



# AGENDA MEETING NOTICE

## Board of Directors Meeting

**DATE:** Wednesday, January 8, 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, TBD	1 min.	----
2.	<b>Safety Briefing</b>	M. Rendón	3 min.	----
3.	<b>Roll Call and Establish Quorum</b>	M. Montiel	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</b> <b>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 –</b> a) New Hires	D. Majchszak	5 min.	----
9.	<b>Discussion and Possible Action</b> to Approve Board Minutes of the December 4, 2024 Board of Directors Meeting	A. Granado	3 min.	<b>Pages 1-9</b>
10.	<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.	----
11.	<b>Presentations:</b> a) November 2024 Financial Report b) January 2024 Procurement Update c) November 2024 Operations Report	R. Saldaña R. Saldaña G. Robinson	15 min.	<b>Pages 10-24 PPT</b> <b>PPT</b> <b>Pages 25-36 PPT</b>



# AGENDA MEETING NOTICE

12.	<b>CEO Report</b>	D. Majchszak	5 min.	<i>PPT</i>
13.	<b>Reports from Board Chair and Board Members</b>	A. Granado	5 min.	-----
14.	<b>Adjournment</b>	A. Granado	1 min.	-----

**Total Estimated Time: 57 mins**

On **Friday, January 3, 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, December 4, 2024**

**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
9. Approved Board Minutes of November 6, 2024 Board of Director Meeting
10. Approved Consent Items:
  - a) Awarded a Two (2) Year Contract to Safety-Kleen Systems, Inc for Lubricants and Fluid Supply
  - b) Awarded a Two (2) Year Contract to Cummins Southern Plains, LLC for the Supplying of Rebuilt Transmissions
  - c) Awarded Multiple Contracts to Cummins Southern Plains LLC, South Texas Truck Centers, and White Associates for External and Internal Engine Parts
11. Adopted a Resolution for the Proposed Change to the Reserve Policy
12. Approved to Execute Payment of \$766,576 to Texas Municipal League Inter-Governmental Risk Pool (TMLIRP) for the Following Lines of Coverage for FY2025: Auto Liability Insurance, Auto Catastrophe Insurance, Property Insurance, General Liability Insurance, Errors & Omissions Insurance, Law Enforcement Liability and Workers' Compensation Insurance
13. Approved to Authorize the Lease Renewal with State of Texas for Senator Hinojosa Office Lease Space at the Staples Street Center Building
14. Approved to Authorize the Lease Renewal with General Land Office Lease Space at the Staples Street Center Building
15. Approved to Authorize the Purchase of One (1) Ford F-550 Utility Truck from the Interlocal Purchasing System (TIPS) Purchasing Cooperative through Silsbee Ford
16. Heard Update on Disadvantaged Business Enterprise (DBE) Report of Awards and Payments for Federal Fiscal Year (FFY) 2024
17. Heard Update on Corpus Christi Metropolitan Planning Organization 2024 Planning Activities
18. Heard Update on RCAT Committee Activities
19. Heard Committee Chair Reports
  - a) Administration and Finance
  - b) Operations and Capital Projects
  - c) Rural and Small Cities
  - d) Legislative
20. Heard Presentations –
  - a) October 2024 Financial Report

- b) December 2024 Procurement Update
  - c) October 2024 Operations Report
21. Heard CEO Report
  22. Heard Reports from Board Chair and Board Members
  23. 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 8:30 a.m. He welcomed and gave an introduction for U.S. Veteran, Manuel Becerra Jr., 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 it was noted there was a quorum present at this time.

### **Board Members Present**

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

### **Board Members Absent**

Gabi Canales.

### **Staff Present**

David Chapa, John Esparza, Derrick Majchszak, Sharon Montez, Marisa Montiel, Rita Patrick, Miguel Rendón, Gordon Robinson and Robert Saldaña. JoAnna Serna, Manuel Becerra Jr., Robert Readus, Matthew Wharton, Cynthia Dallas, Ceasar Mendez, Samantha Phillips, Vilay Schrichte, Joshua Ozuna, Arnoldo Carpentier Jr., Tyler Jackson, Joe De La Rosa, and Ben Lopez.

### **Public Present**

Louie Rubio and Tomas Arredondo with Safety Klean. Adam Azula and Clayton Lindsey with South Texas Truck Centers, Amy Nunez, General Land Office. Stephen Authement, South Texas Truck Centers.

**Confirm 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.

**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, introduced CCRTA new hires to the Board: Manuel Becerra Jr., Robert Readus, Matthew Wharton, Cynthia Dallas, Ceasar Mendez, Samantha Phillips, Vilay Schrichte, Joshua Ozuna, Arnolando Carpentier Jr., Tyler Jackson, Joe De La Rosa, and Ben Lopez. Photos were taken.

**Discussion and Possible Action to Approve the November 6, 2024 Board of Directors Meeting Minutes**

**DIRECTOR JEREMY COLEMAN MADE A MOTION TO APPROVE THE NOVEMBER 6, 2024 BOARD OF DIRECTORS MEETING MINUTES. VICE-CHAIR ANNA JIMENEZ SECONDED THE MOTION. *ALLISON, BERLANGA, CHARO, COLEMAN, GONZALEZ, GRANADO, JIMENEZ, MUÑOZ, SALAZAR AND TORRES VOTING IN FAVOR. ABSENT CANALES.***

**CONSENT ITEMS**

- a. Award a Two (2) Year Contract to Safety-Kleen Systems, Inc for Lubricants and Fluid Supply
- b. Award a Two (2) Year Contract to Cummins Southern Plains, LLC for the Supplying of Rebuilt Transmissions Adopt the 2024 Public Transportation Agency Safety Plan (PTASP) Version 3
- c. Award Multiple Contracts to Cummins Southern Plains LLC, South Texas Truck Centers, and White Associates for External and Internal Engine Parts

**DIRECTOR ELOY SALAZAR MADE A MOTION TO APPROVE CONSENT ITEMS A-C. 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 a Resolution for the Proposed Change to the Reserve Policy**

Mr. Robert Saldaña, Managing Director of Administration, presented the item noting the board priority of public image and transparency. He began stating the CCRTA Reserve Policy was last updated March 6, 2024. He added four reserves are currently maintained by Board designations: Operating Reserve, Capital Reserve, Employee Benefits Reserve, and Catastrophic/Emergency Management Reserve. Reserves have been designated to provide adequate cash flow based upon CCRTA's operating cycle, ensuring stable service delivery, to meet future needs, afford financial stability and provide a contingency plan to cover revenue shortfalls. He added that the description used to apply the formula to determine the annual funding of the Operating Reserve, needs to exclude the Employee Benefits Reserve amount from the 25% calculations, as it does not meet the definition of an expense. Current methodology overstates the Operating Reserve and understates the amount available for spending by \$1,334,515. He displayed the proposed methodology calculations with the Operating Reserve Requirement coming to \$9,649,553. He then displayed the current methodology calculation totaling \$10,984,068. Mr. Saldaña further noted that the proposed calculations exceed the legal compliance required by the Texas Transportation Code, Section 451.134 by \$2,030,283 and displayed the calculation. He displayed how the methodology should read. He continued the Capital, Employee and Catastrophic/Emergency Management Reserves will remain unchanged.

**DIRECTOR DAVID BERLANGA MADE A MOTION TO ADOPT A RESOLUTION FOR THE PROPOSED CHANGE TO THE RESERVE POLICY. DIRECTOR JEREMY COLEMAN SECONDED THE MOTION. ALLISON, BERLANGA, CHARO, COLEMAN, GONZALEZ, GRANADO, JIMENEZ, MUÑOZ, SALAZAR AND TORRES VOTING IN FAVOR. ABSENT CANALES.**

### **Discussion and Possible Action to Authorize the Chief Executive Officer (CEO) or Designee to Execute Payment of \$766,576 to Texas Municipal League Intergovernmental Risk Pool (TMLIRP) for the Following Lines of Coverage for FY2025: Auto Liability Insurance, Auto Catastrophe Insurance, Property Insurance, General Liability Insurance, Errors & Omissions Insurance, Law Enforcement Liability and Workers' Compensation Insurance**

Mr. Miguel Rendón presented the item and presented the background stating CCRTA is self-insured through the Texas Municipal League Intergovernmental Risk Pool (TMLIRP) and the Authority has been a member of the Liability Property Fund since 1990. Participation in the funds was initiated by entering Interlocal Agreements with the participating pool member local governments. He displayed a chart displaying coverage and contributions which displayed types of coverage, limit, deductible, contribution by year (2023-2025) and the increase/decrease from the prior year. The total for 2025 is \$766,576 with an increase of \$113,489 from 2024. At this time, he answered any questions from the board.

**VICE CHAIR ANNA JIMENEZ MADE A MOTION TO AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) OR DESIGNEE TO EXECUTE PAYMENT OF \$766,576 TO TEXAS MUNICIPAL LEAGUE INTER-GOVERNMENTAL RISK POOL (TMLRP) FOR THE FOLLOWING LINES OF COVERAGE FOR FY2025: AUTO LIABILITY INSURANCE, AUTO CATASTROPHE INSURANCE, PROPERTY INSURANCE, GENERAL LIABILITY INSURANCE, ERRORS & OMISSIONS INSURANCE, LAW ENFORCEMENT LIABILITY AND WORKERS' COMPENSATION INSURANCE. DIRECTOR DAVID BERLANGA SECONDED THE MOTION. *ALLISON, BERLANGA, CHARO, COLEMAN, GONZALEZ, GRANADO, JIMENEZ, MUÑOZ, SALAZAR AND TORRES VOTING IN FAVOR. ABSENT CANALES.***

**Discussion and Possible Action to Authorize the Chief Executive Officer (CEO) or Designee to Authorize the Lease Renewal with State of Texas for Senator Hinojosa Office Lease Space at the Staples Street Center Building**

Ms. Sharon Montez, Managing Director of Capital Programs and Customer Services presented the item noting Board Priorities of Facilities and Public Image. She provided the history on Senator Hinojosa's lease space with CCRTA which began in 2016, and the space is approximately 1,710 net usable square feet. Senator Hinojosa has requested to renew the lease for another four years, which would begin January 11, 2025 through January 10, 2029. Ms. Montez displayed the estimated total for the four-year lease term, which would come out to \$136,267.44. There is no DBE participation goal and the amount of the monthly rent is adjusted each year to reflect a 3% annual increase. The future lease revenue to be generated for the four-year term is estimated at \$136,267.44. At this time, she answered any questions from the Board.

**DIRECTOR ELOY SALAZAR MADE A MOTION TO AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) OR DESIGNEE TO AUTHORIZE THE LEASE RENEWAL WITH STATE OF TEXAS FOR SENATOR HINOJOSA OFFICE LEASE SPACE AT THE STAPLES STREET CENTER BUILDING. DIRECTOR DAVID BERLANGA SECONDED THE MOTION. *ALLISON, BERLANGA, CHARO, COLEMAN, GONZALEZ, GRANADO, JIMENEZ, MUÑOZ, SALAZAR AND TORRES VOTING IN FAVOR. ABSENT CANALES.***

**Discussion and Possible Action to Authorize the Chief Executive Officer (CEO) or Designee to Authorize the Lease Renewal with General Land Office Lease Space at the Staples Street Center Building**

Ms. Sharon Montez presented the item noting Board Priorities of Facilities and Public Image. She provided the history of General Land Office (GLO) office space with CCRTA which began in 2018, and the space is approximately 7,125 net usable square feet. GLO has requested to renew the lease for another 60 months (five years), which would begin July 1, 2025 through June 30, 2030. Ms. Montez displayed the estimated annual total of \$124,749.60. The State

will send their Annual Gross Rental Rate, based on annual CPI formula for that year. There is no DBE participation goal and the amount of the monthly rent is adjusted each year to reflect the State's annual CPI formula rental rate. The future lease revenue to be generated for the one-year term is estimated at \$124,749.60. At this time, she answered any questions from the Board.

**DIRECTOR ELOY SALAZAR MADE A MOTION TO AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) OR DESIGNEE TO AUTHORIZE THE LEASE RENEWAL WITH GENERAL LAND OFFICE LEASE SPACE AT THE STAPLES STREET CENTER BUILDING. DIRECTOR AMANDA TORRES SECONDED THE MOTION. ALLISON, BERLANGA, CHARO, COLEMAN, GONZALEZ, GRANADO, JIMENEZ, MUÑOZ, SALAZAR AND TORRES VOTING IN FAVOR. ABSENT CANALES.**

**Discussion and Possible Action to Authorize the Chief Executive Officer (CEO) or Designee to Authorize the Purchase of One (1) Ford F-550 Utility Truck from the Interlocal Purchasing System (TIPS) Purchasing Cooperative through Silsbee Ford**

Mr. Gordon Robinson, Director of Operations, presented the item noting a Board Priority of Public Image. He provided background stating the Facility Maintenance Department supports the maintenance and repairs of CCRTA facilities within 846 square mile service area. Additional heavy-duty utility truck is required as a properly rated vehicle required when hauling heavy equipment, ensure vehicle's powertrain safely transports weight being towed, comply with public safety towing laws and regulations when towing excessive weight, and to allow a maximum Gross Vehicle Weight Rating of 19,500 lbs. After discussion with the Operations and Capital Projects Committee, he displayed additional options than previously discussed. Staff recommends the purchase of the 2025 Ford F-550 Super Crew Cab. There is no DBE requirement for this procurement. Total expenditure for one F-550 Utility Truck is estimated to be \$82,153.00. Silsbee Ford, Inc. is to provide one F-550 vehicle through TIPS Purchasing Cooperative. FY2024 Capital Improvement Program with local funds budgeted for \$80,000.00 and additional \$2,153.00 required from local funds to complete purchase. Funds are accounted for in the Board approved annual operating budgets. Mr. Robinson answered any questions at this time.

**SECRETARY LYNN ALLISON MADE A MOTION TO AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) OR DESIGNEE TO AUTHORIZE THE PURCHASE OF ONE (1) FORD F-550 UTILITY TRUCK FROM THE INTERLOCAL PURCHASING SYSTEM (TIPS) PURCHASING COOPERATIVE THROUGH SILSBEE FORD. DIRECTOR ELOY SALAZAR SECONDED THE MOTION. ALLISON, BERLANGA, CHARO, COLEMAN, GONZALEZ, GRANADO, JIMENEZ, MUÑOZ, SALAZAR AND TORRES VOTING IN FAVOR. ABSENT CANALES.**

### **Update on Disadvantaged Business Enterprise (DBE) Report of Awards and Payments for Federal Fiscal Year (FFY) 2024**

Ms. Rita Patrick, Managing Director of Public Relations, presented an update on Disadvantaged Business Enterprise (DBE) Report of Awards, Commitments, and Payments for Federal Fiscal Year 2024. As a grantee of the Federal Transit Administration (FTA), CCRTA adheres to federal regulations that govern the participation of DBEs in programs under the U.S. Department of Transportation (USDOT). CCRTA is one of six certifying agencies of the Texas Unified Certification Program (TUCP) and the only transit agency in Texas that certifies DBE/ACDBE. CCRTA is to submit a Three-Year Triennial overall goal per FTA requirement. USDOT provides a methodology formula guideline. The Federal Fiscal Goal for 2023-2025 is 14%, which remains the same for all three years. A uniform report of DBE Awards or Commitments and Payments twice a year and includes the total value of FTA-funded contracts awarded, committed, and paid over six months, including DBEs. Ms. Patrick concluded with displaying DBE Awards or Commitments for FY2024.

### **Update on Corpus Christi Metropolitan Planning Organization 2024 Planning Activities**

Mr. Rob MacDonald, MPA, PE, Transportation Planning Director with the Metropolitan Planning Organization (MPO) provided update. Mr. MacDonald reminded the Board that there is an agreement between CCRTA, MPO and TxDOT. He added that together CCRTA and MPO do financial planning and public outreach together while working through the five-year CIP plan. He displayed a map of the Corpus Christi MPO planning areas and member agencies. Mr. MacDonald explained MPO's leadership and Regional Technical Advisors. He displayed the MPO's website and briefly explained what resources are available on the website. He discussed the Metropolitan Transportation Plan, Transportation Improvement Program, Unified Planning Work Program and the Congestion Management Process. Next, he discussed the CCMPO 2050 Metropolitan Transportation Plan, TxDOT 2025 UTP Project and the Texas Statewide Multimodal Transit Plan. Mr. MacDonald answered any questions the board had at this time.

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

Ms. Sharon Montez, presented an update on CCRTA's Committee on Accessible Transportation (RCAT). The last RCAT meeting was held on November 21<sup>st</sup> and the following meeting will be held on January 16<sup>th</sup>.

### **Committee Chair Reports**

- a) **Administration & Finance** – No report due to no quorum for the Committee meeting.
- b) **Operations & Capital Projects** – Director Muñoz thanked staff for the additional options for the F-550 item per the committee's request.
- c) **Rural & Small Cities** – No Report.
- d) **Legislative** – Secretary Allison noted Mr. John Bell, Legal Counsel, is working with CCRTA's consultants for legislative support towards the approved initiatives.

## **Presentations**

### **a) October 2024 Financial Report**

Mr. Robert Saldaña, presented the October 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 112.33% of baseline, Bus Advertising 102.32% of baseline, and Investment Income was 124.66% of baseline. He displayed the October 2024 Income Statement Snapshot. Total revenues came in at \$4,172,972 and total expenses were \$3,657,074. 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 \$4,734,053 for the month. Next, he discussed and displayed a pie chart of where the money went. Mr. Saldaña showed the expenses by object for October. He presented YTD the highlights stating Passenger Service was 103.34% of baseline, Bus Advertising was 100.32% of baseline, and Investment Income was 132.87% of baseline. Mr. Saldaña discussed the fare recovery ratio. The YTD total operating and non-operating revenues and capital funding came in at \$49,054,598. The October month-end FRC is 2.83%. Lastly, he displayed the sales tax update for September in which \$3,414,856 was received. He displayed the year-to-date through September 2024, which was \$30,993,609. At this time, Mr. Saldaña answered questions and took any feedback from the board.

### **b) December 2024 Procurement Update**

Mr. Saldaña presented the update noting the Board Priority of Public Image & Transparency. The future procurements were displayed and included: Purchase and installation of six (6) CNG Fuel Dispenser Units, and Bus Parts Supply. These future procurements total \$1,668,915. 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 \$176,673. Chair Granado requested for the presentations to have the dates the procurements will be going out for bid.

### **c) October 2024 Operations Update**

Mr. Gordon Robinson, Managing Director of Operations, noted the board priority for this item is Public Image and Transparency. He provided the highlights for the month of October 2024. The Passenger Trips were up 18.4%, the Revenue Service Hours were up 10.4% and the Revenue Service Miles were up 8.7%. 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 12.6%. He displayed the Top Ten Route Total Ridership and Bottom Ten Route Ridership numbers for October 2024. He displayed the Top Ten and Bottom Ten Routes – Passenger Per Revenue Hour (Weekday) for October 2024. Mr. Robinson displayed a pie chart and noted total student ridership for October 2024 was 63,320 or 19% of total ridership. 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 2.52 for the month of October. 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.

### **CEO Report**

Mr. Majchszak presented the report and went over the operation and project updates. He announced CCRTA offered fare-free rides on Election Day and will provide extended service for TAMU-CC's "Late Night Breakfast". Next, he advised that the Street Improvement Allocation Award letters and Interlocal Agreements have gone out to nine participating cities within CCRTA's Service Area. Mr. Majchszak discussed the prior months meetings and events. Chair Granado, Secretary Allison, and Deputy CEO met with the following Legislators to discuss CCRTA's Legislative Program and Initiatives. The Hide, Lock, Take Press Conference was discussed and photos shown. Mr. Majchszak noted he met with and provided a tour to Ukrainian delegates hosted by the Corpus Christi Rotary Club. CCRTA hosted graphic design, audio/video, and drone students and teachers from Veterans Memorial, Carroll, and Miller High Schools. The winners from CCRTA's local Roadeo Bus Competition were announced. Next, employee appreciation and development was discussed. The Employee Thanksgiving Luncheon was held on November 21<sup>st</sup>, and the Board Members were thanked for their support. Community events and participation were displayed. The Board was reminded of their Minimum Education Training requirements from the Pension Review Board as trustees of CCRTA's Pension Plan. The upcoming events calendar was displayed.

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

Chair Granado discussed Transportation Tuesday, thanked Rural and Small Cities Chair Gonzalez for helping get out the street allocation fund letters to the small cities, and noted how successful the Thanksgiving luncheon went. Director Muñoz said he was glad to see the DBE report and congratulated the employees who received a promotion. Director Berlanga mentioned it was really nice to see the comradery amongst the RTA employees at the Thanksgiving luncheon. Several Board Members wished everyone a Merry Christmas. Secretary Allison mentioned Transportation Tuesday and she will continue working towards the Legislative Initiatives. Vice-Chair Jimenez said it was great seeing CCRTA's involvement with the area high schools. Director Charo acknowledged what a great year it was and Director Gonzalez was glad to see ridership is up. Director Coleman noted Mr. Rendon is doing a good job.

### **Adjournment**

There being no further review of items, the meeting was adjourned at 10:24 a.m.

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Lynn Allison, Board Secretary

Submitted by: Marisa Montiel

**Subject:** November 2024 Financial Report

**Overview:** The **November Operating Budget** ended the month with revenues coming in lower than expenses by **\$797,317**, as total **Operating Revenues** came in at **\$4,144,101** and **Operating Expenses** at **\$4,941,418**. In comparison to the budget, **Operating Revenues** of **\$4,144,101** came in lower than the **\$4,220,626** budget by **\$76,525** and departmental spending of **\$4,941,418** came in less than the **\$5,188,326** budget by **\$246,908**.

Note: The monthly operating expenses include the 2024 principal payment of \$930,000 on the 2019 Refunding Bonds, which is a reduction in the bond liability rather than an expense but is included in the total expense calculation for budgetary and cash flow purposes.

Passenger fares of **\$89,393** reached **97.04%**, lease revenue from tenants reached **91.26%**, and investment income of \$197,796 exceeded budget expectations by **\$29,046**, representing 117.21% of expectation.

**The year-to-date Operating Budget** produced a deficit of \$2,252,385 as total revenues of **\$42,615,070** reached **94.62% of baseline** while expenses of **\$44,867,455** finished at **98.39%**. This deficit is expected to improve when the pending federal grants are awarded. The \$1mm preventive maintenance federal grant is expected to be awarded late December 2024 which will **increase operating grant revenue and the spending portion of the unrestricted reserve by \$800,000**.

**The CIP budget for the month** resulted in expenditures exceeding revenues by **\$5,082**, with CIP program expenditures coming in at \$496,902 while funding sources came in at \$491,820 and included the transfer-in from the fund balance of \$491,820. The expenditures include \$496,902 of depreciation expense for the month.

**Year-to-date** CIP total funding totaled **\$10,880,008** while total expenditures finished at **\$10,935,904** resulting in **expenditures** exceeding funding sources by **\$55,897**. Funding sources include the budgeted transfer-in from fund balance of **\$5,410,025**.

For the month, the overall performance resulted in an initial decrease of **\$802,399** to the fund balance with a decrease of **\$797,317** attributable to the operating budget, and a decrease of **\$5,082** related to the CIP budget.

The overall performance for the **year-to-date** results in an initial decrease of **\$2,308,281** to the fund balance, with a decrease of **\$2,252,385** attributable to the operating budget, and a decrease of **\$55,896** related to the CIP budget.

When removing the transfer-in funding sources the decrease in fund balance totals \$7,718,305 of which \$2,252,385 is from the operating budget and \$5,465,920 is from CIP. **However, there is approximately \$3,911,000 in grant funds that will become available when the federal grants are awarded.**

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

**Total Revenues and funding sources** for the month of **November** closed at **\$4,635,921**, of which **\$4,144,101** is attributable to the **Operating Budget (Table 4 and PPT Slides 3 and 4)** and **\$491,820** to the capital budget. The **\$491,820** from the capital budget consists of **\$0** from grant revenues while **\$491,820** 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 \$106,316** or 1.60% less than forecasted (**Table 4.1**) & (**PPT Slide 5**). **Fare Revenues** ended the month at \$89,393, or 97.04% of the baseline expectation and includes **\$10,669** from **Go-Pass Mobile App Pass Sales**.

Meanwhile, commissions from both **Bus and Bench Advertising** ended the month at **\$18,774**, of which **\$3,730** came from **Bus Bench Advertising commissions** while **\$15,044** came from **On-Board Bus Advertising commissions**. The combined revenue was 105.65% of baseline.

Note that the commissions earned from Bench Advertising total **\$5,595** of which **\$3,730** is recognized as revenue and **\$1,865** represents the City's one-third share of the bench advertising commission for the use of the City property.

**Other Operating Revenues** totaled - \$1,851, or 100% of baseline. The reported figure represents a negative balance as costs incurred for the disposal of decommissioned vehicles exceeded the category revenue generated for the month. The recycling proceeds associated with the decommissioned vehicles will be recognized in December, and so will offset against this negative balance.

**Non-Operating Revenues**, which includes sales tax, investment income, lease income from tenants, and federal assistance grants totaled **\$4,037,785** reaching **98.18%** of the **\$4,112,584** budget expectation, generating **\$74,799** less than forecasted (**Table 4.1**).

Federal grants continue to lag behind expectations as a result of the preventive maintenance grant not yet awarded for 2024 along with other grant applications for 5307 and 5339 funding. This funding is in progress and is expected to be awarded prior to the end of 2024, which will increase operating revenues by \$800,000 and CIP revenues by \$2.4M and bolster unrestricted reserves by \$3.2M.

Meanwhile, the performance of the investment portfolio exceeded the baseline expectation by \$29,046, or 17.21%. Staples Street Center leases reached 91.26% 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 **January 10, 2025**. Out of the seven (7) sources included in this revenue category, 91.70% of total revenue came from the sales tax revenue estimate as indicated in the following table:

**November 2024 Revenue Composition – Table 1**

Line #	Revenue Source	Actual	%
1	Sales Tax Revenue Estimate	\$3,800,000	91.70%
2	Passenger Service	89,393	2.16%
3	SSC Lease Income	39,989	0.96%
4	Bus Advertising	18,774	0.45%
5	Investment Income	197,796	4.77%
6	Grant Assistance Revenue	0	0.00%
7	Other Revenue	(1,851)	- 0.04%
	<b>Total (excluding capital)</b>	<b>\$4,144,101</b>	<b>100.00%</b>

The **Investment Portfolio** closed the month of November 2024 with a market value of **\$51,988,690**, a decrease of \$1,000,684, from the balance at the end of October 2024 of **\$52,989,374** resulting from an increase of \$178,133 in operating cash and \$2,469,341 in investments, and a decrease of \$3,678,456 in the governmental pool balances. The composition of the November portfolio market value includes **\$20,404,258** in short-term securities consisting of **\$10,913,729** in Commercial Paper, **\$3,495,898** in Federal Treasury Securities, and **\$5,994,630** in Federal Agency Coupon Securities. In addition, **\$28,811,484** was held in TexPool Prime and **\$2,742,650** in bank accounts at Frost Bank. For the month of **November**, the earned interest income was recorded at **\$197,796**.

The Federal Open Markets Committee met December 18, 2024 and announced a rate cut of 25 basis points to the federal funds rate. The Fed Funds futures market is expecting the fed funds rate to bottom out around 3.4%, as opposed to the previous two cycles (Great Recession & COVID) which pushed the fed funds rate down to near zero. 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 November 30 was 4.7951% and dropped to 4.6293% upon announcement of the December cut or 16.58 bp.

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

The **Sales Tax** allocation for November 2024 is **estimated** at **\$3,800,000** and is in line with the actual allocation received for November 2023. The estimate is necessary since allocations lag two months behind and will not be received until January 10, 2025.

The Sales Tax revenue payment of **\$3,604,557** for October 2024 was received December 13, 2024, and was **\$195,443**, or **5.14%** less than the **\$3,800,000** October reported **estimate**. The October payment included the allocation from internet sales of **\$40,491**, a decrease of \$3,085 or 7.08% from the prior month. RTA started receiving internet sales tax revenue in December 2019, and to date have received **\$1,851,307**. Retailers started collecting sales tax on internet sales on October 1, 2019.

The sales tax revenue over the last five years averages 71.13% of total income. In 2023, Sales Tax Revenue represented 70.27% 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 91.70% 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.

### Transparency Disclosure

The sales tax revenue reported as 2024 Actual is higher than what is reported by the state comptroller's website for the months of **January through May**. The difference represents the \$27,374 that is deducted by the state comptroller each month as repayment of \$1,177,082 that occurred in December 2019 because of an audit. The repayment is over 43 months and as of May have completed all installments. This amount is added back to calculate the growth rate when compared to the same period last year. ***Although the repayment has been paid in full as of June 2024***, this transparency disclosure is necessary to explain the difference in the revenue recognition compared to the net sales tax payment received.

### Sales Tax Growth – Table 2

Month Revenue was Recognized	2024 Actual	2023 Actual	\$ Growth	% Growth
January (actual)	3,006,019	\$ 2,883,848	122,171	4.24%
February (actual)	3,560,917	2,939,551	621,366	21.14%
March (actual)	3,728,858	3,876,821	(147,963)	-3.82%
April (actual)	3,388,757	3,196,995	191,762	6.00%
May (actual)	3,458,737	3,371,557	87,180	2.59%
June (actual)	3,743,265	3,744,213	(947)	-0.03%
July (actual)	3,485,208	3,448,803	36,405	1.06%
August (actual)	3,206,991	3,375,472	(168,481)	-4.99%
September (actual)	3,414,856	3,458,597	(43,741)	-1.26%
October (actual)	3,604,557	3,297,119	307,438	9.32%
November (estimate)	3,800,000	3,181,250	618,750	19.45%
December (estimate)	-	-	-	0.00%
	<b>\$ 38,398,166</b>	<b>\$ 36,774,225</b>	<b>\$ 1,623,940</b>	<b>4.42%</b>

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

Month Revenue was Recognized	2024 Actual	2024 Budget	\$ Variance	% Variance
January (actual)	3,006,019	\$ 3,150,000	(143,981)	-4.57%
February (actual)	3,560,917	3,150,000	410,917	13.04%
March (actual)	3,728,858	3,800,000	(71,142)	-1.87%
April (actual)	3,388,757	3,500,000	(111,243)	-3.18%
May (actual)	3,458,737	3,700,000	(241,263)	-6.52%
June (actual)	3,743,265	3,800,000	(56,735)	-1.49%
July (actual)	3,485,208	3,800,000	(314,792)	-8.28%
August (actual)	3,206,991	3,800,000	(593,009)	-15.61%
September (actual)	3,414,856	3,800,000	(385,144)	-10.14%
October (actual)	3,604,557	3,800,000	(195,443)	-5.14%
November (estimate)	3,800,000	3,800,000	-	0.00%
December (estimate)	-	-	-	0.00%
	<b>\$ 38,398,166</b>	<b>\$ 40,100,000</b>	<b>\$ (1,701,834)</b>	<b>-4.24%</b>

The detail of all revenue and expense categories are presented in the following tables, along with the fare recovery ratio for November 2024:

**Revenue – November 2024 – Revenue Composition (Includes Operating and Capital Funding) – Table 3**

Revenue Source	November 2024	%	YTD	%
Passenger Service	\$ 89,393	2.16%	\$ 1,041,335	2.17%
Bus Advertising	18,774	0.45%	197,044	0.41%
Other Revenue	(1,851)	-0.04%	29,406	0.06%
Sales Tax Revenue	3,800,000	91.70%	38,398,166	79.85%
Grants - Operating	-	0.00%	39,249	0.08%
Grants - Capital	-	0.00%	5,469,983	11.38%
Investment Income	197,796	4.77%	2,439,894	5.07%
SSC Lease Income	39,989	0.96%	469,976	0.98%
<b>Total Revenue</b>	<b>\$ 4,144,101</b>	<b>100.00%</b>	<b>\$ 48,085,053</b>	<b>100.00%</b>

**Revenue – November 2024 Operating Revenue and Capital Funding – Table 4**

	11/2024				
	2024 Adopted Budget	November 2024 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
<b>Revenues</b>					
Passenger service	\$ 1,105,459	\$ 89,393	\$ 92,122	8.09%	97.04%
Bus advertising	213,251	18,774	17,771	8.80%	105.65%
Other operating revenues	362,651	(1,851)	(1,851)	-0.51%	100.00%
Sales Tax Revenue	44,244,769	3,800,000	3,800,000	8.59%	100.00%
Federal, state and local grant assistance	1,200,152	-	100,013	0.00%	0.00%
Investment Income	2,025,000	197,796	168,750	9.77%	117.21%
Staples Street Center leases	525,850	39,989	43,821	7.60%	91.26%
<b>Total Operating &amp; Non-Operating Revenues</b>	<b>49,677,132</b>	<b>4,144,101</b>	<b>4,220,626</b>	<b>8.34%</b>	<b>98.19%</b>
Capital Grants & Donations	11,971,407	-	-	0.00%	0.00%
Transfers-In	5,901,845	491,820	491,820	8.33%	100.00%
<b>Total Operating &amp; Non-Operating Revenues and Capital Funding</b>	<b>\$ 67,550,384</b>	<b>\$ 4,635,921</b>	<b>\$ 4,712,446</b>	<b>6.86%</b>	<b>98.38%</b>

	11/2024				
	2024 Adopted Budget	YTD 2024 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
<b>Revenues</b>					
Passenger service	\$ 1,105,459	\$ 1,041,335	\$ 1,013,337	94.20%	102.76%
Bus advertising	213,251	197,044	195,480	92.40%	100.80%
Other operating revenues	362,651	29,406	332,430	8.11%	8.85%
Sales Tax Revenue	44,244,769	38,398,166	40,100,000	86.79%	95.76%
Federal, state and local grant assistance	1,200,152	39,249	1,100,139	3.27%	3.57%
Investment Income	2,025,000	2,439,894	1,856,250	120.49%	131.44%
Staples Street Center leases	525,850	469,976	438,208	89.37%	107.25%
<b>Total Operating &amp; Non-Operating Revenues</b>	<b>49,677,132</b>	<b>42,615,070</b>	<b>45,035,845</b>	<b>85.78%</b>	<b>94.62%</b>
Capital Grants & Donations	11,971,407	5,469,983	5,469,983	45.69%	100.00%
Transfers-In	5,901,845	5,410,025	5,410,025	91.67%	100.00%
<b>Total Operating &amp; Non-Operating Revenues and Capital Funding</b>	<b>\$ 67,550,384</b>	<b>\$ 53,495,078</b>	<b>\$ 55,915,853</b>	<b>79.19%</b>	<b>95.67%</b>

**Note: The Sales Tax Revenue % YTD Actual to Budget calculations takes actual of \$38,398,166 divided by the annual budget of \$44,244,769 producing a ratio of 86.79% of budget. The \$38,398,166 includes ten months of actual revenues totaling \$34,598,166 plus the \$3,800,000 estimate for November. The baseline budget includes ten months of budget estimates plus one month of baseline expectation as stated in Table 2.1.**

**Revenue – November 2024 from Operations – Table 4.1**

	11/2024				
	2024 Adopted Budget	November 2024 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
<b>Revenues</b>					
Passenger service	\$ 1,105,459	\$ 89,393	\$ 92,122	8.09%	97.04%
Bus advertising	213,251	18,774	17,771	8.80%	105.65%
Other operating revenues	362,651	(1,851)	(1,851)	-0.51%	100.00%
<b>Total Operating Revenues</b>	<b>1,681,361</b>	<b>106,316</b>	<b>108,042</b>	<b>6.32%</b>	<b>98.40%</b>
Sales Tax Revenue	44,244,769	3,800,000	3,800,000	8.59%	100.00%
Federal, state and local grant assistance	1,200,152	-	100,013	0.00%	0.00%
Investment Income	2,025,000	197,796	168,750	9.77%	117.21%
Staples Street Center leases	525,850	39,989	43,821	7.60%	91.26%
<b>Total Non-Operating Revenues</b>	<b>47,995,771</b>	<b>4,037,785</b>	<b>4,112,584</b>	<b>8.41%</b>	<b>98.18%</b>
<b>Total Revenues</b>	<b>\$ 49,677,132</b>	<b>\$ 4,144,101</b>	<b>\$ 4,220,626</b>	<b>8.34%</b>	<b>98.19%</b>

**November 2024 Expenses**

The results of all expenditure activities, including capital, are presented below. Overall, the total expenditures of **\$5,438,320** came in **\$246,908** under the anticipated baseline of **\$5,685,228**. Departmental expenses of **\$3,466,492** came in **\$213,564** under the **\$3,680,056** anticipated baseline or 5.80%. Meanwhile, Street Improvement Program expense of **\$287,294** 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 **\$1,187,632** represents principal and interest on the 2019 refunding bonds, and the monthly amortization of debt issuance costs resulting from the 2019 bond refunding plus interest related to Subscription Liabilities (SBITAs).

**November 2024 Total Expenses & Capital Expenditures – Table 6**

	11/2024				
	2024 Adopted Budget	November 2024 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
<b>Expenditures</b>					
Departmental Operating Expenses	\$ 44,160,638	\$ 3,466,492	\$ 3,680,056	7.85%	94.20%
Debt Service	1,607,841	1,187,632	1,187,632	73.86%	100.00%
Street Improvements	3,447,523	287,294	287,294	8.33%	100.00%
Subrecipient Grant Agreements	400,152	-	33,346	0.00%	0.00%
<b>Total Operating &amp; Non-Operating Expenses</b>	<b>49,616,154</b>	<b>4,941,418</b>	<b>5,188,326</b>	<b>9.96%</b>	<b>95.24%</b>
Grant Eligible Costs	11,971,407	-	-	0.00%	0.00%
Depreciation Expenses	5,962,823	496,902	496,902	8.33%	100.00%
<b>Total Operating &amp; Non-Operating Expenses and Capital Expenditures</b>	<b>\$ 67,550,384</b>	<b>\$ 5,438,320</b>	<b>\$ 5,685,228</b>	<b>8.05%</b>	<b>95.66%</b>

**Year to Date as of November 2024 Total Expenses & Capital Expenditures – Table 6.1**

For the year to date, total expenditures including capital were **\$55,803,359**, coming in **\$734,822** under the anticipated baseline of **\$56,538,181**. Departmental expenses of **\$40,073,320** came in **\$407,265** under the anticipated baseline of **\$40,480,585** or 1.01%. Meanwhile, Street

Improvement Program expense is a fixed amount that represents one-twelve of the annual amount budgeted for all member cities, resulting in 100% of baseline and as of November the year-to-date expense represents 91.67% of the annual budget. Debt service represents principal and interest on the 2019 refunding bonds, and the monthly amortization of debt issuance costs plus current year interest on bonds, along with interest costs for SBITAs.

	11/2024				
	2024 Adopted Budget	YTD 2024 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
<b>Expenditures</b>					
Departmental Operating Expenses	\$ 44,160,638	\$ 40,073,320	\$ 40,480,585	90.74%	98.99%
Debt Service	1,607,841	1,594,657	1,594,657	99.18%	100.00%
Street Improvements	3,447,523	3,160,229	3,160,229	91.67%	100.00%
Subrecipient Grant Agreements	400,152	39,249	366,806	9.81%	10.70%
<b>Total Operating &amp; Non-Operating Expenses</b>	<b>49,616,154</b>	<b>44,867,455</b>	<b>45,602,277</b>	<b>90.43%</b>	<b>98.39%</b>
Grant Eligible Costs	11,971,407	5,469,983	5,469,983	45.69%	100.00%
Depreciation Expenses	5,962,823	5,465,921	5,465,921	91.67%	100.00%
<b>Total Operating &amp; Non-Operating Expenses and Capital Expenditures</b>	<b>\$ 67,550,384</b>	<b>\$ 55,803,359</b>	<b>\$ 56,538,181</b>	<b>82.61%</b>	<b>98.70%</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 November 2024, total departmental operating expenses realized favorable variances against the baseline expectation from categories including Salaries & Wages, Services, Purchased Transportation, and Miscellaneous.

Meanwhile, unfavorable variance was identified with the categories of Benefits, Materials & Supplies, Utilities, and Insurance.

**Benefits** reported a negative variance of 11.56%, or \$83,250. **For the year to date**, the category reports a negative variance of 7.53%, or \$596,899.

**Materials & Supplies** reported a negative variance of 18.85%, or \$52,804. The negative variance is due to the continued higher costs for maintenance of vehicles and facilities. **The category maintains a negative variance of 12.08% or \$372,215 for the year to date.**

**Utilities** reported a negative variance of 5.40%, or \$3,594. **The category maintains a negative variance of 10.85% or \$79,491 for the year to date.**

**Insurance** reported a negative variance of 17.54%, or \$9,709. The negative variance is due to the increase in windstorm premium for RTA facilities. The new premium represents an increase of 55.8% over the prior term, or \$122,649. Monthly amortization of the insurance premium grew from \$18,301 in July, to \$28,521 in August and subsequent months.

**November 2024 Departmental Expense Breakdown – Table 7**

	11/2024				
	2024 Adopted Budget	November 2024 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
<b>Departmental Operating Expenses:</b>					
<b>Object Category</b>					
Salaries & Wages	\$ 14,418,479	\$ 1,040,342	\$ 1,201,542	7.22%	86.58%
Benefits	8,642,048	803,421	720,171	9.30%	111.56%
Services	5,714,226	373,315	476,186	6.53%	78.40%
Materials & Supplies	3,362,189	332,987	280,182	9.90%	118.85%
Utilities	798,939	70,172	66,578	8.78%	105.40%
Insurance	664,075	65,049	55,340	9.80%	117.54%
Purchased Transportation	9,449,581	712,950	787,465	7.54%	90.54%
Miscellaneous	1,111,101	68,260	92,592	6.14%	73.72%
<b>Total Departmental Operating Expenses</b>	<b>\$ 44,160,638</b>	<b>\$ 3,466,492</b>	<b>\$ 3,680,056</b>	<b>7.85%</b>	<b>94.20%</b>

**Year to Date as of November 2024 Departmental Operating Expense Breakdown – Table 8**

	11/2024				
	2024 Adopted Budget	YTD 2024 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
<b>Departmental Operating Expenses:</b>					
<b>Object Category</b>					
Salaries & Wages	\$ 14,418,479	\$ 12,798,465	\$ 13,216,939	88.76%	96.83%
Benefits	8,642,048	8,518,777	7,921,877	98.57%	107.53%
Services	5,714,226	4,522,836	5,238,041	79.15%	86.35%
Materials & Supplies	3,362,189	3,454,222	3,082,007	102.74%	112.08%
Utilities	798,939	811,851	732,361	101.62%	110.85%
Insurance	664,075	654,091	608,735	98.50%	107.45%
Purchased Transportation	9,449,581	8,419,175	8,662,116	89.10%	97.20%
Miscellaneous	1,111,101	893,903	1,018,509	80.45%	87.77%
<b>Total Departmental Operating Expenses</b>	<b>\$ 44,160,638</b>	<b>\$ 40,073,320</b>	<b>\$ 40,480,585</b>	<b>90.74%</b>	<b>98.99%</b>

**2024 Self-Insurance Claims, Medical & Vision and Dental – Table 9**

Month	Medical & Vision	Dental	Total
January	\$ 85,533	\$ 5,426	\$ 90,960
February	217,561	11,983	229,544
March	374,863	8,671	383,534
April	360,163	11,187	371,350
May	492,043	10,351	502,394
June	699,035	3,119	702,154
July	566,539	4,239	570,778
August	361,600	18,692	380,292
September	371,034	8,702	379,735
October	335,905	11,658	347,563
November	315,876	15,681	331,557
	<b>\$ 4,180,152</b>	<b>\$ 109,707</b>	<b>\$ 4,289,859</b>

**\*Note – Stop loss reimbursements of \$53,950 were received in November and lowered the recorded expense for health insurance.**

**Fare Recovery Ratio – Table 10**

Description	11/30/2024	Year to Date
Fare Revenue or Passenger Revenue	\$ 89,393	\$ 1,041,335
Operating Expenses	3,466,493	40,073,320
Fare Recovery Ratio	2.58%	2.60%
*Excluding Depreciation		

Note: Same period last year (November 2023) 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.*

**November 2024 – Table 11**

For the month of November, total Expenditures exceeded Revenues by \$802,399. For the year to date, total Expenditures exceeded Revenue by \$2,308,281. A greater detail of the financial results is explained in the accompanied Power Point presentation.

	11/2024				
	2024 Adopted Budget	November 2024 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Operating Revenues	\$ 49,677,132	\$ 4,144,101	\$ 4,220,626	8.34%	98.19%
Operating Expenses	49,616,154	4,941,418	5,188,326	9.96%	95.24%
<b>Revenue over Expenses</b>	<b>60,978</b>	<b>(797,317)</b>	<b>(967,700)</b>	<b>-1307.55%</b>	<b>82.39%</b>
Capital Funding	17,873,252	491,820	491,820	2.75%	100.00%
Capital Expenditures	17,934,230	496,902	496,902	2.77%	100.00%
<b>Revenue over Expenses</b>	<b>(60,978)</b>	<b>(5,082)</b>	<b>(5,082)</b>	<b>8.33%</b>	<b>100.00%</b>
<b>Revenue over Expenditures</b>	<b>\$ -</b>	<b>\$ (802,399)</b>	<b>\$ (972,782)</b>		

	11/2024				
	2024 Adopted Budget	YTD 2024 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Operating Revenues	\$ 49,677,132	\$ 42,615,070	\$ 45,035,844	85.78%	94.62%
Operating Expenses	49,616,154	44,867,455	45,602,277	90.43%	98.39%
<b>Revenue over Expenses</b>	<b>60,978</b>	<b>(2,252,385)</b>	<b>(566,433)</b>	<b>-3693.77%</b>	<b>397.64%</b>
Capital Funding	17,873,252	10,880,008	10,880,008	60.87%	100.00%
Capital Expenditures	17,934,230	10,935,904	10,935,904	60.98%	100.00%
<b>Revenue over Expenses</b>	<b>(60,978)</b>	<b>(55,896)</b>	<b>(55,896)</b>	<b>91.67%</b>	<b>100.00%</b>
<b>Revenue over Expenditures</b>	<b>\$ -</b>	<b>\$ (2,308,281)</b>	<b>\$ (622,329)</b>		

## NET POSITION

The Total Net Position at the end of the month was **\$109,445,918**, a decrease of **\$1,318,322** from December 2023 which closed at **\$110,764,241**.

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 **\$109,445,918**, the portion of the fund balance that is not restricted in accordance with GASB Concepts Statement No 4 is **\$41,993,793**, but only **\$16,809,580** is available for spending due to the **\$25,184,213** Board-designated reserves aimed at mitigating the fluctuations in sales tax revenue. As you can see from the fund balance breakdown below, **59.97%** of the unrestricted portion is assigned by the Board to fund reserves that are earmarked to meet certain unexpected demands.

### FUND BALANCE AS OF NOVEMBER 30, 2024:


<b>FUND BALANCE</b>		
Net Invested in Capital Assets		\$ 66,876,818
Restricted for FTA Interest		575,308
Unrestricted		41,993,793
<b>TOTAL FUND BALANCE</b>		<b>109,445,918</b>
<b>RESERVES</b>		
Designated for Operating Reserve		9,649,553
Designated for Capital Reserve		11,855,307
Designated for Employee Benefits Reserve		1,779,353
Designated for Emergency/Disaster Reserve		1,900,000
<b>Total Designated Reserves</b>	<b>59.97%</b>	<b>25,184,213</b>
Plus:		
Unrestricted	<b>40.03%</b>	16,809,580
<b>TOTAL DESIGNATED AND UNRESTRICTED</b>		<b>\$ 41,993,793</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 November 2024

OPERATING BUDGET	11/2024				
	2024 Adopted Budget	November 2024 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	\$ 1,105,459	\$ 89,393	\$ 92,122	8.09%	97.04%
Bus advertising	213,251	18,774	17,771	8.80%	105.65%
Other operating revenues	362,651	(1,851)	(1,851)	-0.51%	100.00%
Sales Tax Revenue	44,244,769	3,800,000	3,800,000	8.59%	100.00%
Federal, state and local grant assistance	1,200,152	-	100,013	0.00%	0.00%
Investment Income	2,025,000	197,796	168,750	9.77%	117.21%
Staples Street Center leases	525,850	39,989	43,821	7.60%	91.26%
<b>Total Revenues</b>	<b>49,677,132</b>	<b>4,144,101</b>	<b>4,220,626</b>	<b>8.34%</b>	<b>98.19%</b>
<b>Expenses</b>					
Transportation	11,064,303	943,453	922,025	8.53%	102.32%
Customer Programs	771,857	52,463	64,321	6.80%	81.56%
Purchased Transportation	9,449,581	725,169	787,465	7.67%	92.09%
Service Development	682,410	39,319	56,868	5.76%	69.14%
MIS	1,957,895	128,802	163,158	6.58%	78.94%
Vehicle Maintenance	6,817,309	535,186	568,109	7.85%	94.20%
Facilities Maintenance	3,393,766	311,707	282,814	9.18%	110.22%
Contracts and Procurements	517,294	34,508	43,108	6.67%	80.05%
CEO's Office	1,114,763	80,602	92,897	7.23%	86.76%
Finance and Accounting	1,018,620	55,774	84,885	5.48%	65.70%
Materials Management	294,160	22,503	24,513	7.65%	91.80%
Human Resources	1,150,530	84,370	95,878	7.33%	88.00%
General Administration	508,836	31,088	42,403	6.11%	73.32%
Capital Project Management	433,141	34,945	36,095	8.07%	96.81%
Marketing & Communications	1,247,108	80,167	103,926	6.43%	77.14%
Safety & Security	2,422,340	208,017	201,862	8.59%	103.05%
Staples Street Center	1,092,185	98,666	91,015	9.03%	108.41%
Port Ayers Cost Center	24,540	(247)	2,045	-1.00%	-12.06%
Debt Service	1,607,841	1,187,632	1,187,632	73.86%	100.00%
Special Projects	200,000	-	16,667	0.00%	0.00%
Subrecipient Grant Agreements	400,152	-	33,346	0.00%	0.00%
Street Improvements Program for CCRTA Regional Entities	3,447,523	287,294	287,294	8.33%	100.00%
<b>Total Expenses</b>	<b>49,616,154</b>	<b>4,941,418</b>	<b>5,188,326</b>	<b>9.96%</b>	<b>95.24%</b>
<b>Revenues Over Expenses - Operating Budget</b>	<b>60,978</b>	<b>(797,317)</b>	<b>(967,700)</b>		
<b>CIP BUDGET</b>					
	2024 Adopted Budget	November 2024 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
	A	B	C = A / 12	B / A	
<b>Funding Sources</b>					
Transfer In	\$ 5,901,845	491,820	491,820	8.33%	100.00%
Grant Revenue	11,971,407	-	-	0.00%	0.00%
<b>Total Funding Sources</b>	<b>17,873,252</b>	<b>491,820</b>	<b>491,820</b>	<b>2.75%</b>	<b>100.00%</b>
<b>Capital Expenditures</b>					
Grant Eligible Costs	11,971,407	-	-	0.00%	0.00%
Depreciation Expenses	5,962,823	496,902	496,902	8.33%	100.00%
<b>Total Expenditures</b>	<b>17,934,230</b>	<b>496,902</b>	<b>496,902</b>	<b>2.77%</b>	<b>100.00%</b>
<b>Funding Sources Over Expenditures</b>	<b>(60,978)</b>	<b>(5,082)</b>	<b>(5,082)</b>	<b>8.33%</b>	<b>100.00%</b>
<b>Revenues Over Expenses - Operating Budget</b>	<b>60,978</b>	<b>(797,317)</b>	<b>(967,700)</b>		
<b>Revenues Over Expenses - CIP Budget</b>	<b>(60,978)</b>	<b>(5,082)</b>	<b>(5,082)</b>		
<b>Revenues Over Expenses (including rounding)</b>	<b>\$ -</b>	<b>\$ (802,399)</b>	<b>\$ (972,782)</b>		

Corpus Christi Regional Transportation Authority  
 Operating and Capital Budget Report  
 For the month ended November 2024

OPERATING BUDGET	11/2024				
	2024 Adopted Budget	YTD 2024 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
	A	B	C = A / 12 * 11	B / A	C vs B
<b>Revenues</b>					
Passenger service	\$ 1,105,459	\$ 1,041,335	\$ 1,013,337	94.20%	102.76%
Bus advertising	213,251	197,044	195,480	92.40%	100.80%
Other operating revenues	362,651	29,406	332,430	8.11%	8.85%
Sales Tax Revenue	44,244,769	38,398,166	40,100,000	86.79%	95.76%
Federal, state and local grant assistance	1,200,152	39,249	1,100,139	3.27%	3.57%
Investment Income	2,025,000	2,439,894	1,856,250	120.49%	131.44%
Staples Street Center leases	525,850	469,976	438,208	89.37%	107.25%
<b>Total Revenues</b>	<b>49,677,132</b>	<b>42,615,070</b>	<b>45,035,844</b>	<b>85.78%</b>	<b>94.62%</b>
<b>Expenses</b>					
Transportation	11,064,303	10,687,523	10,142,277	96.59%	105.38%
Customer Programs	771,857	647,578	707,536	83.90%	91.53%
Purchased Transportation	9,449,581	8,431,534	8,662,116	89.23%	97.34%
Service Development	682,410	642,652	625,543	94.17%	102.74%
MIS	1,957,895	1,605,052	1,794,737	81.98%	89.43%
Vehicle Maintenance	6,817,309	6,404,805	6,249,200	93.95%	102.49%
Facilities Maintenance	3,393,766	3,141,389	3,110,952	92.56%	100.98%
Contracts and Procurements	517,294	432,003	474,186	83.51%	91.10%
CEO's Office	1,114,763	952,415	1,021,866	85.44%	93.20%
Finance and Accounting	1,018,620	804,056	933,735	78.94%	86.11%
Materials Management	294,160	265,821	269,647	90.37%	98.58%
Human Resources	1,150,530	820,380	1,054,653	71.30%	77.79%
General Administration	508,836	420,768	466,433	82.69%	90.21%
Capital Project Management	433,141	401,072	397,046	92.60%	101.01%
Marketing & Communications	1,247,108	945,146	1,143,182	75.79%	82.68%
Safety & Security	2,422,340	2,351,399	2,220,478	97.07%	105.90%
Staples Street Center	1,092,185	1,089,695	1,001,170	99.77%	108.84%
Port Ayers Cost Center	24,540	3,935	22,495	16.03%	17.49%
Debt Service	1,607,841	1,594,657	1,594,657	99.18%	100.00%
Special Projects	200,000	26,097	183,333	13.05%	14.23%
Subrecipient Grant Agreements	400,152	39,249	366,806	9.81%	10.70%
Street Improvements Program for CCRTA Regional Entities	3,447,523	3,160,229	3,160,229	91.67%	100.00%
<b>Total Expenses</b>	<b>49,616,154</b>	<b>44,867,455</b>	<b>45,602,277</b>	<b>90.43%</b>	<b>98.39%</b>
<b>Revenues Over Expenses - Operating Budget</b>	<b>60,978</b>	<b>(2,252,385)</b>	<b>(566,433)</b>		
<b>CIP BUDGET</b>					
	2024 Adopted Budget	YTD 2024 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
	A	B	C = A / 12 * 11	B / A	C vs B
<b>Funding Sources</b>					
Transfer In	\$ 5,901,845	5,410,025	5,410,025	91.67%	100.00%
Grant Revenue	11,971,407	5,469,983	5,469,983	45.69%	0.00%
<b>Total Funding Sources</b>	<b>17,873,252</b>	<b>10,880,008</b>	<b>10,880,008</b>	<b>60.87%</b>	<b>100.00%</b>
<b>Capital Expenditures</b>					
Grant Eligible Costs	11,971,407	5,469,983	5,469,983	45.69%	0.00%
Depreciation Expenses	5,962,823	5,465,921	5,465,921	91.67%	100.00%
<b>Total Expenditures</b>	<b>17,934,230</b>	<b>10,935,904</b>	<b>10,935,904</b>	<b>60.98%</b>	<b>100.00%</b>
<b>Funding Sources Over Expenditures</b>	<b>(60,978)</b>	<b>(55,896)</b>	<b>(55,896)</b>	<b>91.67%</b>	<b>100.00%</b>
<b>Revenues Over Expenses - Operating Budget</b>	<b>60,978</b>	<b>(2,252,385)</b>	<b>(566,433)</b>		
<b>Revenues Over Expenses - CIP Budget</b>	<b>(60,978)</b>	<b>(55,896)</b>	<b>(55,896)</b>		
<b>Revenues Over Expenses (including rounding)</b>	<b>\$ -</b>	<b>\$ (2,308,281)</b>	<b>\$ (622,329)</b>		

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY  
Statement of Net Position  
Month ended November 30, 2024, and year ended December 31, 2023

	Unaudited November 30 2024	Unaudited December 31 2023
<b>ASSETS</b>		
<b>Current Assets:</b>		
Cash and Cash Equivalents	\$ 30,806,455	\$ 21,367,243
Short Term Investments	15,425,715	33,091,860
Receivables:		
Sales and Use Taxes	7,404,557	7,145,170
Federal Government	-	3,345,385
Other	279,297	778,938
Inventories	720,992	888,857
Prepaid Expenses	1,191,222	580,606
<b>Total Current Assets</b>	<b>55,828,236</b>	<b>67,198,059</b>
<b>Non-Current Assets:</b>		
Restricted Cash and Cash Equivalents	575,308	575,308
Long Term Investments	5,000,000	-
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	64,716,485
Right-To-Use Leased Equipment	499,627	499,627
Right-To-Use Software Subscriptions	2,055,609	1,852,014
Construction in Progress	4,585,020	4,585,020
Current Year Additions	9,812,310	-
Total Capital Assets	176,839,000	166,814,244
Less: Accumulated Depreciation	(95,018,515)	(89,552,594)
Net Capital Assets	81,820,485	77,261,650
<b>Total Non-Current Assets</b>	<b>88,550,958</b>	<b>78,992,123</b>
<b>TOTAL ASSETS</b>	<b>144,379,194</b>	<b>146,190,182</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	2,585,303	2,753,577
<b>Total Deferred Outflows</b>	<b>10,922,512</b>	<b>11,090,786</b>
<b>TOTAL ASSETS AND DEFERRED OUTFLOWS</b>	<b>155,301,706</b>	<b>157,280,968</b>
<b>LIABILITIES AND NET POSITION</b>		
<b>Current Liabilities:</b>		
Accounts Payable	4,431,285	3,871,186
Current Portion of Long-Term Liabilities:		
Long-Term Debt	-	930,000
Compensated Absences	328,918	328,918
Sales Tax Audit Funds Due	-	164,258
Software Subscription Liability	216,853	320,894
Lease Liability	93,237	93,237
Distributions to Regional Entities Payable	4,640,747	4,880,150
Other Accrued Liabilities	1,345,158	1,187,786
<b>Total Current Liabilities</b>	<b>11,056,198</b>	<b>11,776,429</b>
<b>Non-Current Liabilities:</b>		
Long-Term Liabilities, Net of Current Portion:		
Long-Term Debt	15,855,000	15,855,000
Compensated Absences	1,034,088	1,034,088
Sales Tax Audit Funds Due	-	-
Software Subscription Liability	679,611	620,319
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>29,925,837</b>	<b>29,866,545</b>
<b>TOTAL LIABILITIES</b>	<b>40,982,035</b>	<b>41,642,974</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>45,855,787</b>	<b>46,516,726</b>
<b>Net Position:</b>		
Net Invested in Capital Assets	66,876,818	58,638,363
Restricted for FTA Interest	575,308	575,308
Unrestricted	41,993,793	51,550,570
<b>TOTAL NET POSITION</b>	<b>\$ 109,445,919</b>	<b>\$ 110,764,241</b>

**Corpus Christi Regional Transportation Authority**  
**Statement of Cash Flows (Unaudited)**  
**For the month ended November 30, 2024**

11/30/2024

**Cash Flows From Operating Activities:**

Cash Received from Customers	\$	84,065
Cash Received from Bus Advertising and Other Ancillary		57,099
Cash Payments to Suppliers for Goods and Services		(2,384,163)
Cash Payments to Employees for Services		(932,955)
Cash Payments for Employee Benefits		(270,150)
<b>Net Cash Used for Operating Activities</b>		<u><b>(3,446,103)</b></u>

**Cash Flows from Non-Capital Financing Activities:**

Sales and Use Taxes Received		3,414,856
Grants and Other Reimbursements		-
Distributions to Subrecipient Programs		-
Distributions to Region Entities		-
<b>Net Cash Provided by Non-Capital Financing Activities</b>		<u><b>3,414,856</b></u>

**Cash Flows from Capital and Related Financing Activities:**

Federal and Other Grant Assistance		69,262
Proceeds/Loss from Sale of Capital Assets		-
Proceeds from Bonds		-
Repayment of Long-Term Debt		(930,000)
Interest and Fiscal Charges		(240,974)
Purchase and Construction of Capital Assets		(92,374)
<b>Net Cash Used by Capital and Related Financing Activities</b>		<u><b>(1,194,086)</b></u>

**Cash Flows from Investing Activities:**

Investment Income		121,544
Purchases of Investments		(3,500,000)
Maturities and Redemptions of Investments		1,000,000
Premiums/Discounts on Investments		53,546
<b>Net Cash Used by Investing Activities</b>		<u><b>(2,324,910)</b></u>

**Net decrease in Cash and Cash Equivalents** **(3,550,243)**

**Cash and Cash Equivalents (Including Restricted Accounts), November 1, 2024** **34,932,006**

**Cash and Cash Equivalents (Including Restricted Accounts), November 30, 2024** **\$ 31,381,763**



CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY

Board of Directors Meeting Memo

January 8, 2025

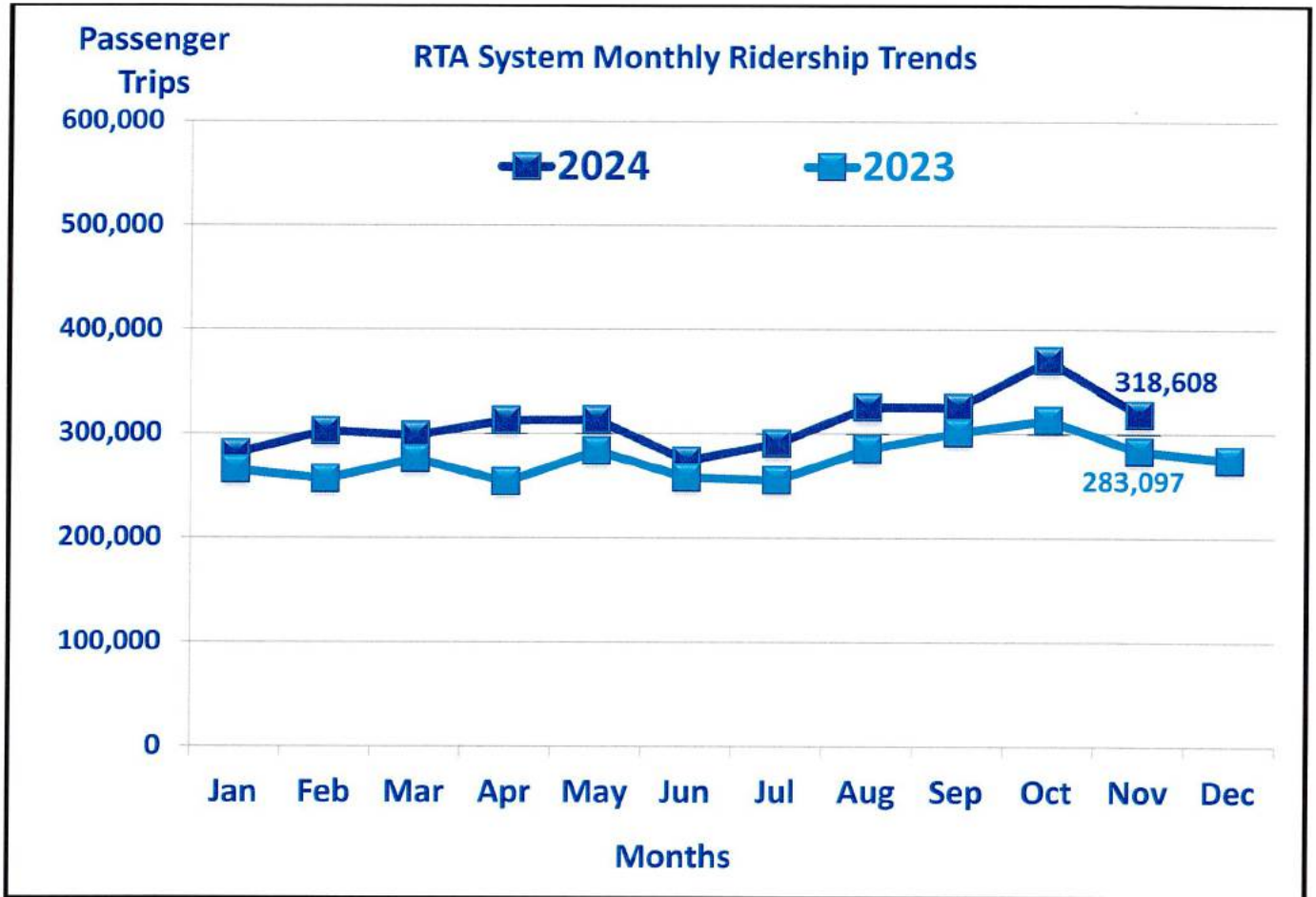
**Subject:** November 2024 Operations Report

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**

November 2024 system-wide passenger trips totaled 318,608 which represents a 12.5% increase, compared to 283,097 passenger trips in November 2023 with 35,511 more trips provided this month.



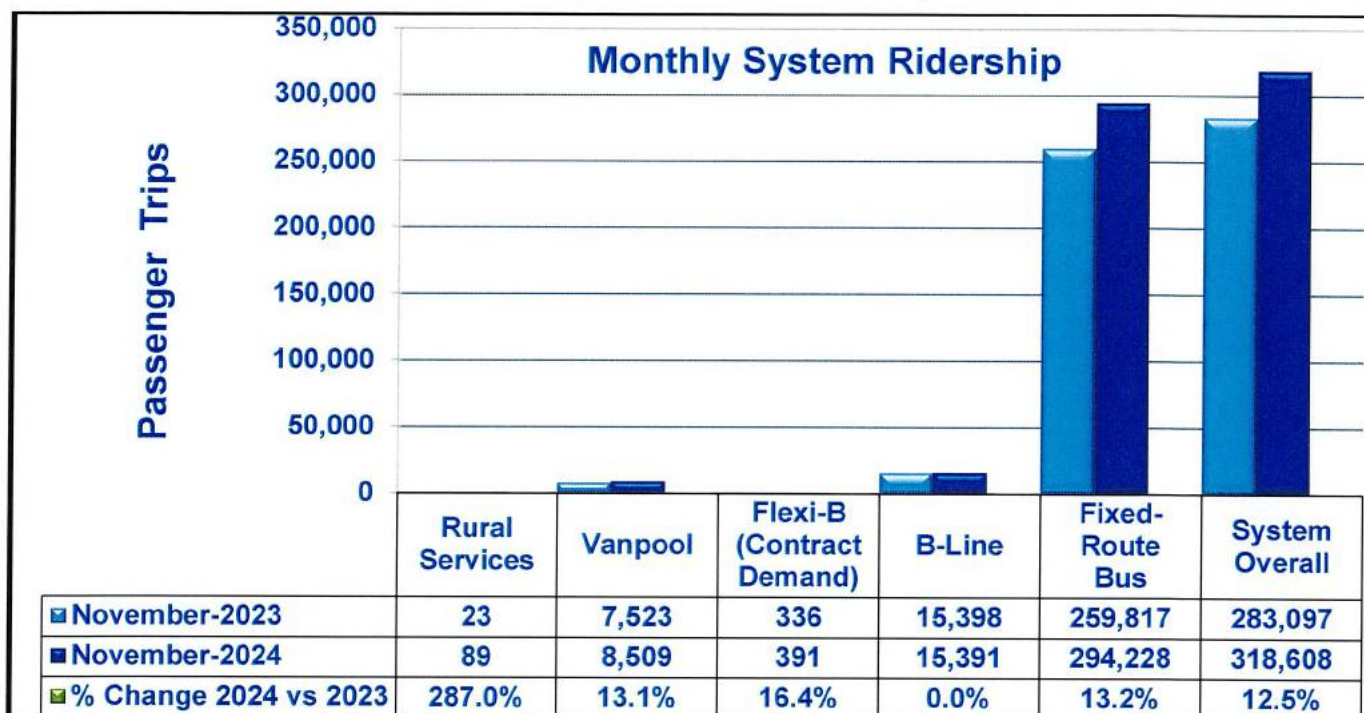
November 2024	November 2023	Variance
20 Weekdays *	21 Weekdays *	-1
5 Saturdays	4 Saturdays	+1
4 Sundays	4 Sundays	-
29 Days	29 Days	-

\* No service operated on Thanksgiving Day

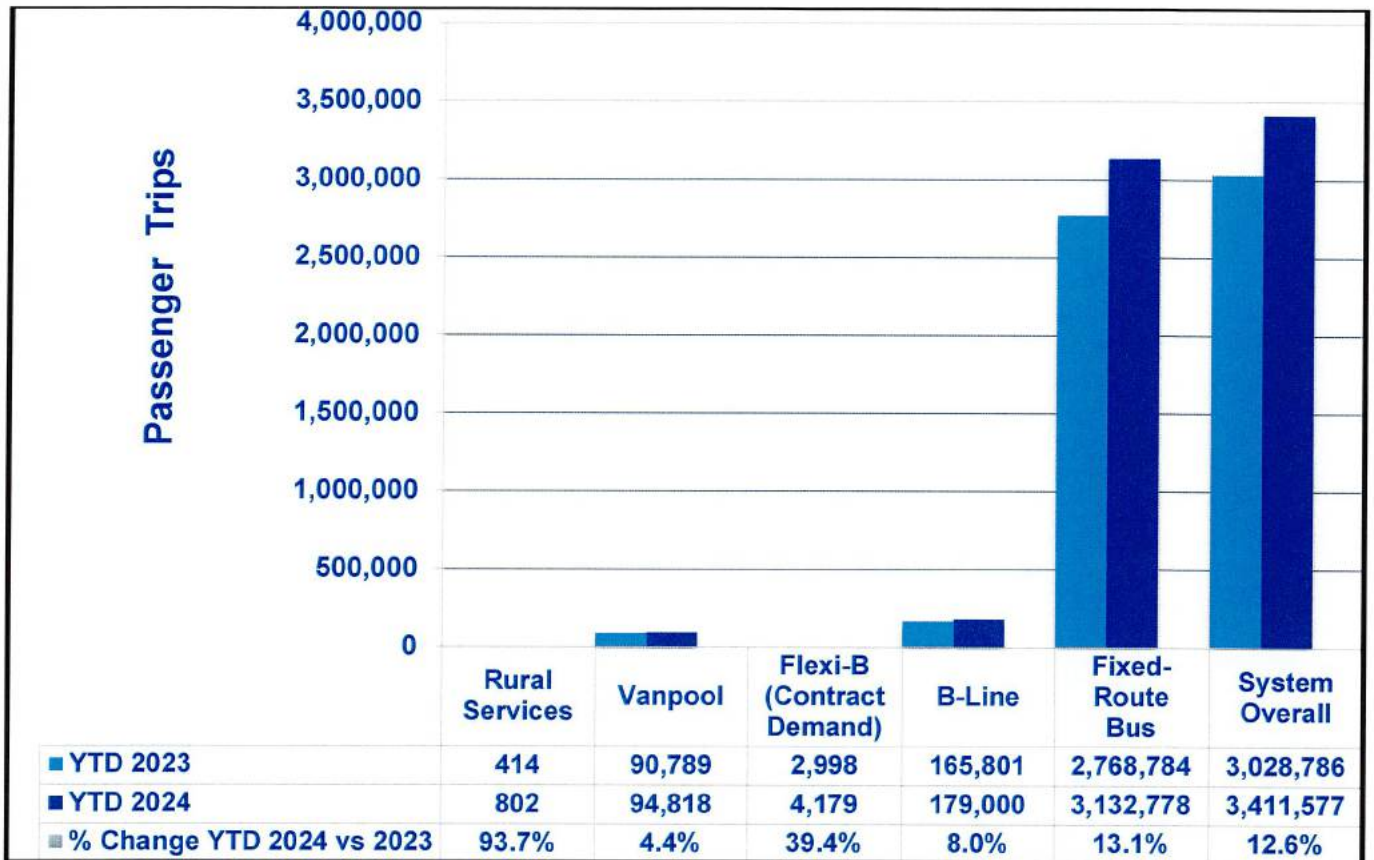
The average retail price for unleaded gas in Corpus Christi was \$2.56 per gallon compared to \$2.77 per gallon in November 2023<sup>1</sup> which is a 7.6% decrease in the average cost per gallon. November rainfall was below average at 0.15 inches. In comparison, November 2023 recorded more than double the normal rainfall at 4.10 inches.<sup>2</sup> Historically, November average rainfall is 2.03 inches. The 83.7-degree average high temperature in November 2024 was well above the average temperature of 76.1-degrees.

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

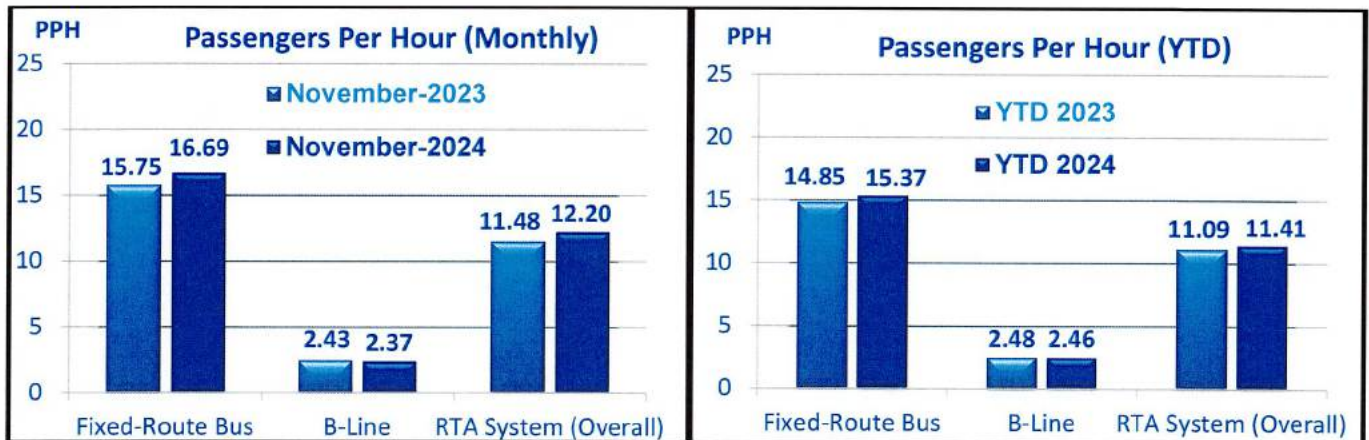
The chart below shows monthly ridership results for all services. CCRTA recorded 35,511 more passenger trips in November 2024 resulting in a 12.5% increase compared to November 2023.

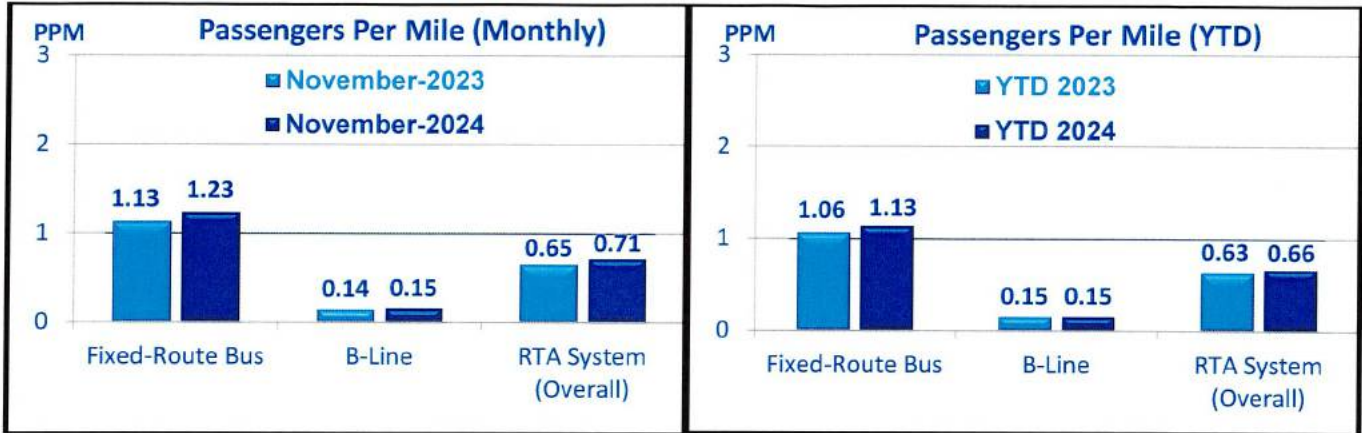


The chart below shows YTD ridership results for all services. 382,791 more trips compared to 2023.

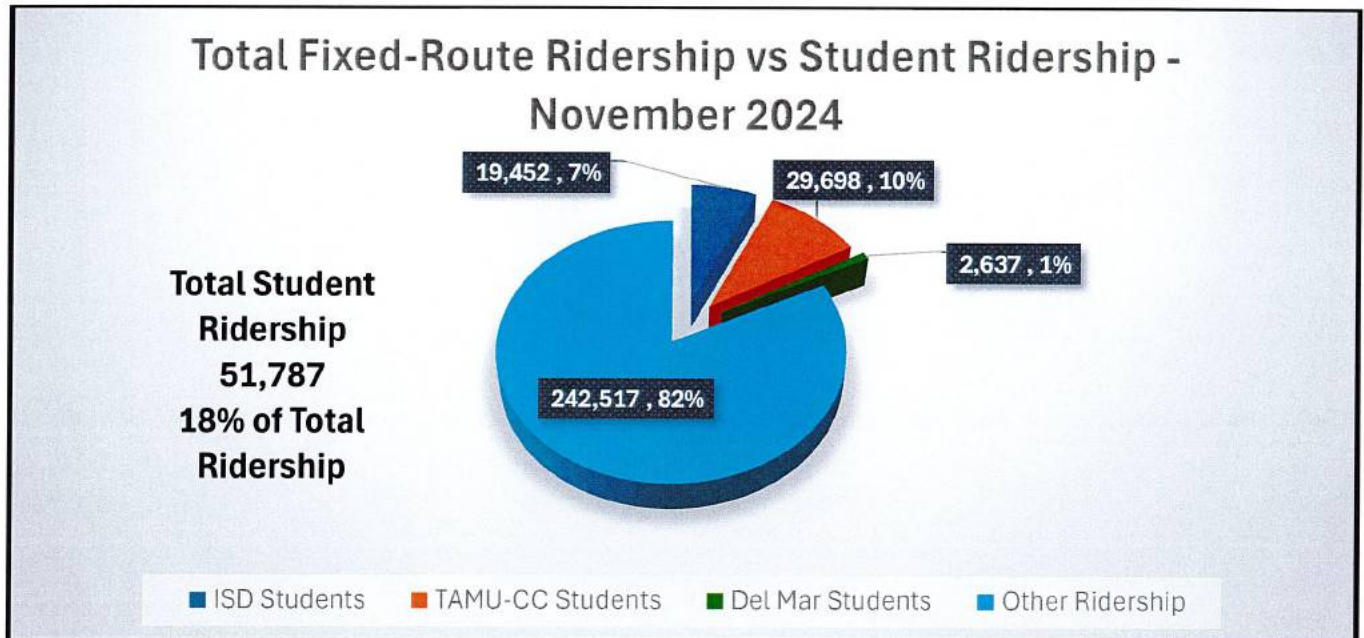


The following four charts are system-wide productivity for the month of November 2024 vs. November 2023 and YTD figures.





The following chart illustrates total fixed route ridership vs student ridership for the month of November 2024.



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

<b>On Detour</b>	<ul style="list-style-type: none"> <li>• <b>New Harbor Bridge (North Beach):</b> Route 78 remains on a minor detour under U.S. HWY 181 in the inbound direction. (No stops impacted)</li> <li>• <b>Port Ave.:</b> Waterline Replacement Project began March 2022, undetermined completion date.             <ul style="list-style-type: none"> <li>➤ Routes 21, 23 &amp; 37 (<b>2</b> stops impacted)</li> </ul> </li> <li>• <b>IH-37 @ Harbor Bridge Reconstruction:</b> Began May 31, 2024.             <ul style="list-style-type: none"> <li>➤ Route 27 (Express, no stops impacted)</li> </ul> </li> <li>• <b>Carroll @ Gollihar (outbound only):</b> Began July 2024.             <ul style="list-style-type: none"> <li>➤ Route 17 (<b>2</b> stops impacted with traffic control plan (TCP) placement)</li> </ul> </li> <li>• <b>Comanche St. (Carancahua-Alameda):</b> Began early 2024.             <ul style="list-style-type: none"> <li>➤ Route 21 (<b>2</b> stops impacted)</li> </ul> </li> <li>• <b>McArdle Rd. (Carroll-Kostoryz):</b> Project began Oct 30, 2023.             <ul style="list-style-type: none"> <li>➤ Route 19 (<b>8</b> stops closed)</li> </ul> </li> <li>• <b>Everhart Rd. (SPID-S. Staples):</b> Project began September 2023.             <ul style="list-style-type: none"> <li>➤ Route 32 (not detoured), Route 37 (detoured) (<b>4</b> stops on Everhart now impacted, <b>2</b> closed on Alameda &amp; <b>2</b> closed on S. Staples west of Everhart Rd.)</li> </ul> </li> <li>• <b>Horne Rd. (Between Port &amp; Ayers):</b> Utility repair began Aug. 12, 2024.             <ul style="list-style-type: none"> <li>➤ Route 19 (<b>1</b> McDonald's bus stop temporarily closed &amp; unserved)</li> </ul> </li> <li>• <b>Bear Ln. (Utility Replacement):</b> Road repair began June 2024.             <ul style="list-style-type: none"> <li>➤ Route 16 (Coastal Bend Food Bank - <b>1</b> stop currently not serviceable)</li> </ul> </li> <li>• <b>Brownlee Blvd. (Morgan-Staples):</b> Began October 2024.             <ul style="list-style-type: none"> <li>➤ Routes 17, 19 &amp; 83 (<b>2</b> stops impacted 7 more in future as project progresses)</li> </ul> </li> </ul>
<b>No Detour</b>	<ul style="list-style-type: none"> <li>• <b>Gollihar Rd. (Crosstown-Greenwood):</b> Began April 24, 2023.             <ul style="list-style-type: none"> <li>➤ Routes 23 &amp; 25 (<b>5</b> stops remain closed for this two-phase project) <b>4</b> stops recently reopened for service.</li> </ul> </li> <li>• <b>Alameda St. (Louisiana-Texan Trail):</b> Work on project began Fall 2023             <ul style="list-style-type: none"> <li>➤ Routes 5 &amp; 17 (<b>12</b> of 19 total stops are currently impacted)</li> </ul> </li> </ul>
<b>Detours Expected</b>	<ul style="list-style-type: none"> <li>• <b>Upper/Mid./Lower Broadway: Project in design. (60%)</b> <ul style="list-style-type: none"> <li>➤ Routes 6, 76, 78 (no stops impacted)</li> </ul> </li> <li>• <b>Carroll Ln. (SH-358 to Holly) Project in design. (60%)</b> <ul style="list-style-type: none"> <li>➤ Route 15 &amp; 17 (4 stops may be impacted)</li> </ul> </li> <li>• <b>Alameda St. (Everhart-Airline): Project in design. (90%)</b> <ul style="list-style-type: none"> <li>➤ Route 5 (13 stops may be impacted)</li> </ul> </li> <li>• <b>Alameda St. (Texan Trail-Doddridge): Project in design. (90%)</b> <ul style="list-style-type: none"> <li>➤ Route 5 (11 stops may be impacted)</li> </ul> </li> <li>• <b>Park Road 22 (Compass Dr.): Project in design. (30%)</b> <ul style="list-style-type: none"> <li>➤ Route 65 (1 stop may be impacted)</li> </ul> </li> </ul>

For November 2024, there were 9 impacted fixed routes out of 32 fixed route services in operation. This equates to approximately 28% of CCRTA services. Impacted bus route services include: **16, 17, 19, 21, 25, 27(Express), 37, 78 & 83**

The total number of bus stops that were impacted or closed was **43**. 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	Aug-24	Sep-24	Oct-24	Nov-24	4-Month Average
Early Departure	<1%	0.0%	0.0%	0.0%	0.0%	0.0%
Departures within 0-5 minutes	>85%	89.4%	86.8%	86.0%	90.9%	88.3%
Monthly Wheelchair Boardings	No standard	5,529	4,615	6,396	7,122	5,916
Monthly Bicycle Boardings	No standard	7,622	6,990	8,064	7,533	7,552

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

In November 2024, B-Line service performance metrics are listed below.

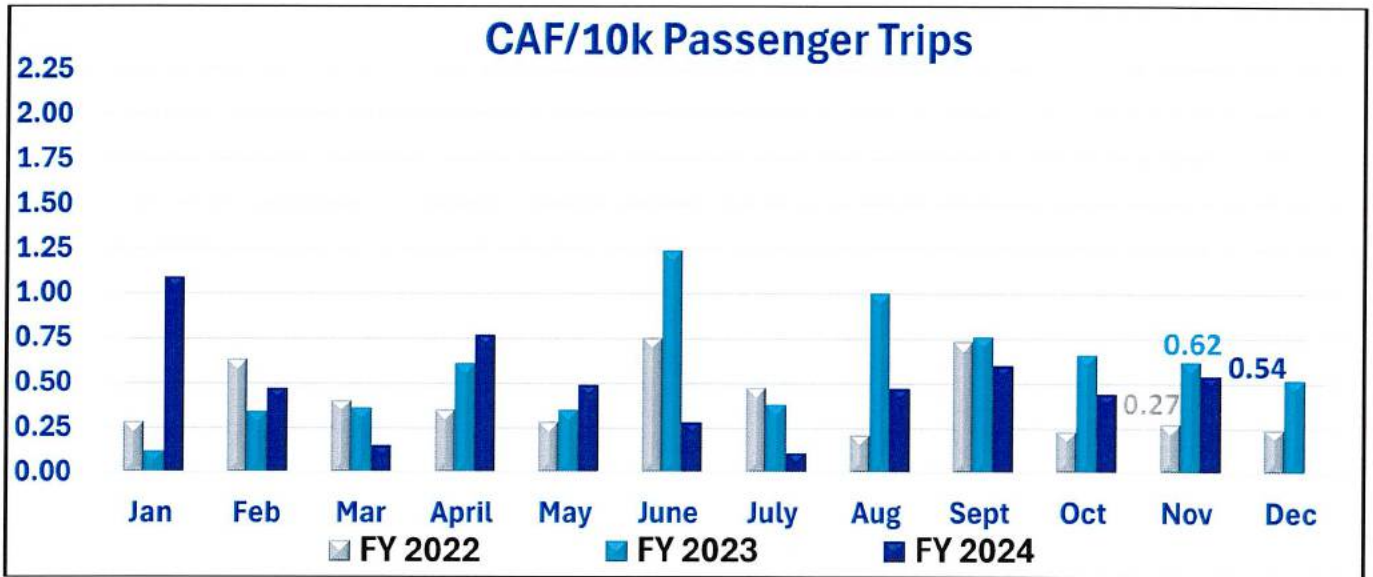
- Productivity: **2.37** Passengers per Hour (PPH) did not meet the contract standard of 2.50 PPH.
- On-time Performance: **90.61%** did not meet the contract standard of 95.0%.
- Denials: 0 denials or **0.0%** did meet the contract standard of 0.0%.
- Miles between Road Calls (MBRC): **24,780** did meet the contract standard of 12,250 miles.
- Ridership Statistics: **9,460** ambulatory boardings; **4,805** wheelchair boardings

Metric	Aug-24	Sep-24	Oct-24	Nov-24	(4) Month-Ave.
Passengers per Hour	2.58	2.60	2.46	2.37	2.50
On-time Performance	83.6%	83.9%	88.2%	90.6%	86.6%
Denials	0.00%	0.00%	0.00%	0.00%	0.0%
Miles Between Road Calls	17,869	18,180	32,876	24,780	23,426
Monthly Wheelchair Boardings	4,956	4,691	5,237	4,805	4,922

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

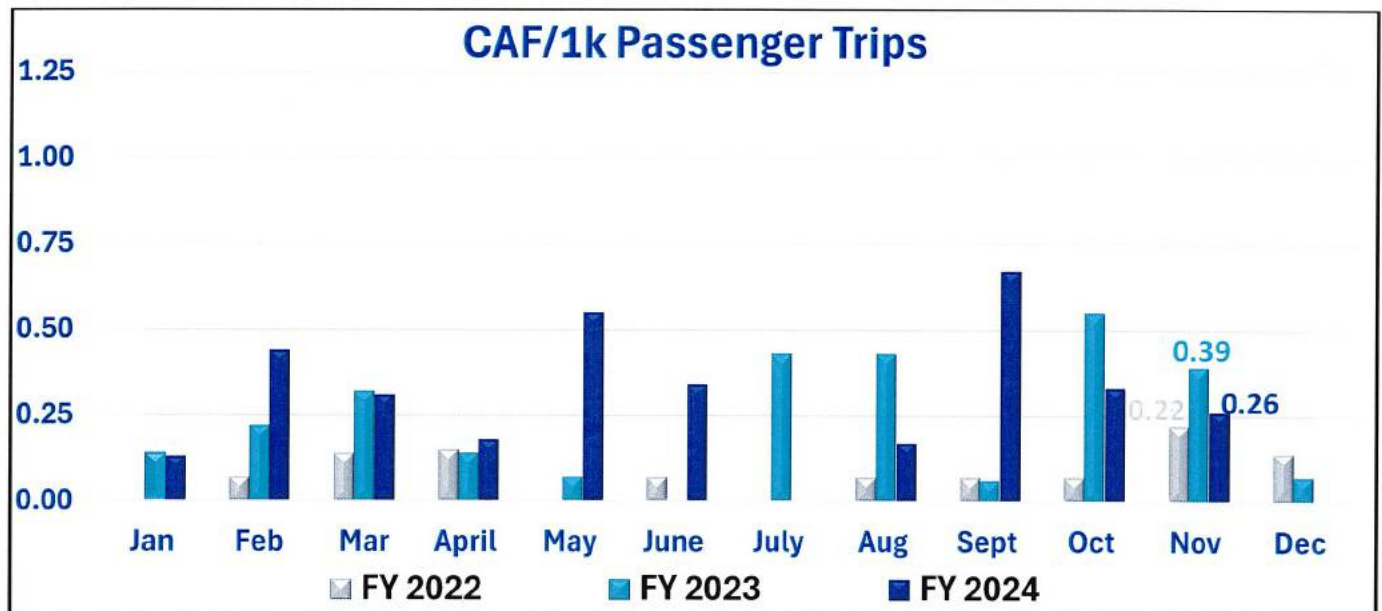
For the month of November 2024, Customer Service received and processed 76 Customer Assistance Forms (CAF's). A total of 68 or 90% were for CCRTA and Contract Fixed Route Services, of which **16** or 0.24% were verified as valid. This equates to approximately **0.54 CAFs per 10,000** passenger trips. There were six commendations received for Fixed Route services.

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



For the month of November 2024, Customer Service received and processed 76 Customer Assistance Forms (CAF's). A total of 8 or 0.10% were for B-Line Services, of which **4** or 0.05% were verified as valid. This equates to approximately **0.26 CAFs per 1,000** passenger trips. B-Line Services received no commendations.

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



Route Summary Report:

Route	# of CAFs	Route	# of CAFs
#3 NAS Shuttle	4	#50 Calallen/NAS Ex (P&R)	
#4 Flour Bluff	3	#51 Gregory/NAS Ex (P&R)	
#5 Alameda	2	#54 Gregory/Downtown Express	
#5x Alameda Express		#60 Momentum Shuttle	
#6 Santa Fe/Malls	2	#65 Padre Island Connection	1
#12 Hillcrest/Baldwin	2	#76 Downtown Shuttle	1
#15 Kostoryz/Carroll HS	2	#78 North Beach	
#16 Morgan/Port		#83 Advanced Industries	
#17 Carroll/Southside	2	#90 Flexi-B Port Aransas	
#19 Ayers	4	#93 Flex	1
#21 Arboleda	1	#94 Port Aransas Shuttle	
#23 Molina	3	#95 Port Aransas Express	
#24 Airline/Yorktown	2	B-Line (Paratransit) Services	8
#25 Gollihar/Greenwood		Transportation	
#26 Airline/Lipes	2	Service Development	1
#27 Leopard	5	Facilities Maintenance/Bus Stops	
#28 Leopard/Navigation	3	IT	10
#29 Staples	4	Safety & Security	
#32 Southside	3	Vehicle Maintenance	
#34 Robstown North		Commendations	6
#35 Robstown South			
#37 Crosstown/TAMU-CC	4		
		<b>Total CAFs</b>	<b>76</b>

**Processed CAF Breakdown by Service Type:**

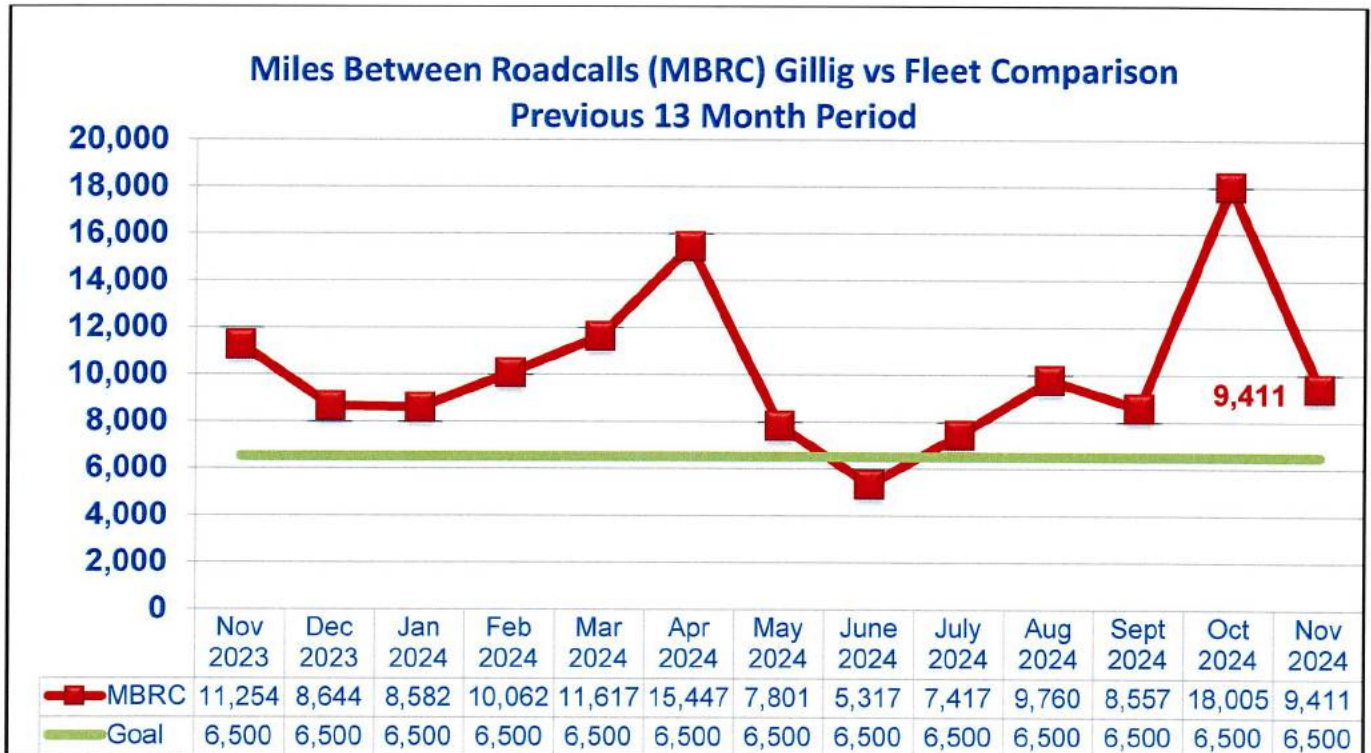
CAF Category	RTA Fixed Route	B-Line ADA Paratransit	Purchased Transportation	Totals
ADA				
Service Stop Issues	1			1
Driving Issues	1	2	1	4
Customer Services				
Late/Early – No Show	3	3	4	10
Alleges Injury	1			1
Fare/Transfer Dispute	1			1
Heating/Cooling				
Dispute Drop-off/Pickup				
Rude	10	1	2	13
Left Behind/Passed Up	8	1	2	11
Inappropriate Behavior		1		1
Policy	1		1	2
Incident at Stop	1		1	2
Incident on Bus	1			1
Incident at Station	2			2
Securement/Tie-Down Issue				
Denial of Service	1		1	2
Safety & Security	2			2
Facility Maintenance	6			6
Service Development	1			1
Transportation (other)				
Overcrowded Vehicle				
IT	10			10
Vehicle Maintenance				
Commendations	6			6
<b>Total CAFs</b>	<b>56</b>	<b>8</b>	<b>12</b>	<b>76</b>

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



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

In November 2024, 9,411 miles between road calls (MBRC) were recorded as compared to 11,254 MBRC in November 2023. 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 10,144.



**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