



AGENDA MEETING NOTICE

Board of Directors Meeting

DATE: Wednesday, May 11, 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.	Discussion and Possible Action to Approve Board of Directors Meeting Minutes of April 6, 2022	D. Leyendecker	3 min.	Pages 1-16
7.	Committee Chair Reports a) Administration & Finance b) Operations & Capital Projects	G. Canales E. Salazar	5 min. 5 min.	----
8.	Presentation - American Public Transportation Association Certificate of Merit to CCRTA for 2022 Bus Security Program Excellence	J. Cruz-Aedo	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.			
			3 min.	Pages 17-18
	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			
10.	Update on RCAT Committee Activities	S. Montez	5 min.	<i>PPT</i>
11.	Presentation and Public Hearing – Public Feedback, Title VI Service Equity Analysis Findings, and Service Recommendations for Pilot Routes 93 and 95	D. Majchszak	10 min.	<i>PPT</i>
12.	Discussion and Possible Action to Approve Making Pilot Routes 93 and 95 Permanent	D. Majchszak	5 min.	Page 19-20 <i>PPT</i>
13.	Discussion and Possible Action to Adopt the Revised 2022 Emergency Preparedness Policy	M. Rendón	5 min.	Pages 21-37 <i>Attachment</i> <i>PPT</i>

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14.	Discussion and Possible Action to Award a Contract to Abtech Technologies for Server and Storage Replacement	R. Saldaña	3 min.	Pages 38 <i>PPT</i>
15.	Discussion and Possible Action to Award a Contract to Computer Solutions for Cisco Network Switches Replacement Phase 1	R. Saldaña	3 min.	Pages 39 <i>PPT</i>
16.	Update on Public Feedback, Marketing Design for the Long Range System Plan	R. Patrick	3 min.	<i>PPT</i>
17.	Presentations: <ul style="list-style-type: none"> 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 	<ul style="list-style-type: none"> R. Saldaña Laura Stewart, USI Consulting Group Joseph Meyers, USI Consulting Group R. Saldaña R. Saldaña D. Majchszak 	<ul style="list-style-type: none"> 10 min. 10min. 4 min. 4 min. 4 min. 	<ul style="list-style-type: none"> Pages 40-59 <i>PPT Attachment A</i> Pages 60-77 <i>PPT Attachment B</i> Pages 78-89 <i>PPT</i> <i>PPT</i> Pages 90-100<i>PPT</i>
18.	CEO Report	J. Cruz-Aedo	10 min.	<i>PPT</i>
19.	Board Chair Report	D. Leyendecker	10 min.	-----
20.	Adjournment	D. Leyendecker	1 min.	-----

Total Estimated Time: 1 hour 59 mins.

On **Friday, May 6, 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, April 6, 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. Administered the Oath of Office to Nueces County Appointee, Aaron Muñoz
7. Adopted a Resolution Establishing a Rural and Small Cities Transit Committee
8. Heard Announcement of Committee Chairs and Confirmed Committee Chairs and Appointments
9. Elected Vice Chair of the Board
10. Approved Board of Directors Meeting Minutes:
 - a) Board of Directors Meeting Minutes of March 2, 2022
 - b) Board of Directors Meeting Minutes of September 4, 2021
11. Heard Committee Chair Reports
 - a) Administration & Finance
 - b) Operations & Capital Projects
12. Heard Update on RCAT Committee Activities
13. Confirmed Three (3) Reappointments to RTA's Committee on Accessible Transportation (RCAT) for a Two-Year Term
14. Heard Update on Del Mar College Bus Stops
15. Approved Consent Items
 - a) Reschedule the May Board of Directors Meeting from May 4, 2022 to May 11, 2022
 - b) Issue a Request for Proposals for Security Camera System
 - c) Issue a Request for Proposals (RFP) for Windstorm and Hail Insurance for Fiscal Year 2022-2023 to Adopt the New Fare Policy
16. Heard CCRTA's Response to COVID-19
17. Hears Presentation of two Texas Transit Association Awards
 - a) 2021 TTA Outstanding Metropolitan System – CCRTA
 - b) TTA Special Recognition to Mr. Jorge Cruz-Aedo
18. Heard Presentation CCRTA's TTA 2023 Conference Announcement
19. Tabled Marketing Design for the Long Range System Plan
20. Awarded a Contract to Silsbee Ford, Inc. for Four Transportation Support Vehicles
21. Adopted a Resolution to Support Low or No Emission Grant 5339(c) and Grant for Buses and Bus Facilities 5339(b) Consolidated FY2022 Funding Opportunity
22. Heard Presentations –
 - a) February 2022 Financial Report
 - b) April Procurement Update
 - c) December 2021 Safety and Security Report
 - d) February 2022 Operations Report
23. Heard CEO Report
24. Heard Chairman's Report
25. 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 Mr. Matt Woolbright, 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, 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, Mike Rendón, Robert Saldaña, Angelina Gaitan, and Marisa Montiel. MV Transportation: Ben Schmidt, Mark Collins, Darrin Hoover and Tameka Weathers.

Public Present TWU representatives: Sean Doyle & Angelo Cucuzza. Kristie Veit, Jesse Gatewood and Becky Moeller. Mario Delgado, City of McAllen. Creative Bus Sales: Ryan Frost and Jeff Johnson.

Safety Briefing

Mr. Mike Rendón welcomed the new Board Director to the team and presented the safety briefing to the Board and audience. He noted that if there is an emergency and everyone needs to exit quickly, 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

Public Comment has been made available online to the Public on the CCRTA website at the following link: <https://www.ccrta.org/news-opportunities/agendas/>.

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 15 public comments were received online and they have been provided to each Board Member labeled "Exhibit 1". They read as follows:



1. Philip - "Our policy handbook changes are constant and often we have no clue of the changes. Bulletin Board postings are not enough! With a union where we will elect those who will speak for us. We can streamline the policy change process so that we can stop management blaming us when we don't know of a change that only shows up on a billboard."
2. Jeremy Garcia - "We are getting no support from dispatch when we have issues with passengers at CCRTA. I am sick and tired of calling in disruptive passengers only to be told "It's OK. Let them Ride. It's not ok!"
3. Jason - "Support TWU"
4. DeWitt Ewing - "The TWU (Transport Workers Union) is in the process of trying to organize the RTA and they are receiving pushback from the RTA and their attorney (John Bell)"
5. Barbara Garza - "I am writing to you today because I am frustrated at the lack of progress in our attempt to unionize with TWU. Every day at CCRTA is a guessing game as managers are never on the same page. Rules are being interpreted by managers differently and they are constantly changing. Give us an opportunity to have elected representatives speak to these issues on behalf of all the workers. The open door policy is a joke. It does not work and does not solve the inconsistency issue I am bringing forward. Recognize TWU"
6. Michael Martinez - "Time Between Shifts - Requesting it be increased to at least ten hours. Currently it is considered "acceptable" to only provide eight hours between operator shifts. What is not "acceptable" is that this does not take into consideration (1) drive time (both from and to work), (2) need to eat, and (3) time to get ready for work. Most operators do not live next to the garage. For instance, I live thirty minutes from work. That takes the eight hours down to seven. Most routes only allow time enough to go to the bathroom, let alone time to be able to eat a small snack which means there is a need to eat after getting off work. If the operator is lucky, they have someone that will already have something made for when they get home. If they aren't lucky, they have to make it first before they can eat. That takes the time down another thirty minutes to an hour. Seven hours is now down to, for argument, six and a half hours. Finally, take into consideration getting ready for bed and getting ready for work. Again, if the operator is lucky, will give the operator ten minutes to get ready for bed, and thirty minutes to get ready for work. Final time for the operator to get sleep is just under six hours. Reality wise, it's even less than that. Most people can not go to sleep right away, and do not jump up out of bed right away to get ready for work."
7. Frank Rangel - "There is so much confusion and deception when it comes to runs added to my schedule. I have asked for extra runs but have been shut out of this while the extra board operators are being used instead. What's worse is that I have been told that if I do not show up for a potential run (and the extra board coverage is not used) I am threatened with an attendance violation. We need a union here at CCRTA to stop these confusing games that are being played. A union that could work with management to fix these low morale causing issues."
8. Christina Cantu - "Don't agree with how occurrences are given out even with valid doctors notes."



9. Joshua Martinez – “Transportation workers union”
10. Kristie Veit – “Support TWU! No games!”
11. Robert W. Lord – “The members of Plumbers Local Union 68 fully support the rights of the men and women employed by the CCRTA to unionize and collectively bargain!!”
12. Ed Sills (ed@texasaflcio.org) – “Offering support for workers at the CCRTA who wish to speak up together through the Transport Workers Union.”
13. Myra Garcia – “DOT. Just recently our RTA administration changed the DOT regulations for commercial licenses drivers and mechanics. I don't understand is why this had to happen, in our TEXAS DOT regulations is basic physical assessments, touch toes, eye testing, and sound effects. I don't see is why RTA is changing this requirement, not all drivers or mechanics are able to do this., drivers and mechanics have been doing this job for a long time now, even before some of you been born. My concern is that not all employees are able to preform all items on the list and we will be losing some hard, working dedicated employees, just because our administration needs to change our DOT REGULATIONS. We need our voices to be heard and that's why we need a union to help.”
14. Bob Comeaux – “I support the rights of workers to "join, form, or support" the union of their choice -- the law of the land for almost 90 years!”
15. Paul Brock – “Expressing my support for Corpus Christi RTA Workers to form a Union.”

Ms. Montiel called the first speaker signed up for public comment in person. Mr. Sean Doyle, TWU International Representative stated he is the Assistant Director Organizer for the Transport Workers Union of America, AFLCIO. He stated he spoke to the Board last month and he wanted to expand upon some of the comments that I made regarding the previous recognized union at CCRTA. He mentions that at the last board meeting he stated that there are no longer any former union officials employed with CCRTA that were part of the financial misappropriations that took place during their tenure, however, it has come to his attention that one of the individual employees involved remains on the CCRTA payroll, in a managerial position. He stated they find it ironic that the CEO, Cruz-Aedo, makes comments and questions as to why someone was hired as part of that corruption on the management team. He states they hope that the comments submitted this month will be taken seriously and addressed along with the issues brought forth last month to this board. He states that the TWU appreciates that concern has been shown to the workers. Also, that they have been informed by the workers at the CCRTA that there has been an attempt to build a better relationship between labor and management. He follows with some of the feedback that they have received is “why now?”. He states that a pancake or a brisket sandwich does not improve their morale, work-life balance, and the staffing shortages that plague over the long term. He states they are here to be the voice of the workers and to bring to attention to the issues that they face on a daily basis. He feels it's important for the Board to understand that the collaborative relationship between labor and management is productive to build morale and to retain workers that would ultimately provide a better customer service experience for the community. He states TWU strongly believes that over the long term this will be beneficial



in solving these issues at the local level and not here before the board on a monthly basis. TWU is committed to helping these workers to gain a voice in the workplace and are prepared to handle these issues on their behalf either way. He states that they have quite a few people that are very interested in joining the TWU, and that they would like to be the recognized union here on the property, and represent these workers and make sure that they are represented to the fullest of their ability.

Ms. Montiel stated Mr. Angelo Cucuzza, TWU International Representative was up to speak next. He introduced himself as the Organizing Director for the Transport Workers Union of America, AFLCIO. He opened with stating that the Board has heard from his colleagues about their desire to see this board recognize the TWU as the labor representative for the operators, mechanics and custodians of the agency. He is addressing the Board today to call to their attention the opportunities RTA stands to lose without a basic labor representation agreement with their workers. He states he recently read where RTA announced a partnership with CTE as the agency recognizes it's needs to modernize its fleet and infrastructure with new federal funding initiatives being made available primarily through grants. TWU has firsthand knowledge of the work CTE does through their collaborative work over the last few years. He states new federal grant opportunities will help ensure the long-term viability of transit agencies, creating a far more efficient and friendly transportation model that sustains both growth and efficiency. He follows with saying he states fact that increased access to these grants for CCRTA will be less advantageous if the agency does not have a labor friendly working relationship with its employees. He says by blocking their basic attempts for a formal recognition, federal agencies will score RTAs request for grant moneys less favorably. Greater access to discretionary funding requests for awards like the DOT's raise grant, the FTA's low or no emission grant program and the \$372 million grant for buses and bus facilities program, is directly linked to a transit agency's ability to show labor management partnerships that highlight an emphasis on training, apprenticeship and collaboration that includes a free and fair choice for workers to join a union. He states that RTAs hesitancy to work with its workers over their desire to see union representation, could negatively impact its scorecard as it seeks lucrative federal funding opportunities. He asks RTA to confirm what he is stating with their government affairs team and with CTE leadership. He mentions across TWUs other properties there's an aggressive ongoing collaboration between TWU and transit agency leaders to attain every dime of federal funding that is out there because of the latest infrastructure initiatives. He states TWU's Washington, D.C., Government Affairs Team who had a major hand in drafting the legislation that is now driving these funds, is currently working with their transit division staff as work through agency funding requests, he asks to call Houston metro for confirmation. He reminds the Board that future grant announcements come with labor friendly clauses for distribution for at least the next two years. He states that there is no doubt that CCRTA will benefit from a similar type of relationship. TWU and other labor affiliates including the Texas Gulf Coast AFLCIO work tirelessly to maximize the amount federal funding now available from the current administration and its related agencies. He states they stand ready to work together with RTA to also maximize the amount of available federal funding



opportunities, should the Board choose to recognize your workers needs and desire for a union.

Next to speak was Ms. Kristie Veit with the Communication Workers of America, local 6167 in Corpus Christi and related AFLCIO and the Coastal Bend Labor Council. She states she wanted to speak as a Corpus Christi resident today and she believes that this board will recognize and that they will come a sense of common decency that will serve everyone in the future along with decency by acknowledging these workers' rights. She states that is what freedom means, no games, no suppression. Freedom to actively to organize and to fight for a better future for their families and their community. She states, as a member of this community, she is asking the board to consider TWU when their time is right that the RTA recognizes TWU in the RTA facility and this community.

Mr. Jesse Gatewood with International Electrical Workers Local Union 278. He states the organization that he belongs to has fought for his rights as a worker, and have increased his standard of living as an electrician. He states they were formed for safety purposes in 1891. He states that they are there today to ask the Board, if the workers will be able to form an organization in order to better work for the working conditions, benefits and wages. He mentions that with this organization, there is a chain of employees and a chain of management. The meet and confer agreement would be able to bind that chain. He states that agreement addresses the wages, benefits and working conditions, binds the chain together and gives both sides the protection they need to make the organization thrive and survive in today's economy. He thanked the Board for considering TWU.

The last speaker was Becky Moeller, retired with Texas AFLCIO and CWA 6137. She stated she retired from Austin and moved back to Corpus Christi in 2015. She states she is probably the one in this room who appears old enough to have supported the five-cent tax rate to fund the RTA. The labor council in those days did support that, and she states they were criticized by some of their members for that support of the RTA because tax-and-spend but she states they said that they need a good transit system. She says she feels that they had a good transit system up until now. She hopes that the Board will consider the Transport Workers Union request to be organized. She says that as everyone reads all across the newspapers, people are trying to exercise their rights and to get a voice in the workplace from Starbucks to independent journalists to any number of people who want to work with their employer to make it a better place to work, make it more profitable, and that's really what part of this is about. She states she wants RTA to be here over the long haul. We want transport workers also to be here over the long haul to represent the drivers. She states these employees are the face to the public and they're the face of RTA to the public. She says they spend time with the people on the bus. She says the Board probably does not and how many times they have ridden the bus Corpus Christi, Texas. She says that she did in Austin more than ever in Corpus Christi saying that the they need to be more supportive of that. She urged the Board to recognize Transport Workers Union as the voice for the workers, the voice to visit with the board on issues, to make improvements into the system of the RTA and Corpus Christi, Texas, and give the workers their voice. She states that they will help them solve some of the issues



that you have. She says that is the way that unions work with good employers, is together and collaboratively but they need to be recognized in order to do so.

Administer the Oath of Office to Nueces County Appointee, Aaron Muñoz

At this time, Mr. John Bell, CCRTA Legal Counsel, administered the Oath of Office to Nueces County Appointee, Mr. Aaron Muñoz. Photos were taken with Mr. Muñoz, his family and the Board Chair.

Discussion and Possible Action to Adopt a Resolution Establishing a Rural and Small Cities Transit Committee

Chair Leyendecker opened up with stating that he had wanted to add this committee to help reach out to all the rural areas in the county. He stated he believes there was a more informal committee in the past but that he would like to reintroduce the committee in a more formal manner. He stated he appreciates the Board support on this item. Director Allison expressed her support in stating that there are so many people in the rural areas that have a workforce that the RTA needs to help move around and she is excited that the committee will help with the outreach to the outlying areas. Director Canales said she echoes Director Allison's comments.

DIRECTOR ELOY SALAZAR MADE A MOTION TO ADOPT A RESOLUTION ESTABLISHING A RURAL AND SMALL CITIES COMMITTEE. DIRECTOR PATRICIA DOMINGUEZ SECONDED THE MOTION. ALLISON, CANALES, CHARO, DOMINGUEZ, GONZALEZ, JIMENEZ, LEYENDECKER, SALAZAR, AND WOOLBRIGHT VOTING IN FAVOR. ABSENT SKROBARCZYK.

Announcement of Committee Chairs and Appointments by the Board Chair and Action to Confirm Committee Chairs and Appointments

Chair Leyendecker announced his Committee Chairs and Appointments, stating they had been provided in the Board Packet as well. Administration and Finance Committee: Gabi Canales (Committee Chair), Lynn Allison, Patricia B. Dominguez, Aaron Muñoz and Philip Skrobarczyk. Operations and Capital Projects Committee: Eloy Salazar (Committee Chair), Beatriz Charo, Armando Gonzalez, Anna Jimenez and Matt Woolbright. Rural and Small Cities Transit Committee: Patricia B. Dominguez (Committee Chair), Beatriz Charo and Armando Gonzalez. Chair Leyendecker also stated that the members will be required to confirm these appointments by a vote.

DIRECTOR MATT WOOLBRIGHT MADE A MOTION TO CONFIRM THE COMMITTEE CHAIRS AND APPOINTMENTS. DIRECTOR ANNA JIMENEZ SECONDED THE MOTION. ALLISON, CANALES, CHARO, DOMINGUEZ, GONZALEZ, JIMENEZ, LEYENDECKER, SALAZAR, AND WOOLBRIGHT VOTING IN FAVOR. ABSENT SKROBARCZYK.



Action to Elect Vice Chair of the Board

Chair Leyendecker called for any nominations for Vice Chair of the Board. Director Charo nominated Anna Jimenez for Vice Chair of the Board. Chair Leyendecker called for any other nominations and heard none.

DIRECTOR BEATRIZ CHARO MADE A MOTION TO ELECT ANNA JIMENEZ AS VICE CHAIR OF THE BOARD. DIRECTOR ELOY SALAZAR SECONDED THE MOTION. ALLISON, CANALES, CHARO, DOMINGUEZ, GONZALEZ, JIMENEZ, LEYENDECKER, SALAZAR, AND WOOLBRIGHT VOTING IN FAVOR. ABSENT SKROBARCZYK.

Discussion and Possible Action to Approve the Board of Directors Meeting Minutes of March 2, 2022 and September 4, 2021

Chair Leyendecker asked if anyone had any comments regarding the meeting minutes and heard none.

DIRECTOR LYNN ALLISON MADE A MOTION TO APPROVE THE BOARD OF DIRECTORS MEETING MINUTES OF MARCH 2, 2022 AND SEPTEMBER 4, 2021. DIRECTOR ARMANDO GONZALEZ SECONDED THE MOTION. ALLISON, CANALES, CHARO, DOMINGUEZ, GONZALEZ, JIMENEZ, LEYENDECKER, SALAZAR, SKROBARCZYK AND WOOLBRIGHT VOTING IN FAVOR. ABSENT NONE.

Committee Chair Reports

There was nothing to report from the Administration & Finance Committee or the Operations & Capital Projects Committee Chairs.

Update on RCAT Committee Activities

Ms. Sharon Montez, Managing Director of Capital Programs and Customer Services, presented the item. She displayed the RCAT Mission Statement, purpose and the RCAT Committee Members. She stated the RCAT meeting was held on March 17, 2022 and she covered the items that were presented to the Board at the March 2nd meeting. She discussed with RCAT the Fare Policy, Issue and Invitation for Bids for Del Mar College South, Issue and Invitation for Bids for the Construction of Port Ayers Transfer Station, January Operations Report and Travel Training Briefing. She gave the dates of the upcoming RCAT Meetings. The next meeting will be held April 21, 2022. Director Jimenez asked if the meeting is back in person and Ms. Montez responded, yes. Chair Leyendecker pointed out that the meetings are open to the Board Members and Ms. Montez confirmed.



Action to Confirm Three (3) Reappointments to RTA's Committee on Accessible Transportation (RCAT) for a Two-Year Term

Ms. Montez presented the item stating the Board Priority is Customer Service. She provided a brief background stating that each member is originally appointed to a two-year term, except for the Chair, who serves at the pleasure of the RTA Board. Members may be appointed for up to four consecutive two-year terms. A committee member who has reached the term limit of eight consecutive years of service may apply for a membership after a one-year absence. She then provided the names of the three RCAT Committee Members who are seeking reappointments: Rhonda Alvarez (third term), Randal Chisamore (third term) and Celia Mendez (third term). Ms. Montez stated that in order to continue the selection process, CCRTA's Board of Directors must take action to confirm these reappointments.

DIRECTOR ANNA JIMENEZ MADE A MOTION TO CONFIRM THREE (3) REAPPOINTMENTS TO RTA'S COMMITTEE ON ACCESSIBLE TRANSPORTATION (RCAT) FOR A TWO-YEAR TERM FOR MS. RHONDA ALVAREZ, MR. RANDAL CHISAMORE AND MS. CELIA MENDEZ. DIRECTOR ELOY SALAZAR SECONDED THE MOTION. ALLISON, CANALES, CHARO, DOMINGUEZ, GONZALEZ, JIMENEZ, LEYENDECKER, SALAZAR, SKROBARCZYK AND WOOLBRIGHT VOTING IN FAVOR. ABSENT NONE.

Update on Del Mar College Bus Stops

Ms. Montez opened with stating this is an update on the Del Mar College Southside Campus Project. She stated that the campus is now being named Del Mar College Oso Creek Campus and stated that CCRTA will rename theirs as well. She stated that part of the design aesthetic is using textures/colors to represent a coastal community theme. The site plan for the overall phasing of Del Mar College was displayed. She pointed out the red areas representing where the bus stops will be located, one on Yorktown Blvd. and one on Rodd Field Rd. She discussed how with this particular concept the RTA is looking at incorporating resilience, security, a covered area for two buses and accessibility. She showed the design of the two stops in both daytime and evening settings while pointing out specific amenities. Next, she displayed the tentative project schedules of both Del Mar College and CCRTA along with the design schedule. She introduced Mr. Phillip Ramirez, the Principle at Turner Ramirez Architects. He thanked the Board for the opportunity and stated how excited they are to be apart of the project. Director Allison stated that the design is beautiful and she loves the continuity between the police academy and the stops. Chair Leyendecker asked if there would be any solar panels and Ms. Montez noted that not with this particular piece, however, it could be a possibility in the future when the RTA applies for future funding.



Consent Items

- a) Action to Reschedule the May Board of Directors Meeting from May 4, 2022 to May 11, 2022
- b) Action to Issue a Request for Proposals for Security Camera Systems
- c) Action to Issue a Request for Proposals for Windstorm and Hail Insurance for Fiscal Year 2022-2023

DIRECTOR ELOY SALAZAR MADE A MOTION TO APPROVE THE CONSENT ITEMS A) THROUGH C). DIRECTOR ANNA JIMENEZ SECONDED THE MOTION. ALLISON, CANALES, CHARO, DOMINGUEZ, GONZALEZ, JIMENEZ, LEYENDECKER, SALAZAR AND WOOLBRIGHT VOTING IN FAVOR. ABSENT SKROBARCZYK.

CCRTA Response to COVID-19

Mr. Jorge Cruz-Aedo, CEO, reported the item. He stated that over the past few months the COVID-19 rate has slowed down in the area. Staff continues to maintain cleanliness and practice appropriate safety measures. Both CCRTA and MV Transportation Contractor employee numbers continue to decrease. CCRTA continues to prioritize the safety of the workplace and the community by attempting to mitigate the virus. Staff continues to coordinate vaccine clinics with the Corpus Christi Health Department for staff and family members to receive their vaccinations and boosters. Mr. Cruz-Aedo noted that staff continues to follow CDC mask requirements, however, there may be a change on April 18th depending on the directions from Washington, D.C. in regards to the matter.

Presentation of Two Texas Transit Association Awards

Mr. Jorge Cruz-Aedo introduced Mario Delgado, TTA Board Secretary and Treasurer. Mr. Delgado presented the two following awards to CCRTA and Mr. Jorge Cruz-Aedo.

- a) 2021 TTA Outstanding Metropolitan System presented to CCRTA – Mr. Delgado mentioned that apart of the annual TTA conference, TTA recognizes greatness among transit systems. During this years' event, CCRTA received this award and competed against the likes of agencies like DART, Capital Metro and Houston Metro. CCRTA was recognized for its excellence in financing and budgeting. CCRTA received praise from FTA for tracking and use of grant funds and were able to transform its transit system through innovation, accessibility and community relations all while weathering a global pandemic.
- b) TTA Special Recognition to Mr. Jorge Cruz-Aedo – Mr. Delgado stated that this year TTA created a new award for outstanding leadership and support during these difficult times. Mr. Delgado addressed Mr. Cruz-Aedo stating his contributions to public transit during the pandemic have been invaluable for CCRTA and for the State of Texas and the Texas Transit Organization. He thanked him for his leadership and support. He acknowledged CCRTA for being awarded for the State of Texas by the Texas Transit Association. Photos were taken at this time.



At this time, Chair Leyendecker welcomed City of Corpus Christi Council Member, John Martinez. Mr. Martinez presented a Certificate of Accommodation for CCRTA in recognition and in appreciation on behalf of the City of Corpus Christi. He stated that Mr. Cruz-Aedo and his workforce are outstanding partners who provide assistance to the community residents. He stated the dedication of organizations to provide quality transportation options for the residents is deeply valued by the community. Additionally, the City of Corpus Christi would like to congratulate Mr. Cruz-Aedo for his representation in the industry. Photos were taken at this point.

Next, Ms. Belinda Hinojosa Persohn spoke on behalf of Nueces County Judge, Barbara Canales. She wanted to send her regards in receiving the prestigious award and presented a proclamation of congratulations. She then read the proclamation. In closing, she stated that Barbara Canales, Nueces County Judge, congratulates the Transit Authority as being recognized as an outstanding transit system and further congratulated Mr. Jorge Cruz-Aedo for his special achievement award for his outstanding leadership. Photos were taken at this point.

Presentation CCRTA's TTA 2023 Conference Announcement

Mr. Jorge Cruz-Aedo played a video of the Texas Transit Association Conference Announcement which announced Corpus Christi, TX as the host city of the TTA Annual Conference in 2023. The conference will be held April 11th-15th, 2023. He noted that the attendance last year in Austin, TX was 758 delegates. Mr. Cruz-Aedo would like to do draw that many, if not more, to this conference.

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. Ms. Patrick stated that CCRTA will be conducting and outreach marketing campaign to bring awareness to the long-range system plan. The campaign will encourage participation in the process through public meetings, stakeholder meetings and surveys. A QR code will be added to advertisement and website. She then displayed three different outreach marketing campaign name options. They were as follows: Fleet Forward 2022, Enhancing the Rider Experience Together, Vamanos and Progress. She stated that CCRTA would kick off the campaign with providing a press release to the media and by the bus wrap design. The bus wrap would be in English and Spanish and as well on the bus stop benches. There will be advertising in the buses, at transfer stations and on social media. CCRTAs Marketing Team will create designs and assist where needed. There will be radio and television spots and possible free PSAs. Nelson/Nygaard will coordinate outreach. Director Allison asked if the staff asked the opinions of the RTA employees. Ms. Patrick responded that she did discuss with the Managing Directors but not the entire staff. The Board went down the line and voted on their choice 1, 2, or 3. The votes came tied at four to four between option 1. Fleet Forward and 2. Vamanos. Director Canales suggested doing a poll with the community and the RTA staff to see what turns up. Chair Leyendecker agreed and suggested the item be tabled until the next meeting.



Discussion and Possible Action to Award a Contract to Silsbee Ford, Inc. for Four Transportation Support Vehicles

Mr. Derrick Majchszak presented the item stating the Board Priority is Public Image and Transparency. He gave background on the transportation support vehicles. They cover an 846 square mile service area utilized by support staff and street supervision. The Transportation Support Vehicles had met their useful life. The DBE participation is zero percent. He also stated the financial impact of the four transportation support vehicles is budgeted for \$211,992.00 and is a 2021 CIP project funded partially by 5307 funds. Silsbee ford, Inc. was the sole bidder with a total bid of \$115,326.00 or \$28,831.50 per SUV. The federal 80% match is \$92,260.80 and CCRTAs 20% match is \$23,065.20.

DIRECTOR LYNN ALLISON MADE A MOTION TO AWARD A CONTRACT TO SILSBEE FORD, INC. FOR FOUR TRANSPORTATION SUPPORT VEHICLES. 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 a Resolution to Support Low or No Emission Grant 5339(c) and Grant for Buses and Bus Facilities 5339(b) Consolidated FY2022 Funding Opportunity

Mr. Majchszak presented the item stating the Board Priority is Financial Transparency. He gave a background on sustainable transit for a healthy planet. The U.S. Goals are to achieve a 50-52% reduction from 2005 levels in net greenhouse gas (GHG) pollution in 2030. Also, to encourage transit agencies to reduce GHG emissions from Public Transportation. Transit bus fleets are undergoing dramatic shifts toward alternative fuel sources. All transit agencies are encouraged to develop climate action plans that includes converting fleets to electric buses and making facilities more energy efficient. He stated the FTA recognizes the need for increased grant funds to support economic growth to the communities. These funds will support good-paying jobs and help reduce carbon emissions, leading to cleaner air, healthier communities and better transportation. It will also give the economic sustainability and equitability to help everyone get ahead for decades to come. He said that the FTA grant opportunity that he is discussing today is the Low or No Emission Vehicle Program 5339 (c) and Buses and Facilities Competitive Program 49 U.S.C. 5339(b). He said that both applications have a deadline of May 31, 2022. These were developed to help modernize bus fleet and bus facilities, improve the safety and reliability of America's bus systems, help transit agencies to purchase and rehabilitate vehicles, related equipment, and facilities. Funding for the purchase of lease of zero-emission and low-emission transit vehicles, as well as, required supporting facilities. Funds remain available for obligation for four fiscal years. All eligible expenses are attributable to compliance with the Clean Air Act and/or the Americans with Disabilities Act. Federal funds to cover up to 85% of the cost.



He stated the Low or No Emission Vehicle Program 5339(c) will provide \$1.1 Billion in Funding in FY 2022. The purpose of the Low-No Program is to support the transition of the nation's transit fleet to the lowest polluting and most energy efficient transit vehicles. The Low-No Program provides funding to state and local government authorities for the purchase of lease of zero-emission and low-emission transit buses, including acquisition, construction, and leasing of required supporting facilities. For zero-emission vehicle programs, 5 percent of the requested federal award must be used for workforce development activities. The Buses and Bus Facilities Competitive Program 49 U.S.C. 5339(b) which provides \$372 million in funding in FY 2022. The Buses and Bus Facilities Program purpose is to assist in the financing of buses and bus facilities capital projects, including replacing, rehabilitating, purchasing or leasing buses or related equipment, and rehabilitating, purchasing, constructing or leasing bus-related facilities. Recipients are permitted to use up to 0.5 percent of their requested grant award for workforce development. Mr. Majchszak stated the identified needs of the electric vehicles, which are to support infrastructure, and rural transfer stations with park and ride. The funds will be used to enhance safety, modernize fleet to greener vehicles, infrastructure to support the transition, provide and expand transit services to communities that have limited access to transit and provide for substantial upgrades to station accessibility.

He then went over the grant process and costs stating the CCRTA has developed a supporting team to develop a successful outcome. The anticipated participants for 5339(c) are Center for Transportation and the Environment (CTE) and Creative Bus Sales, Inc., which includes ENC for the Large Buses and Forest River for the Cutaways. The grant will be prepared with assistance and information from CTE, Cassidy & Associates, and CCRTA staff. CCRTA has obtained Political and Stakeholders letters of support. The estimated financial impact is \$60 million. He asked if there were any questions from the Board.

VICE CHAIR ANNA JIMENEZ MADE A MOTION TO ADOPT A RESOLUTION TO SUPPORT LOW OR NO EMISSION GRANT AND GRANT FOR BUSES AND BUS FACILITES CONSOLIDATED FY2022 FUNDING OPPORTUNITY BY AUTHORIZING THE CHIEF EXECUTIVE OFFICER OR DESIGNEE TO EXECUTE AND SUBMIT APPLICATIONS FOR THE LOW OR NO EMISSION VEHICLE PROGRAM 5339(C) AND BUSES AND BUS FACILITIES COMPETITIVE PROGRAM 49 U.S.C 5339(B). DIRECTOR BEATRIZ CHARO SECONDED THE MOTION. ALLISON, CANALES, CHARO, DOMINGUEZ, GONZALEZ, JIMENEZ, LEYENDECKER, SALAZAR AND WOOLBRIGHT VOTING IN FAVOR. ABSENT SKROBARCZYK.

Presentations

a) February 2022 Financial Report

Mr. Robert Saldaña presented the February 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 110.16% of baseline, Departmental Operating Expenses were 865.15% of baseline and Operating



Expenses were 84.82% of baseline. He then displayed the February 2022 Income Statement Snapshot. Total revenues come in at \$3,878,726 and total expenses were \$3,315,767. He stated typically February is the second lowest sales tax month. He displayed the revenue categories. Next, he discussed where the money went. Purchase Transportation was about \$635,282 and 22%. Miscellaneous is about \$37,167 or 1%. Others, a mixture of supplies to keep the buses running is about \$199,937 and almost \$8,945 of COVID supplies for the month. Salaries were 37% and benefits 19%. Services were about 10%, and utilities about 2%. Expenses come in about \$2,831,488. This came in at about \$500,000 of savings compared to the budget. He presented the YTD for the month of February stating the Bus Advertising was 118.30% of baseline, Departmental Operating Expenses were 86.09% of baseline and Operating Expenses were 85.68% of baseline. He presented the income YTD statement for February stating total revenues were \$6,055,548 on a budget of \$7,364,552, total expenses were \$6,600,194 on a budget of \$7,644,532 creating a \$544,646 deficit for the first two months. He stated that a big part of this is the grant monies that the RTA has. \$5.6 million is being used to balance the budget and the federal government wants the RTA to put in its application all the operating expenses and capital expenses that are accumulated and they would need to be in one application, so they may minimize how many grants are out there. He summarized where the money went and Director Woolbright asked if the 7% in supplies were bus supplies and Mr. Saldaña responded yes. He stated the operating revenues came in at \$5.7 million on a budget of \$6.6 million, leaving about \$900,000 in savings. Next, he discussed the Fare Recovery Ratio which was 2.92% for the month ending February 28, 2022. He provided a January 2021 Sales Tax Update. The Sales Tax was \$2,700,560 vs \$2,497,985 in 2021.

April 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. Bus Parts Supply is a firm-fixed supply one-time purchase which a price of \$1,124,000. Internal and External Engine Parts, One-year fixed-supply contract with a price of \$136,750. Texas Ultra Low Sulfur Diesel Fuel Supply with a three-year firm-price supply contract and a cost of \$632,052. The Purchase, Restoration and Repurposing of the Kelberg Bank Building. Total combined price of the projects is approximately \$2,007,311. 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. The Windstorm and Hail Insurance with Ascisure, LLC dba Carlisle Insurance has a one-year contract, with an estimated cost of \$132,048. The total for group is \$202,048. 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, Commercial Janitorial Service is about \$30,535, and AT&T Fleet Complete with AT&T Mobility is about \$22,103 for one year. The Marina Space is about \$6,100.



b) December 2021 Safety and Security Report

Mr. Mike Rendón presented the item stating the Board Priority is Safety and Security. He stated for the month of December, the Operators drove over 195,000 miles and, in that process, there were four collisions, all of which were deemed non-preventable. The December collision rate is 2.05 and the year-to-date collision rate is 1.38. He pointed out that although the collision rate is higher in 2021 vs. 2020, there were seven months of non-preventable accidents in 2021. There were 29 accidents in 2021, 14 of which were non-preventable. Next, he discussed the 2021 Security Statistics. Next, he provided updates to the Staples Street Center saying the surrounding businesses appreciate the security in the area, stating it helps deter the homeless and just brings awareness. He discussed the K-9 Unit with the Robstown Police Department they do the transfer station, buses and the exterior/interior of the Staples Street Center. He said the community feels this is a safe zone and just adds more protection, especially with the Rover added as well.

c) February 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 February 2022 vs. February 2021. The Passenger Trips up 28.2%, the Revenue Service Hours were up 23.8% and the Revenue Service Miles were up 34.5%, which was primarily due to the four-day shut down that the RTA had in 2021. He displayed the RTA System Monthly Ridership Trends and the System-Wide Monthly Ridership by Mode. He noted the system overall was up 28.2% but down -55.1% vs. pre-covid. 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 January. 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 12 customer assistance forms for the month. The miles between road calls and the large bus fleet exceeded the standards as well with no issues. Director Salazar asked Mr. Majchszak what he believes is the biggest issue in increasing the ridership. Mr. Majchszak responded that the RTA is seeing small increases, however, a lot of the small businesses have not come back after Covid-19 so they have not seen the employees/customers. He also stated that the University and College campuses are not fully back on campus yet, so they are not seeing as many student riders as well. He mentions that the RTA is still running on reduced service levels but he is hopeful things will start to increase as things return back to normal. He said that services will increase when the Del Mar Campuses are up and running, along with Carroll High School.



CEO Report

Mr. Cruz-Aedo discussed the Transit Driver Appreciation Day and noted it was broadened to celebrate all employees. He said that CCRTA has participated in the national program in the past in response to a question/comment made earlier questioning why now. He noted the employees received t-shirts that had every employees name that outlined the logo, a lunch bag, a \$25.00 H-E-B gift card and lunch. He said the Board Chair, the new Board Member and other Board Members attended. He stated the employees truly appreciated the event. Next, he discussed recent special initiatives and engagements. CCRTA provided more than 930 free rides to the Texas Jazz Festival on March 18th & 19th. CCRTA participated in the Junior League's Touch-A-Truck Event on March 19th and CCRTA will be participating in the Buc Days Carnival and Parade, offering free shuttles and an ADA viewing zone.

Board Chair Report

Chairman Leyendecker congratulated the newly Nueces County CCRTA Board Appointee, Aaron Muñoz, to the Board and asked if he had any questions or comments. Mr. Muñoz said he looks forward to working with everyone thanked the Board Members for their support and thanked his parents for being here and talked about their history on how they helped mold the person he is today. Director Salazar welcomed Mr. Muñoz to the Board and congratulated Mr. Cruz-Aedo and all of the achievements. Director Salazar raised the question on what the Board can do to help the staff and noted that they are there for them. Director Dominguez welcomed Mr. Muñoz and congratulated the staff and offered support as well. Director Jimenez echoed the same. She also congratulated and thanked Ms. Alvarez, Mr. Chipmore and Mr. Mendez and stated it's great for some of the riders to be a part of the Board. Director Allison also congratulated Mr. Muñoz, Mr. Cruz-Aedo and the CCRTA staff. Director Allison also added that she wanted everyone to pay attention to the public comments in regards to facts. She followed with that she heard today that there was a five-cent tax that was voted on, but clarified that it was actually a half cent. She just asked that everyone pay attention to what is being said. Director Charo noted that she is proud to serve on this board and to see all the great things being done in this community. Director Charo said she would also like to congratulate Mr. Muñoz, along with his parents, and said Mr. Cruz-Aedo has done an amazing job. Chair Leyendecker closed with congratulating Mr. Cruz-Aedo and the staff, welcomed the Muñoz family and ended the meeting.

Adjournment

There being no further review of items, the meeting adjourned at 10:13 a.m.

Lynn Allison, Board Secretary

Submitted by: Marisa Montiel



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. Funding historically includes combined resources from Federal Preventative Maintenance and local funds. The estimated one-year base contract cost is \$648,914.26, and 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



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

Background

The Pilot Route 93 Flex began service on August 22, 2019. This service replaced the Route 63 The Wave service. Pilot Route 93 serves Texas A&M University-Corpus Christi and Flour Bluff area on a year-round basis. Pilot Route 95 began service on May 24, 2019. It is a seasonal service, which operates during the summer period, serving Corpus Christi, Ingleside, Aransas Pass, and Port Aransas areas. As both services continue to demonstrate ridership and performance improvements, staff has been working to make these services permanent in alignment with Federal Transit Administration (FTA) regulations and internal policies.

Identified Need

Per the FTA, a pilot service is defined as a temporary demonstration project. If a temporary service addition or change operates longer than 12 months, FTA considers it permanent. In order to transition the services to a permanent status, a public hearing on this date is required in alignment with FTA Circular 9030.1E and the Public Input Policy. As of May 3, 2022, staff held eight outreach events at Texas A&M Corpus Christi, Staples Street Transfer Station, Southside Transfer Station, City of Port Aransas, and advertised the public hearing notice in multiple newspapers to collect feedback. In addition, a nine question survey was conducted with the public in which 138 survey responses have been collected. Based on the survey responses received, 100% are in favor of making Pilot Route 93 permanent and 87.5% are in favor of making Pilot Route 95 permanent.

A Title VI of the Civil Rights Act of 1964 service equity analysis was completed as required by the FTA. In regards to Pilot Route 93, 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. In regards to Pilot Route 95, 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. In making Pilot Routes 93 and 95 permanent services, 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.

Financial Impact

The permanent operation of Routes 93 and 95 services are included within the Fiscal Year 2022 Operating Budget.

Board Priority

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

Committee Review

Information regarding this item was presented at the Operations & Capital Projects Committee meetings held on March 23, 2022 and April 27, 2022.

Recommendation

Staff requests the Board of Directors approve making Pilot Routes 93 and 95 permanent.

Respectfully Submitted,

Submitted by: Gordon Robinson
Director of Planning

Reviewed by: Derrick Majchszak
Managing Director of Operations

Final Approval by: 

Jorge Cruz-Aedo
Chief Executive Officer



CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY

**CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY
BOARD POLICY**

EMERGENCY PREPAREDNESS POLICY

I. **PURPOSE:** This Emergency Preparedness Policy ("Policy") outlines the responsibilities of employees of the Corpus Christi Regional Transportation Authority (CCRTA) in case of emergencies and/or disasters (collectively referenced herein as "emergency"). This Policy is not intended to conflict with the CCRTA Emergency Response Plan (the "Plan"), which is issued annually.

The CCRTA includes within its service area the cities of Corpus Christi, Agua Dulce, Banquete, Bishop, Driscoll, Port Aransas, Robstown, Gregory and San Patricio, Texas, as well as all unincorporated areas of Nueces County. The purpose of this Policy is to provide for emergency preparedness and evacuation services in these communities within the RTA's service area relating to hurricanes and other emergencies requiring evacuation. The CCRTA has a responsibility to work cooperatively with the City of Corpus Christi and the Nueces County Emergency Management Offices ("EMO"). Each community will provide staff or designated volunteers as necessary in order to help coordinate the evacuation and provide security and traffic control as necessary. Such services shall include registration of evacuees, security and traffic control, water and snacks, and health services, as needed.

The CCRTA agrees to provide emergency evacuation services upon the occurrence of a hurricane or other emergency in order to transport residents to designated Evacuation HUB sites in the CCRTA's service area and return individuals to their communities after the areas have been cleared for return. In the event of an emergency declaration by the County Judge of Nueces County as a result of the imminent threat of a hurricane or other disaster, a community may notify the CCRTA's CEO or designee of the need for emergency evacuation services, and the CEO or designee will provide transportation services to transport individuals to an emergency HUB determined by the CCRTA. The CCRTA will provide an appropriate number of additional vehicles for special needs transportation as it has available. 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 other conditions become unsafe, buses shall not operate due to safety reasons. The CEO or designee is delegated the authority, in his or her complete discretion and judgement under the circumstances existing at that time, to determine which buses and staffing should be made available to provide these services.

While CCRTA will not knowingly jeopardize lives and property in an emergency support or relief effort, the EMO may call upon CCRTA to provide services for the benefit of the

general public during emergencies, including transportation services the EMO may request before, during and after an emergency. By providing employees with clear expectations of their responsibilities in emergency situations, CCRTA can most effectively and efficiently provide these necessary services.

CCRTA POLICIES REMAIN IN EFFECT FOR EMPLOYEES WHO ARE WORKING OR ON-CALL THROUGHOUT ALL PHASES OF AN EMERGENCY, INCLUDING BUT NOT LIMITED TO, PROHIBITIONS AGAINST WORKING UNDER THE INFLUENCE OF ALCOHOL AND/OR CONTROLLED SUBSTANCES.

II. **APPLICATION:** This Policy applies to **ALL** CCRTA employees, including part-time and temporary employees. Failing to acknowledge receipt of this Policy does not constitute a waiver of adherence to this Policy.

III. **DEFINITIONS:**

1. **"Emergency Event"** as referenced in this policy, emergency event refers to natural and man-made events, such as hurricanes, tornadoes, ice storms, flooding, or other disastrous weather conditions or non-weather-related emergencies, such as chemical accidents, and emergencies that constitute a threat to the citizens of Corpus Christi, as determined by the EMO or the CEO. An Emergency Event is considered an emergency response activity as used in section 7(o) (3) (A) of the Fair Labor Standards Act ("FLSA").

2. **"Essential Positions"** are those held by employees who are required to be available to work during the preparation stage, during the emergency event and/or immediately after the emergency event.

3. **"Essential Employees"** are those persons filling Essential Positions and who volunteer to work during emergencies and may not evacuate without an approved waiver or the CEO's express authorization to leave.

4. **"Step up"** employees are those who are not employed in essential positions, but who are designated to work during the emergency and thereby become essential employees. Step up employees, once assigned to become an essential employee, become subject to all the policies and procedures as though they were originally employed in essential positions. References to Essential Employees in this Policy includes step up employees.

5. **"Employee Refuge of Last Resort"** refers to one or more physical locations designated by CCRTA as emergency living locations where essential employees will shelter in place until the emergency ends.

6. **"Emergency Operations Center"** or "EOC," as used herein references the designated location(s) from which the CEO or his/her designee and other key personnel will direct operations during the Activation Phase, Condition 3. (For purposes of an actual emergency or disaster the governmental entity controlling the effort may utilize a different term.)

IV. **PHASES OF THE EMERGENCY EVENT:** The CEO has the authority to declare that the Plan is activated or that conditions otherwise warrant the use of this Policy. The CEO or his/her designees will give notice to employees of the status of the activation

and changes to the phases of the Plan as declared by the CEO or his/her designees or the EMO.

A. **Beginning of the Disaster Vulnerability Season**: Condition 4. Condition 4 refers to situations which cause a higher degree of disaster possibility than is normally present. Condition 4 automatically goes into effect at the beginning of the hurricane season (June 1st through November 30th each year), or other general conditions, such as fire threat due to severe drought. During Condition 4, the City and CCRTA will initiate general increased readiness activities, submit all updated plans and utilize the media and other sources to recommend various protective actions to the public.

1) All employees will be given a deadline by which to submit a waiver from serving as an essential employee.

B. **Condition 3 - Readiness Phase**: Activation of Condition 3 signifies CCRTA-Wide procedures are necessary and hazardous conditions could develop which present a greater potential threat than Condition 4, but with no immediate threat to life or property. Condition 3 might be generated by events such as a hurricane, tornado, or severe thunderstorm watch, or the presence of hazardous material in transit through the City. Condition 3 will be declared when the course of a hurricane has been established and the National Weather Service predicts a likely landfall within 36 hours and/or within 100 miles of Corpus Christi. Condition 3 has the probability of moving to Condition 2.

1) **All employees must report to work as scheduled prior to an Emergency Event, unless on leave approved by the Department Head or otherwise expressly instructed. CCRTA will make every effort to cancel services early enough to allow employees to safely secure themselves, their families, and properties.** However, emergencies by their very nature are unpredictable and CCRTA makes no guarantees.

2) Approved scheduled leave that conflicts with an employee's assigned responsibilities during the emergency will be cancelled. Department Heads will reassess and determine whether to cancel personal leaves and return the employees to work. Cancelled leave will be rescheduled at the Department Head's discretion.

3) During Condition 3, essential employees who have agreed to work during the Emergency Event may, with the approval of the Department Head, utilize personal leave, or leave without pay if their paid leave has been exhausted, to secure their families and property. Essential employees must return to work as instructed.

4) All employees must update their emergency contact information when acknowledging this Policy and as soon as an emergency is threatened. Employees who are not sheltering in a designated CCRTA Employee Refuge of Last Resort must provide CCRTA with a phone number and/or location where they can be reached immediately after the Emergency Event, or when the EMO announces the Return to Duty Phase. (Even after complying with this requirement, employees are still required to "call in" or "report" to work when the Return to Work phase is announced.)

5) After securing all CCRTA property, Department Heads will release non-essential employees to evacuate if they choose to do so. **Non-essential employees should secure personal leave prior to evacuating to cover unplanned time off in the event they are unable to return to work in a timely manner upon the announcement of the Return to Duty Phase by the CEO or EMO.**

6) Employees who have not secured approved leave prior to evacuating will be expected to return to work at their next regularly scheduled shift upon the announcement of the Return to Duty phase. Failure to report to work may result in disciplinary action up to and including termination. **It is the responsibility of employees to call 361-289-3585, if in doubt about their report status.**

C. **Condition 2 - Essential Services Phase:** Condition 2 will be declared by the EMO to identify a hazardous situation which has a significant potential and probability of causing loss of life and/or damage to property. Condition 2 may be triggered by a hurricane, tornado or severe thunderstorm warning, or any other notification of the existence of a direct threat, such as a toxic material spill, major fire, growing civil disturbance, etc. Condition 2 will be declared when the National Weather Service indicates the possibility of a hurricane landfall will be close enough to cause damaging winds or rising tides in Corpus Christi in the next 24 hours.

1) The CEO or his/her designee will declare that this Policy is in effect.

2) As stated in the Plan, Department Heads are responsible for the security and protection of CCRTA property within their immediate areas of responsibility during an Emergency Event or severe weather. The CEO or his/her designees may also direct Department Heads to assist in any other areas deemed necessary for the protection of CCRTA property.

3) At the beginning of Condition 2, the CCRTA's EOC Liaison will advise all Department Heads of the location of the Employee Refuge(s) of Last Resort designated for use by CCRTA essential employees.

4) All essential employees, not on duty, will report to work upon the declaration of Condition 2, unless advised otherwise by the Department Head or the CEO. Employees must advise the Department Head or his/her designee of the phone number and/or location where they can be reached, if not required to report to work during the Emergency Event. Non-essential employees may be released at this time, and are required to report back to work as outlined in the Return to Duty Phase.

D. **Activation Phase:** Condition 1 is declared when hazardous conditions or a major Emergency Event are imminent. Events such as a hurricane making landfall predicted in 12 hours or less, tornado strike, large explosion, widespread civil disturbance, damaging tides, or other similar events will constitute a "Condition One" declaration.

For the safety of CCRTA personnel and property, only extreme emergency activities should occur during this period of time.

- 1) The CEO or his/her designee will staff the EOC and inform CCRTA staff of the status of the emergency.
- 2) The CEO or his/her designee will provide emergency services as necessary.
- 3) The CEO or his/her designee will oversee all final preparations if to do so will not knowingly jeopardize the safety of personnel or property.
- 4) The CEO or his/her designee will oversee the safety of operations to protect employees, equipment and the community.

When emergency conditions have abated, employees may be released temporarily to return to their homes and secure their property with requirements to return to duty or remain on-call. Even if temporarily released, employees are expected to refrain from using alcohol and/or controlled substances while on-call or subject to being recalled or any activity that would make them unfit to return to duty. Violation of this policy will lead to discipline up to and including termination.

E. Return to Duty Phase: The announcement of the Return to Duty phase will be made by the CEO or the EMO. Each employee will meet their responsibility as a CCRTA team member by reporting to work to assist in restoring normal services to the community as soon as safely possible.

- 1) CCRTA employees are expected to monitor their cell phones and emails to determine whether the Return to Duty Phase has been announced by the CEO or the EMO and can call 361-289-3585 to determine whether the Return to Duty Phase has been announced. If the Return to Duty Phase has been announced for Corpus Christi City Employees, CCRTA employees should also return to duty, as the announcement also applies to CCRTA employees.
- 2) Following the announcement of the Return to Duty Phase, all employees who have not secured leave will report to work at the start of their next regularly scheduled shift unless otherwise directed by their Department Head to call in or report sooner. **Employees who have prior approved leave must still call in.**
- 3) Employees who cannot report at the start of the next regularly scheduled shift are required to call in and speak with their supervisor/manager **as soon as possible but in no event less than two (2) hours before** the time the employee's next regularly scheduled shift is scheduled to begin. Bus operators must comply with regular Transportation Department guidelines.

4) It is important that Department Heads have an accurate assessment of their staffing levels while business returns to normal. Failure to report or call in will result in disciplinary action up to and including termination depending on the circumstances and with concurrence of the Director of Human Resources and the CEO.

RESPONSIBILITIES:

CEO and Department Heads:

CEO: The CEO and Department Heads share the responsibility to communicate the implementation of the Plan to all CCRTA employees.

The CEO shall select the CCRTA EOC liaison and communicate the selection internally and to all agencies which need to know the identity of the EOC Liaison.

Department Heads:

- 1) Each Department Head is responsible for identifying the positions which are required to work during the Emergency Event. Department lists will be included in the Plan on June 1 of each year.
- 2) Department Heads will ensure that a meeting is held with their employees prior to June 30 of each year to discuss and ensure employees understand their responsibilities as part of the Plan and this Policy.
- 3) Department Heads must maintain an up-to-date list designating the essential and non-essential positions in their department, including the names, phone numbers, and locations of where each employee will personally shelter. A copy of each Department's list must be provided to Human Resources at the beginning of Condition 2. Operators will step up on a first come-first serve basis. In the event fewer operators step up than are needed, operators will be involuntarily stepped up in reverse order of seniority.
- 4) Each Department Head will reassess all personal leave at the beginning of Condition 3 and maintain a list of all personnel on approved leave at the beginning of Condition 2.
- 5) Department Heads will ensure that all applicants interviewed within their departments are provided with this Policy.

Supervisor Responsibilities:

- 1) Supervisors are responsible for the support and implementation of this Policy in a consistent and fair manner. Supervisors may initiate disciplinary action, with the concurrence of the Department Head, for failure to adhere with this Policy.
- 2) Supervisors are responsible for ensuring that each employee under their supervision correctly completes and signs his/her Emergency Preparedness Acknowledgement Form with the employee's position assignment correctly designated as "Essential" or "Non-Essential."
- 3) Supervisors, in conjunction with Department Heads, are responsible for explaining the responsibilities of employees under this Policy.

All CCRTA Employees' Responsibilities:

- 1) Every CCRTA employee is responsible for knowing his/her designation as essential or non-essential and his/her responsibilities under this Policy.
- 2) Unless instructed otherwise by the Department Head, all employees must assist with securing CCRTA property prior to the emergency/disaster.

- 3) **Compliance with this Policy is mandatory.** Every employee is responsible for complying with the procedures and deadlines as outlined in this Policy, and the requirements relating to Waiver Request Forms.
- 4) Employees are required to phone in or check in personally with their Department Head on their own initiative, within a reasonable time after learning the Return to Duty Phase has been announced. Employees who do not have a telephone are not excused from this requirement.
- 5) Every employee is required to work their regular work schedule through the Readiness Phase. Employees on personal leave may be required to cancel previously approved leave. Failure to report to work may result in disciplinary action up to and including termination.
- 6) Every employee is responsible for timely reporting to his/her Department Head, or designee, as directed under the Return to Duty Phase of this Policy and showing up for work. Failure to report to work at the employee's next regularly scheduled shift may result in disciplinary action up to and including termination.

Human Resources Responsibilities:

Human Resources will provide general information about this Policy to applicants and upon hiring and will obtain the initial acknowledgement form. Human Resources will provide general assistance to the CEO and Department Heads in the implementation and handling of duties set out herein. It will coordinate disciplinary actions, review and approval of waivers and determine pay issues.

DESIGNATION OF ESSENTIAL AND NON-ESSENTIAL POSITIONS: All employees/positions will be classified as either "Essential" or "Non-Essential."

1) **Essential Positions:** EMPLOYEES HOLDING THE FOLLOWING ESSENTIAL POSITIONS WILL BE REQUIRED TO BE AVAILABLE TO WORK DURING THE READINESS AND ESSENTIAL SERVICES PHASES AND/OR IMMEDIATELY AFTER THE EMERGENCY EVENT. **ESSENTIAL POSITIONS MAY NOT EVACUATE WITHOUT A WAIVER FROM THE CEO OF CCRTA.**

ESSENTIAL EMPLOYEES ARE:

Chief Executive Officer
Managing Director of Administration
Managing Director of Operations
Managing Director of Customer Services
Director of Transportation
Director of Marketing
Managing Director of Executive Affairs
Director of Planning (<i>OEM Representative-City</i>)

Director of Vehicle Maintenance
Assistant Director of Vehicle Maintenance
Director of IT
Director of Human Resources
Director of Finance
Director of Procurement
EEO/ADA Compliance Officer
Dispatchers*
Bus Operators*
Street Operations Supervisors*
Street Operations Administrator, Transportation Service Administrator, Dispatch Operations Administrator*
Vehicle Maintenance Technicians*
Garage Service Technicians*
Training Instructors*
Sr. Transit Planner*
Outreach Coordinator*
Data Technician*
IT Systems Administrator*
Vehicle Electronics Technician*
Customer Service Administrator
Facilities Building Manager
Facilities Maintenance Technician Lead
Facilities Maintenance Supervisor
Lead Facilities Maintenance Technician
Facilities Maintenance Technicians II*
Safety & Security Administrator

*Additional information is listed below with the breakdown of how many employees will be utilized from the essential category.

OPERATIONS EMERGENCY PERSONNEL (Fixed Route, Paratransit, and Other Services) – The following are considered necessary emergency positions which will be staffed as indicated.

VEHICLE MAINTENANCE DEPARTMENT

- Essential on-duty 24/7 (Pre-Emergency Event to End)
 - Director of Vehicle Maintenance
 - Assistant Director of Vehicle Maintenance
 - 2 Vehicle Maintenance Technicians
 - 1-2 Garage service technicians (GST)
 - Vehicle Maintenance Supervisor
 - Parts Clerk
 - Maintenance Manager of Contracted Services

- Post-event service levels (Limited or Full) – staff quantity and shift(s) to be determined by CCRTA

OPERATIONS

- Essential on-duty 24/7 (Pre-Emergency Event to End)
 - Managing Director of Operations
 - Director of Transportation
 - 3 Transportation Administrators
- Essential on-duty (Event) – staff quantity and shift(s) to be determined by CCRTA
 - 1-3 Street Operations Supervisors
 - 1-2 Dispatchers
 - 1-5 Bus Operators
- Essential on-duty (Post-Emergency Event – 24 hours or less) – staff quantity and shift(s) to be determined by CCRTA
 - 1-3 Training Instructors
 - 1-3 Street Operations Supervisors
 - 1-4 Dispatchers
 - 1-30 Bus Operators
- Post-event service levels (Limited or Full) – staff quantity and shift(s) to be determined by CCRTA
 - Sunday level service
 - 17(L)-30(F) Bus Operators
 - Saturday level service
 - 54(L)-72(F) Bus Operators
 - Weekday service
 - 78(L)-105(F) Bus Operators

PLANNING

- Essential on-duty 24/7 (Pre-Emergency Event to End)
 - Director of Planning (EOC)
 - Senior Transit Planner (SSC)
- Essential on-duty (post event) – shift(s) to be determined by RTA
 - Outreach Coordinator
 - Planning Technician

INFORMATION TECHNOLOGY

- Essential on-duty 24/7 (Pre-Emergency Event to End)

- Director of IT (SSC)
- IT Systems Administrator (BL)
- 1 – Vehicle Electronics Technician (BL) (1st option Voluntary basis/2nd option Lowest Seniority for selection)

FACILITIES MAINTENANCE

- Essential on-duty 24/7 (Pre-Emergency Event to End)
 - Facilities Building Manager
 - Facility Maintenance Supervisor
 - Lead Facilities Maintenance Technician
 - 6 – Facilities Maintenance Technicians II

2) Non-Essential Positions: Employees will be held in violation of this Policy if they do not call in when the Return to Duty Phase is announced and/or if they fail to return to scheduled work at the next regularly scheduled shift after the CEO or EMO has announced the Return to Duty Phase. Employees who evacuate must obtain approved leave from their Department Head *prior to evacuating* to ensure their absence from work after the Return to Duty Phase begins is considered an excused absence; otherwise, the employee will be held in violation of this Policy for not reporting timely for work.

The following positions are designated as Non-Essential:

Custodian I
Interns
Custodian II
Receptionist (FT/PT)
Facilities Maintenance Technician I
Facility Maintenance Assurance Technician
Capital Projects Manager
Revenue Counters
Customer Service Representatives
Parts Clerks
Junior Buyer
Vehicle Maintenance Assistant
Marketing Specialist
Human Resource Specialist
Human Resources Assistant
IT Support Technician
Network Systems Technician-(VACANT)
Payroll Administrator
Senior Administrative Assistant
Safety & Security Management Aide
Procurement Specialist
Customer Service Advocate
Eligibility Program Administrator

Executive Administrative Assistant
Garage Service Supervisor
Human Resources Specialist
DBE Liaison Officer
Marketing Production Coordinator
Vehicle Maintenance Supervisor
Accountant
Budget Analyst
Comptroller
Accounts Payable Specialist

The CCRTA reserves the right to amend the designation of positions as Essential and Non-Essential based on the operational needs of the CCRTA.

Waivers for Essential Positions:

1) Making Request: Employees who have personal circumstances which affect their ability to work during any phase of an Emergency Event must file an annual Waiver Request to be excused from fulfilling essential position or essential employee responsibilities. The Waiver Request Form must be filed by the due date stated on the Waiver Request Form. An employee denied the approval of a Waiver may appeal through CCRTA's grievance process. If a life-changing event occurs during the course of the year, CCRTA will consider waiving the initial deadline. However, the same stipulations will be considered and additional documentation may be requested.

2) Review of Requests: Waiver Requests will be initially reviewed and approved by the Department Head. All forms, including those not approved, will be forwarded to Human Resources within three (3) working days of the Department Head's approval or non-approval. Waiver Request Forms will be maintained by the Human Resources Department and filed in the employee's file at the end of hurricane season. Human Resources will review all forms that are not approved.

3) Waiver Considerations: Department Heads will consider the following factors in approving Waiver Requests:

- a) Is the employee a single parent with primary responsibility for children under the age of 18, or for the care of elderly family members, for whom other care arrangements cannot be made?
- b) Does the employee or the employee's family member for whom the employee is primarily responsible have a chronic, serious health condition or a physical disability?
- c) Does the employee have children under the age of 18 or who have physical disabilities and his/her spouse also works for CCRTA in an essential position?

d) Is the employee married to an employee of the City of Corpus Christi, other governmental entity, or hospital in an essential position and has children under the age of 18 or who are disabled?

4) **Documentation:** CCRTA reserves the right to request confirming documentation regarding the validity of the Waiver Request and Form. Failure to timely submit requested documentation will result in denial of the Waiver Request. Appeal rights will not be applicable.

Policy Violations:

The following conduct or inaction will be held in violation of this policy:

- a) Refusing to perform assigned duties required by this Policy, or to obey any order or direction made or given by a supervisor;
- b) Failing to report for duty as directed during any applicable phase of this Policy, including instances where the employee is unable to return to duty without violating CCRTA's prohibition against working under the influence of alcohol and/or controlled substances;
- c) Failing to abide by CCRTA rules and regulations; and
- d) Failing to administer this Policy.

Emergency Event Pay:

The CEO shall have the authority to grant additional pay to compensate both exempt and non-exempt employees who worked during an Emergency Event. The CEO has broad discretion in determining whether to grant Emergency Event pay and the method of calculating it, in addition to that required by the FLSA, including the use of compensatory time off.

Generally, operators and mechanics will be divided into crews and work 12-hours on and 12-hours off. To the extent possible, the 12-hours off is personal time to eat, relax and rest. If you are on 12-hours off, you are expected to sleep so that you will be rested for your 12-hours on. To the extent possible, you may be allowed to leave, but verify that you have been released or are allowed to leave the premises. The right to leave will change as conditions worsen.

A. **Exempt Employees:**

- 1) Upon activation of this Policy by the CEO, exempt employees who work over 40 actual work hours (as opposed to rest time) in a workweek will be eligible to receive compensatory time off for each hour actually worked over 40 hours in the workweek.
- 2) Compensatory time off reported must be verified and approved by the Department Head.

- 3) Emergency Event compensatory time off must be scheduled and used within 60 days of the date the Return to Duty Phase is announced.
- 4) This provision for exempt employees may be modified or inactivated by the CEO with written notice to the Department Heads.

B. Non-Exempt Employees (hourly):

- 1) Non-exempt employees who are required to report to work after the Essential Services Phase has been declared shall be paid a minimum of three (3) hours or the number of actual hours worked, whichever is greater.
- 2) At the election of the CEO, actual hours worked under this Policy after the Essential Services Phase has been declared may be compensated at the overtime rate of one and one-half times the employee's base hourly rate in cash or in compensatory time off in lieu of cash.
- 3) When compensated in cash, actual hours worked directly related to an Emergency Event shall be compensated in cash as follows:

Example: An hourly employee who is paid \$10 an hour works during an Emergency Event covering two (2) workweeks.

In the first workweek, the employee worked a total of 48 hours, 35 hours before the Emergency Event and 13 hours after Condition 2 was declared. In Workweek 1, the employee will earn 35 hours at \$10 an hour plus 13 hours at \$15 an hour. (In a non-emergency situation, the employee would have earned the overtime rate for only eight (8) hours of overtime.)

In Workweek 2, the employee worked 30 hours after Condition 2 was declared as part of his total of 40 hours. The employee will be paid 30 hours at \$15 an hour and 10 hours at \$10 an hour. (The employee was not otherwise entitled to any overtime pay.)

- 4) By your signature to this Policy, you agree that CCRTA may also choose to compensate you for working an Emergency Event with compensatory time off in lieu of cash. Compensatory time off will be earned at a rate not less than one and one-half hours for each overtime hour worked.

Example: An hourly employee who is paid \$10 an hour works during an Emergency Event covering two (2) workweeks.

In the first workweek, the employee worked 35 hours before Condition 3 was declared and 13 hours after for a total of 48 hours and may be compensated 35 hours at \$10 an hour plus five (5)

hours at \$15 an hour, and will also accrue eight (8) hours X 1.5 or 12 hours of compensatory time off.

In Workweek 2, the employee worked 30 Emergency Event hours as part of his total of 40 hours. The employee will be paid 30 hours times \$15 an hour and 10 hours at \$10 an hour. Because there was no overtime (time in excess of 40 in the workweek), employee was not entitled to any compensatory time off.

- 5) Emergency Event compensatory time off must be scheduled and used within 60 days of the date the Return to Duty Phase is announced. Employees may use the compensatory time off upon reasonable request that does not unduly disrupt operations when considering the normal schedule of work, anticipated peak workloads based on past experience, emergency requirements for staff and services, and the availability of qualified substitute staff for his/her duties. If a Department Head reasonably and in good faith anticipates that the request for time off would impose an unreasonable burden on CCRTA's ability to provide services of acceptable quality and quantity for the public, the request may be denied and postponed to a fitting time.
- 6) Compensatory time off earned for emergency response activity may not exceed 240 hours.
- 7) When used, compensatory time off is not counted as hours worked or included in the calculation of overtime in the workweek taken.
- 8) CCRTA reserves the right to pay out compensatory time off accrued, including pay out occurring at separation. Compensatory time off will be paid at the employee's hourly rate at the time of pay out or the average regular rate the employee earned over the three-year period preceding the pay-out, whichever is greater.

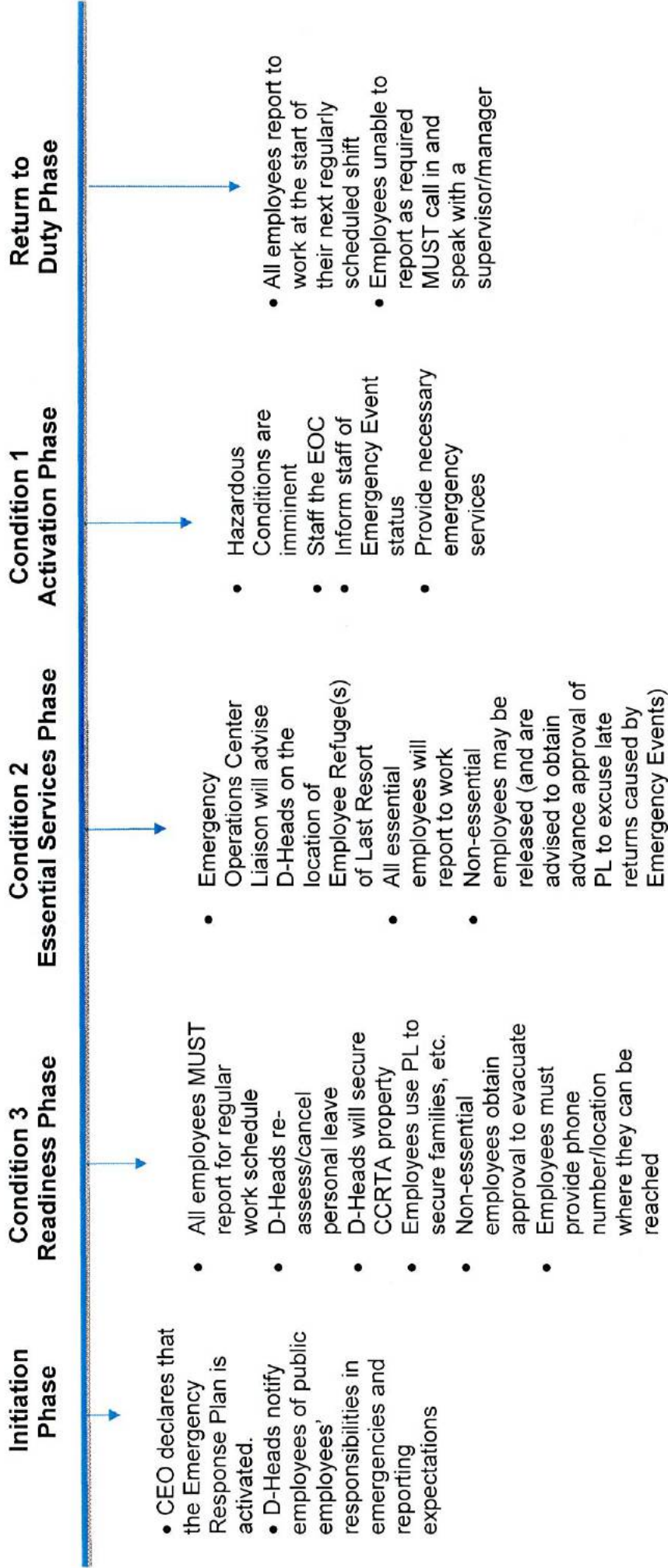
Conflicts: This Policy is not intended to conflict with any state, federal, or CCRTA policy or practice. The CCRTA reserves the right to amend this Policy.

Adopted: May 30, 2000

Amended: May 6, 2015; May 4, 2016; April 5, 2017; May 2, 2018; May 1, 2019; April 22, 2020

May 5, 2021; April 27, 2022.

Emergency Preparedness Phases





Subject: Award a Contract to Abtech Technologies for Server and Storage Replacement

Background

The CCRTA's current data center servers has been in place since 2016 and provides shared data, databases and enterprise software programs. The RTA's current servers play a critical function in daily operations to keep all applications, users and telephone systems operational.

Identified Need

The RTA's IT Department has defined the need for server equipment that can meet the requirements of the Authority for current and future needs. At the present time the current server infrastructure is on extended warranty from Dell and have meet its useful life. The Abtech Technologies Dell server solution offers a modern, scalable data center solution that will integrate with our current Dell local backup and off-site cloud backup systems. The server and storage replacement solution from Abtech Technologies will be a complete turn key solution and will include all the necessary peripheral and software to make the systems operational.

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 Server and storage replacement will be \$113,631.14. Funds for the Server and Storage Replacement 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 Abtech Technologies for Server and Storage Replacement.

Respectfully Submitted,

Submitted by: David Chapa, Director of IT

Reviewed by: Robert Saldaña, Managing Director of Administration

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



Subject: Award a Contract to Computer Solutions for Cisco Network Switches Replacement Phase 1

Background

The CCRTA's current data center server network hardware has been in place since 2017 and provides network communications throughout CCRTA's computer network. The RTA's current Cisco switches play a critical function in daily operations to keep all servers, computers and telephone systems operational.

Identified Need

In the recent years, the CCRTA has implemented, or is in the process of implementing, a large number of technology initiatives, including Cloud Backup Systems, Security Cameras, Office 365 and implementing a new virtual server infrastructure to support the growing needs of the CCRTA. At the present time the current Cisco network switch infrastructure at Bear Lane has met its useful life. The Switches will create better customer and employee experiences through higher performance, improved support for mobility, and service assurance. Computer Solutions Cisco network switch solution offers a robust 10GB fiber infrastructure and with greater end-to-end security to handle threats before, during and after attacks.

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 the Cisco network switches replacement will be \$67,258.70. Funds for the Cisco network switches 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 Computer Solutions for Cisco Network Switches Replacement Phase 1.

Respectfully Submitted,

Submitted by: David Chapa, Director of IT
Reviewed by: Robert Saldaña, Managing Director of Administration

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



USI Consulting Group
5301 Virginia Way
Suite 400
Brentwood, TN 37027
www.usicg.com
Tel: 615.665.1640

April 1, 2022

Ms. Sandy Roddel
Director of Finance
Corpus Christi RTA
5658 Bear Lane
Corpus Christi, TX 78405

Dear Sandy:

The attached report summarizes the results of the actuarial valuation of the RTA Employees Defined Benefit Plan and Trust as of January 1, 2022. The report sets forth annual funding levels during the 2022 plan year.

We trust this report will be helpful in the formulation of Corpus Christi RTA policy with respect to the operation and financing of the plan. The opportunity to serve Corpus Christi RTA is appreciated, and we will be pleased to supplement this report in any way, as you request.

This report was prepared under the supervision of Laura S. Stewart, who is a member of the American Academy of Actuaries, a Fellow of the Society of Actuaries, and Principal with USI Consulting Group. Ms. Stewart meets the qualification standards of the professional actuarial organizations listed in order to render the actuarial opinion contained in this report. To the best of our knowledge this report has been prepared in accordance with generally accepted actuarial standards, including overall appropriateness of the analysis, assumptions, and results, and conforms to appropriate Standards of Practice as promulgated from time to time by the Actuarial Standards Board, which standards form the basis for the actuarial report.

Sincerely,

A handwritten signature in black ink that reads "Laura S Stewart".

Laura S. Stewart, FSA, EA, MAAA
Principal

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RTA Employees Defined Benefit Plan and Trust

Actuarial Funding Valuation and Report

January 1, 2022



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Introduction

This report has been prepared for the exclusive use of Corpus Christi RTA. The report summarizes the results of the actuarial valuation of the RTA Employees Defined Benefit Plan and Trust as of January 1, 2022. The purpose of the report is to provide an updated measurement of the plan's liabilities and provide information that will inform the financing of the plan. This report provides actuarial advice and does not constitute legal, accounting, tax or investment advice.

The actuarial calculations contained in the report are built on deterministic actuarial modeling, making a single determination of liabilities and costs. Further, these actuarial calculations are based on a combination of demographic and asset data, as well as assumptions concerning future changes in these data. As such, the actuarial calculations contained herein are an estimate of projected future occurrences.

Future actuarial measurements may differ significantly from the current measurements presented in this report due to such factors as the following: plan experience differing from that anticipated by the economic or demographic assumptions; changes in economic or demographic assumptions; and changes in plan provisions or applicable law. Due to the limited scope of the assignment, we did not perform an analysis of the potential range of such future measurements. A more detailed discussion of plan-related risks is included herein.

Summary of Report

An actuarial valuation of the RTA Employees Defined Benefit Plan and Trust was conducted as of January 1, 2022. The purpose of the valuation is to determine the cost implications of the pension plan including a determination of the Actuarially Determined Contribution for the plan year ending December 31, 2022.

On the basis of the valuation, it has been determined that the annual funding requirement for the 2022 year for the plan, as described in Basis of Valuation section of this report, is as follows:

Funding Levels

	Total Amount	Percentage of Payroll
Actuarially Determined Contribution	\$1,330,108	11.75%

The following table summarizes pertinent comparative statistics from the current and previous valuations:

	Valuation Date		
	01/01/2022	01/01/2021	% Increase
Number of Active Participants	217	220	(1.36%)
Covered Payroll	\$11,319,943	\$11,696,457	(3.22%)
Average Salary	\$52,166	\$53,166	(1.88%)
Average Age	49.72	49.83	(0.22%)
Average Past Service	9.06	8.92	1.57%
Actuarially Determined Contribution	\$1,330,108	\$1,382,108	(3.76%)
% of Payroll	11.75%	11.82%	(0.56%)

Funding Issues

Asset returns were higher than assumed for the previous year on a market value basis, earning an approximate 12.0% return based on our money-weighted calculation.

Changes in Assumptions and Actuarial Funding Methods from the Prior Valuation

The following changes were made to the actuarial assumptions and methods effective January 1, 2022:

1. The mortality improvement scale was changed from MP-2020 to MP-2021.
2. The rate of investment return and discount rate was changed from 7.2% to 7.1%.

RTA Employees Defined Benefit Plan and Trust

Yearly Comparison of Selected Plan Information

	Plan Year Beginning Jan 1				
	2022	2021	2020	2019	2018
Number of Participants					
Active	217	220	215	227	240
Deferred Vested	189	187	196	184	177
Retired and Beneficiary	210	200	185	172	166
Total	616	607	596	583	583
Annual Covered Payroll	\$11,319,943	\$11,696,457	\$10,975,562	\$10,668,048	\$10,677,430
Average Annual Earnings	\$52,166	\$53,166	\$51,049	\$46,996	\$44,489
Present Value of Benefits	\$55,293,250	\$52,361,326	\$49,300,728	\$44,800,649	\$43,655,676
Actuarial Accrued Liability	\$50,154,625	\$47,287,748	\$44,625,498	\$40,368,821	\$37,069,237
Unfunded Supplemental Liability	\$2,893,901	\$3,471,412	\$3,508,696	\$3,318,026	\$628,913
Market Value of Assets	\$51,096,162	\$46,554,157	\$42,170,049	\$33,900,179	\$36,440,324
Actuarial Asset Value	\$47,260,724	\$43,816,336	\$41,116,802	\$37,050,795	\$36,440,324
Annual Funding Levels					
Normal Cost	\$988,099	\$990,244	\$926,286	\$879,904	\$1,066,449
% of Payroll	8.73%	8.47%	8.44%	8.25%	9.99%
Actuarially Determined Contribution	\$1,330,108	\$1,382,108	\$1,306,947	\$1,227,724	\$1,191,087
% of Payroll	11.75%	11.82%	11.91%	11.51%	11.16%
Funded Ratio (Market Value)	101.88%	98.45%	94.50%	83.98%	98.30%
Funded Ratio (Actuarial Value)	94.23%	92.66%	92.14%	91.78%	98.30%
Security Ratio	85.47%	83.68%	83.40%	82.70%	83.47%

*Results for years prior to 2019 provided by prior actuary.

Basis of Valuations

Summary of Provisions of the Plan

1. Effective Date

The effective date of the plan is July 21, 1986.

2. Eligibility

Full-time employees of the Corpus Christi RTA. Full-time employee is defined as any employee receiving compensation from Corpus Christi RTA on the basis of an average of at least 40 hours of employment per week. Excludes independent contractors.

3. Year of Service

Plan Year in which an Employee completes 1,000 or more hours. If a Participant has fewer than 1,000 hours in his first and/or last Year of Service, his Years of Service shall be adjusted (to the nearest month) to reflect the number of months in his first and last Years of Service in which he completed at least 83 hours.

All Years of Service shall be aggregated for purposes of calculating a Participant's Accrued Benefit.

4. Vesting Schedule

<u>Years of Service</u>	<u>Vested Percent</u>
Less than 3 years	0%
3 years	20%
4 years	40%
5 years	60%
6 years	80%
7 or more years	100%

5. Normal and Delayed Retirement

(a) Condition

The normal retirement date is the first day of the month coincident with or next following the later of the participant's attainment of age 62 or termination from employment.

(b) Benefit

The monthly benefit, payable for life and spouse's life, if applicable, is computed as 1/12 of the product of (1) and (2):

- (1) 2.0% of Final Average Compensation and
- (2) Years of Service.

"Final Average Compensation" is calculated by dividing the total Compensation received by a Participant during his final three consecutive calendar years by the number of pay periods for which he received Compensation in such period, multiplied by the number of pay periods in a complete calendar year.

6. Early Retirement

(a) Condition

A participant may retire after attainment of age 55 and completion of 10 years of service.

(b) Benefit

A participant who retires early may receive his pension benefit in one of two ways:

- (1) A deferred monthly benefit commencing at age 62, computed in the manner set forth in 5(b) above.
- (2) A reduced, immediate monthly income, the amount of which is determined as the deferred benefit in the preceding paragraph, multiplied by an early retirement factor of 5% for each year by which the annuity starting date precedes Normal Retirement Date.

7. Disability Retirement

(a) Condition

Employees determined to be disabled under terms of the Employer's long-term disability program as of June 1, 1999 shall be entitled to benefits under the Plan to the extent that Plan provisions in place on June 1, 1999 provided for such benefits. No employees becoming disabled after June 1, 1999 will be entitled to disability retirement benefits.

8. Death prior to Retirement

(a) Condition

If the death of a participant occurs, if vested, his surviving spouse is eligible to receive a benefit.

RTA Employees Defined Benefit Plan and Trust

(b) Benefit

The surviving beneficiary will receive a monthly income determined as if the Participant had retired and elected a 50% Joint & Survivor Annuity on the Participant's date of death (or earliest retirement date if later) and then died.

9. Benefits upon Termination

(a) Condition

If a participant's service terminates on or after 3 years of vesting service but before normal or early retirement and prior to death or disability, the participant is eligible for a deferred vested benefit.

(b) Benefit

- (1) The participant is entitled to a monthly benefit, payable at his normal retirement date, equal to his accrued benefit multiplied by the vesting percent.
- (2) If the participant has completed 10 years of vesting service, such participant may choose to receive reduced monthly income payments on or after age 55.

10. Options

The following options are available:

- A. Straight Life Annuity (unmarried participants only)
- B. Joint and 50% Survivor
- C. Joint and 66 2/3% Survivor
- D. Joint and 75% Survivor
- E. Joint and 100% Survivor
- F. Lump Sums under \$5,000

11. Cost of Living Adjustment

As elected by the plan sponsor. The last cost of living adjustment was effective as of January 1, 2019; providing a 2.5% increase for participants receiving monthly benefits whose benefits began on or prior to January 1, 2015.

12. Employer Contributions

The Employer contributes each year an amount required to actuarially fund expected future obligations.

RTA Employees Defined Benefit Plan and Trust

13. Trust Fund

Assets were held in trust by Wells Fargo Bank as of December 31, 2021.

RTA Employees Defined Benefit Plan and Trust

Summary of Actuarial Assumptions

Current Mortality Rates (including post-decrement)

RP-2014 Blue Collar Generational Mortality Table adjusted to 2006 and projected using scale MP-2021

Withdrawal Rates

2003 SOA Small Plan Service Table

Current Rates of Retirement	Age	Retirement Rates
	55-61	20%
	62	35%
	63-64	15%
	65	25%
	66-67	20%
	68-69	50%
	70	100%

Salary Scale

3.5% annual increase

Rate of Investment Return

7.1% per annum for funding purposes

Asset Valuation Method

5-year weighted average of asset gains and losses

Actuarial Valuation Method

Entry Age Normal

Amortization Method

Level Dollar

Amortization Period

12 year amortization of the 1/1/2022 unfunded liability.

RTA Employees Defined Benefit Plan and Trust

Provision for Expenses

None

Percentage of Participants Assumed to be Married

90%; participants assumed to be 3 years older than spouses

Risk Assessment Associated with Assumptions

Risk Factor	Initial Risk Assessment Language
Investment	Due to the plan's equity exposure, investment returns will likely be much more volatile than the measurements of plan liabilities. Therefore, there is a risk that the funded status of the plan, as well as required plan contributions, could be volatile.
Assumed Rate of Return/Discount Rate	Due to the plan's estimated duration of 10 to 14, a 1% decrease in the assumed rate of investment return would increase the measurement of the liability by 10% to 14%.
Longevity	Since nearly all benefits are paid as annuities, the plan is sensitive to changes in overall population longevity. As a result, the liabilities will fluctuate with changes in longevity. The ratio of retired life liability to total liability is 45%, suggesting there is less sensitivity to long-term changes in overall mortality improvement than a less mature plan.
Other demographic factors	Due to the eligibility for subsidized retirement benefits, employees continuing in service for longer than expected will accrue additional benefits which may or may not result in larger liabilities. Conversely, employees retiring sooner than anticipated will accrue smaller benefits which may or may not result in smaller liabilities.
Asymmetries in formula	No known significant risks.
Lump sums	Since the plan only pays small lump sums under \$5,000, there is no known significant risk.
Inflation	Inflation is a component of future compensation amounts of covered employees, interest rates and investment returns over a long period. As a result, changes to inflation can affect funded percentages.

RTA Employees Defined Benefit Plan and Trust

Plan Assets

Balance Sheet, January 1, 2022

	<u>Market Value</u>
Assets	
Collective Funds	\$ 39,362,877
Mutual Funds	\$ 10,828,585
Cash Equivalent Fund	\$ 904,640
Cash	\$ 60
Accrued Income	\$ 0
Total	\$ 51,096,162
Liabilities	
Reserve for Plan Participants	\$ 51,096,162
Total	\$ 51,096,162
Trust Fund, January 1, 2021	\$ 46,554,157
Increases	
Employer Contributions	\$ 1,382,108
Investment Income	\$ 5,597,623
Unrealized Gain	\$ 0
Total Increases	\$ 6,979,731
Decreases	
Benefit Payments	\$ 2,292,357
Trust Fees	\$ 145,369
Actuarial Fees	\$ 0
Investment Loss	\$ 0
Realized Loss	\$ 0
Total Decreases	\$ 2,437,726
Trust Fund, December 31, 2021	\$ 51,096,162

RTA Employees Defined Benefit Plan and Trust

Development of Valuation Assets

The development of valuation assets as of January 1, 2022 is as follows:

(a) Trust Market Value	51,096,162
(b) 2018 (Excess) Deficient Earnings	4,815,439
(c) 2019 (Excess) Deficient Earnings	(3,910,265)
(d) 2020 (Excess) Deficient Earnings	(2,414,106)
(e) 2021 (Excess) Deficient Earnings	(2,232,446)
(f) Item (a) + 1/5 of Item (b) + 2/5 of Item (c) + 3/5 of Item (d) + 4/5 of Item (e)	47,260,724
(g) Receivable Contribution	0
(h) (f) + (g)	47,260,724
(i) 0.9*Trust Market Value + (g)	45,986,546
(j) 1.1*Trust Market Value + (g)	56,205,779
(k) Valuation Assets (greater of (i) and the lesser of (h) and (j))	47,260,724

RTA Employees Defined Benefit Plan and Trust

Investment Return

The trust annualized rate of investment return on the market value of assets during preceding years is set forth below:

Year End	Annualized Rate
December 31, 2021	12.0%
December 31, 2020	13.1%
December 31, 2019	19.0%
December 31, 2018	(5.4)%
December 31, 2017	13.1%
December 31, 2016	8.0%
December 31, 2015	(1.4)%
December 31, 2014	5.1%
December 31, 2013	15.3%
December 31, 2012	15.1%

Actuarial Computations

Actuarial Balance Sheet as of January 1, 2022

Assets	
Actuarial Asset Value	\$47,260,724
Unfunded Actuarial Liability	2,893,901
Present Value of Future Normal Cost	<u>5,138,625</u>
Total	\$55,293,250
Liabilities	
Present Value of Benefits	
Retired Participants	\$22,666,762
Deferred Vested Participants	5,367,466
Active Participants	<u>27,259,022</u>
Total	\$55,293,250

Determination of Unfunded Actuarial Liability as of January 1, 2022

Present Value of Benefits	
Retired Participants	\$22,666,762
Deferred Vested Participants	5,367,466
Active Participants	27,259,022
Total Present Value of Benefits	\$55,293,250
Present Value of Future Normal Cost	<u>(5,138,625)</u>
Actuarial Liability	\$50,154,625
Actuarial Asset Value	<u>(47,260,724)</u>
Unfunded Actuarial Liability, January 1, 2022	\$2,893,901

RTA Employees Defined Benefit Plan and Trust

Determination of Actuarial Gain/(Loss)

Unfunded Actuarial Liability as of January 1, 2021	\$3,471,412
Normal Cost for the prior plan year	990,244
Interest at the valuation rate	321,239
Employer contributions for the prior plan year	(1,382,108)
Interest on the employer contributions	(95,233)
Expected Unfunded Actuarial Liability/(Reserve) as of January 1, 2022	\$3,305,554
Actual Unfunded Actuarial Liability/(Reserve) as of January 1, 2022	\$2,893,901
Gain/(Loss) due to Assumption Change	(\$601,314)
Gain/(Loss) due to Plan Amendment or Funding Method Change	\$0
Actuarial Gain/(Loss)	\$1,012,967

Determination of Net Amortization

Unfunded Actuarial Liability/(Reserve) as of January 1, 2022	\$2,893,901
12 Year Amortization Factor	8.461466
Net Amortization	\$342,009

Development of Actuarially Determined Contribution

	<u>Total</u>
Initial Normal Cost	\$988,099
Net Amortization	<u>342,009</u>
Subtotal	\$1,330,108
Annual Actuarially Determined Contribution	\$1,330,108
Contribution as a % of total covered payroll	11.75%

RTA Employees Defined Benefit Plan and Trust

Determination of Funding Deficit/Surplus at End of Year

Actuarial Accrued Liability at End of Year

Normal Cost	\$988,099
Actuarial Accrued Liability	50,154,625
Interest at the Valuation Rate	3,631,133
Expected Benefit Payments	(2,774,767)
Interest at the Valuation Rate	(98,504)
Total	<u>\$51,900,586</u>

Asset Value Determination at End of Year

Actuarial Asset Value	\$47,260,724
Interest at the Valuation Rate	3,355,511
Expected Benefit Payments	(2,774,767)
Interest at the Valuation Rate	(98,504)
Estimated Assets at end of year	<u>\$47,742,964</u>

Funding Deficit/(Surplus) at End of Year **\$4,157,622**

Employee Data and Benefits

	Active	Deferred Vested	Retired and Beneficiaries
01/01/2021 Participants	220	187	200
New Participants	36		
Vested Terminations	(18)	18	
Nonvested Terminations	(14)		
Retired	(7)	(4)	11
Disabled			
Rehired	1	(1)	
Deceased			(3)
Beneficiaries			2
Lump Sum Payments	(1)	(11)	
Transfers			
Data Corrections			
01/01/2022 Participants	217	189	210
Averages			
Attained Age	49.72	52.68	69.77
Past Service	9.06	N/A	N/A
Salary	\$52,166	N/A	N/A
Total Monthly Benefit Payments	N/A	\$67,838	\$190,207



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April 8, 2022

Sandy Roddel
Director of Finance
Corpus Christi Regional Transportation Authority
5658 Bear Lane
Corpus Christi, TX 78405

Dear Sandy:

The attached report summarizes the results of an actuarial valuation as of January 1, 2022 for Corpus Christi Regional Transportation Authority Postemployment Benefits Other Than Pensions. We trust this report will be helpful in the formulation of policy with respect to the operation and financing of the plan.

The actuarial valuation summarized in this report has been performed utilizing generally accepted actuarial principles and is based on actuarial assumptions, each of which is considered to be reasonable taking into account the experience of the plan and which, in combination, represent a best estimate of the anticipated experience of the plan.

The opportunity to serve Corpus Christi Regional Transportation Authority is appreciated, and we will be pleased to supplement this report in any way, as you request

Sincerely,

Joseph K. Meyers, FSA, MAAA

Senior Consultant

Lauren Chrisman, ASA, MAAA

Consultant

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Corpus Christi Regional Transportation Authority Postemployment Benefits Other Than Pensions

GASB Statement No.75
Actuarial Report
December 31, 2022

Contents

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Certification

Legislative background

The Governmental Accounting Standards Board amended Statement No. 45 with Statement No. 75; the effective date for Statement No. 75 is for the fiscal year beginning after June 15, 2017. Statement No. 75 of the Governmental Accounting Standards Board requires the determination of the OPEB expense for the fiscal year beginning January 1, 2018. Statement No. 75 provides a new approach in calculating the pension expense which differs significantly from Statement No. 45 methodology. The purpose of this report is to provide pertinent GASB Statement No. 75 information relating to the Corpus Christi Regional Transportation Authority Postemployment Benefits Other Than Pensions for the fiscal year ending December 31, 2022 financial statements.

Purpose and use

This report has been prepared exclusively for the Corpus Christi Regional Transportation Authority. Actuarial computations under Statement No. 75 are for purposes of fulfilling employer and other post-employment benefit plan governmental accounting requirements, and may not be appropriate for other purposes. The calculations reported herein have been made on a basis consistent with our understanding of the statements. USI Consulting Group is not responsible for consequences resulting from the use of any part of this report without prior authorization or approval. This report provides actuarial advice and does not constitute legal, accounting, tax or investment advice. Determinations for other purposes, such as funding, bond ratings, or judging benefit security, may be significantly different from the results shown in this report.

Actuarial findings in this report are based on actuarial assumptions selected by Corpus Christi Regional Transportation Authority which reflect expected plan experience. Although the deviation of the actual future plan experience and the expected experience inherently creates some uncertainty with the results, in our opinion the actuarial assumptions reasonably reflect the expected future experience of the plan. Future actuarial measurements may differ significantly from the current measurements presented in this report due to such factors as the following: plan experience differing from that anticipated by the economic or demographic assumptions; changes in economic or demographic assumptions; increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period or additional cost or contribution requirements based on the plan's funded status); and changes in plan provisions or applicable law. All of these factors can result in the risk of volatility in the Net OPEB Liability over time.

Data

The calculations shown in this report have been prepared using employee data and plan documentation furnished by Corpus Christi Regional Transportation Authority as of January 1, 2022. While we have not audited the data, we have reviewed it for reasonableness and internal consistency, and to the best of our knowledge, there are no material limitations to the data provided. Summaries of the census data and plan provisions can be found in the Basis for Valuation section of this report.

Subsequent events

We are unaware of any subsequent event after January 1, 2022 which would have a material effect on the results presented in this report.

Assumptions, methods, and procedures

The results presented in this report comply with the assumptions, methods, and procedures under the Statement No. 75. The results are based on the January 1, 2022 actuarial valuation with measurement dates of December 31, 2022, and reporting dates of December 31, 2022. All actuarial assumptions are set by the plan sponsor. Statement No. 75 mandates the use of the Entry Age Normal actuarial funding method for the purposes of those statements. For a description of the December 31, 2021 assumptions, methods, and procedures, please refer to the December 31, 2021 GASB 45 report.

Changes in plan provisions, actuarial assumptions, and actuarial methods


The following changes were made to the actuarial assumptions and methods effective January 1, 2022.

1. The discount rate is 2.25% based on the S&P Municipal Bond 20 Year High Grade Rate Index as of December 31, 2021.
2. Mortality was updated to 2010 Pub.G Headcount weighted mortality tables projected using scale MP-2021.
3. The assumed medical trend rate changed to 6.00% in 2022 grading uniformly to 5.50% over 2 years, and following the Getzen model thereafter until reaching an ultimate rate of 4.04% in the year 2075.
4. Termination rates were updated to the SOA 2003 Small Plan Service Table.
5. Participation rate was changed to 25%.

Summaries of the plan provisions, actuarial assumptions and methods can be found in the basis for valuation section of this report.

Professional qualifications

This report has been prepared under the supervision of Joseph K. Meyers a member of the American Academy of Actuaries, a Fellow of the Society of Actuaries, and a consulting actuary with USI Consulting Group, who has met the Qualification Standards of the American Academy of Actuaries to render the actuarial opinions herein. To the best of our knowledge this report has been prepared in accordance with generally accepted actuarial standards and our understanding of Government Accounting Standards Board Statement No. 75, including the overall appropriateness of the analysis, assumptions, and results and conforms to appropriate Standards of Practice as promulgated from time to time by the Actuarial Standards Board, which standards form the basis for the actuarial report. We are not aware of any direct or material indirect financial interest or relationship that could create, or appear to create, a conflict of interest that would impair the objectivity of our work. The undersigned is available to provide supplemental information or explanation.



Joseph K. Meyers, FSA,
MAAA

Senior Consultant

April 8, 2022

Date

Basis of Valuation

Summary of provisions of the plan

Retirement eligibility

To be eligible to continue coverage after retirement, an employee must be

- age 62 or age 55 and have ten years of service with the CCRTA, and
- an active employee of CCRTA at the time of retirement

Former employees who begin receiving retirement benefits at a later date do not qualify. Eligibility terminates at age 65 when Medicare eligibility begins.

Dependent eligibility

Spouse coverage terminates at the earlier of spouse age 65 or member age 65.

Benefits provided

The benefits provided to retirees are the same as the medical, dental, and vision benefits provided to active employees. Separate contribution rates apply to retirees. Retirees must pay the full COBRA rate for dental coverage, so it is not valued in this report. Coverage ends upon attainment of age 65.

Summary of Actuarial Assumptions

Mortality rates

PubG-2010 Headcount Weighted Mortality Tables projected with Improvement Scale MP-2021

Withdrawal rates

SOA 2003 Small Plan Service Table

Retirement rates

Age	Percent
55	2.34%
56	5.53%
57	4.94%
58	5.42%
59	5.62%
60	7.40%
61	9.52%
62	12.66%
63	17.61%
64	13.58%
65	19.76%
66	29.92%
67	18.17%
68	14.31%
69	16.73%
70	19.71%
71	100.00%

Disability rates

Not applicable

Discount rate

2.25% per annum

Salary increases

3.50% per annum

Expected long-term rate of return on plan assets

Not applicable

Plan participation

25% of future eligible retirees are assumed to elect the medical and vision benefit at retirement

Marital status

Actual spouse participation and dates of birth were used for retirees. For actives, it was assumed that 30% will cover a spouse, and males were assumed to be 2 years older than female spouses.

2022 medical claims cost

	Age 65 Male Cost
Retiree/Spouse	\$15,133

No liability has been calculated for post-65 retirees because coverage terminates beyond age 65. The most recent 4 years of claims history were projected at 6% to calendar year 2022 and weighted using the sum-of-digits method. Claims were spread over the covered population and age banded using the Dale Yamamoto aging factors. A provision for child claims in retirement was added to the final per capita cost, in the amount of 20% of the assumed child cost. Actual child coverage counts were used in the claims spreading. Children were assumed to be 60% of the age 25 male claims cost for the medical and prescription drug as well as the stop loss spreading.

2022 vision claims cost

Annual vision claims were assumed to be \$265 per participant, increasing at 5% per year in the future.

2022 administrative expenses

Annual administrative expenses for the medical plan were \$949 for single coverage and \$2,394 for family coverage, increasing at 2.50% per annum.

2022 stop loss premiums

Annual stop loss premiums were \$2,155 for single coverage and \$4,602 for family coverage, increasing each year at the health care cost trend rate. Premiums were adjusted based on the age and gender characteristics of the covered population, assuming the same table of aging factors as assumed for medical claims.

Healthcare cost trend rate

Medical:	6.00% graded uniformly to 5.50% over 2 years and following the Getzen model thereafter to an ultimate rate of 4.04% in the year 2075
Vision:	5.0% per annum
Administrative expenses:	2.5% per annum

2022 retiree contributions

Annual retiree contributions were assumed increase at the medical health care cost trend rate.

	Retiree	Spouse
Pre-65	\$ 3,520	\$ 5,643

Corpus Christi Regional Transportation Authority Postemployment Benefits Other Than Pensions
January 1, 2022

Age variance

Claims were adjusted based on the aging factors in the Dale Yamamoto study released by the Society of Actuaries in June 2013.

Age	Male	Female		Age	Male	Female
15	0.179	0.211		40	0.289	0.441
16	0.172	0.213		41	0.304	0.450
17	0.164	0.216		42	0.319	0.458
18	0.157	0.219		43	0.334	0.467
19	0.149	0.222		44	0.350	0.476
20	0.141	0.224		45	0.365	0.484
21	0.143	0.246		46	0.388	0.501
22	0.144	0.267		47	0.411	0.518
23	0.145	0.288		48	0.434	0.535
24	0.146	0.310		49	0.457	0.553
25	0.147	0.331		50	0.481	0.570
26	0.155	0.348		51	0.509	0.587
27	0.162	0.366		52	0.538	0.605
28	0.170	0.383		53	0.567	0.623
29	0.177	0.401		54	0.596	0.641
30	0.185	0.418		55	0.625	0.659
31	0.194	0.421		56	0.660	0.684
32	0.204	0.423		57	0.695	0.709
33	0.213	0.426		58	0.731	0.734
34	0.222	0.428		59	0.766	0.759
35	0.232	0.431		60	0.802	0.784
36	0.243	0.433		61	0.841	0.815
37	0.255	0.435		62	0.881	0.846
38	0.266	0.437		63	0.921	0.877
39	0.278	0.439		64	0.960	0.909
				65	1.000	0.940

Valuation date

January 1, 2022

Actuarial valuation method

Entry Age Normal

Asset valuation method

Not applicable

Funding policy

The benefits of the Corpus Christi Regional Transportation Authority Postemployment Benefits Other Than Pensions are funded on a pay-as-you-go basis. The company funds on a cash basis as benefits are paid. No assets have been segregated and restricted to provide for postretirement benefits.

Coordination with Medicare

Not applicable

Amortization period

For Statement 75 contribution calculations: 5 years (open) beginning January 1, 2022

For Statement No. 75: Experience gains or losses are amortized over the average working lifetime of all participants which for the current period is 4 years. Plan amendments are recognized immediately.

Investment gains or losses are amortized over a 5 year period. Changes in actuarial assumptions are amortized over the average working lifetime of all participants.

Summary of Participant Data

Data as of January 1, 2022

Number of Participants	
Actives (with medical coverage)	197
Actives (without medical coverage)	15
Retirees (with medical coverage)	7
Retirees (without medical coverage)	0
Spouses of Retirees (with medical coverage)	2
Annual Projected Payroll	\$11,697,254
Average Projected Earnings	\$55,176

Actuarially Determined Contribution

	Fiscal Year Ending
	December 31, 2022
Total OPEB Liability (BOY)	\$853,090
Plan Fiduciary Net Position (BOY)	0
Net OPEB Liability (BOY)	\$853,090
Years of Amortization	5
Amortization Payment	\$177,203
Normal Cost	44,891
Interest	2,133
Actuarially Determined Contribution	\$224,227

GASB Disclosure

GASB Statement No. 75

This section presents specific information required under Statement No. 75 which is not included in other sections of this report. The information in this section is to satisfy the reporting for the plan sponsor. This section contains the following:

- Schedule of changes in OPEB liability
- OPEB expense
- OPEB Liability healthcare cost trend rate and discount rate sensitivity
- Deferred outflows and inflows of resources
- Schedule of changes in OPEB Liability and reconciliation between years
- Schedule of Contributions

Total OPEB Liability is the plan liability determined using assumptions listed in the Summary of Actuarial Assumptions.

Schedule of changes in net OPEB liability, deferrals, and OPEB expense

SCHEDULE OF CHANGES IN NET OPEB LIABILITY						
	Increase (Decrease)					
	Total OPEB Liability (a)	Plan Net Position (b)	Net OPEB Liability (a) - (b)	Deferred Outflows of Resources	Deferred Inflows of Resources	OPEB Expense
Balances—at 1/1/2022	\$853,090	\$0	\$853,090	\$42,767	\$0	
Changes for the Year:						
Service cost	44,891		44,891			44,891
Interest	14,410		14,410			14,410
Benefit changes	0		0			
Experience losses (gains)	(9,136)		(9,136)		6,852	(2,284)
Changes of assumptions	82,936		82,936	62,202		20,734
Contributions—Employer		151,351	(151,351)			
Contributions—members		0	0			0
Net investment income		0	0			0
Expected return on plan investments						
Current expense of asset gain/loss						0
Non expensed asset (gain)/loss				0	0	0
Refunds of contributions		0	0			
Benefits paid	(151,351)	(151,351)	0			
Administrative expenses		0	0			0
Recognition of Prior Post-measurement Contribution				0	0	
Post-measurement Contribution				0	0	
Other changes		0	0			
Amortization of or change in beginning balances	(18,250)	0	(18,250)	(42,767)	0	42,767
Net Changes				19,435	6,852	120,518
Balances—at 12/31/2022	\$834,840	\$0	\$834,840	\$62,202	\$6,852	\$120,518

Sensitivity of OPEB liability to changes in the medical trend rate

The following represents the net OPEB liability calculated using the stated salary trend assumption, as well as what the OPEB liability would be if it were calculated using a salary trend rate that is 1-percentage-point lower or 1-percentage-point higher than the assumed trend rate:

	1% Decrease 5.00%, to 4.50% over 2 years and following the Getzen model thereafter	Current 6.00%, to 5.50% over 2 years and following the Getzen model thereafter	1% Increase 7.00%, to 6.50% over 2 years and following the Getzen model thereafter
Net OPEB Liability			
December 31, 2022	\$753,044	\$834,840	\$930,836

Sensitivity of OPEB liability to changes in the discount rate

The following represents the net OPEB liability calculated using the stated discount rate, as well as what the net OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower or 1-percentage-point higher than the current rate:

	1% Decrease 1.25%	Current Rate 2.25%	1% Increase 3.25%
Net OPEB Liability			
December 31, 2022	\$889,411	\$834,840	\$783,197

Corpus Christi Regional Transportation Authority Postemployment Benefits Other Than Pensions
January 1, 2022

OPEB expense & deferred outflows/inflows of resources

For the year ended December 31, 2022, the recognized OPEB expense will be \$120,518. At December 31, 2022, the employer reported deferred outflows of resources and deferred inflows of resources in relation to OPEBs from the following sources:

	Original Amount	Date Established	Original Amortization Period (Years)	Recognized Annually in Expense	Deferred Outflows of Resources	Deferred Inflows of Resources
Experience losses (gains)	(\$78,803)	12/31/2020	2	(\$39,402)	\$0	\$0
	72,887	12/31/2021	2	36,444	0	0
	(9,136)	12/31/2022	4	(2,284)	0	6,852
Change of assumptions	26,826	12/31/2020	2	13,413	0	0
	12,648	12/31/2021	2	6,324	0	0
	82,936	12/31/2022	4	20,734	62,202	0
Total				\$35,229	\$62,202	\$6,852

Changes of assumptions and experience losses (gains) are amortized over the average remaining service period of actives and inactive (no future service is assumed for inactive for this calculation).

Amounts reported as deferred outflows (inflows) of resources related to OPEBs will be recognized in OPEB expense as follows:

Years Ending December 31:	
2023	18,450
2024	18,450
2025	18,450
2026	0
2027	0
Thereafter	0

Schedule of changes in the NOL and related ratios

	fiscal year ending December 31					
	2022	2021	2020	2019	2018	2017
Total OPEB Liability						
Service cost	\$44,891	\$43,344	\$39,950	\$38,048	\$36,236	
Interest	14,410	23,079	31,661	34,073	38,682	
Changes of benefit terms	0	0	0	0	0	
Differences between expected and actual experience	(9,136)	72,887	(78,803)	0	0	
Changes of assumptions	82,936	12,648	26,826	0	0	
Benefit Payments / Refunds	(151,351)	(148,360)	(140,276)	(203,354)	(189,167)	
Net Change in Total OPEB Liability	(\$18,250)	\$3,598	(\$120,642)	(\$131,233)	(\$114,249)	
Total OPEB Liability - beginning	853,090	849,492	970,134	1,101,367	1,215,616	
Total OPEB Liability - ending (a)	\$834,840	\$853,090	\$849,492	\$970,134	\$1,101,367	
Plan Fiduciary Net Position						
Contributions - employer	\$151,351	\$148,360	\$140,276	\$203,354	\$189,167	
Contributions - employee	0	0	0	0	0	
Net investment income	0	0	0	0	0	
Benefit Payments / Refunds	(151,351)	(148,360)	(140,276)	(203,354)	(189,167)	
Administrative expenses	0	0	0	0	0	
Other	0	0	0	0	0	
Net Change in Plan Fiduciary Net Position	\$0	\$0	\$0	\$0	\$0	
Plan Fiduciary Net Position - beginning	0	0	0	0	0	
Plan Fiduciary Net Position - ending (b)	\$0	\$0	\$0	\$0	\$0	
Net OPEB Liability - ending (a) - (b)	\$834,840	\$853,090	\$849,492	\$970,134	\$1,101,367	
Plan Fiduciary Net Position as a % of the Total OPEB Liability	0.0%	0.0%	0.0%	0.0%	0.0%	
Covered-employee payroll	\$11,697,254	\$13,269,291	\$13,257,370	\$12,134,143	\$11,667,509	
Net OPEB Liability as a % of covered-employee payroll	7.1%	6.4%	6.4%	8.0%	9.4%	

Corpus Christi Regional Transportation Authority Postemployment Benefits Other Than Pensions
January 1, 2022

Schedule of contributions

	2022	2021	2020	fiscal year ending December 31						
				2019	2018	2017	2016	2015	2014	2013
Actuarially determined contribution	\$224,227	\$211,800	\$207,944	\$206,160	\$202,742					
Contributions in relation to the actuarially determined contribution	(151,351)	(148,360)	(140,276)	(203,354)	(189,167)					
Contribution deficiency (excess)	\$72,876	\$63,440	\$67,668	\$2,806	\$13,575					
Covered-employee payroll	\$11,697,254	\$13,269,291	\$13,257,370	\$12,134,143	\$11,667,509					
Contributions as a percentage of covered-employee payroll	1.3%	1.1%	1.1%	1.7%	1.6%					



Subject: March 2022 Financial Report

Overview: The results from the **operating budget** for the month of **March** reports **Revenues** in excess of **Expenses** by **\$399,982**, with revenues coming in at \$3,894,115 and expenses at \$3,494,133. Departmental spending reached 97.16% 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 \$9,582,334 versus expenses of \$9,750,932, a difference of **\$168,598**. Departmental spending reached 89.84% of budget expectations.

Meanwhile the CIP budget reports expenses exceeding revenues by \$129,525 for March, 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 \$388,576 through March, which again represents the budgeted portion of depreciation expense, and resulted in a declined in fund balance of \$557,174. 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 **March** totaled **\$3,988,075**, of which \$3,894,115 is attributable to the **Operating Budget (Table 4)** and \$93,960 to the Capital Budget. The performance from two revenue categories from the Operating Budget are discussed as follows.

Operating Revenues totaled **\$101,208**, which include only resources generated from transit operations, generated **\$47,330** less than forecasted. **Fare Revenues** showed improvement over February 2022, ended the month at 82.72% of the baseline expectation, while commissions from bus and bench advertising ended the month at \$13,144, or 108.50% of baseline. **Other Operating Revenues** totaled \$2,316, or 7.07% 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 **\$3,792,907**, reaching **101.09%** of the **\$3,752,064** budget expectation, generating **\$40,843** more than forecasted (**Table 4.1**).

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:

March 2022 Revenue Composition – Table 1

Line #	Revenue Source	Actual	%
1	Sales Tax Revenue	3,115,335	80.00%
2	Passenger Service	85,748	2.20%
3	SSC Lease Income	42,873	1.10%
4	Bus Advertising	13,144	0.34%
5	Investment Income	10,754	0.28%
6	Grant Assistance Revenue	623,945	16.02%
7	Other Revenue	2,316	0.06%
	Total (excluding capital)	\$3,894,115	100.00%

The **Investment Portfolio** closed the month of March 2022 with a market value of **\$48,910,512**, a decrease of **\$329,707** from the end of February 2022. The increase does not represent a gain in value from investment market activity but rather fluctuations in end-of-month bank statement cash balances. The value represents the ending bank balances from Frost Bank and TexPool accounts as of the March 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**.

The **Sales tax** allocation for March 2022 is **estimated** at **\$3,115,335**. The estimate is necessary since allocations lag two months behind and will not be received until May 13, 2022.

The Sales Tax revenue payment of **\$2,726,132** for February 2022 was received April 8, 2022 and was \$273,368, or 9.11% less than the **\$2,999,500** February reported estimate. The payment included the allocation from internet sales of \$29,210, a decrease of \$483 or 1.63% from the prior month. RTA started receiving internet sales tax revenue in December 2019, and to date have received \$709,726. 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 90.65% 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 March have made 16 installments. This amount is added back in order to calculate the growth rate when compared to the same period last year.

Sales Tax Growth – Table 2

Month Revenue was Recognized	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 (estimate)	3,115,335	3,774,978	(659,643)	-17.47%
April (estimate)	0	0	0	0.00%
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>\$ 8,542,027</u>	<u>\$ 8,606,506</u>	<u>\$ (64,480)</u>	<u>-0.75%</u>

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

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

Revenue Source	March 2022	%	YTD	%
Passenger Service	\$ 85,748	2.15%	\$ 219,376	2.25%
Bus Advertising	13,144	0.33%	41,805	0.43%
Other Revenue	2,316	0.06%	9,164	0.09%
Sales Tax Revenue	3,115,335	78.12%	8,542,027	87.43%
Grants – Operating	623,945	15.65%	623,945	6.39%
Grants – Capital	93,960	2.36%	187,920	1.92%
Investment Income	10,754	0.27%	18,498	0.19%
SSC Lease Income	42,873	1.08%	127,519	1.31%
Total Revenue	<u>\$ 3,988,075</u>	<u>100.00%</u>	<u>\$ 9,770,255</u>	<u>100.00%</u>

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

	03/2022				
	2022 Adopted Budget	March 2022 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Revenues					
Passenger service	\$ 1,243,979	\$ 85,748	\$ 103,665	6.89%	82.72%
Bus advertising	145,371	13,144	12,114	9.04%	108.50%
Other operating revenues	393,098	2,316	32,758	0.59%	7.07%
Sales Tax Revenue	37,509,003	3,115,335	3,115,335	8.31%	100.00%
Federal, state and local grant assistance	7,102,211	623,945	591,851	8.79%	105.42%
Investment Income	45,094	10,754	3,758	23.85%	286.18%
Staples Street Center leases	493,434	42,873	41,120	8.69%	104.27%
Total Operating Revenues	46,932,190	3,894,115	3,900,601	8.30%	99.83%
Capital Grants & Donations	8,313,957	93,960	93,960	1.13%	100.00%
Total Revenues & Capital Funding	\$ 55,246,147	\$ 3,988,075	\$ 3,994,561	7.22%	99.84%

	03/2022				
	2022 Adopted Budget	YTD 2022 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Revenues					
Passenger service	\$ 1,243,979	\$ 219,376	\$ 310,995	17.63%	70.54%
Bus advertising	145,371	41,805	36,343	28.76%	115.03%
Other operating revenues	393,098	9,164	98,275	2.33%	9.33%
Sales Tax Revenue	37,509,003	8,542,027	8,542,027	22.77%	100.00%
Federal, state and local grant assistance	7,102,211	623,945	1,775,553	8.79%	35.14%
Investment Income	45,094	18,498	11,274	41.02%	164.09%
Staples Street Center leases	493,434	127,519	123,359	25.84%	103.37%
Total Operating Revenues	46,932,190	9,582,334	10,897,825	20.42%	87.93%
Capital Grants & Donations	8,313,957	187,920	187,920	2.26%	100.00%
Total Revenues & Capital Funding	\$ 55,246,147	\$ 9,770,254	\$ 11,085,745	17.68%	88.13%

Revenue – March 2022 From Operations – Table 4.1

	03/2022				
	2022 Adopted Budget	March 2022 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Revenues					
Passenger service	\$ 1,243,979	\$ 85,748	\$ 103,665	6.89%	82.72%
Bus advertising	145,371	13,144	12,114	9.04%	108.50%
Other operating revenues	393,098	2,316	32,758	0.59%	7.07%
Total Operating Revenues	1,782,448	101,208	148,537	5.68%	68.14%
Sales Tax Revenue	37,509,003	3,115,335	3,115,335	8.31%	100.00%
Federal, state and local grant assistance	7,102,211	623,945	591,851	8.79%	105.42%
Investment Income	45,094	10,754	3,758	23.85%	286.18%
Staples Street Center leases	493,434	42,873	41,120	8.69%	104.27%
Total Non-Operating Revenues	45,149,742	3,792,907	3,752,064	8.40%	101.09%
Total Revenues	\$ 46,932,190	\$ 3,894,115	\$ 3,900,601	8.30%	99.83%

March 2022 Expenses

The results of all expenditure activities, including capital, are presented below. Overall the total operating expenses came in \$153,790 lower than the anticipated baseline of \$3,871,408. Departmental expenses came in \$99,955 less than the anticipated baseline or 3.00%. Debt service payments are fixed by the terms of the bond contract which is the reason for the resulting 100% actual to baseline. Street Improvements is also a fixed amount that represents one-twelve

of the annual amount budgeted for all member cities, though the budget is slightly higher than the actual amount allocated to the member cities for 2022, resulting in the marginal variance against the baseline.

March 2022 Total Expenses & Capital Expenditures – Table 6

	03/2022				
	2022 Adopted Budget	March 2022 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Expenditures					
Departmental Operating Expenses	\$ 39,930,292	\$ 3,232,867	\$ 3,327,524	8.10%	97.16%
Debt Service	1,600,408	-	-	0.00%	0.00%
Street Improvements	3,147,945	260,794	262,329	8.28%	99.41%
Subrecipient Grant Agreements	696,845	472	58,070	0.07%	0.81%
Total Operating Expenses	45,375,490	3,494,133	3,647,923	7.70%	95.78%
Grant Eligible Costs	8,316,352	93,960	93,960	1.13%	100.00%
Depreciation Expenses	1,554,305	129,525	129,525	8.33%	100.00%
Total Expenses & Capital Expenditures	\$ 55,246,147	\$ 3,717,618	\$ 3,871,408	6.73%	96.03%

	03/2022				
	2022 Adopted Budget	YTD 2022 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Expenditures					
Departmental Operating Expenses	\$ 39,930,292	\$ 8,968,079	\$ 9,982,573	22.46%	89.84%
Debt Service	1,600,408	-	-	0.00%	0.00%
Street Improvements	3,147,945	782,382	786,986	24.85%	99.41%
Subrecipient Grant Agreements	696,845	472	174,211	0.07%	0.27%
Total Operating Expenses	45,375,490	9,750,933	10,943,770	21.49%	89.10%
Grant Eligible Costs	8,316,352	187,920	187,920	2.26%	100.00%
Depreciation Expenses	1,580,259	388,576	388,576	24.59%	100.00%
Total Expenses & Capital Expenditures	\$ 55,272,101	\$ 10,327,429	\$ 11,520,266	18.68%	89.65%

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 March 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 Salaries & Wages, Benefits, and Materials & Supplies.

Salaries & Wages reached 101.38% of the baseline expectation, or \$16,218 over the budget projection, due to higher overtime expenses related to Jazz Fest and filling staffing needs during employee health and personal leave.

Meanwhile, Benefits ended the month at 101.74% of the baseline expectation, or \$8,520 over the budget projection, due to higher claims costs related to the employee health plan.

Last, the Materials & Supplies category ended the month at 107.89% of the baseline expectation, or \$19,063 over the budget projection, due to higher costs for Unleaded, Diesel, and Compressed Natural Gas (CNG) fuel. The higher costs are mostly due to increased vehicle miles, which have

grown 8.96% from January 2022 to March 2022, while the price per gallon of fuel has increased by 15.81% during the same time period. Additionally, a purchase of \$13,350 for oil testing kits drove costs further for the category.

March 2022 Departmental Expense Breakdown – Table 7.1

Departmental Operating Expense Object Category	03/2022				
	2022 Adopted Budget	March 2022 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Salaries & Wages	\$ 14,105,606	\$ 1,191,685	\$ 1,175,467	8.45%	101.38%
Benefits	5,877,139	498,281	489,762	8.48%	101.74%
Services	5,995,853	395,727	499,654	6.60%	79.20%
Materials & Supplies	2,897,982	260,561	241,499	8.99%	107.89%
Utilities	769,625	63,809	64,135	8.29%	99.49%
Insurance	632,545	44,033	52,712	6.96%	83.53%
Purchased Transportation	8,843,472	711,916	736,956	8.05%	96.60%
Miscellaneous	808,071	66,854	67,339	8.27%	99.28%
Total Departmental Operating Expenses	\$ 39,930,292	\$ 3,232,866	\$ 3,327,524	8.10%	97.16%

Departmental Operating Expense Object Category	03/2022				
	2022 Adopted Budget	YTD 2022 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Salaries & Wages	\$ 14,105,606	\$ 3,371,603	\$ 3,526,401	23.90%	95.61%
Benefits	5,877,139	1,464,204	1,469,285	24.91%	99.65%
Services	5,995,853	1,010,335	1,498,963	16.85%	67.40%
Materials & Supplies	2,897,982	694,006	724,496	23.95%	95.79%
Utilities	769,625	156,420	192,406	20.32%	81.30%
Insurance	632,545	132,098	158,136	20.88%	83.53%
Purchased Transportation	8,843,472	2,008,056	2,210,868	22.71%	90.83%
Miscellaneous	808,071	131,357	202,018	16.26%	65.02%
Total Departmental Operating Expenses	\$ 39,930,292	\$ 8,968,079	\$ 9,982,573	22.46%	89.84%

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
	\$ 829,820	\$ 20,517	\$ 850,337

Fare Recovery Ratio – Table 10

Description	3/31/2022	Year to Date
Fare Revenue or Passenger Revenue	\$ 85,748	\$ 219,376
Operating Expenses	3,232,867	8,968,078
Fare Recovery Ratio	2.65%	2.45%
*Excluding Depreciation		

Note: Same period last year (March 2021) the FRR was 3.05%

March 2022 – Table 11

For the month of March, total Revenues exceeded Expenses by \$56,180. The year to date financial performance presented Expenses in excess of Revenues by \$771,451. A greater detail of the financial results is explained in the accompanied Power Point presentation.

	03/2022				
	2022 Adopted Budget	March 2022 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Operating Revenues	\$ 46,932,190	\$ 3,894,115	\$ 3,900,601	8.30%	99.83%
Capital Funding	8,313,957	93,960	93,960	1.13%	100.00%
Total Revenues	55,246,147	3,988,075	3,994,561	7.22%	99.84%
Operating Expenses	45,375,490	3,494,133	3,647,923	7.70%	95.78%
Capital Expenditures	9,870,657	223,485	223,485	2.26%	100.00%
Total Expenses	55,246,147	3,717,618	3,871,408	6.73%	96.03%
Revenue over Expenditures	\$ -	\$ 270,457	\$ 123,153		

	03/2022				
	2022 Adopted Budget	YTD 2022 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Operating Revenues	\$ 46,932,190	\$ 9,582,334	\$ 10,897,825	20.42%	87.93%
Capital Funding	8,313,957	187,920	187,920	2.26%	100.00%
Total Revenues	55,246,147	9,770,254	11,085,745	17.68%	88.13%
Operating Expenses	45,375,490	9,750,932	10,943,770	21.49%	89.10%
Capital Expenditures	9,896,611	576,496	576,496	5.83%	100.00%
Total Expenses	55,272,101	10,327,428	11,520,266	18.68%	89.65%
Revenue over Expenditures	\$ (25,954)	\$ (557,174)	\$ (434,521)		

NET POSITION

The Total Net Position at the end of the month was **\$101,098,368**, a decrease of **\$369,251** from December 2021 which closed at **\$101,467,619**. 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 **\$101,098,368**, the portion of the fund balance that is not restricted in accordance with GASB Concepts Statement No 4 is **\$45,617,507**, but only **\$25,400,302** 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 MARCH 31, 2022:

<u>FUND BALANCE</u>	
Net Invested in Capital Assets	\$ 54,705,715
Restricted for FTA Interest	779,623
Unrestricted	→ 45,617,507
OTAL FUND BALANCE	101,098,368
<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	1,044,646
Total Designated Reserves (44.32%)	\$ 20,217,205
Unrestricted (55.68%)	25,400,302
TOTAL DESIGNATED & UNRESTRICTED	→ \$ 45,617,507

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 March 2022

OPERATING BUDGET	03/2022				
	2022 Adopted Budget	March 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	\$ 85,748	\$ 103,665	6.89%	82.72%
Bus advertising	145,371	13,144	12,114	9.04%	108.50%
Other operating revenues	393,098	2,316	32,768	0.59%	7.07%
Sales Tax Revenue	37,509,003	3,115,335	3,115,335	8.31%	100.00%
Federal, state and local grant assistance	7,102,211	623,945	591,851	8.79%	105.42%
Investment Income	45,094	10,754	3,758	23.85%	286.18%
Staples Street Center leases	493,434	42,873	41,120	8.69%	104.27%
Total Revenues	46,932,190	3,894,115	3,900,601	8.30%	99.83%
Expenses					
Transportation	9,995,330	846,749	832,944	8.47%	101.66%
Customer Programs	541,368	41,757	45,114	7.71%	92.56%
Purchased Transportation	8,843,472	711,916	736,956	8.05%	96.60%
Service Development	1,216,369	56,129	101,364	4.61%	55.37%
MIS	1,593,626	97,863	132,802	6.14%	73.69%
Vehicle Maintenance	5,948,949	505,817	495,746	8.50%	102.03%
Facilities Maintenance	3,055,747	265,776	254,646	8.70%	104.37%
Contracts and Procurements	413,128	33,992	34,427	8.23%	98.74%
CEO's Office	1,146,867	101,527	95,572	8.85%	106.23%
Finance and Accounting	851,229	88,616	70,936	10.41%	124.92%
Materials Management	252,362	23,320	21,030	9.24%	110.89%
Human Resources	928,063	78,061	77,339	8.41%	100.93%
General Administration	529,824	34,635	44,152	6.54%	78.45%
Capital Project Management	330,767	30,075	27,564	9.09%	109.11%
Marketing & Communications	734,725	48,056	61,227	6.54%	78.49%
Safety & Security	2,184,567	172,473	182,047	7.90%	94.74%
Staples Street Center	1,160,899	95,940	96,742	8.26%	99.17%
Port Ayers Cost Center	3,000	165	250	5.50%	66.00%
Debt Service	1,600,408	-	-	0.00%	0.00%
Special Projects	200,000	-	16,667	0.00%	0.00%
Subrecipient Grant Agreements	696,845	472	58,070	0.07%	0.81%
Street Improvements Program for CCRTA Region Entities	3,147,945	260,794	262,329	8.28%	99.41%
Total Expenses	45,375,490	3,494,133	3,647,923	7.70%	95.78%
Revenues Over Expenses - Operating Budget	1,556,700	399,982	252,677		
CIP BUDGET					
	2022 Adopted Budget	March 2022 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
	A	B	C = A / 12	B / A	
Funding Sources					
Grant Revenue	8,313,957	93,960	93,960	1.13%	0.00%
Total Funding Sources	8,313,957	93,960	93,960	1.13%	100.00%
Capital Expenditures					
Grant Eligible Costs	\$ 8,316,352	93,960	93,960	1.13%	0.00%
Depreciation Expenses	1,554,305	129,525	129,525	8.33%	100.00%
Total Expenditures	9,870,657	223,485	223,485	2.26%	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	399,982	252,677		
Revenues Over Expenses - CIP Budget	(1,556,700)	(129,525)	(129,525)		
Revenues Over Expenses (including rounding)	0	270,457	123,152		

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

OPERATING BUDGET	03/2022				
	2022 Adopted Budget	YTD 2022 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
	A	B	C = A / 4	B / A	C vs B
Revenues					
Passenger service	\$ 1,243,979	\$ 219,376	\$ 310,995	17.63%	70.54%
Bus advertising	145,371	41,805	36,343	28.76%	115.03%
Other operating revenues	393,098	9,164	98,275	2.33%	9.33%
Sales Tax Revenue	37,509,003	8,542,027	8,542,027	22.77%	100.00%
Federal, state and local grant assistance	7,102,211	623,945	1,775,553	8.79%	35.14%
Investment Income	45,094	18,498	11,274	41.02%	164.09%
Staples Street Center leases	493,434	127,519	123,359	25.84%	103.37%
Total Revenues	46,932,190	9,582,334	10,897,825	20.42%	87.93%
Expenses					
Transportation	9,995,330	2,433,196	2,498,832	24.34%	97.37%
Customer Programs	541,368	114,528	135,342	21.16%	84.62%
Purchased Transportation	8,843,472	2,008,056	2,210,868	22.71%	90.83%
Service Development	1,216,369	171,322	304,092	14.08%	56.34%
MIS	1,593,626	372,880	398,406	23.40%	93.59%
Vehicle Maintenance	5,948,949	1,406,709	1,487,237	23.65%	94.59%
Facilities Maintenance	3,055,747	698,957	763,937	22.87%	91.49%
Contracts and Procurements	413,128	87,280	103,282	21.13%	84.51%
CEO's Office	1,146,867	273,536	286,717	23.85%	95.40%
Finance and Accounting	851,229	183,906	212,807	21.60%	86.42%
Materials Management	252,362	66,240	63,091	26.25%	104.99%
Human Resources	928,063	196,389	232,016	21.16%	84.64%
General Administration	529,824	93,686	132,456	17.68%	70.73%
Capital Project Management	330,767	81,792	82,692	24.73%	98.91%
Marketing & Communications	734,725	118,284	183,681	16.10%	64.40%
Safety & Security	2,184,567	399,357	546,142	18.28%	73.12%
Staples Street Center	1,160,899	261,465	290,225	22.52%	90.09%
Port Ayers Cost Center	3,000	495	750	16.50%	66.00%
Debt Service	1,600,408	-	-	0.00%	0.00%
Special Projects	200,000	-	50,000	0.00%	0.00%
Subrecipient Grant Agreements	696,845	472	174,211	0.07%	0.27%
Street Improvements Program for CCRTA Region Entities	3,147,945	782,382	786,986	24.85%	99.41%
Total Expenses	45,375,490	9,750,932	10,943,770	21.49%	89.10%
Revenues Over Expenses - Operating Budget	1,556,700	(168,598)	(45,946)		
CIP BUDGET					
	2022 Adopted Budget	YTD 2022 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
	A	B	C = A / 4	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	1,580,259	388,576	388,576	24.59%	100.00%
Total Expenditures	9,896,611	576,496	576,496	5.83%	100.00%
Funding Sources Over Expenditures	(1,582,654)	(388,576)	(388,576)	24.55%	100.00%
Revenues Over Expenses - Operating Budget	1,556,700	(168,598)	(45,946)		
Revenues Over Expenses - CIP Budget	(1,582,654)	(388,576)	(388,576)		
Revenues Over Expenses (including rounding)	(25,954)	(557,174)	(434,522)		

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

	Unaudited March 31 2022	Unaudited December 31 2021
ASSETS		
Current Assets:		
Cash and Cash Equivalents	\$ 48,110,553	\$ 48,526,571
Receivables:		
Sales and Use Taxes	5,786,719	6,851,829
Federal Government	623,945	54,642
Other	522,747	657,148
Inventories	1,047,206	1,019,062
Prepaid Expenses	839,589	410,275
Total Current Assets	56,930,759	57,519,527
Non-Current Assets:		
Restricted Cash and Cash Equivalents	779,623	779,623
Net Pension Asset	1,978,117	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	281,647	0
Total Capital Assets	149,471,257	149,189,610
Less: Accumulated Depreciation	(79,310,740)	(78,922,165)
Net Capital Assets	70,160,517	70,267,445
Total Non-Current Assets	72,918,257	71,988,605
TOTAL ASSETS	129,849,016	129,508,132
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	134,357,727	134,016,843
LIABILITIES AND NET POSITION		
Current Liabilities:		
Accounts Payable	499,536	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	246,366	328,488
Distributions to Regional Entities Payable	5,253,541	4,471,159
Other Accrued Liabilities	1,254,122	993,572
Total Current Liabilities	8,474,722	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	28,460,832	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	33,259,359	32,549,224
Net Position:		
Net Invested in Capital Assets	54,701,238	54,808,166
Restricted for FTA Interest	779,623	779,623
Unrestricted	45,617,507	45,879,830
TOTAL NET POSITION	\$ 101,098,368	\$ 101,467,619

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

	<u>3/31/2022</u>
Cash Flows From Operating Activities:	
Cash Received from Customers	\$ 134,079
Cash Received from Bus Advertising and Other Ancillary	65,513
Cash Payments to Suppliers for Goods and Services	(1,685,054)
Cash Payments to Employees for Services	(1,176,235)
Cash Payments for Employee Benefits	(278,480)
Net Cash Used for Operating Activities	<u>(2,940,178)</u>
Cash Flows from Non-Capital Financing Activities:	
Sales and Use Taxes Received	2,673,186
Grants and Other Reimbursements	-
Distributions to Subrecipient Programs	(472)
Distributions to Region Entities	-
Net Cash Provided by Non-Capital Financing Activities	<u>2,672,714</u>
Cash Flows from Capital and Related Financing Activities:	
Federal and Other Grant Assistance	93,960
Proceeds/Loss from Sale of Capital Assets	-
Proceeds from Bonds	-
Repayment of Long-Term Debt	-
Interest and Fiscal Charges	-
Purchase and Construction of Capital Assets	(125,047)
Net Cash Used by Capital and Related Financing Activities	<u>(31,087)</u>
Cash Flows from Investing Activities:	
Investment Income	10,754
Purchases of Investments	-
Maturities and Redemptions of Investments	-
Premiums/Discounts on Investments	-
Net Cash Provided by Investing Activities	<u>10,754</u>
Net decrease in Cash and Cash Equivalents	(287,796)
Cash and Cash Equivalents (Including Restricted Accounts), March 1, 2022	49,177,972
Cash and Cash Equivalents (Including Restricted Accounts), March 31, 2022	\$ <u><u>48,890,176</u></u>



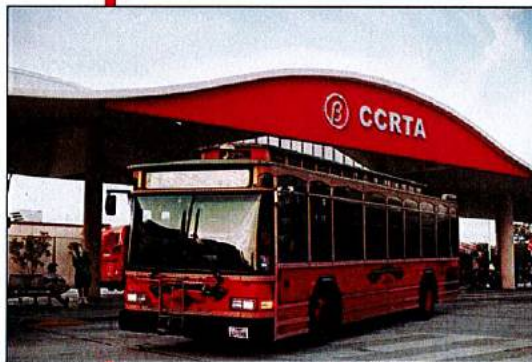
CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY

Board of Directors Meeting Memo

May 11, 2022

Subject: March 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.

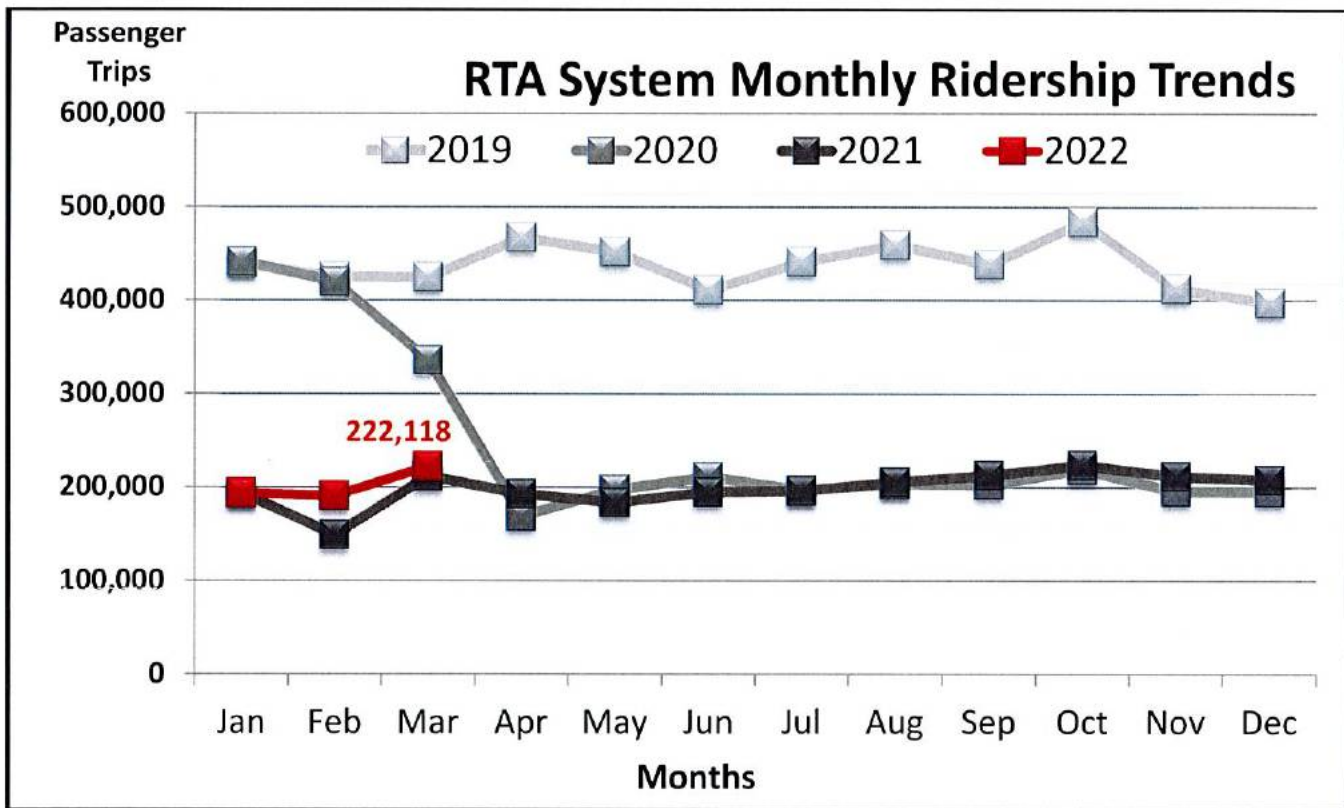


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System-wide Ridership and Service Performance Results

March 2022 system-wide ridership levels continued to be adversely impacted by the COVID-19 pandemic. Passenger trips totaled 222,118 which represents a 5.0% increase as compared to 211,578 passenger trips in March 2021 or 10,540 more trips were provided this month. In comparison to the pre-COVID-19 (Pre-Covid) period in March 2019 with 425,163 passenger trips, the 222,118 passenger trips represent a 47.8% decrease with 203,045 fewer trips.



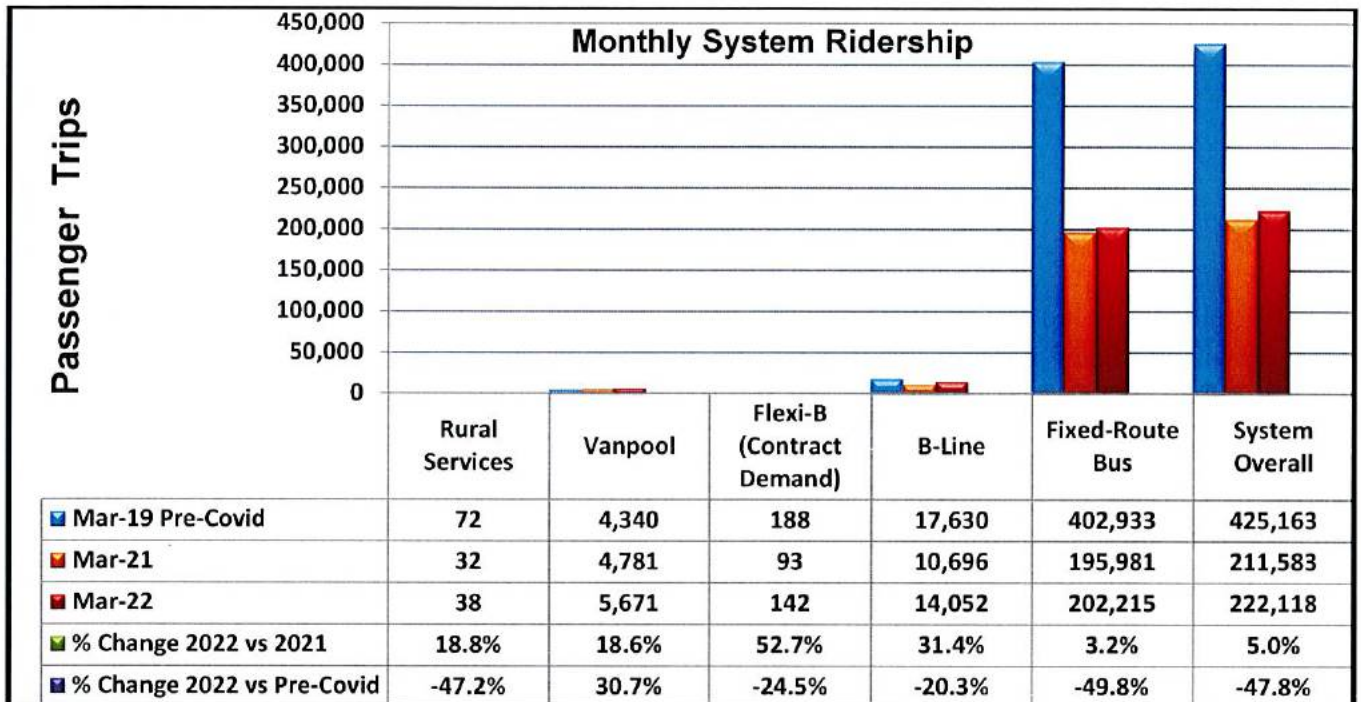
March 2021	March 2022	Variance
23 Weekdays	23 Weekdays	-
4 Saturdays	4 Saturdays	-
4 Sundays	4 Sundays	-
31 Days	31 Days	-

In March 2022, the average retail price for unleaded gas in Corpus Christi was approximately \$3.98 per gallon as compared to \$2.62 per gallon in March 2021¹. A 66% increase in the average cost per gallon. Rainfall was below normal at 0.7 inches as compared to the monthly average of 2.28 inches.² March 2021 was normal at 2.56 inches. The recorded 78 degree average temperature was on target with the average monthly temperature of 77 degrees.

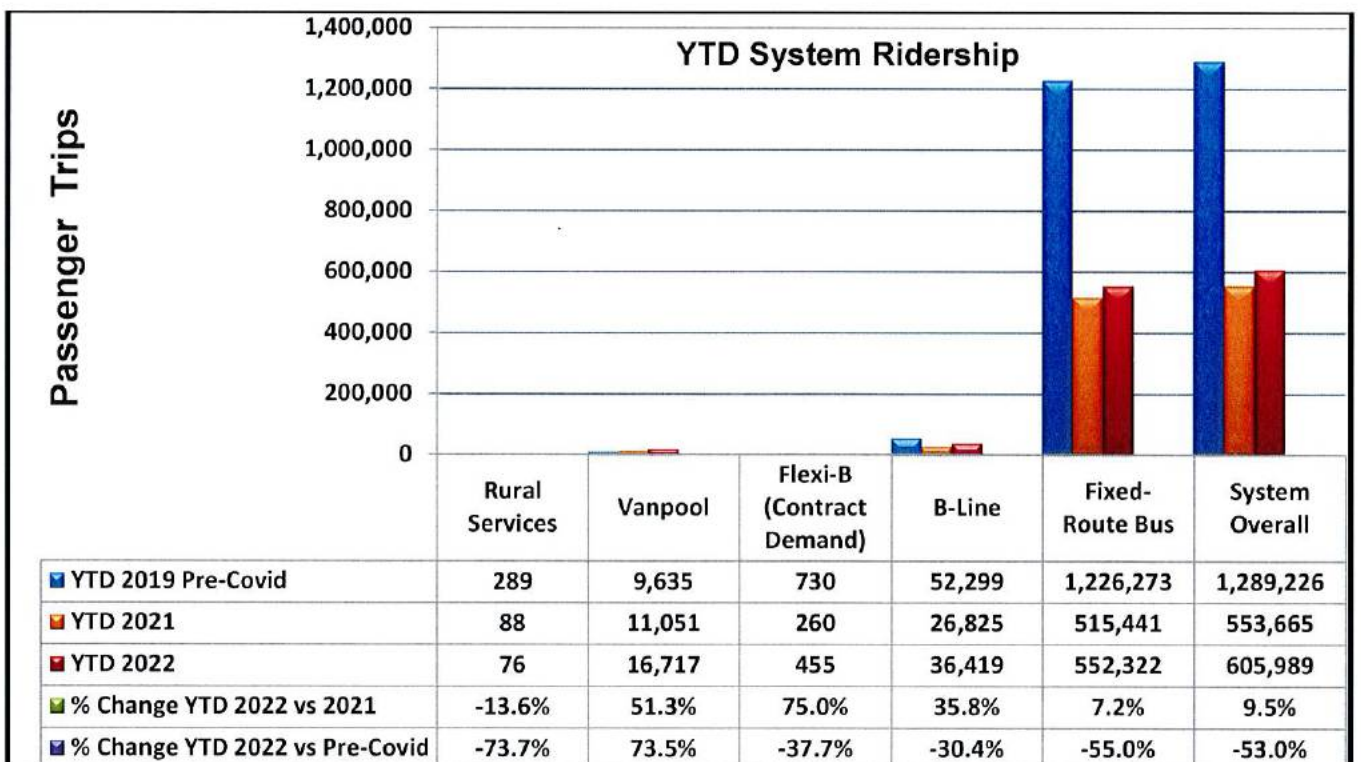
1. GasBuddy.com historical data at <http://www.gasbuddy.com>.

2. <https://etweather.tamu.edu/rainhistory>

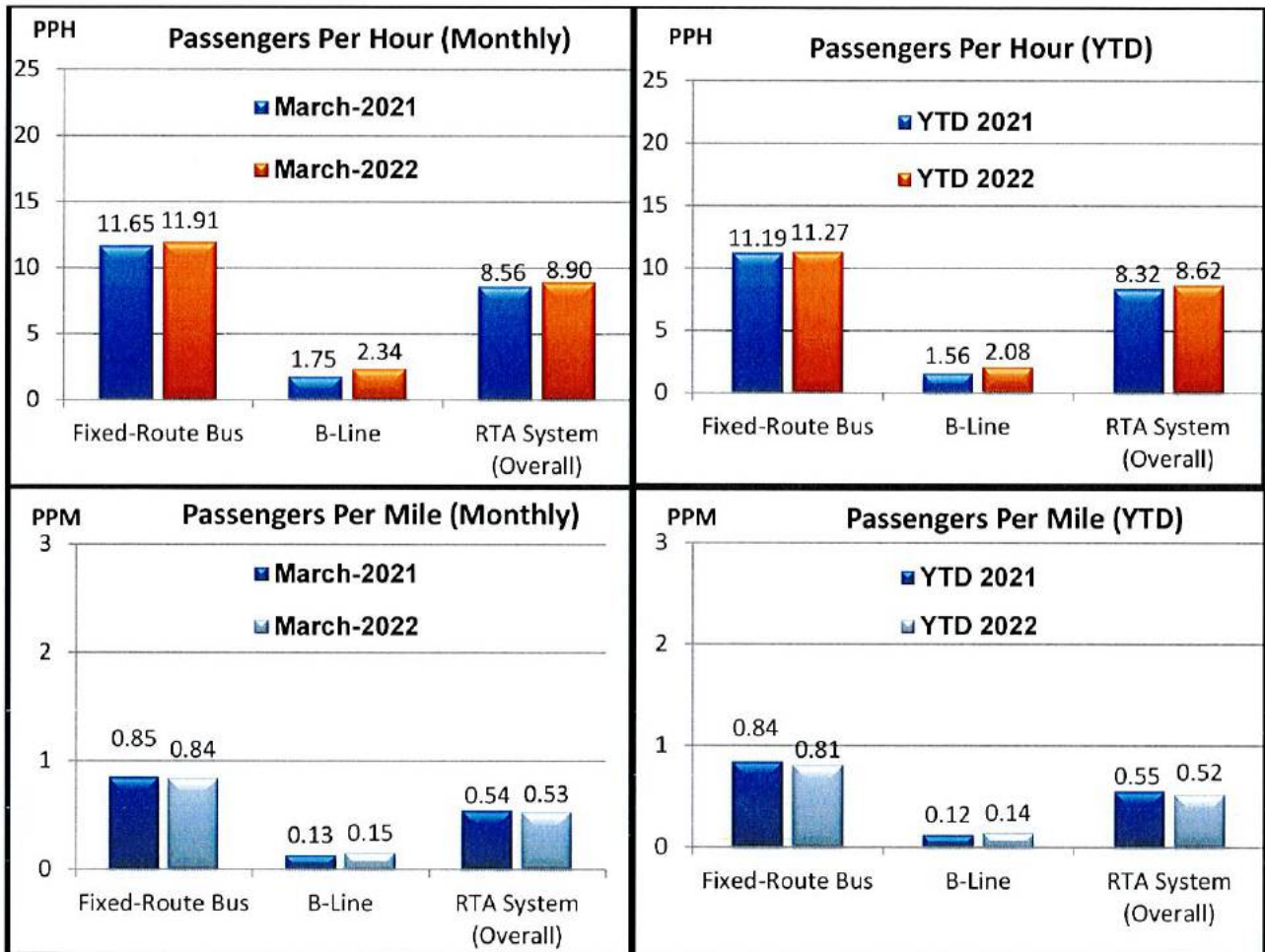
The chart below shows monthly ridership results for all services. CCRTA recorded 10,540 more passenger trips for a 5.0% increase as compared to March 2021. As compared to March 2019 Pre-Covid, passenger trips decreased 47.8%.



The chart below shows YTD ridership results for all services. CCRTA has recorded 52,331 more passenger trips for a YTD increase of 9.5% in 2022 as compared to 2021. As compared to YTD 2019 Pre-Covid, passenger trips decreased 53.0% with 683,237 fewer trips.



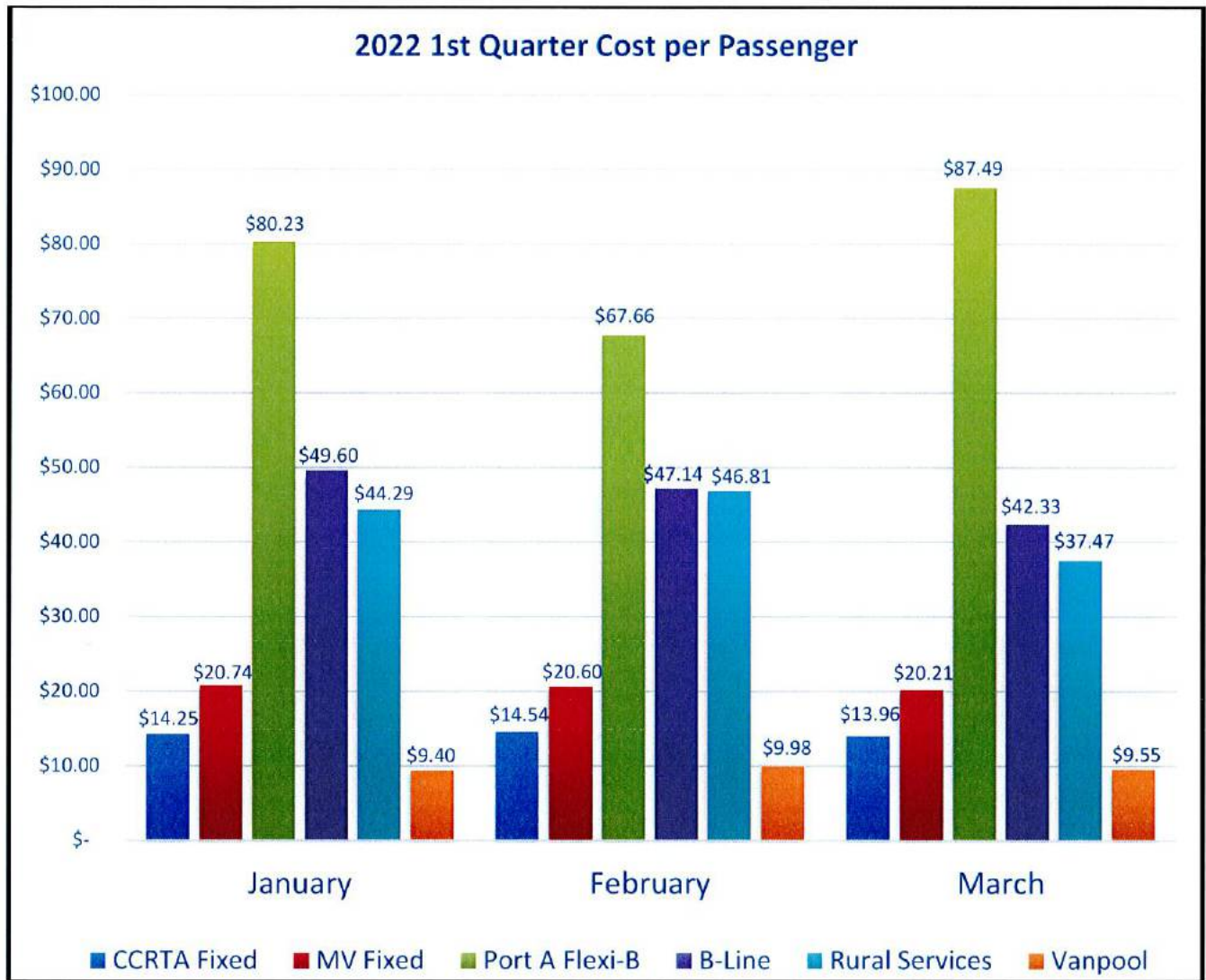
The following charts report system-wide productivity for the month of March 2022 vs. March 2021 and YTD figures.



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

Schedule Adherence	Standard	Dec-21	Jan-22	Feb-22	Mar-22	4-Month Average
Early Departure	<1%	0.0%	0.0%	0.3%	0.3%	0.1%
Departures within 0-5 minutes	>85%	88.8%	92.0%	90.4%	91.8%	90.7%
Monthly Wheelchair Boardings	No standard	2,486	2,009	2,041	2,341	2,219
Monthly Bicycle Boardings	No standard	4,139	3,924	3,215	4,133	3,853

The following tables include Cost per Passenger totals by service mode for the first quarter of 2022. In addition, year-to-date (YTD) averages by service mode are included.



Month	CCRTA Fixed	MV Fixed	Port A Flexi-B	B-Line	Rural Services	Vanpool
January	\$ 14.25	\$ 20.74	\$ 80.23	\$ 49.60	\$ 44.29	\$ 9.40
February	\$ 14.54	\$ 20.60	\$ 67.66	\$ 47.14	\$ 46.81	\$ 9.98
March	\$ 13.96	\$ 20.21	\$ 87.49	\$ 42.33	\$ 37.47	\$ 9.55
YTD Average	\$ 14.25	\$ 20.52	\$ 78.46	\$ 46.36	\$ 42.86	\$ 9.64

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 late April 2022.
 - Routes 19G, 19M, 32 & 37 (**6 stops remain closed 1 reopened**)
- **Ocean Dr. Resurfacing** (Robert Dr.-Ennis Joslin) Project began March-2021. Project to be complete late April 2022.
 - Route 6 (**14 stops remain closed**)
- **Leopard St.** (Nueces Bay to Palm) (14) month project: Began April 2021-anticipated completion date late-2022.
 - Routes 27 & 28 (**4 stops closed**)
- **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 14 detoured routes out of 32 fixed route services in operation. This equates to approximately 44% of CCRTA services travelling on the local streets. Detoured bus route services include: 6, 12, 19, 23, 25, 27, 28, 29, 32, 37, 51, 65, 76 & 78.

Total number of bus stops currently impacted or closed is **42**.

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

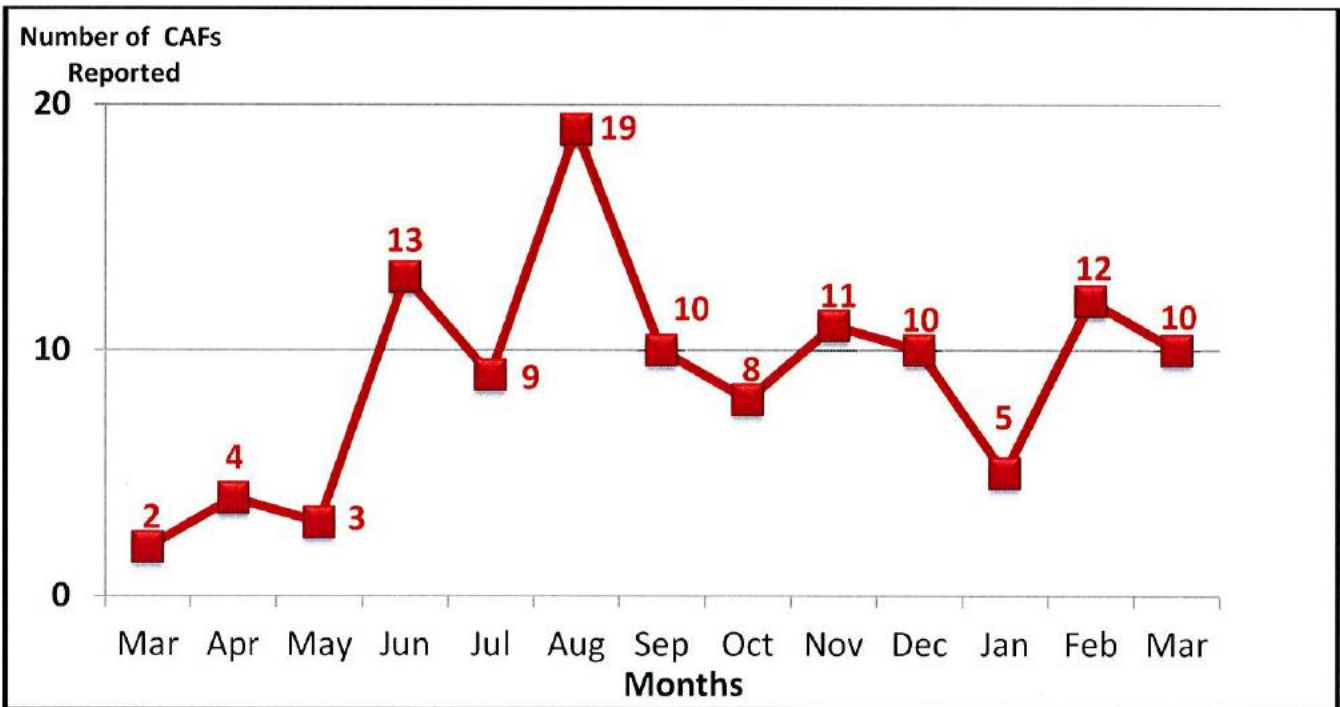
In March 2022, B-Line service metrics were impacted by the COVID-19 pandemic.

- **Productivity:** 2.34 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):** 28,451 did meet the contract standard of 12,250 miles.
- **Ridership Statistics:** 9,390 ambulatory boardings; 3,737 wheelchair boardings

Metric	Standard	Dec-21	Jan-22	Feb-22	Mar-22	(4) Month-Ave.
Passengers per Hour	2.50	2.24	2.05	2.24	2.34	2.22
Denials	0.00%	0.00%	0.00%	0.00%	0.00%	0.0%
Miles Between Road Calls	12,250	24,683	37,243	16,138	28,451	26,629
Monthly Wheelchair Boardings	No standard	3,731	2,835	2,765	3,737	3,267

Customer Programs Monthly Customer Assistance Form (CAF) Report

For March 2022, Customer Service received and processed 10 (CAF's) Customer Assistance Forms. 10 CAF's is 2 fewer than the previous month and represents a 17% decrease. Included in the total CAF count for March was one commendation.



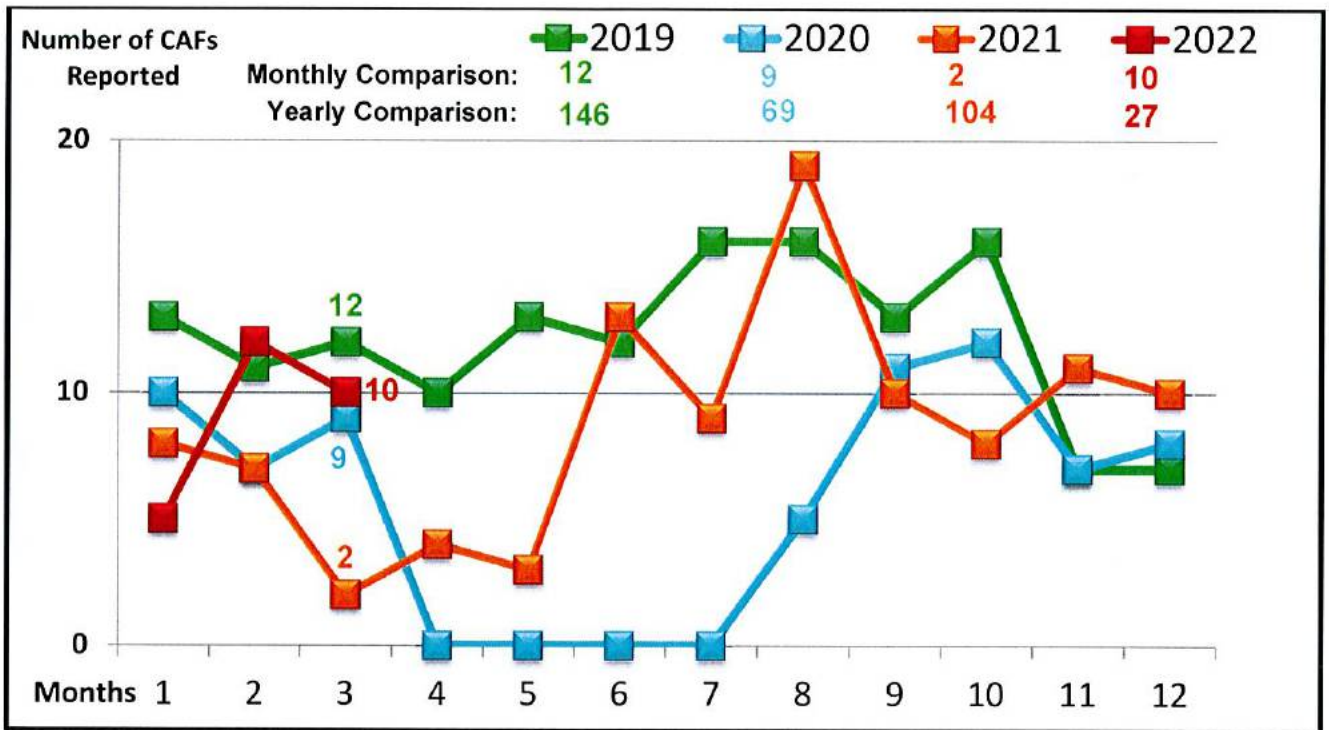
Route Summary Report:

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	2	#51 Gregory/NAS Ex (P&R)	1
#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		#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		Service Development/Facilities	
#29SS Staples/Spohn South		Facilities/Service Development	
#30 Westside/Health Clinic		Transportation (Other) ADA	1
#32 Southside		TOTAL CAF's	10

CAF Breakdown by Service Type:

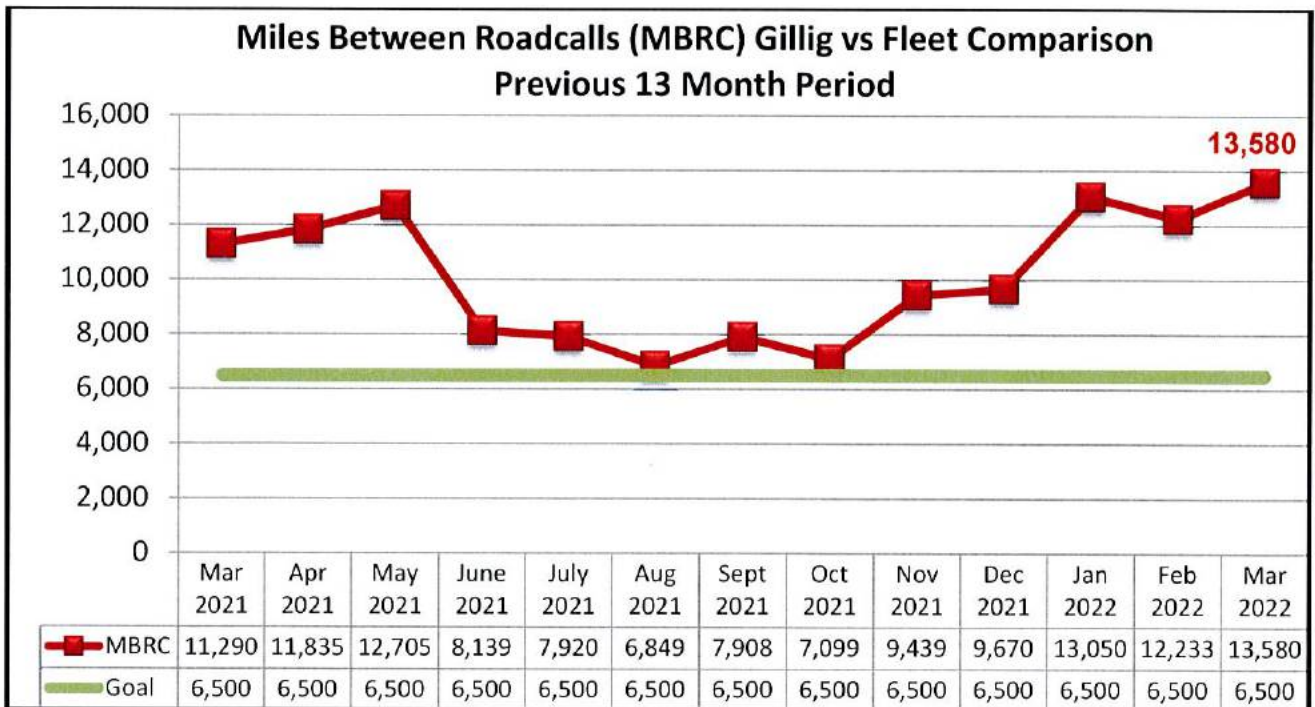
CAF Category	RTA Fixed Route	B-Line ADA Paratransit	MV Fixed Route	Totals
ADA				
Service Stop Issues				
Driving Issues	1	1		2
Customer Services				
Late/Early – No Show				
Alleges Injury				
Fare/Transfer Dispute				
Clean Trash Can				
Dispute Drop-off/Pickup				
Add Bench/Stop				
Tie Down Issues				
Inappropriate Behavior				
B-line Calls				
Incident at Stop				
Incident on Bus	1			1
Incident at Station	1			1
Policy/Standing Orders				
Denial of Service				
Safety & Security	3			3
Rude	2			2
Facility Maintenance				
Service Development				
Vehicle Maintenance				
Over Crowded Vehicle				
Route Suggestion				
Service Maintenance				
Commendations		1		1
Total CAFs	8	2		10

CAF Reports: Current and Historical (4) Year Trends



Vehicle Maintenance Department: Miles Between Road Calls Report

In March 2022, there were **13,580** miles between road calls (MBRC) recorded as compared to 11,290 MBRC in March 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