



# AGENDA MEETING NOTICE

## Board of Directors Meeting

**DATE:** Wednesday, July 12, 2023

**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**

Dan Leyendecker, Chair  
 Anna Jimenez, Vice Chair  
 Lynn Allison, Board Secretary  
 (Rural and Small Cities Chair)

**BOARD OF DIRECTORS MEMBERS**

Gabi Canales (Administration & Finance Chair)  
 Eloy Salazar (Operations & Capital Projects Chair)  
 Aaron Muñoz (Legislative Chair)  
 Beatriz Charo                      Jeremy Coleman  
 Armando Gonzalez    Erica Maymi

	TOPIC	SPEAKER	EST.TIME	REFERENCE
1.	<b>Pledge of Allegiance</b>	D. Leyendecker U.S. Veteran, Alejandro Augustin	1 min.	----
2.	<b>Roll Call</b>	M. Montiel	2 min.	----
3.	<b>Safety Briefing</b>	J. Esparza	3 min.	----
4.	<b>Receipt of Conflict of Interest Affidavits</b>	D. Leyendecker	2 min.	----
5.	<b>Opportunity for Public Comment 3 min. limit – no discussion</b>	D. Leyendecker	3 min.	----
<p>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.</p>				
6.	<b>Awards and Recognition –</b> a) Government Finance Officers Association – 2023 Distinguished Budget Presentation Award to CCRTA	D. Majchszak	5 min.	----
7.	<b>Adoption</b> of Resolution for Outgoing Acting CEO – Miguel Rendón	D. Leyendecker	5 min.	<b>Page 1</b>
8.	<b>Discussion and Possible Action</b> to Approve Board Minutes of the Special Board of Directors Meeting of June 5, 2023, Board of Directors Meeting of June 7, 2023, Special Board of Directors Meeting of June 14, 2023 & Special Board of Directors Meeting of June 20, 2023	D. Leyendecker	3 min.	<b>Pages 2-18</b>
9.	<b>Discussion and Possible Action</b> to authorize the Chief Executive Officer (CEO) or designee to Award a One-Year Contract to Acrisure LLC dba Carlisle Insurance for Windstorm and Hail Insurance Coverage	M. Rendón	10 min.	<b>Pages 19-20 PPT</b>

# AGENDA MEETING NOTICE

<b>10.</b>	<b>Discussion and Possible Action</b> to authorize the Chief Executive Officer (CEO) or designee to Award a (3) three-year contract to The Doctors Center for Occupational Medical Services	A. Gaitan	10 min.	<b>Pages 21-23 PPT</b>
<b>11.</b>	<b>Update</b> on RCAT Committee Activities	S. Montez	3 min.	<i>PPT</i>
<b>12.</b>	<b>Committee Chair Reports</b> a) Administration & Finance b) Operations & Capital Projects c) Rural and Small Cities d) Legislative	G. Canales E. Salazar L. Allison A Muñoz	3 min. 3 min. 3 min. 3 min.	-----
<b>13.</b>	<b>Presentations:</b> a) May 2023 Financial Report b) July 2023 Procurement Update c) May 2023 Operations Report	R. Saldaña R. Saldaña G. Robinson	15 min.	<b>Pages 24-36 PPT</b> <i>PPT</i> <b>Pages 37-46 PPT</b>
<b>14.</b>	<b>CEO Report</b>	D. Majchszak	5 min.	<i>PPT</i>
<b>15.</b>	<b>Board Chair Report</b>	D. Leyendecker	10 min.	-----
<b>16.</b>	<b>Adjournment</b>	D. Leyendecker	1 min.	-----

**Total Estimated Time: 1 hour 30 mins.**

On **Friday, July 7, 2023** this Notice was posted by **Marisa Montiel** at the CCRTA Staples Street Center, 602 N. Staples Street, Corpus Christi, Texas; and sent to the Nueces County and the San Patricio County Clerks for posting at their locations.

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

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

**Mission Statement**

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

**Vision Statement**

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

**Corpus Christi  
Regional Transportation Authority**



**Resolution**

**WHEREAS**, Miguel Rendón served as Acting Chief Executive Officer for the Corpus Christi Regional Transportation Authority (CCRTA). Miguel championed safe, secure, accessible, innovative, and equitable public transportation for CCRTA’s customers and service area.

**WHEREAS**, Miguel Rendón oversaw the CCRTA’s Capital Improvement Projects including the development of the Del Mar College – Oso Creek Super Stops, the design and ongoing construction of the Port Ayers Transfer Station, and the installation of almost 300 Tolar bus shelters as part of CCRTA’s Shelter Expansion Program.

**WHEREAS**, Miguel Rendón prioritized the safety and security of the system. CCRTA continues to increase the police and canine unit presence at buses and transfer stations. These efforts have led to a significant decrease in reported incidents. Under Miguel’s guidance, CCRTA received two American Public Transportation (APTA) Safety & Security Certificates of Merit for Bus Security and Emergency Management.

**WHEREAS**, Miguel Rendón led CCRTA in successfully hosting the 2023 Texas Transit Association’s (TTA) State Conference, Expo, and Roadeo. The event had more than 450 attendees, which made it the highest attended TTA conference in the program’s history.

**WHEREAS**, Miguel Rendón emphasized employee health, wellness, and morale. Through Miguel’s leadership, CCRTA has continued to recognize employees through dedicated appreciation days, picnics, and holiday parties. He also introduced a wellness initiative that included a new fitness center at the Staples Street Center for all employees to utilize, and weight-loss challenges throughout the year. Miguel also worked extensively to improve the employee retention, longevity, and benefits programs.

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

Miguel Rendón is hereby commended for his distinguished service to the CCRTA.

**DULY PASSED AND ADOPTED** this \_\_\_\_ day of July, 2023.

**ATTEST:**

**CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY**

\_\_\_\_\_  
Derrick Majchszak  
Chief Executive Officer

\_\_\_\_\_  
Dan Leyendecker  
Chairman of the Board



**CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY  
SPECIAL BOARD OF DIRECTORS' MEETING MINUTES  
MONDAY, June 5, 2023**

**Summary of Actions**

- 1. Pledge of Allegiance**
- 2. Roll Call**
- 3. Heard Safety Briefing**
- 4. Receipt of Conflict of Interest Affidavits – None Received**
- 5. Provided Opportunity for Public Comment**
- 6. Held Discussion (in closed session) Concerning Chief Executive Officer, Interviews with CEO Candidates, and Possible Action thereafter in Open Session**
- 7. Adjournment**

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

**Call to Order & Roll Call**

Dan Leyendecker, Board Chair, called the meeting to order at 8:43 a.m., and the Pledge of Allegiance was held. Ms. Montiel called roll and it was noted that a quorum was present.

**Board Members Present**

Dan Leyendecker, Lynn Allison, Beatriz Charo, Jeremy Coleman, Anna Jimenez, Erica Maymi, Aaron Muñoz and Eloy Salazar.

**Board Members Absent**

Gabi Canales & Armando Gonzalez

**Staff Present**

David Chapa & Marisa Montiel

**Public Present**

None

**Receipt of Conflict of Interest Affidavits**

There were none received.

**Opportunity for Public Comment**

There were no public comments.



**Discussion (In Closed Session) on the Selection of a New CEO, Interviews with CEO Candidates, and Possible Action thereafter in Open Session**

Chair Leyendecker noted under Sections 551.072, of the Texas Open Meetings Act, the Board of Directors will be going into closed session in order to discuss agenda item 4, Discussion (in Closed Session) on the Selection of a New CEO, Interviews with CEO Candidates, and Possible Action thereafter in Open Session

Chairman Leyendecker called recess for the Closed Session at 8:44 a.m.

Chairman Leyendecker called the CCRTA Special Board Meeting back into session at 4:27 p.m. with no actions taken.

**Adjournment**

There being no further review of items, the meeting adjourned at 4:28 p.m.

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Lynn Allison, Board Secretary

Submitted by: Marisa Montiel



**CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS' MEETING MINUTES  
WEDNESDAY, June 7, 2023**

**Summary of Actions**

1. Pledge of Allegiance
2. Roll Call
3. Heard Safety Briefing
4. Receipt of Conflict of Interest Affidavits – One Received
5. Provided Opportunity for Public Comment
6. Presented Awards and Recognition
  - a) TTA 2023 Award – “Transit Innovation Award” awarded to CCRTA
  - b) TTA 2023 Award – “Outstanding Customer Service Employee” awarded to CCRTA Employee, Marcus Guerrero
  - c) Spirit of ADA Advocacy Award – “Organizational Advocate of the Year” awarded to CCRTA
7. Approved Special Board of Director Meeting Minutes of April 26, 2023 and Board of Director Meeting Minutes of May 3, 2023
8. Approved Award of Contract to Knight Security Systems for a Security Camera System
9. Exercised the Option Year on the Contract with Reliable Transmission Service Texas, LLC for Rebuilt Transmission Supply
10. Exercised Option Year One on the Contract with Arguindegui Oil Company for Lubricant & Fluid Supply
11. Awarded a Contract to H&E Equipment Services Inc. for Two 6000 lb Capacity Forklifts
12. Awarded a Contract to EDM for the Procurement of Bus Passes
13. Confirmed the Appointments of Thomas Cronnon and Lilliana Macias-Pettis to fill the RCAT Vacancies
14. Heard Update on RCAT Committee Activities
15. Heard Committee Chair Reports
  - a) Administration and Finance
  - b) Operations and Capital Projects
  - c) Rural and Small Cities
  - d) Legislative
16. Heard Presentations –
  - a) April 2023 Financial Report
  - b) June 2023 Procurement Update
  - c) April 2023 Operations Report
  - d) Jan-February 2023 Safety & Security Report
17. Heard Acting CEO Report
18. Held Discussion (In Closed Session) on the Selection of a New CEO, and Possible Action thereafter in Open Session
19. Heard Boar Chair Report
20. 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.

### **Call to Order & Roll Call**

Board Chair Dan Leyendecker called the meeting to order at 8:32 a.m. He welcomed and gave a brief introduction for Romeo Valerio, U.S. Veteran, to lead the Pledge of Allegiance. Ms. Montiel called roll and it was noted there was a quorum present at this time.

### **Board Members Present**

Dan Leyendecker, Lynn Allison, Beatriz Charo, Jeremy Coleman, Anna Jimenez, Erica Maymi, Aaron Muñoz and Eloy Salazar.

### **Board Members Absent**

Gabi Canales and Armando Gonzalez.

### **Staff Present**

David Chapa, Angelina Gaitan, John Esparza, Derrick Majchszak, Sharon Montez, Marisa Montiel, Rita Patrick, Mike Rendón, Gordon Robinson, Robert Saldaña and Susan Teltschik. Romeo Valerio, CCRTA. Ben Schmit, MV Transportation.

### **Public Present**

Marshal Burns, Liliana Macias-Pettis, Pam Health, & Thomas Cronnom, Wings of Texas.

### **Safety Briefing**

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

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

Ms. Montiel noted one conflict of interest affidavit was received from Director Coleman regarding agenda item 18 and the affidavit will be held on file.

### **Opportunity for Public Comment**

Marshal Burns stated he has been using public transportation for 15 years and wanted to discuss the Port Ayers construction stating it blocks one of the only safe paths to travel across port. He states the Health and Human Services office riders are affected. He pointed out that ridership is low and he says that transferring buses has been difficult due to poor planning and hope this can be looked at to make it more efficient. He says the perception is that a lot of the riders do not matter anymore. He hopes that when decisions are made, he hopes access to routes and that time is accounted for and adjusted when dealing with transfers.



### **Awards and Recognitions**

- a) TTA 2023 Award – “Transit Innovation Award” awarded to CCRTA
- b) TTA 2023 Award – “Outstanding Customer Service Employee” awarded to CCRTA Employee, Marcus Guerrero

Mr. Mike Rendón, Acting CEO, noted that during the TTA Conference hosted in Corpus Christi, it was announced that CCRTA was a recipient of the two above awards. He continues that the conference was very well attended and was a success. He recognized Mr. Marcus Guerrero and said he received the award by TTA, as an outstanding employee and Customer Service Representative. He adds that Marcus received the award with his implementation and policies, procedures and customer service. The “Transit Innovation Award” was awarded to CCRTA through the partnership with Dallas Transit, CCRTA was able to introduce a Go Pass Mobile App in the service area. The award was also received due to integrating marketing approach to the area in both English and Spanish and this is inclusive of those with disabilities and various background demographics.

- c) Spirit of ADA Advocacy Award – “Organizational Advocate of the Year” awarded to CCRTA

Mr. Rendón also announced the Spirit of ADA Advocacy Award to CCRTA. CCRTA was presented with the “Organizational Advocate of the Year” award due to the dedicated accessibility viewing area during the Buc Days Night Parade, which has been in place the past couple of years. It has been a successful idea that the team has put together.

At this time, Ms. Susan Teltschik, Customer Service Administrator, came up to say a few things about employee Marcus Guerrero. She says how excellent of a worker he has been and he came from nine years’ experience as a Bus Operator before promoting into the Customer Service Department. She says his knowledge of the routes and customers has been invaluable to the department. Mr. Guerrero then came up to say a few words, including how much he loves his job. At this time, photos were taken with the award recipients.

### **Discussion and Possible Action to Approve the Special Board of Directors Meeting Minutes of April 26, 2023 and Board of Director Meeting Minutes of May 3, 2023**

**VICE CHAIR ANNA JIMENEZ MADE A MOTION TO APPROVE THE SPECIAL BOARD OF DIRECTORS MEETING MINUTES OF APRIL 26, 2023 AND THE BOARD OF DIRECTOR MEETING MINUTES OF MAY 3, 2023. DIRECTOR JEREMY COLEMAN SECONDED THE MOTION. ALLISON, CHARO, COLEMAN, JIMENEZ, LEYENDECKER, MAYMI, MUÑOZ AND SALAZAR VOTING IN FAVOR. ABSENT CANALES AND GONZALEZ.**

### **Discussion and Possible Action to Authorize the Acting Chief Executive Officer (CEO) or designee to Award a Contract to Knight Security Systems for a Security Camera System**





Mr. Robert Saldaña, Managing Director of Administration introduced the item noting the item aligns with the board priority of innovation. He began with the background stating CCRTA's Bear Lane and Staples St. Transfer Stations are equipped with surveillance systems to record video for deterrence, safety and risk management. The current camera equipment is Analog and Digital and he displayed the difference in the two. System and equipment have reached the end of their useful life. The replacement of the system will provide high resolution video capabilities, central management video retrieval, video analytics technology and will be National Defense Authorization Act Compliant. Chair Leyendecker asked if they will have facial recognition capabilities. Mr. Saldaña replied he was not sure but he can get that information to the Board. He continues with providing what the new security camera system will include and the background on Knight Security Systems, LLC. He notes that CCRTA will purchase these services through the Texas Department of Information Resources (DIR) and the estimated cost will be \$117,340.82. Funds were identified in the FY 2022 Capital Budget using funding provided by 5307 formula funds, with an 80/20 match. Vice-Chair Jimenez asked if one of the cameras goes out, if Knight will service them. Mr. Saldaña replied yes, within the next five years and there is an option to extend the warranty. Secretary Allison asked the protocol with sharing video with CCPD or related agencies, should there be an incident. Mr. Rendon replied that if it's the public, they must go through the public information request procedures, if it's law enforcement, CCRTA cooperates with providing footage. Director Maymi asked how long the current system has been in place and have there been any major issues. Mr. Saldaña noted seven to ten years between the two locations with no out of the ordinary issues.

**DIRECTOR BEATRIZ CHARO MADE A MOTION TO AWARD A CONTRACT TO KNIGHT SECURITY SYSTEMS FOR A SECURITY CAMERA SYSTEM. VICE-CHAIR ANNA JIMENEZ SECONDED THE MOTION. ALLISON, CHARO, COLEMAN, JIMENEZ, LEYENDECKER, MAYMI, MUÑOZ AND SALAZAR VOTING IN FAVOR. ABSENT CANALES AND GONZALEZ.**

**Discussion and Possible Action to Authorize the Acting Chief Executive Officer (CEO) or designee to Exercise the Option Year on the Contract with Reliable Transmission Service Texas, LLC for Rebuilt Transmission Supply**

Mr. Derrick Majchszak, Managing Director of Operations, introduced the item noting the board priority is public image and transparency. He provided background by breaking down the current CCRTA fleet, which includes Allison 4000 Series Transmissions and the average age of the Gillig fleet is approximately 9.5 years. The Transmission Supply Contract includes rebuilt transmissions with a two-year base contract which was approved July 7., 2021 with a one-year option. The identified need is to maintain state of good repair and supply agreement. DBE participation is 0% and projected cost is \$96,193.00 with total expenditures to be determined by actual usage. Funds are accounted for in the board approved operating budget. Price based on 20 transmission replacements.



**VICE CHAIR ANNA JIMENEZ MADE A MOTION TO EXERCISE THE OPTION YEAR ON THE CONTRACT WITH RELIABLE TRANSMISSION SERVICE TEXAS, LLC. DIRECTOR BEATRIZ CHARO SECONDED THE MOTION. ALLISON, CHARO, COLEMAN, JIMENEZ, LEYENDECKER, MAYMI, MUÑOZ AND SALAZAR VOTING IN FAVOR. ABSENT CANALES AND GONZALEZ.**

**Discussion and Possible Action to Authorize the Acting Chief Executive Officer (CEO) or Designee to Exercise Option Year One on the Contract with Arguindegui Oil Company for Lubricant and Fluid Supply**

Mr. Majchszak introduced the item stating the item aligns with public image and transparency. He provided background stating all of the fluids are required to meet Original Equipment manufacturer (OEM) specifications. He listed the OEM specifications. He continued with the identified need which is to ensure FTA State of Good Repair by properly maintaining equipment, supply agreement to help ensure firm pricing and shortages. The previous contract was structured as a one-year base and two one-year options following board approval on June 1, 2022. Base contract expires on June 30, 2023. There is no DBE requirement and total expenditures will be determined by actual usage. The projected cost of the one-year option contract is \$109,596.72 with funds accounted for in the board approved annual operating budgets. He displayed a chart of the types of fluids, est. annual usage and price per gallon cost breakdown.

**DIRECTOR ELOY SALAZAR MADE A MOTION TO EXERCISE OPTION YEAR ONE ON THE CONTRACT WITH ARGUINDEGUI OIL COMPANY FOR LUBRICANT AND FLUID SUPPLY. SECRETARY LYNN ALLISON SECONDED THE MOTION. ALLISON, CHARO, COLEMAN, JIMENEZ, LEYENDECKER, MAYMI, MUÑOZ AND SALAZAR VOTING IN FAVOR. ABSENT CANALES AND GONZALEZ.**

**Discussion and Possible Action to Authorize the Acting Chief Executive Officer (CEO) or designee to Award a Contract to H&E Equipment Services Inc. for Two 6000 lb Capacity Forklifts**

Mr. Majchszak introduced the item stating the item aligns with public image and transparency. He provided background stating vehicle maintenance requires forklifts that are compact and easily maneuverable to perform the daily tasks of moving heavy equipment and supplies safely. The forklifts also help increase productivity and safety. Replacement diesel powered forklifts are needed and are being replaced from 2005 and 2009. The forklifts are diesel-powered Doosans at 6,000 lb capacity each. There is no DBE requirement and the forklift replacement project is budgeted for \$150,000.00 and is a board approved 2023 CIP project funded partially by 5307 formula funds. Total cost is \$84,782.00 with an 80/20 match. He displayed a comparison of the three bidders, with one being non-responsive. Secretary Allison asked what is done with the old forklifts. Mr. Majchszak replied that there is a disposition process that is followed.



**SECRETARY LYNN ALLISON MADE A MOTION AWARD A CONTRACT TO H&E EQUIPMENT SERVICES INC. FOR TWO 6000 LB CAPACITY FORKLIFTS. VICE CHAIR ANNA JIMENEZ SECONDED THE MOTION. ALLISON, CHARO, COLEMAN, JIMENEZ, LEYENDECKER, MAYMI, MUÑOZ AND SALAZAR VOTING IN FAVOR. ABSENT CANALES AND GONZALEZ.**

**Discussion and Possible Action to Authorize the Acting Chief Executive Officer (CEO) or designee to Award a Contract to to EDM for the Procurement of Bus Passes**

At this time, Ms. Sharon Montez, Managing Director of Capital Programs and Customer Services introduced the item stating the board priority aligns with customer service. She provided background on the item stating CCRTA routinely purchases bus pass fare media to sell to the general public for proof of payment to ride the bus system. Currently, bus pass transfers are needed to restock the inventory by the end of late summer/early fall. The lead time for delivery of bus pass fare media is typically ten to twelve weeks. Only Electronic Data Magnetics (EDM), Inc. and Genfare sell these passes. When only two vendors sell a product, the process is categorized as a Single Source Payment. She displayed the pricing table cost for three years. She states EDM, Inc. is the leading supplier of fare media to the transit industry. EDM's customers include nearly two-thirds of the U.S. transit operators and authorities, including the major Texas transit agencies. The project is funded with local funds and does not have a DBE goal with an estimated total project cost of \$272,150.20. The estimated amounts could vary based on ridership, the usage of the "GoPass" mobile app, and the outcome of the Fare Review Committee's decision. Director Maymi asked the cost per card. Ms. Montez noted they range from \$0.04-\$0.18 per pass.

**DIRECTOR BEATRIZ CHARO MADE A MOTION TO AWARD A CONTRACT TO EDM FOR THE PROCUREMENT OF BUS PASSES. VICE CHAIR ANNA JIMENEZ SECONDED THE MOTION. ALLISON, CHARO, COLEMAN, JIMENEZ, LEYENDECKER, MAYMI, MUÑOZ AND SALAZAR VOTING IN FAVOR. ABSENT CANALES AND GONZALEZ.**

**Discussion and Possible Action to Confirm the Appointments of Thomas Cronnon and Lilliana Macias-Pettis to fill the RCAT Vacancies**

Ms. Montez, introduced the item stating the board priority is customer service. She introduced the board to both appointees, Mr. Thomas Cronnon and Ms. Lilliana Macias-Pettis to the Board as they were present in the audience. She discussed the by-laws for RtA's Committee on Accessible Transportation (RCAT) and notes that each RCAT 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. Ms. Montez notes that the RCAT Committee is in need of new members and the new recommended are as follows, Mr. Cronnon and Ms. Macias-Pettis. She provided background on both recommendations. Chair Leyendecker thanked the appointees for their service.



**DIRECTOR AARON MUNOZ MADE A MOTION TO CONFIRM THE APPOINTMENTS OF THOMAS CRONNON AND LILLIANA MACIAS-PETTIS TO FILL THE RCAT VANCANCIES. DIRECTOR JEREMY COLEMAN SECONDED THE MOTION. ALLISON, CHARO, COLEMAN, JIMENEZ, LEYENDECKER, MAYMI, MUÑOZ AND SALAZAR VOTING IN FAVOR. ABSENT CANALES AND GONZALEZ.**

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

Ms. Montez provided the update on RCAT Committee Activities noting the last meeting was held on May 18<sup>th</sup>. She noted there were two public comments 1) statement regarding B Line scheduling/service and the impact to the riders and the business and 2) statement regarding B Line alighting assistance process, the restraints for wheelchairs on fixed route, and the need for a pedestrian ramp at the Altex Plaza location. CCRTA and MV staff are working to address the issues. She provided updates on the award to Marshall Company, Ltd., for the construction of the New Port Ayers Station, update on the Shelter Installation Program, the March 2023 Line Operations Report and the CEO's report for May. The next RCAT meeting is scheduled for June 15<sup>th</sup>.

### **Committee Chair Reports**

Director Salazar reported for the Operations and Capital Projects Committee noted there was no quorum the last meeting and he is looking forward the requirement of Board Members to be present in person for future meetings. Secretary Allison has nothing to report. Director Muñoz reported on the Legislative Committee, gave a final report stating two of the main legislative initiatives were not passed. He continues that the team will continue to push very strongly moving forward to give the items another shot. Chair Leyendecker asked if these can be placed in the strategic plan, and Mr. Rendón noted they are and the team will be prepared to try again with a different strategy. Secretary Allison asked if Mr. Bell could help look to see if there are any other avenues to pursue to get these items passed.

### **Presentations**

#### **a) April 2023 Financial Report**

Mr. Robert Saldaña, Managing Director of Administration, presented the April financials and noted that the item aligns with the Board Priority of Public Image & Transparency. He presented the highlights for the month stating Bus Advertising was 135.84% of baseline, Investment Income was 442.82% of baseline and Federal Grant Assistance were 653.27% of baseline. He displayed the projected April 2023 Income Statement Snapshot. Total projected revenues came in at \$10,915,426 and total expenses were \$9,943,882. He displayed the revenue categories. The operating vs. non-operating revenue was displayed and discussed. The total operating and non-operating revenues were \$4,422,785 for the month. Next, he discussed and displayed a pie chart of where the money went. Mr. Saldaña showed the expenses by object for April. Purchased Transportation was 23%, Miscellaneous 4%, Supplies 8%, Salaries and Wages 37%, Benefits 9%, Services 15%, Utilities 2% and Insurance was 2%. The total Departmental Operating expenses were \$2,959,100. The YTD highlights for Bus Advertising was



144.01% of baseline, Investment Income was 425.61% of baseline and Federal Grant Assistance were 176.36% of baseline. Mr. Saldaña discussed the fare recovery ratio. The current YTD FRC is 2.97%. Lastly, he displayed the sales tax update for March in which \$3,876,821 was received. Secretary Allison asked if there was one vacancy at the Staples Street Center and what is the outlook on that. Mr. Saldaña stated he was unsure and Secretary Allison said given the vacancy, it is pretty impressive only having once vacancy. Mr. Rendón noted Ms. Montez is working to fill the vacancy.

**d) June 2023 Procurement Update**

Mr. Saldaña presented the item noting that the item aligns with the Board Priority of Public Image & Transparency. He discussed the current procurements. Internal and External Engine Parts with various vendors, firm-fixed one-year supply contract in the amount of \$245,000. Windstorm and Hail Insurance Coverage with Acrisure, LLC dba Carlisle Insurance, for one year, in the amount of \$189,756. The purchase, restoration and repurposing of the Kleberg Bank Building for a six-month contract. The total of current procurements is \$434,756. The three-month outlook under the CEO signature authority was displayed next. All of these items are \$50,000 or less., Real Time Passenger Information System for \$45,000, Elevator Services for \$31,470, Fleetwatch Hardware for \$34,496, the Interactive Voice Response System for \$18,385 and Everbridge Mass Notification Software for \$38,706. These total \$168,057. Mr. Saldaña closed with stating the Marina Space with the City of Corpus Christi is not to exceed \$6,840.

**e) April 2023 Operations Report**

Mr. Gordon Robinson, Director of Planning, noted the board image for this item is Public Image and Transparency. He provided the highlights for the month of April 2023 vs. April 2022. The Passenger Trips were up 16.1%, the Revenue Service Hours were up 0.00% and the Revenue Service Miles were up 4.1%. He displayed the RTA System Monthly Ridership Trends and the System-Wide Monthly Ridership by Mode. He noted the system overall was up 16.1% but down -45.7% vs. pre-covid. Year-to-date, the system overall is up 27.5% and down -40.2% vs. pre-covid. Mr. Robinson discussed the 2023 1<sup>st</sup> Quarter Cost per Passenger by Service Mode. Next, he discussed the fixed route bus on-time performance and reported no issues. He displayed a list of the upcoming impacts and pointed out the total number of bus stops currently impacted or remain closed is 52 and 45 additional bus stops to be impacted or possibly closed due to these impacts. The B-Line service passengers per hour did not meet the performance standard and reported no issues. There were 22 customer assistance forms for the month, with four accommodations. The miles between road calls and the large bus fleet exceeded the standards.

Director Maymi asked what the national average is with ridership. Mr. Majchszak responded that it depends on the area and noted that the ones that are closer to their pre-covid numbers are those that have been able to increase their frequencies. Director Maymi asked in his opinion why is CCRTA's ridership still low. Mr. Majchszak responded that there are challenges that they are working through and everything is addressed in the long-range plan. He also noted HR is actively trying to recruit more



operators to help increase the frequency in the future. Director Maymi asked if there is a plan in place to implement the hours. He notes that the long-range plan has time frames in there but they need the operator count to fulfil that plan. Director Maymi asked about the employee count vs. now. Mr. Majchszak noted that pre-covid the Operator count was around 145-150 in 2019 and currently it is around 91 Operators. Director Maymi asked when did staff try to actively recruit for the Operators. Mr. Majchszak noted it has always been a priority and the staff has always done several different things to try to recruit and keep Operators. Director Coleman asked about the national average and Mr. Majchszak noted that the numbers are not clear due to the fact that a lot of agencies do not report their numbers. Director Coleman asked when the buses stop running at night. Mr. Majchszak noted around 8:30 pm. Director Coleman asked if it is possible to get at least one or two major routes running past 8:30-9:00 pm. Mr. Rendón noted that the Bus Operator shortage is a national issue and CCRTA is actively trying to recruit and keep Operators to be able to offer longer service hours. Secretary Allison pointed out that CCRTA's ridership has increased and also that a lot of people did not want to go back to work after COVID so that has affected ridership. Director Salazar added that unemployment is at an all time low and the service needs to be offered to the public. He understands the challenges but would like the team to be challenged to find solutions. Director Muñoz said his observation is that all nationally ridership is down and asked that staff get as creative as possible to help recruit operators. He added that CCRTA has the right team in place to come up with different ideas. Director Salazar said he wants to see new ideas, possibly a partnership with Del Mar and their training program, even if it will cost money, they just want to take a look at the available options. Chair Leyendecker mentioned that recruitment bonuses be offered to employees that are able to recruit good employees.

### **Acting CEO Report**

At this time, Mr. Rendón provided the CEO Report. He opened up with the Operation and Project Updates. Ridership increased by up to 14%. There were four new hires in May of 2023. He noted Route 95, Port Aransas Express, began service on May 19<sup>th</sup> until September 1<sup>st</sup>. Mr. Rendón continued by discussing the construction of Del Mar College and Port Ayers Transfer Station. The service at Yorktown officially began on May 29<sup>th</sup> and the construction at Rodd Field Rd. is 87% complete. The public has been notified of the June 5<sup>th</sup> temporary station closure, construction and service adjustments at Port Ayers Station. The demolition of the station began this week and CCRTA is educating rider of service impacts and is receiving feedback through surveys. Next, he provided an update on meetings and conferences. The Small Cities Committee of Mayors Meeting was held May 11<sup>th</sup>. CCRTA employees acknowledged the 2023 Emergency Preparedness Plan which became active on June 1<sup>st</sup>. The State of the County Luncheon was on May 19<sup>th</sup> and Mr. Rendón attended the APTA CEO Conference in Houston, TX from May 19<sup>th</sup>-21<sup>st</sup>. Next, he discussed the Buc Days events. CCRTA provided shuttle services from Whataburger Field to Buc Days for the festivities relating to the event. CCRTA also participated in the Buc Days Night Parade, providing viewing sections for individuals with disabilities, employees and their families. Mr. Rendón then provided an update on employee training. CCRTA hosted Active Shooter



Training for all employees and SSC Tenants. The community focus transportation initiatives were presented next. Mr. Rendón discussed the recent outreach events. Also, CCRTA received positive feedback from a customer related to MV Bus Operator Harold McFarlane. Lastly, the upcoming calendar of events were displayed. Mr. Rendón invited the Board and their families to attend the CCRTA Employee Picnic. The May and June Board birthdays were displayed. Ms. Rita Patrick, Managing Director of Public Relations, provided an update on the Employee Wellness Program. The "B" Transformed Weight Loss Challenge Winners were announced. The next "80 Day Crunch" Challenge was announced. The Employee Assistance Program poster was promoted to employees to promote mental wellness.

**Discussion (In Closed Session) on the Selection of a New CEO, and Possible Action Thereafter in Open Session**

Chair Leyendecker noted under Sections 551.074, of the Texas Open Meetings Act, the Board of Directors will be going into closed session in order to discuss agenda item 17, Discussion (in Closed Session) on the Selection of a New CEO, and Possible Action thereafter in Open Session. Chair Leyendecker called recess for the Executive Session at 10:20 A.M.

Chair Leyendecker called the CCRTA Board Meeting back into session at 11:58 A.M. and noted no votes were taken during Executive Session.

**Board Chair Report**

At this time, Chair Leyendecker opened the floor to the Board for closing remarks before going into closed session. Director Charo thanked the staff for taking care of the employees and everything they do. Director Muñoz, gave kudos for the Spirit of Ada Award and for CCRTA taking consideration for those with disabilities and the community. Director Salazar says he believes there is a good team in place and looks forward to the increase in ridership. Director Maymi thanked the staff for all the detailed information. Secretary Allison said great job to the team. Vice-Chair Jimenez said she is proud to be apart of the team. Chair Leyendecker echoed everything the board said and noted that he was proud of Mr. Rendón and all of his accomplishments throughout his time as the Acting CEO.

**Adjournment**

There being no further review of items, the meeting adjourned at 11:58 a.m.

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Lynn Allison, Board Secretary

Submitted by: Marisa Montiel



**CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY  
SPECIAL BOARD OF DIRECTORS' MEETING MINUTES  
WEDNESDAY, June 14, 2023**

**Summary of Actions**

- 1. Roll Call**
- 2. Receipt of Conflict of Interest Affidavits – None Received**
- 3. Provided Opportunity for Public Comment**
- 4. Held Discussion (in closed session) Concerning Chief Executive Officer**
- 5. Adjournment**

The Corpus Christi Regional Transportation Authority Board of Directors met at 8:32 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.

**Call to Order & Roll Call**

Dan Leyendecker, Board Chair, called the meeting to order at 8:32 a.m. Ms. Alvarez called roll and it was noted that a quorum was present.

**Board Members Present**

Dan Leyendecker, Lynn Allison, Beatriz Charo, Jeremy Coleman, Anna Jimenez, Aaron Muñoz (virtual), Gabi Canales and Erica Maymi

**Board Members Absent**

Gabi Canales and Erica Maymi

**Staff Present**

Miguel Rendón, David Chapa and Stephanie Alvarez

**Public Present**

None

**Receipt of Conflict of Interest Affidavits**

There were none received.

**Opportunity for Public Comment**

There were no public comments.

**Discussion (In Closed Session) on the Selection of a New CEO, and Possible Action thereafter in Open Session**

Chair Leyendecker noted under Sections 551.072, of the Texas Open Meetings Act, the Board of Directors will be going into closed session in order to discuss agenda item 4,





Discussion (in Closed Session) on the Selection of a New CEO, and Possible Action thereafter in Open Session

**Adjournment**

Chairman Leyendecker adjourned the CCRTA Special Board Meeting at 12:13 p.m. with no actions taken.

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Lynn Allison, Board Secretary

Submitted by: Stephanie Alvarez



**CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY  
SPECIAL BOARD OF DIRECTORS' MEETING MINUTES  
TUESDAY, June 20, 2023**

**Summary of Actions**

1. **Roll Call**
2. **Receipt of Conflict of Interest Affidavits – None Received**
3. **Provided Opportunity for Public Comment**
4. **Held Discussion (in closed session) on**
  - A) **Selection of New CEO, Including Interviews with CEO Candidates and the Development of Contract Terms, with Possible Action Thereafter in Open Session**
  - B) **Matters Concerning the Acting CEO during the Interim, with Possible Action Thereafter in Open Session**
5. **Adjournment**

The Corpus Christi Regional Transportation Authority Board of Directors met at 4:00 p.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.

**Call to Order & Roll Call**

Dan Leyendecker, Board Chair, called the meeting to order at 4:10 p.m. Ms. Montiel called roll and it was noted that a quorum was present.

**Board Members Present**

Dan Leyendecker, Lynn Allison, Gabi Canales, Beatriz Charo (virtual), Jeremy Coleman, Armando Gonzalez, Anna Jimenez, Erica Maymi (virtual), Aaron Muñoz & and Eloy Salazar (virtual)

**Board Members Absent**

None

**Staff Present**

Miguel Rendón, David Chapa, Joe DeLaRosa and Marisa Montiel

**Public Present**

None

**Receipt of Conflict of Interest Affidavits**

There were none received.

**Opportunity for Public Comment**

There were no public comments.



**Discussion (In Closed Session) on**

Before going into closed session, Chair Leyendecker addressed item 4(b) with action taken below.

Chair Leyendecker noted under Section 551.072, of the Texas Open Meetings Act, the Board of Directors will be going into closed session in order to discuss agenda item 4, Discussion (in Closed Session) on Selection of a New CEO, including interviews with CEO candidates and the development of contract terms, with Possible Action thereafter in Open Session

Chairman Leyendecker called recess for the Closed Session at 4:13 p.m.

a) **Selection of a New CEO, Including Interviews with CEO Candidates and the Development of Contract Terms, with Possible Action thereafter in Open Session**

Chairman Leyendecker called the CCRTA Special Board Meeting back into session at 5:23 p.m.

**VICE CHAIR ANNA JIMENEZ MADE A MOTION TO HIRE DERRICK MAJCHSZAK TO BE THE NEW CEO OF THE RTA TO BE EFFECTIVE BEGINNING JULY 1, 2023, WITH HIS EMPLOYMENT CONTRACT TO BE APPROVED BY THE BOARD CHAIR ON THE TERMS DISCUSSED. DIRECTOR ELOY SALAZAR SECONDED THE MOTION. ALLISON, CANALES, CHARO, COLEMAN, GONZALEZ, JIMENEZ, LEYENDECKER, MAYMI, MUÑOZ AND SALAZAR VOTING IN FAVOR. ABSENT NONE.**

b) **Matters Concerning the Acting CEO during the Interim, with Possible Action thereafter in Open session**

**VICE CHAIR ANNA JIMENEZ MADE A MOTION TO APPROVE INCENTIVE PAY FOR ACTING CEO MIKE RENDON IN THE AMOUNT OF \$30,000 CONDITIONED ON HIS EXCEPTIONAL PERFORMANCE IN THE TRANSITION TO THE NEW CEO, SUCH AMOUNT TO BE PAYABLE WHEN THE NEW CEO TAKES OVER AND AS PART OF THE MOTION, SHE ALSO MOVES THAT MIKE RENDON CONTINUE AT HIS CURRENT SALARY THEREAFTER SUBJECT, TO THE MANAGEMENT OF THE NEW CEO. DIRECTOR GABI CANALES SECONDED THE MOTION. ALLISON, CANALES, CHARO, COLEMAN, GONZALEZ, JIMENEZ, LEYENDECKER, MAYMI, MUÑOZ AND SALAZAR VOTING IN FAVOR. ABSENT NONE.**



CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY

**Adjournment**

Chairman Leyendecker adjourned the CCRTA Special Board Meeting at 5:25 p.m. with no further actions taken.

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Lynn Allison, Board Secretary

Submitted by: Marisa Montiel



**Subject:** Award a One-Year Contract to Acisure LLC dba Carlisle Insurance for Windstorm and Hail Insurance Coverage

**Background**

Acisure LLC dba Carlisle Insurance has carried windstorm and hail coverage for the CCRTA for the last five years. The premium history is provided below:

YEAR	PREMIUM	PERCENTAGE INCREASE
2018-2019	\$84,000	
2019-2020	\$92,589	10% increase over 2018-2019
2020-2021	\$109,410	20% increase over 2019-2020
2021-2022	\$132,048	22% increase over 2020-2021
2022-2023	\$189,757	43.7% increase over 2021-2022

The current coverage expires on July 27, 2023.

The solicitation was posted twice in the Caller Times newspaper, posted to the CCRTA's website, and on B2Gnow. A pre-proposal conference was held on May 5, 2023. There was one firm in attendance, Alliant Insurance Services. No Requests for Information (RFIs) were received. All proposals were received by June 16, 2023.

**Identified Need**

Windstorm and hail insurance coverage is needed to ensure protection of the CCRTA's assets.

Two proposals were received from the following firms: Acisure LLC dba Carlisle Insurance, the incumbent, and Alliant Insurance Services. Alliant Insurance Services was deemed non-responsive because they did not provide a Proposal Response Form.

On June 22, 2023, Acisure LLC dba Carlisle Insurance was requested to provide a Best and Final Offer (BAFO), but they chose to stay with their initial Proposal Response. The evaluation results are presented below.

Firm	Qualifications and Experience (20 Points Max)	Price Score (80 Points Max)	Total Score	Carrier
Acisure LLC DBA Carlisle Insurance	9.60	80	89.60	Velocity Risk

	Option 1	Option 2	Option 3	Option 4
<b>Coverage</b>	\$100,000 Wind/Hail Ded 5% Min \$ 100,000 Named Storm	\$100,000 Wind/Hail Ded 5% Min \$ 100,000 Named Storm	\$100,000 Wind/Hail Ded 5% Min \$ 100,000 Named Storm	\$100,000 Wind/Hail Ded 5% Min \$ 100,000 Named Storm
Total Insured Values	\$45,155,315	\$45,155,315	\$45,155,315	\$45,155,315
Limits	5,000,000	10,000,000	15,000,000	20,000,000
Windstorm Premium	\$219,608	\$352,863	\$415,817	\$497,135

Specifications of the policy received from Acisure LLC dba Carlisle Insurance are as follows: a deductible increase from 3% to 5% of the sum of the stated values for each building (affected by loss) identified in the State of Values subject to \$100,000 minimum per occurrence – Named storm wind/hail with \$100,000 per occurrence – all other wind/hailstorms.

The policy term is from July 28, 2023 through July 27, 2024.

The proposed premium difference from the previous year are listed in the table below.

Options	Premium Difference	Percentage Increase
1	\$29,851	15.74%
2	\$163,106	85.95%
3	\$226,060	119.13%
4	\$307,378	161.98%

**Financial Impact**

Funds are budgeted in FY 2024 Operating Budget, local funds.

**Board Priority**

This item aligns with Board Priority – Safety and Security.

**Recommendation**

Staff recommends that the Board of Directors authorize the Chief Executive Officer (CEO) or designee to Award a one-year contract to Acisure LLC dba Carlisle Insurance for Windstorm and Hail Insurance Coverage Option Three in the amount not to exceed \$415,817.

Respectfully Submitted,

Submitted by: Miguel Rendón  
Deputy CEO/Chief Safety Officer

Final Approval by:   
Derrick Majchszak  
Chief Executive Officer



**Subject: Authorize Awarding a (3) Three-Year Contract for Occupational Medical Services to The Doctors Center**

**Background**

The authority provides medical occupational services at no cost to the employees. Currently these services are provided by The Doctors Center and the contract is set to expire on July 31, 2023. A recent 4-month extension has been approved with a new expiration date of November 30, 2023. The services provided include, but are not limited to:

<b>Occupational Medical Services</b>
Pre-Employment Physicals (DOT & Non-DOT)
Pre-Employment Drug & Alcohol Screenings
Pre-Employment Human Performance Evaluation (Agility Test)
Monthly Random Drug & Alcohol Testing
Post-Accident Drug & Alcohol Testing
Annual DOT Physicals & HPE
Return to Work Medical Examinations
Medical Services for Work Related Injuries

The cost comparison is provided below:

YEAR	ANNUAL TOTAL COST
2022	\$66,982.00
2021	\$46,616.00
2020	\$43,043.60

Please note, the pricing for individual services has been the same during the 5 ½ years in which this contract has been in place for the original 5-year contract to include the 2 contract extensions in 2023.

Our Procurement department shared this solicitation with 11 firms that are able to produce these types of services. The solicitation was placed on the CC Caller Times and on our CCRTA website twice and provided details as to what requirements we were interested in. Three out of the 11 firms are the ones who actually provided a proposal.

**Identified Need**

This contract was initially awarded in 2018. CCRTA requires a company that is able to perform the necessary services after hours as well as onsite testing for random and post-accident situations. The Doctor’s Center has proven their ability to provide the

necessary compliance with the FTA's regulations and has provided a satisfactory level of service to the RTA and its employees through acceptable patient to doctor ratio.

**Analysis**

A Request for Proposals was issued on March 30th and proposals were due May 11<sup>th</sup>. Four proposals were received, one of the proposals was received after the due date time and three proposals were reviewed and evaluated. The following evaluation criteria was used to evaluate the proposals:

<b>Evaluation Criteria</b>	<b>Points</b>
Approach & Work Plan	40 Points Max
Qualifications & References	15 Points Max
Experience	15 Points Max
Price Score	30 Points Max
	100 Total Maximum Points

One of the proposals received was deemed unresponsive because they did not were not able to meet the specifications in regards to providing after hours care. The results are as follow for the two proposals evaluated:

<b>Firm</b>	<b>Approach &amp; Work Plan</b>	<b>Qualifications &amp; References</b>	<b>Experience</b>	<b>Price Score</b>	<b>Total Score</b>
The Doctors Center	35.00	13.20	14.00	30.00	92.90
Alliance Health Resource Mobile Division, Ltd.	32.00	13.40	13.20	28.75	87.35

This firm deemed as being able to provide the best overall service and products is The Doctors Center.

**Disadvantaged Business Enterprise**

The DBE goal is (0%) zero percent for this procurement. Staff will monitor DBE and collaborate with contractors to pursue DBE participation.

**Financial Impact**

After reanalyzing the estimated usage of services, the cost of utilizing the Occupational Medical Services on an annual basis is estimated to be approximately \$95,215.00. For the 3 years the estimated cost is \$282,645.00. These funds are budgeted annually in the Human Resources Department budget.

**Board Priority**

The Board Priority is Transparency.



**Recommendation**

Staff requests that the Board of Directors authorize the Chief Executive Officer (CEO) or designee to authorize awarding a (3) three-year contract to The Doctors Center for Occupational Medical Services.

Respectfully Submitted,

Submitted by: Angelina Gaitan  
Director of Human Resources

Reviewed by: Angelina Gaitan  
Director of Human Resources

Final Approval by:   
Derrick Majchszak  
Chief Executive Officer



**Subject:** May 2023 Financial Report

**Overview:** The results from the **operating budget** for the **month** of **May** report **Revenues** in excess of **Expenditures** by **\$134,373**. Total revenues from operations reached **\$3,843,209**, representing 106.79% of the budget baseline, while operating expenses finished at **\$3,708,836**, or 99.37% of baseline.

**Year-to-date** total revenues of **\$19,090,100** reached **107.11% of baseline** while expenses of **\$17,777,154** finished at **94.00%** of baseline producing a surplus of **\$1,312,946**.

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

**The CIP budget for the month of May reports grant revenues of \$558,698.** In addition to the grant revenue, the monthly allocation of the budgeted transfer-in of **\$304,129** from fund balance brought the **total funding sources** to **\$862,827**. Capital program expenditures of **\$709,886** include budgeted depreciation expense of **\$151,188** and project expenses totaling **\$558,698** for the renovation of the Port Ayers transfer station, the Avail management information system, and the bus stops at the Del Mar Oso Creek campus, resulting in **funding sources** to exceed expenditures by **\$152,941** for the month of May.

**Year-to-date** CIP total funding totaled **\$8,554,783** while total expenditures finished at **\$7,790,078** resulting in **funding sources** to exceed expenditures by **\$764,705**.

The overall performance for the **month** results in an initial increase of **\$287,314** to the fund balance with **\$134,373** attributable to the operating budget, and **\$152,941** related to the CIP budget. However, the removal of the **\$304,129** budgeted transfer-in is necessary to arrive at the actual **decrease** to the fund balance for the month of **\$16,815 instead of an increase of \$287,314**.

The overall performance for the **year to date** results in an initial increase of **\$2,077,651** to the fund balance, with an increase of **\$1,312,946** attributable to the operating budget, and an increase of **\$764,705** related to the CIP budget. Again however, removing the budgeted transfer-in results in a decrease to the fund balance in the amount of **\$755,942**.

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

	<b>CIP Budget</b>	
	<u>Month</u>	<u>YTD</u>
Revenues	\$ 862,827	\$ 8,554,783
Less Budgeted Transfer In From Fund Balance	<u>(304,129)</u>	<u>(1,520,647)</u>
Equals Revenues (FTA Share)	558,698	7,034,136
Grant Eligible Costs (FTA Share)	558,698	7,034,136
Depreciation	<u>151,188</u>	<u>755,942</u>
Total Expenses	<u>709,886</u>	<u>7,790,078</u>
Expenses Exceeding Revenues	<u>\$ (151,188)</u>	<u>\$ (755,942)</u>

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

**Total Revenues and funding sources** for the month of **May** closed at **\$4,706,036**, of which **\$3,843,209** is attributable to the **Operating Budget (Table 4 and PPT Slides 3 and 4)** and **\$862,827** to the capital budget. The actual revenues from the capital budget total **\$558,698** while the remaining **\$304,129** represents the budgeted transfer in from unrestricted portion of the fund balance. The performance from the revenue categories from the Operating Budget are discussed as follows.

**Operating Revenues**, which include only resources generated from transit operations, **totaled \$121,963**, or **114.84%** more than forecasted (**Table 4.1**) & (**PPT Slide 5**). **Fare Revenues** ended the month at \$102,350, or 110.84% of the baseline expectation. The majority of the performance over expectation was due to a large purchase of bus passes by a local agency. Meanwhile, commissions from **Bus and Bench Advertising** ended the month at \$17,865, or 147.47% of baseline. Note that the revenue earned from **Bus and Bench Advertising** is net of the portion paid to the City of Corpus Christi, which collects one-third (1/3) of the Authority's share of bench advertising commission for the use of City property. **Other Operating Revenues** totaled \$1,748, or 100% of baseline, which includes an adjustment to align with the receipt of the federal CNG fuel credit that comprises the majority of this category's budget expectation. (**Table 4.1**).

**Non-Operating Revenues**, which **includes** sales tax, investment income, lease income from tenants, and federal assistance grants totaled **\$3,721,246**, reaching **106.79%** of the **\$3,492,713** budget expectation, generating **\$228,533** more than forecasted (**Table 4.1**) of which the majority came from continued strong performance by the Authority's investment portfolio. Investment income continues to perform well exceeding budget by **\$183,693** as a result of the higher yields earned due to the Federal Reserve's increases to the federal funds rate. Two additional 25 basis point increases are expected by The Fed by the end of 2023, while rates are expected to retreat in 2024.

In addition to the investment performance, operating grants exceeded expectations by \$46,857, with the last of the preventive maintenance grant funds utilized in May. The combined increase from grant funding and investment income was reduced by **\$2,018** as the Staples Street Center lease income reached 95.40% of baseline as a result of the decrease in occupancy from two tenants.

For clarification, please keep in mind that all revenues reported are **actual** revenues received or earned with the exception of the sales tax revenue. The Sales Tax Revenue, has been **estimated** since the amount will not be determined until payment is received on **July 14, 2023**. Out of the seven (7) sources included in this revenue category, 84.69% of total revenue came from the sales tax revenue estimate as indicated in the table on the following page:

**May 2023 Revenue Composition – Table 1**

Line #	Revenue Source	Actual	%
1	Sales Tax Revenue	3,270,574	85.10%
2	Passenger Service	102,350	2.66%
3	SSC Lease Income	41,803	1.09%
4	Bus Advertising	17,865	0.46%
5	Investment Income	231,526	6.02%
6	Grant Assistance Revenue	177,343	4.61%
7	Other Revenue	1,748	0.05%
	<b>Total (excluding capital)</b>	<b>\$3,843,209</b>	<b>100.00%</b>

The **Investment Portfolio** closed the month of May 2023 with a market value of **\$61,282,505**, an increase of **\$1,291,964** from the balance at the end of April 2023 of **\$59,990,541**. The increase is largely due to the receipt of grant funds for operations and capital.

The composition of the May market value includes **\$32,265,231** in short-term securities consisting of **\$8,830,228** in Commercial Paper, **\$20,440,966** in Federal Agency Coupon Securities, and **\$2,994,037** in Treasury Discounts. In addition, **\$25,948,941** is held in TexPool Prime and **\$3,068,332** in bank accounts of which **\$2,000,000** represents the compensating balance requirement. For the month of **May**, earned interest income was recorded at **\$231,526**. ***This investment portfolio does not include any assets from pension plans but only assets from operations.***

The **Sales tax** allocation for May 2023 is **estimated** at **\$3,270,574**. The estimate is necessary since allocations lag two months behind and will not be received until July 14, 2023.

The Sales Tax revenue payment of **\$3,196,995** for April 2023 was received June 9, 2023 and was **\$14,491**, or **0.45%** less than the **\$3,211,486** April reported **estimate**. The April payment included the allocation from internet sales of **\$32,466**, a decrease of \$7,166 or 18.08% from the prior month. RTA started receiving internet sales tax revenue in December 2019, and to date have received **\$1,200,602**. Retailers started collecting sales tax on internet sales October 1, 2019.

The sales tax revenue over the last five years' averages to 74.92% of total income. In 2022, Sales Tax Revenue represented 69.71% of total revenues. Sales tax typically represents the largest component of CCRTA's total income, however there are several factors that can cause fluctuations from year to year. Although sales tax revenue is related to economic conditions, other factors such as the amount of revenues from other sources and capital improvement plans do come into play. During this reporting period sales tax represented 85.10% of total operating revenues. **Table 2** illustrates the sales tax revenue trend from the beginning of the year.

### Transparency Disclosure

The sales tax revenue reported as 2023 Actual is higher than what is reported by the state comptroller's website. The difference represents the \$27,374 that is deducted by the state comptroller each month as repayment of \$1,177,082 that occurred in December 2019 as a result

of an audit. The repayment is over 43 months and as of April have made 30 installments. This amount is added back in order to calculate the growth rate when compared to the same period last year.

**Sales Tax Growth – Table 2**

Month Revenue was Recognized	2023 Actual	2022 Actual	\$ Growth	% Growth
January (actual)	2,883,848	\$ 2,700,560	183,288	6.79%
February (actual)	2,939,551	2,726,132	213,419	7.83%
March (actual)	3,876,821	3,504,497	372,324	10.62%
April (actual)	3,196,995	3,074,059	122,935	4.00%
May (estimate)	3,270,574	3,067,990	202,584	6.60%
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>\$ 16,167,788</b>	<b>\$ 15,073,239</b>	<b>\$ 1,094,550</b>	<b>7.26%</b>

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

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

Revenue Source	May 2023	%	YTD	%
Passenger Service	\$ 102,350	2.33%	\$ 456,100	1.75%
Bus Advertising	17,865	0.41%	87,650	0.34%
Other Revenue	1,748	0.04%	22,368	0.09%
Sales Tax Revenue	3,270,574	74.30%	16,167,788	61.89%
Grants - Operating	177,343	4.03%	1,097,861	4.20%
Grants - Capital	558,698	12.69%	7,034,136	26.93%
Investment Income	231,526	5.26%	1,045,857	4.00%
SSC Lease Income	41,803	0.95%	212,476	0.81%
<b>Total Revenue</b>	<b>\$ 4,401,907</b>	<b>100.00%</b>	<b>\$ 26,124,236</b>	<b>100.00%</b>

**Revenue – May 2023 Operating Revenue and Capital Funding – Table 4**

	05/2023				
	2023 Adopted Budget	May 2023 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
<b>Revenues</b>					
Passenger service	\$ 1,108,110	\$ 102,350	\$ 92,343	9.24%	110.84%
Bus advertising	145,371	17,865	12,114	12.29%	147.47%
Other operating revenues	312,337	1,748	1,748	0.56%	100.00%
Sales Tax Revenue	40,316,731	3,270,574	3,270,574	8.11%	100.00%
Federal, state and local grant assistance	1,565,828	177,343	130,486	11.33%	135.91%
Investment Income	574,000	231,526	47,833	40.34%	484.03%
Staples Street Center leases	525,850	41,803	43,821	7.95%	95.40%
<b>Total Operating &amp; Non-Operating Revenues</b>	<b>44,548,227</b>	<b>3,843,209</b>	<b>3,598,919</b>	<b>8.63%</b>	<b>106.79%</b>
Capital Grants & Donations	8,864,316	558,698	558,698	6.30%	100.00%
Transfers-In	3,649,552	304,129	304,129	8.33%	100.00%
<b>Total Operating &amp; Non-Operating Revenues and Capital Funding</b>	<b>\$ 57,062,095</b>	<b>\$ 4,706,036</b>	<b>\$ 4,461,746</b>	<b>8.25%</b>	<b>105.48%</b>

	05/2023				
	2023 Adopted Budget	YTD 2023 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
<b>Revenues</b>					
Passenger service	\$ 1,108,110	\$ 456,100	\$ 461,713	41.16%	98.78%
Bus advertising	145,371	87,650	60,571	60.29%	144.70%
Other operating revenues	312,337	22,368	22,368	7.16%	100.00%
Sales Tax Revenue	40,316,731	16,167,788	16,167,788	40.10%	100.00%
Federal, state and local grant assistance	1,565,828	1,097,861	652,428	70.11%	168.27%
Investment Income	574,000	1,045,857	239,167	182.21%	437.29%
Staples Street Center leases	525,850	212,476	219,104	40.41%	96.97%
<b>Total Operating &amp; Non-Operating Revenues</b>	<b>44,548,227</b>	<b>19,090,100</b>	<b>17,823,139</b>	<b>42.85%</b>	<b>107.11%</b>
Capital Grants & Donations	8,864,316	7,034,136	7,034,136	79.35%	100.00%
Transfers-In	3,649,552	1,520,647	1,520,647	41.67%	100.00%
<b>Total Operating &amp; Non-Operating Revenues and Capital Funding</b>	<b>\$ 57,062,095</b>	<b>\$ 27,644,883</b>	<b>\$ 26,377,922</b>	<b>48.45%</b>	<b>104.80%</b>

### Revenue – May 2023 From Operations – Table 4.1

	05/2023				
	2023 Adopted Budget	May 2023 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
<b>Revenues</b>					
Passenger service	\$ 1,108,110	\$ 102,350	\$ 92,343	9.24%	110.84%
Bus advertising	145,371	17,865	12,114	12.29%	147.47%
Other operating revenues	312,337	1,748	1,748	0.56%	100.00%
<b>Total Operating Revenues</b>	<b>1,565,818</b>	<b>121,963</b>	<b>106,205</b>	<b>7.79%</b>	<b>114.84%</b>
Sales Tax Revenue	40,316,731	3,270,574	3,270,574	8.11%	100.00%
Federal, state and local grant assistance	1,565,828	177,343	130,486	11.33%	135.91%
Investment Income	574,000	231,526	47,833	40.34%	484.03%
Staples Street Center leases	525,850	41,803	43,821	7.95%	95.40%
<b>Total Non-Operating Revenues</b>	<b>42,982,409</b>	<b>3,721,246</b>	<b>3,492,713</b>	<b>8.66%</b>	<b>106.54%</b>
<b>Total Revenues</b>	<b>\$ 44,548,227</b>	<b>\$ 3,843,209</b>	<b>\$ 3,598,917</b>	<b>8.63%</b>	<b>106.79%</b>

### May 2023 Expenses

The results of all expenditure activities, including capital, are presented below. Overall the total operating expenses came in \$23,349 under the anticipated baseline of \$3,732,185. Departmental expenses came in \$13,396 over the anticipated baseline or 0.39%. Debt service payments are fixed by the terms of the bond contract which is the reason for the resulting 1000% actual to baseline as payments are made semi-annually. Street Improvements is also a fixed amount that represents one-twelve of the annual amount budgeted for all member cities, resulting 100% of baseline.

For the year to date, total operating expenses came in \$1,039,630 under the anticipated baseline of \$17,015,381. Departmental operating expenses came in \$1,064,115 under the anticipated baseline or 6.11%. Debt service payments are fixed by the terms of the bond contract which is the reason for the resulting 100% actual to baseline as payments are made semi-annually. Street Improvements is also a fixed amount that represents one-twelve of the annual amount budgeted for all member cities, resulting 100% of baseline.

## May 2023 Total Expenses & Capital Expenditures – Table 6

	05/2023				
	2023 Adopted Budget	May 2023 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
<b>Expenditures</b>					
Departmental Operating Expenses	\$ 40,836,914	\$ 3,416,472	\$ 3,403,077	8.37%	100.39%
Debt Service	1,597,313	-	-	0.00%	0.00%
Street Improvements	3,183,464	265,289	265,289	8.33%	100.00%
Subrecipient Grant Agreements	765,828	27,075	63,819	3.54%	42.42%
<b>Total Operating &amp; Non-Operating Expenses</b>	<b>46,383,519</b>	<b>3,708,836</b>	<b>3,732,185</b>	<b>8.00%</b>	<b>99.37%</b>
Grant Eligible Costs	8,864,316	558,698	558,698	6.30%	100.00%
Depreciation Expenses	1,814,260	151,188	151,188	8.33%	100.00%
<b>Total Operating &amp; Non-Operating Expenses and Capital Expenditures</b>	<b>\$ 57,062,095</b>	<b>\$ 4,418,722</b>	<b>\$ 4,442,071</b>	<b>7.74%</b>	<b>99.47%</b>

	05/2023				
	2023 Adopted Budget	YTD 2023 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
<b>Expenditures</b>					
Departmental Operating Expenses	\$ 40,836,914	\$ 15,975,751	\$ 17,015,381	39.12%	93.89%
Debt Service	1,597,313	250,890	250,890	15.71%	100.00%
Street Improvements	3,183,464	1,326,443	1,326,443	41.67%	100.00%
Subrecipient Grant Agreements	765,828	224,070	319,096	29.26%	70.22%
<b>Total Operating &amp; Non-Operating Expenses</b>	<b>46,383,519</b>	<b>17,777,154</b>	<b>18,911,810</b>	<b>38.33%</b>	<b>94.00%</b>
Grant Eligible Costs	8,864,316	7,034,136	7,034,136	79.35%	100.00%
Depreciation Expenses	1,814,260	755,942	755,942	41.67%	100.00%
<b>Total Operating &amp; Non-Operating Expenses and Capital Expenditures</b>	<b>\$ 57,062,095</b>	<b>\$ 25,567,232</b>	<b>\$ 26,701,888</b>	<b>44.81%</b>	<b>95.75%</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 May 2023, total departmental operating expenses realized favorable variances against the baseline expectation in categories including Services, Insurance, Purchased Transportation, and Miscellaneous. Meanwhile, unfavorable variances were identified with the categories of Salaries & Wages, Benefits, Materials & Supplies, and Utilities.

Salaries & Wages reported a negative variance of \$3,481, or 0.28% compared to baseline. This variance is related to incentive compensation.

Benefits reported a negative variance of \$130,573, or 26.27% compared to baseline. This variance is due unmet expectations from health insurance claims costs and incentives in the form of bonuses. The health insurance claims costs continue to exceed initial budget projections. As you can see from Table 9, two out of the five months being reported exceeded \$500,000. Because Stop-loss reimbursements are anticipated that will return these costs closer to budgeted

expectations of which the amounts will be identified in the June's financials. The other contributing factor to the negative variance came from bonuses that were awarded but not budgeted.

Materials & Supplies reported a negative variance of \$3,278, or 1.23% compared to baseline. The variance is related to consumable supplies costs for several departments, and includes some costs associated with the June employee picnic.

Utilities reported a negative variance of \$6,429, or 9.61% compared to baseline. This variance is related to the timing of the receipt of invoices for telecom services.

**May 2023 Departmental Expense Breakdown – Table 7.1**

Departmental Operating Expense Object Category	05/2023				
	2023 Adopted Budget	May 2023 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Salaries & Wages	\$ 14,794,668	\$ 1,236,370	\$ 1,232,889	8.36%	100.28%
Benefits	5,964,443	627,610	497,037	10.52%	126.27%
Services	5,698,190	394,066	474,849	6.92%	82.99%
Materials & Supplies	3,202,967	270,192	266,914	8.44%	101.23%
Utilities	802,906	73,338	66,909	9.13%	109.61%
Insurance	648,227	46,823	54,019	7.22%	86.68%
Purchased Transportation	8,765,945	716,741	730,495	8.18%	98.12%
Miscellaneous	959,568	51,332	79,964	5.35%	64.19%
<b>Total Departmental Operating Expenses</b>	<b>\$ 40,836,914</b>	<b>\$ 3,416,472</b>	<b>\$ 3,403,076</b>	<b>8.37%</b>	<b>100.39%</b>

Departmental Operating Expense Object Category	05/2023				
	2023 Adopted Budget	YTD 2023 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Salaries & Wages	\$ 14,794,668	\$ 5,869,421	\$ 6,164,445	39.67%	95.21%
Benefits	5,964,443	2,573,304	2,485,185	43.14%	103.55%
Services	5,698,190	1,898,161	2,374,246	33.31%	79.95%
Materials & Supplies	3,202,967	1,266,238	1,334,569	39.53%	94.88%
Utilities	802,906	320,517	334,544	39.92%	95.81%
Insurance	648,227	234,116	270,095	36.12%	86.68%
Purchased Transportation	8,765,945	3,470,833	3,652,477	39.59%	95.03%
Miscellaneous	959,568	343,161	399,820	35.76%	85.83%
<b>Total Departmental Operating Expenses</b>	<b>\$ 40,836,914</b>	<b>\$ 15,975,751</b>	<b>\$ 17,015,381</b>	<b>39.12%</b>	<b>93.89%</b>

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

Month	Medical & Vision	Dental	Total
January	\$ 523,138	\$ 6,669	\$ 529,807
February	186,094	4,935	191,029
March	349,549	11,923	361,472
April	254,342	11,323	265,665
May	518,048	9,518	527,567
	<b>\$ 1,831,171</b>	<b>\$ 44,368</b>	<b>\$ 1,875,539</b>



## Fare Recovery Ratio – Table 10

Description	5/31/2023	Year to Date
Fare Revenue or Passenger Revenue	\$ 102,350	\$ 456,100
Operating Expenses	3,416,473	15,975,751
Fare Recovery Ratio	3.00%	2.85%
*Excluding Depreciation		

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

## May 2023 – Table 11

For the month of May, total Revenues exceeded Expenses by \$287,314. For the year to date, total Revenues exceeded Expenses by \$2,077,651. A greater detail of the financial results is explained in the accompanied Power Point presentation.

	05/2023				
	2023 Adopted Budget	May 2023 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Operating & Non-Operating Revenues	\$ 44,548,227	\$ 3,843,209	\$ 3,598,919	8.63%	106.79%
Capital Funding	12,513,868	862,827	862,827	6.89%	100.00%
<b>Total Revenues</b>	<b>57,062,095</b>	<b>4,706,036</b>	<b>4,461,746</b>	<b>8.25%</b>	<b>105.48%</b>
Operating & Non-Operating Expenses	46,383,519	3,708,836	3,732,185	8.00%	99.37%
Capital Expenditures	10,678,576	709,886	709,886	6.65%	100.00%
<b>Total Expenses</b>	<b>57,062,095</b>	<b>4,418,722</b>	<b>4,442,071</b>	<b>7.74%</b>	<b>99.47%</b>
<b>Revenue over Expenditures</b>	<b>\$ (0)</b>	<b>\$ 287,314</b>	<b>\$ 19,675</b>		

	05/2023				
	2023 Adopted Budget	YTD 2023 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Operating & Non-Operating Revenues	\$ 44,548,227	\$ 19,090,100	\$ 17,823,139	42.85%	107.11%
Capital Funding	12,513,868	8,554,783	8,554,783	68.36%	100.00%
<b>Total Revenues</b>	<b>57,062,095</b>	<b>27,644,883</b>	<b>26,377,922</b>	<b>48.45%</b>	<b>104.80%</b>
Operating & Non-Operating Expenses	46,383,519	17,777,154	18,911,810	38.33%	94.00%
Capital Expenditures	10,678,576	7,790,078	7,790,078	72.95%	100.00%
<b>Total Expenses</b>	<b>57,062,095</b>	<b>25,567,232</b>	<b>26,701,888</b>	<b>44.81%</b>	<b>95.75%</b>
<b>Revenue over Expenditures</b>	<b>\$ (0)</b>	<b>\$ 2,077,651</b>	<b>\$ (323,966)</b>		

## NET POSITION

The Total Net Position at the end of the month was **\$111,692,647**, an increase of **\$7,591,141** from December 2022 which closed at **\$104,101,506**.

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

Of the Total Net Position of **\$111,692,647**, the portion of the fund balance that is not restricted in accordance with GASB Concepts Statement No 4 is **\$53,687,217**, but only **\$31,306,378** is available for spending as a result of the internal restrictions placed by the Board for specific reserves which total **\$22,380,839**. To stabilize the fluctuations of sales tax revenue, CCRTA has established several reserve accounts that serve as a liquidity cushion. As you can see from the fund balance breakdown below, 41.69% of the unrestricted portion is assigned by the Board to fund reserves that are earmarked to meet certain unexpected demands.

**FUND BALANCE AS OF MAY 31, 2023:**

<b><u>FUND BALANCE</u></b>	
Net Invested in Capital Assets	\$ 57,430,122
Restricted for FTA Interest	575,308
Unrestricted	→ 53,687,217
<b>TOTAL FUND BALANCE</b>	<b>111,692,647</b>
<b><u>UNRESTRICTED BREAKDOWN</u></b>	
Designated for Operating Reserve (25% OpEx less EBR)	9,834,375
Designated for Capital Reserve (25% of total CIP)	11,068,263
Designated for Employee Benefits Reserve	1,478,201
<b>Total Designated Reserves (41.69%)</b>	<b>\$ 22,380,839</b>
Unrestricted (58.31%)	31,306,378
<b>TOTAL DESIGNATED &amp; UNRESTRICTED</b>	<b>→ \$ 53,687,217</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 May 2023

OPERATING BUDGET	05/2023				
	2023 Adopted Budget	May 2023 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	\$ 1,108,110	\$ 102,350	\$ 92,343	9.24%	110.84%
Bus advertising	145,371	17,865	12,114	12.29%	147.47%
Other operating revenues	312,337	1,748	1,748	0.56%	100.00%
Sales Tax Revenue	40,316,731	3,270,574	3,270,574	8.11%	100.00%
Federal, state and local grant assistance	1,565,828	177,343	130,486	11.33%	135.91%
Investment Income	574,000	231,526	47,833	40.34%	484.03%
Staples Street Center leases	525,850	41,803	43,821	7.95%	95.40%
<b>Total Revenues</b>	<b>44,548,227</b>	<b>3,843,209</b>	<b>3,598,919</b>	<b>8.63%</b>	<b>106.79%</b>
<b>Expenses</b>					
Transportation	9,932,992	919,643	827,749	9.26%	111.10%
Customer Programs	595,697	47,001	49,641	7.89%	94.68%
Purchased Transportation	8,765,945	716,741	730,495	8.18%	98.12%
Service Development	801,372	51,076	66,781	6.37%	76.48%
MIS	1,674,391	153,279	139,533	9.15%	109.85%
Vehicle Maintenance	6,547,805	530,078	545,650	8.10%	97.15%
Facilities Maintenance	3,104,571	259,622	258,714	8.36%	100.35%
Contracts and Procurements	449,199	28,173	37,433	6.27%	75.26%
CEO's Office	1,209,277	113,506	100,773	9.39%	112.64%
Finance and Accounting	902,039	72,781	75,170	8.07%	96.82%
Materials Management	278,468	25,381	23,206	9.11%	109.37%
Human Resources	1,013,273	83,322	84,439	8.22%	98.68%
General Administration	538,361	38,643	44,863	7.18%	86.13%
Capital Project Management	404,989	37,202	33,749	9.19%	110.23%
Marketing & Communications	833,041	79,018	69,420	9.49%	113.83%
Safety & Security	2,411,815	162,723	200,985	6.75%	80.96%
Staples Street Center	1,141,678	98,056	95,140	8.59%	103.07%
Port Ayers Cost Center	32,000	227	2,667	0.71%	8.53%
Debt Service	1,597,313	-	-	0.00%	0.00%
Special Projects	200,000	-	16,667	0.00%	0.00%
Subrecipient Grant Agreements	765,828	27,075	63,819	3.54%	42.42%
Street Improvements Program for CCRTA Regional Entities	3,183,464	265,289	265,289	8.33%	100.00%
<b>Total Expenses</b>	<b>46,383,519</b>	<b>3,708,836</b>	<b>3,732,185</b>	<b>8.00%</b>	<b>99.37%</b>
<b>Revenues Over Expenses - Operating Budget</b>	<b>(1,835,292)</b>	<b>134,373</b>	<b>(133,266)</b>		
<b>CIP BUDGET</b>					
	2023 Adopted Budget	May 2023 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
	A	B	C = A / 12	B / A	
<b>Funding Sources</b>					
Transfer In	\$ 3,649,552	304,129	304,129	8.33%	100.00%
Grant Revenue	8,864,316	558,698	558,698	6.30%	0.00%
<b>Total Funding Sources</b>	<b>12,513,868</b>	<b>862,827</b>	<b>862,827</b>	<b>6.89%</b>	<b>100.00%</b>
<b>Capital Expenditures</b>					
Grant Eligible Costs	8,864,316	558,698	558,698	6.30%	0.00%
Depreciation Expenses	1,814,260	151,188	151,188	8.33%	100.00%
<b>Total Expenditures</b>	<b>10,678,576</b>	<b>709,886</b>	<b>709,886</b>	<b>6.65%</b>	<b>100.00%</b>
<b>Funding Sources Over Expenditures</b>	<b>1,835,292</b>	<b>152,941</b>	<b>152,941</b>	<b>8.33%</b>	<b>100.00%</b>
<b>Revenues Over Expenses - Operating Budget</b>	<b>(1,835,292)</b>	<b>134,373</b>	<b>(133,266)</b>		
<b>Revenues Over Expenses - CIP Budget</b>	<b>1,835,292</b>	<b>152,941</b>	<b>152,941</b>		
<b>Revenues Over Expenses (including rounding)</b>	<b>\$ (0)</b>	<b>\$ 287,314</b>	<b>\$ 19,675</b>		

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

OPERATING BUDGET	05/2023				
	2023 Adopted Budget	YTD 2023 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
	A	B	C = A / 12 * 5	B / A	C vs B
<b>Revenues</b>					
Passenger service	\$ 1,108,110	\$ 456,100	\$ 461,713	41.16%	98.78%
Bus advertising	145,371	87,650	60,571	60.29%	144.70%
Other operating revenues	312,337	22,368	22,368	7.16%	100.00%
Sales Tax Revenue	40,316,731	16,167,788	16,167,788	40.10%	100.00%
Federal, state and local grant assistance	1,565,828	1,097,861	652,428	70.11%	168.27%
Investment Income	574,000	1,045,857	239,167	182.21%	437.29%
Staples Street Center leases	525,850	212,476	219,104	40.41%	96.97%
<b>Total Revenues</b>	<b>44,548,227</b>	<b>19,090,100</b>	<b>17,823,139</b>	<b>42.85%</b>	<b>107.11%</b>
<b>Expenses</b>					
Transportation	9,932,992	4,180,346	4,138,747	42.09%	101.01%
Customer Programs	595,697	240,858	248,207	40.43%	97.04%
Purchased Transportation	8,765,945	3,470,833	3,652,477	39.59%	95.03%
Service Development	801,372	268,570	333,905	33.51%	80.43%
MIS	1,674,391	662,580	697,663	39.57%	94.97%
Vehicle Maintenance	6,547,805	2,631,581	2,728,252	40.19%	96.46%
Facilities Maintenance	3,104,571	1,176,815	1,293,571	37.91%	90.97%
Contracts and Procurements	449,199	146,249	187,166	32.56%	78.14%
CEO's Office	1,209,277	435,811	503,865	36.04%	86.49%
Finance and Accounting	902,039	305,752	375,850	33.90%	81.35%
Materials Management	278,468	113,664	116,028	40.82%	97.96%
Human Resources	1,013,273	429,545	422,197	42.39%	101.74%
General Administration	538,361	169,285	224,317	31.44%	75.47%
Capital Project Management	404,989	155,760	168,746	38.46%	92.30%
Marketing & Communications	833,041	316,331	347,100	37.97%	91.14%
Safety & Security	2,411,815	814,102	1,004,923	33.75%	81.01%
Staples Street Center	1,141,678	456,679	475,699	40.00%	96.00%
Port Ayers Cost Center	32,000	989	13,333	3.09%	7.41%
Debt Service	1,597,313	250,890	250,890	15.71%	100.00%
Special Projects	200,000	-	83,333	0.00%	0.00%
Subrecipient Grant Agreements	765,828	224,070	319,095	29.26%	70.22%
Street Improvements Program for CCRTA Regional Entities	3,183,464	1,326,443	1,326,443	41.67%	100.00%
<b>Total Expenses</b>	<b>46,383,519</b>	<b>17,777,154</b>	<b>18,911,810</b>	<b>38.33%</b>	<b>94.00%</b>
<b>Revenues Over Expenses - Operating Budget</b>	<b>(1,835,292)</b>	<b>1,312,946</b>	<b>(1,088,671)</b>		
<b>CIP BUDGET</b>					
	2023 Adopted Budget	YTD 2023 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
	A	B	C = A / 12 * 5	B / A	C vs B
<b>Funding Sources</b>					
Transfer In	\$ 3,649,552	1,520,647	1,520,647	41.67%	100.00%
Grant Revenue	8,864,316	7,034,136	7,034,136	79.35%	0.00%
<b>Total Funding Sources</b>	<b>12,513,868</b>	<b>8,554,783</b>	<b>8,554,783</b>	<b>68.36%</b>	<b>100.00%</b>
<b>Capital Expenditures</b>					
Grant Eligible Costs	8,864,316	7,034,136	7,034,136	79.35%	0.00%
Depreciation Expenses	1,814,260	755,942	755,942	41.67%	100.00%
<b>Total Expenditures</b>	<b>10,678,576</b>	<b>7,790,078</b>	<b>7,790,078</b>	<b>72.95%</b>	<b>100.00%</b>
<b>Funding Sources Over Expenditures</b>	<b>1,835,292</b>	<b>764,705</b>	<b>764,705</b>	<b>41.67%</b>	<b>100.00%</b>
<b>Revenues Over Expenses - Operating Budget</b>	<b>(1,835,292)</b>	<b>1,312,946</b>	<b>(1,088,671)</b>		
<b>Revenues Over Expenses - CIP Budget</b>	<b>1,835,292</b>	<b>764,705</b>	<b>764,705</b>		
<b>Revenues Over Expenses (including rounding)</b>	<b>\$ (0)</b>	<b>\$ 2,077,651</b>	<b>\$ (323,966)</b>		

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

	Unaudited May 31 2023	Unaudited December 31 2022
<b>ASSETS</b>		
<b>Current Assets:</b>		
Cash and Cash Equivalents	\$ 28,192,498	\$ 25,536,891
Short Term Investments	26,382,838	26,829,671
Receivables:		
Sales and Use Taxes	6,412,821	6,892,274
Federal Government	887,389	85,717
Other	337,322	635,609
Inventories	1,188,466	1,204,171
Prepaid Expenses	2,395,101	878,503
<b>Total Current Assets</b>	<b>65,796,434</b>	<b>62,062,836</b>
<b>Non-Current Assets:</b>		
Restricted Cash and Cash Equivalents	575,308	575,308
Long Term Investments	5,927,673	5,951,169
Lease Receivable	1,481,296	1,481,296
Capital Assets:		
Land	4,882,879	4,882,879
Buildings	52,705,304	52,705,304
Transit Stations, Stops and Pads	28,574,474	28,574,474
Other Improvements	5,525,123	5,525,123
Vehicles and Equipment	62,634,935	62,634,935
Right-To-Use Leased Equipment	499,627	499,627
Software Subscriptions	38,486	-
Construction in Progress	1,095,386	1,095,386
Current Year Additions	4,252,151	-
Total Capital Assets	160,208,364	155,917,728
Less: Accumulated Depreciation	(88,025,391)	(87,269,450)
Net Capital Assets	72,182,973	68,648,278
<b>Total Non-Current Assets</b>	<b>80,167,250</b>	<b>76,656,051</b>
<b>TOTAL ASSETS</b>	<b>145,963,684</b>	<b>138,718,887</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
Deferred outflow related to pensions	9,475,513	9,475,513
Deferred outflow related to OPEB	62,202	62,202
Deferred outflow on extinguishment of debt	2,937,149	2,937,149
<b>Total Deferred Outflows</b>	<b>12,474,864</b>	<b>12,474,864</b>
<b>TOTAL ASSETS AND DEFERRED OUTFLOWS</b>	<b>158,438,548</b>	<b>151,193,751</b>
<b>LIABILITIES AND NET POSITION</b>		
<b>Current Liabilities:</b>		
Accounts Payable	3,620,867	1,979,739
Current Portion of Long-Term Liabilities:		
Long-Term Debt	905,000	905,000
Compensated Absences	335,005	335,005
Sales Tax Audit Funds Due	191,618	328,488
Distributions to Regional Entities Payable	6,035,171	7,523,214
Other Accrued Liabilities	990,516	1,353,073
<b>Total Current Liabilities</b>	<b>12,078,176</b>	<b>12,424,519</b>
<b>Non-Current Liabilities:</b>		
Long-Term Liabilities, Net of Current Portion:		
Long-Term Debt	16,785,000	16,785,000
Compensated Absences	942,102	942,102
Sales Tax Audit Funds Due	164,258	164,258
Net Pension Liability	11,027,475	11,027,475
Net OPEB Obligation	834,840	834,840
Lease Liability	338,738	338,738
<b>Total Non-Current Liabilities</b>	<b>30,092,413</b>	<b>30,092,413</b>
<b>TOTAL LIABILITIES</b>	<b>42,170,589</b>	<b>42,516,932</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>		
Deferred inflow related to pensions	3,087,164	3,087,164
Deferred inflow related to OPEB	6,852	6,852
Deferred inflow related to leases	1,481,296	1,481,296
<b>Total Deferred Inflows</b>	<b>4,575,312</b>	<b>4,575,312</b>
<b>TOTAL LIABILITIES AND DEFERRED INFLOWS</b>	<b>46,745,901</b>	<b>47,092,245</b>
<b>Net Position:</b>		
Net Invested in Capital Assets	57,430,122	53,895,427
Restricted for FTA Interest	575,308	575,308
Unrestricted	53,687,217	49,630,770
<b>TOTAL NET POSITION</b>	<b>\$ 111,692,647</b>	<b>\$ 104,101,506</b>

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

	<u>5/31/2023</u>
<b>Cash Flows From Operating Activities:</b>	
Cash Received from Customers	\$ 76,028
Cash Received from Bus Advertising and Other Ancillary	81,485
Cash Payments to Suppliers for Goods and Services	(3,508,932)
Cash Payments to Employees for Services	(842,790)
Cash Payments for Employee Benefits	(287,134)
<b>Net Cash Used for Operating Activities</b>	<b><u>(4,481,344)</u></b>
<b>Cash Flows from Non-Capital Financing Activities:</b>	
Sales and Use Taxes Received	3,849,447
Grants and Other Reimbursements	147,603
Distributions to Subrecipient Programs	(27,075)
Distributions to Region Entities	-
<b>Net Cash Provided by Non-Capital Financing Activities</b>	<b><u>3,969,975</u></b>
<b>Cash Flows from Capital and Related Financing Activities:</b>	
Federal and Other Grant Assistance	2,152,041
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	(554,081)
<b>Net Cash Provided by Capital and Related Financing Activities</b>	<b><u>1,597,960</u></b>
<b>Cash Flows from Investing Activities:</b>	
Investment Income	155,571
Purchases of Investments	(3,000,000)
Maturities and Redemptions of Investments	3,000,000
Premiums/Discounts on Investments	80,535
<b>Net Cash Provided by Investing Activities</b>	<b><u>236,106</u></b>
<b>Net Increase in Cash and Cash Equivalents</b>	<b>1,322,698</b>
<b>Cash and Cash Equivalents (Including Restricted Accounts), May 1, 2023</b>	<b>27,445,108</b>
<b>Cash and Cash Equivalents (Including Restricted Accounts), May 31, 2023</b>	<b>\$ <u><u>28,767,806</u></u></b>



**Subject:** May 2023 Operations Report

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

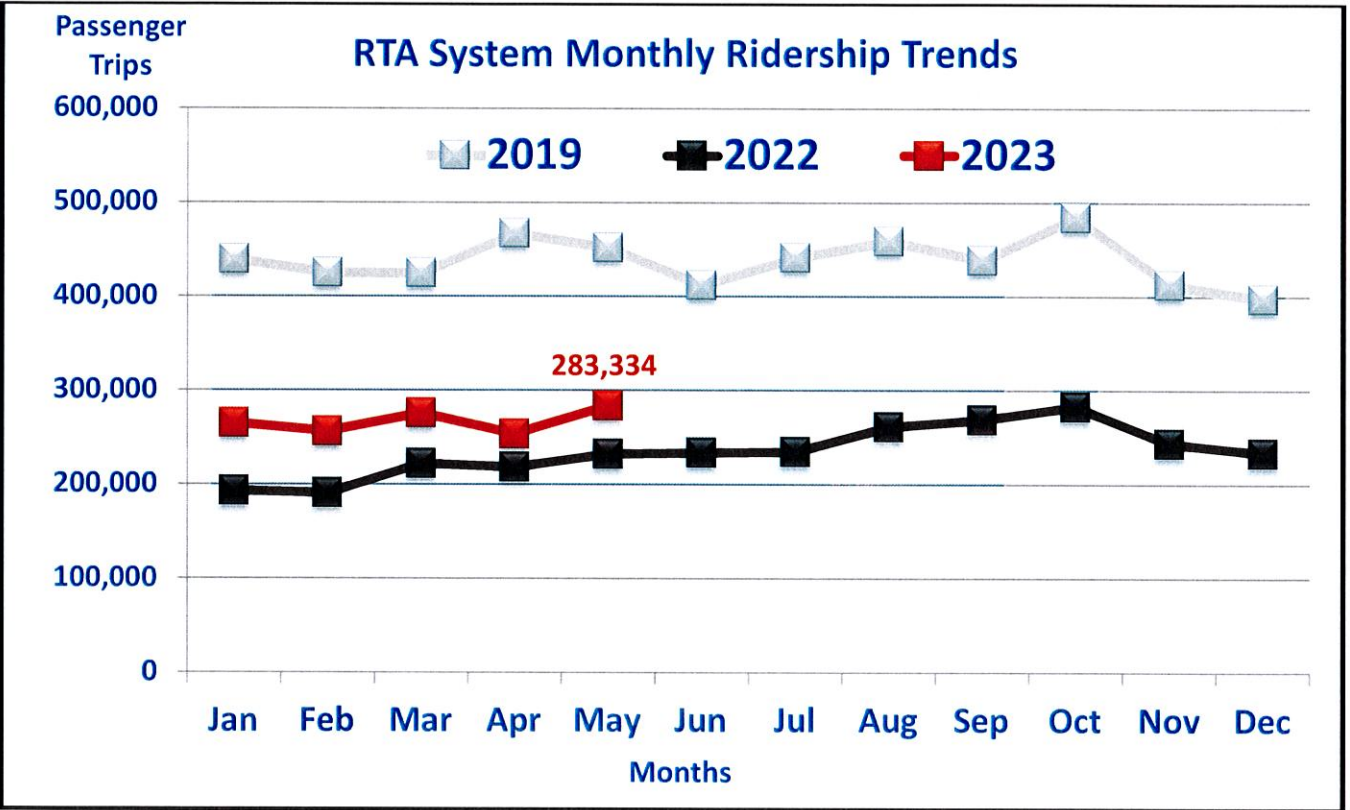


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**System-wide Ridership and Service Performance Results**

May 2023 system-wide ridership levels continued to be impacted by the COVID-19 pandemic. Passenger trips totaled 283,334 which represents a 21.8% increase as compared to 232,574 passenger trips in May 2022 with 50,760 more trips provided this month. In comparison to the pre-COVID-19 (Pre-Covid) period in May 2019 with 449,388 passenger trips, the 283,334 passenger trips represent a 37.0% decrease with 166,054 fewer trips.



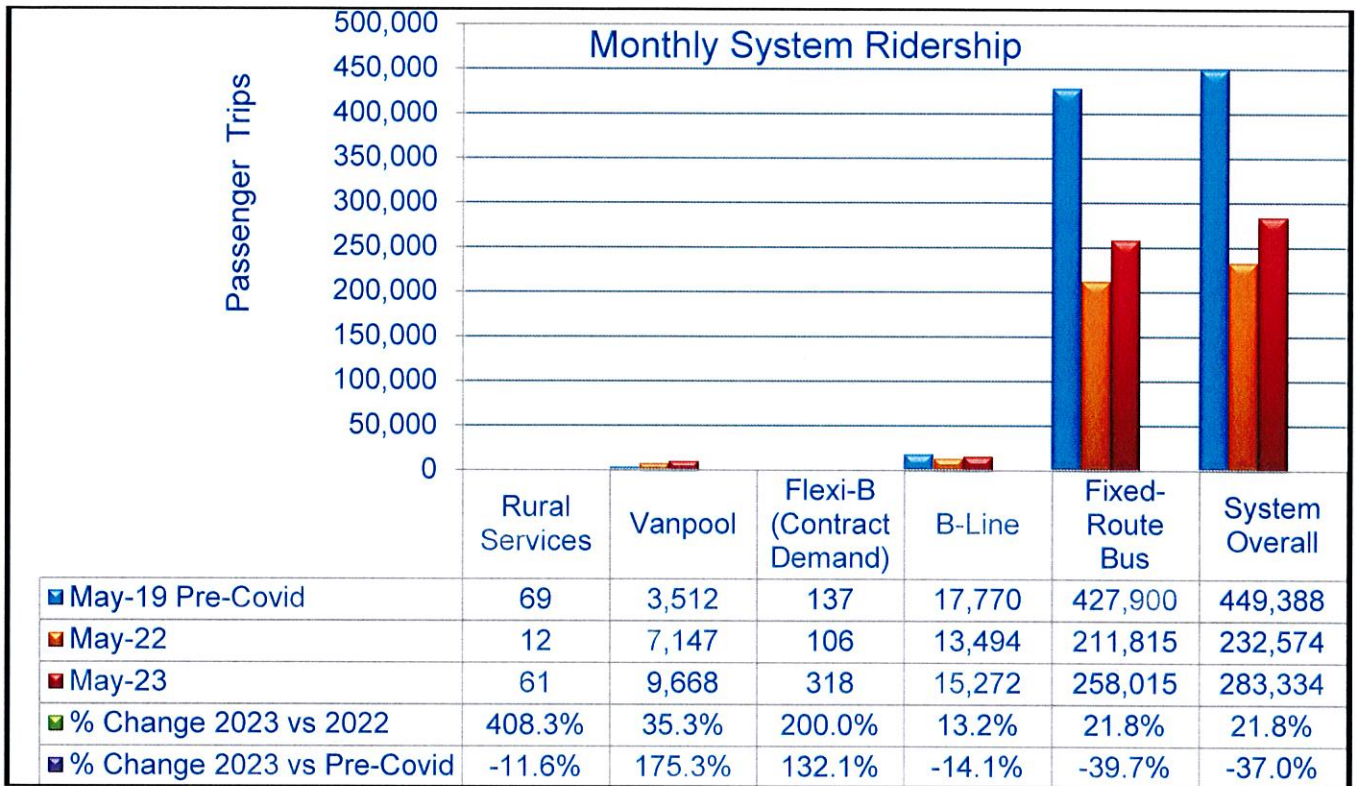
May 2023	May 2022	Variance
22 Weekdays	21 Weekdays	+1
4 Saturdays	4 Saturdays	-
5 Sundays	6 Sundays	-1
31 Days	31 Days	-

The average retail price for unleaded gas in Corpus Christi was approximately \$2.92 per gallon as compared to \$4.15 per gallon in May 2022<sup>1</sup> which represents a 29.6% decrease in the average cost per gallon. Rainfall was normal at 3.3 inches as compared to last year’s total of 2.7 inches for May.<sup>2</sup> Normal average May rainfall is approximately 3.1 inches. The 80-degree average temperature was right at the normal the average monthly temperature of 79 degrees.

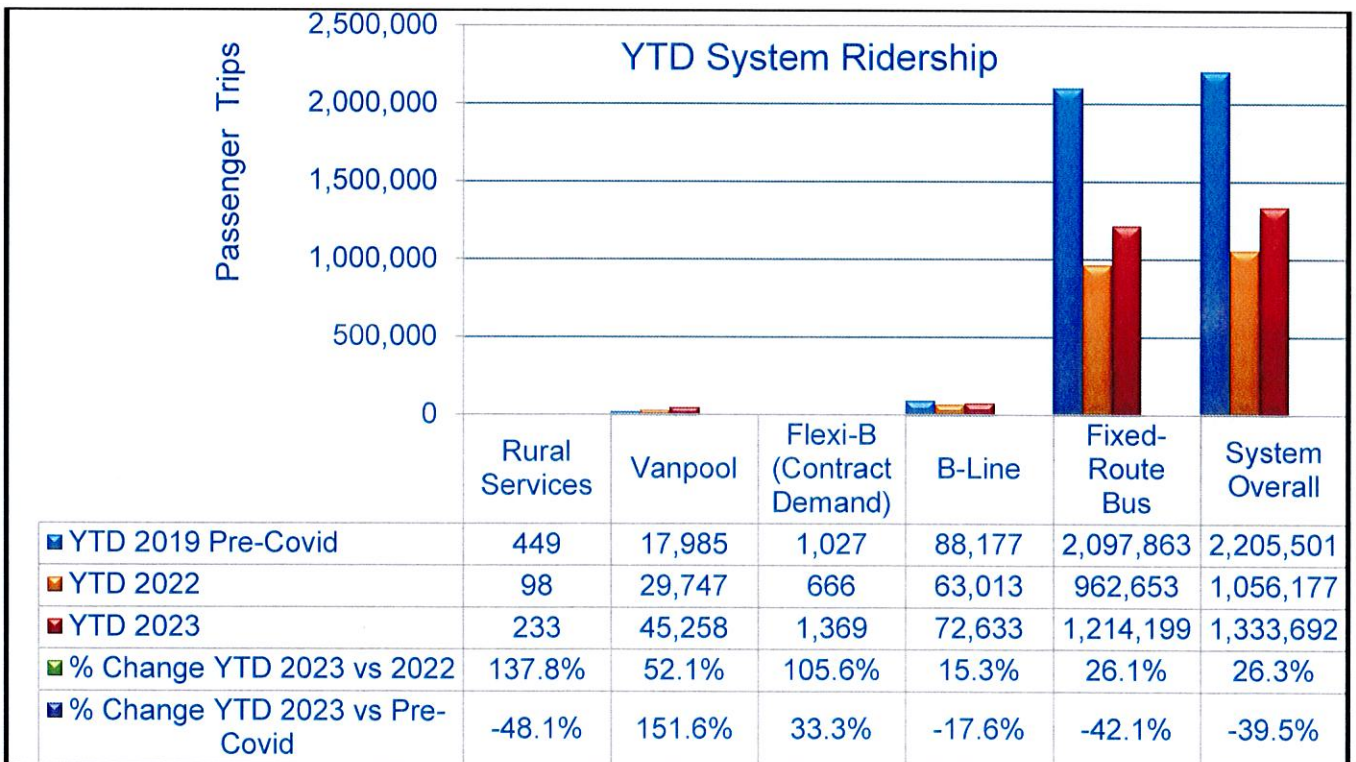
1. GasBuddy.com historical data at <http://www.gasbuddy.com>.  
 2. <https://etweather.tamu.edu/rainhistory>



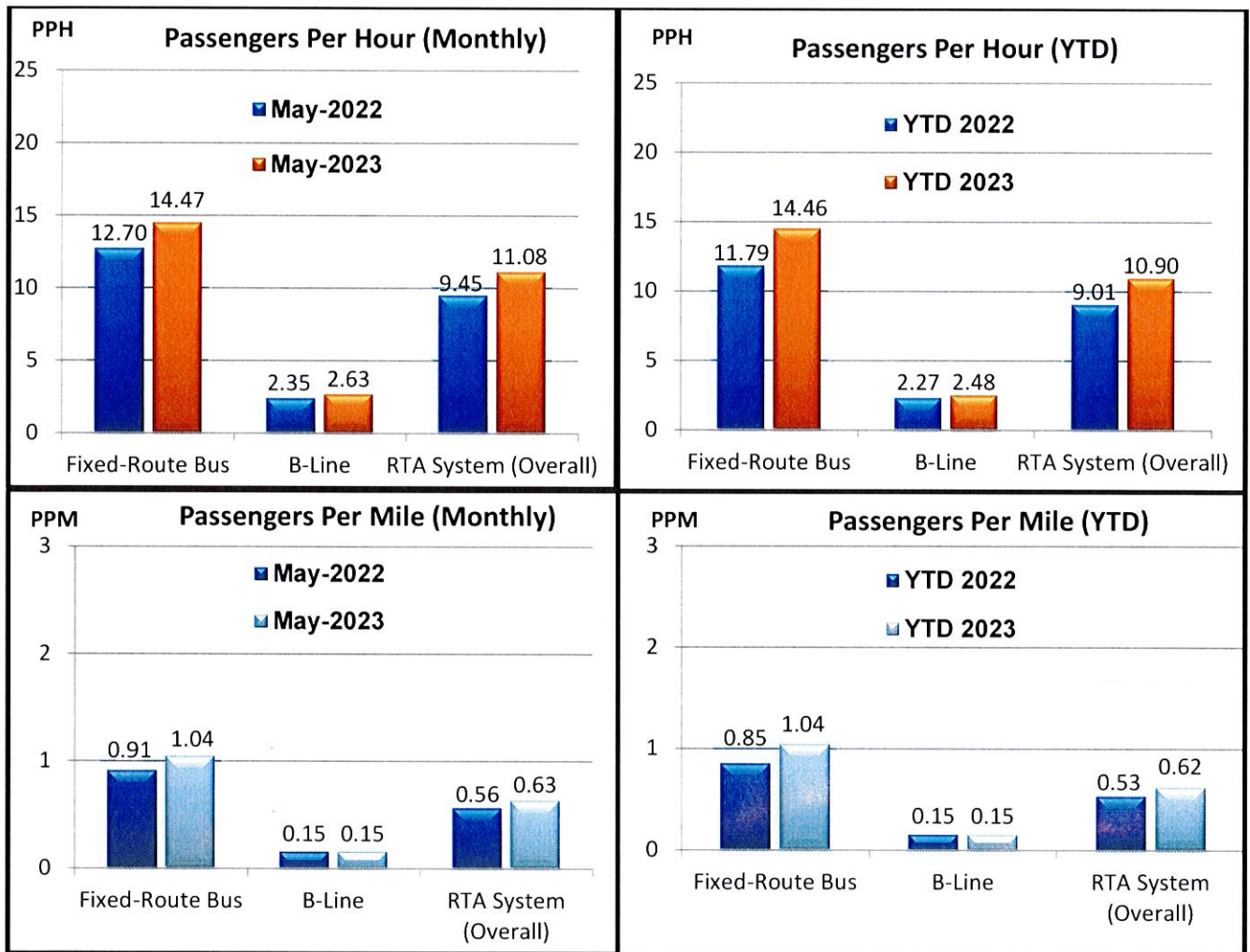
The chart below shows monthly ridership results for all services. CCRTA recorded 50,760 more passenger trips in May 2023 for a 21.8% increase as compared to May 2022. As compared to May 2019 Pre-Covid, passenger trips decreased 37.0%.



The chart below shows YTD ridership results for all services.



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



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

Schedule Adherence	Standard	Feb-23	Mar-23	Apr-23	May-22	4-Month Average
Early Departure	<1%	0.4%	0.0%	0.0%	0.0%	0.1%
Departures within 0-5 minutes	>85%	93.1%	90.4%	93.6%	85.8%	90.7%
Monthly Wheelchair Boardings	No standard	3,084	3,331	2,424	3,344	3,046
Monthly Bicycle Boardings	No standard	4,280	5,257	4,605	5,867	5,002

**On Detour**

- **Port Ave.** Utility Replacement Project (6) month project: Began March 2022 with anticipated completion in late April 2023.
  - Routes 21, 23 & 37 (**2 stops impacted**)
- **S. Staples St.** (Kostoryz-Baldwin) (29) month project: Began March 2021. First Phase now complete-traffic switch over to new constructed east section.
  - Route 29 (**12 Stops closed**) Detour from Staples to Alameda to Texan Trail.
- **Park Road 22 water exchange bridge:** Began late 2020. Nearing Completion.
  - Route 65 (No stops impacted)
- **New Harbor Bridge (North Beach):** Routes 76 & 78 remain on minor detour under U.S. HWY 181 in the inbound direction. (No stops impacted)
- **Leopard St.** (Nueces Bay to Palm) Project now complete but (**3**) stops remain closed due to detour. Routes 27 & 28 remain on detour.
  - Routes 27 & 28
- **Leopard St.** (Crosstown-Palm) (14) month project began Dec. 5, 2022. This Bond project will extend the current/existing Leopard St. detour.
  - Routes 27 & 28 (**12 stops impacted**)
- **Gollihar** (Crosstown-Greenwood) Began April 24, 2023.
  - Routes 23 & 25 (**6 stops closed**)

**Detours Expected**

- **Comanche** (Carancahua-Alameda) To begin late-2023
  - Routes 12, 21, 27 & 28 (4 stops will be impacted)
- **Brownlee Blvd.** (Morgan-Staples) To begin late-2023
  - Routes 5 & 17 (7 stops will be impacted)
- **Upper/Mid./Lower Broadway:** Project currently in design
  - Routes 6, 76 & 78 (no stops to be impacted)

**Currently No Detour**

- **Wildcat** (Northwest Blvd.-Teague) Began Jan. 10, 2023 (10) month project.
  - Route 27 (**1 stop closed 3 stops slightly impacted**) to detour in late June
- **Waldron Rd.** (SPID-Purdue): Began November 28, 2022. Phase 5 complete. Final Phase 6 began and is to be completed late July 2023.
  - Route 4 (**13 stops temporarily impacted**)
- **Everhart Rd.** (SPID-S. Staples): Project to begin Fall-2023.
  - Routes 32 & 37 (7 stops will be impacted)
- **McArdle Rd.** (Carroll-Kostoryz): Project to begin Fall-2023.
  - Route 19 (8 stops will be impacted)
- **Alameda (Louisiana-Texan Trail):** Project to begin Fall-2023.
  - Route 5 (19 stops impacted)
- **Everhart Rd.** (SPID-S. Staples): Project to begin Fall-2023.
  - Routes 32 & 37 (7 stops will be impacted)
- **Comanche** (Carancahua-Alameda): Project to begin late 2023
  - Routes 12, 21, 27 & 28 (4 stops impacted)

For May 2023, there were **11** impacted fixed routes out of 33 fixed route services in operation. This equates to approximately 34% of CCRTA services travelling on the local streets. Detoured bus route services include: 4, 21, 23, 25, 27, 28, 29, 37, 65, 76 & 78.

Total number of bus stops currently impacted or closed is **49**.

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

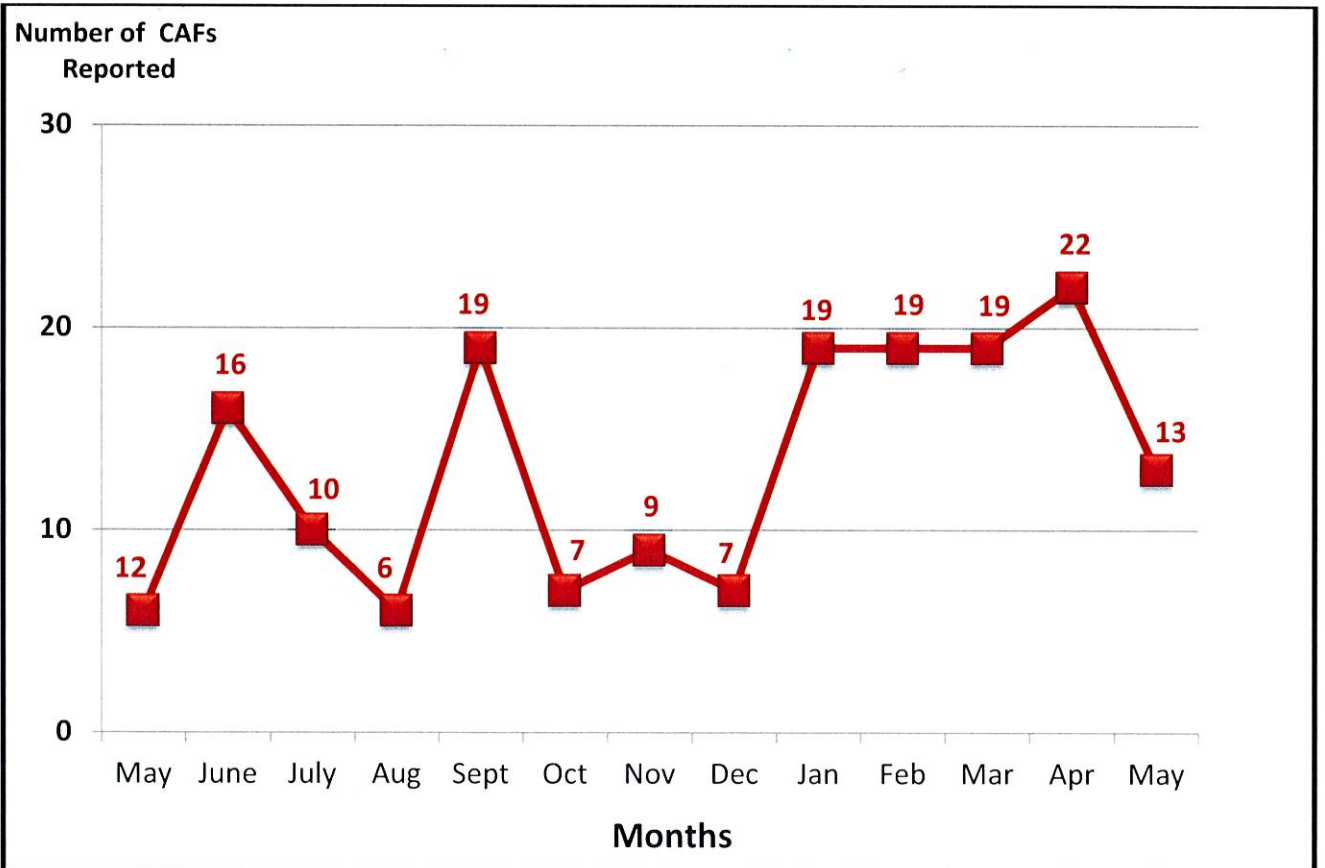
In May 2023, B-Line service metrics remain slightly impacted by factors related to the COVID-19 pandemic.

- Productivity: **2.63** Passengers per Hour (PPH) did meet the contract standard of 2.50 PPH.
- Denials: 0 denials or **0.0%** did meet contract standard of 0.0%.
- Miles between Road Calls (MBRC): **13,886** did meet the contract standard of 12,250 miles.
- Ridership Statistics: **9,978** ambulatory boardings; **4,355** wheelchair boardings

Metric	Standard	Feb-23	Mar-23	Apr-23	May-23	(4) Month-Ave.
Passengers per Hour	2.50	2.50	2.44	2.49	2.63	2.52
Denials	0.00%	0.00%	0.00%	0.00%	0.00%	0.0%
Miles Between Road Calls	12,250	12,554	20,731	14,998	13,886	15,542
Monthly Wheelchair Boardings	No standard	3,705	4,179	3,822	4,355	4,015

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

For May 2023, Customer Service received and processed 13 Customer Assistance Forms (CAF's). 13 CAF's represents a 40.9% decrease. Of the 13 CAFs, two were commendations.



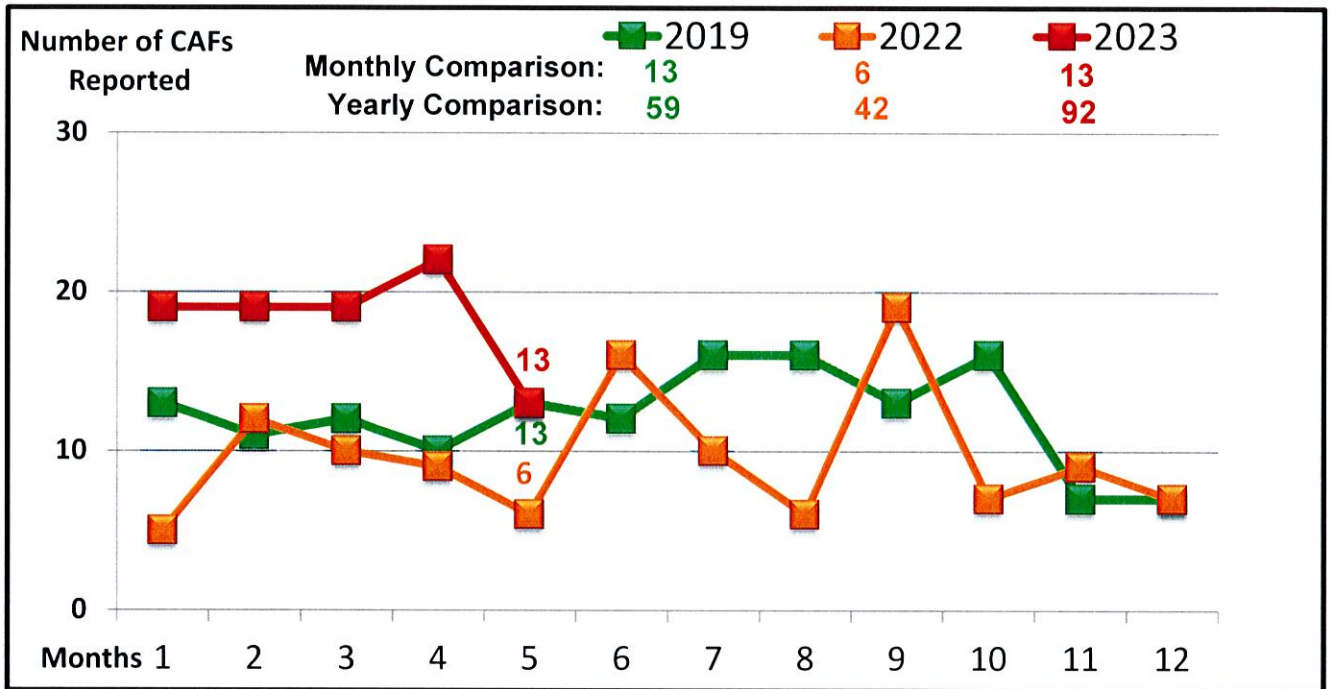
**Route Summary Report:**

<b>Route</b>	<b># of CAFs</b>	<b>Route</b>	<b># of CAFs</b>
#3 NAS Shuttle	1	#34 Robstown North Circulator	
#4 Flour Bluff		#35 Robstown South Circulator	
#5 Alameda		#37 Crosstown/TAMU-CC	
#5x Alameda Express		#50 Calallen/NAS Ex (P&R)	
#6 Santa Fe/Malls		#51 Gregory/NAS Ex (P&R)	
#12 Hillcrest/Baldwin	1	#53 Robstown/NAS Ex (P&R)	
#15 Kostoryz/Carroll HS	1	#54 Gregory/Downtown Express	
#16 Morgan/Port		#60 Momentum Shuttle	
#17 Carroll/Southside		#65 Padre Island Connection	2
#19 Ayers		#76 Harbor Bridge Shuttle	
#19G Greenwood		#78 North Beach Shuttle	
#19M McArdle		#83 Advanced Industries	
#21 Arboleda	1	#90 Flexi-B Port Aransas	
#23 Molina		#93 Flex	
#24 Airline/Yorktown		#94 Port Aransas Shuttle	
#25 Gollihar/Greenwood	1	#95 Port Aransas Express	
#26 Airline/Lipes		B-Line (Paratransit) Services	2
#27 Leopard	1	Safety, Security & Transportation	
#27x Leopard (Express)	1	Facilities Maintenance	
#28 Leopard/Navigation		Customer Service Department	
#29 Staples		Service Development	
#29F Staples/Flour Bluff		Facilities/Service Development	
#29SS Staples/Spohn South		Commendations	2
#32 Southside		TOTAL CAF's	13

**CAF Breakdown by Service Type:**

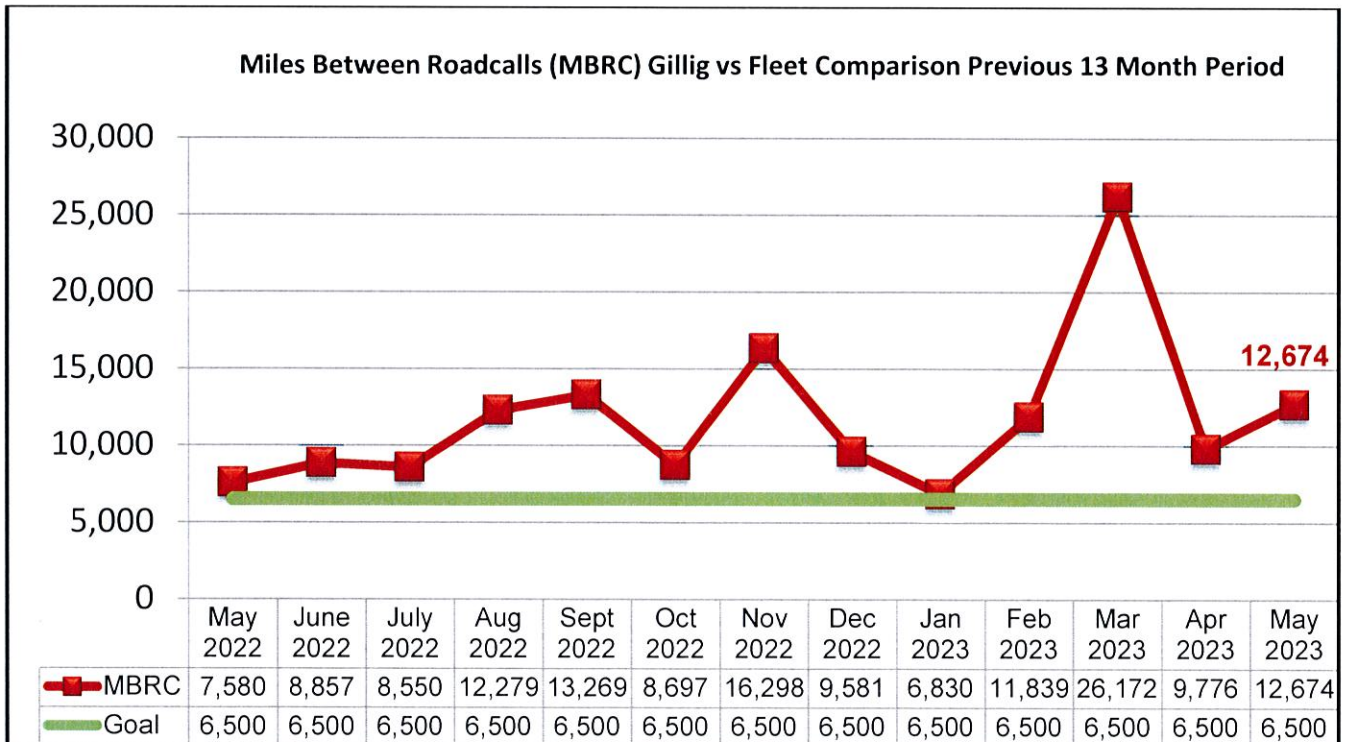
<b>CAF Category</b>	<b>RTA Fixed Route</b>	<b>B-Line ADA Paratransit</b>	<b>MV Fixed Route</b>	<b>Totals</b>
ADA				
Service Stop Issues	1			1
Driving Issues	1	1		2
Customer Services				
Late/Early – No Show			1	1
Alleges Injury				
Fare/Transfer Dispute	1			1
Clean Trash Can				
Dispute Drop-off/Pickup				
Add Bench/Stop				
Left Behind/Passed Up	1			1
Inappropriate Behavior	1	1	3	5
B-Line Calls				
Incident at Stop				
Incident on Bus				
Incident at Station				
Policy/Standing Orders				
Denial of Service				
Safety & Security				
Rude				
Facility Maintenance				
Service Development				
Vehicle Maintenance				
Over Crowded Vehicle				
Cell Phone User				
Safety Transportation				
Commendations			2	2
<b>Total CAFs</b>	<b>5</b>	<b>2</b>	<b>6</b>	<b>13</b>

**Number of CAF Reports: Current and Historical Trends**



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

In May 2023, there were 12,674 miles between road calls (MBRC) recorded as compared to 7,580 MBRC in May 2022. A standard of 6,500 miles between road calls is used based on the fleet size, age and condition of CCRTA vehicles. The thirteen-month average is 11,723.



**Board Priority**

The Board Priority is Public Image and Transparency.

Respectfully Submitted,

Submitted by: Gordon Robinson  
Director of Planning

Final Approval by:   
Derrick Majchszak  
Chief Executive Officer