



AGENDA MEETING NOTICE

Board of Directors Meeting

DATE: Wednesday, June 1, 2022

TIME: 8:30 a.m.

LOCATION: Staples Street Center – 2ND Floor Boardroom, 602 North Staples St., Corpus Christi, TX

BOARD OF DIRECTORS OFFICERS

Dan Leyendecker, Chair
 Anna Jimenez, Vice Chair
 Lynn Allison, Board Secretary

BOARD OF DIRECTORS MEMBERS

Patricia B. Dominguez (Rural & Small Cities Chair)
 Gabi Canales (Administration & Finance Chair)
 Eloy Salazar (Operations & Capital Projects Chair)
 Beatriz Charo Armando Gonzalez
 Aaron Muñoz Philip Skrobarczyk 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	5 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.	-----
6.	Awards and Recognition – Buc Days Children’s Parade: 1st Place in the “Commercial Units, Miscellaneous” Division	J. Cruz-Aedo	3 min.	-----
7.	Discussion and Possible Action to Approve Board of Directors Meeting Minutes of May 11, 2022	D. Leyendecker	3 min.	Pages 1-12
8.	Committee Chair Reports a) Administration & Finance b) Operations & Capital Projects c) Rural and Small Cities	G. Canales E. Salazar P. Dominguez	3 min. 3 min. 3 min.	-----
9.	CONSENT ITEMS: The following items are routine or administrative in nature and have been discussed previously by the Board or Committees. The Board has been furnished with support documentation on these items.			
	a) Action to Award a Contract to Toshiba America Business Solutions, Inc. for Electronic Document Management		3 min.	Pages 13-28
	b) Action to Approve Professional Services Agreement for General Legal Services			
	c) Action to Approve a Disadvantaged Business Enterprise (DBE) Overall Goal of Fourteen Percent (14%) for Federal Fiscal Years (FFY) 2023 through 2025			
	d) Action to Award a Contract to Creative Bus Sales for Low or No Emission Vehicles			
	e) Action to Award a Contract to Arguindegui Oil CO. for Lubricant and Fluid Supply			
10.	Update on RCAT Committee Activities	S. Montez	3 min.	<i>PPT</i>
11.	Discussion and Possible Action to Award Multiple Contracts for Bus Parts Supply: Air System, Air Conditioning, Brake System, Body, Chassis, Cooling System, Electrical, Glass, Suspension, Wheelchair Ramp, and Transmission Parts	D. Majchszak	5 min.	Pages 29-30

AGENDA MEETING NOTICE

12.	Update on services to the new Carroll High School and Del Mar Oso Creek Campus	D. Majchszak	3 min.	<i>PPT</i>
13.	Presentations: a) April 2022 Financial Report b) June Procurement Update c) January - April 2022 Safety & Security Report d) April 2022 Operations Report	R. Saldaña R. Saldaña M. Rendón D. Majchszak	10 min.	Pages 31-42 <i>PPT</i> <i>PPT</i> <i>PPT</i> Pages 43-52 <i>PPT</i>
14.	CEO Report	J. Cruz-Aedo	10 min.	<i>PPT</i>
15.	Board Chair Report	D. Leyendecker	10 min.	-----
16.	Adjournment	D. Leyendecker	1 min.	-----

Total Estimated Time: 1 hour 13 mins.

On **Thursday, May 26, 2022** 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
BOARD OF DIRECTORS' MEETING MINUTES
WEDNESDAY, May 11, 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. Approved Board of Director Meeting Minutes of April 6, 2022
7. Heard Committee Chair Reports
 - a) Administration & Finance
 - b) Operations & Capital Projects
8. Heard Presentation – American Public Transportation Association Certificate of Merit to CCRTA for 2022 Bus Security Program Excellence
9. Tabled Consent Items
 - a) Award Multiple Contracts for Bus Parts Supply: Air System, Air Conditioning, Brake System, Body, Chassis, Cooling System, Electrical, Glass, Suspension, Wheelchair Ramp, and Transmission Parts
10. Heard Update on RCAT Committee Activities
11. Heard Presentation and Public Hearing – Public Feedback, Title VI Service Equity Analysis Findings, and Service Recommendations for Pilot Routes 93 and 95
12. Approved Making Pilot Routes 93 and 95 Permanent
13. Adopted the Revised 2022 Emergency Preparedness Policy
14. Awarded a Contract to Abtech Technologies for Server and Storage Replacement
15. Awarded a Contract to Computer Solutions for Cisco Network Switches Replacement Phase 1
16. Heard Update on Public Feedback and Approved Marketing Design for the Long Range System Plan
17. Heard Presentations –
 - a) Defined Benefit Plan (DBP) Actuarial Valuation Report
 - b) Other Post Employment Benefit (OPEB) Actuarial Valuation Report
 - c) March 2022 Financial Report
 - d) May Procurement Update
 - e) March 2022 Operations Report
18. Heard CEO Report
19. Heard Chairman's 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, 2nd Floor Board Room, Corpus Christi, Texas.

Call to Order & Roll Call

Dan Leyendecker, Board Chair, called the meeting to order at 8:30 a.m., and asked Ms. Beatriz Charo, 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, Lynn Allison, Gabi Canales, Beatriz Charo, Patricia Dominguez, Armando Gonzalez (joined virtually at 8:45 a.m.), Anna Jimenez, Eloy Salazar, Matt Woolbright and Aaron Muñoz.

Board Members Absent Philip Skrobarczyk.

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 TWU representative: Angelo Cucuzza. My Fun Port A: Beth Owens & Chris Collins. Ray Hernandez, Iconic Signs.

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 and exit through the west side doors. He noted that everyone will report to assembly area number three by the clock tower, which is adjacent to the transfer station. Also, during an emergency, he asked, please do not return to the building unless the all-clear has been given. Also, to not utilize the elevator in the process, and if there is a shelter in place, this will be done in the west side stairwell.

Receipt of Conflict of Interest Affidavits

None received online or in-person.

Opportunity for Public Comment

Chairman Leyendecker reminded the audience that the Board is not allowed to respond to public comment. Each comment is limited to three minutes and cannot be yielded to another person. Ms. Montiel noted that three people have signed up for public comment.

Ms. Montiel called the first speaker signed up for public comment, Beth Owens from Port A. Ms. Owens requested that she speak with another signed up for public comment, Chris Collins, as they are speaking on the same topic and combined will not exceed the three minutes. Ms. Owens noted that they would like to speak since there will be a vote amongst the Board on the 95 Express Port Aransas Route, the Pilot Route. They just wanted to express how much the route has helped the community. They both thanked the Board for working with for them during the last several years on the route. Mr. Collins stated that the transportation has helped a lot of people that do not have transportation and people that may be having a hard time finding a job or one that pays well. They state that the route has brought people into their community and they have been able to provide jobs for them and they would like to continue to do that. They thanked the Board for their consideration in making it a permanent route and they offered their support and offered their help in any way possible. Ms. Owens stated that even their employees that have cars, still enjoy hoping on the bus instead of waiting on the ferry since the bus goes straight through the line. They closed with thanking them again.



Ms. Montiel stated Mr. Angelo Cucuzza, TWU International Representative was the next to speak. He introduced himself as the National Organizing Director for the Transport Workers Union of America, AFLCIO. He opened with stating that it has been 34 days since last public comment and since then, 20 workers submitted testimony in support of workers' desire for union representation. He states that feedback was not received until 6 p.m. on the prior evening. He says that the lack of response from the CCRTA garnered feedback from workers to TWU, "Why would they respond? They don't care about us". He continues that there is no sugarcoating the fact that CCRTA does not really listen to them and states that the employees have told them that when they go to HR to voice a concern, they find empty desks in the office during lunch and that it is discouraging. He asks that the Board and staff sit with their workers who wish to organize and create some sort of meet and confer scenario. This would include right-to-work provisions and agree to some basic worker rights such as a discipline appeal process that does not end with "if you don't like our decision, you can hire an attorney to fight it", a true worker-management safety committee, a union bulletin board, a committee to build better schedules and mandatory overtime rules, break room access to workers for dues authorization sign-up and more effective way of notifying workers of policy changes. He states that all of this would be in everyone's best interest here at the RTA. He continues that simple asks like these would begin with the CCRTA recognizing the workers desire to be represented by TWU can help pave the way to a better working environment and help build morale and improved retention rates that are currently alarming. He mentions that before he concludes, he would like to touch on something that he brought forward last month and it's the CCRTA's silence that caused TWU to take action. He states that in mid-April, TWU sent a letter of opposition to the Federal Transit Administration, to block the request for Federal Grant Funding approved at the April Board Meeting. He says it's unfortunate that TWU was forced into this decision, but the federal tax payer grant requests now come with caveats related to labor-friendly mandates not currently existing at RTA. He states that as it has been related to TWU by the senior leadership of the current federal administration, no worker justice, no money. TWU continues to hold out hope that they can retract that file and replace it with a new letter of support for even greater funding. Closing with, they are nowhere near that given the continued silence to the workers' needs and concerns.

Before moving on to agenda item number six, Chairman Leyendecker wanted to let the public know that each employee under the current guidelines, that each employee can be represented by a union that they would like and/or an attorney. There is a formal grievance process currently in place that can be followed. He just wanted to make sure that the public and employees are aware of the formal process and that any individual can show up with any union representative.



Discussion and Possible Action to Approve the Board of Directors Meeting Minutes of April 6, 2022

DIRECTOR GABI CANALES MADE A MOTION TO APPROVE THE BOARD OF DIRECTORS MEETING MINUTES OF APRIL 6, 2022. DIRECTOR MATT WOOLBRIGHT SECONDED THE MOTION. ALLISON, CANALES, CHARO, DOMINGUEZ, JIMENEZ, LEYENDECKER, SALAZAR AND WOOLBRIGHT VOTING IN FAVOR. ABSENT GONZALEZ AND SKROBARCZYK.

Committee Chair Reports

There was nothing to report from the Administration & Finance Committee Chair. Chair Leyendecker requested that the Rural and Small Cities Committee be added to this section on the agenda next month. Director Salazar stated there was nothing to report on the Operations & Capital Projects Committee, however, there is an upcoming trip scheduled that staff will be attending soon and he feels it is important that anyone who is able to attend, should make the effort to go. Also, Chair Leyendecker stated to the public for their information that on May 20th, the Small Cities Committee of Mayors will be having a meeting at 12:00 p.m.

Presentation American Public Transportation Association Certificate of Merit to CCRTA for 2022 Bus Security Program Excellence

Mr. Jorge Cruz-Aedo, CCRTA CEO, opened with saying that the American Public Transportation Association (APTA), the National Organization for Transit Agencies, had their Mobility conference in Columbus, OH last week. He continues, at one of their safety sessions, the APTA Board made an announcement of five transit agencies winning safety awards from the programs they have throughout the nation. He points out that Safety and Security is one of CCRTA's Board Priorities and the Safety and Security department has done an outstanding job maintaining a safe and secure environment for the riders, employees and the community. He announces that CCRTA received a certificate of merit award for security excellence, stating it is security excellence nationwide. He continues that the safety and security department was in collaboration with local law enforcement agencies and the likeness part of the program. Through the partnership, canine units have been regularly inspecting the buses and facilities to remove and prevent illegal substances from reaching the facilities. Mr. Cruz-Aedo continues that since the program has begun, incidents have decreased by up to 80%. CCRTA was the only recipient from the state of Texas to receive the award. Mr. Cruz-Aedo presented the award and introduced Rex Ramon from the Robstown Police Department along with the canine unit, Storm. Mr. Rendón reiterated how the partnership has been a great service and it's all about safety and ensuring that the customers are safe and feel safe at transfer stations and within the system. He noted that officers also ride the system. Also, that it is a collective law enforcement effort between CCRTA, Robstown to Corpus, CCISD and CCPD. The ultimate goal is to keep the community, staff and customers safe. Mr. Ramon thanked the Board for inviting him and pictures were taken as the certificate was presented.

At this time, Director Gonzalez joined the meeting virtually.



Mr. Cruz-Aedo then gave a Buc Days Parade 2022 overview. He noted that CCRTA provided a special Accessibility Viewing Zone for more than 50 individuals with disabilities. More than 150 employees and family members enjoyed the parade from Staples Street Center. He announced that CCRTA was awarded 1st place in its' division for Miscellaneous, Commercial Units. He thanked all of the vendors, individuals and employees that all assisted in any way to help with float completion and participation. Among those whom he named was Mario Vega, Issac Ortiz, Rene Garcia, Marco Gonzalez, Paulino Colchado, Gerardo Ramos and Iconic Signs. He presented the first-place trophy and said he is proud of the dedicated workforce that participated. A video of the float in action during the parade was played. Photos were taken.

Consent Items

- a) Action to Award Multiple Contracts for Bus Parts Supply: Air System, Air Conditioning, Brake System, Body, Chassis, Cooling System, Electrical, Glass, Suspension, Wheelchair Ramp and Transmission Parts

Mr. Jorge Cruz-Aedo asked that the Board table this item as there are a few parts that need to be worked through and will be brought back to the Board for review/approval.

DIRECTOR ELOY SALAZAR MADE A MOTION TO TABLE THE CONSENT ITEM A). DIRECTOR GABI CANALES SECONDED THE MOTION. ALLISON, CANALES, CHARO, DOMINGUEZ, GONZALEZ, JIMENEZ, LEYENDECKER, SALAZAR AND WOOLBRIGHT VOTING IN FAVOR. ABSENT SKROBARCZYK.

Update on RCAT Committee Activities

Ms. Sharon Montez, Managing Director of Capital Programs and Customer Services, presented the item. She stated the RCAT meeting was held on April 21, 2022 and she covered the items that were presented. She shared with RCAT the presentation from Texas Workforce Solutions-Vocational Rehabilitation Services. She discussed with RCAT the CCRTA Board of Director Committee Updates, RCAT Member Reappointments, update on Del Mar College Bus Stop, update on the Resolution to Support Low or No Emission Grant 5339(c) and Grant for Buses and Bus Facilities 5339(b), and the B-Line Service Performance. She gave the dates of the upcoming RCAT Meetings. The next meeting will be held May 19, 2022.

Presentation and Public Hearing – Public Feedback, Title VI Service Equity Analysis Findings, and Service Recommendations for Pilot Routes 93 and 95

Mr. Derrick Majchszak presented the items stating the Board Priority is Public Image and Transparency. He began with some background stating that the Federal Transit Administration defines a pilot service as a temporary demonstration project. If a temporary service addition or change lasts longer than 12 months, the FTA considers it to be permanent and must have the Title VI Service Equity Analysis. He states that the FTA and CCRTA input policy, Public hearing is required due to major service changes.



Mr. Derrick Majchszak continued that the Pilot Route 93 Flex began in August of 2019. It replaced Route 63 Wave and services Texas A&M and branches out to H-E-B. The Port Express began in May of 2019 and services Port Aransas, Ingleside and Aransas Pass areas and connects to Corpus Christi. The Express also offers priority boarding on the ferry vessels and staff has fine tuned adjustments to the routing and schedules to help meet rider needs. He displayed a map of the Pilot Route 93, pointed out the route and stated it does meet the service data requirements for the flex route, 5-10 passengers per hour. He then displayed a map of Port Aransas Express 95 along with the sample schedule. This route also met the service standards when you compare with pre-COVID-19, which is 3-5 passengers per hour. He provided the Title VI Service Equity Analysis Summary for Pilot Route 93 stating no disparate impacts or disproportionate burdens were identified with the permanent addition of this service as multiple underlying services including Routes 3,4,5,29,37 and 60 are available within the Pilot Route 93 service Area. He did the same for Pilot Route 95 stating no disparate impacts or disproportionate burdens were identified with the permanent addition of this service as it removes existing service gaps in the San Patricio County area. He summarized that more service options are available to the public which results in no disparate impacts or disproportionate burdens on the basis of race, color or national origin. He stated the public hearing notice was posted since March 1st and public hearing was advertised on CCRTA website, social media outlets and newspapers. He displayed where the public outreach events were conducted and displayed the results from the outreach. Director Allison was appreciative of the feedback from the Port A business owners that spoke during public comment and she offered her support and approval. Director Woolbright asked to see the ridership numbers compared to the average route once more.

Discussion and Possible Action to Approve Making Pilot Routes 93 and 95 Permanent

DIRECTOR LYNN ALLISON MADE A MOTION TO APPROVE MAKING PILOT ROUTES 93 AND 95 PERMANENT. DIRECTOR MATT WOOLBRIGHT SECONDED THE MOTION. ALLISON, CANALES, CHARO, DOMINGUEZ, GONZALEZ, JIMENEZ, LEYENDECKER, SALAZAR AND WOOLBRIGHT VOTING IN FAVOR. ABSENT SKROBARCZYK.

Discussion and Possible Action to Adopt the Revised 2022 Emergency Preparedness Policy

Mr. Mike Rendón gave a background on the item stating the Board Priority is Safety and Security. He gave background on the policy stating that during and after an emergency situation, the CCRTA has a responsibility to provide a service to the citizens of Corpus Christi and the small city service surrounding areas. CCRTA has a responsibility to work cooperatively with the City of Corpus Christi and the Nueces County Emergency Management Office (EMO). Mr. Rendón stated how once an emergency is activated, the Emergency Operations Center (EOC) works within the EMO. CCRTA must provide emergency preparedness and evacuation services in the communities within the RTA's service area relating to hurricanes and other emergencies requiring evacuation. Also, in the event sustained wind speeds are greater than or equal to 35 miles per hour prior to, during, or after landfall or water levels or conditions become unsafe, buses shall not operate due to safety reason. Mr. Rendón described how the policy is applied to all CCRTA employees describing the difference between emergency event, essential employees, essential positions, non-essential employees and employee refuge of last



resort. He described the initiation phase and states that the CEO will declare when the Emergency Response Plan is activated and Department Directors will notify employees of public employee's responsibilities in emergencies and reporting expectations. Mr. Rondón then described the three condition phases which include readiness (3), essential services (2), and activation (1). He explained how during the return to duty phase, all employees must return to work at the start of their regularly scheduled shift and employees unable to report as required must call in and speak with a supervisor/manager.

DIRECTOR BEATRIZ CHARO MADE A MOTION TO ADOPT THE REVISED 2022 EMERGENCY PREPAREDNESS POLICY. VICE CHAIR ANNA JIMENEZ SECONDED THE MOTION. ALLISON, CANALES, CHARO, DOMINGUEZ, GONZALEZ, JIMENEZ, LEYENDECKER, SALAZAR AND WOOLBRIGHT VOTING IN FAVOR. ABSENT SKROBARCZYK.

Discussion and Possible Action to Award a Contract to Abtech Technologies for Server and Storage Replacement

Mr. Robert Saldaña presented the item stating the Board Priority is Innovation. He gave background stating the servers have been in place since 2016 and the typical useful life is three to five years. The servers operate the applications and they house all of the user information and telephone system. Staff is looking to purchase three Dell servers, one Dell storage appliance, two Dell 10GB fiber switches, on-site installation and configuration and 5-year Dell ProSupport plus warranty. He notes that Abtech offers scheduled solutions that will help with technology today and in the future. He mentions that Abtech has been in service for about 30 years and they focus on designing, configuring, and creating platforms for IT customers and are CCRTAs current provider. Mr. Saldaña states that CCRTA will scale down from three servers to one server here with a single glass pane and this will accelerate performance and will be more energy efficient. The purchase will be made through Department Information Resources (DIR), which pools local government accounts to help leverage buying power to buy better products/services for better prices. The estimate is \$113,633.14 and is in CCRTAs local funds.

DIRECTOR PATRICIA DOMINGUEZ MADE A MOTION TO AWARD A CONTRACT TO ABTECH TECHNOLOGIES FOR SERVER STORAGE AND REPLACEMENT. VICE CHAIR ANNA JIMENEZ SECONDED THE MOTION. ALLISON, CANALES, CHARO, DOMINGUEZ, GONZALEZ, JIMENEZ, LEYENDECKER, SALAZAR AND WOOLBRIGHT VOTING IN FAVOR. ABSENT SKROBARCZYK.

Discussion and Possible Action to Award a Contract to Computer Solutions for Cisco Network Switches Replacement Phase 1

Mr. Robert Saldaña presented the item stating the Board Priority is Innovation. He opened with stating this item goes hand in hand with the servers and that the switches will help the computers talk to one another. He states that these have been in place for five years and are pushing their life expectancy. These provide a critical function of keeping computers and telephone systems operational. This is Phase one which is for the switches and servers to be replaced at Bear Lane. He states that the 10 GB infrastructure will provide end-to-end security for potential hacks. He notes that Computer Solutions is



CCRTA's current provider and is a leading provider for the South Texas area and they are based out of San Antonio. Mr. Saldaña says that the Cisco's new UPOE+ technology will provide smart, simple and highly secured unified access that's designed for Wi-Fi 6 and beyond along with the power needed for RTA's new security cameras. This item will also be purchased through a DIR and the estimated cost is \$67,258.70, which was identified in the MIS 2022 Capital Budget using local funds. Director Dominguez asked how long implementation would be for Phase one. Mr. Saldaña responded that it could take a couple of months depending how long the items arrive, so ideally three months but at the latest towards the end of the year. Director Dominguez asked what Phase Two is. Mr. Saldaña responded the Network Switches for the Staples St. Center location. Director Dominguez asked if that would be in 2023 and Mr. Saldaña replied yes. Director Dominguez asked if it would be around the same cost and Mr. Saldaña said they estimate between \$68,000-\$70,000 but inflation could affect that cost.

DIRECTOR PATRICIA DOMINGUEZ MADE A MOTION TO AWARD A CONTRACT TO COMPUTER SOLUTIONS FOR CISCO NETWORK SWITCHES REPLACEMENT PHASE 1. DIRECTOR LYNN ALLISON SECONDED THE MOTION. ALLISON, CANALES, CHARO, DOMINGUEZ, GONZALEZ, JIMENEZ, LEYENDECKER, SALAZAR AND WOOLBRIGHT VOTING IN FAVOR. ABSENT SKROBARCZYK.

Discussion and Possible Action to Approve Marketing Design for the Long Range System Plan

Ms. Rita Patrick, Marketing Director, presented the item stating the Board Priority is Public Image and Transparency. She displayed the final two options Fleet Forward/Adelante and Vamanos. Ms. Patrick stated that the marketing team surveyed employees and the general public through text messages and via community outreach events and the individuals were asked to select their preference. Fleet Forward/Adelante had a total of 94 votes with 58.75% and Vamanos had 66 votes with 41.25%. Director Dominguez asked how soon will this kick-off. Ms. Patrick responded on May 17th, Marketing, Nygard and Iconic will start promotion, outreach, begin surveys and they will start placing wraps on buses and benches. Director Dominguez asked if the social media promotion will begin as well and Ms. Patrick replied yes.

VICE CHAIR ANNA JIMENEZ MADE A MOTION TO APPROVE THE "FLEET FORWARD AND ADELANTE" BRANDING FOR THE CCRTA'S LONG-RANGE SYSTEM PLAN. DIRECTOR GABI CANALES SECONDED THE MOTION. ALLISON, CANALES, CHARO, DOMINGUEZ, GONZALEZ, JIMENEZ, LEYENDECKER, SALAZAR AND WOOLBRIGHT VOTING IN FAVOR. ABSENT SKROBARCZYK.



Presentations

a) Defined Benefit Plan (DBP) Actuarial Valuation Report

Mr. Saldaña introduced Ms. Laura Stewart and Mr. Joseph Myers with USI Consulting Group to present the next two items. Ms. Stewart gave an overview of the DB Plan Valuation which is available to all employees. This plan provides monthly retirement benefit for life, and spouse's life if married, beginning at age 62. The benefit formula is 2% times service times 3-year average earnings. Vesting is based on a 7-year graded schedule and participants may elect an optional form at retirement. This plan is funded by the authority through a trust. She displayed the current participant counts and the historical results of the plan. She discussed the 2022 results as of January 1, 2022 in which \$1,330,108 was the actuarially determined contribution. She gave the history of the funding plan. She broke down the components of the annual contribution amount. She stated a decrease in discount rate causes increase in liability and normal cost. Amortization period decreases each year, so any losses are funded over a shorter period of time.

b) Other Post Employment Benefit (OPEB) Actuarial Valuation Report

Mr. Joseph Myers proceeded with the OPEB plan summary. He stated this plan is available to all employees. The employees must meet eligibility requirements at retirement, either age 62 or age 55 with 10 years of service. The plan provides benefits to retirees and spouses until age 65. Benefits provided include medical, dental, and vision coverages. Retirees and spouses are required to pay monthly contributions to receive benefits under the plan. He says it's assumed that on 25% of retirees elect the plan at retirement. There are currently seven retirees that are receiving benefits under the plan. He displayed the historical results of the plan and the 2022 results stating the expected payments in 2022 totals \$151,351. Director Woolbright asked for more explanation on the difference in plan pointing out that only seven people are utilizing the OPEB plan. Mr. Myers replied that this plan is mainly used as a safety net prior to those becoming eligible for Medicare at the age of 65. He states in regards to the 25% participation, that a premium is charged to the participants but they may have access to coverage in another form such as spouse coverage or the market place. Director Woolbright asked if the premiums were going into paying out the payments and Mr. Myers replied yes.

c) March 2022 Financial Report

Mr. Robert Saldaña presented the March 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 108.50% of baseline, Investment Income was 286.18% of baseline and Operating Expenses were 97.16% of baseline. He then displayed the March 2022 Income Statement Snapshot. Total revenues come in at \$3,988,075 and total expenses were \$3,717,618. He displayed the revenue categories. He noted passenger service still lags behind a bit. Next, he discussed where the money went. Purchase Transportation was about \$711,916 and 22%. Miscellaneous is about \$66,854 or 2%. Others, a mixture of supplies to keep the buses running is about \$237,907 and almost \$22,654 of COVID supplies for the month. Salaries were 37% and benefits 16%. Services were about 12%, insurance 1% and utilities about 2%.



Expenses come in about \$3,232,866. This came in at about \$100,000 of savings compared to the budget. He presented the YTD for the month of March stating the Bus Advertising was 115.03% of baseline, Investment Income was 164.09% of baseline and Operating Expenses were 89.94% of baseline. He presented the income YTD statement for March stating total revenues were \$9,770,254 on a budget of \$11,085,745, total expenses were \$10,327,428 on a budget of \$11,520,266 creating a \$557,174 deficit for the year to date. He stated that is pretty typical for the first quarter and once sales tax monies start to come in and funds used from American Rescue Plan money will balance it out. 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. He discussed the fare recovery ratio.

Chair Leyendecker asked if the fare recovery ratio, debt or street improvement plan includes depreciation. Mr. Saldaña replied no, he is only discussing operational expenses. Mr. Saldaña displayed the sales tax update for February in which \$2,726,132 was received. Chair Leyendecker asked if there is a plan in place if a recession and/or inflation increases and less sales taxes are received. Mr. Saldaña said that the staff is currently in the early stages of the budget planning to see how that looks and also looking at the sales tax trends and from there, there is a little back up of about \$4 - \$4.5 Million of American Rescue Plan money to help balance the budget if needed. He hopes that over the next few years, the RTA will bring the gap of expenses and revenues down so that when the American Rescue Plan funds run out, the gap will be closed. Mr. Cruz-Aedo also pointed out the restriction on reserves for operations. Mr. Saldaña discussed the three-month reserve for operating revenues in case the sales tax goes down. Chapter 451 says the RTA only needs two months of reserves but Mr. Saldaña states that they like to be more conservative. He says there is also CIP and money is also put aside for that and a healthcare reserve as well. Chair Leyendecker asked if this is the unreserved fund or is that a different fund. Mr. Saldaña responded that in the financial statements there are the reserves total and that includes CCRTA's own restrictions and then there is unrestricted reserves which is about \$25 million, which fluctuates. Chair Leyendecker asked if CCRTA is in good financial shape to weather the storm. Mr. Saldaña said yes and that he is looking out 3-5 years. Director Dominguez asked about the American Rescue Plan funds and if they will be used in 2023. Mr. Saldaña responded that it is not tied to anything specific it may be used for capital expenses or to balance the budget. Director Dominguez asked if it has a deadline to be spent. Mr. Saldaña responded yes, but not in 2023 or 2024. Director Woolbright asked in regards to recent federal government policies in regards to COVID-19, if the RTA expects to continue to see the \$20,000/month start to shrink or remain the same. Mr. Saldaña replied that it will dwindle down.

May Procurement Update

Mr. Robert Saldaña noted this item aligns with the Public Image and Transparency priority. He discussed the current procurements, Lubricant and Fluid Supply is a



one-year contract with two, one-year options for about \$114,000 for the year. Texas Ultra Low Sulfur Diesel Fuel Supply with a three-year firm-price supply contract and a cost of \$1,124,000. Chair Leyendecker asked if there is a way to get out of this spike. Mr. Saldaña replied that it is tied to an index and it is just a projected number and is hopeful it will come back down, but for the three-year average that is what will be in place for now. Chair Leyendecker asked if it continues to increase if it will need to be brought back. Mr. Saldaña responded that yes, it would need to be brought back to the board to improve an increase. Windstorm and Hail Insurance Coverage with Acrisure, LLC dba Carlisle Insurance with a one-year contract, estimated cost of \$132,048. Bus Manufacturer of Low or No Emission Vehicles, contract TBD. The purchase, restoration and repurposing of the Kleberg Bank Building for a six-month contract. He noted that an RFP went out and if a proposal is made, it will be brought to the board. Management Information System with Avail Technologies, Inc. for a five-year supply and service contract with an estimate cost of \$1,034,923. The total of current procurements is \$2,405,480. Next for the three-month outlook for the board, the General Legal Services with Wood, Boykin & Wolter has a three-year service with two one-year options, with an estimated cost of \$70,000 but this will come back to Board with changes likely. The three-month outlook under the CEO signature authority was displayed next. All of these items are \$50,000 or less. The items include Real Time Passenger Information System for \$45,600 and Elevator Services for \$10,490. The Marina Space is about \$6,100.

d) March 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 March 2022 vs. March 2021. The Passenger Trips up 5.0%, the Revenue Service Hours were up 1.0% and the Revenue Service Miles were up 7.6%. He displayed the RTA System Monthly Ridership Trends and the System-Wide Monthly Ridership by Mode. He noted the system overall was up 5.0% but down -47.8% vs. pre-covid. Mr. Jorge Cruz-Aedo noted that CCRTA's trends are pretty consistent with the national average trends. He displayed the 2022 1st Quarter Cost Per Passenger by Service Mode. Mr. Majchszak 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 closed due to these impacts. The B-Line service passengers per hour did not meet the performance standard, however, they did increase from February. There was a small reduction in same day cancellations but not enough to meet the standards. There were no issues with the miles between road calls far exceeded the standard. There were 10 customer assistance forms for the month. The miles between road calls and the large bus fleet exceeded the standards as well with no issues.

CEO Report

Mr. Cruz-Aedo discussed the Nationwide problem of transit employers' challenges of obtaining a retainment of workers. He discussed how difficult it has been to recruit



employees these past couple of years. He explained the different programs that have been developed in effort to recruit employees such as recruitment bonuses. Management has acknowledged that a retention program was needed to maintain existing employees. CCRTA will provide a one-time payment to recognize eligible employees (full and part-time) based on years of service and good standing. Amounts will be based on 5-year increments of service. 5 Years - \$1,500, 10 Years \$3,000, 15 Years - \$4,500 and 20 Years \$6,000. Part-Time Employee payouts are 50% of full-time employee payouts and the retention program will be paid out at the end of May. Next, he provided an update on the FTA Grant Application. He stated the 5339(b &c) Grant Application is due on May 31st and is an application for electric buses, electric bus infrastructure and rural transfer stations. CCRTA is working with Center for Transportation and the Environment (CTE) and legislative consultants (state and federal). So far, CCRTA has received 16 letters of support. Letters and Certificate Commendations have been received from John Cornyn, United States Senator of Texas, Greg Abbott, Governor of Texas and Todd Hunter, Texas House of Representatives. These Certificates were then physically presented to the Board. Next, Mr. Cruz-Aedo discussed upcoming events and displayed the calendar. He pointed out that June 3rd the Board of Directors Strategic Board Retreat will be held at the Staples Street location. Director Dominguez requested that Mr. Cruz-Aedo go back to the Retention Bonus slides. She asked if all employees will be receiving the bonus whether they are exempt or non-exempt. Mr. Cruz-Aedo replied yes, for years of service but they must be in good standing with a good record. Also, Mr. Cruz-Aedo discussed that he will be taking vacation from June 12th through July 2nd.

Board Chair Report

Chairman Leyendecker asked Board Members for any comments. Director Munoz thanked Derrick and the team for the Low No application efforts and Rita for her Marketing efforts. Secretary Allison said she is excited to see the continuation of Route 93 and 95. Vice Chair Jimenez said she had a great trip at the Mobility conference and a lot was learned. Director Charo was glad to see the Security Award and efforts and she is happy to see the different agency collaboration working well. The rest of the Directors thanked the team for their efforts and their hard work. Chair Leyendecker asked to update the agenda to add a line item before the meeting minute approval to recognize awards and recognitions since they seem to be a recurring theme.

Adjournment

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

Lynn Allison, Board Secretary

Submitted by: Marisa Montiel



Subject: Award a contract to Toshiba America Business Solutions, Inc for Electronic Document Management

Background

The Corpus Christi Regional Transportation Authority (CCRTA) currently operates a paper-based records document management system for its day to day functions. The paper documents include Invoices, application forms, contracts, bus operations forms, letters, photos, etc. Many of these items are stored in CCRTA's archival room at Bear lane Facilities and Staples Street Center. Due to the location of our facilities resides on, hurricanes and fire can destroy paper records. Going digital and in the Cloud would provide the RTA a safer archival records management solution.

Identified Need

The CCRTA has been looking for a digital solution that would be able to support the inclusion of existing electronic documents into the system and to allow paper documents to be scanned and imported into the system. It is not uncommon to have multiple copies of the same document in various locations. In general, users need easier retrieval of information, search tools to locate the information and a workflow solution to efficiently process and route documents. The CCRTA is looking to take the paper documents that will be archived for a specified period of time and scan them into the Electronic Document Management System. Toshiba's DocuWare Electronic Document Management System will include document imaging, forms, indexing, searching, workflow and document archiving/retention. This new modernized EDMS system will improve the CCRTA's business processes, provide additional protection for records, reduce paper usage, enhance availability of records to the public and insure compliance with state and federal regulations.

Toshiba is a worldwide company that specializes in Multifunction Printers technologies and Document management. Toshiba has worked with many commercial and local government agencies including The Port of Corpus Christi, Calallen ISD and Southwest Airlines.

Financial Impact

The CCRTA will be purchasing these services through the Texas Department of Information Resources (DIR) which pools local government accounts to leverage purchasing power to achieve better pricing on products, equipment and IT services used by agencies. The estimated cost for a 3-Year Contract will be \$208,754. Funds for the Electronic Document Management System were identified in the MIS 2022 Capital Budget using local funds.

Board Priority

The Board Priority is Innovation.


Recommendation

Staff requests the Board of Directors authorize the Chief Executive Officer (CEO) or designee to Award a contract to Toshiba America Business Solutions, Inc for Electronic Document Management

Respectfully Submitted,

Submitted by: David Chapa
Director of IT

Reviewed by: Robert M. Saldaña,
Managing Director of Administration

Final Approval by: 

Jorge G. Cruz-Aedo, Chief Executive Officer



Subject: Enter into a Professional Services Agreement for General Legal Services

Background

The Corpus Christi Regional Transportation Authority's current agreement with Wood, Boykin and Wolter is expiring on June 14, 2022.

The legal services scope of work includes, but is not limited to, interpretation and advice concerning Chapter 451 of the Transportation Code, Federal Transit Administration Third-party Contracting Guidelines, Texas Local Government Code and Texas Open Meetings along with civil rights laws and regulations applicable to governmental entities under state and federal law.

Identified Need

The CCRTA hires an attorney to provide advice on legal matters that arise from the operation of the transit agency, and compliance matters as related to state and federal laws and regulations. Due to the special needs of the CCRTA directly related to the transportation industry, having an attorney that understands our business is very crucial to ensuring that the CCRTA stays within its legal boundaries in the day-to-day operations.

Financial Impact

The previous two years the CCRTA has spent \$47,521.85 and \$62,359.65 respectively for General Legal Services per year. CCRTA is requesting to enter into a professional services agreement not to exceed \$70,000 per year for each year of the proposed 3-year agreement.

Board Priority

The Board Priority is financial transparency.

Recommendation

Staff requests the Board of Directors authorize the Chief Executive Officer (CEO) or designee to Enter into a 3-year Professional Services Agreement with Wood, Boykin & Wolter for General Legal Services.

Respectfully Submitted,

Submitted by: Robert M. Saldaña, Managing Director of Administration

Final Approval by:



Jorge G. Cruz-Aedo, Chief Executive Officer



Subject: Approve a Disadvantaged Business Enterprise (DBE) Overall Goal of Fourteen Percent (14%) for Federal Fiscal Years (FFY) 2023 through 2025

Background

As a recipient of Federal Transit Administration (FTA) funding, Corpus Christi Regional Transit Authority (CCRTA) is required to submit an overall goal for DBE participation over the three upcoming federal fiscal years pursuant to Title 49 Code of Federal Regulations (CFR) Part 26 - "*Participation by Disadvantaged Business Enterprises in U.S. Department of Transportation (US DOT) Financial Assistance Programs.*"

DBE regulations require US DOT recipients to set an overall goal based on demonstrable evidence of the availability of ready, willing, and able DBEs relative to all businesses ready, willing, and able to participate on US DOT-assisted contracts. The goal must reflect CCRTA's determination on the level of DBE participation expected absent the effects of discrimination.

Identified Need

Every three years, CCRTA has to review **federal contracts** it expects to award during the triennial period and identify if there are certified DBE firms in its geographic market area who may successfully bid on such contracts.

Attached is CCRTA's DBE Goal Setting and Methodology. CCRTA has established an overall goal of fourteen percent (14%) for DBE participation for Federal Fiscal Years 2023-2025 (*October 1, 2022 – September 30, 2025*). The overall combined DBE goal will be achieved through 2.42% race-neutral participation and 11.58% race-conscious participation.

Following approval and prior to submission of proposed overall goal to FTA due on August 1, 2022, CCRTA will provide for consultation with stakeholders and publication of the overall goal informing the public that the overall goal and its rationale are available for inspection and comments pursuant to 49 CFR Part 25.45(g).

Financial Impact

None

Board Priority

This project aligns with Board Priority – Public Image & Transparency.

Recommendation

Staff requests that the Board of Directors approve a Disadvantaged Business Enterprise (DBE) overall goal of fourteen percent (14%) for federal fiscal years (FFY) 2023 through 2025.

Respectfully Submitted,

Submitted by: Laura Yaunk
 DBE Liaison Officer

Final Approval by: 

 Jorge G. Cruz-Aedo
 Chief Executive Officer



Corpus Christi Regional Transportation Authority (CCRTA)

**Federal Transit Administration (FTA) –
Overall DBE Goal Setting and Methodology for
Federal Fiscal Years 2023-2025**

SUMMARY

Corpus Christi Regional Transportation Authority (CCRTA) submits the following Disadvantaged Business Enterprise (DBE) overall goal and methodology for Federal Fiscal Years (FFY) 2023-2025 to Federal Transit Administration (FTA) for review in accordance with 49 Code of Federal Regulations (CFR) Part 26.45. CCRTA’s triennial overall goal of 14% for FFY 2023-2025 includes a race-conscious projection of 11.58% and race-neutral projection of 2.42%. CCRTA shall make good faith efforts to meet the overall DBE goal each year during the triennial period. The overall goal was derived in the following manner:

- A base goal of 22.29% was calculated;
- An adjustment to the base goal was made taking into consideration the median past participation of 5.96%, thus reducing the base goal to 14.13% rounded to 14%;
- The maximum portion of the adjusted goal is 11.58% which is race-conscious and the race-neutral portion of the adjusted goal is 2.42%

BACKGROUND

As a recipient of Federal Transit Administration (FTA) funding, CCRTA is required to establish and submit a triennial DBE overall goal for its FTA-assisted projects pursuant to the U.S. Department of Transportation (USDOT) rules and regulations provided in Title 49 Code of Federal Regulations (CFR) Part 26 (DBE Regulations). DBE regulations required USDOT recipients to set an overall goal based on demonstrable evidence of the availability of ready, willing, and able DBEs relative to all businesses ready, willing, and able to participate on federally-assisted contracts. The goal must reflect CCRTA’s determination on the level of DBE participation expected absent the effects of discrimination.

FTA-ASSISTED CONTRACTING PROGRAM FOR FFY 2023-2025

Table 1 represents CCRTA’s FTA-assisted projects that are anticipated to be awarded during the triennial period and which are considered in preparing this goal methodology. The projects have viable subcontracting possibilities and corresponding availability of DBEs, a required criterion for overall goal consideration.

Table 1

Project Name	Estimated FTA Funding for FFY 2023-2025
Bus Stop Shelter Amenities	\$1,098,085.00
Bus Stop Improvements	\$1,200,000.00
Concrete Bus Pads	\$840,000.00
Bus Wash Replacement	\$200,000.00
Bus Lift Replacements	\$680,000.00
Fork Lift Replacement	\$43,008.00
Mobile Radio Replacement	\$195,200.00
Support Vehicle Purchases	\$506,726.00
Total	\$4,763,019.00

Categories of Work

CCRTA reviewed each project anticipated to be awarded in the triennial period and determined the applicable categories of work applicable for each project using North American Industry Classification System (NAICS) codes. The corresponding dollar values for each NAICS code for each project are summarized below for purposes of weighting the categories of work based on the staff estimates. Table 2 provides a summary of the categories of project with estimated dollars for each.

Table 2

NAICS Code	Bus Stop Shelter Amenities	Bus Stop Improv	Concrete Bus Pads	Bus Wash Replc	Bus Lifts Replc	Fork Lift Replc	Mobile Radio Replc	Support Vehicle Purchases	Est. FTA \$ Share NAICS	Est. FTA % Share NAICS
236220	\$957,296	\$400,000							\$1,357,296	28.50%
237310		\$200,000	\$465,000						\$665,000	13.96%
238110	\$120,789	\$450,000	\$375,000						\$945,789	19.86%
238910	\$20,000	\$50,000							\$70,000	1.47%
334220							\$195,200		\$195,200	4.10%
423120					\$680,000	\$43,008			\$723,008	15.18%
441110								\$506,726	\$506,726	10.64%
541330		\$100,000							\$100,000	2.10%
811192				\$200,000					\$200,000	4.20%
	\$1,098,085	\$1,200,000	\$840,000	\$200,000	\$680,000	\$43,008	\$195,200	\$506,726	\$4,763,019	100.00%

GOAL METHODOLOGY

Step 1: Determination of a Base Figure

The calculations to determine the base figure are made in order to measure the relative availability of DBE firms or firms that could be certified as DBE firms to perform the types of prime and subcontract work that CCRTA contracts. The methodology used determines the percentage of DBE firms that are ready, willing, and able to respond to solicitations for the types of work that CCRTA will be performing during the 2023-2025 federal fiscal years.

CCRTA followed one of the prescribed federal goal-setting methodologies in accordance with 49 CFR Part 26.45 regulations. This was accomplished by accessing the *Texas Unified Certification Program (TUCP) Directory of Certified DBE firms* and the *2020 U.S. Census Bureau County Business Patterns (CBP) database*.

Local Market Area:

Comparisons were made within CCRTA’s local market area which consists of Nueces, San Patricio, and Aransas counties and by specified industries and type of businesses. This is where the substantial majority of CCRTA’s contracting dollars are expended and/or the substantial majority of contractors’ and subcontractors’ bids or quotes are received.

CCRТА

DBE Triennial Overall Goal and Methodology for FFY 2023-2025

In accordance with the formula below, the Base Figure is derived by dividing the number of ready, willing, and able DBE firms identified for each NAICS work category by the number of all firms identified for each corresponding work category (relative availability), then weighting the relative availability for each work category by the corresponding work category weight from Table 2 (weighted ratio) and then adding the weighted ratio figures together.

$$\text{Base Figure} = \frac{\text{Number of Ready, Willing, and Able DBEs}}{\text{Number of All Ready, Willing, and Able Firms}} \times \text{Weight} \times 100$$

⇒ For the numerator: Texas UCP DBE Database of Certified Firms

⇒ For the denominator: 2020 U.S. Census Bureau’s County Business Pattern (CBP) Database

CCRТА made a concerted effort to ensure that the scope of businesses included in the numerator was as close as possible to the scope included in the denominator.

The result of the Base Figure calculation is **22.29%**, as shown in Table 3 as follows:

Table 3

NAICS CODE	NAICS TITLE	NAICS %	DBEs	ALL FIRMS	RELATIVE AVAILABILITY (DBE ÷ All Firms)	WEIGHTED RATIO (Relative Availability % x NAICS %)
236220	Bus shelter construction	28.50%	9	43	20.93%	5.97%
237310	Concrete paving	13.96%	6	10	60.00%	8.38%
238110	Concrete pouring	19.86%	9	24	37.50%	7.45%
238910	Site preparation contractors	1.47%	7	27	25.93%	0.38%
334220	Mobile communication equipment	4.10%	0	4	0.00%	0.00%
423120	Shop equipment	15.18%	0	12	0.00%	0.00%
441110	Auto/light utility truck dealers	10.64%	0	25	0.00%	0.00%
541330	Engineering services	2.10%	5	100	5.00%	0.11%
811192	Truck and bus washes	4.20%	0	21	0.00%	0.00%
					Base Figure	22.29%

Step 2: Adjusting the Base Figure

Upon establishing the base figure, CCRТА reviewed and assessed other known evidence potentially impacting the relative availability of DBEs within the market area, in accordance with prescribed narrow tailoring provisions set forth under 49 CFR Part 26.45: Step 2; DBE Goal Adjustment guidelines.

Evidence considered in making an adjustment to the Base Figure included past DBE goal attainments and other evidence as follows:

CCRTA

DBE Triennial Overall Goal and Methodology for FFY 2023-2025

A. Past DBE Goal Attainments

As historical DBE participation attainments provide demonstrable evidence of DBE availability and capacity to perform, CCRTA considered DBEs’ past participation as a relevant factor and proceeded to calculate past DBE participation attainments for the last three federal fiscal years, for which DBE attainment data is available. The projects anticipated to be awarded during the triennial period are slightly similar to those awarded in the recent past. Every semi-annual reporting period, CCRTA awards FTA-assisted contracts that consist of varying dollar amounts, varying term periods, use of varying procurement selection methods and depending on the contract, a varying number of DBE firms ready, willing, and able to perform those type of services. These multiple factors have resulted in a range of DBE attainment rates in the given semi-annual reporting period.

Table 4 shows the demonstrated capacity of DBEs (measured by actual historical DBE participation attainment) on FTA-assisted contracts awarded by CCRTA in the last three federal fiscal years.

Table 4

FFY	Total Dollars	Total \$ to DBEs	Race-Conscious (RC) DBEs \$	Race-Neutral (RN) DBEs \$	RC %	RN%	Total RC+RN%*	FFY DBE Goal Attainment %
2019 - Oct-Mar	\$586,533.00	\$0.00	\$0.00	\$0.00	0.00%	0.00%	0.00%	
Apr-Sep	\$768,247.00	\$80,765.00	\$40,015.00	\$40,750.00	5.21%	5.30%	10.51%	5.96%
2020 - Oct- Mar	\$247,552.00	\$40,000.00	\$0.00	\$40,000.00	0.00%	16.16%	16.16%	
Apr-Sep	\$1,407,719.00	\$0.00	\$0.00	\$0.00	0.00%	0.00%	0.00%	2.42%
2021 - Oct-Mar	\$1,183,193.00	\$58,128.00	\$58,109.00	\$19.00	4.91%	0.002%	4.91%	
Apr-Sep	\$687,845.00	\$91,373.00	\$71,618.00	\$19,755.00	10.41%	2.87%	13.28%	8.00%
<i>Median DBE Attainment within the last three FFY</i>								5.96%

**The percentage of DBE goal attainment on the FTA share from CCRTA’s Semi-Annual Uniform reports that were submitted to FTA.*

The median DBE attainment for the past three years, as shown in Table 4, is lower than the base figure derived from Step 1; therefore, an adjustment to the base figure based on CCRTA’s past DBE goal attainments has been made. The adjustment is calculated by averaging the base figure with the median DBE past attainment, as shown below:

$$\text{Adjusted Base Figure} = \frac{\text{Base Figure (22.29\%)} + \text{Median Past Attainment (5.96\%)}}{2}$$

The formula resulted in an adjustment (decrease) to the base figure from 22.29% to 14.13% rounded to **14%**.

B. Disparity Studies

CCRTA has not conducted any disparity studies in the past three federal fiscal years. Therefore, no disparity studies were considered.

CCRTA

DBE Triennial Overall Goal and Methodology for FFY 2023-2025

C. Other Related Evidence

In accordance with DOT DBE regulations, if available, CCRTA must consider evidence from related fields that affect the opportunity for DBEs to form, grow, and compete which include but not limited to: statistical data that show disparities in the ability of DBEs getting financing, bonding and insurance required to participate in CCRTA's DBE Program; and data on employment, self-employment, education, training, and union apprenticeship programs to the extent related to the opportunities for DBEs to perform in CCRTA's DBE Program. No such evidence of the kind described in the regulations at 49 CFR Part 26.45(d)(2) was available to consider in determining whether an adjustment to base figure is warranted.

PROPOSED OVERALL DBE GOAL

The final proposed overall DBE goal for federal fiscal years (FFY) 2023-2025 for Corpus Christi Regional Transportation Authority's (CCRTA) FTA-assisted contracts is 14%.

BREAKOUT OF ESTIMATED RACE-NEUTRAL/RACE-CONSCIOUS PARTICIPATION

The federal regulations require CCRTA to meet the maximum feasible portion of its overall goal by using race-neutral means of facilitating DBE participation. Race-neutral participation includes:

- DBEs who win prime contracts through customary competitive procurement procedures;
- DBEs who are awarded subcontracts on prime contracts that do not carry a DBE goal; and
- DBEs who are awarded subcontracts in excess of the stated DBE contract goal.

To calculate the race-neutral and race conscious split of the overall goal, CCRTA examined the race-neutral attainment for the past three years to determine the maximum feasible race-neutral participation. The median was used instead of the average to exclude outliers – that is, abnormally high or low numbers. Table 5 shows that CCRTA achieved a median of 2.42% of the goal over the past three years through race neutral means. CCRTA intends to meet the maximum feasible portion of the overall goal by using a combination of race-neutral and race conscious DBE participation.

Table 5

FFY	Total Dollars	Total \$ to DBEs	DBE Goal Attainment%	Race-Conscious DBEs \$	Race-Neutral DBEs \$	Race-Conscious %	Race-Neutral %
2019	1,354,780.00	80,765.00	5.96%	40,015.00	40,750.00	2.95%	3.01%
2020	1,655,271.00	40,000.00	2.42%	0.00	40,000.00	0.00%	2.42%
2021	1,871,038.00	149,501.00	7.99%	129,727.00	19,774.00	6.93%	1.06%
Median Race-Neutral Attainment							2.42%

CCRTA anticipates meeting the overall goal of 14.00 % DBE participation for FFY 2023-2025 with 2.42% race-neutral participation and 11.58% race-conscious participation calculation as follows:

Overall DBE goal for FFY 2023-2025	-	14.00%
Race-neutral DBE goal (median FFY 2019-2021)	-	<u>- 2.42%</u>
Race-conscious DBE goal	-	11.58%

CCRTA

DBE Triennial Overall Goal and Methodology for FFY 2023-2025

Pursuant to the final rule requiring submission of a goal-setting methodology on a three-year cycle, CCRTA is also required to conduct an annual review to account for changes that may warrant an adjustment to the overall goal or make an adjustment based on changed circumstances (i.e. significant change in the legal standards governing the DBE program, new contracting opportunities presented by the availability of new or different grant opportunities, etc.) to ensure the goal and program as a whole are narrowly-tailored throughout the goal period.

CCRTA will monitor and adjust as needed the estimated breakout of race-neutral and race-conscious participation to reflect actual DBE participation. On a quarterly basis, CCRTA will:

- Separately track and report race-neutral and race-conscious participation
- Maintain data on DBE achievements in those contracts with or without contract goals.

RACE-NEUTRAL METHODS

To assist in increasing race-neutral participation on its contracts, CCRTA will continue to actively seek procurement participation from DBE certified firms which includes the following but are not limited to:

- Participating in conference, seminars and community outreach activities for the purpose of informing potential contractors of CCRTA's contracting procedures and available business opportunities;
- Hosting DBE Certification and How to Do Business with CCRTA outreach events in the local market area;
- Providing and arranging for pre-bid and pre-proposal meetings to allow for networking opportunities for primes and subcontractors;
- Ensuring participants at pre-bid meetings are informed of CCRTA's DBE Program and requirements;
- Advising its contracting community of the benefits of becoming DBE certified, the eligibility requirements to become certified as a DBE, and the online directory of certified DBEs found at CCRTA's website: www.ccrta.org & the Texas UCP website: <https://txdot.txdotcms.com/>;
- Ensuring that Invitation for Bids (IFBs), Requests for Proposals (RFPs), and all corresponding contracting requirements foster participation by DBEs and other small businesses.
- Encouraging prime contractors to subcontract portions of the work to DBEs.

PUBLIC PARTICIPATION & FEEDBACK – Next Steps

In accordance with 49 CFR Part 26.45, CCRTA will reach out to industry stakeholders and minority group representatives to obtain feedback on the methodology and data used to calculate the overall goal and evaluate barriers for DBEs. CCRTA will publish the DBE overall goal for FFY 2023-2025 on its website for public comments.



Subject: Award a Contract to Creative Bus Sales for Low or No Emission Vehicles.

Background

The Federal Transit Administration released a Notice of Funding Opportunity on March 7, 2022, announcing the opportunity to apply for \$1.1 billion in FY 2022 funds for the Low or No Emission Vehicle Program – 5339(c). The Low or No Emission Vehicle Program was developed to help modernize bus fleets and bus facilities across the country. The program provides funding to state and local governmental authorities for the purchase or lease of zero-emission and low-emission transit buses as well as acquisition, construction, and leasing of required supporting facilities

Identified Need

FTA recognizes the need for increasing grant funds to help modernize bus fleets and facilities across the country, which will support good-paying jobs and help reduce carbon emissions, leading to cleaner air, healthier communities, and better transportation.

The grant funds would be used for the transition of CCRTA's fleet to the lowest polluting and most energy efficient transit vehicles and supporting infrastructure. Grant application will be prepared with assistance and information garnered from the Center for Transportation and the Environmental (CTE) transition feasibility study.

The FTA is striving to speed up the deployment process for electric buses and is allowing for agencies to pre-select their teams before the grant submittal process, in an effort to move things along more quickly

Under the State of Texas, Chapter 451 regulations, the CCRTA must issue a Request for Proposals for the procurement of zero emission electric transit buses, even though the FTA has waived the competitive procurement process.

A request for proposals was posted seeking a participant in a design/build program, with the requirement that the participant be able to provide all three (3) of the following:

1. Low or no emission heavy-duty buses
2. Low or no emission cutaway style vehicles of the light-duty and medium duty variety
3. Necessary equipment to support these low or no emission vehicles

Disadvantaged Business Enterprise

There is no DBE requirement for this procurement.

Financial Impact

There were three (3) proposals submitted, and they were from Creative Bus Sales, Gillig, and Nova bus. Creative Bus Sales was the only proposer that could meet all of the requirements.

At this time there is no financial impact. Should CCRTA be awarded 5339(c) and/or 5339(b) funds, staff will request action from the Board to purchase zero-emission vehicles and support equipment. The quantity of vehicles and equipment will be partially determined by the amount of funds awarded by the FTA.

Board Priority


This Board Priority aligns with Innovation.

Recommendation

Staff requests that the Board of Directors Authorize the Chief Executive Officer (CEO) or designee to award a contract to Creative Bus Sales for Low or No Emission Vehicles.

Respectfully Submitted,

Submitted by: Derrick Majchszak
 Managing Director of Operations

Final Approval by: 
 Jorge G. Cruz-Aedo
 Chief Executive Officer



Subject: Award a Contract to Arguindegui Oil Company for Lubricant & Fluid Supply.

Background

The RTA requires heavy duty motors oils, lubricants, and fluids to maintain the fleet within Original Equipment Manufacturers (OEM) specifications. Lubricants and fluids must meet operational cycle demands for Diesel & CNG as outlined by OEM specifications. OEM specified lubricant and fluid supplies ensure the fleet remains compliant with manufacturer warranties and FTA State of Good Repair requirements.

Identified Need

The previous Lubricant & Fluid Supply contracts were structured with three-year base contracts and two one-year options following Board approval. The Board had authorized awarding the first option year on May 5, 2021. Due to market volatility, the contracted vendors opted not to sign the option year agreement.

Contract will be structured as a one-year base with two one-year options. All proposals must meet or exceed manufacturer specified OEM criteria;

- Allison TES 295
- ASTM (American Society for Test 7 Materials)
- SAE-J (Society of Automotive Engineers)
- API (American Petroleum Institute)
- API-CK-4 (new standard for units built after 2016 and 2018)

Disadvantaged Business Enterprise

There is no DBE requirement for this procurement.

Financial Impact

Total expenditures will be determined by actual usage. The projected cost of the one-year base contract is \$66,795.38. Funds are accounted for in the FY2021 and future Board approved annual operating budgets.

Transmission fluid was removed from this contract due to volatility in pricing.

		ARGUINDEGUI OIL COMPANY				KAPALUA MARINE FUELS & LUBES					
TYPE OF LUBRICANT/FLUID	EST. ANNUAL USAGE (GAL.)	PRICE PER GALLON	ONE YEAR BASE COST	OPTION YEAR ONE	OPTION YEAR TWO	PRICE PER GALLON	ONE YEAR BASE COST	OPTION YEAR ONE	OPTION YEAR TWO		
DIESEL ENGINE OIL/HYDRAULIC	667	\$ 15.54	\$ 10,365.18	\$12,438.22	\$ 15,547.77	\$ 15.45	\$ 10,305.15	\$12,366.18	\$ 15,334.06		
NATURAL GAS ENGINE OIL	1400	\$ 22.64	\$ 31,696.00	\$38,035.20	\$ 47,544.00	\$ 30.73	\$ 43,022.00	\$51,626.40	\$ 64,016.74		
ENGINE COOLANT	880	\$ 5.99	\$ 5,271.20	\$ 6,325.44	\$ 7,906.80	\$ 12.07	\$ 10,621.60	\$12,745.92	\$ 15,804.94		
FRONT WHEEL BEARING GREASE	1550	\$ 5.22	\$ 8,091.00	\$ 9,709.20	\$ 12,136.50	\$ 5.65	\$ 8,757.50	\$10,509.00	\$ 13,031.16		
DIFFERENTIAL/REAR AXLE FLUID	400	\$ 28.43	\$ 11,372.00	\$13,646.40	\$ 17,058.00	\$ 18.03	\$ 7,212.00	\$ 8,654.40	\$ 10,731.46		
		ONE YEAR BASE TOTAL:	\$ 66,795.38			ONE YEAR BASE TOTAL:	\$ 79,918.25				
		OPTION YEAR (1) PERCENTAGE:	20%	\$80,154.46		OPTION YEAR (1) PERCENTAGE:	20%	\$95,901.90			
		OPTION YEAR (2) PERCENTAGE:	25%		\$100,193.07	OPTION YEAR (2) PERCENTAGE:	24%		\$118,918.36		
THREE YEAR TOTAL					\$247,142.91	THREE YEAR TOTAL					\$294,738.51

Board Priority

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

Recommendation

Staff requests that the Board of Directors Authorize the Chief Executive Officer (CEO) or designee to award a contract to Arguindegui Oil Company for Lubricant & Fluid Supply.

Respectfully Submitted,

Submitted by: Bryan J. Garner
Director of Maintenance

Reviewed by: Derrick Majchszak
Managing Director of Operations

Final Approval by: 
Jorge G. Cruz-Aedo
Chief Executive Officer



Subject: Award Multiple Contracts to C.C. Freightliner, C.C. Battery, CD Starter Service LLC, Gillig, Kirk's Automotive, Mohawk Mfg, Muncie, Reliable Transmissions, Transit Cooling, and Neopart Transit for Bus Parts Supply: Battery, Air Conditioning, Brake System, Body, Chassis, Cooling System, Electrical, Suspension, Wheelchair Ramp, and Transmission parts.

Background

The RTA purchases the majority of parts needed to maintain the RTA fleet through bus parts supply contracts to secure over 1,900 individual items. Replacement parts are distinct to meet or exceed Original Equipment Manufacturer (OEM) or approved equals.

The Vehicle Maintenance Department may only purchase a portion of the parts that are under these agreements; however, it is advantageous to lock in supply contract prices with various suppliers utilizing volume discounts, with parts acquired only as needed.

Identified Need

Bus Parts Supply contracts will help ensure product availability meets parts demands while maintaining competitive pricing. The contracts will include parts for multiple categories including Battery, Air Conditioning, Brake System, Body, Chassis, Cooling System, Electrical, Suspension, Wheelchair Ramp, and Transmission parts.

The current option year for these Bus Parts Supply contracts expires on May 14, 2022. The IFB will be awarded solely on the base year, waiving the option years.

Disadvantaged Business Enterprise

There is no DBE requirement for this procurement.

Financial Impact

Total expenditures will be determined by the actual usage. The estimated one-year base contract cost is \$648,914.26, and will utilize local funds. Funds are allocated in the Board approved annual operating budgets.

Recommended Awardees for Contract:

IFB No. 2022-FP-03 BUS PARTS SUPPLY SUMMARY

Awardees	Contract Usage Estimates Totals
C. C. Freightliner	5,120.00
C.C. Battery	15,123.21
CD Starter Service LLC	18,729.75
Gillig	419,739.93
Kirk's Automotive	23,384.99
Mohawk Mfg	48,566.42
Muncie	72,934.97
Reliable Transmissions	3,336.08
Transit Cooling	23,185.00
Neopart Transit	18,793.91
Total	648,914.26

Committee Review

Information regarding this item was presented at the Operations & Capital Projects Committee meeting held on April 27, 2022.


Recommendation

Staff requests that the Board of Directors authorize the Chief Executive Officer (CEO) or designee to award Bus Parts Supply contracts to the following vendors: C.C. Freightliner, C.C. Battery, CD Starter Service LLC, Gillig, Kirk's Automotive, Mohawk Mfg, Muncie, Reliable Transmissions, Transit Cooling, and Neopart Transit for Bus Parts Supply: Battery, Air Conditioning, Brake System, Body, Chassis, Cooling System, Electrical, Suspension, Wheelchair Ramp, and Transmission parts.

Respectfully Submitted,

Submitted by: Bryan Garner
Director of Maintenance

Reviewed by: Derrick Majchszak
Managing Director of Operations

Final Approval by: 
Jorge Cruz-Aedo
Chief Executive Officer



Overview: The results from the operating budget for the month of April report Expenses in excess of Revenues by \$278,019, with revenues coming in at \$3,286,309 and expenses at \$3,564,328. Departmental spending reached 91.46% of budget expectations and includes only operating expenses excluding debt service, sub-recipient pass through reimbursements, and street improvement allocations (Table 6 – First Line of Table Actual to Baseline%). For the Year to Date, the operating budget reports revenues of \$13,257,807 versus expenses of \$13,315,260, a difference of \$57,453. Departmental spending reached 90.24% of budget expectations.

Meanwhile the CIP budget reports expenses exceeding revenues by \$129,525 for April, which represents the budgeted portion of depreciation expense. The overall performance provides an increase of \$270,457 to the fund balance. For the year to date, total CIP expenditures exceeded funding by \$518,102 through April, which again represents the budgeted portion of depreciation expense, and resulted in a decline in fund balance of \$575,555. 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 reported for the month of April totaled \$3,286,309, all of which is attributable to the Operating Budget (Table 4). No capital grant revenue was recognized in April. The performance from two revenue categories from the Operating Budget are discussed as follows.

Operating Revenues, which include only resources generated from transit operations, totaled \$106,291, or \$42,247 less than forecasted. Fare Revenues were flat compared to March 2022 given two fewer days of service, and ended the month at 83.73% of the baseline expectation, while commissions from bus and bench advertising ended the month at \$16,891, or 139.43% of baseline. Other Operating Revenues totaled \$2,600, or 7.94% of baseline, as the majority of the revenue in this category is recognized at year-end end to coincide with the annual fuel tax rebates requested from the federal and state governments (Table 4.1).

Non-Operating Revenues, which includes sales tax, investment income, lease income from tenants, and federal assistance grants totaled \$3,180,018, reaching 89.27% of the \$3,562,279 budget expectation, generating \$382,261 less than forecasted (Table 4.1). This trend will reverse once the ARP grant funding is awarded and available for drawdowns. The ARP grant is expected to support the operating budget with \$4,051,061 in eligible operating expenses.

During the month of April \$193,193 of eligible maintenance expenses were drawn down from two separate preventive maintenance grants one of which is now exhausted and the other having a grant balance of \$357,043.

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 May 13, 2022. Out of the seven (7) sources included in this revenue category, 80.00% of total revenue came from the sales tax revenue estimate as indicated in the table on the following page:

April 2022 Revenue Composition – Table 1

Line #	Revenue Source	Actual	%
1	Sales Tax Revenue	2,925,551	89.02%
2	Passenger Service	86,800	2.64%
3	SSC Lease Income	43,029	1.31%
4	Bus Advertising	16,891	0.51%
5	Investment Income	18,245	0.56%
6	Grant Assistance Revenue	193,193	5.88%
7	Other Revenue	2,600	0.08%
	Total (excluding capital)	\$3,286,309	100.00%

The Investment Portfolio closed the month of April 2022 with a market value of \$48,430,375, a decrease of \$480,136 from the end of March 2022. The decrease does not represent a loss in value from investment market activity but rather fluctuations in end-of-month bank statement cash balances as most of the funds are held in money market accounts in TexPool. The value represents the ending bank and investment account balances accounts as of the April 2022 statement dates. Fluctuations from month to month are due to the activity levels in the amount of revenues recognized and the withdrawals required to meet the Authority's obligations during the time frame covered by the statement date. This investment portfolio represents bank cash balances from operations including reserves and *does not include any assets from pension plans*.

During the latter part of April 2022, short term investments totaling \$5mm were purchased and consist of a \$1mm 6-month UST Bill and two investments in commercial paper each \$2mm; one maturing in six months and the other maturing in 9 months. At maturity of all three investments the realized interest income will be \$53,520.55.

The Sales tax allocation for April 2022 is *estimated* at \$2,925,551. The estimate is necessary since allocations lag two months behind and will not be received until June 10, 2022.

The Sales Tax revenue payment of \$3,504,497 for March 2022 was received May 13, 2022 and was \$389,162, or 12.49% more than the \$3,115,335 March reported estimate. The payment included the allocation from internet sales of \$35,457, an increase of \$6,247 or 21.39% from the prior month. RTA started receiving internet sales tax revenue in December 2019, and to date have received \$745,183. 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 66.95% 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 89.02% 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 April have made 17 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 below table, RTA reported 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. However, the March sales tax payment came in short by 7.17% or negative \$270,481 which lowered the year-to-date growth percentage to 3.77.

Sales Tax Growth – Table 2

Month Revenue was Recognized	2022 Actual	2021 Actual	\$ Growth	% Growth
January (actual)	\$ 2,700,560	\$ 2,497,985	\$ 202,574	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 (estimate)	2,925,551	3,006,523	(80,972)	-2.69%
May (estimate)	0	0	0	0.00%
June (estimate)	0	0	0	0.00%
July (estimate)	0	0	0	0.00%
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>\$ 11,856,740</u>	<u>\$ 11,613,029</u>	<u>\$ 243,711</u>	<u>-2.10%</u>

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

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

Revenue Source	April 2022	%	YTD	%
Passenger Service	\$ 86,800	2.64%	\$ 306,175	2.28%
Bus Advertising	16,891	0.51%	58,696	0.44%
Other Revenue	2,600	0.08%	11,765	0.09%
Sales Tax Revenue	2,925,551	89.02%	11,856,740	88.18%
Grants – Operating	193,193	5.88%	817,138	6.08%
Grants – Capital	-	0.00%	187,920	1.40%
Investment Income	18,245	0.56%	36,744	0.27%
SSC Lease Income	<u>43,029</u>	<u>1.31%</u>	<u>170,549</u>	<u>1.27%</u>
Total Revenue	<u>\$ 3,286,309</u>	<u>100.00%</u>	<u>\$ 13,445,727</u>	<u>100.00%</u>

Revenue – April 2022 Operating and Capital Funding and Transfer-In – Table 4

	04/2022				
	2022 Adopted Budget	April 2022 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Revenues					
Passenger service	\$ 1,243,979	\$ 86,800	\$ 103,665	6.98%	83.73%
Bus advertising	145,371	16,891	12,114	11.62%	139.43%
Other operating revenues	393,098	2,600	32,758	0.66%	7.94%
Sales Tax Revenue	37,509,003	2,925,551	2,925,551	7.80%	100.00%
Federal, state and local grant assistance	7,102,211	193,193	591,851	2.72%	32.64%
Investment Income	45,094	18,245	3,758	40.46%	485.53%
Staples Street Center leases	493,434	43,029	41,120	8.72%	104.64%
Total Operating Revenues	46,932,190	3,286,309	3,710,816	7.00%	88.56%
Capital Grants & Donations	8,313,957	-	-	0.00%	0.00%
Total Revenues & Capital Funding	\$ 55,246,147	\$ 3,286,309	\$ 3,710,816	5.95%	88.56%

	04/2022				
	2022 Adopted Budget	YTD 2022 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Revenues					
Passenger service	\$ 1,243,979	\$ 306,175	\$ 414,660	24.61%	73.84%
Bus advertising	145,371	58,696	48,457	40.38%	121.13%
Other operating revenues	393,098	11,765	131,033	2.99%	8.98%
Sales Tax Revenue	37,509,003	11,856,740	12,503,001	31.61%	94.83%
Federal, state and local grant assistance	7,102,211	817,138	2,367,404	11.51%	34.52%
Investment Income	45,094	36,744	15,031	81.48%	244.45%
Staples Street Center leases	493,434	170,549	164,478	34.56%	103.69%
Total Operating Revenues	46,932,190	13,257,807	15,644,064	28.25%	84.75%
Capital Grants & Donations	8,313,957	187,920	187,920	2.26%	100.00%
Total Revenues & Capital Funding	\$ 55,246,147	\$ 13,445,727	\$ 15,831,984	24.34%	84.93%

Revenue – April 2022 From Operations – Table 4.1

	04/2022				
	2022 Adopted Budget	April 2022 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Revenues					
Passenger service	\$ 1,243,979	\$ 86,800	\$ 103,665	6.98%	83.73%
Bus advertising	145,371	16,891	12,114	11.62%	139.43%
Other operating revenues	393,098	2,600	32,758	0.66%	7.94%
Total Operating Revenues	1,782,448	106,291	148,537	5.96%	71.56%
Sales Tax Revenue	37,509,003	2,925,551	2,925,551	7.80%	100.00%
Federal, state and local grant assistance	7,102,211	193,193	591,851	2.72%	32.64%
Investment Income	45,094	18,245	3,758	40.46%	485.53%
Staples Street Center leases	493,434	43,029	41,120	8.72%	104.64%
Total Non-Operating Revenues	45,149,742	3,180,018	3,562,279	7.04%	89.27%
Total Revenues	\$ 46,932,190	\$ 3,286,309	\$ 3,710,816	7.00%	88.56%

April 2022 Expenses

The results of all expenditure activities, including capital, are presented below. Overall the total operating expenses came in \$343,737 lower than the anticipated baseline of \$3,908,065. Departmental expenses came in \$284,311 less than the anticipated baseline or 8.54%. 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-twelfth 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.

April 2022 Total Expenses & Capital Expenditures – Table 6

	04/2022				
	2022 Adopted Budget	April 2022 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Expenditures					
Departmental Operating Expenses	\$ 39,930,292	\$ 3,043,213	\$ 3,327,524	7.62%	91.46%
Debt Service	1,600,408	260,141	260,141	16.25%	100.00%
Street Improvements	3,147,945	260,794	262,329	8.28%	99.41%
Subrecipient Grant Agreements	696,845	180	58,070	0.03%	0.31%
Total Operating Expenses	45,375,490	3,564,328	3,908,065	7.86%	91.20%
Grant Eligible Costs	8,316,352	-	-	0.00%	0.00%
Depreciation Expenses	1,554,305	129,525	129,525	8.33%	100.00%
Total Expenses & Capital Expenditures	\$ 55,246,147	\$ 3,693,853	\$ 4,037,589	6.69%	91.49%

	04/2022				
	2022 Adopted Budget	YTD 2022 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Expenditures					
Departmental Operating Expenses	\$ 39,930,292	\$ 12,011,291	\$ 13,310,097.24	30.08%	90.24%
Debt Service	1,600,408	260,141	260,141	16.25%	100.00%
Street Improvements	3,147,945	1,043,176	1,049,315	33.14%	99.41%
Subrecipient Grant Agreements	696,845	652	232,281.67	0.09%	0.28%
Total Operating Expenses	45,375,490	13,315,260	14,851,835	29.34%	89.65%
Grant Eligible Costs	8,316,352	187,920	187,920	2.26%	100.00%
Depreciation Expenses	1,554,305	518,102	518,102	33.33%	100.00%
Total Expenses & Capital Expenditures	\$ 55,246,147	\$ 14,021,282	\$ 15,557,856	25.38%	90.12%

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 April 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, expense categories showing unfavorable variances include Utilities and Miscellaneous.

Utilities reached 121.78% of the baseline expectation, or \$13,966 over the budget projection, due to catchup billing received from the electricity provider, Gexa.

Meanwhile, Miscellaneous ended the month at 101.34% of the baseline expectation, or \$903 over the budget projection, due to travel costs.

April 2022 Departmental Expense Breakdown – Table 7.1

	04/2022				
	2022 Adopted Budget	April 2022 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Departmental Operating Expense Object Category					
Salaries & Wages	\$ 14,105,606	\$ 1,098,353	\$ 1,175,467	7.79%	93.44%
Benefits	5,877,139	436,994	489,762	7.44%	89.23%
Services	5,995,853	411,047	499,654	6.86%	82.27%
Materials & Supplies	2,897,982	215,884	241,499	7.45%	89.39%
Utilities	769,625	78,102	64,135	10.15%	121.78%
Insurance	632,545	44,033	52,712	6.96%	83.53%
Purchased Transportation	8,843,472	690,558	736,956	7.81%	93.70%
Miscellaneous	808,071	68,242	67,339	8.45%	101.34%
Total Departmental Operating Expenses	\$ 39,930,292	\$ 3,043,213	\$ 3,327,524	7.62%	91.46%

	04/2022				
	2022 Adopted Budget	YTD 2022 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Departmental Operating Expense Object Category					
Salaries & Wages	\$ 14,105,606	\$ 4,469,956	\$ 4,701,869	31.69%	95.07%
Benefits	5,877,139	1,901,197	1,959,046	32.35%	97.05%
Services	5,995,853	1,421,382	1,998,618	23.71%	71.12%
Materials & Supplies	2,897,982	909,890	965,994	31.40%	94.19%
Utilities	769,625	234,522	256,542	30.47%	91.42%
Insurance	632,545	176,131	210,848	27.84%	83.53%
Purchased Transportation	8,843,472	2,698,614	2,947,824	30.52%	91.55%
Miscellaneous	808,071	199,599	269,357	24.70%	74.10%
Total Departmental Operating Expenses	\$ 39,930,292	\$ 12,011,291	\$ 13,310,097	30.08%	90.24%

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

Month	Medical & Vision	Dental	Total
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
	\$ 1,082,964	\$ 27,436	\$ 1,110,400

Fare Recovery Ratio – Table 10

Description	4/30/2022	Year to Date
Fare Revenue or Passenger Revenue	\$ 86,800	\$ 306,175
Operating Expenses	3,043,213	12,011,291

Fare Recovery Ratio	2.85%	2.55%
*Excluding Depreciation		

Note: Same period last year (April 2021) the FRR was 3.99%

April 2022 – Table 11

For the month of April, total Expenses exceeded Revenues by \$407,544. The year to date financial performance presented Expenses in excess of Revenues by \$575,555. A greater detail of the financial results is explained in the accompanied Power Point presentation.

	04/2022				
	2022 Adopted Budget	April 2022 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Operating Revenues	\$ 46,932,190	\$ 3,286,309	\$ 3,710,816	7.00%	88.56%
Capital Funding	8,313,957	-	-	0.00%	0.00%
Total Revenues	55,246,147	3,286,309	3,710,816	5.95%	88.56%
Operating Expenses	45,375,490	3,564,328	3,908,065	7.86%	91.20%
Capital Expenditures	9,870,657	129,525	129,525	1.31%	100.00%
Total Expenses	55,246,147	3,693,853	4,037,589	6.69%	91.49%
Revenue over Expenditures	\$ -	\$ (407,544)	\$ (326,773)		

	04/2022				
	2022 Adopted Budget	YTD 2022 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Operating Revenues	\$ 46,932,190	\$ 13,257,807	\$ 15,644,064	28.25%	84.75%
Capital Funding	8,313,957	187,920	187,920	2.26%	100.00%
Total Revenues	55,246,147	13,445,727	15,831,984	24.34%	84.93%
Operating Expenses	45,375,490	13,315,260	14,851,835	29.34%	89.65%
Capital Expenditures	9,870,657	706,022	706,022	7.15%	100.00%
Total Expenses	55,246,147	14,021,282	15,557,856	25.38%	90.12%
Revenue over Expenditures	\$ -	\$ (575,555)	\$ 274,128		

NET POSITION

The Total Net Position at the end of the month was \$101,091,659, a decrease of \$387,636 from December 2021 which closed at \$101,479,295. The December 2021 fund balance is subject to change as the annual audit of The Authority's financial information is currently underway.

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 \$101,091,659, the portion of the fund balance that is not restricted in accordance with GASB Concepts Statement No 4 is \$45,709,218, but only \$25,492,013 is available for spending as a result of the internal restrictions placed by the Board for specific reserves which total \$20,217,205. 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, 44% of the unrestricted portion is assigned by the Board to fund reserves that are earmarked to meet certain unexpected demands.

FUND BALANCE AS OF APRIL 30, 2022:

<u>FUND BALANCE</u>	
Net Invested in Capital Assets	\$ 54,602,818
Restricted for FTA Interest	779,623
Unrestricted	→ 45,709,218
OTAL FUND BALANCE	<u>101,091,659</u>
<u>UNRESTRICTED BREAKDOWN</u>	
Designated for Operating Reserve	9,722,010
Designated for Capital Reserve	9,275,118
Designated for Local Share of CIP	175,431
Designated for Employee Benefits Reserve	<u>1,044,646</u>
Total Designated Reserves (44.23%)	\$ 20,217,205
Unrestricted (55.77%)	<u>25,492,013</u>
TOTAL DESIGNATED & UNRESTRICTED	→ \$ 45,709,218

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: 
Jorge G. Cruz-Aedo
Chief Executive Officer

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

OPERATING BUDGET	04/2022				
	2022 Adopted Budget	April 2022 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
	A	B	C = A / 12	B / A	C vs B
Revenues					
Passenger service	\$ 1,243,979	\$ 86,800	\$ 103,665	6.98%	83.73%
Bus advertising	145,371	16,891	12,114	11.62%	139.43%
Other operating revenues	393,098	2,600	32,758	0.66%	7.94%
Sales Tax Revenue	37,509,003	2,925,551	2,925,551	7.80%	100.00%
Federal, state and local grant assistance	7,102,211	193,193	591,851	2.72%	32.64%
Investment Income	45,094	18,245	3,758	40.46%	485.53%
Staples Street Center leases	493,434	43,029	41,120	8.72%	104.64%
Total Revenues	46,932,190	3,286,309	3,710,816	7.00%	88.56%
Expenses					
Transportation	9,995,330	767,159	832,944	7.68%	92.10%
Customer Programs	541,368	39,205	45,114	7.24%	86.90%
Purchased Transportation	8,843,472	690,558	736,956	7.81%	93.70%
Service Development	1,216,369	194,398	101,364	15.98%	191.78%
MIS	1,593,626	97,151	132,802	6.10%	73.15%
Vehicle Maintenance	5,948,949	467,729	495,746	7.86%	94.35%
Facilities Maintenance	3,055,747	210,811	254,646	6.90%	82.79%
Contracts and Procurements	413,128	28,745	34,427	6.96%	83.49%
CEO's Office	1,146,867	104,542	95,572	9.12%	109.39%
Finance and Accounting	851,229	47,301	70,936	5.56%	66.68%
Materials Management	252,362	19,788	21,030	7.84%	94.09%
Human Resources	928,063	54,437	77,339	5.87%	70.39%
General Administration	529,824	30,450	44,152	5.75%	68.97%
Capital Project Management	330,767	26,280	27,564	7.95%	95.34%
Marketing & Communications	734,725	47,646	61,227	6.48%	77.82%
Safety & Security	2,184,567	142,168	182,047	6.51%	78.09%
Staples Street Center	1,160,899	74,679	96,742	6.43%	77.19%
Port Ayers Cost Center	3,000	166	250	5.54%	66.46%
Debt Service	1,600,408	260,141	260,141	16.25%	100.00%
Special Projects	200,000	-	16,667	0.00%	0.00%
Subrecipient Grant Agreements	696,845	180	58,070	0.03%	0.31%
Street Improvements Program for CCRTA Region Entities	3,147,945	260,794	262,329	8.28%	99.41%
Total Expenses	45,375,490	3,564,328	3,908,065	7.86%	91.20%
Revenues Over Expenses - Operating Budget	1,556,700	(278,019)	(197,248)		
CIP BUDGET					
	A	B	C = A / 12	B / A	
Funding Sources					
Grant Revenue	8,313,957	-	-	0.00%	0.00%
Total Funding Sources	8,313,957	-	-	0.00%	0.00%
Capital Expenditures					
Grant Eligible Costs	\$ 8,316,352	-	-	0.00%	0.00%
Depreciation Expenses	1,554,305	129,525	129,525	8.33%	100.00%
Total Expenditures	9,870,657	129,525	129,525	1.31%	100.00%
Funding Sources Over Expenditures	(1,556,700)	(129,525)	(129,525)	8.32%	100.00%
Revenues Over Expenses - Operating Budget	1,556,700	(278,019)	(197,248)		
Revenues Over Expenses - CIP Budget	(1,556,700)	(129,525)	(129,525)		
Revenues Over Expenses (including rounding)	0	(407,544)	(326,774)		

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

OPERATING BUDGET	04/2022				
	2022 Adopted Budget	YTD 2022 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
	A	B	C = A / 3	B / A	C vs B
Revenues					
Passenger service	\$ 1,243,979	\$ 306,175	\$ 414,660	24.61%	73.84%
Bus advertising	145,371	58,696	48,457	40.38%	121.13%
Other operating revenues	393,098	11,765	131,033	2.99%	8.98%
Sales Tax Revenue	37,509,003	11,856,740	12,503,001	31.61%	94.83%
Federal, state and local grant assistance	7,102,211	817,138	2,367,404	11.51%	34.52%
Investment Income	45,094	36,744	15,031	81.48%	244.45%
Staples Street Center leases	493,434	170,549	164,478	34.56%	103.69%
Total Revenues	46,932,190	13,257,807	15,644,064	28.25%	84.75%
Expenses					
Transportation	9,995,330	3,200,174	3,331,777	32.02%	96.05%
Customer Programs	541,368	153,732	180,456	28.40%	85.19%
Purchased Transportation	8,843,472	2,698,614	2,947,824	30.52%	91.55%
Service Development	1,216,369	365,720	405,456	30.07%	90.20%
MIS	1,593,626	470,031	531,209	29.49%	88.48%
Vehicle Maintenance	5,948,949	1,874,620	1,982,983	31.51%	94.54%
Facilities Maintenance	3,055,747	909,768	1,018,582	29.77%	89.32%
Contracts and Procurements	413,128	116,024	137,709	28.08%	84.25%
CEO's Office	1,146,867	378,078	382,289	32.97%	98.90%
Finance and Accounting	851,229	231,208	283,743	27.16%	81.48%
Materials Management	252,362	86,028	84,121	34.09%	102.27%
Human Resources	928,063	250,826	309,354	27.03%	81.08%
General Administration	529,824	124,136	176,608	23.43%	70.29%
Capital Project Management	330,767	108,072	110,256	32.67%	98.02%
Marketing & Communications	734,725	165,930	244,908	22.58%	67.75%
Safety & Security	2,184,567	541,525	728,189	24.79%	74.37%
Staples Street Center	1,160,899	336,144	386,966	28.96%	86.87%
Port Ayers Cost Center	3,000	661	1,000	22.04%	66.12%
Debt Service	1,600,408	260,141	260,141	16.25%	100.00%
Special Projects	200,000	-	66,666.67	0.00%	0.00%
Subrecipient Grant Agreements	696,845	652	232,281.67	0.09%	0.28%
Street Improvements Program for CCRTA Region Entities	3,147,945	1,043,176	1,049,315	33.14%	99.41%
Total Expenses	45,375,490	13,315,260	14,851,835	29.34%	89.65%
Revenues Over Expenses - Operating Budget	1,556,700	(57,453)	792,229		
CIP BUDGET					
	A	B	C = A / 3	B / A	C vs B
Funding Sources					
Grant Revenue	8,313,957	187,920	187,920	2.26%	0.00%
Total Funding Sources	8,313,957	187,920	187,920	2.26%	100.00%
Capital Expenditures					
Grant Eligible Costs	\$ 8,316,352	187,920	187,920	2.26%	0.00%
Depreciation Expenses	1,554,305	518,102	518,102	33.33%	100.00%
Total Expenditures	9,870,657	706,022	706,022	7.15%	100.00%
Funding Sources Over Expenditures	(1,556,700)	(518,102)	(518,102)	33.28%	100.00%
Revenues Over Expenses - Operating Budget	1,556,700	(57,453)	792,229		
Revenues Over Expenses - CIP Budget	(1,556,700)	(518,102)	(518,102)		
Revenues Over Expenses (including rounding)	0	(575,555)	274,127		

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY
Statement of Net Position
Month ended April 30, 2022, and year ended December 31, 2021

	Unaudited April 30 2022	Unaudited December 31 2021
ASSETS		
Current Assets:		
Cash and Cash Equivalents	\$ 42,472,985	\$ 48,526,571
Short Term Investments	4,948,650	-
Receivables:		
Sales and Use Taxes	6,375,300	6,851,829
Federal Government	816,486	54,642
Other	521,063	668,824
Inventories	1,059,017	1,019,062
Prepaid Expenses	766,414	410,275
Total Current Assets	56,959,915	57,531,203
Non-Current Assets:		
Restricted Cash and Cash Equivalents	779,623	779,623
Net Pension Asset	1,862,941	941,537
Capital Assets:		
Land	4,882,879	4,882,879
Buildings	52,689,967	52,689,967
Transit Stations, Stops and Pads	24,920,537	24,920,537
Other Improvements	5,525,123	5,525,123
Vehicles and Equipment	60,815,015	60,815,015
Construction in Progress	356,089	356,089
Current Year Additions	312,754	0
Total Capital Assets	149,502,364	149,189,610
Less: Accumulated Depreciation	(79,440,266)	(78,922,165)
Net Capital Assets	70,062,097	70,267,445
Total Non-Current Assets	72,704,662	71,988,605
TOTAL ASSETS	129,664,576	129,519,808
DEFERRED OUTFLOWS OF RESOURCES		
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
Total Deferred Outflows	4,508,711	4,508,711
TOTAL ASSETS AND DEFERRED OUTFLOWS	134,173,287	134,028,519
LIABILITIES AND NET POSITION		
Current Liabilities:		
Accounts Payable	561,879	750,211
Current Portion of Long-Term Liabilities:		
Long-Term Debt	890,000	890,000
Compensated Absences	331,157	331,157
Sales Tax Audit Funds Due	218,992	328,488
Distributions to Regional Entities Payable	5,514,335	4,471,159
Other Accrued Liabilities	780,627	993,572
Total Current Liabilities	8,296,991	7,764,587
Non-Current Liabilities:		
Long-Term Liabilities, Net of Current Portion:		
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
Total Non-Current Liabilities	19,986,110	19,986,110
TOTAL LIABILITIES	28,283,101	27,750,697
DEFERRED INFLOWS OF RESOURCES		
Deferred inflow related to pensions	4,798,527	4,798,527
Total Deferred Inflows	4,798,527	4,798,527
TOTAL LIABILITIES AND DEFERRED INFLOWS	33,081,628	32,549,224
Net Position:		
Net Invested in Capital Assets	54,602,818	54,808,166
Restricted for FTA Interest	779,623	779,623
Unrestricted	45,709,218	45,891,506
TOTAL NET POSITION	\$ 101,091,659	\$ 101,479,295

Corpus Christi Regional Transportation Authority
Statement of Cash Flows (Unaudited)
For the month ended April 30, 2022

	<u>4/30/2022</u>
Cash Flows From Operating Activities:	
Cash Received from Customers	\$ 82,058
Cash Received from Bus Advertising and Other Ancillary	64,565
Cash Payments to Suppliers for Goods and Services	(2,243,893)
Cash Payments to Employees for Services	(802,611)
Cash Payments for Employee Benefits	(217,958)
Net Cash Used for Operating Activities	<u>(3,117,840)</u>
Cash Flows from Non-Capital Financing Activities:	
Sales and Use Taxes Received	2,698,758
Grants and Other Reimbursements	652
Distributions to Subrecipient Programs	(180)
Distributions to Region Entities	-
Net Cash Provided by Non-Capital Financing Activities	<u>2,699,230</u>
Cash Flows from Capital and Related Financing Activities:	
Federal and Other Grant Assistance	-
Proceeds/Loss from Sale of Capital Assets	2,293
Proceeds from Bonds	-
Repayment of Long-Term Debt	-
Interest and Fiscal Charges	(259,741)
Purchase and Construction of Capital Assets	(31,107)
Net Cash Used by Capital and Related Financing Activities	<u>(288,554)</u>
Cash Flows from Investing Activities:	
Investment Income	16,075
Purchases of Investments	(5,000,000)
Maturities and Redemptions of Investments	-
Premiums/Discounts on Investments	53,521
Net Cash Used by Investing Activities	<u>(4,930,404)</u>
Net decrease in Cash and Cash Equivalents	(5,637,568)
Cash and Cash Equivalents (Including Restricted Accounts), April 1, 2022	48,890,176
Cash and Cash Equivalents (Including Restricted Accounts), April 30, 2022	\$ <u><u>43,252,608</u></u>



Subject: April 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.

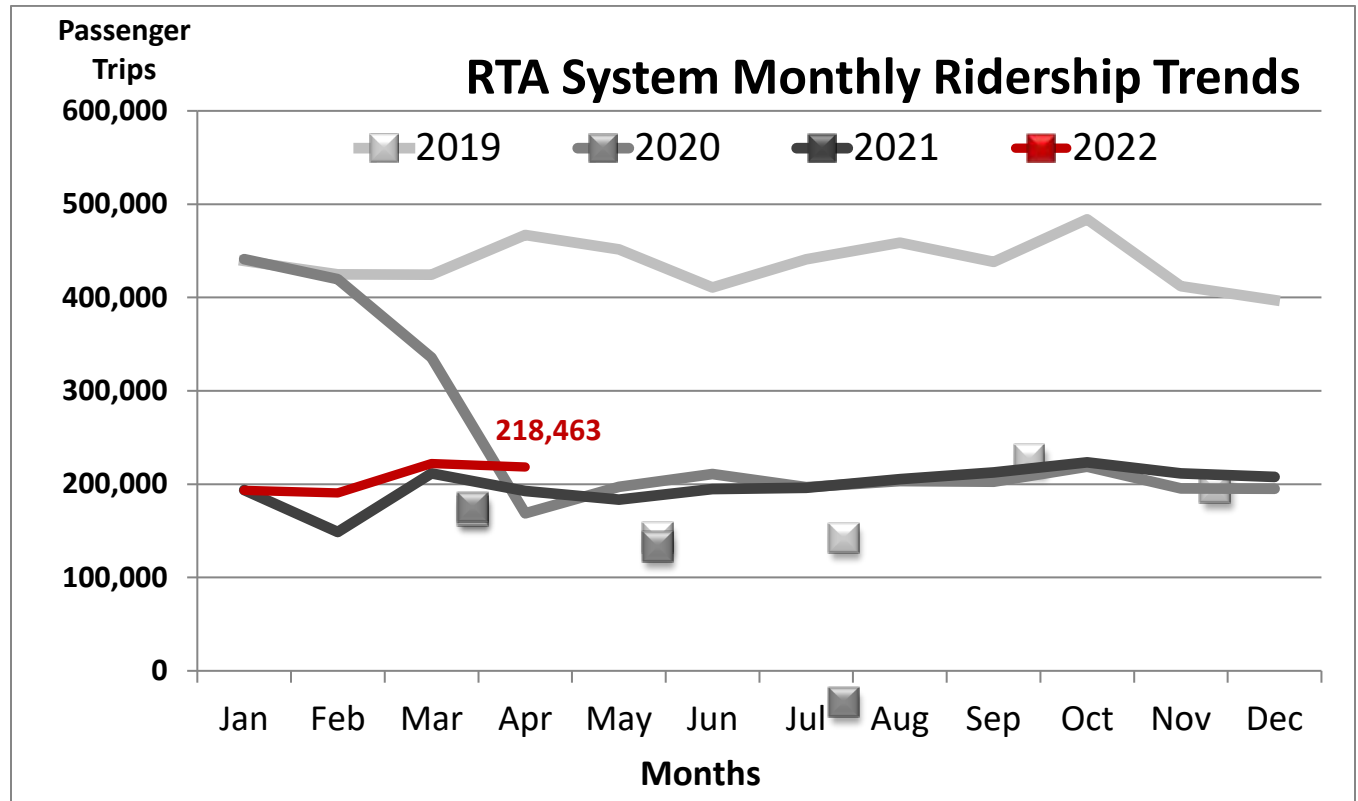


COMMUTE
with enterprise



System-wide Ridership and Service Performance Results

April 2022 system-wide ridership levels continued to be adversely impacted by the COVID-19 pandemic. Passenger trips totaled 218,463 which represents a 13.3% increase as compared to 192,812 passenger trips in April 2021 with 25,651 more trips provided this month. In comparison to the pre-COVID-19 (Pre-Covid) period in April 2019 with 466,880 passenger trips, the 218,463 passenger trips represent a 53.2% decrease with 248,417 fewer trips.

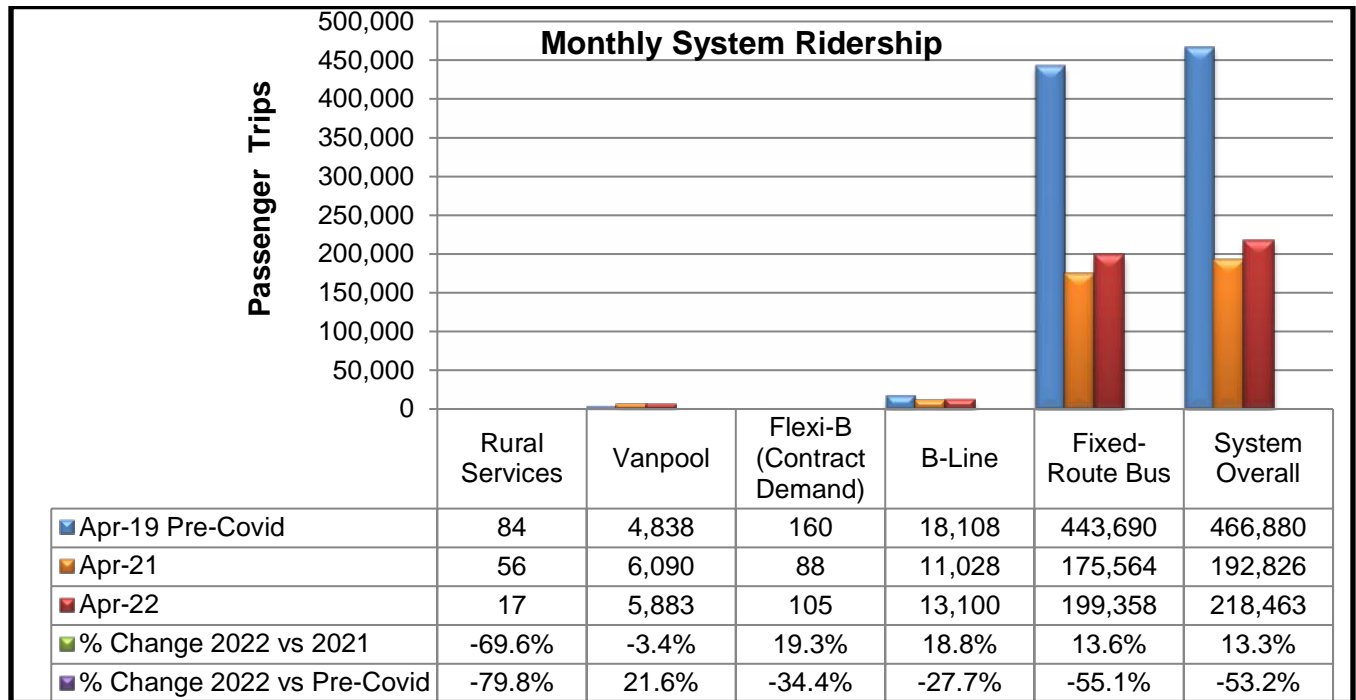


April 2021	April 2022	Variance
22 Weekdays	21 Weekdays	-1
4 Saturdays	5 Saturdays	+1
3 Sundays	3 Sundays	-
1 Easter Holiday: No Service	1 Easter Holiday: No Service	-
30 Days	30 Days	-

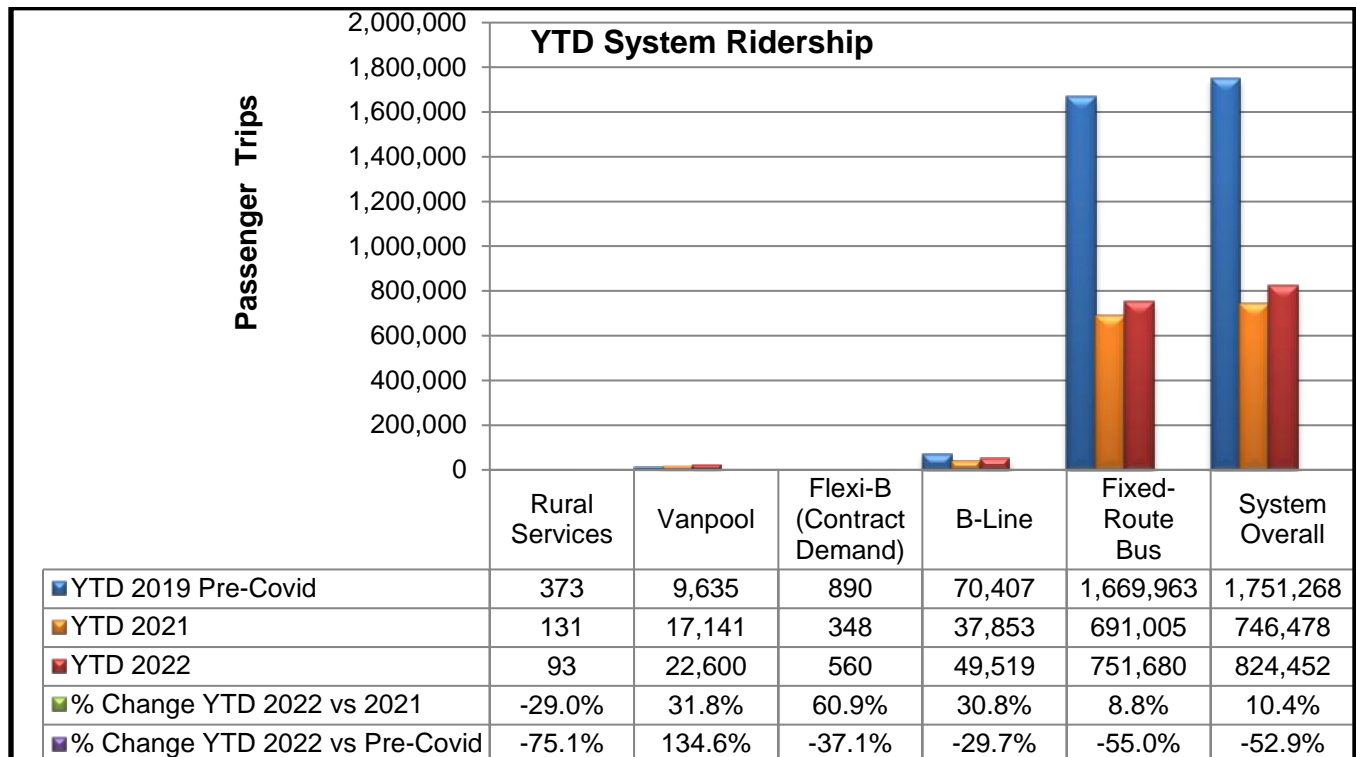
In April 2022, the average retail price for unleaded gas in Corpus Christi was approximately \$3.53 per gallon as compared to \$2.44 per gallon in April 2021¹. A 63% increase in the average cost per gallon. Rainfall was below normal at 0.24 inches as compared April 2021 at 2.04 inches². The recorded 86.1 degree average temperature was higher than the average monthly temperature of 82.6 degrees.

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

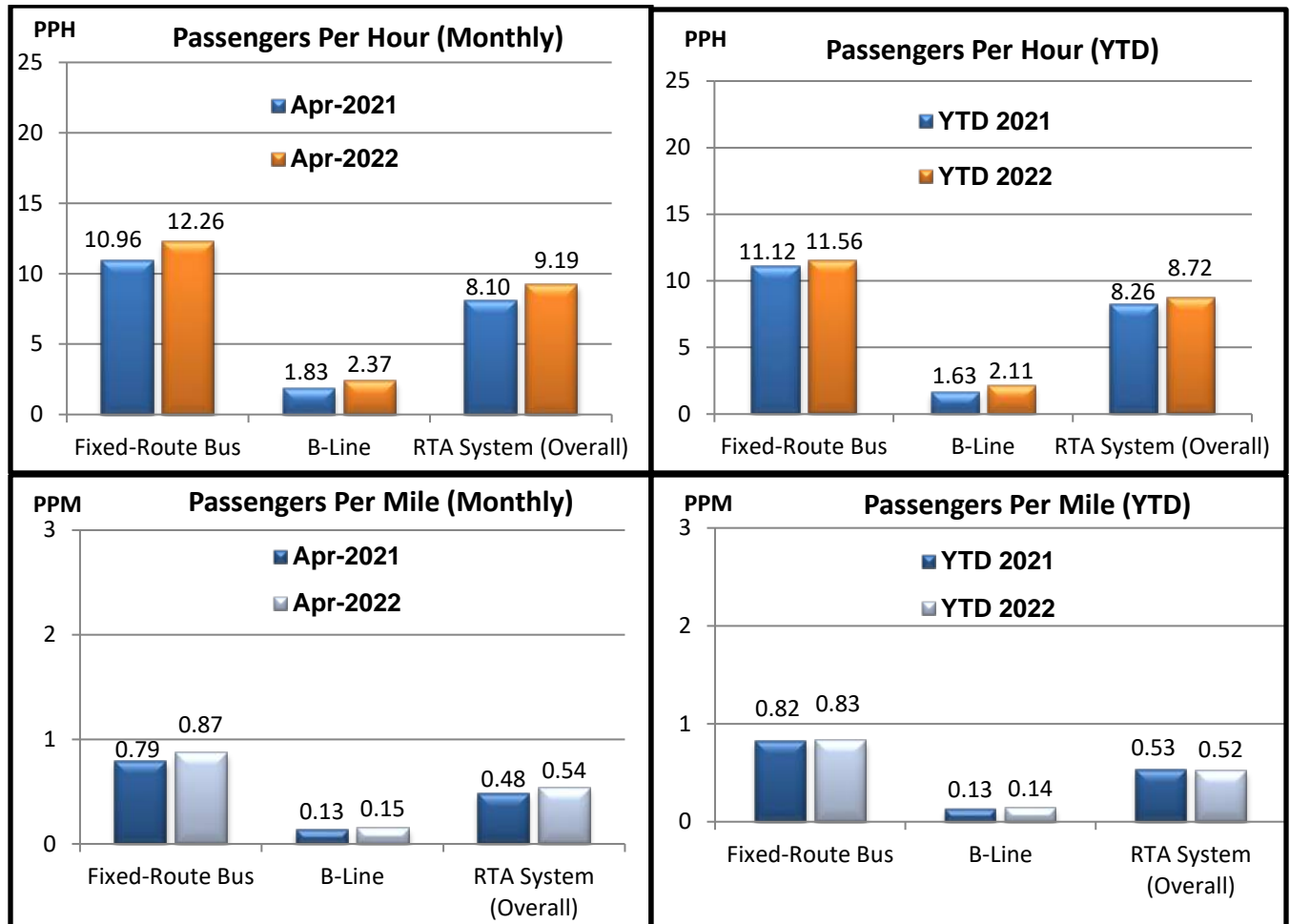
The chart below shows monthly ridership results for all services. CCRTA recorded 25,651 more passenger trips for a 13.3% increase as compared to April 2021. As compared to April 2019 Pre-Covid, passenger trips decreased 53.2%.



The chart below shows YTD ridership results for all services. CCRTA has recorded 77,974 more passenger trips for a YTD increase of 10.4% in 2022 as compared to 2021. As compared to YTD 2019 Pre-Covid, passenger trips decreased 52.9% with 926,816 fewer trips.



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



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

Schedule Adherence	Standard	Jan-22	Feb-22	Mar-22	Apr-22	4-Month Average
Early Departure	<1%	0.0%	0.3%	0.3%	0.0%	0.1%
Departures within 0-5 minutes	>85%	92.0%	90.4%	91.8%	90.0%	91.0%
Monthly Wheelchair Boardings	No standard	2,009	2,041	2,341	2,370	2,190
Monthly Bicycle Boardings	No standard	3,924	3,215	4,133	4,448	3,930

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

<p>On Detour</p>
<p>Detour Required</p>
<p>No Detour</p>

- **U.S.181 & 361 Interchange in Gregory** Began mid-2019 and is now half complete.
 - Route 51 (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)
- **Park Road 22 water exchange bridge** Began late 2020. Slight detour only.
 - Route 65 (No stops impacted)
- **Winnebago & Lake St.-(Harbor Bridge reconstruction):** Began August 2020.
 - Route 12 (**10 stops impacted**)
- **Ayers St.** (SPID-Gollihar) (28) Project began January 2020 with anticipated completion in mid-May 2022.
 - Routes 19G, 19M, 21, 23 & 37 (**6 stops remain closed 1 reopened**)
- **Ocean Dr. Resurfacing** (Robert Dr.-Ennis Joslin) Project began March-2021. Project to be complete mid-May 2022.
 - Route 6 (**14 stops remain closed**)
- **Leopard St.** (Nueces Bay to Palm) (14) month project: Began April 2021-anticipated completion is late-2022.
 - Routes 27 & 28 (**4 stops closed**)
- **Port Ave.** Utility Replacement Project (6) month project: Began March 2022-anticipated completion in September 2022.
 - Routes 23 & 37 (**2 stops impacted**)
- **S. Staples St.** (Kostoryz- Baldwin) (29) month project: Began March 2021
 - Route 29 (**8 Stops closed**) Detour from Staples to Alameda to Texan Tr.
- **Leopard St.** (Crosstown to Palm) (14) month project to begin 2023. This Bond project will extend the current/existing Leopard St. detour.
 - Routes 27 & 28 (**9 stops will be impacted**)
- **Everhart Rd. (SPID-S. Staples):** Project could begin mid-2022.
 - Routes 32 & 37 (**7 stops will be impacted**)

For March 2022, there were 12 detoured routes out of 32 fixed route services in operation. This equates to approximately 38% of CCRTA services travelling on the local streets. Detoured bus route services include: 6, 12, 19, 21, 23, 27, 28, 29, 37, 51, 76 & 78.

Total number of bus stops currently impacted or closed is **44**.

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

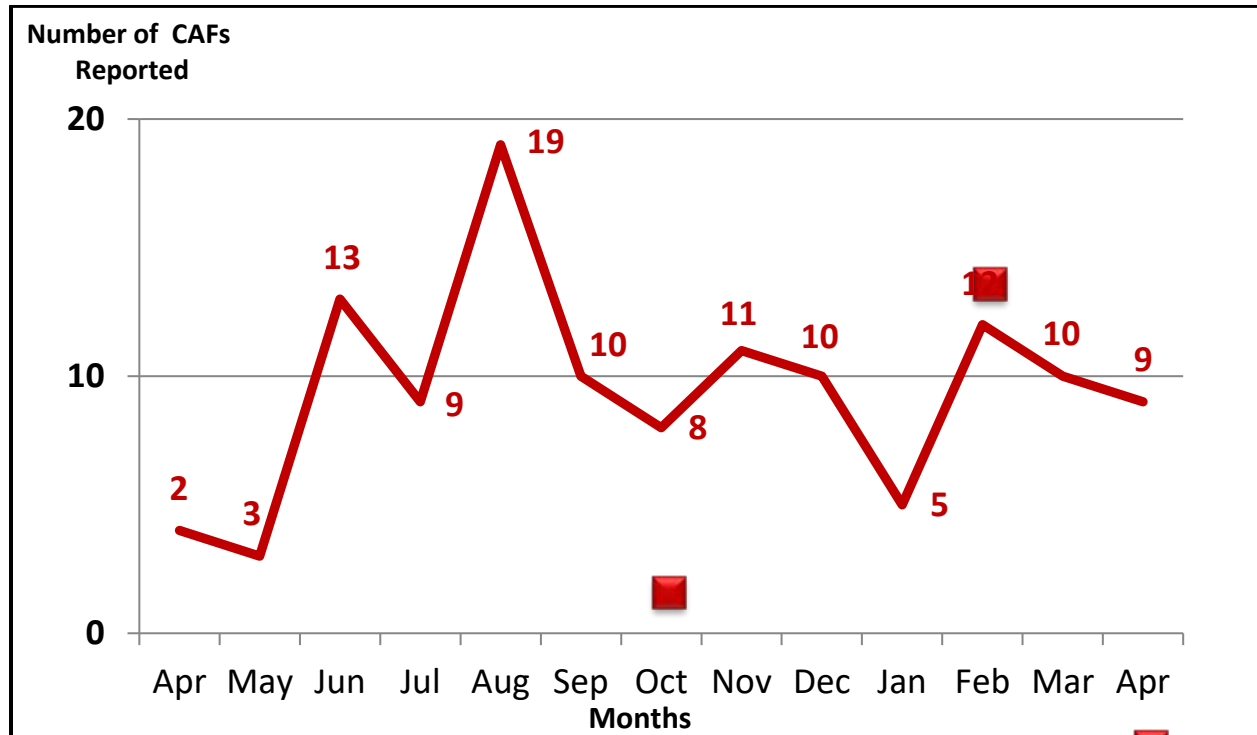
In April 2022, B-Line service metrics were impacted by the COVID-19 pandemic.

- Productivity: **2.37** Passengers Per Hour (PPH) did not 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): **15,950** did meet the contract standard of 12,250 miles.
- Ridership Statistics: **8,679** ambulatory boardings; **3,670** wheelchair boardings

Metric	Standard	Jan-22	Feb-22	Mar-22	Apr-22	(4) Month-Ave.
Passengers per Hour	2.50	2.05	2.24	2.34	2.37	2.25
Denials	0.00%	0.00%	0.00%	0.00%	0.00%	0.0%
Miles Between Road Calls	12,250	37,243	16,138	28,451	15,950	24,445
Monthly Wheelchair Boardings	No standard	2,835	2,765	3,737	3,670	3,252

Customer Programs Monthly Customer Assistance Form (CAF) Report

For April 2022, Customer Service received and processed 9 (CAF's) Customer Assistance Forms. 9 CAF's is 1 less than the previous month and represents a 11% decrease. Included in the total CAF count for April was one commendation.



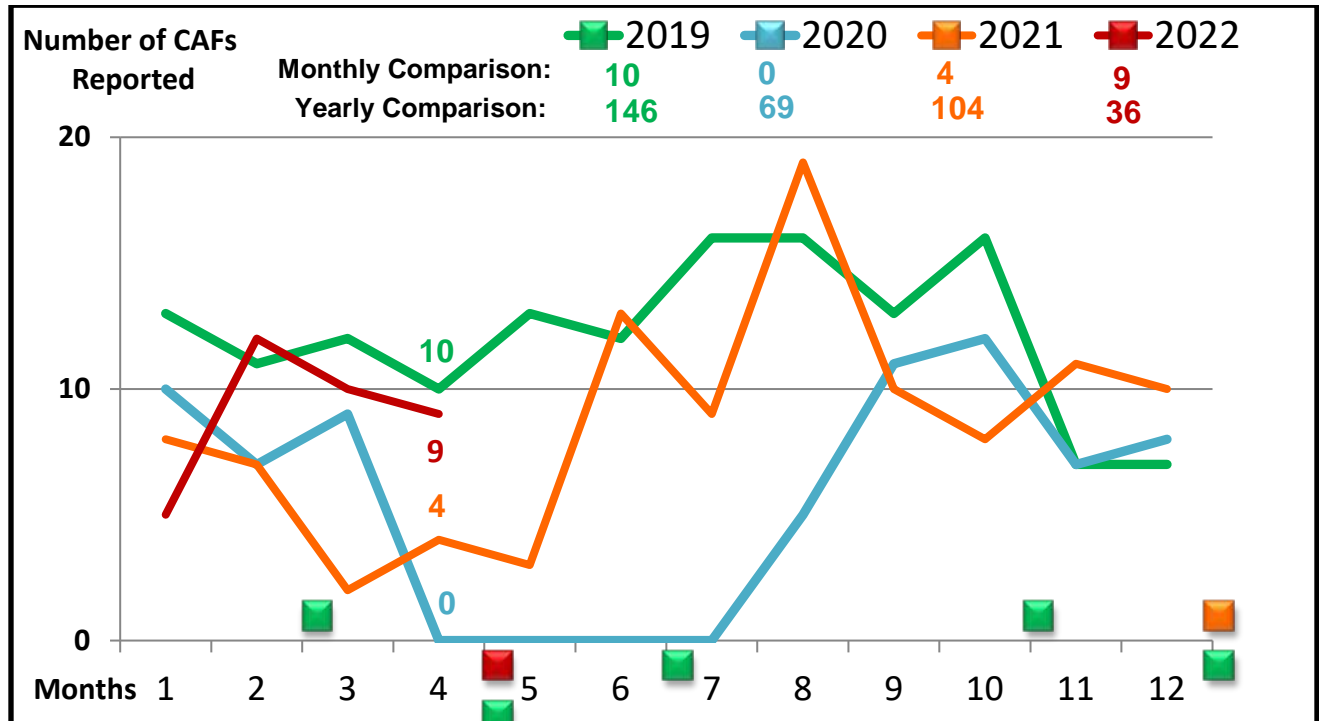
Route Summary Report:

Route	# of CAFs	Route	# of CAFs
#3 NAS Shuttle		#34 Robstown North Circulator	
#4 Flour Bluff		#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		#56 Flour Bluff/Downtown Express	
#17 Carroll/Southside	1	#60 Islander Connection	
#19 Ayers		#65 Padre Island Connection	
#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	
#27 Northwest		B-Line (Paratransit) Services	2
#27x Northwest (Express)		Safety & Security	2
#28 Leopard/Omaha		Facilities Maintenance	
#29 Staples	1	Customer Service Department	
#29F Staples/Flour Bluff	1	Service Development/Facilities	
#29SS Staples/Spohn South		Facilities/Service Development	
#30 Westside/Health Clinic		Transportation (Other) ADA	
#32 Southside	1	TOTAL CAF's	9

CAF Breakdown by Service Type:

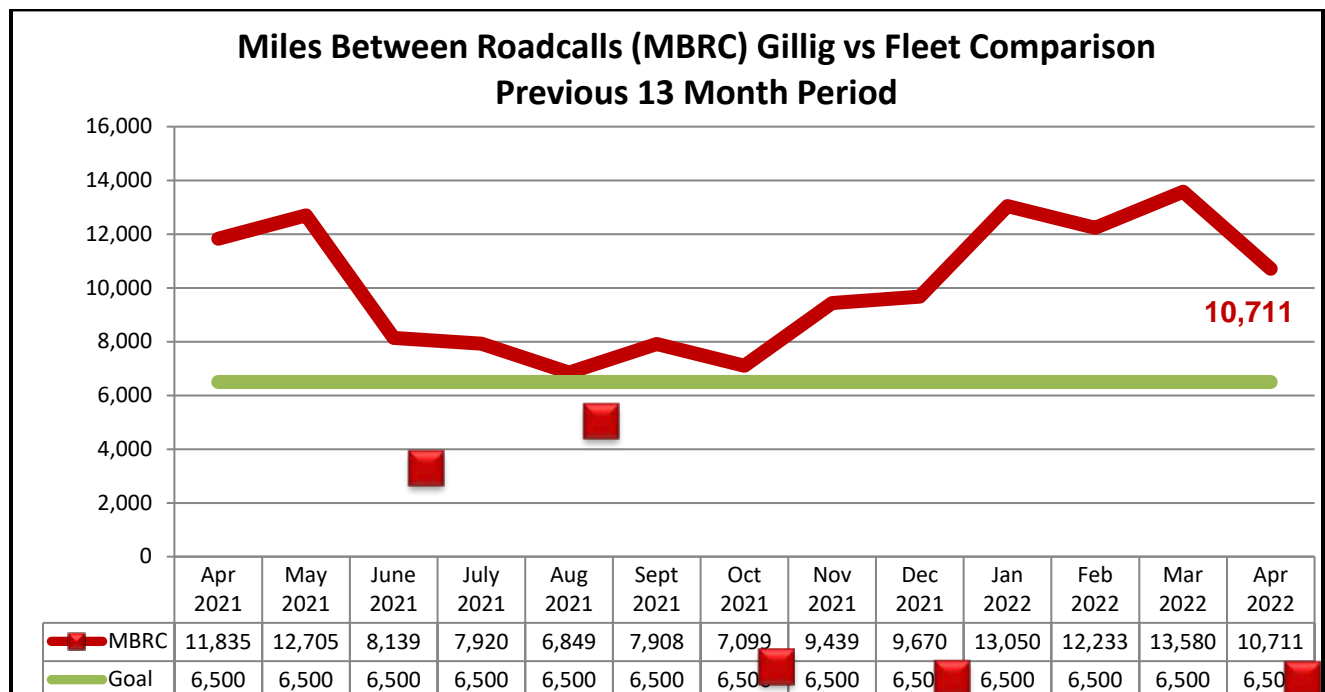
CAF Category	RTA Fixed Route	B-Line ADA Paratransit	MV Fixed Route	Totals
ADA				
Service Stop Issues	1		1	2
Driving Issues	2	1		3
Customer Services				
Late/Early – No Show				
Alleges damage to cart	1	1		2
Fare/Transfer Dispute				
Clean Trash Can				
Dispute Drop-off/Pickup				
Add Bench/Stop				
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				
Rude	1			1
Facility Maintenance				
Service Development				
Vehicle Maintenance				
Over Crowded Vehicle				
Route Suggestion				
Service Maintenance				
Commendations	1			1
Total CAFs	6	2	1	9

CAF Reports: Current and Historical (4) Year Trends



Vehicle Maintenance Department: Miles Between Road Calls Report

In April 2022, there were 10,711 miles between road calls (MBRC) recorded as compared to 11,835 MBRC in April 2021. A standard of 6,500 miles between road calls is used based on the fleet size, age and condition of CCRTA vehicles. In addition, seasonal high weather temperatures impact the number of road calls.



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: 

Jorge G. Cruz-Aedo
Chief Executive Officer