



# AGENDA MEETING NOTICE

## Board of Directors Meeting

**DATE:** Wednesday, March 12, 2025

**TIME:** 8:30 a.m.

**LOCATION:** Staples Street Center – 2<sup>ND</sup> Floor Boardroom, 602 North Staples St., Corpus Christi, TX

### BOARD OF DIRECTORS OFFICERS

Arthur Granado, Chair  
Anna Jimenez, Vice Chair  
Lynn Allison, Board Secretary/  
Legislative Chair

### BOARD OF DIRECTORS MEMBERS

Beatriz Charo, Administration & Finance Chair  
Armando Gonzalez, Rural & Small Cities Chair  
Aaron Muñoz, Operations & Capital Projects Chair  
David Berlanga Gabi Canales Jeremy Coleman  
Eloy Salazar Amanda Torres

	TOPIC	SPEAKER	EST. TIME	REFERENCE
1.	<b>Pledge of Allegiance</b>	A. Granado/ U.S. Veteran, Javier Segovia	1 min.	-----
2.	<b>Safety Briefing</b>	J. Esparza	3 min.	-----
3.	<b>Roll Call and Establish Quorum</b>	S. Alvarez	1 min.	-----
4.	<b>Confirm</b> Posting of Meeting's Public Notice in Accordance with Texas Open Meetings Act, Texas Government Code, Chapter 551	A. Granado	1 min.	-----
5.	<b>Public Notice on Executive Session</b>	A. Granado	1 min.	-----
	<b>Public Notice</b> 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			
6.	<b>Receipt of Conflict of Interest Affidavits</b>	A. Granado	1 min.	-----
7.	<b>Opportunity for Public Comment 3 min. limit – no discussion</b>	A. Granado	3 min.	-----
	Public Comment may be provided in writing, limited to 1,000 characters, by using the <a href="http://www.ccrta.org/news-opportunities/agenda">Public Comment Form</a> online at <a href="http://www.ccrta.org/news-opportunities/agenda">www.ccrta.org/news-opportunities/agenda</a> 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.			
8.	<b>Awards and Recognition – a) New Hires</b>	D. Majchszak	5 min.	-----
9.	<b>Discussion and Possible Action</b> to Approve the February 5, 2025 Board of Directors Meeting Minutes	A. Granado	3 min.	<b>Pages 1-8</b>
10.	<b>Discussion and Possible Action</b> to Confirm the Appointment Recommended by the Chief Executive Officer (CEO) and Appointed by the Board Chair to RTA's Committee on Accessible Transportation (RCAT) for a Two-Year Term	S. Montez	3 min.	<b>Pages 9 PPT</b>
11.	<b>Update</b> on RCAT Committee Activities	S. Montez	3 min.	<i>PPT</i>



# AGENDA MEETING NOTICE

12.	<b>Committee Chair Reports</b> a) Administration & Finance b) Operations & Capital Projects c) Rural and Small Cities d) Legislative	B. Charo A. Muñoz A. Gonzalez L. Allison	3 min. 3 min. 3 min. 3 min.	-----
13.	<b>Presentations:</b> a) January 2025 Financial Report b) March 2025 Procurement Update c) January 2025 Operations Report	R. Saldaña R. Saldaña G. Robinson	15 min.	<b>Pages 10-21 PPT</b> PPT <b>Pages 22-32 PPT</b>
14.	<b>CEO Report</b>	D. Majchszak	5 min.	PPT
15.	<b>Reports from Board Chair and Board Members</b>	A. Granado	5 min.	-----
16.	<b>Adjournment</b>	A. Granado	1 min.	-----

**Total Estimated Time: 1 hr 3 mins**

On **Thursday, March 6, 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 unite 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  
BOARD OF DIRECTORS' MEETING MINUTES  
WEDNESDAY, February 5, 2025**

**Summary of Actions**

1. **Pledge of Allegiance**
2. **Heard Safety Briefing**
3. **Roll Call and Established Quorum**
4. **Confirmed Posting of Meetings Public Notice**
5. **Gave Public Notice on Executive Session**
6. **Receipt of Conflict of Interest Affidavits**
7. **Provided Opportunity for Public Comment**
8. **Presented Awards and Recognition**
  - a) **New Hires**
  - b) **Retiree**
  - c) **Security Guard Officer of the Year**
  - d) **Safety Guard of the Year**
9. **Approved to Move Agenda Item #14 Before Agenda Item #9**
10. **Confirmed Three (3) Appointments Recommended by the Chief Executive Officer (CEO) and Appointed by the Board Chair to RTA's Committee on Accessible Transportation (RCAT) for a Two-Year Term**
11. **Held Discussion in Closed Session and Thereafter in Open Session Approved to Extend the CEO Contract by One Year, with a 3% Salary Increase, and an 8% Performance Bonus**
12. **Approved Board Minutes of January 8, 2025 Board of Director Meeting**
13. **Approved to Move the March 5th, 2025 Board of Directors Meeting to March 12, 2025**
14. **Adopted a Resolution Authorizing the Filing of Grant Applications with the Federal Transit Administration (FTA) Under 49 U.S.C. Chapter 53 Title 23**
15. **Adopted the Updated Disadvantaged Business Enterprise (DBE) Program Plan**
16. **Heard Update on RCAT Committee Activities**
17. **Heard Committee Chair Reports**
  - a) **Administration and Finance**
  - b) **Operations and Capital Projects**
  - c) **Rural and Small Cities**
  - d) **Legislative**
18. **Heard Presentations –**
  - a) **2023 Audit and NTD AUP Review**
  - b) **December 2024 Financial Report**
  - c) **February 2025 Procurement Update**
  - d) **December 2024 Operations Report**
  - e) **2024 EOY Safety & Security Report**
19. **Heard CEO Report**
20. **Heard Reports from Board Chair and Board Members**
21. **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, 2<sup>nd</sup> Floor Board Room, Corpus Christi, Texas.

### **Pledge of Allegiance**

Chair Arthur Granado called the meeting to order at 8:31 a.m. He welcomed and gave an introduction for U.S. Veteran, Mike Tamez, to lead the Pledge of Allegiance.

### **Safety Briefing**

Mr. Miguel Rendón, Deputy CEO, presented the 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.

### **Roll Call & Establish Quorum**

Ms. Montiel called roll and noted a quorum was present at this time.

### **Board Members Present**

Lynn Allison, David Berlanga, Beatriz Charo, Jeremy Coleman, Armando Gonzalez (virtual), Arthur Granado, Anna Jimenez, Aaron Muñoz, Eloy Salazar, and Amanda Torres.

### **Board Members Absent**

Gabi Canales.

### **Staff Present**

David Chapa, John Esparza, Angelina Gaitan, Derrick Majchszak, Sharon Montez, Marisa Montiel, Rita Patrick, Miguel Rendón, Gordon Robinson and Robert Saldaña. Gilbert Casas, Michael Castell, Melanie Gomez, Tammy Maness, James Deases, Carmen Navarro, Terry Klinger, and Robert Box (RCAT).

### **Public Present**

Sgt. Arturo Gonzalez Jr, Michael Morin, Lt. Stout, and Lt. Paredes Jr. Robert Lott, Nick Berg, and Michael Perry, Sec-Ops. Christina Edwardson, Area Agency on Aging. Rober MacDonald, Corpus Christi, MPO.

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

Ms. Montiel confirmed posting of the meeting.

### **Public Notice on Executive Session**

Chair Granado gave notice on Executive Session to the public.

### **Receipt of Conflict of Interest Affidavits**

None

### Opportunity for Public Comment

None

### Awards and Recognitions

- a. CCRTA New Hires - Mr. Derrick Majchszak, CEO, announced CCRTA new hires and promotions to the Board: Michael Castillo, Vehicle Maintenance Technician. Tammy Maness, promoted to Service & Scheduling Planner. James Deases, promoted to IT Support Technician. Retirees, Carmen Navarro (27 years of service) and Terence Klinger (17 years of service).
- b. Retirees – Mr. Majchszak announced the retirees and gave a background on their time with CCRTA. Carmen Navarro (27 years of service) and Terence Klinger (17 years of service). Mr. Klinger gave a speech reflecting on his time with CCRTA.
- c. Security Officer of the Year - Mr. Rendón announced the Security Officer of the Year. Lt. Enrique Paredes, Jr. with Robstown PD was announced and a brief bio was provided.
- d. Security Guard of the Year - Mr. Rendón announced the Security Guard of the Year. Michael Perry with Sec-Ops was announced and a brief bio was provided. Photos were taken.

At this time, Chair Granado recommended moving agenda item #14 up before item #9 to prevent attendees from waiting too long since they will be going into closed session shortly.

**DIRECTOR BEATRIZ CHARO MADE A MOTION TO MOVE AGENDA ITEM #14 UP BEFORE ITEM #9. DIRECTOR AARON MUNOZ SECONDED THE MOTION. ALLISON, BERLANGA, CHARO, COLEMAN, GONZALEZ, GRANADO, JIMENEZ, MUÑOZ, SALAZAR AND TORRES VOTING IN FAVOR. ABSENT CANALES.**

### Discussion and Possible Action to Confirm Three (3) Appointments Recommended by the Chief Executive Officer (CEO) and Appointed by the Board Chair to RTA's Committee on Accessible Transportation

Ms. Sharon Montez, Managing Director of Capital Programs and Customer Services, presented the item. She noted by-laws for RTA's Committee on Accessible Transportation (RCAT) describe how vacant seats on the committee are handled. The Board of Directors must confirm the appointments. She provided background on the three RCAT Committee applicants who have agreed to be appointed for a two-year term. Christina Edwardson (Area Agency Hiring), Terry Klinger (Retired CCRTA Travel Trainer/Customer Advocate), and Neva Schubert (TAMU-CC). Both Ms. Edwardson and Mr. Klinger were present and introduced to the Board.

**DIRECTOR BEATRIZ CHARO MADE A MOTION TO CONFIRM THREE APPOINTMENTS RECOMMENDED BY THE CHIEF EXECUTIVE OFFICER AND APPOINTED BY THE BOARD CHAIR TO RTA'S COMMITTEE ON ACCESSIBLE TRANSPORTATION. DIRECTOR AARON MUNOZ SECONDED THE MOTION. ALLISON, BERLANGA, CHARO, COLEMAN, GONZALEZ, GRANADO, JIMENEZ, MUÑOZ, SALAZAR AND TORRES VOTING IN FAVOR. ABSENT CANALES.**

**Discussion (In CLOSED SESSION) and Possible Action Thereafter in Open Session  
Concerning:**

a) CEO Evaluation and Employment Agreement

At 9:04 AM, Board Chair announced under Section 551.074 of the Texas Open Meetings Act, the Board of Directors will be going into CLOSED SESSION to discuss agenda item #9 concerning the CEO Evaluation and Employment Agreement.

The public board meeting resumed at 9:52 AM.

**DIRECTOR MUNOZ MADE A MOTION IN REGARD TO THE EMPLOYMENT AGREEMENT OF THE CEO, TO A) EXTEND THE CEO EMPLOYMENT AGREEMENT BY ONE YEAR, B) APPROVE A 3% SALARY INCREASE, AND C) APPROVE AN 8% PERFORMANCE INCENTIVE. DIRECTOR ELOY SALAZAR SECONDED THE MOTION. ALLISON, BERLANGA, CHARO, COLEMAN, GONZALEZ, GRANADO, JIMENEZ, MUÑOZ, SALAZAR AND TORRES VOTING IN FAVOR. ABSENT CANALES.**

Mr. John Bell confirmed that this will take the contract into 2027.

**Discussion and Possible Action to Approve the January 8, 2025 Board of Directors Meeting Minutes**

**SECRETARY LYNN ALLISON MADE A MOTION TO APPROVE THE JANUARY 8, 2025 BOARD OF DIRECTORS MEETING MINUTES. DIRECTOR BEATRIZ CHARO SECONDED THE MOTION. ALLISON, BERLANGA, CHARO, COLEMAN, GONZALEZ, GRANADO, JIMENEZ, MUÑOZ, SALAZAR AND TORRES VOTING IN FAVOR. ABSENT CANALES.**

**Discussion and Possible Action to Move the March 5th, 2025 Board of Directors Meeting to March 12, 2025**

Mr. Majchszak discussed how during the week of March 3<sup>rd</sup>, CCRTA Leadership and Board Members will travel to Washington, D.C. to meet with legislators and work towards the 2025 Legislative Program. The Board approved the Fiscal Year Board and Committee Meetings calendar on November 6, 2024, and the approved March Board Meeting date is scheduled for March 5<sup>th</sup>, 2024. Due to the possibility of not meeting a quorum, Mr. Majchszak recommended rescheduling the Board Meeting for March 12, 2025. Director Torres noted she will not be in town during that date.

**SECRETARY LYNN ALLISON MADE A MOTION TO APPROVE TO MOVE THE MARCH 5<sup>TH</sup>, 2025 BOARD OF DIRECTORS MEETING TO MARCH 12, 2025. DIRECTOR AARON MUNOZ SECONDED THE MOTION. ALLISON, BERLANGA, CHARO, COLEMAN, GONZALEZ, GRANADO, JIMENEZ, MUÑOZ, SALAZAR AND TORRES VOTING IN FAVOR. ABSENT CANALES.**

**Discussion and Possible Action to Adopt a Resolution Authorizing the Filing of Grant Applications with the Federal Transit Administration (FTA) Under 49 U.S.C. Chapter 53 Title 23**

Ms. Christina Perez, Director of Procurement, presented the item, noting that the Board priorities are public image and transparency. She provided background stating as part of FTA's enhancement of TrAMS, its grant management system, clarification has been given for the requirements for recipients to demonstrate legal capacity to receive FTA funding. These requirements must be met by March 5, 2025. The presented resolution will enable CCRTA to continue to seek grants for transportation projects. Federal funding is essential for CCRTA to provide efficient and reliable transportation. FTA grants will help fund local transportation improvements.

**DIRECTOR BEATRIZ CHARO MADE A MOTION TO ADOPT A RESOLUTION AUTHORIZING THE FILING OF GRANT APPLICATIONS WITH THE FEDERAL TRANSIT ADMINISTRATION (FTA) UNDER 49 U.S.C CHAPTER 53 TITLE 23. VICE-CHAIR ANNA JIMENEZ SECONDED THE MOTION. ALLISON, BERLANGA, CHARO, COLEMAN, GONZALEZ, GRANADO, JIMENEZ, MUÑOZ, SALAZAR AND TORRES VOTING IN FAVOR. ABSENT CANALES.**

**Discussion and Possible Action to Adopt the Updated Disadvantaged Business Enterprise (DBE) Program Plan**

Ms. Rita Patrick, Managing Director of Public Relations, presented the item, noting that the Board priorities are public image and transparency. She provided background stating the CCRTA has established a Disadvantaged Enterprise (DBE) Program in accordance with regulations of the U.S. Department of Transportation (USDOT), 49 CFR Part 26. As a condition of receiving continued funding under USDOT, CCRTA must comply with 49 CFR Part 26, which requires an updated DBE Program Plan when there are significant changes to the program. The last CCRTA DBE Policy Statement and Program was last adopted in December 2023. USDOT has moved to a two-tiered system for DBE Program Compliance for all recipients. She discussed updates to Tier I and Tier II recipients. Tier I recipients must upload their updated DBE Program into TrAMS by March 1, 2025, for FTA review. Ms. Patrick provided a summary of key revisions and reporting requirements. Director Salazar commended staff as he notes that the process is very long and tedious. He advocated to continue to strive for more applicants to promote local businesses.

**DIRECTOR ELOY SALAZAR MADE A MOTION TO ADOPT THE UPDATED DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM PLAN. DIRECTOR AMANDA TORRES SECONDED THE MOTION. ALLISON, BERLANGA, CHARO, COLEMAN, GONZALEZ, GRANADO, JIMENEZ, MUÑOZ, SALAZAR AND TORRES VOTING IN FAVOR. ABSENT CANALES.**

### **Update on RCAT Committee Activities**

Ms. Sharon Montez, discussed what was presented during the January 16, 2025 RCAT Committee Meeting. Items included the Committee for Persons and Disabilities Report, Customer Assistance Forms, October and November 2024 Operations Reports, and the 2024 CEO December Report. The next RCAT meeting is scheduled for February 20<sup>th</sup>.

### **Committee Chair Reports**

- a) **Administration & Finance** – No report.
- b) **Operations & Capital Projects** – No report.
- c) **Rural & Small Cities** – No Report, however, Chair Granado commended Rural & Small Cities Chair Gonzalez for keeping the Small Cities updated during the winter freeze.
- d) **Legislative** – Secretary Allison noted she has begun the process of requesting letters of support from stakeholders in support of CCRTA's Legislative Program. She noted the upcoming travel to Austin where staff and a small group of board members will meet with legislators to discuss legislative initiatives. Chair Granado discussed the itinerary and encouraged board members to attend. He added that all committee meetings were scheduled during the month of January, however they were cancelled due to weather conditions.

### **Presentations**

#### **a) 2023 Audit and NTD AUP Review**

Mr. Robert Saldaña, Managing Director of Administration, introduced Ms. Kristine Sparks with Carr, Riggs, and Ingram, who was online and the presenter. Director Coleman requested that all representatives present items and reports of this magnitude in person versus presenting virtually. Mr. Sparks presented the NTD Report Overview and noted the results found no exceptions as a result of applying certain procedures or the procedure was not applicable to the CCRTA. She discussed the Auditor's Reports, Statement of Net Position, Statement of Revenues, Expenses, and Change in Net Position. She closed with discussing sales tax and internal control findings.

#### **b) December 2024 Financial Report**

Mr. Robert Saldaña, presented the December financials and noted the item aligns with the Board Priority of Public Image & Transparency. He presented the highlights for the month stating Passenger Service was 98.43% of baseline, Bus Advertising 122.02% of baseline, and Investment Income was 124.66% of baseline. He displayed the December 2024 Income Statement Snapshot. Total revenues came in at \$5,369,024 and total expenses were \$4,841,089. He displayed the revenue categories. The operating vs. non-operating revenue was displayed and discussed. The total operating and non-operating revenues and capital funding were \$5,369,024 for the month. Next, he discussed and displayed a pie chart of where the money went. Mr. Saldaña showed the expenses by object for December. He presented YTD the highlights stating Passenger Service was 102.40% of baseline,

Bus Advertising was 102.57% of baseline, and Investment Income was 129.74% of baseline. The YTD total operating and non-operating revenues and capital funding came in at \$58,412,419. Mr. Saldaña discussed the fare recovery ratio. The December month-end FRC is 2.25%. Lastly, he displayed the sales tax update for November in which \$3,348,316 was received. Year to Date taxes received were reported at \$37,946,481. At this time, Mr. Saldaña answered questions and took any feedback from the board.

**c) February 2025 Procurement Update**

Mr. Saldaña presented the update noting the Board Priority of Public Image & Transparency. The current procurements issued were discussed and included the Purchase and installation of six (6) CNG Fuel Dispenser Units, for a seven-month contract at \$400,000 and Electrical Bus Parts Supply, for a one-year contract with one-year option at \$131,000. These procurements total \$531,000. The three-month future procurements were displayed including Suspension Bus Parts Supply, Brake System Bus Parts Supply, Cooling Bus Parts Supply, Windstorm and Hail Insurance Coverage, Wheelchair Ramp Bus Parts Supply, Chassis Bus Parts Supply, Body Parts Supply, AC Bus Parts Supply, CNG Bus Parts Supply, Transmission Bus Parts Supply, and Generator for Bear Lane. These procurements are estimated at \$1,634,567. Next, the three-month outlook under the CEO signature authority was displayed and discussed next. All these items are \$50,000 or less. The items totaled \$107,858.

**d) December 2024 Operations Update**

Mr. Gordon Robinson, Managing Director of Operations, noted the board priority for this item is Public Image and Ridership. He provided the highlights for the month of December 2024 vs. December 2023. The Passenger Trips were up 9.0%, the Revenue Service Hours were up 7.7% and the Revenue Service Miles were up 5.3%. He displayed the RTA System Monthly Ridership Trends and the System-Wide Monthly Ridership by Mode. He noted year-to-date, the system overall was up 12.3%. He displayed the Top Ten Route Total Ridership and Bottom Ten Route Ridership numbers for December 2024. He displayed the Top Ten and Bottom Ten Routes – Passenger Per Revenue Hour (Weekday) for December 2024. Mr. Robinson displayed a pie chart of student ridership for December 2024. YTD student ridership came in at 485,059. Mr. Robinson presented the 2024 4<sup>th</sup> Quarter Cost per Passenger by Service Mode chart. Next, he discussed the fixed route bus on-time performance and reported no issues. He presented the list of current and upcoming projects impacting fixed route services. The B-Line service passengers per hour came in at 2.46 for the month of December. He discussed the Fixed route customer assistance and B-Line customer assistance forms. The miles between road calls and the large bus fleet exceeded the standards.

**e)** Mr. Miguel Rendón presented the report noting the board priority of Safety & Security. He noted the December Collision Rate was reported at 0.91. The year-to-date Collision Rate is 1.26 versus 1.71 in 2023. 2024 miles driven were 2,611,312.20 and there were 33 accidents reports, of which 18 were preventable and 15 were non-preventable. In 2024, there were a total of 6,245 security contacts with individuals. He provided updates on the Staples Street Center, Robstown Police Department K-

9 Unit, Rover, and Human Trafficking Project. He announced the next Human Trafficking Summit will be held this July/August timeframe.

### **CEO Report**

Mr. Majchszak presented the report and went over the operation and project updates. He discussed the fare-free transportation to and from warming and overnight shelters during the extreme weather conditions in January. CCRTA was recognized by the Mayor and City Council for its efforts during this freeze. The ribbon cutting for the Veteran's Clinic Bus Stop completion was announced for February 14<sup>th</sup>. Operational and project updates were provided. Meetings and events were discussed, including the United Corpus Christi Chamber's Lunch and Legislation Series with state representative panel discussions. Mr. Majchszak presented employee appreciation and development that occurred during the month. Community support events and participation were displayed. The upcoming events calendar was displayed.

### **Reports from Board Chair and Board Members**

Chair Granado and Board Members gave closing comments. Chair Granado noted that the staff did a good job during the winter blast. He said the media reported incorrectly, and pets were allowed on board from the beginning. Board members also thanked staff for their work during the winter freeze shuttle service. Director Muñoz commended the drivers. Many board members said they looked forward to continuing to work with the CEO and to the future.

### **Adjournment**

There being no further review of items, the meeting was adjourned at 11:14 a.m.

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Lynn Allison, Board Secretary

Submitted by: Marisa Montiel

**Subject:** Confirm the Appointment Recommended by the Chief Executive Officer (CEO) and Appointed by the Board Chair to RTA's Committee on Accessible Transportation (RCAT) for a Two-Year Term

### **Background**

A recent RCAT vacancy was created when an RCAT member regrettably had to resign from her role on the Committee which has created an open position on the Committee.

### **Analysis**

The by-laws for RTA's Committee on Accessible Transportation (RCAT) describe the terms for how vacant seats on the Committee are handled. Interested applicants must submit a letter of interest to CEO. Those applicants are then presented to RCAT and the RCAT Chairman forwards the recommendation of appointments to the CEO. The RCAT Chair/Committee approved of the appointments. The Board of Directors must then confirm the appointments.

Each member is originally appointed to a two (2) year term except for the chairperson who serves at the pleasure of the RTA Board. Members may be appointed for up to four (4) consecutive two (2) year terms. A committee member who has reached the term limit of eight consecutive years of service may apply for membership after a one-year absence.

At this time, Dr. Jennifer Arismendi, has agreed to be appointed to the RCAT Committee for a two-year term.

Dr. Jennifer Arismendi, currently she is the Chief Officer for Special Education Programs and Services, for Corpus Christi ISD. She has been with Corpus Christi ISD since 2020. She has worked in the Special Education field since 2004. Dr. Arismendi received her Doctorate in Education in May of 2023, from Texas A & M – Corpus Christi. She serves on various professional organizations and is involved in numerous committee memberships.

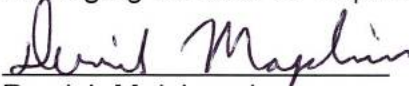
In order to continue the selection process, CCRTA's Board of Directors must take action to confirm these reappointments.

### **Recommendation**

The CEO requests the Board of Directors to Confirm the Appointment of Dr. Jennifer Arismendi, to fill the RCAT vacancy.

Respectfully Submitted,

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

Final Approval by:   
Derrick Majchszak  
Chief Executive Officer

**Subject:** January 2025 Financial Report

**Overview:** The **January Operating Budget** ended the month with expenses coming in greater than revenue by **\$469,053**, as total **Operating Revenue** came in at **\$3,590,800** and **Operating Expenses** at **\$4,059,853**. In comparison to the budget, **Operating Revenue** of **\$3,590,800** came in lower than the **\$3,742,309** budget by **\$151,509** and departmental spending of **\$4,059,853** came in lower than the **\$4,134,169** budget by **\$74,316**.

Passenger fares of **\$87,603** reached **90.38%**, lease revenue from tenants of **\$40,162** reached **89.81%** and investment income of **\$169,046** fell short of expectation by \$431 or 0.25%.

**The CIP budget for the month** resulted in expenditures exceeding revenues by **\$52,235**. Grant revenues of \$691,677 were recognized for projects including the first option year of the bus stop amenities projected by the ARP grant (\$688,125) and for engineering costs related to the bus stop at the Veterans Affairs Clinic (\$3,552). Expenditures of \$820,906 include the \$688,125 in costs for the shelters, the local share of the bus stop at the VA clinic, and the depreciation expense of \$129,229 which resulted in expenses exceeding funding sources by \$129,229.

For the month, the overall performance resulted in an initial decrease of **\$521,288** to the fund balance with a decrease of **\$469,053** attributable to the operating budget, and a decrease of **\$52,235** related to the CIP budget. However, when the \$76,994 Transfer in from fund balance is removed the actual month end loss from the CIP Budget is \$129,229.

**SUMMARY: Results from all Activities Compared to Budget**

**Total Revenues and funding sources** for the month of **January** closed at **\$4,359,471**, of which **\$3,590,800** is attributable to the **Operating Budget (Table 4 and PPT Slides 3 and 4)** and **\$768,671** to the capital budget. The **\$768,671** from the capital budget consists of **\$691,677** from grant revenues while **\$52,235** comes from the unrestricted portion of the fund balance that was budgeted as a transfer in. The performance of the revenue categories from the Operating Budget is discussed as follows.

**Operating Revenues**, which include only resources generated from transit operations, **totaled \$108,795** or 6.88% less than forecasted (**Table 4.1**) & (**PPT Slide 5**). **Fare Revenues** ended the month at \$87,603, or 90.38% of the baseline expectation and includes **\$10,404** from **Go-Pass Mobile App Pass Sales**.

Meanwhile, commissions from both **Bus and Bench Advertising** ended the month at **\$18,978**, of which **\$3,656** came from **Bus Bench Advertising commissions** while **\$15,322** came from **On-Board Bus Advertising commissions**. The combined revenue was 107.27% of baseline.

Note that the commissions earned from Bench Advertising total **\$5,485** of which **\$3,656** is recognized as revenue and **\$1,829** represents the City's one-third share of the bench advertising commission for the use of City property.

**Other Operating Revenues** totaled \$2,214, or 100% of baseline, and was comprised of refunds from vendors that were related to prior fiscal years.

**Non-Operating Revenues**, which includes sales tax, investment income, lease income from tenants, and federal assistance grants totaled **\$3,482,005** reaching **96.04%** of the **\$3,625,471** budget expectation, generating **\$143,466** less than forecasted (**Table 4.1**).

Federal operating grants recorded revenue of \$234,322, or 62.85% of the baseline expectation. One preventive maintenance grant of \$1 million (\$800,000 federal share) was awarded January 28, 2025, and serves as the basis for this reimbursement.

Investment income for the month totaled \$169,046, as the performance of the investment portfolio fell just short of the baseline expectation by \$431, or 0.25%. Significant cash outflows during January included the initial 2025 contribution to the RTA Employee Defined Benefit Plan (\$1.994 million), and disbursements for the Street Improvements Program totaling \$3.651 million (\$2.971 million for City of Corpus Christi, \$680,536 for City of Port Aransas), and resulted in a decrease in income-generating cash balances.

Meanwhile, Staples Street Center leases reached 89.81% of baseline as a result of the vacancy left by Nueces County.

For clarification, please keep in mind that all revenues reported are **actual** revenues received or earned except for the sales tax revenue. The Sales Tax Revenue has been **estimated** since the amount will not be determined until payment is received on **March 14, 2025**. Out of the seven (7) sources included in this revenue category, 84.62% of total revenue came from the sales tax revenue estimate as indicated in the following table:

**January 2025 Revenue Composition – Table 1**

Line #	Revenue Source	Actual	%
1	Sales Tax Revenue Estimate	\$3,038,475	84.62%
2	Passenger Service	87,603	2.44%
3	SSC Lease Income	40,162	1.12%
4	Bus Advertising	18,978	0.53%
5	Investment Income	169,046	4.71%
6	Grant Assistance Revenue	234,322	6.53%
7	Other Revenue	2,214	0.06%
	<b>Total (excluding capital)</b>	<b>\$3,590,801</b>	<b>100.00%</b>

The **Investment Portfolio** closed the month of January 2025 with a market value of **\$42,957,860**, a decrease of **\$5,119,968**, from the balance at the end of December 2024 of which **\$48,077,828**. The primary reason for this decrease in cash balances is due to the **\$5,464,024** in payments made in January of which **\$1,994,276** was for the contribution to the Defined Benefit Plan and **\$3,651,748** in payments for the Street Improvements Program. The difference of \$344,056 resulting from the decrease of **\$5,119,968** in market value and the cash outlay of **\$5,464,024** is offset total inflows and total outflows.

The composition of the January portfolio market value includes **\$18,411,206** in short-term securities consisting of **\$10,921,606** in Commercial Paper, **\$3,494,160** in Federal Treasury Securities, and **\$3,995,440** in Federal Agency Coupon Securities. In addition, **\$22,017,292** was held in TexPool Prime and **\$2,529,362** in bank accounts at Frost Bank. For the month of **January**, the earned interest income was recorded at **\$169,046**.

The Federal Open Markets Committee met January 29, 2025 and announced the federal funds rate would remain in the range of 4.25% and 4.5%. Staff continue to work with the investment advisor to identify opportunities to extend maturities and limit exposure to interest rate risk. The rate for TexPool Prime as of January 31 was 4.5142%.

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

The **Sales Tax** allocation for January 2025 is **estimated** at **\$3,038,475** and is in line with the actual allocation received for January 2024. The estimate is necessary since allocations lag two months behind and will not be received until March 14, 2025.

The Sales Tax revenue payment of **\$3,693,952** for December 2024 was received February 14, 2025, and was **\$450,817**, or **10.88%** less than the **\$4,144,769** December reported **estimate**. December’s payment was in with the initial estimate, with total collections of \$4,167,520. However, an audit collection was assessed during the period, which resulted in withholding of \$473,568.

The December payment included the allocation from internet sales of **\$59,287**, an increase of \$15,996 or 36.95% from the prior month. RTA started receiving internet sales tax revenue in December 2019, and to date have received **\$1,953,887**. Retailers started collecting sales tax on internet sales on October 1, 2019.

The sales tax revenue over the last five years averages 70.19% of total income. In 2024, Sales Tax Revenue represented 80.94% 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 84.62% of total operating revenues. **Table 2** illustrates the sales tax revenue trend from the beginning of the year, while **Table 2.1** illustrates the comparison between the sales tax received versus the sales tax budgeted.

**Sales Tax Growth – Table 2**

<b>Month Revenue was Recognized</b>	<b>2025 Actual</b>	<b>2024 Actual</b>	<b>\$ Growth</b>	<b>% Growth</b>
January (estimate)	3,038,475	\$ 3,006,019	32,456	1.08%
February (estimate)	-	-	-	0.00%
March (estimate)	-	-	-	0.00%
April (estimate)	-	-	-	0.00%
May (estimate)	-	-	-	0.00%
June (estimate)	-	-	-	0.00%
July (estimate)	-	-	-	0.00%
August (estimate)	-	-	-	0.00%
September (estimate)	-	-	-	0.00%
October (estimate)	-	-	-	0.00%
November (estimate)	-	-	-	0.00%
December (estimate)	-	-	-	0.00%
	<b>\$ 3,038,475</b>	<b>\$ 3,006,019</b>	<b>\$ 32,456</b>	<b>1.08%</b>

### Sales Tax – Actual vs Budget – Table 2.1

Month Revenue was Recognized	2025 Actual	2025 Budget	\$ Variance	% Variance
January (estimate)	3,038,475	\$ 3,038,475	-	0.00%
February (estimate)	-	-	-	0.00%
March (estimate)	-	-	-	0.00%
April (estimate)	-	-	-	0.00%
May (estimate)	-	-	-	0.00%
June (estimate)	-	-	-	0.00%
July (estimate)	-	-	-	0.00%
August (estimate)	-	-	-	0.00%
September (estimate)	-	-	-	0.00%
October (estimate)	-	-	-	0.00%
November (estimate)	-	-	-	0.00%
December (estimate)	-	-	-	0.00%
	<b>\$ 3,038,475</b>	<b>\$ 3,038,475</b>	<b>\$ -</b>	<b>0.00%</b>

The detail of all revenue and expense categories are presented in the following tables, along with the fare recovery ratio for January 2025:

### Revenue – January 2025 – Revenue Composition (Includes Operating and Capital Funding) – Table 3

Revenue Source	January 2025	%	YTD	%
Passenger Service	\$ 87,603	2.05%	\$ 87,603	2.05%
Bus Advertising	18,978	0.44%	18,978	0.44%
Other Revenue	2,214	0.05%	2,214	0.05%
Sales Tax Revenue	3,038,475	70.95%	3,038,475	70.95%
Grants - Operating	234,322	5.47%	234,322	5.47%
Grants - Capital	691,677	16.15%	691,677	16.15%
Investment Income	169,046	3.95%	169,046	3.95%
SSC Lease Income	40,162	0.94%	40,162	0.94%
<b>Total Revenue</b>	<b>\$ 4,282,478</b>	<b>100.00%</b>	<b>\$ 4,282,478</b>	<b>100.00%</b>

### Revenue – January 2025 Operating Revenue and Capital Funding – Table 4

	01/2025				
	2025 Adopted Budget	January 2025 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
<b>Revenues</b>					
Passenger service	\$ 1,163,193	\$ 87,603	\$ 96,933	7.53%	90.38%
Bus advertising	212,297	18,978	17,691	8.94%	107.27%
Other operating revenues	7,095	2,214	2,214	31.21%	100.00%
Sales Tax Revenue	43,222,564	3,038,475	3,038,475	7.03%	100.00%
Federal, state and local grant assistance	4,473,575	234,322	372,798	5.24%	62.85%
Investment Income	2,033,727	169,046	169,477	8.31%	99.75%
Staples Street Center leases	536,647	40,162	44,721	7.48%	89.81%
<b>Total Operating &amp; Non-Operating Revenues</b>	<b>51,649,096</b>	<b>3,590,800</b>	<b>3,742,309</b>	<b>6.95%</b>	<b>95.95%</b>
Capital Grants & Donations	6,410,043	691,677	691,677	10.79%	100.00%
Transfers-In	923,924	76,994	76,994	8.33%	100.00%
<b>Total Operating &amp; Non-Operating Revenues and Capital Funding</b>	<b>\$ 58,983,063</b>	<b>\$ 4,359,471</b>	<b>\$ 4,510,980</b>	<b>7.39%</b>	<b>96.64%</b>

**Revenue – January 2025 from Operations – Table 4.1**

	01/2025				
	2025 Adopted Budget	January 2025 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
<b>Revenues</b>					
Passenger service	\$ 1,163,193	\$ 87,603	\$ 96,933	7.53%	90.38%
Bus advertising	212,297	18,978	17,691	8.94%	107.27%
Other operating revenues	7,095	2,214	2,214	31.21%	100.00%
<b>Total Operating Revenues</b>	<b>1,382,584</b>	<b>108,795</b>	<b>116,838</b>	<b>7.87%</b>	<b>93.12%</b>
Sales Tax Revenue	43,222,564	3,038,475	3,038,475	7.03%	100.00%
Federal, state and local grant assistance	4,473,575	234,322	372,798	5.24%	62.85%
Investment Income	2,033,727	169,046	169,477	8.31%	99.75%
Staples Street Center leases	536,647	40,162	44,721	7.48%	89.81%
<b>Total Non-Operating Revenues</b>	<b>50,266,512</b>	<b>3,482,005</b>	<b>3,625,471</b>	<b>6.93%</b>	<b>96.04%</b>
<b>Total Revenues</b>	<b>\$ 51,649,096</b>	<b>\$ 3,590,800</b>	<b>\$ 3,742,309</b>	<b>6.95%</b>	<b>95.95%</b>

**January 2025 Expenses**

The results of all expenditure activities, including capital, are presented below. Overall, the total expenditures of **\$4,880,759** came in **\$74,316** under the anticipated baseline of **\$4,955,075**. Departmental expenses of **\$3,741,509** came in **\$68,128** under the **\$3,809,637** anticipated baseline or 1.79%. Meanwhile, Street Improvement Program expense of **\$302,086** is a fixed amount that represents one-two-twelve of the annual amount budgeted for all member cities, resulting in 100% baseline. Debt service expense of **\$16,258** is the monthly amortization of debt issuance costs resulting from the 2019 bond refunding plus interest related to Subscription Liabilities (SBITAs).

**January 2025 Total Expenses & Capital Expenditures – Table 6**

	01/2025				
	2025 Adopted Budget	January 2025 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
<b>Expenditures</b>					
Departmental Operating Expenses	\$ 45,715,626	\$ 3,741,509	\$ 3,809,637	8.18%	98.21%
Debt Service	1,607,353	16,258	16,258	1.01%	100.00%
Street Improvements	3,625,032	302,086	302,086	8.33%	100.00%
Subrecipient Grant Agreements	74,256	-	6,188	0.00%	0.00%
<b>Total Operating &amp; Non-Operating Expenses</b>	<b>51,022,267</b>	<b>4,059,853</b>	<b>4,134,169</b>	<b>7.96%</b>	<b>98.20%</b>
Grant Eligible Costs	6,410,043	691,677	691,677	10.79%	100.00%
Depreciation Expenses	1,550,753	129,229	129,229	8.33%	100.00%
<b>Total Operating &amp; Non-Operating Expenses and Capital Expenditures</b>	<b>\$ 58,983,063</b>	<b>\$ 4,880,759</b>	<b>\$ 4,955,075</b>	<b>8.27%</b>	<b>98.50%</b>

**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 January 2025, total departmental operating expenses realized favorable variances against the baseline expectation from categories including Salaries & Wages, Services, Insurance, Purchased Transportation, and Miscellaneous. Meanwhile, unfavorable variance was identified with the categories of Benefits, Materials & Supplies, and Utilities.

**Benefits** reported a negative variance of 40.63%, or \$308,731. Primary drivers of the negative variance include health insurance costs of \$591,914 and paid absences totaling \$228,310.

**Materials & Supplies** reported a negative variance of 3.83%, or \$11,080.

**Utilities** reported a negative variance of 35.08%, or \$23,806. The variance is attributable to the timing of invoices for electricity services.

**January 2025 Departmental Expense Breakdown – Table 7**

Departmental Operating Expenses: Object Category	01/2025				
	2025 Adopted Budget	January 2025 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Salaries & Wages	\$ 15,022,566	\$ 1,167,519	\$ 1,251,880	7.77%	93.26%
Benefits	9,117,655	1,068,536	759,805	11.72%	140.63%
Services	5,836,746	271,529	486,396	4.65%	55.82%
Materials & Supplies	3,472,456	300,451	289,371	8.65%	103.83%
Utilities	814,410	91,672	67,868	11.26%	135.08%
Insurance	902,577	71,737	75,215	7.95%	95.38%
Purchased Transportation	9,491,286	722,851	790,941	7.62%	91.39%
Miscellaneous	1,057,931	47,214	88,161	4.46%	53.55%
<b>Total Departmental Operating Expenses</b>	<b>\$ 45,715,626</b>	<b>\$ 3,741,509</b>	<b>\$ 3,809,637</b>	<b>8.18%</b>	<b>98.21%</b>

**2025 Self-Insurance Claims, Medical & Vision and Dental – Table 9**

Month	Medical & Vision	Dental	Total
January	\$ 603,430	\$ 13,363	\$ 616,794
	<b>\$ 603,430</b>	<b>\$ 13,363</b>	<b>\$ 616,794</b>

**\*Note – Stop loss reimbursements of \$56,993 were received in January and lowered the recorded expense for health insurance.**

**Fare Recovery Ratio – Table 10**

Description	1/31/2025	Year to Date
Fare Revenue or Passenger Revenue	\$ 87,603	\$ 87,603
Operating Expenses	3,741,509	3,721,848
Fare Recovery Ratio	2.34%	2.35%
*Excluding Depreciation		

Note: Same period last year (January 2024) the FRR was 2.98%

The passenger fares are pledged revenues secured by the bond covenant associated with the construction of the Staples Street Center Building. The bond contract requires the Authority to establish and maintain rates and charges for facilities and services afforded by the CCRTA transit system to produce gross operating revenues in each fiscal year by anticipating sufficient passenger revenues to pay for maintenance and operating expenses and produce net operating revenues at least 1.10 times the annual debt service requirements. The debt service coverage ratio is a different ratio from the Fare Recovery Ratio. CCRTA has maintained since the inception of the bond covenant a coverage ratio of at least 1.10.

### January 2025 – Table 11

For the month of January, total Expenditures exceeded Revenue by \$501,629. A greater detail of the financial results is explained in the accompanied Power Point presentation.

	01/2025				
	2025 Adopted Budget	January 2025 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Operating Revenues	\$ 51,649,096	\$ 3,590,800	\$ 3,742,309	6.95%	95.95%
Operating Expenses	51,022,267	4,059,853	4,134,169	7.96%	98.20%
<b>Revenue over Expenses</b>	<b>626,829</b>	<b>(469,053)</b>	<b>(391,860)</b>	-74.83%	119.70%
Capital Funding	7,333,967	768,671	768,671	10.48%	100.00%
Capital Expenditures	7,960,796	820,906	820,906	10.31%	100.00%
<b>Revenue over Expenses</b>	<b>(626,829)</b>	<b>(52,235)</b>	<b>(52,235)</b>	8.33%	100.00%
<b>Revenue over Expenditures</b>	<b>\$ (0)</b>	<b>\$ (521,288)</b>	<b>\$ (444,095)</b>		

### NET POSITION

The Total Net Position at the end of the month was **\$108,821,243**, an increase of **\$170,391** from December 2024 which closed at **\$108,727,844**.

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 **\$108,821,243**, the portion of the fund balance that is not restricted in accordance with GASB Concepts Statement No 4 is **\$40,456,065** but only **\$22,373,319** is available for spending due to the **\$18,082,746** Board-designated reserves aimed at mitigating the fluctuations in sales tax revenue. As you can see from the fund balance breakdown below, **44.70%** of the unrestricted portion is assigned by the Board to fund reserves that are earmarked to meet certain unexpected demands.

**FUND BALANCE AS OF JANUARY 31, 2025:**

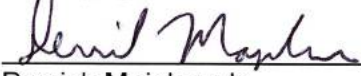
<b>FUND BALANCE</b>		
Net Invested in Capital Assets		\$ 67,789,870
Restricted for FTA Interest		575,308
Unrestricted		40,456,065
<b>TOTAL FUND BALANCE</b>		<b>108,821,243</b>
<b>RESERVES</b>		
Designated for Operating Reserve		9,649,553
Designated for Capital Reserve		4,753,840
Designated for Employee Benefits Reserve		1,779,353
Designated for Emergency/Disaster Reserve		1,900,000
<b>Total Designated Reserves</b>	<b>44.70%</b>	<b>18,082,746</b>
Plus:		
Unrestricted	<b>55.30%</b>	22,373,319
<b>TOTAL DESIGNATED AND UNRESTRICTED</b>		<b>\$ 40,456,065</b>

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  
Chief Executive Officer

Corpus Christi Regional Transportation Authority  
 Operating and Capital Budget Report  
 For the month ended January 2025

OPERATING BUDGET	01/2025				
	2025 Adopted Budget	January 2025 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
	A	B	C = A / 12	B / A	C vs B
<b>Revenues</b>					
Passenger service	\$ 1,163,193	\$ 87,603	\$ 96,933	7.53%	90.38%
Bus advertising	212,297	18,978	17,691	8.94%	107.27%
Other operating revenues	7,095	2,214	2,214	31.21%	100.00%
Sales Tax Revenue	43,222,564	3,038,475	3,038,475	7.03%	100.00%
Federal, state and local grant assistance	4,473,575	234,322	372,798	5.24%	62.85%
Investment Income	2,033,727	169,046	169,477	8.31%	99.75%
Staples Street Center leases	536,647	40,162	44,721	7.48%	89.81%
<b>Total Revenues</b>	<b>51,649,096</b>	<b>3,590,800</b>	<b>3,742,309</b>	<b>6.95%</b>	<b>95.95%</b>
<b>Expenses</b>					
Transportation	11,758,979	1,126,031	979,915	9.58%	114.91%
Customer Programs	731,351	62,661	60,946	8.57%	102.81%
Purchased Transportation	9,491,286	722,851	790,941	7.62%	91.39%
Service Development	659,974	51,826	54,998	7.85%	94.23%
MIS	2,088,273	138,390	174,023	6.63%	79.52%
Vehicle Maintenance	7,099,062	654,292	591,589	9.22%	110.60%
Facilities Maintenance	3,423,983	217,793	285,332	6.36%	76.33%
Contracts and Procurements	513,030	41,693	42,752	8.13%	97.52%
CEO's Office	1,151,845	87,801	95,987	7.62%	91.47%
Finance and Accounting	1,033,342	69,775	86,112	6.75%	81.03%
Materials Management	295,966	29,546	24,664	9.98%	119.79%
Human Resources	1,031,407	67,872	85,951	6.58%	78.97%
General Administration	510,112	36,842	42,509	7.22%	86.67%
Capital Project Management	453,155	40,127	37,763	8.85%	106.26%
Marketing & Communications	1,114,826	77,473	92,902	6.95%	83.39%
Safety & Security	3,100,966	225,624	258,414	7.28%	87.31%
Staples Street Center	1,158,071	90,913	96,506	7.85%	94.20%
Debt Service	1,607,353	16,258	16,258	1.01%	100.00%
Special Projects	100,000	-	8,333	0.00%	0.00%
Subrecipient Grant Agreements	74,256	-	6,188	0.00%	0.00%
Street Improvements Program for CCRTA Regional Entities	3,625,032	302,086	302,086	8.33%	100.00%
<b>Total Expenses</b>	<b>51,022,267</b>	<b>4,059,853</b>	<b>4,134,169</b>	<b>7.96%</b>	<b>98.20%</b>
<b>Revenues Over Expenses - Operating Budget</b>	<b>626,829</b>	<b>(469,053)</b>	<b>(391,860)</b>		
<b>CIP BUDGET</b>					
	2025 Adopted Budget	January 2025 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
	A	B	C = A / 12	B / A	
<b>Funding Sources</b>					
Transfer In	\$ 923,924	76,994	76,994	8.33%	100.00%
Grant Revenue	6,410,043	691,677	691,677	10.79%	0.00%
<b>Total Funding Sources</b>	<b>7,333,967</b>	<b>768,671</b>	<b>768,671</b>	<b>10.48%</b>	<b>100.00%</b>
<b>Capital Expenditures</b>					
Grant Eligible Costs	6,410,043	691,677	691,677	10.79%	0.00%
Depreciation Expenses	1,550,753	129,229	129,229	8.33%	100.00%
<b>Total Expenditures</b>	<b>7,960,796</b>	<b>820,906</b>	<b>820,906</b>	<b>10.31%</b>	<b>100.00%</b>
<b>Funding Sources Over Expenditures</b>	<b>(626,829)</b>	<b>(52,235)</b>	<b>(52,235)</b>	<b>8.33%</b>	<b>100.00%</b>
<b>Revenues Over Expenses - Operating Budget</b>	<b>626,829</b>	<b>(469,053)</b>	<b>(391,860)</b>		
<b>Revenues Over Expenses - CIP Budget</b>	<b>(626,829)</b>	<b>(52,235)</b>	<b>(52,235)</b>		
<b>Revenues Over Expenses (including rounding)</b>	<b>\$ (0)</b>	<b>\$ (521,288)</b>	<b>\$ (444,095)</b>		

**CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY**  
**Statement of Net Position**  
**Month ended January 31, 2025, and year ended December 31, 2024**

	<b>Unaudited January 31 2025</b>	<b>Unaudited December 31 2024</b>
<b>ASSETS</b>		
<b>Current Assets:</b>		
Cash and Cash Equivalents	\$ 23,839,776	\$ 28,661,486
Short Term Investments	10,934,072	10,971,898
Receivables:		
Sales and Use Taxes	6,732,427	7,042,268
Federal Government	455,142	239,980
Other	778,862	1,104,880
Inventories	734,564	670,264
Prepaid Expenses	3,224,598	699,728
<b>Total Current Assets</b>	<b>46,699,441</b>	<b>49,390,504</b>
<b>Non-Current Assets:</b>		
Restricted Cash and Cash Equivalents	575,308	575,308
Long Term Investments	7,500,000	7,500,000
Lease Receivable	1,155,165	1,155,165
Capital Assets:		
Land	4,882,879	4,882,879
Buildings	52,999,075	52,999,075
Transit Stations, Stops and Pads	31,754,022	31,754,022
Other Improvements	5,525,123	5,525,123
Vehicles and Equipment	64,725,335	64,725,335
Right-To-Use Leased Equipment	499,627	499,627
Right-To-Use Software Subscriptions	2,096,691	2,096,691
Construction in Progress	15,212,510	4,585,020
Current Year Additions	291,634	10,627,490
Total Capital Assets	177,986,896	177,695,262
Less: Accumulated Depreciation	(95,644,646)	(95,515,416)
Net Capital Assets	82,342,250	82,179,846
<b>Total Non-Current Assets</b>	<b>91,572,723</b>	<b>91,410,319</b>
<b>TOTAL ASSETS</b>	<b>138,272,164</b>	<b>140,800,823</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
Deferred outflow related to pensions	8,229,665	8,229,665
Deferred outflow related to OPEB	107,544	107,544
Deferred outflow on extinguishment of debt	2,554,708	2,570,005
<b>Total Deferred Outflows</b>	<b>10,891,917</b>	<b>10,907,214</b>
<b>TOTAL ASSETS AND DEFERRED OUTFLOWS</b>	<b>149,164,081</b>	<b>151,708,037</b>

**CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY**  
**Statement of Net Position**  
**Month ended , and year ended December 31, 2024 (continued)**

	<b>Unaudited January 31 2025</b>	<b>Unaudited December 31 2024</b>
<b>LIABILITIES AND NET POSITION</b>		
<b>Current Liabilities:</b>		
Accounts Payable	2,290,624	1,298,178
Current Portion of Long-Term Liabilities:		
Long-Term Debt	950,000	950,000
Compensated Absences	328,918	328,918
Software Subscription Liability	177,418	216,853
Lease Liability	93,237	93,237
Distributions to Regional Entities Payable	1,578,379	4,928,041
Other Accrued Liabilities	1,074,673	1,315,376
<b>Total Current Liabilities</b>	<b>6,493,249</b>	<b>9,130,603</b>
<b>Non-Current Liabilities:</b>		
Long-Term Liabilities, Net of Current Portion:		
Long-Term Debt	14,905,000	14,905,000
Compensated Absences	1,034,088	1,034,088
Software Subscription Liability	679,611	679,611
Lease Liability	147,605	147,605
Net Pension Liability	11,426,175	11,426,175
Net OPEB Obligation	783,358	783,358
<b>Total Non-Current Liabilities</b>	<b>28,975,837</b>	<b>28,975,837</b>
<b>TOTAL LIABILITIES</b>	<b>35,469,086</b>	<b>38,106,440</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>		
Deferred inflow related to pensions	3,628,960	3,628,960
Deferred inflow related to OPEB	89,627	89,627
Deferred inflow related to leases	1,155,165	1,155,165
<b>Total Deferred inflows</b>	<b>4,873,752</b>	<b>4,873,752</b>
<b>TOTAL LIABILITIES AND DEFERRED INFLOWS</b>	<b>40,342,838</b>	<b>42,980,193</b>
<b>Net Position:</b>		
Net Invested in Capital Assets	67,789,870	67,654,494
Restricted for FTA Interest	575,308	575,308
Unrestricted	40,456,065	40,498,042
<b>TOTAL NET POSITION</b>	<b>\$ 108,821,243</b>	<b>\$ 108,727,844</b>

**Corpus Christi Regional Transportation Authority  
Statement of Cash Flows (Unaudited)  
For the month ended January 31, 2025**

	<u>1/31/2025</u>
<b>Cash Flows From Operating Activities:</b>	
Cash Received from Customers	\$ 47,930
Cash Received from Bus Advertising and Other Ancillary	59,822
Cash Payments to Suppliers for Goods and Services	(1,956,368)
Cash Payments to Employees for Services	(1,213,607)
Cash Payments for Employee Benefits	(2,110,941)
<b>Net Cash Used for Operating Activities</b>	<u><b>(5,173,164)</b></u>
<b>Cash Flows from Non-Capital Financing Activities:</b>	
Sales and Use Taxes Received	3,348,316
Grants and Other Reimbursements	-
Distributions to Subrecipient Programs	-
Distributions to Region Entities	(3,651,748)
<b>Net Cash Used by Non-Capital Financing Activities</b>	<u><b>(303,432)</b></u>
<b>Cash Flows from Capital and Related Financing Activities:</b>	
Federal and Other Grant Assistance	710,837
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	(291,634)
<b>Net Cash Provided by Capital and Related Financing Activities</b>	<u><b>419,203</b></u>
<b>Cash Flows from Investing Activities:</b>	
Investment Income	152,180
Purchases of Investments	(2,500,000)
Maturities and Redemptions of Investments	2,500,000
Premiums/Discounts on Investments	83,502
<b>Net Cash Provided by Investing Activities</b>	<u><b>235,683</b></u>
<b>Net decrease in Cash and Cash Equivalents</b>	<b>(4,821,710)</b>
<b>Cash and Cash Equivalents (Including Restricted Accounts), January 1, 2025</b>	<b>29,236,794</b>
<b>Cash and Cash Equivalents (Including Restricted Accounts), January 31, 2025</b>	<b>\$ <u><u>24,415,084</u></u></b>

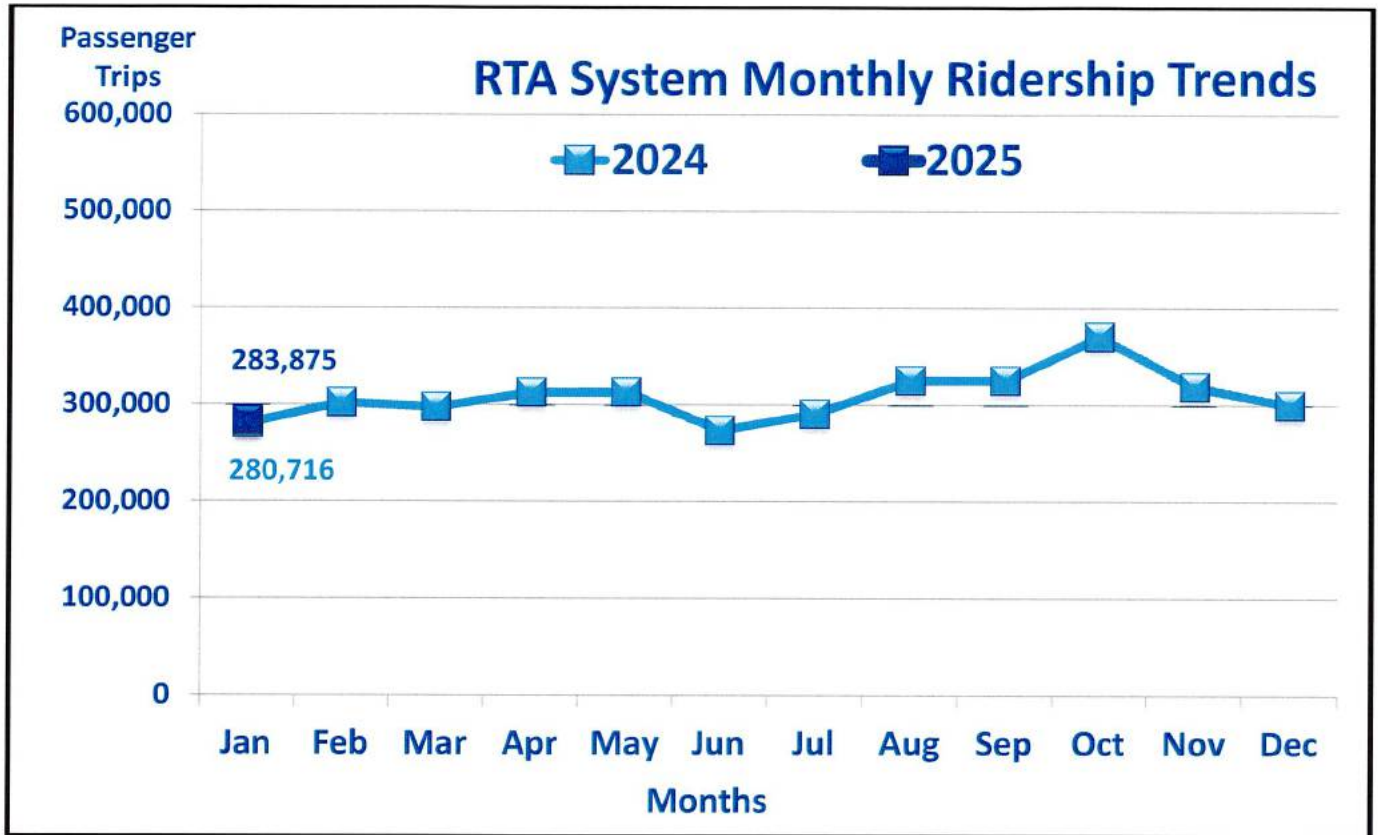
**Subject:** January 2025 Operations Report

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.



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

January 2025 system-wide passenger trips totaled 283,875 which represents a 1.1% increase, compared to 280,716 passenger trips in January 2023 with 3,159 more trips provided this month.

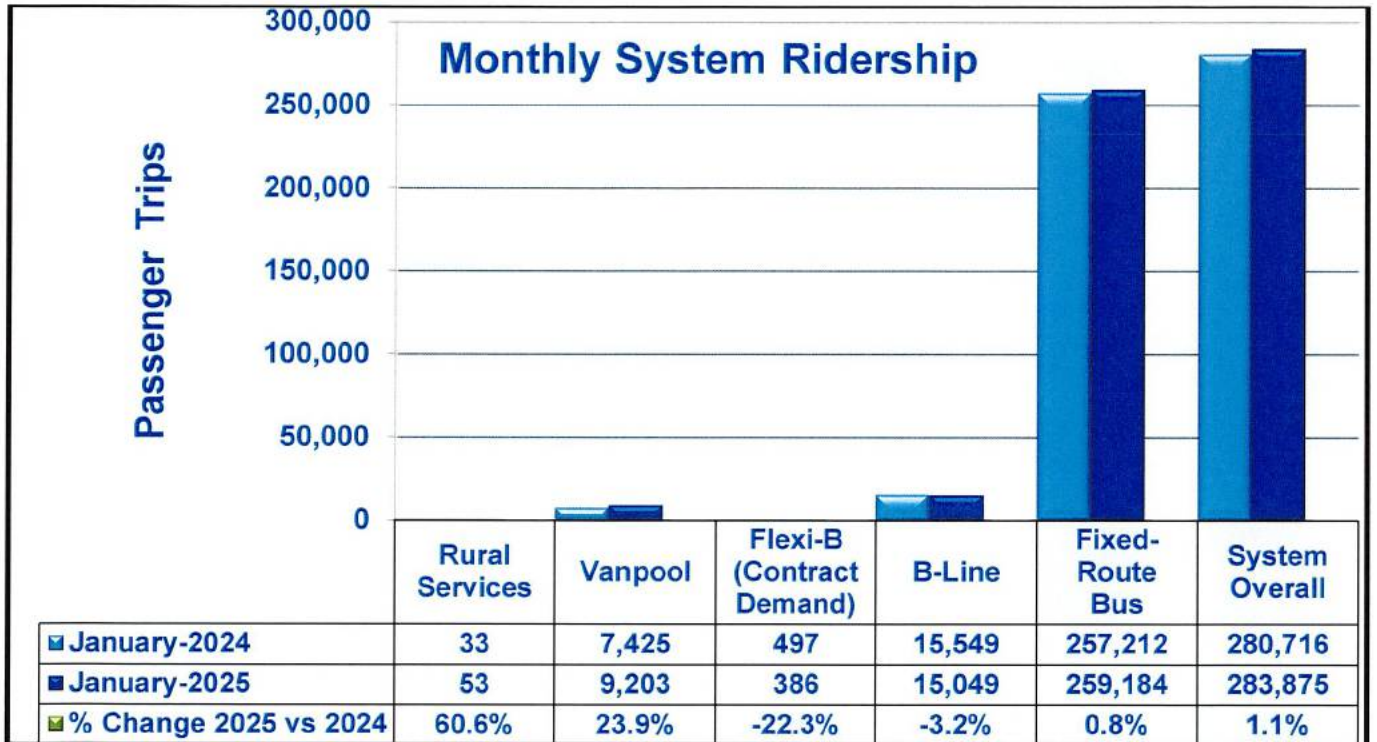


January 2025	January 2024
22 Weekdays *	22 Weekdays *
4 Saturdays	4 Saturdays
5 Sundays	5 Sundays
31 Days	31 Days

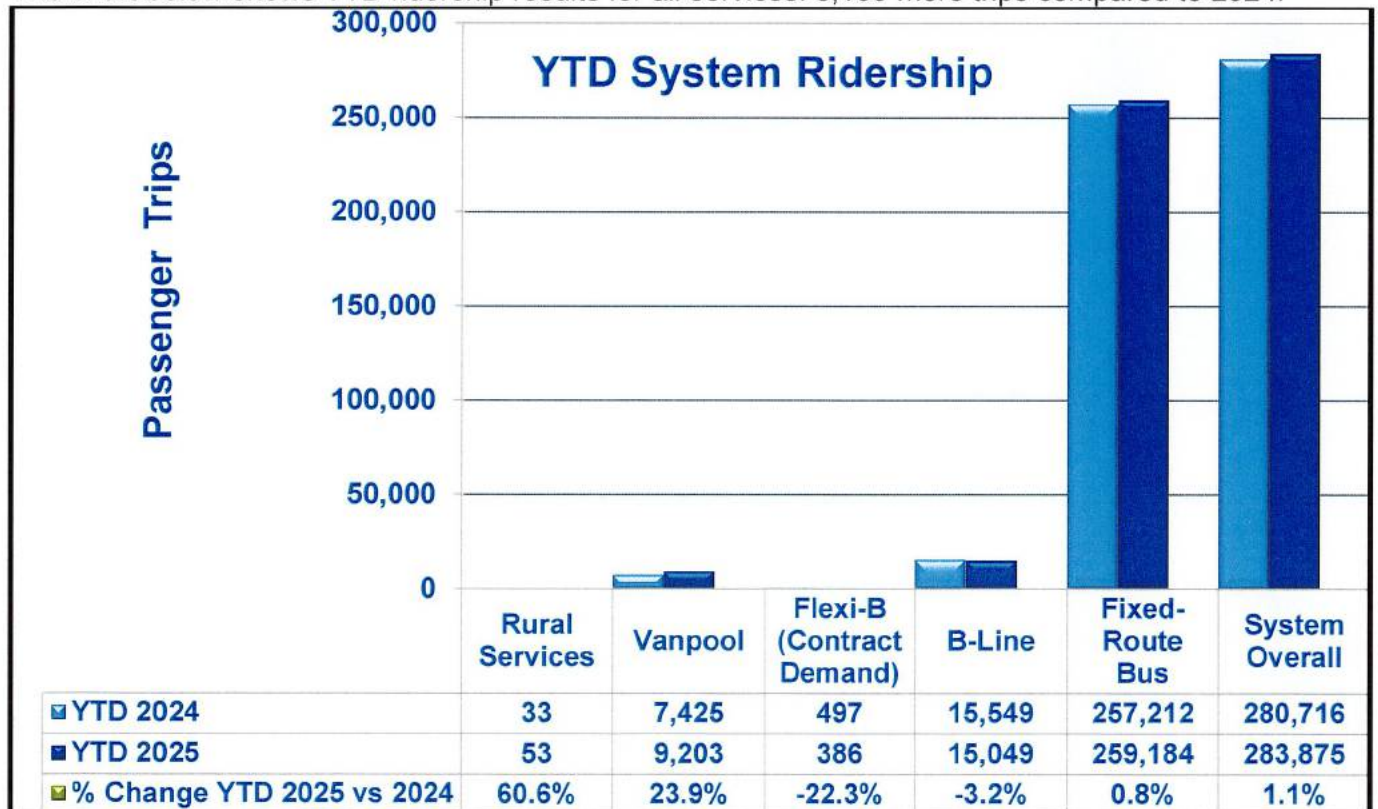
The average retail price for unleaded gas in Corpus Christi was \$2.75 per gallon compared to \$2.57 per gallon in January 2025<sup>1</sup>. January rainfall was above average at 1.73 inches. In comparison, January 2024 recorded 3.41 inches of rainfall.<sup>2</sup> Historically, January average rainfall is 1.39 inches. The 63.4-degree average high temperature in January 2025 was below the normal average temperature of 67.9-degrees or 4.5 degrees cooler than the normal recorded average temperature.

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

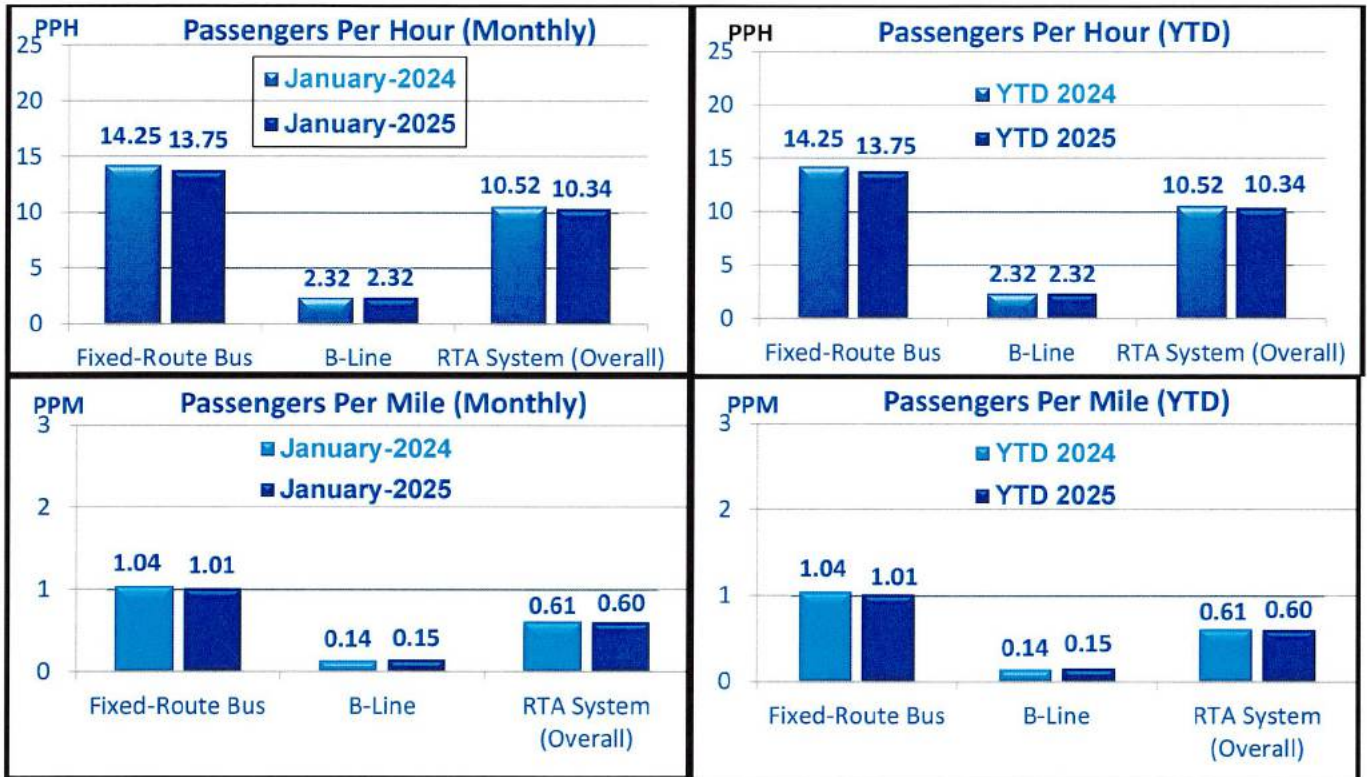
The chart below shows monthly ridership results for all services. CCRTA recorded 3,159 more passenger trips in January 2025 resulting in a 1.1% increase compared to January 2024.



The chart below shows YTD ridership results for all services. 3,159 more trips compared to 2024.

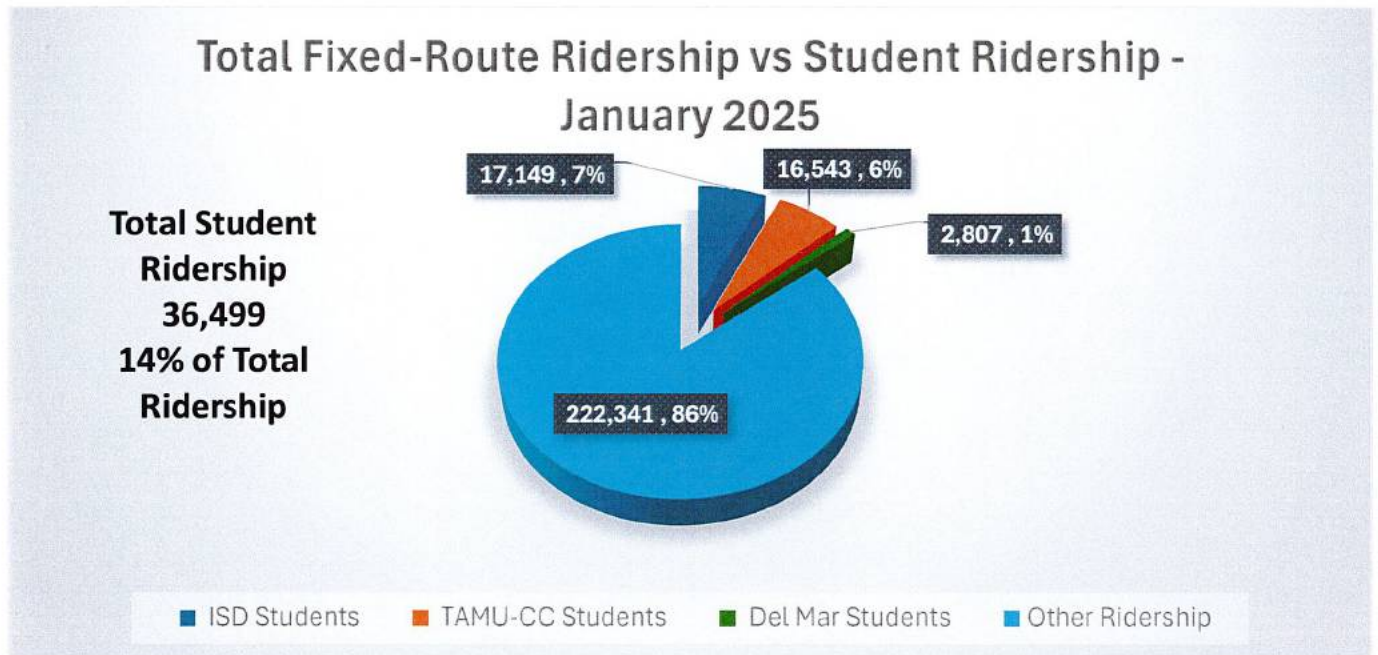


The following four charts are system-wide productivity for the month of January 2025 vs. January 2024 and YTD figures.



**Student Ridership**

The following chart illustrates total fixed route ridership vs student ridership for the month of January 2025.



**Bus Routes and Bus Stops Impacted by City of Corpus Christi and TxDOT Construction Projects**

**On Detour**

- **IH-37 @ Harbor Bridge Reconstruction:** Began May 31, 2024.
  - Route 27 (Express, no stops impacted)
- **Gollihar (outbound only):** Began July 2024.
  - Route 17 (**2** stops impacted with traffic control plan (TCP) placement)
- **Comanche St. (Carancahua-Alameda):** Began early 2024.
  - Route 21 (**2** stops impacted)
- **McArdle Rd. (Carroll-Kostoryz):** Project began Oct 30, 2023.
  - Route 19 (**8** stops closed)
- **Everhart Rd. (SPID-S. Staples):** Project began September 2023.
  - Route 32 (not detoured), Route 37 (detoured) (**4** stops on Everhart now impacted, **4** closed on Alameda & **2** closed on S. Staples west of Everhart Rd.)
- **Bear Ln. (Utility Replacement):** Road repair began June 2024.
  - Route 16 (Coastal Bend Food Bank - **1** stop currently not serviceable)
- **Brownlee Blvd. (Morgan-Staples):** Began October 2024.
  - Routes 17, 19 & 83 **2** stops impacted 7 more in future as project progresses)
- **Alameda St. (Louisiana-Texan Trail):** Work on project began Fall 2023.
  - Route 17 (**12** of 19 total stops are currently impacted)
- **Upper/Mid./Lower Broadway:** Project in design. (60%)
  - Routes 6, 76, 78 (no stops impacted)
- **Carroll Ln. (SH-358 to Holly)** Project in design. (60%)
  - Route 15 & 17 (4 stops may be impacted)
- **Alameda St. (Everhart-Airline):** Project in design. (90%)
  - Route 5 (13 stops may be impacted)
- **Alameda St. (Texan Trail-Doddridge):** Project in design. (90%)
  - Route 5 (11 stops may be impacted)
- **Park Road 22 (Compass Dr.):** Project in design. (30%)
  - Route 65 (1 stop may be impacted)

**Detours Expected**

For January 2025, there were 8 impacted fixed routes out of 32 fixed route services in operation. This equates to approximately 25% of CCRTA services. Impacted bus route services include: **16, 17, 19, 21, 27(Express), 32, 37 & 83**

The total number of bus stops that were impacted or closed was **37**. For future Bond projects, the number of additional bus stops which may be impacted or closed is **29**.

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

Schedule Adherence	Standard	Oct-24	Nov-24	Dec-24	Jan-25	4-Month Average
Early Departure	<1%	0.0%	0.0%	0.0%	0.0%	0.0%
Departures within 0-5 minutes	>85%	86.0%	90.9%	91.7%	91.8%	90.1%
Monthly Wheelchair Boardings	No standard	6,396	7,122	7,369	5,743	6,658
Monthly Bicycle Boardings	No standard	8,064	7,533	6,841	6,625	7,266

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

In January 2025, B-Line service performance metrics are listed below.

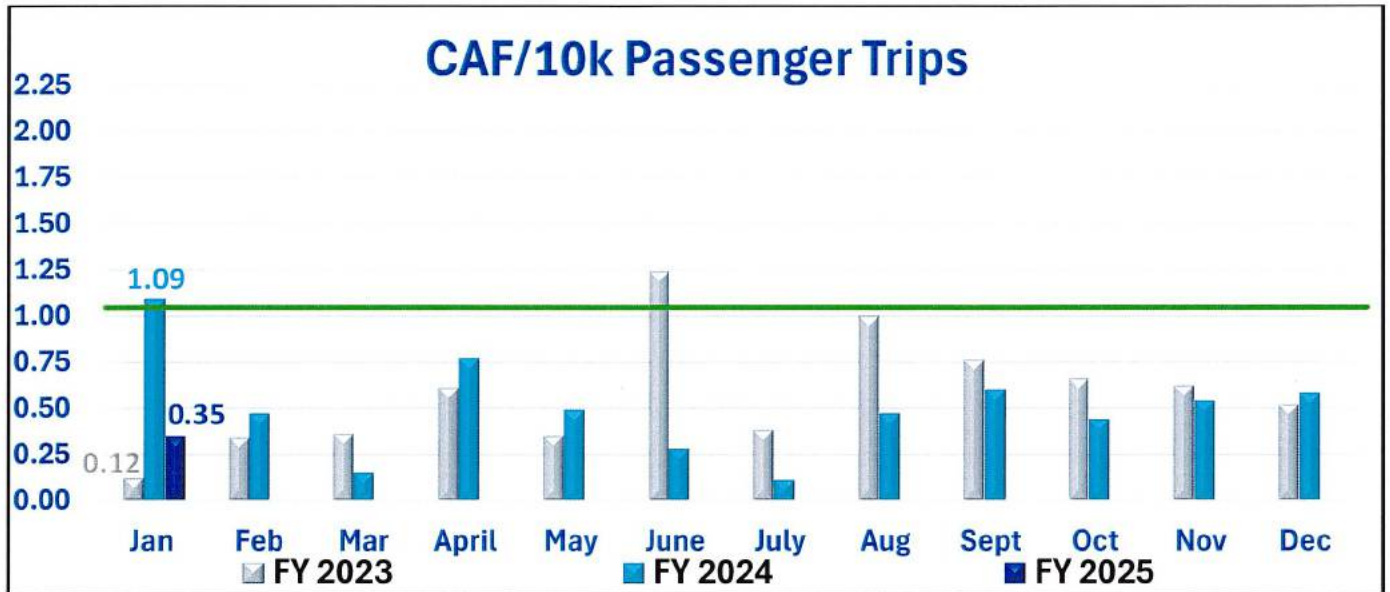
Metric	Oct-24	Nov-24	Dec-24	Jan-25	(4) Month-Ave.
Passengers per Hour	2.46	2.37	2.39	2.32	2.39
On-time Performance	88.2%	90.6%	91.1%	93.5%	90.9%
Denials	0.00%	0.00%	0.00%	0.00%	0.0%
Miles Between Road Calls	32,876	24,780	21,682	24,455	25,948
Monthly Wheelchair Boardings	5,237	4,805	4,943	4,580	4,891

- Productivity: **2.32** Passengers per Hour (PPH) did not meet the contract standard of 2.50 PPH.
- On-time Performance: **93.5%** did not meet the contract standard of 95.0%.
- Denials: 0 denials or **0.0%** did meet the contract standard of 0.0%.
- Miles between Road Calls (MBRC): **24,455** did meet the contract standard of 12,250 miles.
- Ridership Statistics: **9,316** ambulatory boardings; **4,580** wheelchair boardings

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

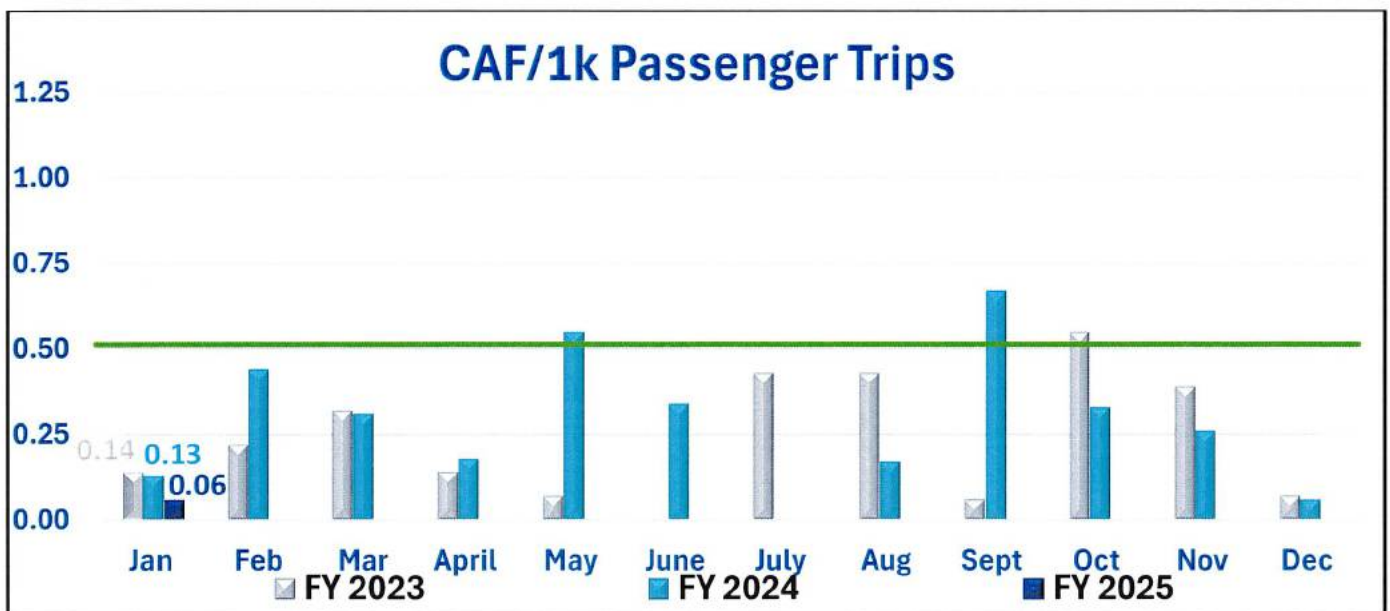
For the month of January 2025, Customer Service received and processed **40** Customer Assistance Forms (CAF's). A total of 37 or 93% were for CCRTA and Contract Fixed Route Services, of which **9** or 24% were verified as valid. This equates to approximately **0.35 CAFs per 10,000** passenger trips. There were eight commendations received for Fixed Route services.

**Number of CAFs/10k for Fixed Route Services**



For the month of January 2025, Customer Service received and processed **40** Customer Assistance Forms (CAF's). A total of 3 or 7% were for B-Line Services, of which **1** or 33% were verified as valid. This equates to approximately **0.06 CAFs per 1,000** passenger trips. B-Line Services received no commendations this month.

**Number of CAFs/1k for B-Line Services**



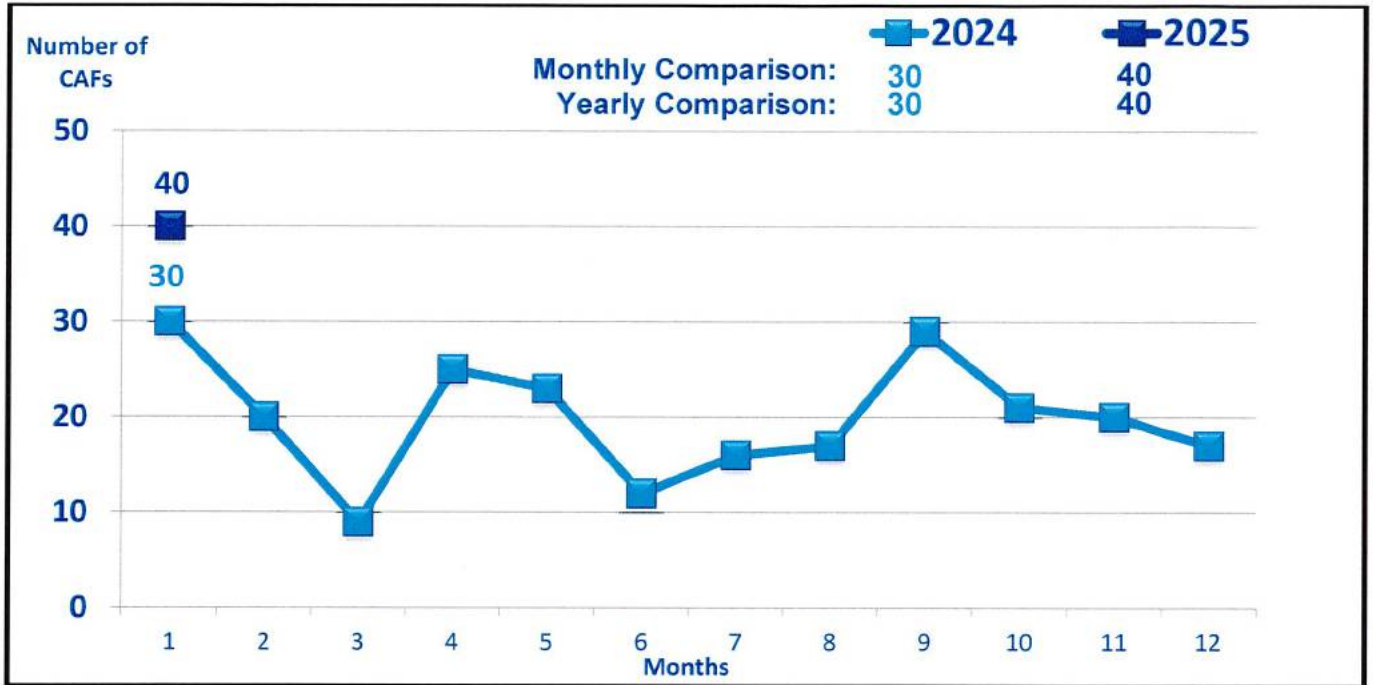
Route Summary Report:

Route	# of CAFs	Route	# of CAFs
#3 NAS Shuttle	1	#50 Calallen/NAS Ex (P&R)	1
#4 Flour Bluff	4	#51 Gregory/NAS Ex (P&R)	
#5 Alameda	1	#54 Gregory/Downtown Express	
#5x Alameda Express		#60 Momentum Shuttle	
#6 Santa Fe/Malls	2	#65 Padre Island Connection	
#12 Hillcrest/Baldwin		#76 Downtown Shuttle	
#15 Kostoryz/Carroll HS		#78 North Beach	
#16 Morgan/Port		#83 Advanced Industries	
#17 Carroll/Southside	1	#90 Flexi-B Port Aransas	
#19 Ayers	1	#93 Flex	1
#21 Arboleda	2	#94 Port Aransas Shuttle	
#23 Molina	3	#95 Port Aransas Express	
#24 Airline/Yorktown		B-Line (Paratransit) Services	3
#25 Gollihar/Greenwood	1	Transportation	
#26 Airline/Lipes	1	Service Development	2
#27 Leopard	3	Facilities Maintenance/Bus Stops	2
#28 Leopard/Navigation	1	IT	
#29 Staples	1	Safety & Security	1
#32 Southside		Vehicle Maintenance	
#34 Robstown North		Commendations	8
#35 Robstown South			
#37 Crosstown/TAMU-CC			
		<b>Total CAFs</b>	<b>40</b>

**Processed CAF Breakdown by Service Type:**

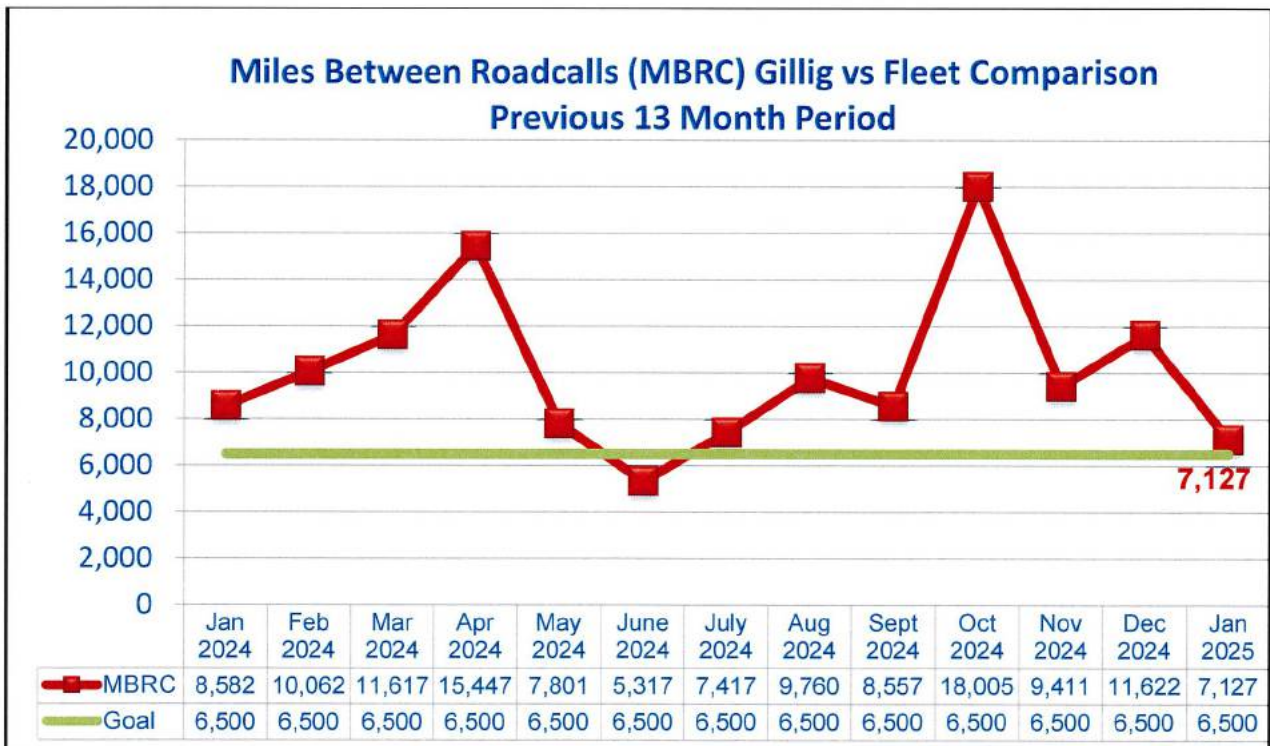
CAF Category	RTA Fixed Route	B-Line ADA Paratransit	Purchased Transportation	Totals
ADA				
Service Stop Issues			1	1
Driving Issues	1			1
Customer Services				
Late/Early – No Show	1		2	3
Alleges Injury	1			1
Fare/Transfer Dispute				
Heating/Cooling				
Dispute Drop-off/Pickup				
Rude	4	1	1	6
Left Behind/Passed Up	7	1	2	10
Inappropriate Behavior				
Policy		1		1
Incident at Stop				
Incident on Bus				
Incident at Station				
Securement/Tie-Down Issue				
Denial of Service	3		1	4
Safety & Security	1			1
Facility Maintenance	2			2
Service Development	2			2
Transportation (other)				
Overcrowded Vehicle				
IT/Electronics				
Vehicle Maintenance				
Commendations	8			8
<b>Total CAFs</b>				<b>40</b>

**Customer Programs Validated (CAF's) Count**



**Vehicle Maintenance Department: Miles Between Road Calls Report**

In January 2025, 7,127 miles between road calls (MBRC) were recorded as compared to 8,582 MBRC in January 2024. 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 10,172.



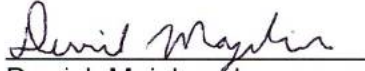
**Board Priority**

The Board Priorities are Public Image and Ridership.

Respectfully Submitted,

Submitted by: Liann Alfaro  
Director of Planning

Reviewed by: Gordon Robinson  
Managing Director of Operations

Final Approval by:   
Derrick Majchszak  
Chief Executive Officer