



# AGENDA MEETING NOTICE

## Board of Directors Meeting

**DATE:** Wednesday, September 7, 2022

**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)  
 Beatriz Charo                      Jeremy Coleman  
 Armando Gonzalez              Erica Maymi  
 Aaron Muñoz                      Matt Woolbright

	TOPIC	SPEAKER	EST.TIME	REFERENCE
1.	Pledge of Allegiance	D. Leyendecker	1 min.	-----
2.	Roll Call	M. Montiel	2 min.	-----
3.	Safety Briefing	M. Rendón	3 min.	-----
4.	Receipt of Conflict of Interest Affidavits	D. Leyendecker	2 min.	-----
5.	Opportunity for Public Comment 3 min. limit – no discussion	D. Leyendecker	3 min.	-----
Public Comment may be provided in writing, limited to 1,000 characters, by using the <a href="#">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.				
6.	<b>Awards and Recognition –</b> a) Certificate of Appreciation Awarded to CCRTA from the 176 <sup>th</sup> Medical Brigade and Nueces County for Participation and Service to the Community of Nueces County b) 'FY 2022 Distinguished Budget Presentation Award	M. Rendón	5 min.	-----
7.	<b>Discussion and Possible Action</b> to Approve Board Minutes of the Board of Directors Meeting of August 3, 2022	D. Leyendecker	3 min.	<b>Pages 1-7</b>
8.	<b>Discussion (in Closed Session)</b> Concerning Matters Pertaining to the CEO and His Condition and Job Duties with Possible Action Thereafter in Open Session	D. Leyendecker	10 min.	-----
9.	<b>Discussion and Possible Action</b> to Adopt a Resolution Establishing a Legislative Committee	D. Leyendecker	3 min.	<b>Page 8-9 Attachment A</b>
10.	<b>Announcement</b> of Legislative Committee Chair and Appointments by the Board Chair and <b>Action</b> to Confirm Legislative Committee Chair and Appointments	D. Leyendecker	3 min.	<b>Page 10-11 Attachment B</b>

## AGENDA MEETING NOTICE

<b>11.</b>	<b>Committee Chair Reports</b> a) Administration & Finance b) Operations & Capital Projects c) Rural and Small Cities	G. Canales E. Salazar L. Allison	3 min. 3 min. 3 min.	-----
<b>12.</b>	<b>Update</b> on RCAT Committee Activities	S. Montez	3 min.	<i>PPT</i>
<b>13.</b>	<b>Discussion and Possible Action</b> to Concerning Fire and Water Damage at Staples Street Center and Confirmation of Emergency Contracts Approved with Serv-Pro for Clean-up and with TML for Work Authorization for Repairs.	M. Rendón John Bell	5 min.	<b>Page 12-14</b>
<b>14.</b>	<b>Discussion and Possible Action</b> to Enter into Negotiations and Award to Avail Technologies, Inc. for a Five (5) Year Contract for the Management information System	R. Saldaña	3 min.	<b>Page 15-16</b> <i>PPT</i>
<b>15.</b>	<b>Discussion and Possible Action</b> to Award a Contract to Petroleum Traders for Texas Ultra Low Sulfur Diesel Fuel Supply	D. Majchszak	5 min.	<b>Page 17-18</b> <i>PPT</i>
<b>16.</b>	<b>Presentations:</b> a) July 2022 Financial Report b) September 2022 Procurement Update c) May – July 2022 Safety and Security Report d) July 2022 Operations Report	R. Saldaña R. Saldaña M. Rendón  D. Majchszak	20 min.	<b>Pages 19-31</b> <i>PPT</i> <i>PPT</i> <i>PPT</i>  <b>Pages 32- 41</b> <i>PPT</i>
<b>17.</b>	<b>Acting CEO Report</b>	M. Rendón	5 min.	<i>PPT</i>
<b>18.</b>	<b>Board Chair Report</b>	D. Leyendecker	10 min.	-----
<b>19.</b>	<b>Adjournment</b>	D. Leyendecker	1 min.	-----

**Total Estimated Time: 1 hour 36 mins.**

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### BOARD OF DIRECTORS BUDGET WORKSHOP #3

	TOPIC	SPEAKER	EST.TIME	REFERENCE
<b>1.</b>	<b>2023 Budget Workshop #3</b> a. CEO Direct Report Budget <ul style="list-style-type: none"> <li>• 41 – General Management/CEO</li> <li>• 44 – Human Resources</li> <li>• 50 – Marketing &amp; Communication</li> <li>• 52 – Safety &amp; Security</li> </ul>	R. Saldaña	20 min.	<i>PPT</i>

**Total Estimated Time: 20 min.**





**CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS' MEETING MINUTES  
WEDNESDAY, August 3, 2022**

**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. Presented Awards and Recognition – South West Transit Association (SWTA) – 5 Marketing Awards
7. Approved Board of Director Meeting Minutes of July 6, 2022
8. Heard Committee Chair Reports
  - a) Administration & Finance
  - b) Operations & Capital Projects
  - c) Rural & Small Cities
9. Approved Consent Items
  - a) The FY 2022 Operating and Capital Budget – Amendment #1
  - b) Update the Award of Contracts for External and Internal Engine Parts to include C.C. Battery, C.C. Freightliner, CD Starter, Cummins Southern Plains, Gillig, Kirks Automotive, and Muncie
10. Awarded a Contract to Marshall Company for the Construction of the Del Mar South Campus – Bus Stops (2)
11. Approved the Design Concept of the New Port Ayers Transfer Station
12. Heard Presentations –
  - a) Investment Report as of June 30, 2022 from Linda Patterson, CCRTA Investment Advisor
  - b) June 2022 Financial Report
  - c) August Procurement Update
  - d) June 2022 Operations Report
13. Heard CEO Report
14. Heard Chairman's Report
15. 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 8:31 a.m., and asked Ms. Gabi Canales, Board Director, to lead the Pledge of Allegiance. Ms. Montiel called roll and it was noted that a quorum was present.



### **Board Members Present**

Dan Leyendecker, Gabi Canales, Jeremy Coleman (Virtual), Armando Gonzalez (joined virtually at 8:42 a.m.), Anna Jimenez, Erica Maymi, Aaron Muñoz, Eloy Salazar and Matt Woolbright (joined at 8:40 a.m.).

### **Board Members Absent**

Lynn Allison and Beatriz Charo.

### **Staff Present**

Jorge G. Cruz-Aedo, CEO; David Chapa, Derrick Majchszak, Sharon Montez, Rita Patrick, Mike Rendón, Robert Saldaña, Angelina Gaitan, and Marisa Montiel. MV Transportation: Ben Schmit.

### **Public Present**

Rob MacDonald, Corpus Christi MPO, Diego Leyja, City of Corpus Christi, Melanie Gietman, Turner Ramirez, Raymond Gignac and Paul Rybalka with Gignac Architects.

### **Safety Briefing**

Mr. Mike Rendón presented the safety briefing to the Board and audience. He noted that if there is an emergency, the Board of Directors will exit through the kitchen, and the public will exit to his right. He noted that everyone will report to the clock tower and to not utilize the elevator in the process. Also, if there is a shelter in place, this will be done in the west side stairwell. He asked that during an emergency, to not return to the building unless the all-clear has been given.

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

None received online or in-person.

### **Opportunity for Public Comment**

None received online or in-person.

### **Awards and Recognition – South West Transit Association (SWTA) – 5 Marketing Awards**

At this time, Mr. Jorge Cruz-Aedo, presented and discussed the five marketing awards received by SWTA to the Board for their excellence in marketing and outreach efforts. The five awards were as follows: Hit the Spot Award: Print, Hit the Spot Award: Social Media, Hit the Spot Award: Event, Hit the Spot Award: Electronic and Spotlight Campaign. The Board Members and Board Chair gave congratulations and Ms. Rita Patrick, Marketing Director, was brought up and group photos were taken.



### **Discussion and Possible Action to Approve the Board of Directors Meeting Minutes of July 6, 2022**

**DIRECTOR GABI CANALES MADE A MOTION TO APPROVE THE BOARD OF DIRECTORS MEETING MINUTES OF JULY 6, 2022. DIRECTOR AARON MUÑOZ SECONDED THE MOTION. CANALES, COLEMAN, JIMENEZ, LEYENDECKER, MAYMI, MUÑOZ AND SALAZAR VOTING IN FAVOR. ABSENT ALLISON, CHARO, GONZALEZ AND WOOLBRIGHT.**

### **Committee Chair Reports**

Director Canales stated they had a great Administration and Finance Committee meeting and was able to meet Director Maymi and reported all went well. Director Salazar reported for the Operations & Capital Projects Committee there was an item they did not get to vote on due to the item verbiage, however they would be looking at the item today.

### **Consent Items**

- a) Action to Approve the FY 2022 Operating and Capital Budget – Amendment #1
- b) Action to Update the Award of Contracts for External and Internal Engine Parts to include C.C. Battery, C.C. Freightliner, CD Starter, Cummins Southern Plains, Gillig, Kirks Automotive, and Muncie

**DIRECTOR ELOY SALAZAR MADE A MOTION TO APPROVE CONSENT ITEMS A) & B). DIRECTOR GABI CANALES SECONDED THE MOTION. CANALES, COLEMAN, JIMENEZ, LEYENDECKER, MAYMI, MUÑOZ, SALAZAR VOTING IN FAVOR. ABSENT ALLISON, CHARO, GONZALEZ AND WOOLBRIGHT.**

### **Discussion and Possible Action to Award a Contract to Marshall Company for the Construction of the Del Mar South Campus – Bus Stops (2)**

Ms. Sharon Montez, Managing Director of Capital Programs and Customer Services, presented the item stating the Board Priority is Innovation. She introduced some people in the audience that pertain to the item, Mr. Michael Dotson, President of Marshall Company, Keira Melvin-Bustos and Melanie Geitman with Turner Ramirez. She provided background stating that CCRTA sought to expand service options on the growing south-side of Corpus Christi. CCRTA and Del Mar entered into discussions and a collaboration was formed to place two bus stops on the new Del Mar campus. CCRTA applied for a 5339(b) competitive grant and in 2019, was awarded a grant for the following three projects: Bear Lane Bus Parking Lot Improvements, Del Mar College South (Oso Creek) – Bus Stops (2) and New Port Ayers Transfer Station. She stated that Del Mar is still currently under construction and the estimated completion date is January of 2023. The new bus stops will serve Del Mar College's new campus and possibly could support the surrounding residential, multifamily housing complexes, parks and businesses. She states that there will be three prominent agencies at this new campus, Del Mar College, City of Corpus Christi's new Police



Department and the CCRTA. Ms. Montez stated the invitation for bids for the Del Mar College South (Oso Creek) Bus Stops (2) was issued on June 30<sup>th</sup> and a pre-bid was held July 7<sup>th</sup>. She noted several contractors were in attendance. One bid was received and was a responsive and responsible bid totaling \$2,544,900. She provided background on Marshall company at this time. She stated the estimated amount of the contract is \$2,544,900 and is budgeted in the 2022 Capital Projects budget and is funded with 75% federal funds and 25% local funds. The amount of the grant award for the project was \$2,844,510. The DBE goal for this project was 20% and Marshall Company had committed to meeting that goal and CCRTA was working with the subs to meet this goal, however, the final DBE goal is 8.13%. Chair Leyendecker asked if anyone had any questions. Director Salazar had a concern that only one bid was received, however, he feels Marshall company is reputable and is glad the project is moving forward. Director Woolbright and Board Chair Leyendecker agreed with Director Salazar.

Director Matt Woolbright joined the meeting in person at 8:40 a.m. and Director Armando Gonzalez joined virtually at 8:42 a.m.

**DIRECTOR ELOY SALAZAR MADE A MOTION TO AWARD A CONTRACT TO MARSHALL COMPANY FOR THE CONSTRUCTION OF THE NEW DEL MAR SOUTH (OSO CREEK) – BUS STOPS (2) FOR \$2,544,900. DIRECTOR MATT WOOLBRIGHT SECONDED THE MOTION. CANALES, COLEMAN, GONZALEZ, JIMENEZ, LEYENDECKER, MAYMI, MUÑOZ, SALAZAR AND WOOLBRIGHT VOTING IN FAVOR. ABSENT ALLISON AND CHARO.**

#### **Discussion and Possible Action to Recommend the Board of Directors Approve the Design Concept of the New Port Ayers Transfer Station**

Ms. Sharon Montez, presented the item and introduced Gignac and Associates to help present the design concept of the New Port Ayers Transfer Station. Mr. Raymond Gignac and Raymond Rybalka stepped up to present along with Ivan who was virtual. They discussed and showed a PowerPoint of the New Port Ayers Transfer station design to the Board. Mr. Jorge Cruz-Aedo said one of the goals for the design was for it to be very open, safe and weather protective. Vice Chair Jimenez asked where the rain water will drain. Mr. Gignac replied off the building into a drain sewer and that the roof will be slightly slanted.

Director Maymi asked about public restrooms. Mr. Jorge Cruz-Aedo stated they are a security hazard and are currently not in the plans. Director Maymi and Director Salazar both addressed their concerns with there not being any public restrooms available. Director Jimenez asked if there is a ticket booth for those that need a last-minute pass and Mr. Cruz-Aedo stated they are looking at a dispenser, but there are no plans for a ticket booth. Director Canales asked if the lights would be solar and Mr. Cruz-Aedo replied no. She also inquired about possible marketing opportunities. The team will work on those opportunities. Director Woolbright suggested exploring possible grant opportunities if CCRTA installed some type of public alert system.



**VICE CHAIR ANNA JIMENEZ MADE A MOTION TO APPROVE THE DESIGN CONCEPT OF THE NEW PORT AYERS TRANSFER STATION. DIRECTOR GABI CANALES SECONDED THE MOTION. CANALES, COLEMAN, GONZALEZ, JIMENEZ, LEYENDECKER, MAYMI, MUÑOZ, SALAZAR AND WOOLBRIGHT VOTING IN FAVOR. ABSENT ALLISON AND CHARO.**

### **Presentations**

#### **a) Investment Report as of June 30, 2022 from Linda Patterson, CCRTA Investment Advisor**

Mr. Robert Saldaña introduced Ms. Linda Patterson, CCRTA's Investment Advisor who then presented the investment report as of June 30, 2022 virtually. Ms. Patterson pointed out and discussed the second consecutive increase by the federal reserve and their fight against inflation. She anticipated that there will be a technical or possible stronger recession and pointed out that this is not something that happens very rarely, they happen about every ten years or more often. Ms. Patterson discussed the supply chain issues and stated they have not slowed down. She discussed that more people are taking and filling jobs that are available, therefore, in general job openings are down. She discussed and displayed a chart of the yield curve just after the July Federal Reserve Increase. Next, she discussed the Federal Reserve Outlook.

Next, she discussed the CCRTA's individual portfolio which displayed and discussed the beginning of the quarter ending March 31, 2022 vs. the end of June 30, 2022. The interest income increased by \$99,422. Director Woolbright asked about and clarified with Ms. Patterson the change in market value. Director Woolbright asked in the future, on this slide, if she could include the amount that CCRTA actually put in as well. Next, Ms. Patterson displayed and discussed the maturity distribution of the CCRTA's portfolio. She displayed and discussed the short-term investments as of June 30, 2022. The floor opened up to any questions and there were none.

#### **b) June 2022 Financial Report**

Mr. Robert Saldaña presented the June financials and noted that the item lines up with the Board Priority of Public Image & Transparency. He presented the highlights for the month stating the Bus Advertising was 98.72% of baseline, Investment Income was 1,666.87% of baseline and Operating Expenses were 93.37% of baseline. He displayed the June 2022 Income Statement Snapshot. Total revenues come in at \$3,642,315 and total expenses were \$4,051,168. He pointed out that the State Comptroller said that the month of June they had the biggest sales tax ever at \$3.9 billion, so he hopes that CCRTA will beat the \$3.3 million in June. He displayed the revenue categories. He pointed out that the Sales Tax Revenue is an estimation as this figure as of now. The operating vs. non-operating revenue was displayed and discussed. The total operating revenues was \$81,673. Next, he discussed and showed a pie chart of where the money went.



Mr. Saldaña showed the expenses by object for June. Purchased Transportation was 23%, Miscellaneous 2%, Supplies 10%, Salaries and Wages 38%, Benefits 10%, Services 12%, Utilities 2% and Insurance was 1%. He presented the YTD for the month of June stating the Bus Advertising was 114.09% of baseline, Investment Income was 605.04% of baseline and Operating Expenses were 190.93% of baseline. He presented the income YTD statement for June stating total revenues were \$26,369,814 on a budget of \$23,545,236, total expenses were \$21,554,768 on a budget of \$23,172,344. There was a revenue over expenditures for the year of \$4.8 million surplus. He displayed the revenue by category year to date. He summarized where the money went year to date and expenses by object year to date. Board Chair asked about the bottom number of company depreciation and Mr. Saldaña replied somewhere around \$5 million on a yearly basis. Mr. Saldaña discussed the fare recovery ratio. The current FRC is 2.50%. Mr. Saldaña displayed the sales tax update for May in which \$3,067,990 was received.

**b) August Procurement Update**

Mr. Robert Saldaña noted this item aligns with the Public Image and Transparency priority. He discussed the current procurements, Texas Ultra Low Sulfur Diesel Fuel Supply with a two-year firm-price supply contract and a cost of \$1,009,360. Two Bus Stops for Del Mar College South Campus, Construction Contract with an estimated cost of \$2,326,868. The purchase, restoration and repurposing of the Kleberg Bank Building for a six-month contract. He noted that potential proposals should be received in December and go to January board, if not, another RFP will be issued for the next six months. The total of current procurements is \$3,336,228. Board Chair emphasized that the Kleberg Building needs to be repurposed but asked what would happen should that not happen, Mr. Saldaña replied it would be demolished. The three-month outlook under the CEO signature authority was displayed next. All of these items are \$50,000 or less. The items include Solid Waste Collection and Disposal Services for \$45,000, Pest Control Services for \$34,000, IT support Services for \$29,200, Training Services for \$30,000, Network Managed Services for \$32,445, Reverse Osmosis Drinking Water System for \$12,434, Brass Fittings for \$18,862 and Hydraulic Hoses and Fittings for \$36,434. These total \$238,375. Mr. Saldaña closed with stating the Marina Space with the City of Corpus Christi is about \$6,100.

**c) May 2022 Operations Report**

Mr. Derrick Majchszak noted the board image for this item is Public Image and Transparency. He provided the highlights for the month of June 2022 vs. June 2021. The Passenger Trips up 20.1%, the Revenue Service Hours were down -1.4% and the Revenue Service Miles were up 0.2%. He said those numbers were pretty similar service. He displayed the RTA System Monthly Ridership Trends and the System-Wide Monthly Ridership by Mode. He noted the system overall was up 20.1% but down -43.2% vs. pre-covid. For YTD System Wide Ridership by mode, the system is overall up by 14.8% but down -50.7% vs pre-covid. Mr. Majchszak displayed the 2022 2<sup>nd</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 79 bus stops to be impacted or possibly closed due to these impacts. The B-Line service passengers per hour meet the performance standard for the first time since pre-covid. There were no issues with the miles between road calls far exceeded the standard. There were 16 customer assistance forms for the month with no issues. The miles between road calls and the large bus fleet exceeded the standards as well with no issues.

### **CEO Report**

Mr. Cruz-Aedo opened up with stating that the Board Chair, himself and the Managing Director of Executive Affairs traveled to Washington, D.C. to discuss CCRTA's FTA low-no grant application. Meetings were held with the following representatives: Rep. Vincente Gonzalez, Rep. Michael Cloud, Rep. Henry Cuellar, Sen. Cornyn legislative staff and Sen. Cruz legislative staff. Mr. Cruz-Aedo commended the Board Chair on the success of the meetings. The Board Chair agreed the meetings went very well and thanked Ms. Rita Patrick and Mr. Jeremy Sirio and the staff for their support. Mr. Cruz-Aedo shared the recent community events that CCRTA participated in. He discussed the July meetings and initiatives which included Vice Chair Jimenez, Director Coleman and Assistant Secretary to the Board, Ms. Montiel, attended the APTA Board and Transit Member Seminars from July 30<sup>th</sup> to August 2<sup>nd</sup>. He displayed and discussed the current upcoming calendar events highlighting that on August 17<sup>th</sup> the new Board Member Orientation will be held.

### **Board Chair Report**

Chair Leyendecker reiterated that the Washington, D.C. trip was very successful and the meetings went very well. He thanked the staff once more. Board Chair opened up the floor to the Board Members and they all went down the line to speak. The Board Members congratulated the Ms. Patrick and her marketing team on the marketing awards, the success of the Washington, D.C. meetings and expressed their excitement on the development of the upcoming future projects.

### **Adjournment**

There being no further review of items, the meeting adjourned at 9:57 a.m.

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Lynn Allison, Board Secretary

Submitted by: Marisa Montiel



CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY

Board of Directors Meeting Memo

September 7, 2022

**Subject:** Adopt a Resolution Establishing a Legislative Committee

### **Background**

There are three current standing committees, Administration & Finance, Operations & Capital Projects and Rural & Small Cities Transit. The Board Chair has requested the creation of a new committee, Legislative Committee.

- The Legislative Committee will discuss policy and legislative matters pertaining to the Corpus Christi Regional Transportation Authority at the local, state and federal level.
- The Legislative Committee will advise and assist staff on possible grant and funding opportunities for the Corpus Christi Regional Transportation Authority.

The committee will meet quarterly, or as required, to have discussion on legislative matters concerning the CCRTA. The Legislative Committee will be more formal and allow staff to engage in more meaningful dialogue to target the message and results towards the benefit of the committee purpose.

### **Recommendation**

The Board Chair recommends the Board of Directors Adopt a Resolution Establishing a Legislative Committee

Respectfully Submitted,

Reviewed by:        Marisa Montiel  
                                 Assistant Secretary to the Board

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

**RESOLUTION**

**Whereas**, the Board of Directors of the Regional Transportation Authority wishes to create a Legislative Committee that would meet quarterly, or as required, to have discussion on legislative matters concerning the CCRTA.

**Whereas**, the organizational structure has been modified to add—the: Legislative Committee.

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

Section 1. Legislative Committee is hereby established and charged with performing the following actions:

- The Legislative Committee will discuss policy and legislative matters pertaining to the Corpus Christi Regional Transportation Authority at the local, state and federal level.
- The Legislative Committee will advise and assist staff on possible grant and funding opportunities for the Corpus Christi Regional Transportation Authority.

Section 2. The Legislative Committee shall be comprised of a minimum of three members of the Board appointed by the Board Chair and confirmed by the Board pursuant to the bylaws, including the appointment of the respective chair. The Board Chair will serve as an ex-officio voting member of the Legislative Committee. The presence of at least two voting members, other than Committee Chair, shall constitute a quorum.

Section 3. The Legislative Committee Chair, with the assistance of the Assistant Secretary to the Board, will be responsible for setting the dates, times and locations of the quarterly meetings, or as required. Minutes of the meetings will be the responsibility of the Assistant Secretary to the Board or designee, and will be forwarded to the Board.

Section 4. Staff will be responsible for communicating directives on the part of the Committee to the Board of Directors for consideration, when appropriate.

Duly passed and adopted on the \_\_\_\_ day of September 2022.

ATTEST:

REGIONAL TRANSPORTATION AUTHORITY

By: \_\_\_\_\_  
Lynn Allison  
Board Secretary

By: \_\_\_\_\_  
Dan Leyendecker  
Board Chair



CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY

**Board of Directors Meeting Memo**

**September 7, 2022**

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

**Background**

The Authority has three standing Committees; the Administration & Finance Committee, Operations & Capital Projects Committee and the Rural and Small Cities Transit Committee. The Administration & Finance Committee and Operations & Capital Projects Committee meetings are scheduled to meet monthly to discuss and review in detail matters concerning the Authority. The Rural and Small Cities Transit Committee meetings are scheduled to meet quarterly, or as required, to discuss and review in detail matters concerning the Authority. There is one newly proposed committee, Legislative Committee, pending the establishment of the committee during the September 7, 2022 Board Meeting, the committee meetings are scheduled to meet quarterly, or as required, to discuss and review in detail matters concerning the Authority.

**Identified Need**

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

**Recommendation**

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

Respectfully Submitted,

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

**2022 CCRTA COMMITTEE APPOINTMENTS**

**Administration & Finance Committee**

Gabi Canales - Committee Chair  
Lynn Allison  
Jeremy Coleman  
Erica Maymi  
Aaron Muñoz

**Operations & Capital Projects Committee**

Eloy Salazar – Committee Chair  
Beatriz Charo  
Armando Gonzalez  
Anna Jimenez  
Matt Woolbright

**Rural and Small Cities Transit Committee**

Lynn Allison – Committee Chair  
Gabi Canales  
Beatriz Charo  
Jeremy Coleman  
Armando Gonzalez

**Legislative Committee**

TBA



**Subject:** Briefing on Fire and Water Damage and Confirmation of Emergency Contracts Approved with Serv-Pro and TML for Work Authorization for Repairs

### **Background**

On Wednesday, August 24, 2022, there was a small fire in the janitorial storage area on the second floor. The CCRTA has not yet received the assessment report from the City of Corpus Christi's Fire Department stating the cause of the fire.

The sprinkler system came on and the fire department arrived to extinguish the small fire. Because of the extend of the water from both sources there were offices that sustained water damage. Please see below:

### **Second Floor**

- Janitorial storage area
- Adjacent Senator's Hinojosa's office
- Lobby area outside of the Senator's office
- About 40% of the General Land Office on the other side of the janitorial storage area
- The hallway outside the Boardroom

### **First Floor**

- The Customer Service area
- Greyhound storage space
- Eight CCRTA downstairs office spaces
- Hallways in Customer Service area
- Breakroom area
- CCRTA Eligibility Assessment spaces

Currently, the Senator's office has been relocated to the third-floor East conference room and Greyhound is still operating out of the building. CCRTA staff in the offices on the first floor, have been relocated in other areas within Staples Street Center and at Bear Lane Operations Center. The General Land Office has some of their staff working remotely while others are still utilizing the office space that is useable.

### **Identified Need**

CCRTA needed to clean-up the fire and water damage in order to prevent further damage to the Staples Street Center building and begin the process of restoration in order to get the Customer Service staff and displaced tenants back into their offices and work areas as soon as possible.



### **Analysis**

CCRTA typically procures contracts for services of this nature after obtaining competitive bids (or quotations for smaller contracts). In order to competitively bid the above clean-up and restoration services, CCRTA would need to publish notice for at least 14 days and allow prospective bidders adequate opportunity to inspect the conditions and determine what is needed in order to complete the work.

Following that process was not acceptable in connection with the clean-up required due to the fire and water damage. Pools of water collected on the floor and in the ceilings, and water damaged flooring, drywall, ceiling tiles and other improvements. The water needed to be removed immediately and the damaged materials removed in order to prevent further damage due to mold and other factors.

After consultation with the Board Chair, staff retained Serv-Pro to complete the water extraction and removal of water-damaged and fire-damaged materials. The contract is on a time and materials basis and likely will exceed \$50,000. TML insurance indicates that all of these costs should be covered as part of the insurance claim

In order to complete the remodeling and restoration, CCRTA typically would have a design professional develop plans and specifications for the work, then put them out for competitive bids by different contractors and make the award to the lowest responsible bidder. The time delay for the preparation of the plans and specifications and the competitive bidding would put the tenants and Customer Service staff out of their offices and work areas from six to eight weeks more until work could be started.

As a joint risk pool for governmental entities, the TML insurance program recognizes these delays inherent in government operations and has developed its Turnkey Recovery Program<sup>SM</sup> utilizing SynergyNDS, Inc. as a construction manager that will manage the restoration work with the costs paid directly by TML insurance. The construction manager would report to both CCRTA and TML, and CCRTA would be responsible for the deductible and any changes to the work not covered by insurance.

After consultation with the Board Chair, staff entered into the Work Authorization with TML and SynergyNDS, Inc. under the Turnkey Recovery Program<sup>SM</sup>. The costs under this Agreement will exceed \$50,000, but all but the \$10,000 deductible and any changes to the work made by CCRTA should be covered by TML insurance.

The Contracting Policy and Procedures authorizes the CEO in an emergency to execute contracts that may require an expenditure exceeding \$50,000 without prior approval of the Board after first consulting with the Board Chair on the matter. The CEO then is required to furnish information to the Board at its next meeting as to the nature of the emergency, the contracting parties and the amount of the expenditures. The Board may vote either to confirm the actions or not confirm the actions, but in any event the Board's failure to confirm the action does not automatically terminate the contracts.



As noted in this Memo, the costs for the contracts should be completely covered by TML insurance, except for the \$10,000 deductible and any changes to the work made by CCRTA. This confirmation is being requested out of an abundance of caution and in keeping with full transparency to the Board, since the contracts were approved on an emergency basis.

**Financial Impact**

Since this incident is covered by insurance through the TML Intergovernmental Risk Pool, the only out-of-pocket expense to the CCRTA should be the payment of the \$10,000 deductible and any changes made at the direction of CCRTA.

**Board Priority**

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

**Disadvantaged Business Enterprises**

As emergency procurements paid by TML Insurance, these purchases do not have a DBE goal assigned.

**Committee Review**

This incident occurred too late to make the Operations & Capital Projects Committee agenda, so it has not been reviewed by Committee.

**Recommendation**

Staff recommends that the Board of Directors confirm the emergency contracts approved with Serv-Pro and TML for the clean-up and repairs to the Staples Street Center.

Respectfully submitted,

Submitted by:

Final Approval by:

\_\_\_\_\_  
Mike Rendón  
Acting Chief Executive Officer



**Subject:** Enter into Negotiations and Award a Five (5) Year Contract to Avail Technologies for the Management Information System

### **Background**

The CCRTA's current Management Information System (MIS), Fleet Net, which is the primary software for Finance, Fleet, Human Resources and other functional areas that has been in place since 2003. Replacement of the MIS software is imperative to meet future informational needs of the organization; particularly related to cloud services and electronic reporting for the organization that will allow the capabilities for off-site operations.

### **Identified Need**

The CCRTA's IT Department, working with user departments, has defined the need for a new Management Information System to help meet the needs of the Authority. This new information system will be robust enough for current and future needs, and have the capability to provide expansion. The replacement of the MIS will address three major areas of need:

- Real time reporting
- Cloud system adaptability
- User/system interfaces

### **Analysis**

A Request for Proposals was issued on April 28<sup>th</sup>, and proposals were due June 30<sup>th</sup>. Two proposals were received and a structured format was used to evaluate and rate the proposals. Written criteria for selection--in order of importance--was assigned as follows:

- Technical/Functional Requirements (35 pts)
- Project Management Plan (25 pts)
- Qualifications (Experience, Satisfaction of Previous and Current Clients and Technical Competence). (20 pts)

Proposal pricing was opened and scored after technical scoring was completed. Revenue schedule scoring was calculated by including the pricing for the five-year base contract per the FTA.

- Proposed Revenue Schedule (20 pts)

The results of the evaluation are listed below:

Firms	Technical/Functional Requirements	Project Management Plan	Qualifications (Experience, Satisfaction of Previous and Current Clients and Technical Competence)	Proposed Revenue Schedule	Totals
Avail Technologies, Inc.	31.40	22.80	17.80	20.00	92.00
Tyler Technologies, Inc.	23.40	19.40	15.40	14.90	73.10

The firm that was deemed as being the best overall value is Avail Technologies, Inc. which has been in the business for many years, and is our current MIS software provider. Avail Technologies has worked with Mass Transit and its customer list has grown to over 35 agencies utilizing its transit technology solutions.

**Disadvantaged Business Enterprise**

For this procurement the DBE goal is zero percent (0%) – Contractors are encouraged to offer contracting opportunities to the fullest extent possible through outreach and recruitment activities to small, minority and disadvantaged businesses.

**Financial Impact**

Funds for the Management Information System (MIS) were identified in the MIS 2021 Capital Budget using funding provided by the 5307 Formula Funds with an 80/20 match. The total 5-year cost for the Management Information System (MIS) is \$997,158. The total estimated project budget was \$1,034,923.

**Board Priority**

The Board Priority is Innovation.

**Recommendation**

Staff recommends the Board of Directors authorize the Chief Executive Officer (CEO) or designee to Enter into Negotiations and Award to Avail Technologies, Inc. for a Five (5) Year Contract for the Management Information System in the amount not to exceed \$997,158.

Respectfully Submitted,

Submitted by: David Chapa  
Director of IT

Reviewed by: Robert Saldaña  
Managing Director of Administration

Final Approval by:   
Mike Rendón  
Acting Chief Executive Officer



**Subject:** Award a Contract to Petroleum Traders Corporation for Texas Ultra Low Sulfur Diesel Fuel Supply.

**Background**

The RTA will require approximately 120,162 gallons of diesel fuel annually to operate the fixed-route buses. In compliance with the Texas Low Emission Diesel Program of the Texas Commission on Environmental Quality (TCEQ), the RTA utilizes an ultra-low sulfur diesel (ULSD) fuel.

**Identified Need**

A Texas Ultra Low Sulfur Diesel fuel supply agreement will help ensure product availability is able to meet demand while maintaining firm pricing. Contract pricing is based on vendor mark-ups or discounts from the Oil Price Information Service (OPIS) price schedule on each delivery of diesel fuel. The Contract will be issued for a two (2) year agreement.

**Disadvantaged Business Enterprise**

There is no DBE requirement for this procurement.

**Financial Impact**

Total expenditures will be determined by actual usage. The estimated cost of the two (2) year agreement is projected to be \$696,940 and funds are allocated in the Board approved annual operating budgets.

	<b>Gallons</b>	<b>Price</b>	
Year 1	120,162	\$2.90	\$348,470
Year 2	120,162	\$2.90	\$348,470
<b>Total</b>			<b>\$696,940</b>

There were five (5) responsive bidders, and Petroleum Traders Corporation was the low bidder with a discount rate of 0.0528 per gallon and a delivery charge of 0.0290 per gallon.

Vendor	Description	Est. Two-Year Qty	Unit	Cost (Per Gallon) + or -
Petroleum Traders Corporation	Ultra Low Sulfur TxLED Diesel Fuel	240,324	Gallon	-0.0528
	Delivery Charge			0.0290
Merrimac Energy Group	Ultra Low Sulfur TxLED Diesel Fuel	240,324	Gallon	-0.0488
	Delivery Charge			0.0298
Global Montelo Group Corp.	Ultra Low Sulfur TxLED Diesel Fuel	240,324	Gallon	-0.0053
	Delivery Charge			Included
Gladieux Trading & Marketing Company, LP	Ultra Low Sulfur TxLED Diesel Fuel	240,324	Gallon	-0.0290
	Delivery Charge			0.0479
Arguindegui Oil Co. II, Ltd	Ultra Low Sulfur TxLED Diesel Fuel	240,324	Gallon	0.0299
	Delivery Charge			Included

**Board Priority**

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

**Recommendation**

Staff recommends the Board of Directors authorize the Chief Executive Officer (CEO) or Designee to Award a Contract to Petroleum Traders Corporation for Texas Ultra Low Sulfur Diesel Fuel Supply.

Respectfully Submitted,

Submitted by: Bryan J. Garner  
Director of Maintenance

Final Review: Derrick Majchszak  
Managing Director of Operations

Final Approval by:   
Mike Rendón  
Acting Chief Executive Officer



**Subject:** July 2022 Financial Report

**Overview:** The results from the **operating budget** for the month of **July** report **Revenues** in excess of **Expenses** by **\$2,620,344**. Total operating revenues totaled \$5,733,216, representing 132.27% of the budget baseline, while total operating expenses finished at \$3,112,872, or 85.33% of baseline. For the **year to date**, operating revenues total \$32,041,872, or 106.88% of the budget baseline, largely driven by federal operating assistance received through the American Recovery Plan (ARP) grant. Meanwhile, operating expenses for the year to date total \$23,643,553, or 91.66% of baseline.

The CIP budget report for July includes expenditures totaling \$169,020, of which \$129,525 is the budgeted amount for depreciation, and \$39,495 being the grant-reimbursable portion of capital projects. For the year to date, capital grant revenues totaled \$287,002 for purchases for projects from 2021 CIP listing which includes: six (6) bus engines from the Engine Overhaul Program, twenty-one (21) security camera replacements, one transmission jack, one king-pin removal system, 5 high-wheel dollies, and a payment to a contractor for the Bear Lane Bus Parking Lot Concrete Replacement project. Total CIP expenditures totaled \$1,193,680 exceeded grant funding by \$906,678 through July, which again represents the budgeted portion of depreciation expense.

The overall performance for the **month** results in an increase of \$2,490,820 to the fund balance with the operating budget contributing \$2,620,344, decreased by \$129,525 from the CIP budget performance for the month. **Year-to-date** performance results in an increase of \$8,398,339.

This information is presented in greater detail in the financial reports located at the end of this document.

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

**Total Revenues** for the month of **July** closed at **\$5,733,216**, of which \$5,733,216 is attributable to the **Operating Budget** and \$39,495 to the Capital Budget (**Table 4 and PPT Slides 3 and 4**). 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 \$96,537**, or **\$29,505** less than forecasted (PPT Slide 5). **Fare Revenues** were 9.68% higher than June, and ended the month at 71.81% of the baseline expectation. Meanwhile, commissions from **Bus and Bench Advertising** ended the month at \$11,833, or 97.68% 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 \$10,263, 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 **\$5,636,679**, reaching **133.94%** of the **\$4,208,384** budget expectation, generating **\$1,428,295** more than forecasted (**Table 4.1**). Federal operating grant assistance was up from June, as additional operating assistance from ARP was recognized as revenue in accordance with the Board-approved budget amendment. Investment income continues to perform well against the budget as a result of additional increases to the federal funds rate.

For clarification, please keep in mind that all revenues reported are **actual** revenues received or earned with the exception of the sales tax revenue. The Sales Tax Revenue, has been **estimated** since the amount will not be determined until payment is received on September 12, 2022. Out of the seven (7) sources included in this revenue category, 55.82% of total revenue came from the sales tax revenue estimate as indicated in the table on the following page:

**July 2022 Revenue Composition – Table 1**

Line #	Revenue Source	Actual	%
1	Sales Tax Revenue	3,200,071	55.82%
2	Passenger Service	74,441	1.30%
3	SSC Lease Income	43,113	0.75%
4	Bus Advertising	11,833	0.21%
5	Investment Income	86,900	1.52%
6	Grant Assistance Revenue	2,306,595	40.23%
7	Other Revenue	10,263	0.18%
	<b>Total (excluding capital)</b>	<b>\$5,733,216</b>	<b>100.00%</b>

The **Investment Portfolio** closed the month of July 2022 with a market value of **\$56,141,297**, an increase of **\$439,659** from the end of June 2022. This investment portfolio does not include any assets from pension plans but only assets from operations.

For the month of July, earned interest income was recorded at \$86,900, of which \$43,396 was from TexPool which ended the month with a 2.1453% daily net yield. The balances from TexPool are gradually being moved to higher interest investments that are in accordance with the current investment policy. As of the date of this report, the portfolio holds \$28,000,000 in short-term investments.

The **Sales tax** allocation for July 2022 is **estimated** at **\$3,200,071**. The estimate is necessary since allocations lag two months behind and will not be received until September 12, 2022.

The Sales Tax revenue payment of **\$3,483,166** for June 2022 was received August 12, 2022 and was \$186,348, or 5.6% more than the **\$3,296,818** June reported estimate. The payment included the allocation from internet sales of \$34,820, an increase of \$6,033 or 20.96% from the prior month. RTA started receiving internet sales tax revenue in December 2019, and to date have received \$842,849. Retailers started collecting sales tax on internet sales October 1, 2019.

The sales tax revenue over the last five years' averages to 73.53% of total income. In 2021, Sales Tax Revenue represented 67.93% 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 55.82% 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 2022 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 July have made 20 installments. This amount is added back in order to calculate the growth rate when compared to the same period last year.

As you can see from the following table, RTA reported a year-over-year increase of 8.11% in January's collections while February's were up considerably with a 16.82% over same period last year. Meanwhile, the March sales tax payment came in short by 7.17% or negative \$270,481, with April exceeding prior year collections by \$67,537 or 2.25%. May showed a slight growth of \$23,215 or 0.86% versus prior year, while June exceeded prior year collections by \$187,098, or 1.08%. The estimated growth for 2022 is 3.04% over 2021.

**Sales Tax Growth – Table 2**

Month Revenue was Recognized	2022 Actual	2021 Actual	\$ Growth	% Growth
January (actual)	\$ 2,700,560	\$ 2,497,985	\$ 202,575	8.11%
February (actual)	2,726,132	2,333,543	392,589	16.82%
March (actual)	3,504,497	3,774,978	(270,481)	-7.17%
April (actual)	3,074,059	3,006,523	67,536	2.25%
May (actual)	3,067,990	3,041,775	26,215	0.86%
June (actual)	3,483,166	3,445,918	37,249	1.08%
July (estimate)	3,200,071	3,012,974	187,098	6.21%
August (estimate)	0	0	0	0.00%
September (estimate)	0	0	0	0.00%
October (estimate)	0	0	0	0.00%
November (estimate)	0	0	0	0.00%
December (estimate)	0	0	0	0.00%
	<u>\$ 21,756,476</u>	<u>\$ 21,113,697</u>	<u>\$ 642,781</u>	<u>3.04%</u>

The detail of all revenue and expense categories are presented in the following tables, along with the fare recovery ratio for July 2022:

**Revenue – July 2022 – Revenue Composition (Includes Operating and Capital Funding) – Table 3**

Revenue Source	July 2022	%	YTD	%
Passenger Service	\$ 74,441	1.29%	\$ 542,518	1.68%
Bus Advertising	11,833	0.20%	94,760	0.29%
Other Revenue	10,263	0.18%	38,444	0.12%
Sales Tax Revenue	3,200,071	55.43%	21,756,476	67.30%
Grants – Operating	2,306,595	39.96%	9,086,552	28.11%
Grants – Capital	39,495	0.68%	287,002	0.89%
Investment Income	86,900	1.51%	223,318	0.69%
SSC Lease Income	43,113	0.75%	299,804	0.93%
<b>Total Revenue</b>	<b>\$ 5,772,711</b>	<b>100.00%</b>	<b>\$ 32,328,874</b>	<b>100.00%</b>

**Revenue – July 2022 Operating Revenue and Capital Funding – Table 4**

	07/2022				
	2022 Adopted Budget	July 2022 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
<b>Revenues</b>					
Passenger service	\$ 1,243,979	\$ 74,441	\$ 103,665	5.98%	71.81%
Bus advertising	145,371	11,833	12,114	8.14%	97.68%
Other operating revenues	393,098	10,263	10,263	2.61%	100.00%
Sales Tax Revenue	37,509,003	3,200,071	3,200,071	8.53%	100.00%
Federal, state and local grant assistance	11,561,230	2,306,595	963,436	19.95%	239.41%
Investment Income	45,094	86,900	3,758	192.71%	2312.50%
Staples Street Center leases	493,434	43,113	41,120	8.74%	104.85%
<b>Total Operating Revenues</b>	<b>51,391,209</b>	<b>5,733,216</b>	<b>4,334,427</b>	<b>11.16%</b>	<b>132.27%</b>
Capital Grants & Donations	8,313,957	39,495	39,495	0.48%	100.00%
<b>Total Revenues &amp; Capital Funding</b>	<b>\$ 59,705,166</b>	<b>\$ 5,772,711</b>	<b>\$ 4,373,922</b>	<b>9.67%</b>	<b>131.98%</b>

	07/2022				
	2022 Adopted Budget	YTD 2022 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
<b>Revenues</b>					
Passenger service	\$ 1,243,979	\$ 542,518	\$ 725,654	43.61%	74.76%
Bus advertising	145,371	94,760	84,800	65.19%	111.75%
Other operating revenues	393,098	38,444	229,307	9.78%	16.77%
Sales Tax Revenue	37,509,003	21,756,476	21,880,252	58.00%	99.43%
Federal, state and local grant assistance	11,561,230	9,086,552	6,744,051	78.60%	134.73%
Investment Income	45,094	223,318	26,305	495.23%	848.96%
Staples Street Center leases	493,434	299,804	287,837	60.76%	104.16%
<b>Total Operating Revenues</b>	<b>51,391,209</b>	<b>32,041,872</b>	<b>29,978,207</b>	<b>62.35%</b>	<b>106.88%</b>
Capital Grants & Donations	8,313,957	287,002	287,002	3.45%	100.00%
<b>Total Revenues &amp; Capital Funding</b>	<b>\$ 59,705,166</b>	<b>\$ 32,328,874</b>	<b>\$ 30,265,209</b>	<b>54.15%</b>	<b>106.82%</b>

## Revenue – July 2022 From Operations – Table 4.1

	07/2022				
	2022 Adopted Budget	July 2022 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
<b>Revenues</b>					
Passenger service	\$ 1,243,979	\$ 74,441	\$ 103,665	5.98%	71.81%
Bus advertising	145,371	11,833	12,114	8.14%	97.68%
Other operating revenues	393,098	10,263	10,263	2.61%	100.00%
<b>Total Operating Revenues</b>	<b>1,782,448</b>	<b>96,537</b>	<b>126,042</b>	<b>5.42%</b>	<b>76.59%</b>
Sales Tax Revenue	37,509,003	3,200,071	3,200,071	8.53%	100.00%
Federal, state and local grant assistance	11,561,230	2,306,595	963,436	19.95%	239.41%
Investment Income	45,094	86,900	3,758	192.71%	2312.50%
Staples Street Center leases	493,434	43,113	41,120	8.74%	104.85%
<b>Total Non-Operating Revenues</b>	<b>49,608,761</b>	<b>5,636,679</b>	<b>4,208,384</b>	<b>11.36%</b>	<b>133.94%</b>
<b>Total Revenues</b>	<b>\$ 51,391,209</b>	<b>\$ 5,733,216</b>	<b>\$ 4,334,426</b>	<b>11.16%</b>	<b>132.27%</b>

## July 2022 Expenses

The results of all expenditure activities, including capital, are presented below. Overall the total operating expenses came in \$535,052 under the anticipated baseline of \$3,647,923. Departmental expenses came in \$475,446 under the anticipated baseline or 14.29%. Debt service payments are fixed by the terms of the bond contract which is the reason for the resulting 100% actual to baseline. Street Improvements is also a fixed amount that represents one-twelve of the annual amount budgeted for all member cities, though the budget is slightly higher than the actual amount allocated to the member cities for 2022, resulting in the marginal variance against the baseline.

## July 2022 Total Expenses & Capital Expenditures – Table 6

	07/2022				
	2022 Adopted Budget	July 2022 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
<b>Expenditures</b>					
Departmental Operating Expenses	\$ 39,930,292	\$ 2,852,078	\$ 3,327,524	7.14%	85.71%
Debt Service	1,600,408	-	-	0.00%	0.00%
Street Improvements	3,147,945	260,794	262,329	8.28%	99.41%
Subrecipient Grant Agreements	696,845	-	58,070	0.00%	0.00%
<b>Total Operating Expenses</b>	<b>45,375,490</b>	<b>3,112,872</b>	<b>3,647,923</b>	<b>6.86%</b>	<b>85.33%</b>
Grant Eligible Costs	8,316,352	39,495	39,495	0.47%	100.00%
Depreciation Expenses	1,554,305	129,525	129,525	8.33%	100.00%
<b>Total Expenses &amp; Capital Expenditures</b>	<b>\$ 55,246,147</b>	<b>\$ 3,281,892</b>	<b>\$ 3,816,943</b>	<b>5.94%</b>	<b>85.98%</b>

	07/2022				
	2022 Adopted Budget	YTD 2022 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
<b>Expenditures</b>					
Departmental Operating Expenses	\$ 39,930,292	\$ 21,556,788	\$ 23,292,671	53.99%	92.55%
Debt Service	1,600,408	260,141	260,141	16.25%	100.00%
Street Improvements	3,147,945	1,825,557	1,836,301.25	57.99%	99.41%
Subrecipient Grant Agreements	696,845	1,064	406,492.92	0.15%	0.26%
<b>Total Operating Expenses</b>	<b>45,375,490</b>	<b>23,643,551</b>	<b>25,795,610</b>	<b>52.11%</b>	<b>91.66%</b>
Grant Eligible Costs	8,316,352	287,002	287,002	3.45%	100.00%
Depreciation Expenses	1,554,305	906,678	906,678	58.33%	100.00%
<b>Total Expenses &amp; Capital Expenditures</b>	<b>\$ 55,246,147</b>	<b>\$ 24,837,231</b>	<b>\$ 26,989,290</b>	<b>44.96%</b>	<b>92.03%</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 July 2022, total departmental operating expenses realized favorable variances against the baseline expectation in most categories. The positive variance is largely associated with the timing of the receipt of invoices. Meanwhile, unfavorable variance was limited to only the Materials & Supplies category.

Materials & Supplies ended the month at 136.19% of the baseline expectation, or \$87,409 over the budget projection, primarily driven by fuel costs that remain high. While unleaded gasoline prices have cooled from their prior peaks, diesel and natural gas (used for CNG buses) have yet to return to normal levels.

**July 2022 Departmental Expense Breakdown – Table 7.1**

	07/2022				
	2022 Adopted Budget	July 2022 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
<b>Departmental Operating Expense Object Category</b>					
Salaries & Wages	\$ 14,105,606	\$ 1,167,999	\$ 1,175,467	8.28%	99.36%
Benefits	5,877,139	219,913	489,762	3.74%	44.90%
Services	5,995,853	296,364	499,654	4.94%	59.31%
Materials & Supplies	2,897,982	328,908	241,499	11.35%	136.19%
Utilities	769,625	35,497	64,135	4.61%	55.35%
Insurance	632,545	44,033	52,712	6.96%	83.53%
Purchased Transportation	8,843,472	713,363	736,956	8.07%	96.80%
Miscellaneous	808,071	46,002	67,339	5.69%	68.31%
<b>Total Departmental Operating Expenses</b>	<b>\$ 39,930,292</b>	<b>\$ 2,852,078</b>	<b>\$ 3,327,524</b>	<b>7.14%</b>	<b>85.71%</b>

	07/2022				
	2022 Adopted Budget	YTD 2022 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
<b>Departmental Operating Expense Object Category</b>					
Salaries & Wages	\$ 14,105,606	\$ 8,369,284	\$ 8,228,270	59.33%	101.71%
Benefits	5,877,139	2,973,421	3,428,331	50.59%	86.73%
Services	5,995,853	2,477,927	3,497,581	41.33%	70.85%
Materials & Supplies	2,897,982	1,840,110	1,690,490	63.50%	108.85%
Utilities	769,625	388,403	448,948	50.47%	86.51%
Insurance	632,545	308,229	368,984	48.73%	83.53%
Purchased Transportation	8,843,472	4,854,366	5,158,692	54.89%	94.10%
Miscellaneous	808,071	345,048	471,375	42.70%	73.20%
<b>Total Departmental Operating Expenses</b>	<b>\$ 39,930,292</b>	<b>\$ 21,556,790</b>	<b>\$ 23,292,671</b>	<b>53.99%</b>	<b>92.55%</b>

**2022 Self-Insurance Claims, Medical & Vision and Dental – Table 9**

<b>Month</b>	<b>Medical &amp; Vision</b>	<b>Dental</b>	<b>Total</b>
January	\$ 200,829	\$ 3,201	\$ 204,030
February	353,837	7,145	360,982
March	275,153	10,171	285,324
April	253,145	6,918	260,063
May	213,986	7,135	221,121
June	166,250	8,427	174,678
July	206,639	8,092	214,732
	<b>\$ 1,669,840</b>	<b>\$ 51,091</b>	<b>\$ 1,720,930</b>

**Fare Recovery Ratio – Table 10**

<b>Description</b>	<b>7/31/2022</b>	<b>Year to Date</b>
Fare Revenue or Passenger Revenue	\$ 74,441	\$ 542,518
Operating Expenses	2,852,078	21,556,790
Fare Recovery Ratio	2.61%	2.52%
*Excluding Depreciation		

Note: Same period last year (July 2021) the FRR was 2.66%

**July 2022 – Table 11**

For the month of July, total Revenues exceeded Expenses by \$2,490,819. The year to date financial performance presented Revenues in excess of Expenses by \$7,491,641. A greater detail of the financial results is explained in the accompanied Power Point presentation.

	<b>07/2022</b>				
	<b>2022 Adopted Budget</b>	<b>July 2022 Actual</b>	<b>Baseline into Budget</b>	<b>% Actual to Budget</b>	<b>% Actual to Baseline</b>
Operating Revenues	\$ 51,391,209	\$ 5,733,216	\$ 4,334,427	11.16%	132.27%
Operating Expenses	45,375,490	3,112,872	3,647,923	6.86%	85.33%
<b>Revenue over Expenses</b>	<b>6,015,719</b>	<b>2,620,344</b>	<b>686,504</b>	<b>43.56%</b>	<b>381.69%</b>
Capital Funding	8,313,957	39,495	39,495	0.48%	100.00%
Capital Expenditures	9,870,657	169,020	169,020	1.71%	100.00%
<b>Revenue over Expenses</b>	<b>(1,556,700)</b>	<b>(129,525)</b>	<b>(129,525)</b>	<b>8.32%</b>	<b>100.00%</b>
<b>Revenue over Expenditures</b>	<b>\$ 4,459,019</b>	<b>\$ 2,490,819</b>	<b>\$ 556,978</b>		

	07/2022				
	2022 Adopted Budget	YTD 2022 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Operating Revenues	\$ 51,391,209	\$ 32,041,872	\$ 29,978,206	62.35%	106.88%
Operating Expenses	45,375,490	23,643,553	25,795,606	52.11%	91.66%
Revenue over Expenses	6,015,719	8,398,319	4,182,600	139.61%	200.79%
Capital Funding	8,313,957	287,002	287,002	3.45%	100.00%
Capital Expenditures	9,870,657	1,193,680	1,193,680	12.09%	100.00%
Revenue over Expenses	(1,556,700)	(906,678)	(906,678)	58.24%	100.00%
Revenue over Expenditures	\$ 4,459,019	\$ 7,491,641	\$ 3,275,922		

## NET POSITION

The Total Net Position at the end of the month was **\$109,471,786**, an increase of **\$7,778,645** from December 2021 which closed at **\$101,693,141**.

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

Of the Total Net Position of **\$109,471,786**, the portion of the fund balance that is not restricted in accordance with GASB Concepts Statement No 4 is **\$54,042,267**, but only **\$34,047,495** is available for spending as a result of the internal restrictions placed by the Board for specific reserves which total **\$19,994,772**. 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, 37% of the unrestricted portion is assigned by the Board to fund reserves that are earmarked to meet certain unexpected demands.

### FUND BALANCE AS OF JULY 31, 2022:

<b>FUND BALANCE</b>	
Net Invested in Capital Assets	\$ 54,690,914
Restricted for FTA Interest	779,623
Unrestricted	54,042,267
<b>TOTAL FUND BALANCE</b>	<b>109,471,786</b>
<b>UNRESTRICTED BREAKDOWN</b>	
Designated for Operating Reserve (25% OpEx less EBR)	9,722,010
Designated for Capital Reserve (25% of total CIP)	9,275,118
Designated for Employee Benefits Reserve	997,644
<b>Total Designated Reserves (38.99%)</b>	<b>\$ 19,994,772</b>
Unrestricted (61.01%)	34,047,495
<b>TOTAL DESIGNATED &amp; UNRESTRICTED</b>	<b>\$ 54,042,267</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:   
Mike Rendón  
Acting Chief Executive Officer

Corpus Christi Regional Transportation Authority  
 Operating and Capital Budget Report  
 For the month ended July 2022

OPERATING BUDGET	07/2022				
	2022 Adopted Budget	July 2022 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	\$ 1,243,979	\$ 74,441	\$ 103,665	5.98%	71.81%
Bus advertising	145,371	11,833	12,114	8.14%	97.68%
Other operating revenues	393,098	10,263	10,263	2.61%	100.00%
Sales Tax Revenue	37,509,003	3,200,071	3,200,071	8.53%	100.00%
Federal, state and local grant assistance	11,561,230	2,306,595	963,436	19.95%	239.41%
Investment Income	45,094	86,900	3,758	192.71%	2312.50%
Staples Street Center leases	493,434	43,113	41,120	8.74%	104.85%
<b>Total Revenues</b>	<b>51,391,209</b>	<b>5,733,216</b>	<b>4,334,427</b>	<b>11.16%</b>	<b>132.27%</b>
<b>Expenses</b>					
Transportation	9,995,330	702,637	832,944	7.03%	84.36%
Customer Programs	541,368	32,805	45,114	6.06%	72.72%
Purchased Transportation	8,843,472	713,363	736,956	8.07%	96.80%
Service Development	1,216,369	74,590	101,364	6.13%	73.59%
MIS	1,593,626	83,531	132,802	5.24%	62.90%
Vehicle Maintenance	5,948,949	527,082	495,746	8.86%	106.32%
Facilities Maintenance	3,055,747	188,033	254,646	6.15%	73.84%
Contracts and Procurements	413,128	25,371	34,427	6.14%	73.69%
CEO's Office	1,146,867	80,058	95,572	6.98%	83.77%
Finance and Accounting	851,229	52,874	70,936	6.21%	74.54%
Materials Management	252,362	18,161	21,030	7.20%	86.36%
Human Resources	928,063	50,487	77,339	5.44%	65.28%
General Administration	529,824	27,705	44,152	5.23%	62.75%
Capital Project Management	330,767	24,481	27,564	7.40%	88.82%
Marketing & Communications	734,725	53,424	61,227	7.27%	87.26%
Safety & Security	2,184,567	130,371	182,047	5.97%	71.61%
Staples Street Center	1,160,899	66,937	96,742	5.77%	69.19%
Port Ayers Cost Center	3,000	168	250	5.61%	67.29%
Debt Service	1,600,408	-	-	0.00%	0.00%
Special Projects	200,000	-	16,667	0.00%	0.00%
Subrecipient Grant Agreements	696,845	-	58,070	0.00%	0.00%
Street Improvements Program for CCRTA Region Entities	3,147,945	260,794	262,329	8.28%	99.41%
<b>Total Expenses</b>	<b>45,375,490</b>	<b>3,112,872</b>	<b>3,647,923</b>	<b>6.86%</b>	<b>85.33%</b>
<b>Revenues Over Expenses - Operating Budget</b>	<b>6,015,719</b>	<b>2,620,344</b>	<b>686,504</b>		
<b>CIP BUDGET</b>					
	2022 Adopted Budget	July 2022 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
	A	B	C = A / 12	B / A	
<b>Funding Sources</b>					
Grant Revenue	8,313,957	39,495	39,495	0.48%	0.00%
<b>Total Funding Sources</b>	<b>8,313,957</b>	<b>39,495</b>	<b>39,495</b>	<b>0.48%</b>	<b>100.00%</b>
<b>Capital Expenditures</b>					
Grant Eligible Costs	\$ 8,316,352	39,495	39,495	0.47%	0.00%
Depreciation Expenses	1,554,305	129,525	129,525	8.33%	100.00%
<b>Total Expenditures</b>	<b>9,870,657</b>	<b>169,020</b>	<b>169,020</b>	<b>1.71%</b>	<b>100.00%</b>
<b>Funding Sources Over Expenditures</b>	<b>(1,556,700)</b>	<b>(129,525)</b>	<b>(129,525)</b>	<b>8.32%</b>	<b>100.00%</b>
<b>Revenues Over Expenses - Operating Budget</b>	<b>6,015,719</b>	<b>2,620,344</b>	<b>686,504</b>		
<b>Revenues Over Expenses - CIP Budget</b>	<b>(1,556,700)</b>	<b>(129,525)</b>	<b>(129,525)</b>		
<b>Revenues Over Expenses (Including rounding)</b>	<b>4,459,019</b>	<b>2,490,820</b>	<b>556,978</b>		

Corpus Christi Regional Transportation Authority  
 Operating and Capital Budget Report  
 For the month ended July 2022

OPERATING BUDGET	07/2022				
	2022 Adopted Budget	YTD 2022 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
	A	B	C = A / 12 * 7	B / A	C vs B
<b>Revenues</b>					
Passenger service	\$ 1,243,979	\$ 542,518	\$ 725,654	43.61%	74.76%
Bus advertising	145,371	94,760	84,800	65.19%	111.75%
Other operating revenues	393,098	38,444	229,307	9.78%	16.77%
Sales Tax Revenue	37,509,003	21,756,476	21,880,252	58.00%	99.43%
Federal, state and local grant assistance	11,561,230	9,086,552	6,744,051	78.60%	134.73%
Investment Income	45,094	223,318	26,305	495.23%	848.96%
Staples Street Center leases	493,434	299,804	287,837	60.76%	104.16%
<b>Total Revenues</b>	<b>51,391,209</b>	<b>32,041,872</b>	<b>29,978,206</b>	<b>62.35%</b>	<b>106.88%</b>
<b>Expenses</b>					
Transportation	9,995,330	5,633,306	5,830,609	56.36%	96.62%
Customer Programs	541,368	286,908	315,798	53.00%	90.85%
Purchased Transportation	8,843,472	4,854,366	5,158,692	54.89%	94.10%
Service Development	1,216,369	650,638	709,549	53.49%	91.70%
MIS	1,593,626	775,984	929,615	48.69%	83.47%
Vehicle Maintenance	5,948,949	3,520,234	3,470,220	59.17%	101.44%
Facilities Maintenance	3,055,747	1,645,546	1,782,519	53.85%	92.32%
Contracts and Procurements	413,128	208,427	240,991	50.45%	86.49%
CEO's Office	1,146,867	627,845	669,006	54.74%	93.85%
Finance and Accounting	851,229	430,584	496,550	50.58%	86.72%
Materials Management	252,362	168,550	147,211	66.79%	114.50%
Human Resources	928,063	445,749	541,370	48.03%	82.34%
General Administration	529,824	233,263	309,064	44.03%	75.47%
Capital Project Management	330,767	200,608	192,948	60.65%	103.97%
Marketing & Communications	734,725	336,187	428,590	45.76%	78.44%
Safety & Security	2,184,567	978,621	1,274,331	44.80%	76.79%
Staples Street Center	1,160,899	558,809	677,191	48.14%	82.52%
Port Ayers Cost Center	3,000	1,164	1,750	38.79%	66.50%
Debt Service	1,600,408	260,141	260,141	16.25%	100.00%
Special Projects	200,000	-	116,667	0.00%	0.00%
Subrecipient Grant Agreements	696,845	1,064	406,493	0.15%	0.26%
Street Improvements Program for CCRTA Region Entities	3,147,945	1,825,557	1,836,301	57.99%	99.41%
<b>Total Expenses</b>	<b>45,375,490</b>	<b>23,643,553</b>	<b>25,795,606</b>	<b>52.11%</b>	<b>91.66%</b>
<b>Revenues Over Expenses - Operating Budget</b>	<b>6,015,719</b>	<b>8,398,319</b>	<b>4,182,600</b>		
<b>CIP BUDGET</b>					
	A	B	C = A / 12 * 7	B / A	C vs B
<b>Funding Sources</b>					
Grant Revenue	8,313,957	287,002	287,002	3.45%	0.00%
<b>Total Funding Sources</b>	<b>8,313,957</b>	<b>287,002</b>	<b>287,002</b>	<b>3.45%</b>	<b>100.00%</b>
<b>Capital Expenditures</b>					
Grant Eligible Costs	\$ 8,316,352	287,002	287,002	3.45%	0.00%
Depreciation Expenses	1,554,305	906,678	906,678	58.33%	100.00%
<b>Total Expenditures</b>	<b>9,870,657</b>	<b>1,193,680</b>	<b>1,193,680</b>	<b>12.09%</b>	<b>100.00%</b>
<b>Funding Sources Over Expenditures</b>	<b>(1,556,700)</b>	<b>(906,678)</b>	<b>(906,678)</b>	<b>58.24%</b>	<b>100.00%</b>
<b>Revenues Over Expenses - Operating Budget</b>	<b>6,015,719</b>	<b>8,398,319</b>	<b>4,182,600</b>		
<b>Revenues Over Expenses - CIP Budget</b>	<b>(1,556,700)</b>	<b>(906,678)</b>	<b>(906,678)</b>		
<b>Revenues Over Expenses (including rounding)</b>	<b>4,459,019</b>	<b>7,491,641</b>	<b>3,275,922</b>		

**CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY**  
**Statement of Net Position**  
**Month ended July 31, 2022, and year ended December 31, 2021**

	Unaudited July 31 2022	Unaudited December 31 2021
<b>ASSETS</b>		
<b>Current Assets:</b>		
Cash and Cash Equivalents	\$ 32,544,845	\$ 48,526,571
Short Term Investments	22,811,465	-
<b>Receivables:</b>		
Sales and Use Taxes	6,628,489	6,851,829
Federal Government	2,346,090	54,642
Other	119,917	688,824
Inventories	1,092,116	1,019,062
Prepaid Expenses	857,217	410,275
<b>Total Current Assets</b>	<b>66,400,139</b>	<b>57,531,203</b>
<b>Non-Current Assets:</b>		
Restricted Cash and Cash Equivalents	779,623	779,623
Net Pension Asset	1,517,414	941,537
<b>Capital Assets:</b>		
Land	4,882,879	4,882,879
Buildings	52,689,967	52,689,967
Transit Stations, Stops and Pads	25,112,677	25,112,677
Other Improvements	5,525,123	5,525,123
Vehicles and Equipment	67,270,387	67,270,387
Construction in Progress	356,089	356,089
Current Year Additions	748,223	0
<b>Total Capital Assets</b>	<b>156,583,346</b>	<b>155,837,122</b>
Less: Accumulated Depreciation	<b>(86,474,171)</b>	<b>(85,567,494)</b>
Net Capital Assets	<b>70,109,175</b>	<b>70,269,629</b>
<b>Total Non-Current Assets</b>	<b>72,406,213</b>	<b>71,990,789</b>
<b>TOTAL ASSETS</b>	<b>138,806,352</b>	<b>129,521,992</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
Deferred outflow related to pensions	1,345,223	1,345,223
Deferred outflow related to OPEB	42,767	42,767
Deferred outflow on extinguishment of debt	3,120,721	3,120,721
<b>Total Deferred Outflows</b>	<b>4,508,711</b>	<b>4,508,711</b>
<b>TOTAL ASSETS AND DEFERRED OUTFLOWS</b>	<b>143,315,063</b>	<b>134,030,703</b>
<b>LIABILITIES AND NET POSITION</b>		
<b>Current Liabilities:</b>		
Accounts Payable	576,383	750,211
<b>Current Portion of Long-Term Liabilities:</b>		
Long-Term Debt	890,000	890,000
Compensated Absences	331,157	331,157
Sales Tax Audit Funds Due	138,870	328,488
Distributions to Regional Entities Payable	6,296,717	4,471,159
Other Accrued Liabilities	827,512	781,910
<b>Total Current Liabilities</b>	<b>9,058,638</b>	<b>7,552,925</b>
<b>Non-Current Liabilities:</b>		
<b>Long-Term Liabilities, Net of Current Portion:</b>		
Long-Term Debt	17,690,000	17,690,000
Compensated Absences	950,274	950,274
Sales Tax Audit Funds Due	492,746	492,746
Net OPEB Obligation	853,090	853,090
<b>Total Non-Current Liabilities</b>	<b>19,986,110</b>	<b>19,986,110</b>
<b>TOTAL LIABILITIES</b>	<b>29,044,748</b>	<b>27,539,035</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>		
Deferred inflow related to pensions	4,798,527	4,798,527
<b>Total Deferred Inflows</b>	<b>4,798,527</b>	<b>4,798,527</b>
<b>TOTAL LIABILITIES AND DEFERRED INFLOWS</b>	<b>33,843,275</b>	<b>32,337,562</b>
<b>Net Position:</b>		
Net Invested in Capital Assets	54,649,896	54,810,350
Restricted for FTA Interest	779,623	779,623
Unrestricted	54,042,267	46,103,168
<b>TOTAL NET POSITION</b>	<b>\$ 109,471,786</b>	<b>\$ 101,693,141</b>

**Corpus Christi Regional Transportation Authority  
Statement of Cash Flows (Unaudited)  
For the month ended July 31, 2022**

	<u>7/31/2022</u>
<b>Cash Flows From Operating Activities:</b>	
Cash Received from Customers	\$ 73,815
Cash Received from Bus Advertising and Other Ancillary	33,874
Cash Payments to Suppliers for Goods and Services	(1,751,670)
Cash Payments to Employees for Services	(805,264)
Cash Payments for Employee Benefits	(2,384)
<b>Net Cash Used for Operating Activities</b>	<u><b>(2,451,629)</b></u>
<b>Cash Flows from Non-Capital Financing Activities:</b>	
Sales and Use Taxes Received	3,040,616
Grants and Other Reimbursements	158,072
Distributions to Subrecipient Programs	-
Distributions to Region Entities	-
<b>Net Cash Provided by Non-Capital Financing Activities</b>	<u><b>3,198,688</b></u>
<b>Cash Flows from Capital and Related Financing Activities:</b>	
Federal and Other Grant Assistance	-
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	(105,916)
<b>Net Cash Used by Capital and Related Financing Activities</b>	<u><b>(105,916)</b></u>
<b>Cash Flows from Investing Activities:</b>	
Investment Income	43,396
Purchases of Investments	-
Maturities and Redemptions of Investments	-
Premiums/Discounts on Investments	-
<b>Net Cash Provided by Investing Activities</b>	<u><b>43,396</b></u>
<b>Net Increase in Cash and Cash Equivalents</b>	<b>684,540</b>
<b>Cash and Cash Equivalents (Including Restricted Accounts), July 1, 2022</b>	<b>32,639,928</b>
<b>Cash and Cash Equivalents (Including Restricted Accounts), July 31, 2022</b>	<u><u><b>\$ 33,324,468</b></u></u>



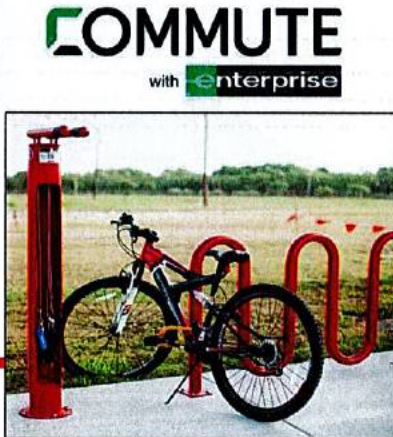
CORPUS CHRISTI REGIONAL  
TRANSPORTATION AUTHORITY

Board of Directors Meeting Memo

September 7, 2022

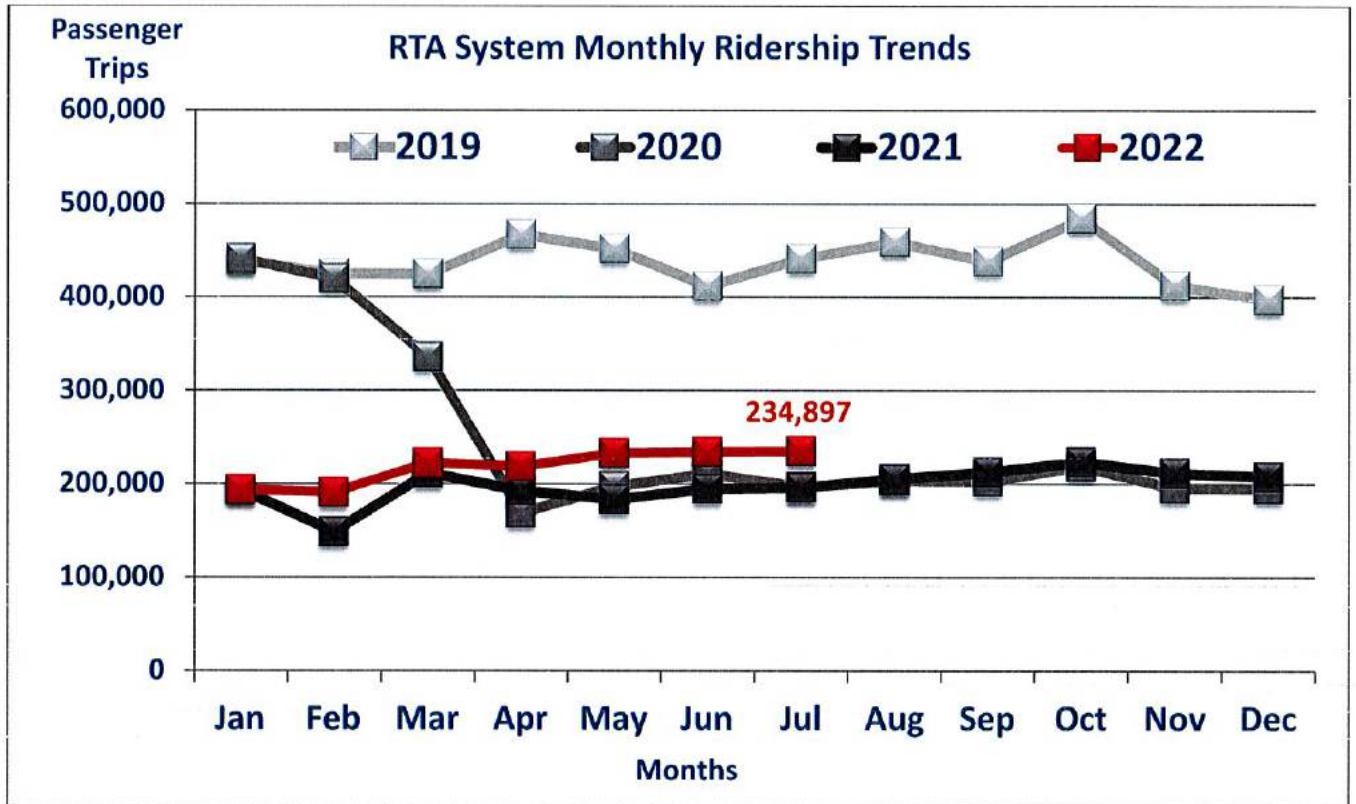
**Subject:** July 2022 Operations Report

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



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

July 2022 system-wide ridership levels continued to be adversely impacted by the COVID-19 pandemic. Passenger trips totaled 234,897 which represents a 19.7% increase as compared to 196,180 passenger trips in July 2021 with 38,717 more trips provided this month. In comparison to the pre-COVID-19 (Pre-Covid) period in July 2019 with 441,053 passenger trips, the 234,897 passenger trips represent a 46.7% decrease with 206,156 fewer trips.

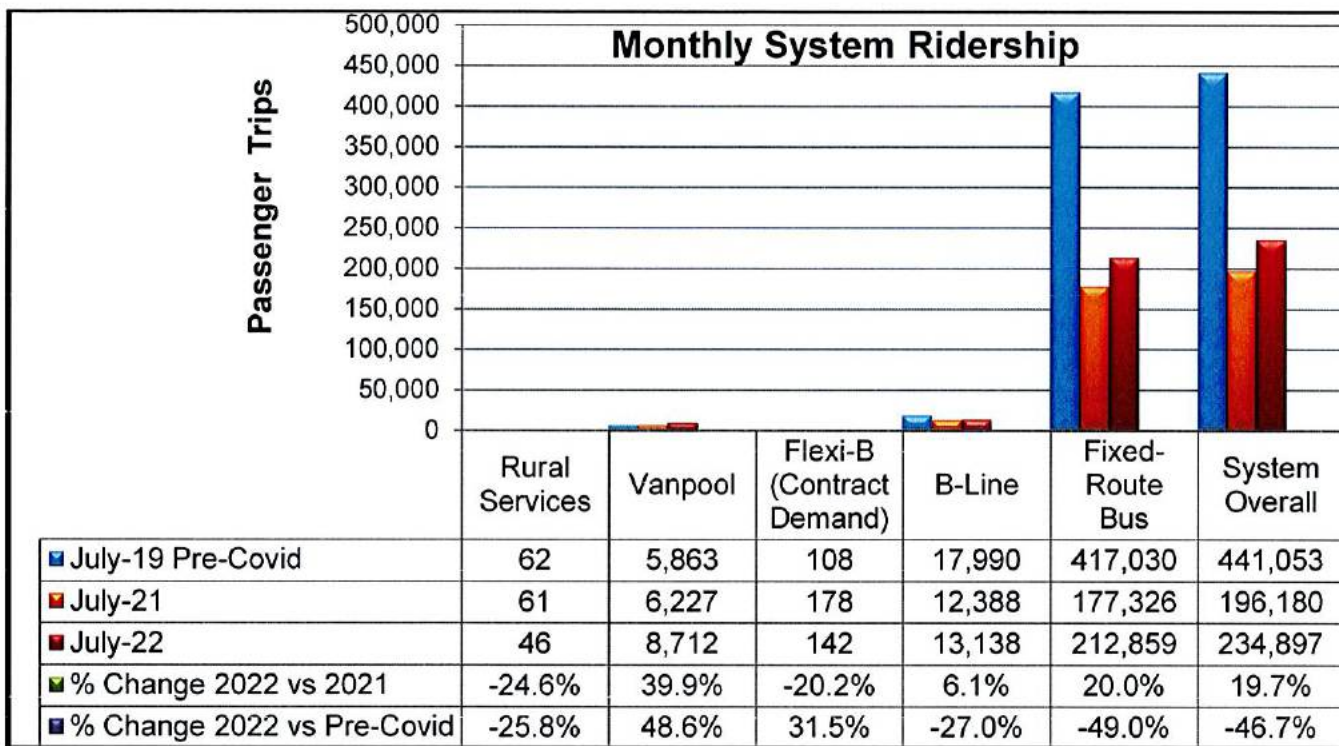


July 2022	July 2021	Variance
20 Weekdays	22 Weekdays	-2
5 Saturdays	5 Saturdays	-
6 Sundays	4 Sundays	+2
Monday, July 4 <sup>th</sup> , Holiday	Sunday, July 4 <sup>th</sup> , Holiday	-
31 Days	31 Days	-

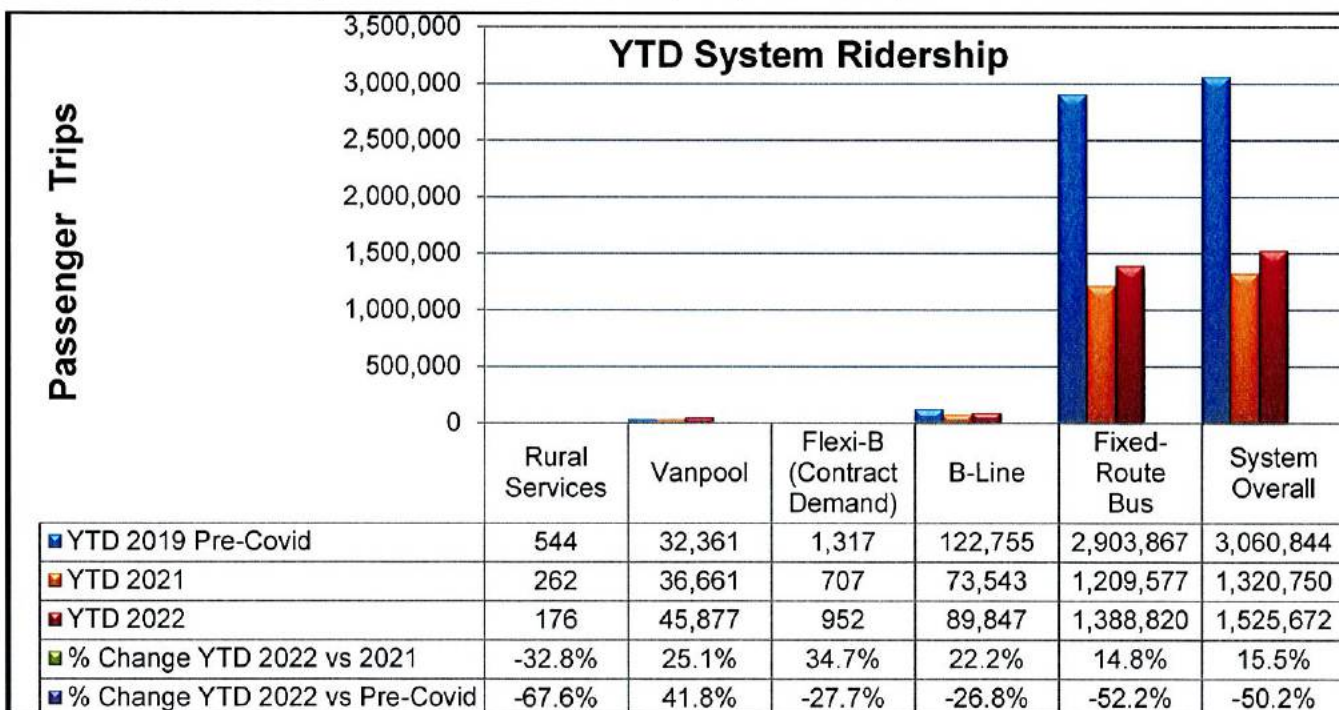
In July 2022, services operated two less weekdays and two more Sundays as compared to July 2021. The average retail price for unleaded gas in Corpus Christi was approximately \$3.85 per gallon as compared to \$2.82 per gallon in July 2021<sup>1</sup>. A 73% increase in the average cost per gallon. Rainfall was below normal at 0.54 inches as compared July 2021 with 9.28 inches<sup>2</sup>. The normal July rainfall amount is approximately 2.54 inches. The recorded 92.0-degree average temperature was slightly lower than the average monthly temperature of 93.7 degrees.

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

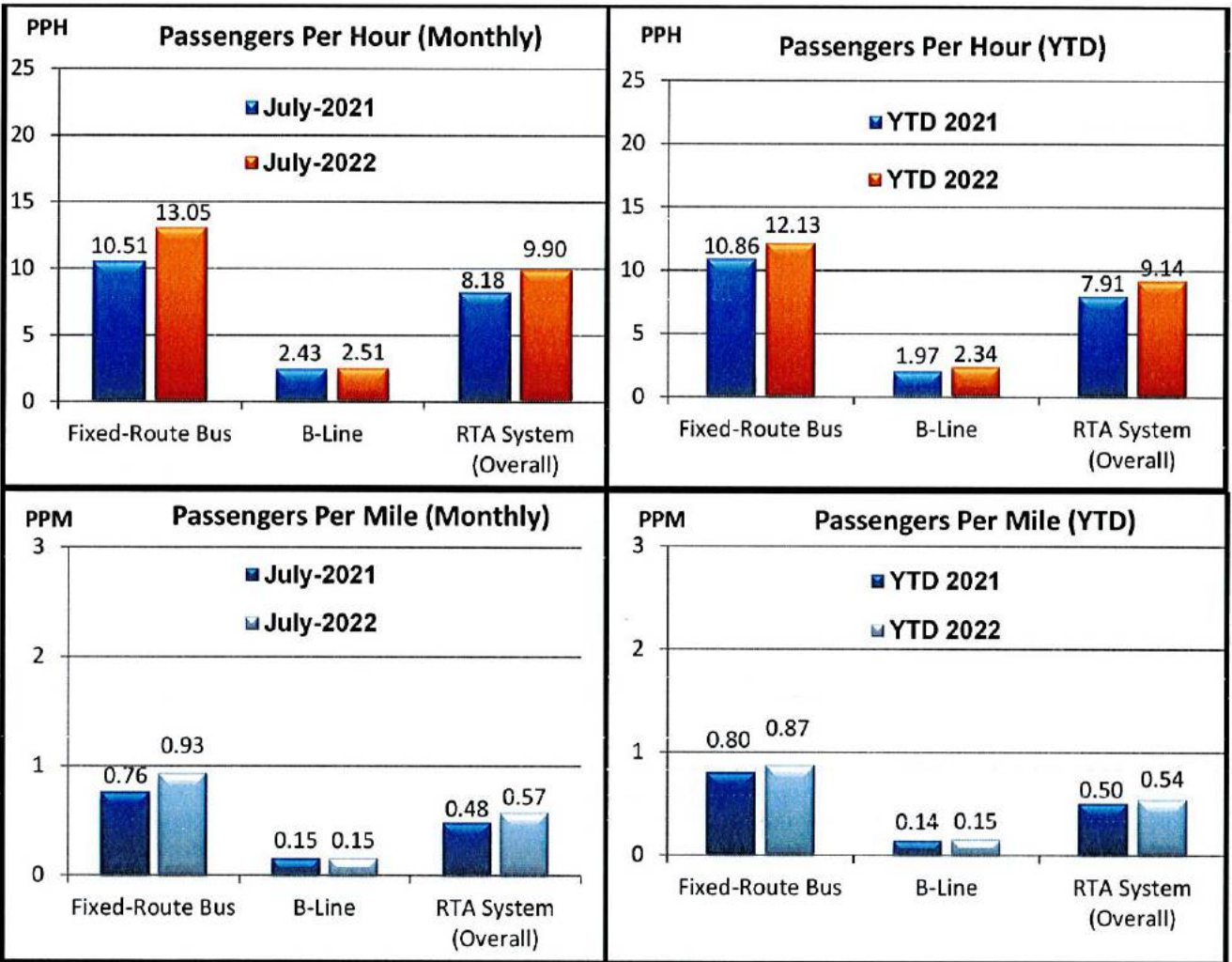
The chart below shows monthly ridership results for all services. CCRTA recorded 38,717 more passenger trips for a 19.7% increase as compared to July 2021. As compared to July 2019 Pre-Covid, passenger trips decreased 46.7%.



The chart below shows YTD ridership results for all services. CCRTA has recorded 204,922 more passenger trips for a YTD increase of 15.5% in 2022 as compared to 2021. As compared to YTD 2019 Pre-Covid, passenger trips decreased 50.2% with 1,535,172 fewer trips.



The following charts report system-wide productivity for the month of July 2022 vs. July 2021 and YTD figures.



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

Schedule Adherence	Standard	Apr-22	May-22	Jun-22	Jul-22	4-Month Average
Early Departure	<1%	0.0%	0.0%	0.0%	0.0%	0.0%
Departures within 0-5 minutes	>85%	89.7%	92.1%	92.5%	90.9%	91.3%
Monthly Wheelchair Boardings	No standard	2,485	3,132	3,351	3,259	3,057
Monthly Bicycle Boardings	No standard	4,159	5,051	5,311	5,526	5,012

**The following construction projects potentially impact current or future on-time performance:**

<p><b>On Detour</b></p>	<ul style="list-style-type: none"> <li>• <b>U.S. 181 &amp; 361 Interchange in Gregory:</b> Began mid-2019 and is now half complete.             <ul style="list-style-type: none"> <li>➤ Route 51 (No stops impacted)</li> </ul> </li> <li>• <b>New Harbor Bridge (North Beach):</b> Routes 76 &amp; 78 remain on minor detour under U.S. HWY 181 in the inbound direction. (No stops impacted)</li> <li>• <b>Park Road 22 water exchange bridge:</b> Began late 2020. Slight detour only.             <ul style="list-style-type: none"> <li>➤ Route 65 (No stops impacted)</li> </ul> </li> <li>• <b>Winnebago &amp; Lake St.</b> (Harbor Bridge reconstruction): Began August 2020.             <ul style="list-style-type: none"> <li>➤ Route 12 (<b>10 stops impacted</b>)</li> </ul> </li> <li>• <b>Leopard St.</b> (Nueces Bay to Palm) (14) month project: Began April 2021-anticipated completion is late-2022.             <ul style="list-style-type: none"> <li>➤ Routes 27 &amp; 28 (<b>4 stops closed</b>)</li> </ul> </li> <li>• <b>Port Ave.</b> Utility Replacement Project (6) month project: Began March 2022 with anticipated completion in September 2022.             <ul style="list-style-type: none"> <li>➤ Routes 21, 23 &amp; 37 (<b>2 stops impacted</b>)</li> </ul> </li> <li>• <b>S. Staples St.</b> (Kostoryz-Baldwin) (29) month project: Began March 2021             <ul style="list-style-type: none"> <li>➤ Route 29 (<b>12 Stops closed</b>) Detour from Staples to Alameda to Texan Trail</li> </ul> </li> </ul>
<p><b>No Detour</b></p>	<ul style="list-style-type: none"> <li>• <b>Waldron Road</b> (SPID to Purdue) To begin Fall-2022             <ul style="list-style-type: none"> <li>➤ Route 4 (<b>13 stops will be impacted</b>)</li> </ul> </li> </ul>
<p><b>Detours may be required</b></p>	<ul style="list-style-type: none"> <li>• <b>Leopard St.</b> (Crosstown to Palm) (14) month project to begin Fall 2022. This Bond project will extend the current/existing Leopard St. detour.             <ul style="list-style-type: none"> <li>➤ Routes 27 &amp; 28 (<b>9 stops will be impacted</b>)</li> </ul> </li> <li>• <b>Wildcat</b> (Northwest Blvd. to Teague) To begin late 2022             <ul style="list-style-type: none"> <li>➤ Route 27 (<b>4 stops may be impacted</b>)</li> </ul> </li> <li>• <b>McArdle</b> (Carroll to Kostoryz) To begin late-2022             <ul style="list-style-type: none"> <li>➤ Route 19 (<b>8 stops may be impacted</b>)</li> </ul> </li> <li>• <b>Gollihar</b> (Crosstown to Greenwood) To begin late-2022             <ul style="list-style-type: none"> <li>➤ Routes 23 &amp; 25 (<b>11 stops may be impacted</b>)</li> </ul> </li> <li>• <b>Alameda</b> (Chamberlain to Texan Tr ) To begin late-2023             <ul style="list-style-type: none"> <li>➤ Routes 5 &amp; 17 (<b>8 stops will be impacted</b>)</li> </ul> </li> </ul>
<p><b>No Detour</b></p>	<ul style="list-style-type: none"> <li>• <b>Everhart Rd. (SPID-S. Staples):</b> Project could begin late-2023.             <ul style="list-style-type: none"> <li>➤ Routes 32 &amp; 37 (<b>7 stops will be impacted</b>)</li> </ul> </li> </ul>

For July 2022, there were 11 detoured routes out of 32 fixed route services in operation. This equates to approximately 34% of CCRTA services travelling on the local streets. Detoured bus route services include: 12, 21, 23, 27, 28, 29, 37, 51, 65, 76 & 78.

Total number of bus stops currently impacted or closed is **28**.

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

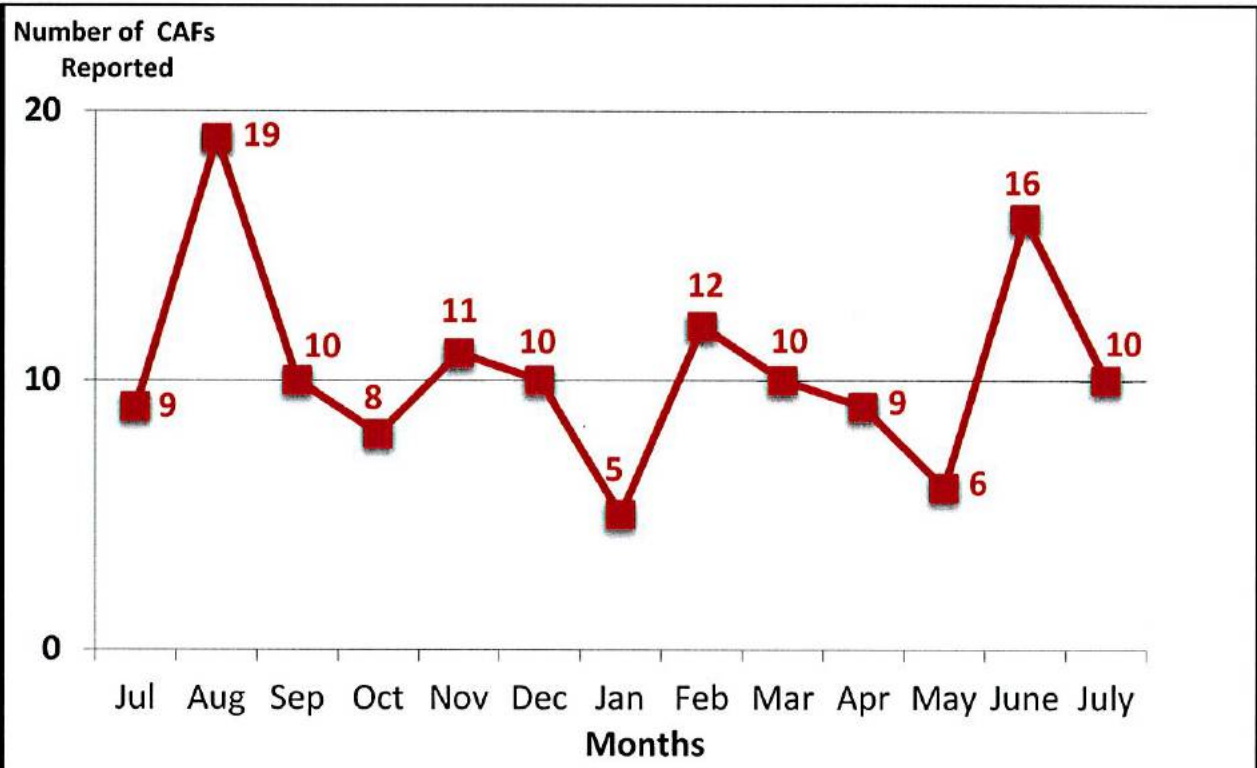
In July 2022, B-Line service metrics were impacted by the COVID-19 pandemic.

- Productivity: **2.51** 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): **13,731** did meet the contract standard of 12,250 miles.
- Ridership Statistics: **8,752** ambulatory boardings; **3,490** wheelchair boardings

Metric	Standard	Apr-22	May-22	Jun-22	Jul-22	(4) Month-Ave.
Passengers per Hour	2.50	2.37	2.35	2.53	2.51	2.44
Denials	0.00%	0.00%	0.00%	0.00%	0.00%	0.0%
Miles Between Road Calls	12,250	15,950	18,076	12,934	13,731	15,173
Monthly Wheelchair Boardings	No standard	3,670	3,741	3,653	3,490	3,639

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

For July 2022, Customer Service received and processed 10 (CAF's) Customer Assistance Forms including three commendations. 10 CAF's is 6 less than the previous month and represents a 38% decrease.



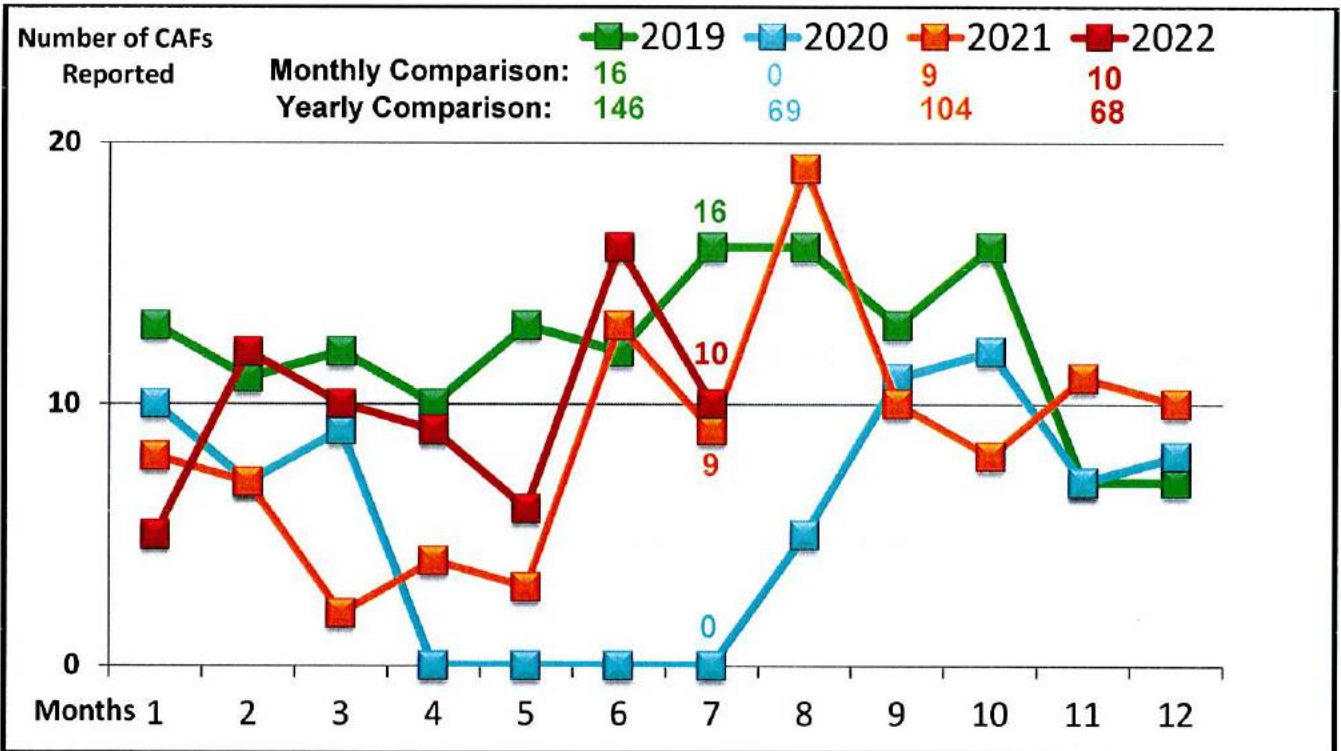
**Route Summary Report:**

<b>Route</b>	<b># of CAFs</b>	<b>Route</b>	<b># of CAFs</b>
#3 NAS Shuttle		#34 Robstown North Circulator	
#4 Flour Bluff	2	#35 Robstown South Circulator	
#5 Alameda		#37 Crosstown/TAMUCC	
#5x Alameda Express		#50 Calallen/NAS Ex (P&R)	
#6 Santa Fe/Malls		#51 Gregory/NAS Ex (P&R)	
#12 Saxet Oak Park		#53 Robstown/NAS Ex (P&R)	
#15 Kostoryz		#54 Gregory/Downtown Express	
#16 Morgan/Port		#56 Flour Bluff/Downtown Express	
#17 Carroll/Southside		#60 Islander Connection	
#19 Ayers		#65 Padre Island Connection	1
#19G Greenwood		#76 Harbor Bridge Shuttle	
#19M McArdle		#78 North Beach Shuttle	
#21 Arboleda		#90 Flexi-B Port Aransas	
#23 Molina	1	#93 Flex	
#25 Gollihar/Greenwood		#94 Port Aransas Shuttle	
#26 Airline/Lipes		#95 Port Aransas Express	1
#27 Northwest		B-Line (Paratransit) Services	
#27x Northwest (Express)		Safety & Security	
#28 Leopard/Omaha		Facilities Maintenance	
#29 Staples	1	Customer Service Department	
#29F Staples/Flour Bluff		Service Development/Facilities	
#29SS Staples/Spohn South		Facilities/Service Development	
#30 Westside/Health Clinic		Commendations	3
#32 Southside	1	TOTAL CAF's	10

**CAF Breakdown by Service Type:**

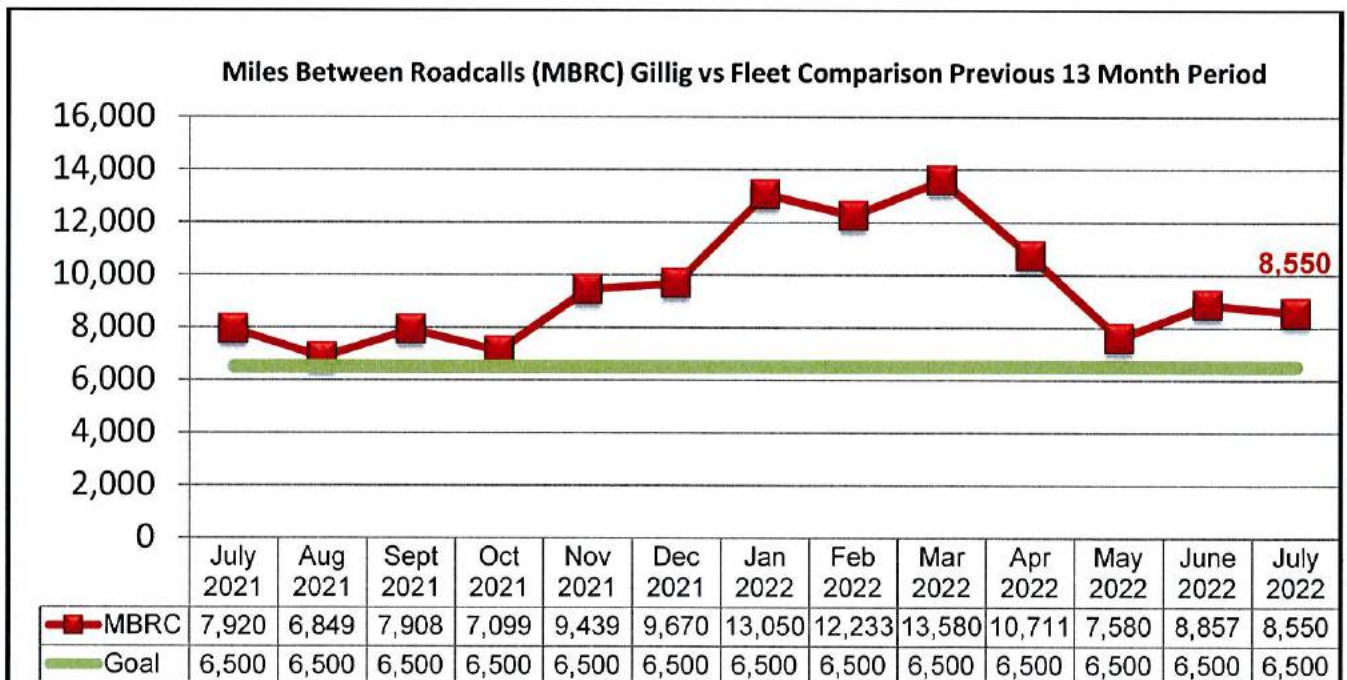
<b>CAF Category</b>	<b>RTA Fixed Route</b>	<b>B-Line ADA Paratransit</b>	<b>MV Fixed Route</b>	<b>Totals</b>
ADA				
Service Stop Issues			2	2
Driving Issues				
Customer Services				
Late/Early – No Show				
Alleges Injury				
Fare/Transfer Dispute				
Clean Trash Can				
Dispute Drop-off/Pickup				
Add Bench/Stop				
Tie Down Issues				
Inappropriate Behavior				
B-line Calls				
Incident at Stop				
Incident on Bus				
Incident at Station				
Policy/Standing Orders				
Denial of Service				
Safety & Security			1	1
Rude	2		1	3
Facility Maintenance				
Service Development				
Vehicle Maintenance				
Over Crowded Vehicle				
Cell Phone User	1			1
Service Maintenance				
Commendations	2		1	3
<b>Total CAFs</b>	<b>5</b>	<b>0</b>	<b>5</b>	<b>10</b>

**CAF Reports: Current and Historical (4) Year Trends**



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

In July 2022, there were 8,550 miles between road calls (MBRC) recorded as compared to 7,920 MBRC in July 2021. 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 9,496.



**Board Priority**

The Board Priority is Public Image and Transparency.

Respectfully Submitted,

Submitted by: Gordon Robinson  
Director of Planning

Reviewed by: Derrick Majchszak  
Managing Director of Operations

Final Approval by:   
\_\_\_\_\_  
Mike Rendón  
Acting Chief Executive Officer