses	46,383,519	25,436,185	26,376,177	54.84%	96.44%
Revenue over Expenses	(1,835,292)	1,808,103	(512,789)	-98.52%	-352.60%
Capital Funding	12,513,868	9,653,885	9,653,885	77.15%	100.00%
Capital Expenditures	10,678,576	8,583,298	8,583,298	80.38%	100.00%
Revenue over Expenses	1,835,292	1,070,587	1,070,587	58.33%	100.00%
Revenue over Expenditures	\$ (0)	\$ 2,878,690	\$ 557,798		

NET POSITION

The Total Net Position at the end of the month was **\$112,376,271**, an increase of **\$8,274,765** from December 2022 which closed at **\$104,101,506**.

The Total Net Position is made up of three (3) components: Net Investment in Capital Assets, Funds Restricted for the FTA’s Interest, and Unrestricted which represents the residual amount of the net position that is available for spending.

Of the Total Net Position of **\$112,376,271**, the portion of the fund balance that is not restricted in accordance with GASB Concepts Statement No 4 is **\$53,840,732**, but only **\$31,459,893** is available for spending as a result of the internal restrictions placed by the Board for specific reserves which total **\$22,380,839**. To stabilize the fluctuations of sales tax revenue, CCRTA has established several reserve accounts that serve as a liquidity cushion. As you can see from the fund balance breakdown below, 41.57% of the unrestricted portion is assigned by the Board to fund reserves that are earmarked to meet certain unexpected demands.

FUND BALANCE AS OF JULY 31, 2023:

<u>FUND BALANCE</u>	
Net Invested in Capital Assets	\$ 57,960,231
Restricted for FTA Interest	575,308
Unrestricted	→ 53,840,732
TOTAL FUND BALANCE	112,376,271
<u>UNRESTRICTED BREAKDOWN</u>	
Designated for Operating Reserve (25% OpEx less EBR)	9,834,375
Designated for Capital Reserve (25% of total CIP)	11,068,263
Designated for Employee Benefits Reserve	1,478,201
Total Designated Reserves (41.57%)	\$ 22,380,839
Unrestricted (58.43%)	31,459,893
TOTAL DESIGNATED & UNRESTRICTED	→ \$ 53,840,732

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

Respectfully Submitted,

Submitted by: Marie Sandra Roddel
Director of Finance

Reviewed by: Robert M. Saldaña
Managing Director of Administration

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

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

OPERATING BUDGET	07/2023				
	2023 Adopted Budget	July 2023 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
	A	B	C = A / 12	B / A	C vs B
Revenues					
Passenger service	\$ 1,108,110	\$ 78,040	\$ 92,343	7.04%	84.51%
Bus advertising	145,371	19,333	12,114	13.30%	159.59%
Other operating revenues	312,337	(45)	(45)	-0.01%	100.00%
Sales Tax Revenue	40,316,731	3,540,371	3,540,371	8.78%	100.00%
Federal, state and local grant assistance	1,565,828	-	130,486	0.00%	0.00%
Investment Income	574,000	239,092	47,833	41.65%	499.84%
Staples Street Center leases	525,850	41,889	43,821	7.97%	95.59%
Total Revenues	44,548,227	3,918,680	3,866,923	8.80%	101.34%
Expenses					
Transportation	9,932,992	996,409	827,749	10.03%	120.38%
Customer Programs	595,697	56,611	49,641	9.50%	114.04%
Purchased Transportation	8,765,945	713,614	730,495	8.14%	97.69%
Service Development	801,372	52,588	66,781	6.56%	78.75%
MIS	1,674,391	149,871	139,533	8.95%	107.41%
Vehicle Maintenance	6,547,805	529,836	545,650	8.09%	97.10%
Facilities Maintenance	3,104,571	371,727	258,714	11.97%	143.68%
Contracts and Procurements	449,199	32,209	37,433	7.17%	86.04%
CEO's Office	1,209,277	110,140	100,773	9.11%	109.29%
Finance and Accounting	902,039	74,826	75,170	8.30%	99.54%
Materials Management	278,468	27,933	23,206	10.03%	120.37%
Human Resources	1,013,273	118,038	84,439	11.65%	139.79%
General Administration	538,361	41,541	44,863	7.72%	92.60%
Capital Project Management	404,989	38,764	33,749	9.57%	114.86%
Marketing & Communications	833,041	94,990	69,420	11.40%	136.83%
Safety & Security	2,411,815	214,075	200,985	8.88%	106.51%
Staples Street Center	1,141,678	126,415	95,140	11.07%	132.87%
Port Ayers Cost Center	32,000	3,396	2,667	10.61%	127.35%
Debt Service	1,597,313	-	-	0.00%	0.00%
Special Projects	200,000	-	16,667	0.00%	0.00%
Subrecipient Grant Agreements	765,828	7,192	63,819	0.94%	11.27%
Street Improvements Program for CCRTA Regional Entities	3,183,464	265,289	265,289	8.33%	100.00%
Total Expenses	46,383,519	4,025,464	3,732,183	8.68%	107.86%
Revenues Over Expenses - Operating Budget	(1,835,292)	(106,784)	134,740		
CIP BUDGET					
	2023 Adopted Budget	July 2023 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
	A	B	C = A / 12	B / A	
Funding Sources					
Transfer In	\$ 3,649,552	304,129	304,129	8.33%	100.00%
Grant Revenue	8,864,316	104,424	104,424	1.18%	0.00%
Total Funding Sources	12,513,868	408,553	408,553	3.26%	100.00%
Capital Expenditures					
Grant Eligible Costs	8,864,316	104,424	104,424	1.18%	0.00%
Depreciation Expenses	1,814,260	151,188	151,188	8.33%	100.00%
Total Expenditures	10,678,576	255,612	255,612	2.39%	100.00%
Funding Sources Over Expenditures	1,835,292	152,941	152,941	8.33%	100.00%
Revenues Over Expenses - Operating Budget	(1,835,292)	(106,784)	134,740		
Revenues Over Expenses - CIP Budget	1,835,292	152,941	152,941		
Revenues Over Expenses (including rounding)	\$ (0)	\$ 46,157	\$ 287,681		

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

OPERATING BUDGET	07/2023				
	2023 Adopted Budget	YTD 2023 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
	A	B	C = A / 12 * 7	B / A	C vs B
Revenues					
Passenger service	\$ 1,108,110	\$ 608,924	\$ 646,398	54.95%	94.20%
Bus advertising	145,371	124,226	84,800	85.45%	146.49%
Other operating revenues	312,337	23,856	23,856	7.64%	100.00%
Sales Tax Revenue	40,316,731	23,553,355	23,553,355	58.42%	100.00%
Federal, state and local grant assistance	1,565,828	1,119,956	913,400	71.52%	122.61%
Investment Income	574,000	1,517,717	334,833	264.41%	453.28%
Staples Street Center leases	525,850	296,254	306,746	56.34%	96.58%
Total Revenues	44,548,227	27,244,288	25,863,388	61.16%	105.34%
Expenses					
Transportation	9,932,992	6,035,173	5,794,245	60.76%	104.16%
Customer Programs	595,697	360,901	347,490	60.58%	103.86%
Purchased Transportation	8,765,945	4,921,274	5,113,468	56.14%	96.24%
Service Development	801,372	368,852	467,467	46.03%	78.90%
MIS	1,674,391	947,052	976,728	56.56%	96.96%
Vehicle Maintenance	6,547,805	3,667,873	3,819,553	56.02%	96.03%
Facilities Maintenance	3,104,571	1,822,780	1,811,000	58.71%	100.65%
Contracts and Procurements	449,199	209,729	262,033	46.69%	80.04%
CEO's Office	1,209,277	653,522	705,411	54.04%	92.64%
Finance and Accounting	902,039	458,831	526,189	50.87%	87.20%
Materials Management	278,468	166,479	162,439	59.78%	102.49%
Human Resources	1,013,273	654,222	591,076	64.57%	110.68%
General Administration	538,361	245,262	314,044	45.56%	78.10%
Capital Project Management	404,989	229,500	236,244	56.67%	97.15%
Marketing & Communications	833,041	468,660	485,941	56.26%	96.44%
Safety & Security	2,411,815	1,182,200	1,406,892	49.02%	84.03%
Staples Street Center	1,141,678	674,084	665,979	59.04%	101.22%
Port Ayers Cost Center	32,000	8,523	18,667	26.63%	45.66%
Debt Service	1,597,313	250,890	250,890	15.71%	100.00%
Special Projects	200,000	-	116,667	0.00%	0.00%
Subrecipient Grant Agreements	765,828	253,357	446,733	33.08%	56.71%
Street Improvements Program for CCRTA Regional Entities	3,183,464	1,857,021	1,857,021	58.33%	100.00%
Total Expenses	46,383,519	25,436,185	26,376,177	54.84%	96.44%
Revenues Over Expenses - Operating Budget	(1,835,292)	1,808,103	(512,789)		
CIP BUDGET					
	2023 Adopted Budget	YTD 2023 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
	A	B	C = A / 12 * 7	B / A	C vs B
Funding Sources					
Transfer In	\$ 3,649,552	2,128,905	2,128,905	58.33%	100.00%
Grant Revenue	8,864,316	7,524,980	7,524,980	84.89%	0.00%
Total Funding Sources	12,513,868	9,653,885	9,653,885	77.15%	100.00%
Capital Expenditures					
Grant Eligible Costs	8,864,316	7,524,980	7,524,980	84.89%	0.00%
Depreciation Expenses	1,814,260	1,058,318	1,058,318	58.33%	100.00%
Total Expenditures	10,678,576	8,583,298	8,583,298	80.38%	100.00%
Funding Sources Over Expenditures	1,835,292	1,070,587	1,070,587	58.33%	100.00%
Revenues Over Expenses - Operating Budget	(1,835,292)	1,808,103	(512,789)		
Revenues Over Expenses - CIP Budget	1,835,292	1,070,587	1,070,587		
Revenues Over Expenses (including rounding)	\$ (0)	\$ 2,878,690	\$ 557,798		

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

	Unaudited July 31 2023	Unaudited December 31 2022
ASSETS		
Current Assets:		
Cash and Cash Equivalents	\$ 26,540,172	\$ 25,536,891
Short Term Investments	26,714,148	26,829,671
Receivables:		
Sales and Use Taxes	7,229,835	6,892,274
Federal Government	303,182	85,717
Other	400,981	635,609
Inventories	1,145,606	1,204,171
Prepaid Expenses	2,103,642	878,503
Total Current Assets	64,437,566	62,062,836
Non-Current Assets:		
Restricted Cash and Cash Equivalents	575,308	575,308
Long Term Investments	5,494,050	5,951,169
Lease Receivable	1,481,296	1,481,296
Capital Assets:		
Land	4,882,879	4,882,879
Buildings	52,705,304	52,705,304
Transit Stations, Stops and Pads	28,574,474	28,574,474
Other Improvements	5,525,123	5,525,123
Vehicles and Equipment	62,634,935	62,634,935
Right-To-Use Leased Equipment	499,627	499,627
Software Subscriptions	113,967	-
Construction in Progress	1,094,110	1,095,386
Current Year Additions	5,010,430	-
Total Capital Assets	161,040,850	155,917,728
Less: Accumulated Depreciation	(88,327,768)	(87,269,450)
Net Capital Assets	72,713,082	68,648,278
Total Non-Current Assets	80,263,735	76,656,051
TOTAL ASSETS	144,701,301	138,718,887
DEFERRED OUTFLOWS OF RESOURCES		
Deferred outflow related to pensions	9,475,513	9,475,513
Deferred outflow related to OPEB	62,202	62,202
Deferred outflow on extinguishment of debt	2,937,149	2,937,149
Total Deferred Outflows	12,474,864	12,474,864
TOTAL ASSETS AND DEFERRED OUTFLOWS	157,176,165	151,193,751
LIABILITIES AND NET POSITION		
Current Liabilities:		
Accounts Payable	1,002,409	1,979,739
Current Portion of Long-Term Liabilities:		
Long-Term Debt	905,000	905,000
Compensated Absences	335,005	335,005
Sales Tax Audit Funds Due	136,870	328,488
Distributions to Regional Entities Payable	6,565,748	7,523,214
Other Accrued Liabilities	1,187,137	1,353,073
Total Current Liabilities	10,132,169	12,424,519
Non-Current Liabilities:		
Long-Term Liabilities, Net of Current Portion:		
Long-Term Debt	16,785,000	16,785,000
Compensated Absences	942,102	942,102
Sales Tax Audit Funds Due	164,258	164,258
Net Pension Liability	11,027,475	11,027,475
Net OPEB Obligation	834,840	834,840
Lease Liability	338,738	338,738
Total Non-Current Liabilities	30,092,413	30,092,413
TOTAL LIABILITIES	40,224,583	42,516,932
DEFERRED INFLOWS OF RESOURCES		
Deferred inflow related to pensions	3,087,164	3,087,164
Deferred inflow related to OPEB	6,852	6,852
Deferred inflow related to leases	1,481,296	1,481,296
Total Deferred Inflows	4,575,312	4,575,312
TOTAL LIABILITIES AND DEFERRED INFLOWS	44,799,894	47,092,245
Net Position:		
Net Invested in Capital Assets	57,960,231	53,895,427
Restricted for FTA Interest	575,308	575,308
Unrestricted	53,840,732	49,630,771
TOTAL NET POSITION	\$ 112,376,271	\$ 104,101,506

Corpus Christi Regional Transportation Authority
Statement of Cash Flows (Unaudited)
For the month ended July 31, 2023

	<u>7/31/2023</u>
Cash Flows From Operating Activities:	
Cash Received from Customers	\$ 68,320
Cash Received from Bus Advertising and Other Ancillary	71,634
Cash Payments to Suppliers for Goods and Services	(2,251,511)
Cash Payments to Employees for Services	(1,009,984)
Cash Payments for Employee Benefits	(398,711)
Net Cash Used for Operating Activities	<u>(3,520,251)</u>
Cash Flows from Non-Capital Financing Activities:	
Sales and Use Taxes Received	3,344,183
Grants and Other Reimbursements	32,403
Distributions to Subrecipient Programs	(7,192)
Distributions to Region Entities	-
Net Cash Provided by Non-Capital Financing Activities	<u>3,369,394</u>
Cash Flows from Capital and Related Financing Activities:	
Federal and Other Grant Assistance	204,429
Proceeds/Loss from Sale of Capital Assets	-
Proceeds from Bonds	-
Repayment of Long-Term Debt	-
Interest and Fiscal Charges	-
Purchase and Construction of Capital Assets	(327,766)
Net Cash Used by Capital and Related Financing Activities	<u>(123,337)</u>
Cash Flows from Investing Activities:	
Investment Income	172,235
Purchases of Investments	(2,000,000)
Maturities and Redemptions of Investments	2,000,000
Premiums/Discounts on Investments	85,200
Net Cash Provided by Investing Activities	<u>257,435</u>
Net decrease in Cash and Cash Equivalents	(16,757)
Cash and Cash Equivalents (Including Restricted Accounts), July 1, 2023	27,132,237
Cash and Cash Equivalents (Including Restricted Accounts), July 31, 2023	\$ <u><u>27,115,480</u></u>



Subject: July 2023 Operations Report

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

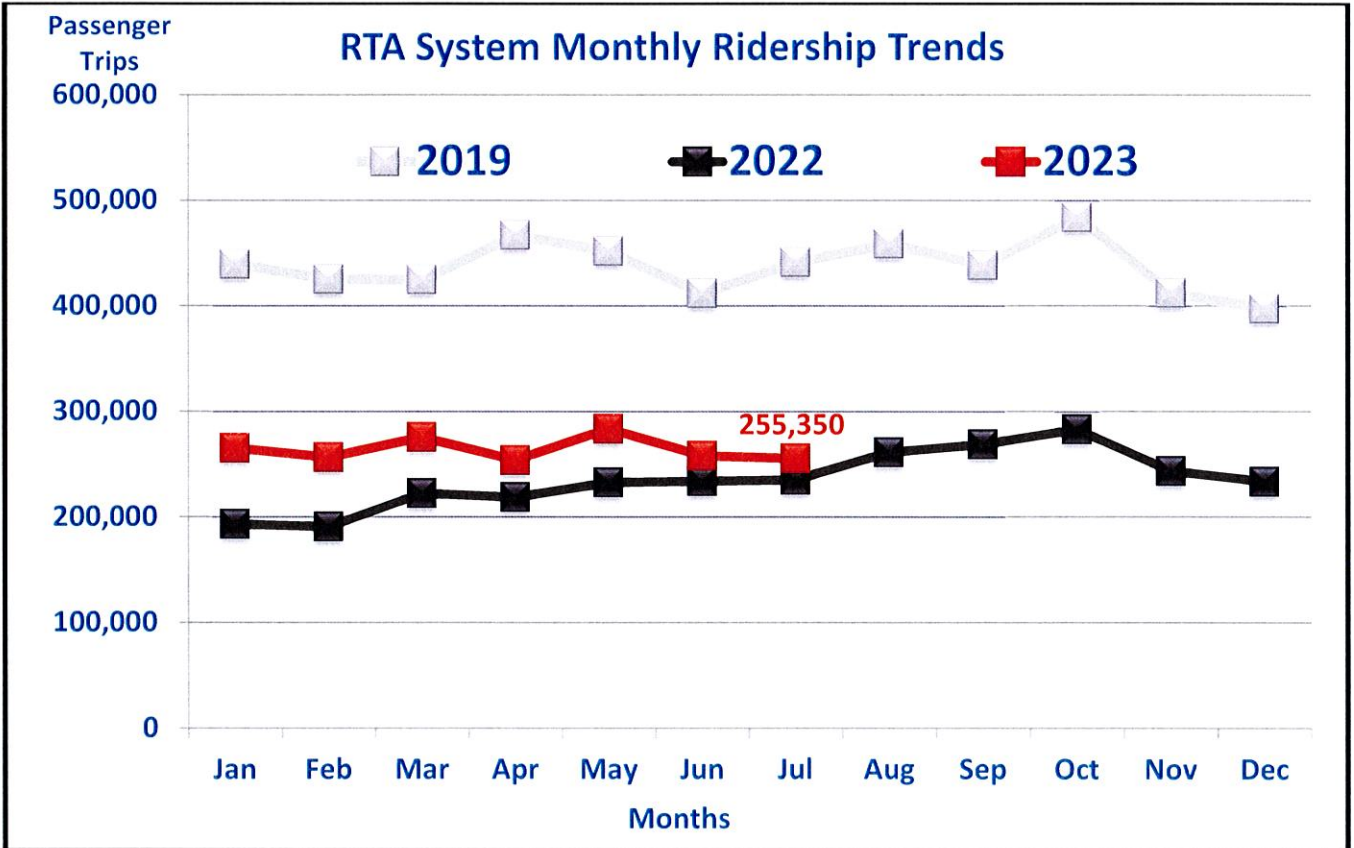


COMMUTE
with **enterprise**



System-wide Ridership and Service Performance Results

July 2023 system-wide ridership levels continued to be impacted by the COVID-19 pandemic. Passenger trips totaled 255,350 which represents an 8.7% increase as compared to 234,888 passenger trips in July 2022 with 20,462 more trips provided this month. In comparison to the pre-COVID-19 (Pre-Covid) period in July 2019 with 441,047 passenger trips, the 255,350 passenger trips represent a 42.1% decrease with 185,697 fewer trips.

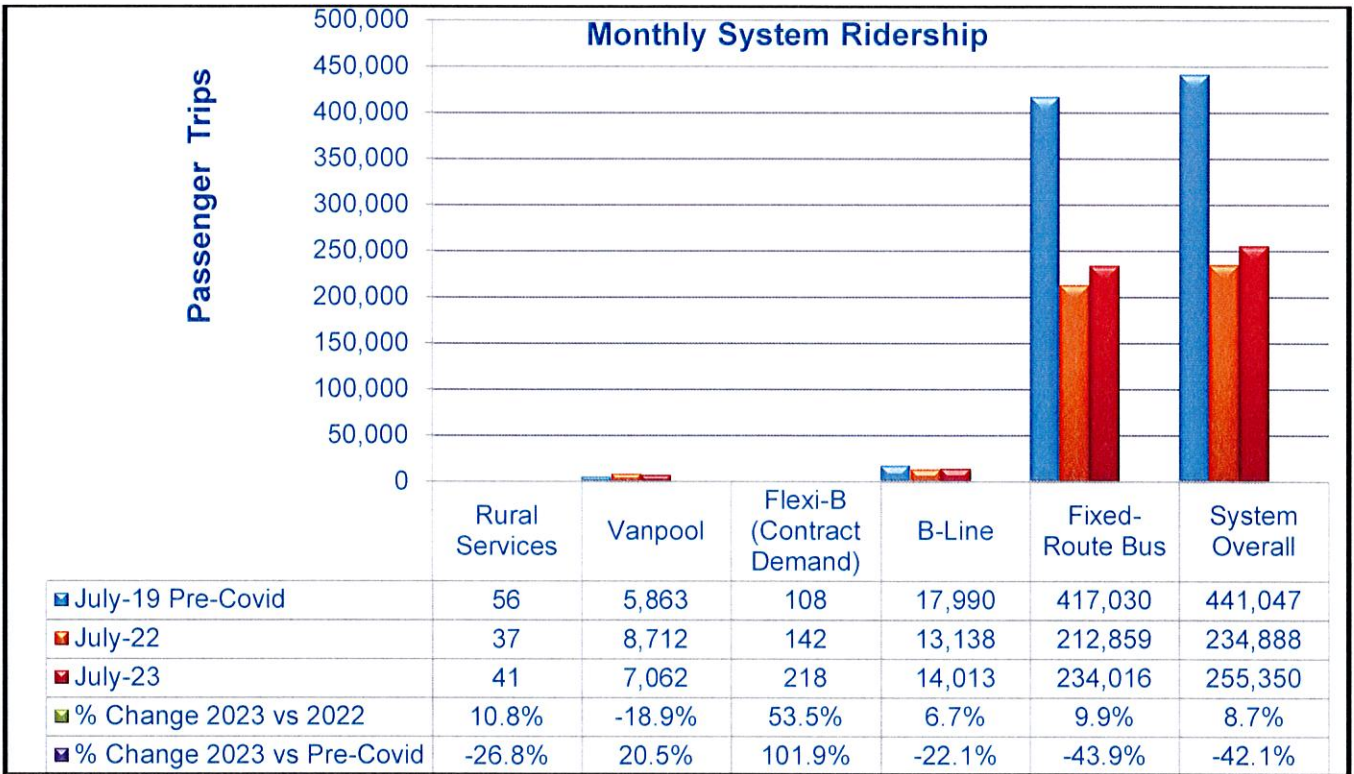


July 2023	July 2022	Variance
20 Weekdays	20 Weekdays	-
5 Saturdays	5 Saturdays	-
6 Sundays	6 Sundays	-
31 Days	31 Days	-

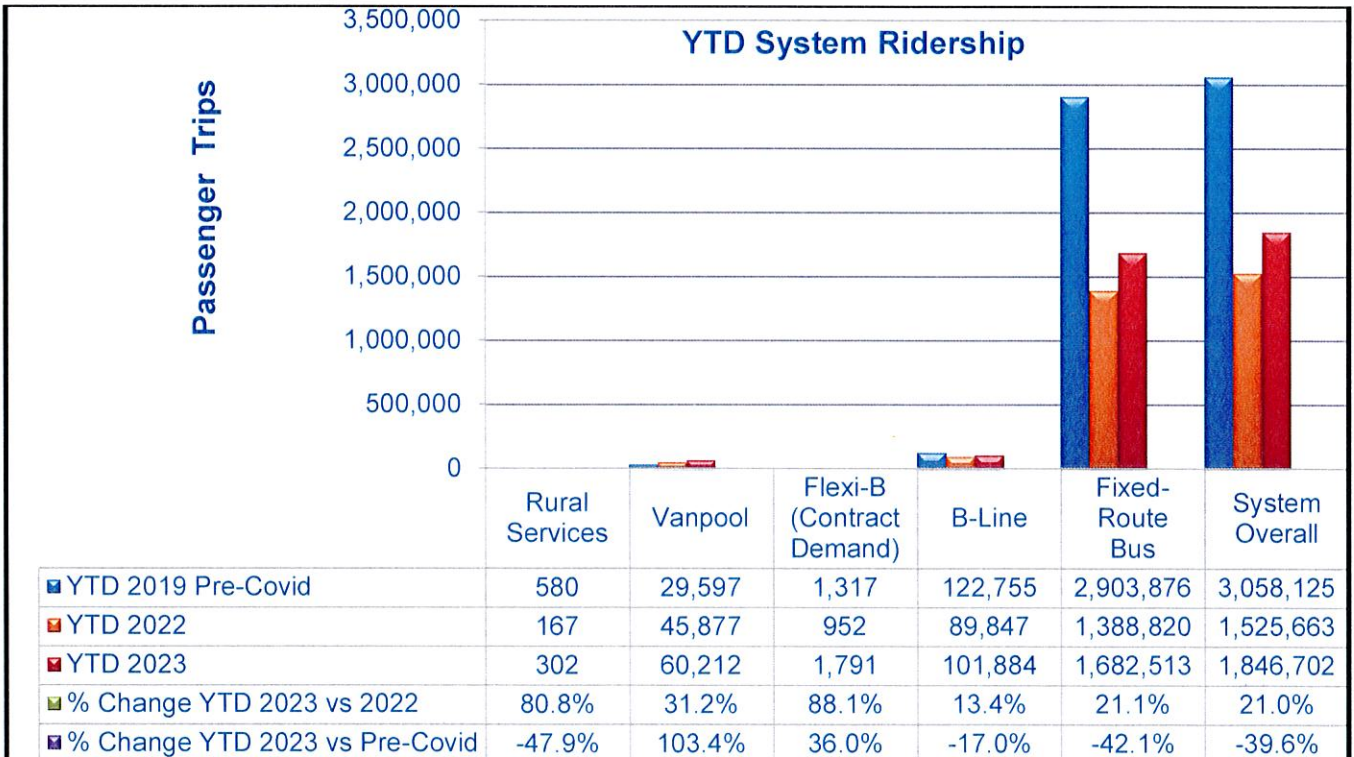
The average retail price for unleaded gas in Corpus Christi was approximately \$3.18 per gallon as compared to \$3.85 per gallon in July 2022¹ which represents a 17.4% decrease in the average cost per gallon. Rainfall was below normal at 0.39 inches as compared to a total of 0.54 inches in July 2022.² Normal average July rainfall is approximately 2.79 inches. The 98.2-degree average high temperature for July was above the average monthly temperature of 93.4 degrees.

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

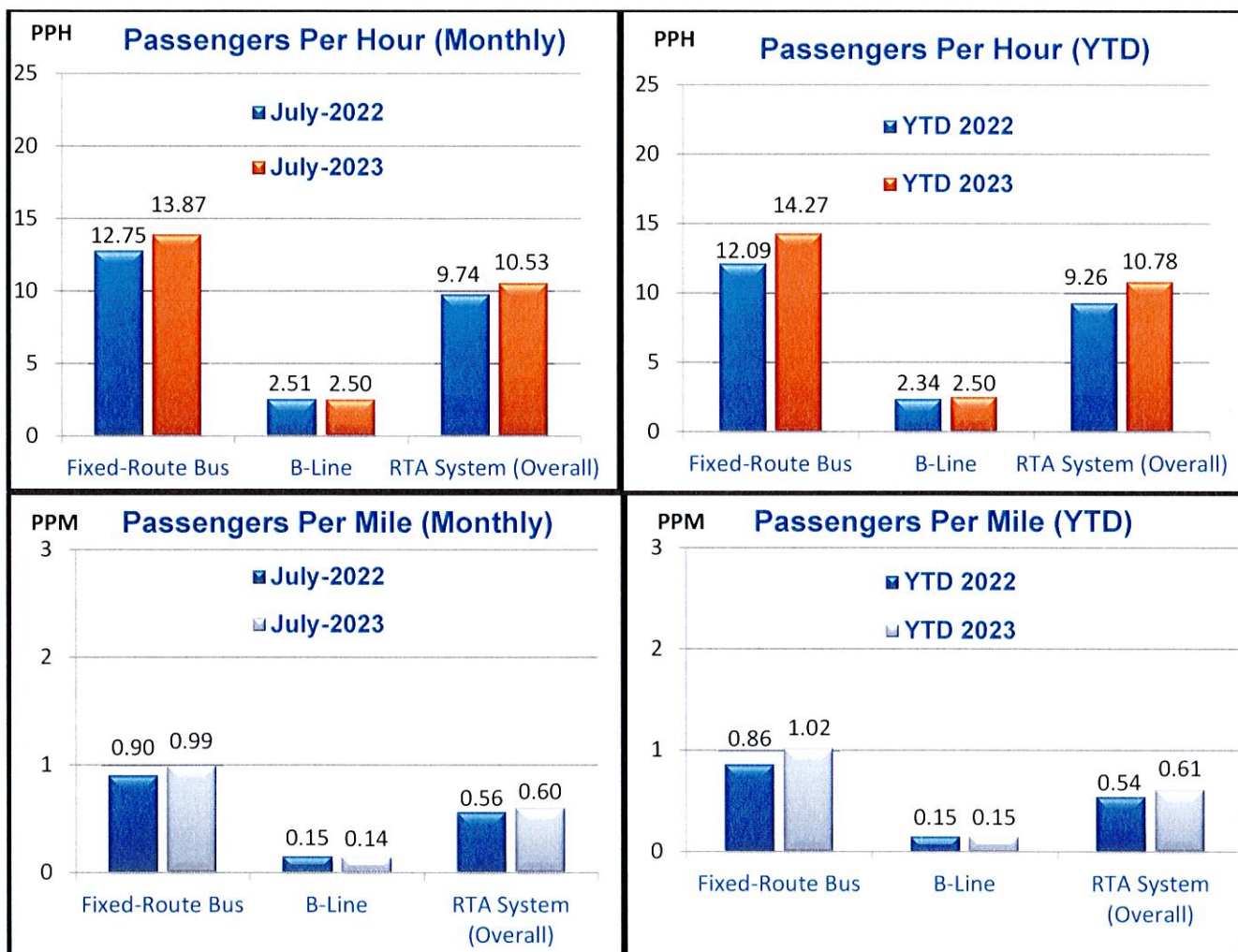
The chart below shows monthly ridership results for all services. CCRTA recorded 20,462 more passenger trips in July 2023 for an 8.7% increase as compared to July 2022. As compared to July 2019 Pre-Covid, passenger trips decreased 42.1%.



The chart below shows YTD ridership results for all services.



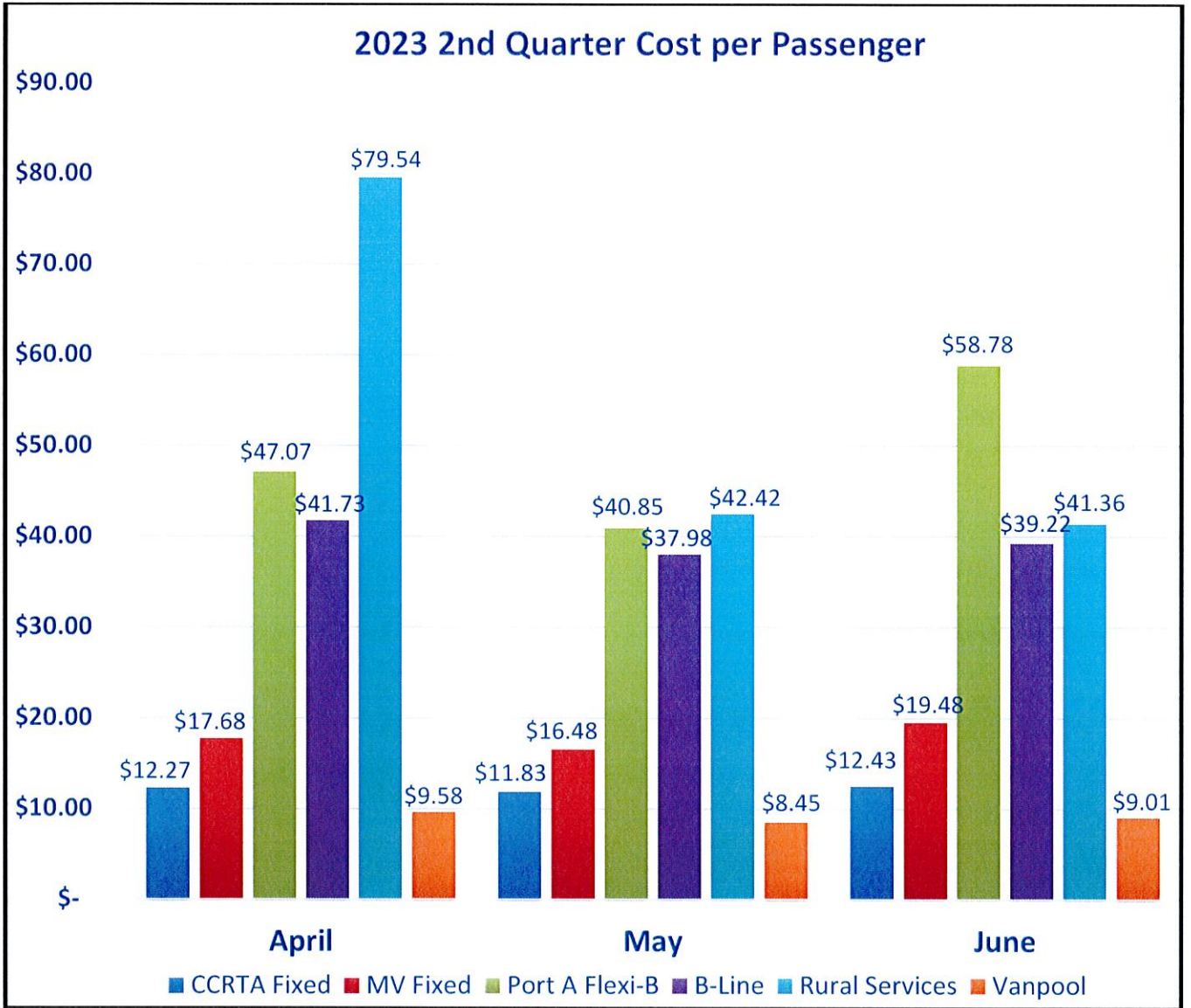
The following charts report system-wide productivity for the month of July 2023 vs. July 2022 and YTD figures.



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

Schedule Adherence	Standard	Apr-23	May-23	Jun-23	Jul-23	4-Month Average
Early Departure	<1%	0.2%	0.0%	0.0%	0.0%	0.1%
Departures within 0-5 minutes	>85%	89.7%	85.8%	85.5%	89.1%	87.5%
Monthly Wheelchair Boardings	No standard	2,485	3,344	3,684	3,762	3,319
Monthly Bicycle Boardings	No standard	4,159	5,867	6,237	6,312	5,644

The following tables include Cost per Passenger totals by service mode for the second quarter of 2023. In addition, year-to-date (YTD) averages by service mode are included.



Month	CCRTA Fixed	MV Fixed	Port A Flexi-B	B-Line	Rural Services	Vanpool
April	\$ 12.27	\$ 17.68	\$ 47.07	\$ 41.73	\$ 79.54	\$ 9.58
May	\$ 11.83	\$ 16.48	\$ 40.85	\$ 37.98	\$ 42.42	\$ 8.45
June	\$ 12.43	\$ 19.48	\$ 58.78	\$ 39.22	\$ 41.36	\$ 9.01
YTD Average	\$ 12.00	\$ 17.09	\$ 39.81	\$ 33.99	\$ 45.17	\$ 8.52

<p style="text-align: center;">On Detour</p>	<ul style="list-style-type: none"> • Port Ave. Utility Replacement Project (6) month project: Began March 2022 with anticipated completion in late October 2023. <ul style="list-style-type: none"> ➤ Routes 21, 23 & 37 (2 stops impacted) • S. Staples St. (Kostoryz-Baldwin) (29) month project: Began March 2021. Traffic now on newly constructed east section. Project to be complete late October 2023. <ul style="list-style-type: none"> ➤ Route 29 (12 Stops closed) Detour from Staples to Alameda to Texan Trail. • New Harbor Bridge (North Beach): Routes 76 & 78 remain on a minor detour under U.S. HWY 181 in the inbound direction. (No stops impacted) • Leopard St. (Nueces Bay to Palm) Project now complete but (3) <u>stops remain closed</u> due to detour. Routes 27 & 28 remain on detour. <ul style="list-style-type: none"> ➤ Routes 27 & 28 • Leopard St. (Crosstown-Palm) (14) month project began Dec. 5, 2022. This Bond project will extend the current/existing Leopard St. detour. Expected completion in June 2024. <ul style="list-style-type: none"> ➤ Routes 27 & 28 (12 stops impacted) • Gollihar (Crosstown-Greenwood) Began April 24, 2023. <ul style="list-style-type: none"> ➤ Routes 23 & 25 (6 stops closed) • Wildcat (Northwest Blvd.-Teague) Began Jan. 10, 2023. (10) month project. with <ul style="list-style-type: none"> ➤ Route 27 (4 stops closed) <u>Began temporary detour in June 26, 2023.</u>
<p style="text-align: center;">Detours Expected</p>	<ul style="list-style-type: none"> • Comanche (Carancahua-Alameda) To begin late-2023. <ul style="list-style-type: none"> ➤ Routes 12, 21, 27 & 28 (4 stops will be impacted) • Brownlee Blvd. (Morgan-Staples) To begin late-2023. <ul style="list-style-type: none"> ➤ Routes 5x & 17 (7 stops will be impacted) • Upper/Mid./Lower Broadway: Project currently in design. <ul style="list-style-type: none"> ➤ Routes 6, 76 & 78 (no stops to be impacted) • McArdle Rd. (Carroll-Kostoryz): Project to begin Fall-2023. <ul style="list-style-type: none"> ➤ Route 19 (8 stops will be impacted) • Alameda (Louisiana-Texan Trail): Project to begin Fall-2023. <ul style="list-style-type: none"> ➤ Route 5 (19 stops impacted)
<p style="text-align: center;">Currently No Detour</p>	<ul style="list-style-type: none"> • Everhart Rd. (SPID-S. Staples): Project to begin Fall-2023. <ul style="list-style-type: none"> ➤ Routes 32 & 37 (7 stops will be impacted) • Waldron Rd. (SPID-Purdue). Project began November 28, 2022 and was completed July 2023. <ul style="list-style-type: none"> ➤ Route 4 (13 stops <u>no longer impacted</u>)

For July 2023, there were 9 impacted fixed routes out of 33 fixed route services in operation. This equates to approximately 27% of CCRTA services travelling on the local streets. Detoured bus route services include: 21, 23, 25, 27, 28, 29, 37, 76 & 78.

Total number of bus stops currently impacted or closed is **39**.

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

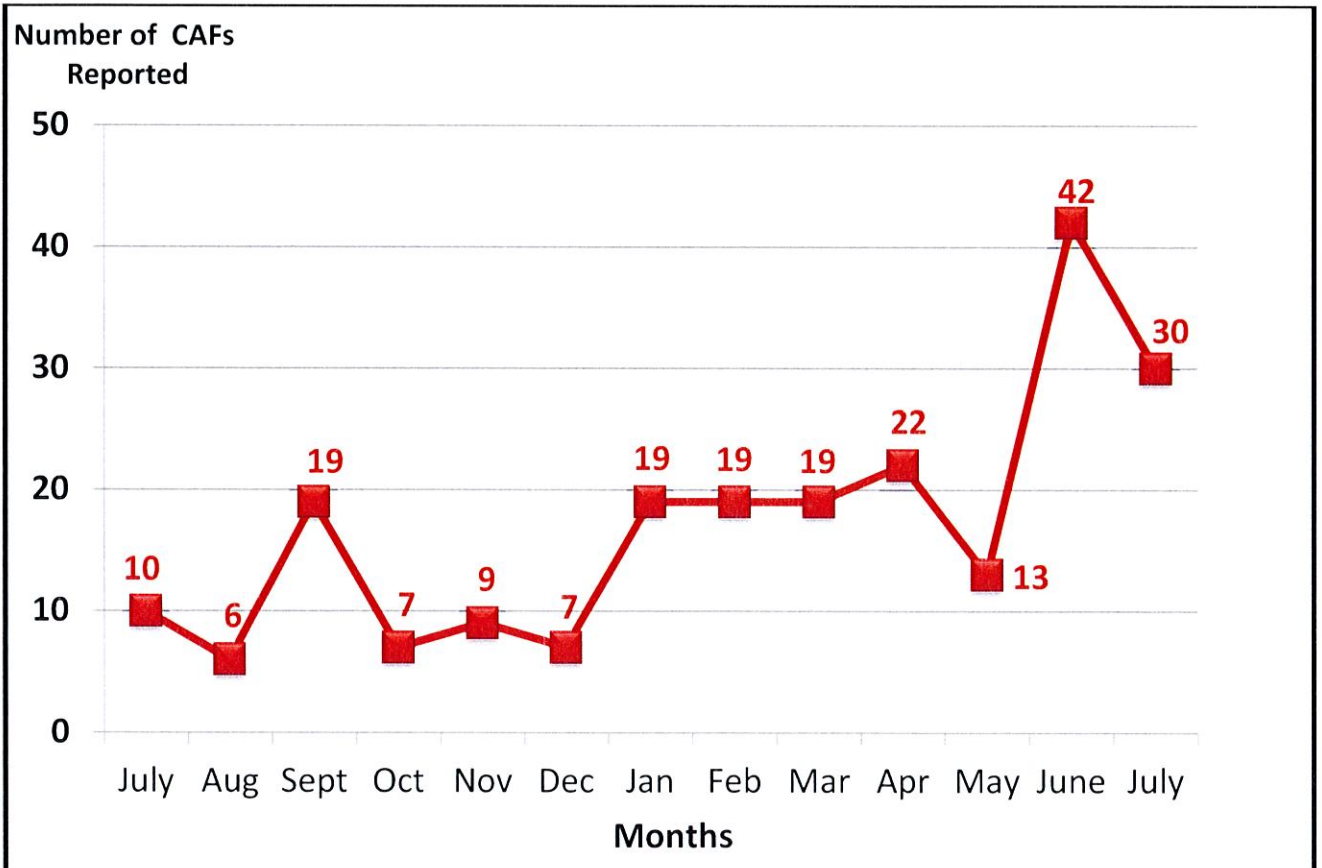
In July 2023, B-Line service metrics remain slightly impacted by factors related to the COVID-19 pandemic.

- Productivity: **2.50** Passengers per Hour (PPH) did meet the contract standard of 2.50 PPH.
- Denials: 0 denials or **0.0%** did meet contract standard of 0.0%.
- Miles between Road Calls (MBRC): **13,774** did meet the contract standard of 12,250 miles.
- Ridership Statistics: **9,137** ambulatory boardings; **3,975** wheelchair boardings

Metric	Standard	Apr-23	May-23	Jun-23	Jul-23	(4) Month-Ave.
Passengers per Hour	2.50	2.49	2.63	2.58	2.50	2.55
Denials	0.00%	0.00%	0.00%	0.00%	0.00%	0.0%
Miles Between Road Calls	12,250	14,998	13,886	12,474	13,774	13,783
Monthly Wheelchair Boardings	No standard	3,822	4,355	4,384	3,975	4,134

Customer Programs Monthly Customer Assistance Form (CAF) Report

For July 2023, Customer Service received and processed 30 Customer Assistance Forms (CAF's). 30 CAF's represents a 28.5% decrease. Of the 30 CAFs, four were commendations.



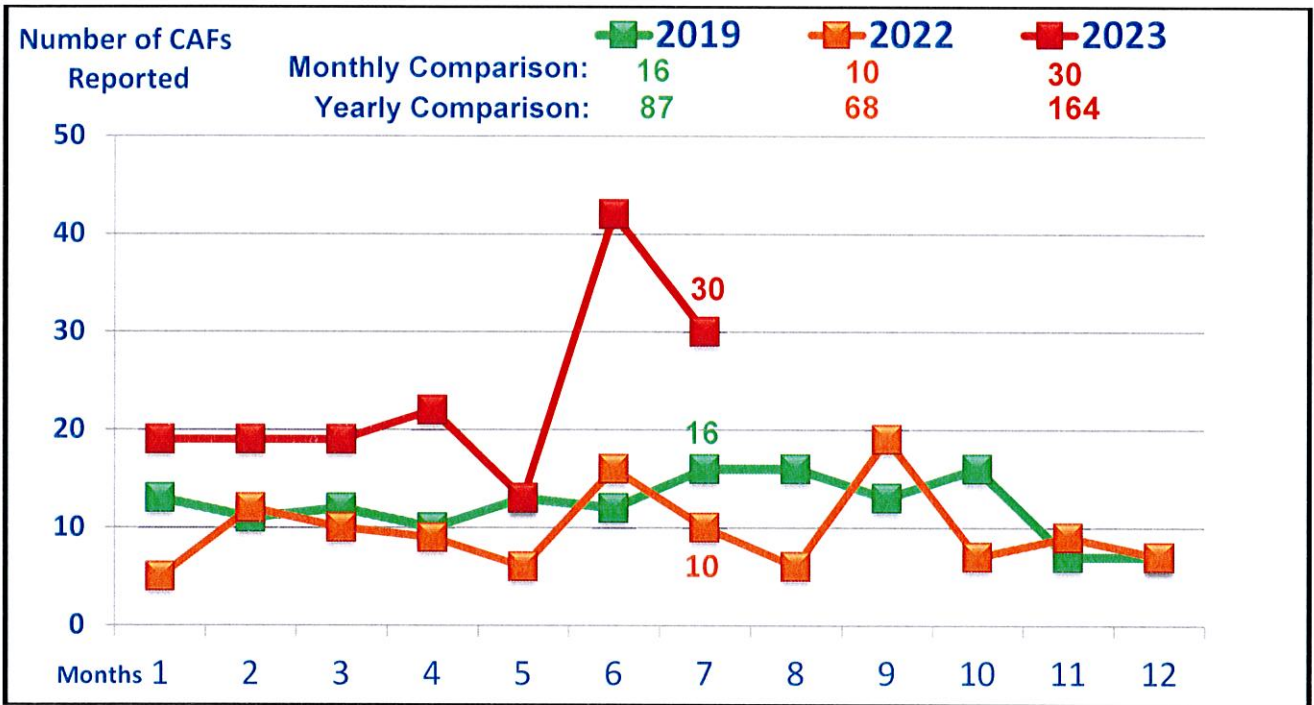
Route Summary Report:

Route	# of CAFs	Route	# of CAFs
#3 NAS Shuttle	1	#34 Robstown North Circulator	
#4 Flour Bluff	1	#35 Robstown South Circulator	
#5 Alameda		#37 Crosstown/TAMU-CC	
#5x Alameda Express		#50 Calallen/NAS Ex (P&R)	
#6 Santa Fe/Malls		#51 Gregory/NAS Ex (P&R)	
#12 Hillcrest/Baldwin	2	#54 Gregory/Downtown Express	
#15 Kostoryz/Carroll HS		#60 Momentum Shuttle	
#16 Morgan/Port		#65 Padre Island Connection	
#17 Carroll/Southside		#76 Harbor Bridge Shuttle	2
#19 Ayers		#78 North Beach Shuttle	
#19G Greenwood		#83 Advanced Industries	
#19M McArdle	1	#90 Flexi-B Port Aransas	
#21 Arboleda		#93 Flex	
#23 Molina	3	#94 Port Aransas Shuttle	
#24 Airline/Yorktown		#95 Port Aransas Express	1
#25 Gollihar/Greenwood	1	B-Line (Paratransit) Services	5
#26 Airline/Lipes		Safety & Security	
#27 Leopard	2	Transportation	
#27x Leopard (Express)		Facilities Maintenance	
#28 Leopard/Navigation	1	Customer Service Department	
#29 Staples	1	Service Development	
#29F Staples/Flour Bluff	3	Facilities	
#29SS Staples/Spohn South	2	Commendations	4
#32 Southside		TOTAL CAF's	30

CAF Breakdown by Service Type:

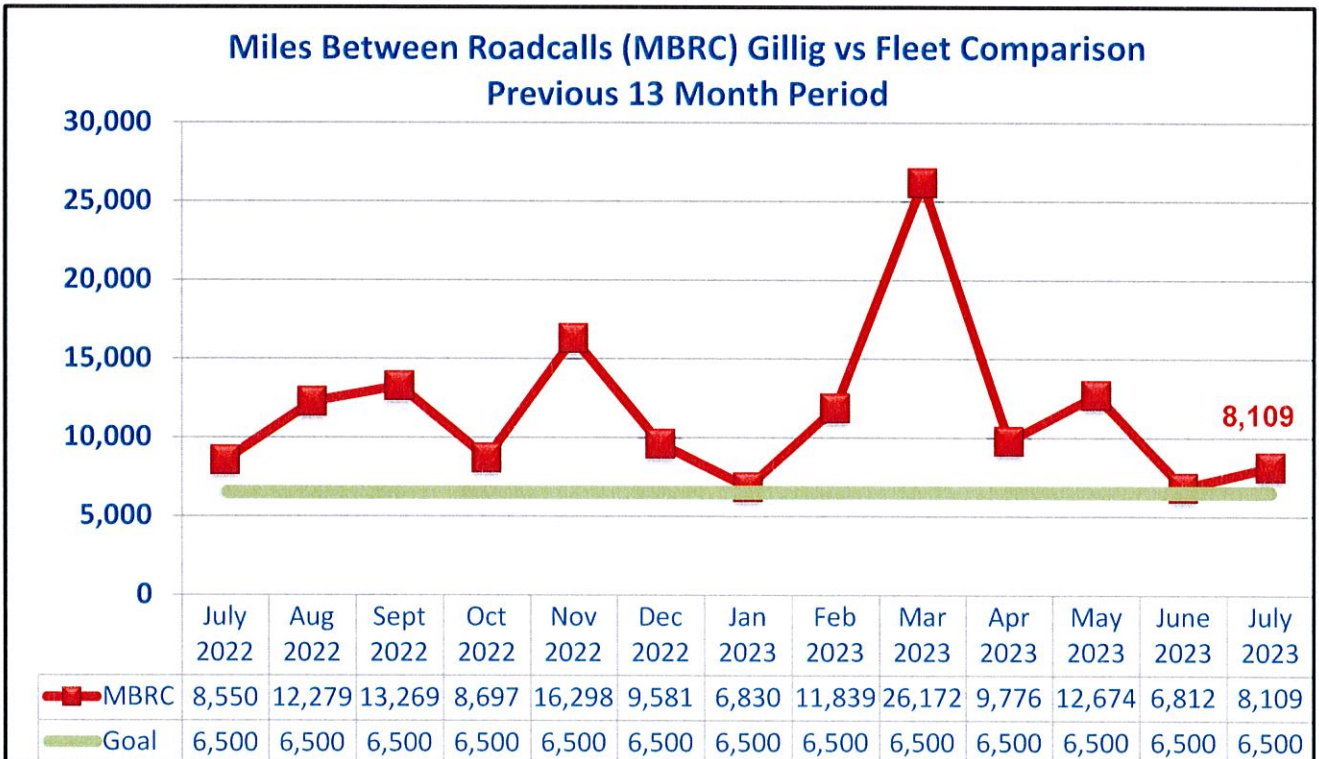
CAF Category	RTA Fixed Route	B-Line ADA Paratransit	MV Fixed Route	Totals
ADA	1	2		3
Service Stop Issues				
Driving Issues	4	1		5
Customer Services				
Late/Early – No Show			2	2
Alleges Injury	2			2
Fare/Transfer Dispute	1			1
Clean Trash Can				
Dispute Drop-off/Pickup	1			1
Add Bench/Stop				
Left Behind/Passed Up	2		1	3
Inappropriate Behavior				
B-Line Calls				
Incident at Stop				
Incident on Bus	1			1
Incident at Station				
Policy/Standing Orders				
Denial of Service				
Safety & Security				
Rude	3	2	1	6
Facility Maintenance				
Service Development	1		1	2
Vehicle Maintenance				
Over Crowded Vehicle				
Cell Phone User				
Safety Transportation				
Commendations	3		1	4
Total CAFs	19	5	6	30

Number of CAF Reports: Current and Historical Trends



Vehicle Maintenance Department: Miles Between Road Calls Report

In July 2023, there were 8,109 miles between road calls (MBRC) recorded as compared to 8,550 MBRC in July 2022. A standard of 6,500 miles between road calls is used based on the fleet size, age and condition of CCRTA vehicles. The thirteen-month average is 11,607.

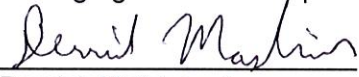


Board Priority

The Board Priority is Public Image and Transparency.

Respectfully Submitted,

Submitted by: Gordon Robinson
Managing Director of Operations

Final Approval by: 
Derrick Majchszak
Chief Executive Officer