

MEETING AGENDA

DATE: Wednesday, August 27, 2025
TIME: 8:30 a.m.
Administration & Finance Committee & Operations & Capital Projects Committee, Legislative Committee (No Meeting), and Rural and Small Cities Committee (No Meeting)
LOCATION: Staples Street Center – 2ND Floor Boardroom (602 North Staples St., Corpus Christi, TX)

ADMINISTRATION & FINANCE COMMITTEE

Beatriz Charo, Committee Chair

David Berlanga Gabi Canales Armando Gonzalez Anna Jimenez

	TOPIC	SPEAKER	EST.TIME	REFERENCE
1.	Roll Call	M. Montiel	2 min.	-----
2.	Safety Briefing	J. Esparza	3 min.	-----
3.	Confirm Posting of Meeting's Public Notice in Accordance with Texas Open Meetings Act, Texas Government Code, Chapter 551	B. Charo	1 min.	-----
4.	Receipt of Conflict of Interest Affidavits	B. Charo	2 min.	-----
5.	Opportunity for Public Comment 3 min. limit – no discussion	B. Charo	3 min.	-----
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.				
6.	Discussion and Possible Action to Approve the Administration & Finance Committee Meeting Minutes of June 25, 2025	B. Charo	3 min.	Pages 1-4
7.	Discussion and Possible Action to Recommend the Board Increase the Chief Executive Officer's Purchasing Authority from \$50,000 to \$100,000	D. Majchszak/ J. Bell	3 min.	Page 5-8 <i>PPT</i>
8.	Discussion and Possible Action to Recommend the Board Authorize Additional Actuarial Determined Contribution of \$1,021,981 to the CCRTA Defined Benefit Plan and Trust	S. Roddel	3 min.	Pages 9-11 <i>PPT</i>
9.	Committee Chair Report	B. Charo	3 min.	-----
10.	Adjournment	B. Charo	1 min.	-----

Total Estimated Time: 24 min.

OPERATIONS & CAPITAL PROJECTS COMMITTEE

Aaron Muñoz, Committee Chair

Lynn Allison Jeremy Coleman Eloy Salazar Amanda Torres

	TOPIC	SPEAKER	EST.TIME	REFERENCE
1.	Roll Call	M. Montiel	2 min.	-----
2.	Safety Briefing	G. Casas	3 min.	-----
3.	Confirm Posting of Meeting’s Public Notice in Accordance with Texas Open Meetings Act, Texas Government Code, Chapter 551	A. Muñoz	1 min.	-----
4.	Receipt of Conflict of Interest Affidavits	A. Muñoz	2 min.	-----
5.	Opportunity for Public Comment 3 min. limit – no discussion	A. Muñoz	3 min.	-----
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.				
6.	Discussion and Possible Action to Approve the Operations & Capital Projects Committee Meeting Minutes of July 23, 2025	A. Muñoz	3 min.	Pages 1-3
7.	Discussion and Possible Action to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Award a Contract to RXDX, LLC for Zones 1 & 2 for an Estimated Total of \$263,628.00, for the ADA Bus Stop Improvements – Phase VIII Project	S. Montez	3 min.	Pages 4-5 <i>PPT</i>
8.	Committee Chair Report	A. Muñoz	3 min.	-----
9.	Adjournment	A. Muñoz	1 min.	-----

Total Estimated Time: 21 min.

LEGISLATIVE COMMITTEE

Lynn Allison, Committee Chair

Gabi Canales Jeremy Coleman Aaron Muñoz Amanda Torres

NO MEETING

RURAL AND SMALL CITIES COMMITTEE

Armando Gonzalez, Committee Chair

David Berlanga Beatriz Charo Anna Jimenez Eloy Salazar

NO MEETING

BOARD OF DIRECTORS BUDGET WORKSHOP #2

	TOPIC	SPEAKER	EST.TIME	REFERENCE
1.	2026 Budget Workshop #2	R. Saldaña	20 min.	<i>PPT</i>
	a. Expenses –			
	1. CEO Direct Report			
	2. Capital Programs & Customer Services			

Total Estimated Time: 20 min.

On **Friday, August 22, 2025** 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

To provide our riders with safe, accessible, convenient, and sustainable transportation solutions that unites communities and promotes local economic growth.

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
ADMINISTRATION & FINANCE COMMITTEE MEETING MINUTES
WEDNESDAY, June 25, 2025**

Summary of Actions

1. **Roll Call**
2. **Heard Safety Briefing**
3. **Confirmed Posting of Meeting's Public Notice in Accordance with Texas Open Meetings Act, Texas Government Code, Chapter 551**
4. **Receipt of Conflict of Interest Affidavits – None Received**
5. **Opportunity for Public Comment – No Public Comments**
6. **Approved the Administration & Finance Committee Meeting Minutes of April 23, 2025**
7. **Approved to Recommend the Board of Directors Adopt a Resolution to Apply for FTA Funding for a New Maintenance Facility by authorizing the Chief Executive Officer or designee to execute and submit applications**
8. **Approved to Recommend the Board of Directors Adopt a Resolution to Establish an Additional Reserve to Accumulate the Local Share Requirements for the Construction of the New Bear Lane Maintenance Facility**
9. **Approved to Recommend the Board of Directors Adopt the 2025 Corpus Christi Regional Transportation Authority Agency Safety Plan, Version 4**
10. **Heard Committee Chair Report**
11. **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

Beatriz Charo; Committee Chair, called the meeting to order at 8:30 a.m. Marisa Montiel called roll and stated that a quorum was present.

Board Members Present

David Berlanga, Beatriz Charo, Gabi Canales (virtual), and Anna Jimenez.

Board Members Absent

Armando Gonzalez.

Staff Present

David Chapa, Angelina Gaitan, John Esparza, Derrick Majchszak, Sharon Montez, Marisa Montiel, Rita Patrick, Gordon Robinson, Miguel Rendón, and Robert Saldaña.

Public Present

None

Safety Briefing

Mr. Miguel Rendón, Deputy CEO, gave a safety briefing to the Board and audience. He provided exit instructions in the event of an emergency. Ms. Montiel would account for all Board Members and he would be the last out to ensure everyone exits safely.

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

Ms. Montiel confirmed proper posting of the meeting.

Receipt of Conflict of Interest Affidavits

None received.

Opportunity for Public Comment

None received.

Public Comment may be provided in writing, limited to 1,000 characters, by using the [Public Comment Form](http://www.ccrta.org/news-opportunities/agenda) 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.

Discussion and Possible Action to Approve the Administration & Finance Committee Meeting Minutes of April 23, 2025

VICE-CHAIR ANNA JIMENEZ MADE A MOTION RECOMMEND THE BOARD OF DIRECTORS APPROVE THE ADMINISTRATION & FINANCE COMMITTEE MEETING MINUTES OF APRIL 23, 2025. DIRECTOR DAVID BERLANGA SECONDED THE MOTION. CHARO, BERLANGA, CANALES, AND JIMENEZ. VOTING IN FAVOR. ABSENT GONZALEZ.

Discussion and Possible Action to Recommend the Board of Directors Adopt a Resolution to Apply for FTA Funding for a New Maintenance Facility by authorizing the Chief Executive Officer or designee to execute and submit applications

Ms. Rita Patrick, Managing Director of Public Relations, presented the item, noting a board priority of Financial Transparency. She provided background on the 5339(c) Low or No Emission Grant Program stating there are \$1.5 billion funds available, with no maximum award amount. The applications are due July 14th and the awards will be announced 75 days from the due date. She discussed eligible projects including the acquisition, construction, and leasing of required supporting facilities and related equipment and purchase or lease of zero/low emission buses. She continued that the CCRTA Maintenance

Facility is nearly 50 years old and was prefabricated prior to hurricane codes being established. The critical replacement/repair costs are estimated at \$3.6 million. These include roof leaks near electrical systems, outdated bus lifts, malfunctioning paint booth and the replacement of bus wash. The construction of a new maintenance facility would help invest in a modern facility and is essential to ensure safe, reliable and cost-effective operations for the future. This investment is critical to sustaining transit service that helps working families reach jobs, students get to school, and residents access medical care and daily necessities. She added that CCRTA also plays a key role in emergency response and evacuation across Nueces County and nearby rural areas, ensuring continuity of service when it matters most. The estimated amount does not exceed \$55.2 million. The construction cost is approximately \$53.4M, construction administration \$972,000, and project management of \$810,000. Federal funds 80% at \$44.16M and local funds 20% at \$11.04M. At this time, board questions were addressed by staff. Secretary Allison asked if any windstorm savings could be addressed in the application. Mr. Majchszak stated it could be added as a cost analysis attachment.

VICE CHAIR ANNA JIMENEZ MADE A MOTION RECOMMEND THE BOARD OF ADOPT A RESOLUTION TO APPLY FOR FTA FUNDING FOR A NEW MAINTENANCE FACILITY BY AUTHORIZING THE CHIEF EXECUTIVE OFFICER OR DESIGNEE TO EXECUTE AND SUBMIT APPLICATIONS. DIRECTOR DAVID BERLANGA SECONDED THE MOTION. CHARO, BERLANGA, CANALES, AND JIMENEZ. VOTING IN FAVOR. ABSENT \GONZALEZ.

Discussion and Possible Action to Recommend the Board of Directors Adopt a Resolution to Establish an Additional Reserve to Accumulate the Local Share Requirements for the Construction of the New Bear Lane Maintenance Facility

Mr. Robert Saldaña presented the item, noting the board priorities of Public Image and Transparency. He provided background stating the CCRTA Reserve Policy was last updated March 6, 2024. There are four reserves currently maintained by Board designations: Operating Reserve (Restricted), Capital Reserve (Designated), Employee Benefits Reserve (Designated), and Catastrophic Events Reserve (Designated). He displayed a chart with each reserve and discussed each reserve's status and methodology. He added that the reserves have been designated to provide adequate cash flow based upon CCRTA's operating cycle, ensuring stable service delivery, meet future needs, financial stability and provide a contingency plan to cover revenue shortfalls. To demonstrate financial responsibility and sustainability for the construction of the new Bear Lane Maintenance Facility, management seeks to establish an additional designated reserve account earmarked for this specific project. The spendable portion of the unrestrictive fund balance will provide the initial eleven million dollars (\$11,000,000) representing the 20% local match based on the current project cost estimate.

Mr. Saldaña said to demonstrate financial responsibility and sustainability for the construction of the new Bear Lane Maintenance Facility, management seeks to establish an additional designated reserve account to be used solely for this specific project. To be funded by the spendable portion of the unrestricted fund balance in the amount of Eleven million dollars (\$11,000,000) which represents the 20% local match based on the current project cost estimate. He added any additional local match requirements resulting from project cost increases will be provided over time through funding strategies from various sources that may not disrupt the 2025 operating budget. DBE is not applicable to this item and it will be funded by undesignated portion of Unrestricted Net Position. At this time staff answered questions from the Board. Mr. Derrick Majchszak, CEO, discussed how establishing this fund will show the FTA the dedication that CCRTA has to the Maintenance Facility project, essentially having everything “shovel ready”. He added that changes can always be made should the project not be awarded and the balances of the reserves can be moved around as needed.

DIRECTOR DAVID BERLANGA MADE A MOTION TO RECOMMEND THE BOARD OF DIRECTORS ADOPT A RESOLUTION TO ESTABLISH AN ADDITIONAL RESERVE TO ACCUMULATE THE LOCAL SHARE REQUIREMENTS FOR THE CONSTRUCTION OF THE NEW BEAR LANE MAINTENANCE FACILITY. VICE-CHAIR ANNA JIMENEZ SECONDED THE MOTION. CHARO, BERLANGA, AND JIMENEZ VOTING IN FAVOR. ABSENT CANALES AND GONZALEZ.

Discussion and Possible Action to Recommend the Board of Directors Adopt the 2025 Corpus Christi Regional Transportation Authority Agency Safety Plan, Version 4

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. He adds that on July 1, 2020, the CCRTA Board of Directors approved CCRTA’s PTASP, Version 1. On December 8, 2023, the Safety Committee approved CCRTA’s PTASP, version 2 to include the new Bipartisan Infrastructure Law change updates. On July 19, 2023, the CCRTA Board of Directors approved the amended version 2. On November 6, 2023, the Board approved amended version 3. Mr. Rendón discussed the Safety Committee which is composed of eight members who review and approve the Agency Safety Plan before submitting to the Board for final approval. He displayed the CCRTA organizational chart and a chart of key staff changes. He discussed steps the safety committee are taking for continues improvement.

VICE-CHAIR ANNA JIMENEZ MADE A MOTION TO RECOMMEND THE BOARD OF DIRECTORS ADOPT THE 2025 CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY AGENCY SAFETY PLAN, VERSION 4. DIRECTOR DAVID BERLANGA SECONDED THE MOTION. CHARO, BERLANGA, CANALES, AND JIMENEZ VOTING IN FAVOR. ABSENT GONZALEZ.

Heard Committee Chair Report

Director Charo thanked the staff for their reports and for their transparency.

Adjournment

There being no further review of items, the meeting adjourned at 9:17 a.m.

Submitted by: Marisa Montiel

**Subject: Recommend the Board Increase the Chief Executive Officer's
Purchasing Authority from \$50,000 to \$100,000**

Background:

On February 1, 2012, the RTA Board approved the increase of expenditure authority of the General Manager from \$25,000 to \$50,000 to reflect the changes in state law that governed the requirements for competitive bids for cities. During the 89th Legislative session, S.B. 1173 passed both houses, changing the dollar limit for competitive bidding requirements for various governmental entities from \$50,000 to \$100,000. Chapter 451 transit authorities were included within the bill and the new limitation will take effect on September 1, 2025. After that date, the CCRTA will be required to seek competitive bids in compliance with Chapter 451 only for procurements that are greater than \$100,000.

The prior increases in the CEO's authorization are listed as follows:

<u>Authorized Amount</u>	<u>Board Policy Date</u>
Original Limit was \$10,000	December 1, 1985
Increase to \$15,000	March 3, 1999
Increase to \$25,000	April 5, 2006
Increase to \$50,000	February 1, 2012

In comparison, other transit authorities in the state of Texas have the following expenditure authority for their CEO/General Managers:

- Denton County Transportation Authority - \$75,000
- San Antonio VIA - \$100,000
- Houston Metro - \$100,000 Sole Source Awards / \$250,000 Competitive Solicitations
- Austin Capital Metro- \$150,000 Sole Source Awards / \$250,000 Competitive Solicitations
- Dallas Area Rapid Transit - \$250,000
- Forth Worth Trinity Metro - \$250,000

In addition, local authorities in the RTA service area have the following expenditure authority for their CEO/General Managers:

- City of Corpus Christi* - \$100,000
- Port of Corpus Christi - \$100,000
- Corpus Christi ISD - \$150,000

**Under the Corpus Christi City Code, the City Manager's authority automatically moves with the competitive bidding limit.*

According to the Bureau of Labor Statistics Consumer Price Index (CPI-U), the purchasing power of \$50,000 in 2011 is equivalent to approximately \$72,125 in 2025.

Consumer Price Index for All Urban Consumers (CPI-U)

Year	Factor	Dollars
2011	220.223	\$ 50,000
2012	226.665	\$ 51,463
2013	230.280	\$ 52,283
2014	233.916	\$ 53,109
2015	233.707	\$ 53,061
2016	236.916	\$ 53,790
2017	242.839	\$ 55,135
2018	247.867	\$ 56,276
2019	251.712	\$ 57,149
2020	257.971	\$ 58,570
2021	261.582	\$ 59,390
2022	281.148	\$ 63,833
2023	299.170	\$ 67,924
2024	308.417	\$ 70,024
2025	317.671	\$ 72,125

Identified Need:

Increase the expenditure authority of the CEO to reduce the cost and time frame needed to complete small purchases and revise the current procurement policy to reflect the change in state law.

Financial Impact:

This could reduce the cost of formal competitive bidding by allowing the RTA to request a minimum of 3 quotes for small purchases up to \$100,000 (this includes the cost of ads in the newspaper and administration cost associated with issuing the RFP/IFB).


Recommendation:

Staff requests that the Administration & Finance Committee recommend the Board of Directors increase the CEO's purchasing authority from \$50,000 to \$100,000.

Respectfully Submitted,

Submitted: Derrick Majchszak
Chief Executive Officer

Review: Robert M. Saldaña
Managing Director of Administration

Approval: 
Miguel Rendón , Deputy Chief Executive Officer



Subject: Authorize Additional Actuarial Determined Contribution of \$1,021,981 to the CCRTA Defined Benefit Plan and Trust

Background

CCRTA does not participate in the Federal Social Security (SS) System and instead offers a qualified replacement plan to employees. Any employee shall be eligible to participate in the Plan on the date of commencement of full-time employment. While CCRTA is exempt from the social security portion of FICA, participating in the Medicare program is required, paying taxes at the rate of 1.45% of taxable wages.

As a governmental unit, CCRTA offers two separate 401(a) plans to assist full-time employees in planning for retirement.

- **Defined Benefit Plan (DBP)** – Funded by employer annual contributions determined by an actuary and investment earnings focusing on long-term investment strategies. The DBP is governed by a qualified formal written document authorized by the Internal Revenue Service and the plan’s funding policy. It is also required to comply with accounting standards set by the Governmental Accounting Standards Board (GASB) and with the legal requirements of the Texas Pension Review Board.
- **Defined Contribution Plan (DCP)** – 100% employee funded as a condition of employment with mandatory pre-tax contributions of 7.51% of taxable wages.

The DBP annual contributions consists of two components:

- 1) **Normal cost** refers to the ongoing contributions needed to cover the pension benefits earned by employees in the current year based on the benefit formula. Normal cost payments will continue even if the unfunded liability is fully funded.
- 2) **Amortization of the Unfunded Liability**, the unfunded liability is being amortized over a period of 9 years in a level dollar amortization as dictated by the plan’s funding policy. Level dollar amortization refers to a method of paying down unfunded liabilities by making annual payments over a set period similarly to a fixed-rate mortgage where each payment reduces the principal and covers the interest on the outstanding debt.

The contribution policy is intended to fully amortize **the unfunded liability** in 9 years if all actuarial assumptions used to make this prediction are realized and the **full Actuarially Determined Contribution is paid which includes the normal cost and the amortization of the unfunded liability**. This assumption which illustrates the funding of the **Unfunded Liability portion** is illustrated in the below table.

If, however, key factors that drive these assumptions change, then the unfunded liability will change accordingly. Factors include participant retirements, deaths, terminations, salary increases, FTE count and investment returns that hinge on economic factors like interest rates and inflation.

Actuarial valuations are performed annually to compare and evaluate the accuracy of the assumptions against the actual results to allow adjustments for estimating future benefit obligations and costs.

The amortization period was established at 15 years in 2019. Resets to amortization periods enable the plan to remain on track to meet its **long-term** funding obligations. Pension Review Boards typically establish maximum amortization periods, and in Texas the maximum amortization is 30 years, along with a preferred target range of 10 to 25 years.

Year	Unfunded Liability at BOY	Amortization Payment	Unfunded Liability at EOY (assuming no gains or losses)
2025	\$11,121,969	\$1,582,166	\$10,183,740
2026	10,183,740	1,582,166	9,182,180
2027	9,182,180	1,582,166	8,113,015
2028	8,113,015	1,582,166	6,971,681
2029	6,971,681	1,582,166	5,753,307
2030	5,753,307	1,582,166	4,452,693
2031	4,452,693	1,582,166	3,064,288
2032	3,064,288	1,582,166	1,582,165
2033	1,582,165	1,582,165	0

Historical Data

Year	Annual Contribution	Normal Cost	Amortization	Additional Contribution	Funded Ratio
2025	\$ 3,016,257	\$ 1,434,091	\$ 1,582,166		82.56%
2024	2,317,966	1,206,258	1,111,708		85.72%
2023	1,952,572	1,108,344	844,228		87.35%
2022	1,330,108	988,099	342,009		94.23%
2021	1,382,108	990,244	391,864		92.66%
2020	1,306,947	926,286	380,661		92.14%
2019	3,727,724	879,904	347,820	\$ 2,500,000	91.78%
2018	1,425,533	1,066,449	124,638	234,446	98.30%
2017	1,399,307	980,740	418,567		93.18%
2016	1,503,736	941,470	527,334	34,932	90.10%
2015	985,175	875,327	108,369	1,479	97.70%

2019 A one-time \$2.5 million additional contribution was adopted by the Board to cover the increase in liability from the assumption changes and from the one-time 2.5% cost of living adjustment to retirees on record who began receiving monthly benefits on or prior to January 1, 2015. The additional contribution was made to keep the funded ratio at above 90%. The assumption changes included:

1. Update Mortality to RP-2014 Blue Collar Table and update the Mortality table on an annual basis.
2. Change discount rate to 7.40% and commit to continuing to decrease over time until appropriate benchmark of 7.0% is attained.
3. Update withdrawal and retirement assumptions based on plan experience.
4. Change from Market Value of plan investments to 5-year Smoothed.
5. Reset period to 15 years beginning January 1, 2019

Identified Need

The annual contribution for 2025 was determined by the actuary at **\$3,016,257**. The amount paid in January 2025 was **\$1,994,276** which requires an additional contribution of **\$1,021,981**.

Financial Impact

The **\$1,021,981** additional contribution will be funded by the increase in the unrestricted portion of the fund balance from revenues recognized by a grant that was awarded August 21, 2025. This grant includes eligible expenses from projects that were disbursed in 2022, 2023 and 2024. On August 22, 2025, a \$3.7M reimbursement from this grant was received. This grant will also be amended to include FTA funding of \$481,700 in eligible expenses that were disbursed in 2023 and 2024 in connection with the purchase of 13 Arbocs.

Recommendation

Staff requests the Administration and Finance Committee to recommend to the Board of Directors to authorize the additional Actuarial Determined Contribution of \$1,021,981 to Defined Benefit Plan and Trust for the Plan Year 2025.

Respectfully Submitted,

Submitted by: Sandy Roddel
Director of Finance

Reviewed by: Robert M. Saldana
Managing Director of Administration

Final Approval by:  _____
Miguel Renón
Deputy Chief Executive Officer

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY
OPERATIONS & CAPITAL PROJECTS COMMITTEE MEETING MINUTES
WEDNESDAY, July 23, 2025

Summary of Actions

1. **Roll Call**
2. **Heard Safety Briefing**
3. **Confirmed Posting of Meeting's Public Notice in Accordance with Texas Open Meetings Act, Texas Government Code, Chapter 551**
4. **Receipt of Conflict of Interest Affidavits – None Received**
5. **Provided Opportunity for Public Comment – None Received**
6. **Approved the Operations & Capital Projects Committee Meeting Minutes of May 28, 2025**
7. **Approved to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Award a Contract to Silsbee Ford, Inc. for the purchase of Eleven (11) Unleaded Support Vehicles for an Estimated Cost of \$372,900.00**
8. **Approved to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Award a Three-Year Contract to Arguindegui Oil Co. II, Ltd for Unleaded Fuel Supply at an Estimated Cost of \$3,422,001.45**
9. **Heard Committee Chair Report**
10. **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

Committee Chair Aaron Muñoz, called the meeting to order at 8:40 a.m. Ms. Marisa Montiel called roll and stated a quorum was present.

Board Members Present

Lynn Allison, Jeremy Coleman, Aaron Muñoz, Eloy Salazar, and Amanda Torres.

Board Members Absent

None

Staff Present

David Chapa, Angelina Gaitan, John Esparza, Derrick Majchszak, Sharon Montez, Marisa Montiel, Rita Patrick, Gordon Robinson, Miguel Rendón, and Robert Saldaña.

Public Present

None

Safety Briefing

Mr. John Esparza, Safety Administrator, gave a safety briefing to the Board and audience. He provided exit instructions in the event of an emergency. Ms. Montiel would account for all Board Members and he would be the last out to ensure everyone exits safely.

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

Ms. Montiel confirmed proper posting of the meeting.

Receive Conflict of Interest Affidavits

None Received.

Opportunity for Public Comment

None Received.

Discussion and Possible Action to Approve the Operations & Capital Projects Committee Meeting Minutes of May 28, 2025

DIRECTOR ELOY SALAZAR MADE A MOTION TO APPROVE THE OPERATIONS & CAPITAL PROJECTS COMMITTEE MEETING MINUTES OF MAY 28, 2025. DIRECTOR JEREMY COLEMAN SECONDED THE MOTION. MUNOZ, ALLISON, COLEMAN, SALAZAR, AND TORRES VOTING IN FAVOR. ABSENT NONE.

Discussion and Possible Action to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Award a Contract to Silsbee Ford, Inc. for the purchase of Eleven (11) Unleaded Support Vehicles for an Estimated Cost of \$372,900.00

Mr. Gordon Robinson, Managing Director of Operations, presented the item, noting Board Priority of Ridership. He provided background and stated the support vehicles are utilized for multiple purposes such as Bus Operator reliefs, detours, special events, accidents/incidents, and more. The support vehicles support an 846 square mile service area. The current support vehicles useful life has been met and there have been disruptions to daily operations due to the vehicles being unreliable. There are excessive maintenance costs, and some replacement parts are no longer available. Mr. Robinson stated the Invitation for Bid received three bids, one of which was non-responsive. Silsbee Ford, Inc. submitted the lowest bid at \$372,900.00 for eleven (11) Ford Escape Hybrid All Wheel Drive (AWD) vehicles, with an estimated delivery of 120 days. The bid comparison chart was displayed. There is no DBE requirement and total budget for the project is \$760,500.00. Funds were approved in the 2024 CIP project funded partially by 5307 formula funds. Each vehicle cost \$372,900.00, with an 80% federal, 20% local match. Questions from the board were answered at this time.

DIRECTOR ELOY SALAZAR MADE A MOTION TO RECOMMEND THE BOARD OF DIRECTORS AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) OR DESIGNEE TO AWARD A CONTRACT TO SILSBEE FORD, INC. FOR THE PURCHASE OF ELEVEN (11) UNLEADED SUPPORT VEHICLES FOR AN ESTIMATED COST OF \$372,900.00. SECRETARY LYNN ALLISON SECONDED THE MOTION. MUNOZ, ALLISON, COLEMAN, SALAZAR, AND TORRES VOTING IN FAVOR. ABSENT NONE.

Discussion and Possible Action to Recommend the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to Award a Three-Year Contract to Arguindegui Oil Co. II, Ltd for Unleaded Fuel Supply at an Estimated Cost of \$3,422,001.45

Mr. Gordon Robinson presented the item noting a Board Priority of Ridership. He presented background describing the unleaded fuel supply and fleet composition which consists of 45 maintenance, security, supervisor, and other support vehicles and 55 unleaded ARBOC cutaway vans. He added an unleaded fuel supply agreement ensures product availability, enables predictable pricing, Oil Price Information Service (OPIS), and discounts. The proposed contract is structured as a three-year base term with no option years. The Invitation for Bid (IFB) received six bids, with one deemed non-responsive. A bid comparison chart was displayed. There is no DBE requirement for procurement. The projected usage is based on consumption and accounts for six newly added gasoline powered ARBOCs delivered in June of 2025. This also includes the replacement of 13 electric powered support vehicles with eleven unleaded hybrid units and two remaining CNG ARBOCs to be replaced in current CIP. The projections are based on miles per gallon (MPG) and estimated service miles for FY2026, FY2027, and FY2028. The projected usage and costs for three-year contract was displayed and totaled \$3,422,001.05. Total expenditures will be determined by consumption and OPIS. Funds accounted for in the annual operating budget. Questions from the board were answered at this time.

DIRECTOR JEREMY COLEMAN MADE A MOTION TO RECOMMEND THE BOARD OF DIRECTORS AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) OR DESIGNEE TO AWARD A THREE-YEAR CONTRACT TO ARGUINDEGUI OIL CO. II, LTD FOR UNLEADED FUEL SUPPLY AT AN ESTIMATED COST OF \$3,422,001.45. DIRECTOR AMANDA TORRES SECONDED THE MOTION. MUNOZ, ALLISON, COLEMAN, SALAZAR, AND TORRES VOTING IN FAVOR. ABSENT NONE.

Heard Committee Chair Report

Committee Chair Munoz thanked the staff for their reports.

Adjournment

Adjourned at 9:15 a.m.

Submitted by: Marisa Montiel

Subject: Award a Contract to RXDX, LLC for Zones 1 & 2 for the ADA Bus Stop Improvements – Phase VIII Project

Background

Currently, the CCRTA has completed seven phases of the ADA Bus Stop Transition Plan for ADA compliancy. To date 875 bus stops, out of 1,375 bus stops, are compliant or 63.64% is compliant.

Throughout the different ADA Bus Stop Improvement Phases, the work has been divided into smaller zones, rather than one large zone. The reason for the smaller zones is to provide small businesses, ample opportunities to bid on smaller projects, where surety bonding insurance would be less, than on a large project.

Identified Need

There are 500 bus stops remaining, in the ADA Bus Stop Transition Plan. The CCRTA plans to improve 24 bus stops, as part of this phase of the ADA Bus Stop Improvement Plan. Once the project is completed the ADA compliancy percentage will be 65.38%.

Analysis

The bids were issued Monday, June 23rd, and the bid opening was Monday, August 4th. The CCRTA received three bids plus one company only submitted the bid bond. Three were deemed non-responsive. The table below displays the bids.

Bidder	Responsive/Non-Responsive	Zone 1 Bids	Zone 2 Bids	Total for Zones 1 & 2
RXDX, LLC	Responsive	\$132,378.00	\$131,250.00	\$263,628.00
AZ Rebar Construction	Non-Responsive (did not submit on the Revised Price Schedule)	\$156,062.00	\$154,855.00	\$310,917.00
Bonco, LLC	Non-Responsive (did not submit Cert. of Restrictions on Lobbying or email addresses)	\$180,811.50	\$168,065.50	\$348,877.00
Ti-Zack, Concrete, Inc.	Non-Responsive (only submitted bid bond)	\$0.00	\$0.00	\$0.00

The lowest responsive bidder was RXDX, LLC. RXDX has been in business two and a half years and is located in Sinton, TX. David Flores is the Managing Partner. RXDX has previously worked with the CCRTA on the Bus Stop Improvement Project Phase VII, and improved about 44 bus stops.

The company has also performed services for the following entities:

- Nueces County – County Road 44 Bridge - \$469,000

- Nueces County – Nueces County Story Book Walking Trail - \$748,000
- City of Premont – Cora Park Walking Trail - \$268,000
- City of Beeville – Beeville Downtown Revitalization Project \$399,000

The references received were satisfactory.

Financial Impact

The estimated grand total of the contract is \$263,628 and is budgeted in the 2025 Capital Projects budget. This project is funded with 80% federal funds and 20% local funds. The Engineer’s cost estimate total was \$330,264.85.

Board Priority

This item aligns with the Board Priority – Public Image and Facilities.

Disadvantaged Business Enterprise

The DBE Goal for this project is 11%, and RXDX has committed to 14.87% DBE participation goal.

Recommendation

Staff requests the Operations & Capital Projects Committee recommend to the Board of Directors Authorize the Chief Executive Officer (CEO) or Designee to award a contract to RXDX, LLC for Zones 1 & 2 for an estimated total of \$263,628.00, for the ADA Bus Stop Improvements – Phase VIII Project.

Respectfully Submitted,

Submitted by: Sharon Montez
Reviewed by: Managing Director of Capital Projects and Customer Services

Final Approval by: 
Miguel Rendón
Deputy Chief Executive Officer