

# AGENDA MEETING NOTICE

## Board of Directors Meeting

**DATE:** Wednesday, April 1, 2026

**TIME:** 8:30 a.m.

**LOCATION:** Staples Street Center – 2<sup>ND</sup> Floor Boardroom, 602 North Staples St., Corpus Christi, TX

### BOARD OF DIRECTORS OFFICERS

Arthur Granado, Chair  
Lynn Allison, Vice-Chair/Legislative Chair  
Jeremy Coleman, Board Secretary

### BOARD OF DIRECTORS MEMBERS

Beatriz Charo, Rural & Small Cities Chair  
Aaron Munoz, Administration & Finance Chair  
Eloy Salazar, Operations & Capital Projects Chair  
David Berlanga Gabi Canales Beth Owens  
Jahvid Motaghi Susie Luna Saldaña

	TOPIC	SPEAKER	EST. TIME	REFERENCE
1.	Pledge of Allegiance	A. Granado/ U.S. Veteran, TBD	1 min.	-----
2.	Safety Briefing	G. Casas	3 min.	-----
3.	Roll Call and Establish Quorum	M. Montiel	1 min.	-----
4.	Confirm Posting of Meeting's Public Notice in Accordance with Texas Open Meetings Act, Texas Government Code, Chapter 551	A. Granado	1 min.	-----
5.	Public Notice on Executive Session	A. Granado	1 min.	-----
<p><b>Public Notice</b> is given that the Board may elect to go into executive session at any time during the meeting in order to discuss matters listed on the agenda, when authorized by the provisions of the Open Meetings Act, Chapter 551 of the Texas Government Code. In the event the Board elects to go into executive session regarding an agenda item, the section or sections of the Open Meetings Act authorizing the executive session will be publicly announced by the presiding officer</p>				
6.	Receipt of Conflict of Interest Affidavits	A. Granado	1 min.	-----
7.	Opportunity for Public Comment 3 min. limit – no discussion	A. Granado	3 min.	-----
<p>Public Comment may be provided in writing, limited to 1,000 characters, by using the <a href="https://www.ccrta.org/meetings/public-comment">Public Comment Form</a> online at <a href="https://www.ccrta.org/meetings/public-comment">https://www.ccrta.org/meetings/public-comment</a> or by regular mail or hand-delivery to the CCRTA at 602 N. Staples St., Corpus Christi, TX 78401, and MUST be submitted no later than 5 minutes after the start of a meeting in order to be provided for consideration and review at the meeting. All Public Comments submitted shall be placed into the record of the meeting.</p>				
8.	Awards and Recognition – a) New Hires	D. Majchszak	5 min.	-----
9.	Presentation on Buc Days Update	D. Majchszak/ Johnny Philipello	3 min.	-----
10.	Discussion and Possible Action to Approve the March 4, 2026, Board of Directors Meeting Minutes	A. Granado	3 min.	Pages 1-11
11.	<p><b>CONSENT ITEMS:</b> 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.</p> <p>a) Amend the Board Staff Communications Policy b) Adopt the Revised 2026 Emergency Preparedness Policy</p>		5 min.	Pages 12-37 PPT

# AGENDA MEETING NOTICE

	<p><b>c) Award</b> a Three (3) Year Contract to SHI Government Solutions for Microsoft Office 365 Government</p> <p><b>d) Award</b> a Contract to Ardurra Group, Inc. (Ardurra) for Project Management Services, for the New Bear Lane Maintenance Facility, not to Exceed \$799,639</p>			
<b>12.</b>	<b>Update</b> on New Maintenance Facility	S. Montez	7 min.	<b>Pages 38-40</b> <i>PPT</i>
<b>13.</b>	<b>Update</b> on RCAT Committee Activities	S. Montez	3 min.	<i>PPT</i>
<b>14.</b>	<p><b>Presentations:</b></p> <p><b>a)</b> 2025 Year End Defined Benefit Plan Year End Presentation</p> <p><b>b)</b> February 2026 Financial Report</p> <p><b>c)</b> April 2026 Procurement Update</p> <p><b>d)</b> February 2026 Operations Report</p>	<p>R. Saldaña/ Chris Koeller</p> <p>R. Saldaña</p> <p>R. Saldaña</p> <p>G. Robinson</p>	25 min.	<p><b>Pages 41-68</b> <i>PPT</i></p> <p><b>Pages 69-85</b> <i>PPT</i></p> <p><b>Pages 86-88</b> <i>PPT</i></p> <p><b>Pages 89-97</b> <i>PPT</i></p>
<b>15.</b>	<b>CEO Report</b>	D. Majchszak	5 min.	<i>PPT</i>
<b>16.</b>	<b>Board Chair Comments</b>	Board Chair	5 min.	-----
<b>17.</b>	<b>Adjournment</b>	Board Chair	1 min.	-----

**Total Estimated Time: 1 hr 12 mins**

On **Thursday, March 26, 2026**, this Notice was posted by **Marisa Montiel** at the CCRTA Staples Street Center, 602 N. Staples Street, Corpus Christi, Texas; and sent to the Nueces County and the San Patricio County Clerks for posting at their locations.

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

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

**Mission Statement**

*To provide our riders with safe, accessible, convenient, and sustainable transportation solutions that unite communities and promotes local economic growth.*

**Vision Statement**

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



**CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS' MEETING MINUTES  
WEDNESDAY, March 4, 2026**

**Summary of Actions**

1. **Pledge of Allegiance**
2. **Heard Safety Briefing**
3. **Roll Call and Established Quorum**
4. **Confirmed Posting of Meetings Public Notice**
5. **Gave Public Notice on Executive Session**
6. **Receipt of Conflict of Interest Affidavits**
7. **Provided Opportunity for Public Comment**
8. **Presented Awards and Recognition**
  - a) **New Hires**
  - b) **APTA Adwheel Awards**
9. **Approved the February 4, 2026 Board of Directors Meeting Minutes and the February 25, 2026 Special Board of Directors Meeting Minutes**
10. **Approved Consent Item**
  - a) **Award a Contract to Metropolitan Life Insurance Company for Short-Term Disability, Long-Term Disability and Supplemental Insurance**
11. **Approved Nominations for Naming of Facility for:**
  - a) **Patricia "Pat" M. Eisenhower**
  - b) **Tom Niskala**
  - c) **Carol Flowers**
12. **Adopted the Excused Absences for Regular Board Meetings Policy**
13. **Amended the Travel Policy**
14. **Heard Update on Health Care Consulting and Risk Management Services, Roland Barrera Insurance**
15. **Heard Update on New Maintenance Facility**
16. **Heard Update on RCAT Committee Activities**
17. **Held Discussion In Closed Session and Acted Thereafter in Open Session Concerning:**
  - a) **Negotiation of Leases of Real Property and Lease Extension with Greyhound Lines, Inc. at the Staples Street Center Building**
  - b) **Negotiation of Leases of Real Property and Lease Extension with Metropolitan Planning Organization at the Staples Street Center Building**
18. **Heard Presentations –**
  - a) **January 2026 Financial Report**
  - b) **March 2026 Procurement Update**
  - c) **January 2026 Operations Report**
19. **Heard CEO Report**
20. **Heard Board Chair Comments**
21. **Adjournment**

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

### **Pledge of Allegiance**

Board Chair Arthur Granado the meeting to order at 8:30 a.m. He welcomed and gave an introduction for U.S. Veteran, Robert Tepera, to lead the Pledge of Allegiance.

### **Safety Briefing**

Mr. John Esparza, Safety Administrator, presented the safety briefing to the Board and audience. He provided exit instructions in the event of an emergency. Ms. Montiel would account for all Board Members, and he would be the last out to ensure everyone exits safely.

### **Roll Call & Establish Quorum**

Ms. Montiel called roll and noted a quorum was present at this time.

### **Board Members Present**

Lynn Allison, David Berlanga, Gabi Canales, Beatriz Charo (virtual), Jeremy Coleman, Arthur Granado, Jahvid Motaghi, Aaron Muñoz, Beth Owens, Eloy Salazar and Susie Luna Saldaña.

### **Board Members Absent**

None.

### **Staff Present**

Angelina Gaitan, Sharon Montez, Marisa Montiel, Rita Patrick, Miguel Rendón, Gordon Robinson, and Robert Saldaña. John Esparza, Vanessa Garcia, and Brock Martin.

### **Public Present**

Rick Medrano, Roland Barrera, Wade Spence, Herb Morrison, Rob MacDonald, and Lamont Taylor.

### **Confirm Posting of Meeting's Public Notice in Accordance with Texas Open Meetings Act, Texas Government Code, Chapter 551**

Ms. Montiel confirmed posting of the meeting.

### **Public Notice on Executive Session**

Chair Granado gave notice on Executive Session to the public.

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

None

### **Opportunity for Public Comment**

Ms. Montiel reported no online submissions, and two individuals signed up in person. Mr. Robert MacDonald, Metropolitan Planning Organization (MPO), noted public comment is for item 17B. Mr. Lamont Taylor spoke and congratulated CCRTA for celebrating 40 years of service. He added he was one of the original staff members, and said he was unable to attend the last board meeting during the 40<sup>th</sup> recognition. Mr. Taylor noted he is appreciative and it is a privilege working with the elderly and disabled community. He closed with mentioning he was part of the B-Line at the time and gave a final congratulations.

### **Awards and Recognitions**

- a. New Hires – Mr. Majchszak, CEO, introduced the CCRTA new hires. Public Relations Interns Vanessa Garcia and Brock Martin.
- b. APTA Adwheel – Mr. Majchszak announced CCRTA was recognized by the American Public Transportation Association with two Marketing AdWheel Awards for Best Print Media, Del Mar College advertising campaign and Best Print Media, Educational Initiative. Photos were taken at this time.

### **Discussion and Possible Action to Approve the February 4, 2026 Board of Directors Meeting Minutes and the February 25, 2026 Special Board of Directors Meeting Minutes**

**VICE CHAIR ALLISON MADE A MOTION TO APPROVE THE FEBRUARY 4, 2026 BOARD OF DIRECTORS MEETING MINUTES AND THE FEBRUARY 25, 2026 SPECIAL BOARD OF DIRECTORS MEETING MINUTES. DIRECTOR AARON MUNOZ SECONDED THE MOTION. ALLISON, BERLANGA, CANALES, CHARO, COLEMAN, MOTAGHI, MUÑOZ, OWENS, SALAZAR, AND SALDAÑA VOTING IN FAVOR. OPPOSED NONE. ABSENT NONE. MOTION PASSED.**

### **Consent Item**

- a. Award a Contract to Metropolitan Life Insurance Company for Short-Term Disability, Long-Term Disability and Supplemental Insurance

**SECRETARY JEREMY COLEMAN MADE A MOTION TO APPROVE CONSENT ITEM A. DIRECTOR BETH OWENS SECONDED THE MOTION. ALLISON, BERLANGA, CANALES, CHARO, COLEMAN, MOTAGHI, MUÑOZ, OWENS, SALAZAR, AND SALDAÑA VOTING IN FAVOR. OPPOSED NONE. ABSENT NONE. MOTION PASSED.**

### **Discussion and Possible Action to Approve Nominations for Naming of Facility for: Patricia “Pat” M. Eisenhower, Tom Niskala, and Carol Flowers**

Chair Granado called for a motion to discuss the item. Director Saldaña made the motion to discuss the item, and Director Muñoz seconded. Mr. Majchszak presented the item, providing background on the policy and discussing the conditions surrounding the naming approval process. He provided background on the three written applications that have been submitted on behalf of three CCRTA employees to the CEO, with copies provided to the Board Chair. The

applications of Patricia Eisenhauer, Tom Niskala, and Carol Flowers were discussed during the February 4, 2026, Board of Directors Meeting. Accordingly, the applications must be discussed and approved at the March 4, 2026, Board of Directors Meeting to be formally approved.

Director Saldaña and Director Berlanga expressed that Carol Flowers deserves this recognition due to her service and how well she was loved and respected by her fellow coworkers and the community. Director Berlanga said he does not agree with selecting an individual who is still living. Vice Chair Allison asked if these three names are approved, if they are being put into a pool and are all available to be utilized, following up with which locations are being considered. Mr. Majchszak noted that is correct and Carol Flowers would be considered for the Dispatch Office at Bear Lane, Tom Niskala would be considered for an Executive Conference Room at the Staples Street Center, and Pat Eisenhauer would be considered for the Administration Building at Bear Lane. Vice Chair Allison said she has very fond memories of Ms. Flowers and deeply respects Ms. Eisenhauer and Mr. Niskala, adding she is in favor of the proposal. Director Canales said it's not that she is in opposition of the nominations, she feels the policy should be refined to clarify the criteria for the areas to be named. Secretary Coleman said he strongly feels the building should be named after Carol Flowers, due to her commitment to the CCRTA and the community. He recommended Ms. Eisenhauer's name be on the Board Room. Several board members strongly agreed with the recommendation that Ms. Flowers' name be placed on the building, and supported the other two nominations. Chair Granado asked for clarification on who determines which names get assigned to which location. Mr. John Bell, Legal Counsel, clarified it is at the discretion of the RTA, and the motion can be amended to include the location.

**SECRETARY JEREMY COLEMAN MADE AN AMENDED MOTION TO APPROVE NOMINATIONS FOR NAMING OF FACILITY FOR: A) PATRICIA "PAT" M. EISENHAUER'S NAME TO BE ASSIGNED TO THE CCRTA BOARD ROOM, B) TOM NISKALA'S NAME TO BE ASSIGNED TO AN EXECUTIVE CONFERENCE ROOM, AND C) CAROL FLOWERS' NAME TO BE ASSIGNED TO THE OPERATIONS BUILDING. VICE CHAIR LYNN ALLISON SECONDED THE MOTION. ALLISON, BERLANGA, CANALES, CHARO, COLEMAN, MOTAGHI, MUÑOZ, OWENS, SALAZAR, AND SALDAÑA VOTING IN FAVOR. OPPOSED NONE. ABSENT NONE. AMENDED MOTION PASSED.**

### **Discussion and Possible Action to Adopt the Excused Absences for Regular Board Meetings Policy**

Mr. Bell presented the item noting this item was discussed at the Board Retreat recently and was recommended to bring up to the Board for discussion. He provided background on Board Member attendance requirements according to Chapter 451 of the Texas Transportation Code. He noted CCRTA currently does not have an absence excusal policy and historically CCRTA has not excused absences. Mr. Bell discussed proposed policy procedures in which a Board member may request approval for an excused absence. Procedures included the request to be submitted in a timely manner so that it can be considered by the Board by the second regular meeting following the regular meeting at which the Board member was absent. The Board member should provide

information concerning the reason for the excused absence in advance, to be placed in the Board Meeting materials. The CEO will put the request on the agenda for the next Board meeting provided the request is received by the deadline. Approval of an excused absence would require approval of at least six votes, being a majority of the full Board. Any approved absence shall be duly noted as a footnote to the minutes of the meeting in which the Board member was absent and in records of attendance provided to appointing entities. Director Salazar said he feels this policy was well prepared and it covers everything that was discussed at the Retreat. He added although some may not feel it is necessary, the appointing entities do look at these.

**DIRECTOR BETH OWENS MADE A MOTION TO ADOPT THE EXCUSED ABSENCES FOR REGULAR BOARD MEETINGS POLICY. DIRECTOR ELOY SALAZAR SECONDED THE MOTION. ALLISON, BERLANGA, CANALES, CHARO, COLEMAN, MOTAGHI, OWENS, SALAZAR, AND SALDAÑA VOTING IN FAVOR. OPPOSED MUÑOZ. ABSENT NONE. MOTION PASSED.**

#### **Discussion and Possible Action to Amend the Travel Policy**

Mr. Bell presented the item noting this item was also discussed at the Board Retreat recently and was recommended to bring up to the Board for discussion. He provided background on the original Board Travel Policy, which was adopted in 1998. Mr. Bell discussed the existing policy statement and currently how the current policy includes guidelines on the Board travel allowance, additional travel, evaluation of RTA benefit, request for travel, Quarterly Travel Summary, travel budget, travel expenses, and excluded expenses. He discussed the first proposed amendment, which relates to additional travel. The revision states that a proposed trip by a Board member may exceed the budgeted allowance due to budget proration in the event of a change in terms or special factors pertaining to a particular trip, the Board Chair may approve any such additional expenses outside the Board member's travel allowance. If the additional expense is requested by the Board Chair, the approval shall be by both Operations and Administration Committee Chairs. The second proposed amendment includes a Report on Training Travel to be submitted within fifteen days after any travel related to training, each Board member shall prepare and provide to the Board's Assistant Secretary a report in the form attached as Exhibit A. The Assistant Secretary shall distribute electronic copies of each report to all Board members on a monthly basis as received.

Chair Granado called for a motion to discuss. Director Saldaña made a motion to discuss the item and Director Owens seconded the motion. Director Saldaña said she supports the revision to include the travel report as this provides transparency for the people, however, she feels Board travel should coincide with individual assignments, for example, Legislative committee's travel should relate to Legislative trips. She then made an amended motion to amend the Travel Policy to include the following: Board members travel funds should be used primarily for conference training, meetings, and activities directly related to the members assigned committee responsibilities, further, the member

shall provide a brief report. She added their budget allowance should be used towards committee assignments and if additional travel is required, such as training, that should be at the discretion of the RTA. Director Canales seconded the motion.

Chair Granado discussed how potentially members of certain committees may be penalized following this policy amendment. Director Saldaña disagreed by stating once a member exhausts their budget related to their committee, he would have the ability to approve additional travel through the current process. The Legislative Committee was discussed as an example and Chair Granado pointed out that the expenses may be higher, but the trips have been worthwhile in obtaining almost \$60-70 million dollars in grants. Secretary Coleman asked if this could just be coded differently, for example, Legislative trips be coded as such. Director Salazar said he feels there should be three separate travel categories: Legislative, Administration, and Operations. He does not see a reason why several Board members should travel to the same event if a travel report is going to be submitted and reviewed by the full Board. He does not feel any Board members should get any additional privilege, especially since they will report back and share information that was gathered. He stated in his opinion, spending over \$12,000 in travel should be looked at and monitored, adding that he expressed concern over the issue during a 2024 retreat and that it was revealed it should have been followed according to policy. He noted he has been to the Legislative meetings, and most of the time they would not meet with the Representatives but would meet with their staff.

Vice Chair Allison pointed out the \$12,000 keeps getting thrown around, however, that Board member is no longer here, and that Board member served as Chair of the Operations and Capital Projects Committee. This member spent multiple occasions overseeing assembly and delivery of large grants that were approved. She added that this Board is on a volunteer basis, with additional work and family obligations, and these trips are not for fun, but to take care of business, often utilizing their own work's PTO. She added that the team has been working hard to reduce travel costs, when possible, even with the possibility of not renewing the Federal consultants contract that is soon to expire, which would save a significant amount of money. With that being said, she added that would mean even more work for the Legislative Committee. She also said meeting with the staff of elected officials is equally as important as meeting with the official. Mr. Bell clarified that the current budget allows \$5,000 for each board member for training, education, and transit conferences. He clarified that with Ms. Saldaña's motion, the budget would need to be adjusted to include committee specific travel allowance, and additional travel would need to be signed off by the Board Chair. Director Canales asked if there is a loophole where a Board member can appear to have their allotted budget as untouched but exceed travel in another committee area. Mr. Bell said no, if travel is required by the Board Chair and CEO, the RTA is expected to pay for that travel. She said she agrees that the \$5,000 should be utilized first, then any additional travel be approved at that point for transparency.

Director Owens said she feels the original proposed policy revisions should be approved. She says they are entering an area where they are micro-managing the CEO and Board Chair. She hates the idea of restricting travel to certain areas, as things do come up where travel could be necessary, adding they do have other responsibilities. She described how she witnessed this in her experience with the City of Port Aransas, adding legislative trips were instrumental in getting funds to rebuild after the hurricane. Director Charo agreed with Director Owens and agrees with the \$5,000 allocation, however, she does not agree with the limitations of the assigned committees. She says they do not choose which committee they are on, pointing out as an example the Rural and Small Cities Committee may not have the same opportunities as the other committees. Director Muñoz pointed out that board members are typically on more than one committee. In discussing the Legislative trips, he said it is not a privilege and is not limited to the committee members, all Board members are welcome and encouraged to attend, as the Chair has expressed previously. He added the way the travel policy is set up is to incentivize Board members to go on these trips, for the overall benefit of the organization. He pointed out instances where he needed to quickly go to Austin or DC, where they were short on members who could be there for emergency situations.

Director Berlanga said he would like to see a report from the consultant in Washington, DC, that shows what he has been doing for the last couple of years. What has he been able to accomplish and do they want to continue to employ him, if not, what is the reason. He feels all members need to be cognizant of their spending. He said that Director Saldaña's recommendation keeps everyone in their lane but will support what the Board would like to do. Director Salazar said they have Council and Commissioners Court watching what they do and having a set travel budget makes it easy to follow. He added he does not have a problem, if it's urgent as Director Muñoz described, but additional travel should be justified. He noted Council has \$1,500 for the year, plus a separate budget of which is still smaller than the RTA's. He said he will also support what the Board supports.

**DIRECTOR SUSIE SALDAÑA MADE AN AMENDED MOTION TO AMEND THE TRAVEL POLICY TO INCLUDE THE FOLLOWING: BOARD MEMBERS TRAVEL FUNDS SHALL BE USED PRIMARILY FOR CONFERENCE TRAINING, MEETINGS, AND ACTIVITIES DIRECTLY RELATED TO THE MEMBERS ASSIGNED COMMITTEE RESPONSIBILITIES, FURTHER, THE MEMBER SHALL PROVIDE A BRIEF REPORT. DIRECTOR GABI CANALES SECONDED THE MOTION. BERLANGA, CANALES, SALAZAR, AND SALDAÑA VOTING IN FAVOR. OPPOSED ALLISON, CHARO, COLEMAN, MOTAGHI, OWENS, AND MUÑOZ. ABSENT NONE. MOTION FAILED.**

Director Saldaña requested to make a second amendment to the motion to amend the travel policy so that Board members travel funds shall be expended before any additional travel is granted. Mr. Bell said he had confused her first motion, and he would have strongly advised against limiting committee-related travel only, as it is extremely

ambiguous. Director Canales seconded the motion. Director Muñoz pointed out that he believes that is what the original proposes expresses. Director Canales said this amendment would specify that the \$5,000 be used first. Vice Chair Allison made a motion to call for the question; Secretary Coleman seconded the motion.

**VICE CHAIR LYNN ALLISON MADE A MOTION TO CALL FOR THE QUESTION. SECRETARY JEREMY COLEMAN SECONDED THE MOTION. ALLISON, BERLANGA, CANALES, CHARO, COLEMAN, MOTAGHI, OWENS, MUÑOZ SALAZAR, AND SALDAÑA VOTING IN FAVOR. OPPOSED NONE. ABSENT NONE. MOTION PASSED.**

**DIRECTOR SUSIE SALDAÑA MADE AN AMENDED MOTION TO AMEND THE TRAVEL POLICY TO INCLUDE THAT BOARD MEMBERS ALLOCATED TRAVEL FUNDS SHALL BE USED BEFORE THE APPROVAL OF ADDITIONAL TRAVEL EXPENSES. DIRECTOR GABI CANALES SECONDED THE MOTION. BERLANGA, CANALES, SALAZAR, AND SALDAÑA VOTING IN FAVOR. OPPOSED ALLISON, CHARO, COLEMAN, MOTAGHI, OWENS, AND MUÑOZ. ABSENT NONE. MOTION FAILED.**

Chair Granada noted with no further discussion or amendments, he called for the original motion.

**VICE CHAIR LYNN ALLISON MADE AN MOTION TO AMEND THE TRAVEL POLICY. DIRECTOR BETH OWENS SECONDED THE MOTION. ALLISON, CHARO, COLEMAN, MOTAGHI, OWENS, AND MUÑOZ VOTING IN FAVOR. OPPOSED CANALES, SALAZAR, AND SALDAÑA. NO VOTE BERLANGA. ABSENT NONE. MOTION PASSED.**

### **Update on Health Care Consulting and Risk Management Services, Roland Barrera Insurance**

Mr. Roland Barrera, Roland Barrera Insurance, presented the item. He recognized Mr. Rick Medrano who was in the audience is with 90 Degree Benefits. He also introduced Ms. Ava Clark who is with MetLife. Mr. Barerra presented the overall plan expenses, summary of savings, medical and Rx net paid claims, top diagnoses by cost, chronic conditions among employees, staff support services and added value. He closed with discussing the Walkingspree Wellness Platform available to employees and the HealthiestYou by Teladoc app.

**Discussion (In CLOSED SESSION) and Possible Action Thereafter in Open Session Concerning: a) Negotiation of Leases of Real Property and Lease Extension with Greyhound Lines, Inc. at the Staples Street Center Building and b) Negotiation of Leases of Real Property and Lease Extension with Metropolitan Planning Organization at the Staples Street Center Building**

Hearing no objections, the Board Chair moved up item #17 and announced under Section 551.072 of the Texas Open Meetings Act, the Board of Directors will be going into CLOSED SESSION to discuss agenda item #17 concerning a) Negotiation of Leases of Real Property and Lease Extension with Greyhound Lines, Inc. at the Staples Street Center Building and b) Negotiation of Leases of Real Property and Lease Extension with Metropolitan Planning Organization at the Staples Street Center Building.

The public board meeting resumed at 10:42 AM. Chair Granado called for the individual who signed up for public comment on this item, there was no response.

**SECRETARY JEREMY COLEMAN MADE A MOTION TO AUTHORIZE A) LEASE RENEWAL WITH GREYHOUND LINES, INC. AT THE STAPLES STREET CENTER BUILDING AND B) LEASE RENEWAL WITH METROPOLITAN PLANNING ORGANIZATION AT THE STAPLES STREET CENTER BUILDING. VICE CHAIR LYNN ALLISON SECONDED THE MOTION. ALLISON, BERLANGA, CANALES, CHARO, COLEMAN, MOTAGHI, MUÑOZ, OWENS, SALAZAR AND SALDAÑA VOTING IN FAVOR. OPPOSED NONE. ABSENT NONE.**

**Update on New Maintenance Facility**

Ms. Sharon Montez, Managing Director of Capital Programs and Customer Services, presented the update reporting the background on the New Maintenance Facility that she has previously presented. Since the previous update, she noted CCRTA Executive Staff and Turner Ramirez, met on February 18th, to discuss design items that required additional clarification for the subconsultants. Among the items reviewed were the schedule overview, design team coordination discussion, CCRTA owner coordination discussion, and other major topics of discussion including detention pond and platting/easements. Ms. Montez displayed the key milestone dates for the new maintenance facility. She pointed out that the Project Management Services, groundbreaking event, CCRTA outreach meeting, and the Construction of New Bear Lane Maintenance Facility proposal have all been inserted since the last update. Director Salazar asked regarding Project Management Services if there will be a committee meeting prior to the Board and if an evaluation has been completed. Ms. Montez said yes, it will go to Committee, and the review is currently underway.

## **Update on RCAT Committee Activities**

Ms. Montez presented the update reporting the RCAT meeting summary of February 19<sup>th</sup>. She gave a B-Line eligibility program update and reported RCAT members received the Board Meeting updates. She added that Jeanine Leal, in her third term on RCAT, and recently reappointed, was selected by RCAT members as the new RCAT Vice Chair. The next RCAT meeting is scheduled for March 19<sup>th</sup>.

## **Presentations**

### **a) January 2026 Financial Report**

Mr. Robert Saldaña, presented the January financials and noted the item aligns with the Board Priority of Public Image & Transparency. He presented the highlights for the month stating there was a positive variance for four out of eight expense categories and total operating expenses were \$171,634 or 4.09% under budget. He displayed the January 2025 Income Statement Snapshot. Total revenues amounted to \$3,536,661, while total expenses totaled \$4,045,894. He displayed the revenue categories. The total operating and non-operating revenues and capital funding were reported at \$3,536,661. The total departmental operating expenses were reported at \$3,699,250. Next, he discussed and displayed a pie chart of where the money went. Mr. Saldaña showed the expenses by object for January. The January-end Fare Recovery Ratio was reported at 2.73%. Next, he displayed the sales tax update for December, in which \$4,877,591 was received. Mr. Saldaña presented the Historic Net Position from 2019 through 2026. Total audited net position as of December 31, 2019 was reported at \$81,111,787 and audited total net position as of December 31, 2024 was reported at \$103,512,270. The interim total net positions for 2025 and 2026 were reported at \$114,674,773 and \$114,226,385 respectively. The restricted and unrestricted reserves were briefly discussed.

### **b) March 2026 Procurement Update**

Mr. Saldaña presented the update, noting the Board Priority of Public Image & Transparency. The current procurements issued were discussed: Project Management Services for the Construction of a New Maintenance Facility, for a two-and-a-half-year term, with an estimated cost of \$810,000, Maintenance Uniform Rental Services, for a four-year term, with an estimated cost of \$167,035, and Windstorm and Hail Insurance Coverage, for a one-year term, with an estimated cost of \$341,059. These procurements total \$1,318,094. The three-month future procurement outlook was presented with an estimated total of \$2,984,072 for Bus Parts Supply. Next, the three-month outlook under the CEO's signature authority was displayed and discussed. All these items are \$75,000 or less. The items totaled \$150,615. Secretary Coleman asked if there were two occupational services. Mr. Saldaña replied, yes, for the B-Line certifications. Ms. Montez clarified that Del Mar College only come work from June-December, so from January-May, there is no coverage, which is why there is a need for the second contract to cover the gap.

### **c) January 2026 Operations Update**

Mr. Gordon Robinson, Managing Director of Operations, presented the report. He provided the highlights for the month of January 2026 vs. January 2025. The

Passenger Trips were up 16.8%, the Revenue Service Hours were down -12.2%, and there was no change in Revenue Service Miles. He displayed the RTA System Monthly Ridership Trends and the System-Wide Monthly Ridership by Mode. He noted year-to-date, the system overall was up 16.8%. He displayed the Top Ten Route Total Ridership and Bottom Ten Route Ridership numbers for January 2026. Mr. Robinson reported the Passenger Per Revenue Hour (Weekday) for January 2026. He displayed a pie chart of student ridership for January 2026. Total student ridership came in at 31,976 or 10% of total ridership. He presented the list of current and upcoming projects impacting fixed route services. Next, he discussed the fixed route bus on-time performance and reported no issues. The B-Line service passengers per hour came in below the standard at 2.34 for January. Lastly, he presented the Fixed route customer assistance and B-Line customer assistance forms. The miles between road calls and the large bus fleet exceeded the standards. Director Saldaña asked if riders are notified of service changes impacted by construction. Mr. Robinson replied yes and discussed the different avenues that are used for notification. Secretary Coleman asked for a stronger media presence to get these messages across. The Alameda bus stops were discussed and the timing of city construction and CCRTA re-installing the bus stops. Director Salazar noted he was encouraged in the increase in overall ridership and wait times, as this is something he has always pushed for. He hopes it continues and offered his support.

### **CEO Report**

Mr. Majchszak presented the CEO report and went over the operation and project updates, including an update on New CCRTA Maintenance Facility and Staples Street Guard Building. He announced CCRTA will host an informational session on Mar. 26th, for contractors to learn about construction opportunities for the new Bear Lane Maintenance Building. He reported Chair Granado, Vice-Chair Allison, Director Motaghi, and CEO attended a “Transportation Thursday” meeting hosted by Representative Todd Hunter’s Office. On February 11<sup>th</sup>, the Nueces County Commissioners Court presented a proclamation to the CCRTA in honor of its 40th anniversary. Director Luna Saldaña was sworn-in and attended her Board Orientation on February 12<sup>th</sup>. Mr. Majchszak provided an overview of the two-day TEX-21 Statewide meeting hosted by CCRTA where attendees heard from statewide and federal officials on important transportation topics. As well as hosting the Texas Transportation Associations Board of Directors Meeting. He discussed appreciation events and participation in community events. The upcoming calendar of events was displayed.

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

Chair Granado called for any additional comments Director Muñoz congratulated Rita and her team on their awards. The Chair adjourned the meeting.

### **Adjournment**

There being no further review of items, the meeting was adjourned at 11:19 a.m.

Submitted by: Marisa Montiel

\_\_\_\_\_  
Jeremy L. Coleman, Board Secretary



Board of Directors Meeting Memo

April 1, 2026

**Subject:** Amend the Board Staff Communications Policy

**Background:**

The Board of Directors originally adopted the Board Staff Communications Policy on February 12, 1998. The Board of Directors amended the policy on January 6, 2011, to provide for copying information to other Board members.

*Existing Policy Statement*

It is the policy of the RTA to have a Board-Staff communication program which organizes and coordinates communication efforts throughout the RTA. The purpose of this policy is to ensure that information communicated to and received from Board members is consistent and complies with the requirements for Board-Staff relationships under state law.

**Identified Need:**

Individual requests for information can vary in scope and may require varying levels of staff time and resources to fulfill. To ensure consistency, transparency, and the efficient use of RTA resources, the proposed amendment establishes a more defined process for routing requests through the Chief Executive Officer and, when appropriate, elevating requests that may require significant staff time or resources to the full Board for consideration.

For your review, a copy of the existing policy and a red-lined version reflecting changes from the existing policy are attached. The amendment includes a revision to Item C, Role of the Board, regarding requests for information and other communications with staff to the CEO.

**Recommendation:**

Staff makes no recommendation on this agenda item, as it is solely a matter for Board determination under state law.

Respectfully Submitted,

Submitted by: Marisa Montiel  
Executive Administrative Assistant

Approved by:   
Derrick Majchszak  
Chief Executive Officer

**REGIONAL TRANSPORTATION AUTHORITY  
BOARD POLICY**

**BOARD STAFF COMMUNICATIONS**

**POLICY STATEMENT**

It is the policy of the RTA to have a Board-Staff communication program which organizes and coordinates communication efforts throughout the RTA. The purpose of this policy is to ensure that information communicated to and received from Board members is consistent and complies with the requirements for Board-Staff relationships under state law.

**PROCEDURES**

The following guidelines are established to assist staff and members of the Board of Directors to identify the most appropriate and effective means of communicating with employees of the RTA.

**A. Role of CEO**

The CEO shall be the primary means of communicating issues to members of the Board of Directors. In the absence of the CEO, requests may be made through his/her designee. In cases where requests are made through the CEO's designee, the designee will advise the CEO of such request as soon as possible. The CEO will be provided with copies of any information provided to the Board member(s) in his/her absence.

Any information provided to one Board member upon request also shall be copied and provided to all other Board members.

**B. Role of Staff Employees**

Staff members shall not directly or indirectly contact Board Members to solicit support for or against any specific project or policy of the RTA. Staff shall nevertheless remain available to address any issues or concerns about RTA policies or projects as directed by the CEO. Staff will respond to Board inquiries based on objective information, professional expertise and the best interests of the RTA.

Employee grievances or other individual concerns shall be addressed through the RTA's open door policy, internal grievance procedures and in accordance with the RTA's policies. Board members will address employee grievances and concerns only as a body and in accordance with the RTA's rules and regulations.

Nothing in this policy shall be construed to prevent RTA employees from addressing the Board concerning matters of public concern and otherwise expressing the rights of free expression on matters of public concern as guaranteed by the Constitution.

C. Role of Board

Members of the Board of Directors agree to refrain from soliciting support from employees regarding RTA projects or policies or contacting employees concerning RTA matters except through the CEO as provided in this policy.

Adopted February 12, 1998.

Amended January 6, 2011, to provide for copying information to other Board members.

**REGIONAL TRANSPORTATION AUTHORITY  
BOARD POLICY**

**BOARD STAFF COMMUNICATIONS**

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Nothing in this policy shall be construed to prevent RTA employees from addressing the Board concerning matters of public concern and otherwise expressing the rights of free expression on matters of public concern as guaranteed by the Constitution.

C. Role of Board

Board members shall direct all requests for information and other communications with staff to the CEO. In the absence of the CEO, requests may be made through his/her designee. In the event that a request involves a significant amount of staff time or RTA resources, the CEO may refer the request to the Board for consideration at the next meeting to elevate it to a Board request. If the Board elects not to approve the request, the CEO shall not be required to fulfill the request but may work with the Board member on alternative ways of providing information at a lesser amount of staff time or RTA resources.

As provided by State law, Board members shall not direct any individual staff member on the performance of such staff member's duties. Providing direction to the CEO shall be accomplished through Board action at a duly called meeting under the Texas Open Meetings Act.

Members of the Board of Directors agree to refrain from soliciting support from employees regarding RTA projects or policies or contacting employees concerning RTA matters except through the CEO as provided in this policy.

Adopted February 12, 1998.

Amended January 6, 2011, to provide for copying information to other Board members.



**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 emergency preparedness and evacuation services in these communities within the CCRTA’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 Director 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. The Director will reassess and determine whether to cancel personal leaves and return the employees to work. Cancelled leave will be rescheduled at the Directors discretion.

3) During Condition 3, essential employees who have agreed to work during the Emergency Event may, with the approval of the Director, 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, the Director 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 361-903-3585, 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, Directors 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 the Director 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 Directors 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 Director or the CEO. Employees must advise the Director 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 doing 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 361-903-3585 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 Director 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 Directors 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, DEPUTY CEO/CHIEF SAFTY OFFICER, MANAGING DIRECTORS AND DIRECTORS:**

The CEO, Deputy CEO/Chief Safety Officer, Managing Directors and Directors share the responsibility of communicating 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.

**DIRECTORS:**

- 1) Each Director 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) Directors 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) Director policy must maintain an up-to-date list designating the essential and non-essential positions in their S, 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 Director 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) Directors 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 Director, 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 Directors, 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 Director, 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 director 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 director, 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, Deputy CEO/ Chief Safety Officer, Managing Directors, and Directors 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
Deputy CEO/Chief Safety Officer
Managing Director of Administration
Managing Director of Capital Projects, Customer Service & Eligibility
Managing Director of Operations
Managing Director of Public Relations
Director of Transportation
Director of Planning ( <i>OEM Representative-City</i> )
Director of Vehicle Maintenance
Director of MIS & Capital Projects
Director of Human Resources
Director of Finance
Director of Procurement
Assistant Director of Vehicle Maintenance
Bus Operators*
Dispatchers*
Custodial Supervisor
Facilities Building Manager
Facilities Maintenance Supervisor
Facilities Maintenance Tech I Supervisor
Facilities Maintenance Technicians II*
Garage Service Supervisor
Garage Service Technicians*
IT Systems Administrator
Lead Facilities Maintenance Tech
Network Systems Administrator
Parts Clerk Lead
Parts Clerks (2)
Public Communications Administrator
Safety Administrator
Security Administrator
Street Operations Supervisors*
Street Operations Administrator, Transportation Service Administrator, Dispatch Operations Administrator*
Training Instructors*
Transit Planner
Vehicle Electronics Technician (1)

## **ESSENTIAL EMPLOYEES CON'T.**

Vehicle Maintenance Supervisors*
Vehicle Maintenance Technicians*
Vehicle Maintenance Training Instructor
MV General Manager
MV Assistant General Manager
MV Safety Manager
MV Maintenance Manager

\*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.**

### **ADMINISTRATION/FACILITIES MAINTENANCE**

- Essential on-duty 24/7 (Pre-Emergency Event to End)
  - Managing Director of Administration
  - Facilities Building Manager
  - Facility Maintenance Supervisor
  - Lead Facilities Maintenance Technician
  - 7 – Facilities Maintenance Technicians II
  - Custodial Supervisor
  - Facilities Maintenance Tech I Supervisor

### **INFORMATION TECHNOLOGY**

- Essential on-duty 24/7 (Pre-Emergency Event to End)
  - Managing Director of Capital Projects, Customer Service & Eligibility
  - Director of MIS & Capital Projects (SSC)
  - IT Systems Administrator (BL)
  - 1 – Vehicle Electronics Technician (BL) (1<sup>st</sup> option Voluntary basis/2<sup>nd</sup> option Lowest Seniority for selection)

### **OPERATIONS**

- Essential on-duty 24/7 (Pre-Emergency Event to End)
  - Managing Director of Operations
  - Director of Transportation
  - 3 Transportation Administrators
  - MV General Manager
  - MV Safety Manager

- 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 (OEM)-City
  - Transit Planner (OEM) County
  
- Essential on-duty (post event) – shift(s) to be determined by CCRTA
  - Transit Data Analyst
  - Service and Scheduling Planner

## **PUBLIC RELATIONS**

- Essential on-duty 24/7 (Pre-Emergency Event to End)
  - Managing Director of Public Relations
  - Public Relations Administrator

## **VEHICLE MAINTENANCE DEPARTMENT**

- Essential on-duty 24/7 (Pre-Emergency Event to End)
  - Director of Vehicle Maintenance
  - Assistant Director of Vehicle Maintenance
  - Vehicle Maintenance Supervisor
  - Vehicle Maintenance Training Instructor

- 2 Vehicle Maintenance Technicians
  - Garage Service Supervisor
  - 1-2 Garage Service Technicians (GST)
  - 1 Parts Clerk Lead
  - 2 Parts Clerks
  - MV Maintenance Manager
- Post-event service levels (Limited or Full) – staff quantity and shift(s) to be determined by CCRTA

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 Director *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:**

Accountant
Accounts Payable Specialist
Budget Analyst
Bus Operator Trainee
Buyer
Capital Projects Manager
Comptroller
Custodian I
Custodian II
Customer Service Administrator
Customer Service Representatives
DBE Liaison Officer
EEO/ADA Compliance Officer
Eligibility Program Administrator
Eligibility Specialist
Executive Administrative Assistant
Facilities Maintenance Administrator
Facility Maintenance Assurance Technician
Facilities Maintenance Technician I
Human Resources Specialist
Human Resources Assistant
Interns
IT Support Technician
Marketing Specialist
Payroll Administrator

## NON-ESSENTIAL EMPLOYEES CON'T

Procurement Coordinator
Procurement Specialist
Public Relations Customer Advocate
Receptionist
Revenue Counters
Safety & Security Management Aide
Senior Administrative Assistant
Service and Scheduling Planner
Transit Data Analyst
Vehicle Electronics Technicians (3)
Vehicle Maintenance Management Assistant

*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 Director. All forms, including those not approved, will be forwarded to Human Resources within three (3) working days of the Director'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:** Directors 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 Director.
- 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 Director.

**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 director 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.

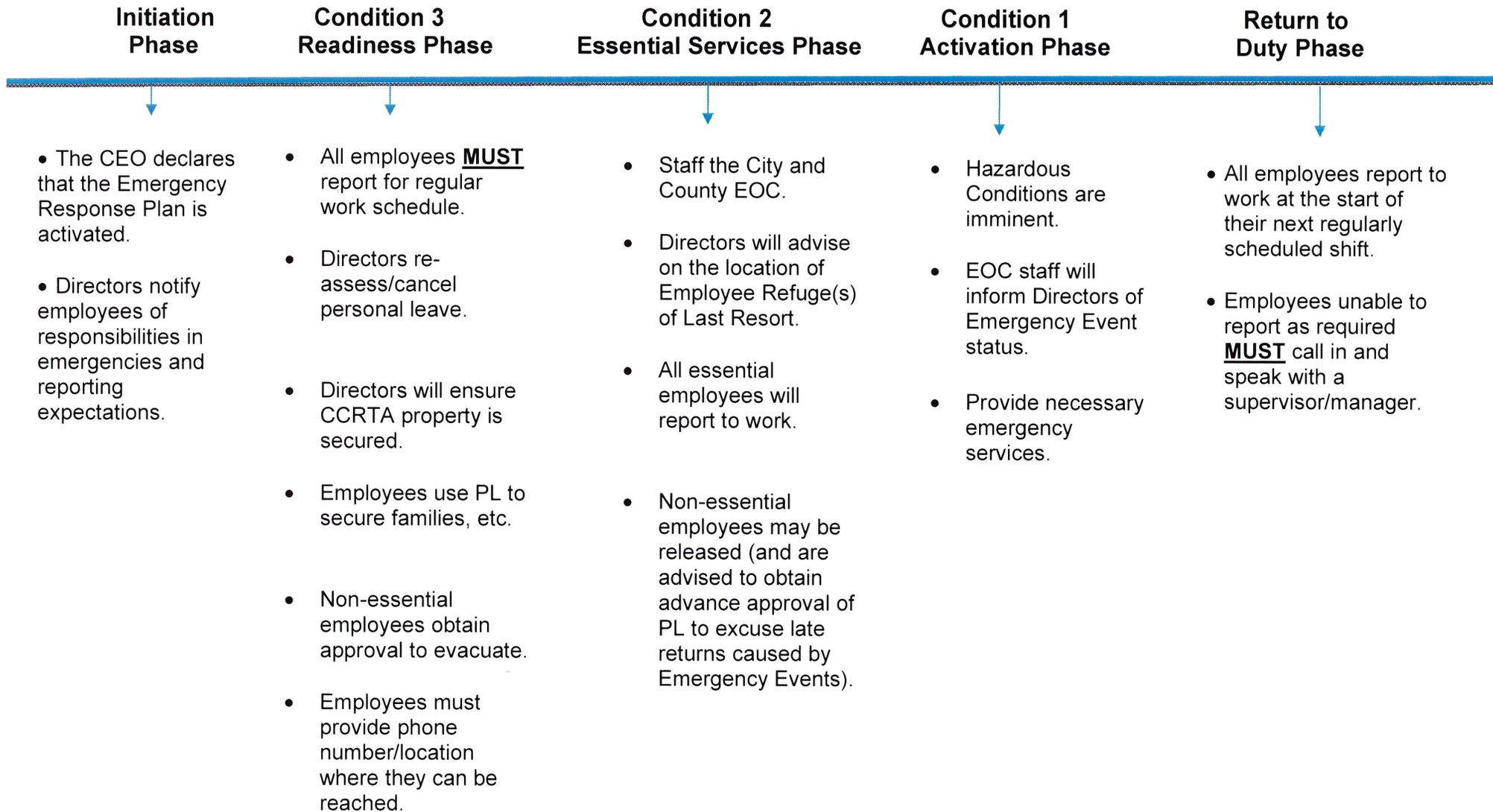
8) CCRTA reserves the right to pay out compensatory time off accrued, including pay out occurring at separation. Compensatory time off will be paid at the employee's hourly rate at the time of pay out or the average regular rate the employee earned over the three-year period preceding the pay-out, whichever 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; April 26, 2023; April 3, 2024,  
April 2, 2025; \_\_\_\_\_

# Emergency Preparedness Phases





Board of Directors Meeting Memo

April 1, 2026

**Subject:** Award a Three (3) Year Contract to SHI Government Solutions for Microsoft Office 365 Government

**Background**

The CCRTA’s current Microsoft Email System and O365 Software has been in place since 2023 and it enables RTA staff to easily send and receive documents, images, links and communicate with others. Microsoft’s O365 Government services plays a critical function in daily operations to keep communications with staff, vendors and stakeholders.

**Identified Need**

CCRTA has undertaken initiatives to modernize IT infrastructure, including proposed transitions to Microsoft government cloud solutions to enhance security, file storage, and email systems.

Microsoft O365G is a cloud-based subscription service offering premium productivity apps (Word, Excel, PowerPoint, Outlook), 1 TB of OneDrive cloud storage, and AI-powered tools via Copilot. It ensures staff will always have the latest features and security updates across CCRTA’s computers and mobile devices.

**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. Estimated cost for a 3-year contract with SHI for Microsoft Office 365G will be \$116,883.36. Funds for the Office 365 software license were identified in the MIS 2026 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 Three (3) Year Contract to SHI Government Solutions for Microsoft Office 365 Government.

Respectfully Submitted,

Submitted by: David Chapa, Director of MIS and Capital Projects  
 Reviewed by: Sharon Montez, Managing Director of Capital Projects, Customer Service and Eligibility

Final Approval by:   
 Derrick Majchszak  
 Chief Executive Officer

Board of Directors Meeting Memo

April 1, 2026

**Subject:** Award a Contract to Ardurra Group, Inc., (Ardurra) for Project Management Services for the Construction of a New Maintenance Facility

**Background**

In November 2025 CCRTA was notified that it was awarded a Federal Transit Administration (FTA) competitive Low No Emission Grant, in the amount of \$46,280,000 in federal funds and with a local match of \$11,570,000 for a total project cost of \$57,850,000.

In the grant application there is an item for Project Management Services in the amount of \$810,000. The federal portion of the grant is \$648,000 and the local match is \$162,000. In the Notice of Funding Opportunity (NOFO) for the grant announcement, section 7 (Award Notices) it states, "Funds must be used only for the specific purposes requested in the application and described in the resulting award".

**Identified Need**

In the 2025 grant application for the Low or No Emission Grant Program, the section of the grant entitled, "Technical, Legal, and Financial Capacity, one of the criteria items, was to, "Explain your ability to carry out the proposed project successfully (for example, adequate staffing levels or similar projects that have been carried out successfully).

Currently, in-house staff largest construction project was the Staples Street Center project with a Guaranteed Maximum Price of \$23 million. In an effort to meet the grant's criteria, CCRTA included the Project Management Services line item in the grant application, to demonstrate to the FTA that by hiring a Project Manager CCRTA would have appropriate experience personnel to supplement CCRTA and to represent the CCRTA throughout the project. By including the Project Manager, in the grant application, the CCRTA was able to meet the "Technical, Legal and Financial Capacity as required by FTA.

By selecting a firm with qualified/experienced Project Managers, that will act as CCRTA's Owner's Representative, representing CCRTA's interests throughout the various project phases and ensuring the project meets the owner's goals, budget and schedule objectives.

The Owner's Representative will work in collaboration with the architect Turner/Ramirez and strengthen the team oversight of the project. The roles were clearly defined as part of this procurement process.

Scope of Work includes the following:

**Task 1 – Construction Procurement Support (Limited)**

- Review of final design plans, specifications, and estimates.
- Evaluation of contractor proposals.
- Pre-construction planning

**Task 2 – Owner Representation and Project Management**

- Attendance at pre-construction kickoff meeting
- Serve as CCRTA's representative during construction
- Facilitate coordination between CCRTA, Architect, and Contractor

**Task 3 – Independent Project Controls and Reporting**

- Monitor construction schedule and critical path
- Track project budget and change activity
- Provide independent progress assessments
- Prepare monthly reports and executive-level dashboards

**Task 4 – Construction Oversight Support (Supplemental)**

- Provide Senior Construction Inspector support to supplement CCRTA staff
- Perform targeted field observations to validate progress and identify risks
- Coordinate with CCRTA field staff and Architect observations

**Task 5 – Change and Risk Management Support**

- Maintain change and issue logs
- Provide independent evaluation of cost and schedule impacts
- Support CCRTA in change management decisions

**Task 6 – FTA Compliance and Documentation Support**

- Support CCRTA with federal compliance tracking and documentation
- Maintain organized, audit-ready records consistent with FTA expectations

**Analysis**

A Request for Qualifications was issued on December 30, 2025, and the proposals were due February 10<sup>th</sup>. Seven proposals were received, but one was deemed non-responsive.

The evaluation criteria are listed below:

- Experience on Similar Projects (40)
- Key Personnel and Organizational Structure (40)
- Quality Control (10)
- Project Understanding and Management Approach (10)

The table below includes the name of the firms and the technical scores:

<b>Firms</b>	<b>Experience on Similar Projects (40)</b>	<b>Key Personnel and Organizational Structure (40)</b>	<b>Quality Control (10)</b>	<b>Project Understanding and Management Approach (10)</b>	<b>Total</b>
Ardurra	35.6	36	8.4	8.8	88.8
STV Incorporated	35	34	6.4	7.4	82.8
Skanska USA Building Inc.	34.8	31.8	6.4	8	81
AGCM, Inc.	31	29.8	8.4	7.2	76.4
Broaddus & Associates	29.2	29.6	6.2	6.6	71.6
Project Management Services, Inc.	14.4	14.8	4.4	3.8	37.4

After evaluating each of the six firms, Ardurra Group, Inc. scored the highest technical score overall. Ardurra is a multi-discipline consulting and engineering firm specializing in general engineering projects. Over the past 48 years, Ardurra has provided high-quality services for municipal, industrial, institutional, and governmental agencies on numerous state and federally funded projects, bond projects for city and county and high profile multi-million transportation and water/wastewater projects.

With over \$30 billion in public funding secured and managed for clients in the last decade. Ardurra has consistently assisted clients with post-award compliance or successful project outcomes. They are a group of approximately 2,125 professionals operating in 100 offices coast-to-coast, however they will manage this project through their local office in Corpus Christi.

Ardurra has decades of experience serving as an Owner's Advisor on complex, high-profile capital improvement projects. Most recently, Ardurra supported Dallas Area Rapid Transit (DART) as an Owner's Advisor on its \$2.1B commuter rail project, providing independent oversight, federal compliance support and construction-phase risk management.

The proposed Project Manager, Frank Benavidez, PE, PMP, is a former FTA Project Management Oversight Consultant (PMOC) and former transit agency employee, with direct experience delivering federally funded transit projects from both the grantee and federal oversight viewpoints. In addition to Mr. Benavidez, Dan Leyendecker, P.E., will serve as the Principal-in-Charge and Eric Villarreal, will serve as Project Director. There will also be other key support staff as part of the team, as listed below:

- Mark Metyko – Construction Manager
- Alison Winter – FTA Grant Manager
- Project Controls Manager – Omar Alameddine
- Estimator – Tim Morris
- Dashboard/Data Visualization – Will Kuehne
- Senior Construction Inspector – Rick Garcia

Ardurra's similar projects include the following:

- Houston Metro Construction Management on-call service, with seven years of continuous on-call service delivery. The work managed included multiple transit facility and system Improvement Projects. Cost was \$20 million.
- Program Management Services for Dallas Area Rapid Transit (DART's) Silver Line commuter rail program, which includes delivery of a major equipment maintenance facility. Cost was \$1. 8 Billion
- South Bay Regional Intermodal Transit Center Replacement -Construction management and inspection services for a modern multimodal transit facility replacing a 30-year-old transit center. Cost was \$13.2 million.
- Mary K. Giordano Regional Transit Center – Provided Construction management and general inspection services for an intermodal transit facility supporting regional bus operations and future light rail service. Cost was \$22 million.

The CCRTA received two reference responses, and both were satisfactory.

**Financial Impact**

The total negotiated price received from Ardurra for Project Management Services for the new Bear Lane Maintenance Facility is \$799,639. CCRTA's budgeted amount is \$810,000, and the grant funding is broken down into 80% federal funding totaling \$648,000 and with a local match of \$162,000.

**The contract for this item cannot be executed until CCRTA receives notification from the FTA, that the grant has been released to the CCRTA to pay for expenditures.**

**Board Priority**

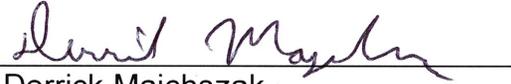
This project aligns with the Board Priority – Facilities and Safety.

**Recommendation**

Staff requests that the Chief Executive Officer (CEO) or designee to Award a Contract to Ardurra Group, Inc., (Ardurra) for Project Management Services for the Construction of a New Maintenance Facility not to exceed, \$799,639. However, a contract execution will be delayed until FTA releases the grant funding for expenditure.

Respectfully Submitted,

Submitted & Sharon Montez  
Reviewed by: Managing Director of Capital Programs and Customer Services

Final Approval by:   
Derrick Majchszak  
Chief Executive Officer

**Subject: March Update – Bear Lane Maintenance Facility**

**Background**

On November 6, 2024, the Board of Directors approved the contract award of \$4,855,404.55, to Turner Ramirez Architects for design services for the new CCRTA Maintenance Facility. However, a Notice to Proceed was only issued, for Phase (1) Schematic Design and Phase (2) Design Development phases, for a total cost of \$1,699,391.59, which garnered design completion of 35%.

At the December Board meeting the approval was given for the issuance of a Notice to Proceed (NTP) to Turner Ramirez Architects for the completion of the construction documents/project manual. However, the NTP was put hold until a Letter of No Prejudice was issued by FTA, given the delay in the grant funds.

Additionally, the Federal Transit Administration (FTA) has the requirements listed below, that must be completed before a federal project is allowed to proceed.

1. **Completion of NEPA Review** – The environmental review process must be completed first.
2. **Inclusion in TIP and STIP** – The project must be incorporated into both the Transportation Improvement Program (TIP) and the Statewide Transportation Improvement Program (STIP).
3. **Grant Award Expectation or Award** – Once there is a reasonable expectation of a grant award, or upon actual grant award (whichever occurs first), the Letter Of No Prejudice process may be initiated.

**Below please find milestone dates for the new Bear Lane Maintenance Facility:**

<b>Key Milestone Dates for New Bear Lane Maintenance Facility</b>	
<b>Description</b>	<b>Dates</b>
Board Approved Turner Ramirez Design Contract for \$4,855,404.55 and a Notice to Proceed for Schematic and Design Development for \$1,699,391.59	6-Nov-2024
Completion of Environmental Phase I Site Assessment	13-Jan-2024
Completion of Schematic Design	7-Feb-2025
Completion of Design Development	15-May-2025
Completion of Archaeological Survey	18-Nov-2025
Board Approval for Issuance of Notice to Proceed for Construction Documents for \$1,943,000, to Turner Ramirez	3-Dec-2025

FTA Approves NEPA Categorical Exclusion	16-Dec-2025
Issue Request for Qualifications for Project Management Service (added)	30-Dec-2025
Received FTA's Letter of No Prejudice to proceed with the Notice to Proceed for A/E construction design plans and specifications	28-Jan-2026
Issuance of Notice to Proceed to Turner/Ramirez for design of construction documents	February 2nd, 2026
Metropolitan Planning Organization (MPO) Technical Policy Committee (TPC) – release the TIP Amendment document for a one-month public comment period	5-Feb-2026
Request for Qualification for Project Management Services Due	10-Feb-2026
MPO TPC – Approve the MTP Amendment.	5-Mar-2026
Groundbreaking for New Bear Lane Maintenance Facility	23-Mar-2026
Project Management Services – Recommendation to the March Operations and Capital Committee	25-Mar-2026
CCRTA Outreach Meeting with Various Construction Companies to Inform of New Bear Lane Maintenance Shop	26-Mar-2026
Project Management Services – Recommendation to the April Board Meeting	1-Apr-2026
MPO TPC – April 2 <sup>nd</sup> - Approve minutes of the March 5 <sup>th</sup> meeting for uploading to the eSTIP Portal as last item required for the April 3 <sup>rd</sup> deadline.	2-Apr-2026
The required public comment period for this STIP Revision is April 17- May 17 <sup>th</sup>	04/17/2026 - 05/17/2026
Issue Request for Proposals (RFP) for Construction of New Bear Lane Maintenance Facility (Qualify the Contractors)	12-May-2026
FHWA and FTA earliest approval date for the May 2026 STIP Revision is May 19, 2026.	19-May-2026
Request for Proposals for New Bear Lane Maintenance Shop Due	9-Jun-2026
RFP Interviews (if needed)/Re-evaluations (if needed)/;	July 1 -July 14, 2026
July Committee Meeting for Recommendation for Award of a Contract for the Construction of a New Bear Lane Facility	22-Jul-2026
Present a Recommendation to a Award a Contract for the Construction of a New Bear Lane Facility to Board of Directors	5-Aug-2026
Execute the Contract	12-Aug-2026
Issue the Notice to Proceed for the Construction of a new Bear Lane Facility	28-Aug-2026

Start Construction	7-Sep-2026
Complete Construction	14-Aug-2028

On March 25<sup>th</sup>, at the Operations and Capital Projects Meeting Committee Meeting, the recommendation for a Project Management Services firm, was presented to the Committee for approval. Ardurra, Inc. had the highest technical score out of the six firms that submitted their qualifications and their price of \$799,639, is under the budgeted price of \$810,000.

Additionally, CCRTA Staff and Turner Ramirez, met on Wednesday, March 25th, to discuss equipment items for the Maintenance shop. Turner Ramirez presented a list of existing equipment gather from earlier meetings, to confirm those items are still needed. CCRTA had staff from Vehicle Maintenance and Facilities Maintenance in attendance, as well as Capital Projects staff.

A follow up meeting was held on Thursday, March 26<sup>th</sup>, allowing the architectural team to conduct another walk through of the shop, to confirm which equipment items belong in which areas of the new shop.

Respectfully Submitted,

Submitted & Sharon Montez  
Reviewed by: Managing Director of Capital Programs and Customer Services

Final Approval by   
Derrick Majchszak  
Chief Executive Officer

# RTA Defined Benefit Plan & Trust

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## **MONTHLY CLIENT REPORT**

As of December 31, 2025

# Agenda

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Investment policy summary	10
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Performance	13
Historical benchmark comparison	20
Important information	22

# Team Overview

## Investment advisory team

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### **Chris Koeller**

Vice President, Client Portfolio Manager

OCIO Solutions

26 Years of industry experience

4 Years of firm experience

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### **Steve Guggenberger, CIMA**

Managing Director – Client Portfolio Management

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4 Years of firm experience

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# Economic and Market Review

As of December 31, 2025

## Q1 2026 key themes

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- **Solid foundations for global growth in 2026**

The global economy enters 2026 on a firm footing, supported by widespread fiscal stimulus, monetary normalization, and accelerating AI-driven capex and adoption—factors that should underpin robust growth across most regions.

- **The U.S. economy has sustained its robust underlying architecture**

Corporate profit margins are holding firm, and gains in household wealth are sustaining consumer spending despite labor market weakness. AI capex is a growth engine, while the OBBBA could fuel a prolonged investment impulse.

- **The Federal Reserve is approaching neutral, balancing inflation and employment concerns**

Persistent inflation concerns, coupled with robust economic activity, imply only modest policy action. We expect two cuts in 2026, bringing rates just below the midpoint of the neutral range.

- **Equity market returns will be dependent on strong earnings growth**

Stretched U.S. valuations and intensifying scrutiny of AI imply that earnings—both in tech and beyond—must deliver. The solid macro backdrop is supportive of modest gains, with U.S. tech exposure, along with broader sectoral and regional diversification, offering upside while mitigating concentration risk.

- **Fixed income credit: Tight spreads but benefiting from robust macro tailwinds**

Favorable macro conditions imply reduced default risk. Credit spreads remain very tight, but renewed private market stress—provided they are idiosyncratic rather than systemic in nature—may provide entry points.

- **Focus on balance and diversification**

2025 delivered the strongest cross-asset and cross-regional performances in recent years. The solid macro backdrop for 2026 argues for a continued focus on diversification, particularly in light of both AI risks and opportunities.

# Economic and Market Review

As of December 31, 2025

Equity markets and fixed income markets both delivered strong positive returns for the year.

International equities outpaced domestic equities for the year.

	3-months	1-year	3-year	5-year	10-year
<b>U.S. Equities</b>					
Russell 1000 Value Index	3.81%	15.91%	13.90%	11.33%	10.53%
S&P 500 Index	2.66%	17.88%	23.01%	14.42%	14.82%
Russell 1000 Growth Index	1.12%	18.56%	31.15%	15.32%	18.13%
Russell Midcap Index	0.16%	10.60%	14.36%	8.67%	11.01%
Russell 2000 Index	2.19%	12.81%	13.73%	6.09%	9.62%
<b>Non-U.S. Equities</b>					
MSCI EAFE NTR Index	4.86%	31.22%	17.22%	8.92%	8.18%
MSCI ACWI ex-USA Index	5.05%	32.39%	17.33%	7.91%	8.41%
MSCI Emerging Markets Index	4.73%	33.57%	16.40%	4.20%	8.42%
<b>Fixed Income</b>					
ICE BofA U.S. Treasury Bill 3-month Index	0.97%	4.18%	4.81%	3.17%	2.18%
Bloomberg Aggregate Bond Index	1.10%	7.30%	4.66%	-0.36%	2.01%
Bloomberg U.S. Corp High Yld 2% Issuer Capped Index	1.31%	8.62%	10.06%	4.50%	6.52%
Bloomberg Long-Term Govt/Credit Index	-0.02%	6.62%	3.06%	-4.89%	1.98%
<b>Other</b>					
MSCI U.S. REIT Index	-1.99%	1.68%	7.06%	5.35%	4.42%
S&P GSCI® Index	0.97%	7.12%	3.86%	14.65%	6.08%
U.S. Dollar Index	0.56%	-9.37%	-1.70%	1.80%	-0.03%

As of December 31, 2025.

Source: Morningstar Direct. Returns are annualized. **Past performance does not guarantee future results.** Index performance information reflects no deduction for fees, expenses, or taxes. Indices are unmanaged and individuals cannot invest directly in an index. See Important Information for index descriptions.

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# Economic and Market Review

As of December 31, 2025

In U.S. equities, mid-caps lagged large and small caps for the quarter and the year. For the quarter, value stocks beat growth stocks.

QTD			
	Value	Blend	Growth
Large	3.8%	2.4%	1.1%
Mid	1.4%	0.2%	-3.7%
Small	3.3%	2.2%	1.2%

YTD			
	Value	Blend	Growth
Large	15.9%	17.4%	18.6%
Mid	11.0%	10.6%	8.7%
Small	12.6%	12.8%	13.0%

Current P/E vs. 20-year avg. P/E			
	Value	Blend	Growth
Large	17.1 / 14.3	21.7 / 16.9	28.8 / 20.7
Mid	15.6 / 14.6	17.3 / 16.5	26.8 / 21.8
Small	17.2 / 16.3	23.4 / 21.2	34.5 / 31.9

Current P/E as % of 20-year avg. P/E			
	Value	Blend	Growth
Large	119%	128%	139%
Mid	107%	105%	123%
Small	106%	110%	108%

Source: Morningstar Direct and FactSet Global. Data As of December 31, 2025. **Past performance is not indicative of future returns.** The Morningstar Style Box™ reveals a fund's investment strategy. For equity funds, the vertical axis shows the market capitalization of the stocks owned and the horizontal axis, shows the investment style (value, blend, or growth). Russell 1000 Value - Large Value, Russell 1000 - Large Blend, Russell 1000 Growth - Large Growth, Russell Midcap Value - Mid Value, Russell Midcap - Mid Blend, Russell Midcap Growth - Mid Growth, Russell 2000 Value - Small Value, Russell 2000 - Small Blend, Russell 2000 Growth - Small Growth

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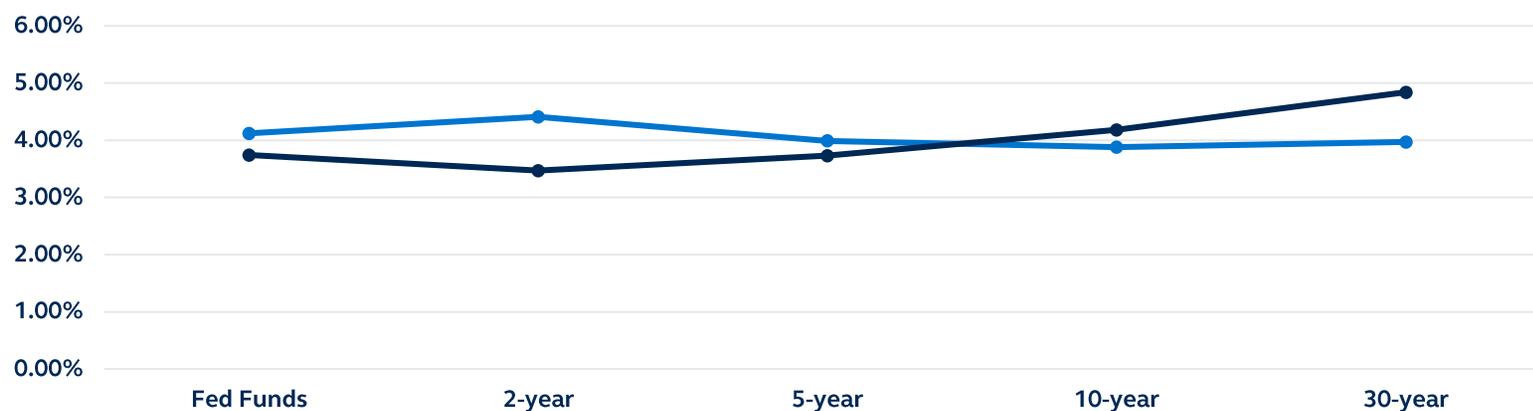
# Economic and Market Review

As of December 31, 2025

## The history of interest rates

How have interest rates changed in recent years?

	Dec 31, 2022	Dec 31, 2023	Dec 31, 2024	Dec 31, 2025
<b>Fed Funds</b>	4.12	5.60	4.40	3.74
<b>2-year</b>	4.41	4.23	4.25	3.47
<b>5-year</b>	3.99	3.84	4.38	3.73
<b>10-year</b>	3.88	3.88	4.58	4.18
<b>2- to 10-year spread</b>	-0.53	-0.35	0.33	0.71
<b>30-year</b>	3.97	4.03	4.78	4.84



<b>Dec. 31, 2025</b>	3.74%	3.47%	3.73%	4.18%	4.84%
<b>Dec. 31, 2022</b>	4.12%	4.41%	3.99%	3.88%	3.97%

Source: Morningstar Direct. Past performance does not guarantee future results.

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# Asset Class Returns

As of December 31, 2025

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Best ↑	Real Estate 4.23%	Small Cap 21.31%	Emerging Markets 37.28%	Cash 1.86%	Large Cap 31.49%	Small Cap 19.96%	Real Estate 46.18%	Commodities 16.09%	Large Cap 26.29%	Large Cap 25.02%	Emerging Markets 33.57%
	Large Cap 1.38%	Mid Cap 20.74%	Intl Stocks 25.03%	Intermediate Bond 0.01%	Mid Cap 26.20%	Large Cap 18.40%	Large Cap 28.71%	Cash 1.50%	Intl Stocks 18.24%	Asset Allocation 15.04%	Intl Stocks 31.22%
	Asset Allocation 1.28%	High Yield 17.34%	Large Cap 21.83%	Government Treasury -1.84%	Real Estate 25.76%	Emerging Markets 18.31%	Commodities 27.11%	High Yield -11.11%	Asset Allocation 17.67%	Mid Cap 13.93%	Large Cap 17.88%
	Intermediate Bond 0.55%	Large Cap 11.96%	Mid Cap 16.24%	Intl Bonds -2.15%	Small Cap 25.52%	Government Treasury 17.70%	Mid Cap 24.76%	Intermediate Bond -13.01%	Small Cap 16.93%	Small Cap 11.54%	Commodities 15.77%
	Cash 0.03%	Commodities 11.77%	Small Cap 14.65%	High Yield -2.26%	Asset Allocation 22.18%	Asset Allocation 14.73%	Asset Allocation 15.86%	Mid Cap -13.06%	Mid Cap 16.44%	Real Estate 9.11%	Asset Allocation 13.70%
	Intl Stocks -0.81%	Emerging Markets 11.19%	Asset Allocation 14.21%	Asset Allocation -2.35%	Intl Stocks 22.01%	Mid Cap 13.66%	Small Cap 14.82%	Intl Stocks -14.45%	Real Estate 16.10%	High Yield 8.04%	Small Cap 12.81%
	Government Treasury -1.21%	Asset Allocation 8.31%	Intl Bonds 10.51%	Large Cap -4.38%	Emerging Markets 18.44%	Intl Bonds 10.11%	Intl Stocks 11.26%	Asset Allocation -15.79%	High Yield 13.40%	Emerging Markets 7.50%	High Yield 8.55%
	Mid Cap -2.18%	Real Estate 7.24%	Government Treasury 8.53%	Real Estate -4.84%	Government Treasury 14.83%	Intl Stocks 7.82%	High Yield 5.29%	Large Cap -18.11%	Emerging Markets 9.83%	Cash 5.45%	Mid Cap 7.50%
	Small Cap -4.41%	Intermediate Bond 2.65%	High Yield 7.48%	Small Cap -11.01%	High Yield 14.40%	Intermediate Bond 7.51%	Cash 0.05%	Intl Bonds -18.70%	Intermediate Bond 5.53%	Commodities 5.38%	Intermediate Bond 7.30%
	High Yield -4.55%	Intl Bonds 1.49%	Real Estate 4.18%	Mid Cap -11.08%	Intermediate Bond 8.72%	High Yield 6.20%	Intermediate Bond -1.54%	Emerging Markets -20.09%	Cash 5.26%	Intl Stocks 3.82%	Intl Bonds 6.91%
	Intl Bonds -6.02%	Government Treasury 1.33%	Intermediate Bond 3.54%	Commodities -11.25%	Commodities 7.69%	Cash 0.58%	Emerging Markets -2.54%	Small Cap -20.44%	Intl Bonds 3.99%	Intermediate Bond 1.25%	Government Treasury 5.59%
	Emerging Markets -14.92%	Intl Stocks 1.00%	Commodities 1.70%	Intl Stocks -13.79%	Intl Bonds 5.09%	Commodities -3.12%	Government Treasury -4.65%	Real Estate -26.76%	Government Treasury 3.06%	Government Treasury -6.41%	Cash 4.40%
↓ Worst	Commodities -24.66%	Cash 0.27%	Cash 0.84%	Emerging Markets -14.58%	Cash 2.25%	Real Estate -7.90%	Intl Bonds -7.05%	Government Treasury -29.26%	Commodities -7.91%	Intl Bonds -7.79%	Real Estate 2.71%

The returns reflect performance of certain indexes as defined below. This information is general in nature and is not intended to be reflective of any specific plan.

Cash- FTSE 3-month T-bill, Government Treasury-BBg Long Treasury, Commodities-Bloomberg Commodity Idx, Intermediate Bond-BBg US Agg Bond Idx, High Yield Bond-ICE BofA High Yield Idx, Intl Bonds-Bloomberg Global Aggregate ex USD, Asset Allocation-portfolio assumes the following weights: 60% S&P 500 and 40% BBG US Agg, Large Cap-S&P 500, Mid Cap-S&P Midcap 400, Small Cap-Russell 2000, Intl Stocks-MSCI EAFE (net), Emerging Markets-MSCI EM (net), Real Estate-Wilshire U.S. REIT. **Past performance does not guarantee future results.**

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# Cash flow

AS OF DECEMBER 31, 2025

	Three month	Year to-date	One year	Three year	Five year	Ten year
<b>Beginning market value</b>	56,463,356	51,467,777	51,467,777	42,538,416	46,558,910	30,221,977
Contributions	1,022,837	3,031,615	3,031,615	7,980,347	45,071,093	45,071,093
Withdrawals	-805,277	-3,191,135	-3,191,135	-9,397,410	-48,709,970	-48,709,970
Gains/loss	1,095,813	6,468,471	6,468,471	16,655,376	14,752,961	31,715,025
<b>Ending market value</b>	57,776,730	57,776,730	57,776,730	57,776,730	57,776,730	57,776,730

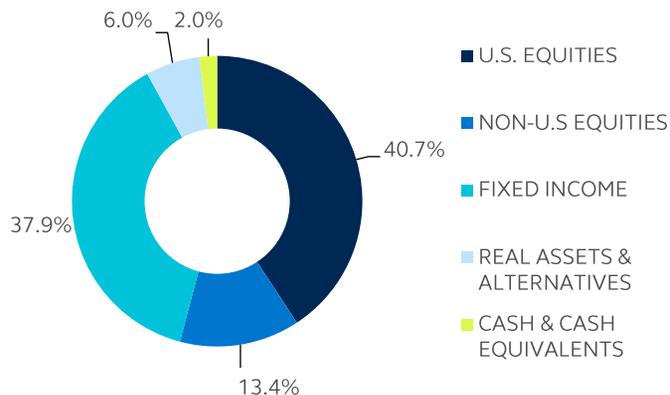
**Portfolio inception:** January 31, 2004

Returns for periods of less than one year are not annualized. **Past performance is not a reliable indicator of future performance and should not be relied upon to make investment decisions.** It is not possible to invest directly in an index. See Important Information for further details.

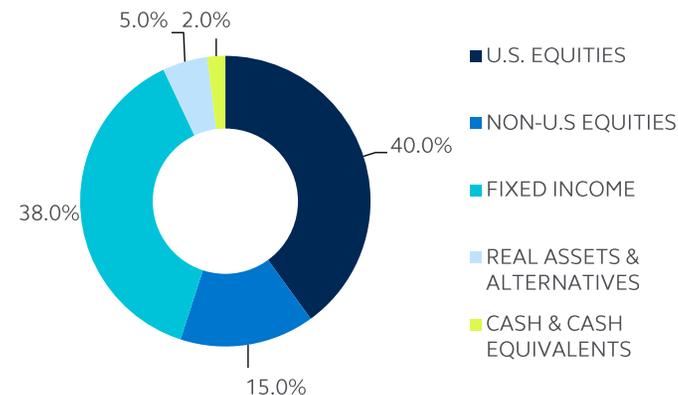
# Investment policy summary

AS OF DECEMBER 31, 2025

Actual allocation



Target allocation



Asset class	Actual allocation	Minimum allocation	Target allocation	Maximum allocation	Variance
<b>U.S. EQUITY</b>	<b>23,538,887.38</b>	<b>12.00%</b>	<b>40.00%</b>	<b>60.00%</b>	<b>0.74%</b>
LARGE VALUE	3,251,614.19	0.00%	6.00%	12.00%	-0.37%
LARGE BLEND	8,067,749.55	6.00%	12.00%	18.00%	1.96%
LARGE GROWTH	3,158,293.41	0.00%	6.00%	12.00%	-0.53%
U.S. MID CAP EQUITY	5,669,135.02	4.00%	9.00%	14.00%	0.81%
U.S. SMALL CAP EQUITY	3,392,095.21	2.00%	7.00%	12.00%	-1.13%
<b>NON-U.S. EQUITY</b>	<b>7,738,410.52</b>	<b>8.00%</b>	<b>15.00%</b>	<b>20.00%</b>	<b>-1.61%</b>
DEVELOPED MARKETS	6,230,887.37	8.00%	12.00%	16.00%	-1.22%
NON-U.S. EMERGING MARKETS EQUITY	1,507,523.15	0.00%	3.00%	6.00%	-0.39%
<b>FIXED INCOME</b>	<b>21,876,786.23</b>	<b>27.00%</b>	<b>38.00%</b>	<b>50.00%</b>	<b>-0.14%</b>
INTERMEDIATE BOND	21,876,786.23	27.00%	38.00%	50.00%	-0.14%
<b>REAL ASSETS &amp; ALTERNATIVES</b>	<b>3,490,092.70</b>	<b>0.00%</b>	<b>5.00%</b>	<b>10.00%</b>	<b>1.04%</b>
REAL ESTATE	2,038,479.15	0.00%	2.50%	5.00%	1.03%
COMMODITIES	1,451,613.55	0.00%	2.50%	5.00%	0.01%
<b>CASH &amp; CASH EQUIVALENTS</b>	<b>1,132,553.40</b>	<b>0.00%</b>	<b>2.00%</b>	<b>5.00%</b>	<b>-0.04%</b>
MONEY MARKET	1,132,553.40	0.00%	2.00%	5.00%	-0.04%
<b>Total market value:</b>	<b>\$57,776,730.23</b>			<b>Policy as amended on:</b>	<b>03/01/2024</b>

For asset allocation purposes and aggregate portfolio performance reporting, asset class category assignments for individual investment options are determined by OCIO Solutions and may differ from the assigned Morningstar category for a given investment.

# Asset allocation overview

AS OF DECEMBER 31, 2025

Fund	Market value	Actual allocation
<b>U.S. EQUITY</b>	<b>23,538,887.38</b>	<b>40.74%</b>
<b>LARGE VALUE</b>		
PRINCIPAL/MFS VALUE CIT N	1,622,295.61	2.81%
PRINCIPAL/T. ROWE INST EQ INC MGD CIT N	1,629,318.58	2.82%
<b>LARGE BLEND</b>		
PRINCIPAL/BLACKROCK S&P 500 IDX CIT N	8,067,749.55	13.96%
<b>LARGE GROWTH</b>		
PRINCIPAL/AB LARGE CAP GROWTH CIT N	1,583,152.69	2.74%
PRINCIPAL/T. ROWE INST LC GR MGD CIT N	1,575,140.72	2.73%
<b>MID-CAP BLEND</b>		
PRINCIPAL MID-CAP FD T-II	2,836,889.67	4.91%
PRINCIPAL/BLACKROCK S&P MIDC IDX CIT N	2,832,245.35	4.90%
<b>SMALL BLEND</b>		
PRINCIPAL/MULTI-MANAGER SC CIT N	3,392,095.21	5.87%
<b>NON-U.S. EQUITY</b>	<b>7,738,410.52</b>	<b>13.39%</b>
<b>FOREIGN LARGE VALUE</b>		
PRINCIPAL/CAUSEWAY INTL VL CIT N	1,512,351.83	2.62%
<b>FOREIGN LARGE BLEND</b>		
PRINCIPAL/BLACKROCK INTL EQ IDX CIT N	3,243,535.58	5.61%
<b>FOREIGN LARGE GROWTH</b>		
AMERICAN FUNDS EUPAC R6	1,474,999.96	2.55%
<b>DIVERSIFIED EMERGING MKTS</b>		
ACADIAN EMERGING MARKETS I	772,887.17	1.34%
PUTNAM EMERGING MARKETS EQUITY R6	734,635.98	1.27%

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# Asset allocation overview

AS OF DECEMBER 31, 2025

Fund	Market value	Actual allocation
<b>FIXED INCOME</b>	<b>21,876,786.23</b>	<b>37.86%</b>
<b>INTERMEDIATE CORE BOND</b>		
ALLSPRING CORE BOND CIT N	5,738,362.01	9.93%
<b>INTERMEDIATE CORE-PLUS BOND</b>		
PRINCIPAL/DODGE & COX INTER BD CIT N	5,793,439.27	10.03%
PRINCIPAL/FEDERATED TOT RET BOND CIT N	5,165,135.30	8.94%
TCW METWEST TOTAL RETURN BD I	5,179,849.65	8.96%
<b>REAL ASSETS</b>	<b>3,490,092.70</b>	<b>6.04%</b>
<b>REAL ESTATE</b>		
COHEN & STEERS INSTL REALTY SHARES	2,038,479.15	3.53%
<b>COMMODITIES BROAD BASKET</b>		
ALPS/CORCMDTY MGMT CMPLTCMDTY STRAT I	1,451,613.55	2.51%
<b>MONEY MARKET</b>	<b>1,132,553.40</b>	<b>1.96%</b>
<b>MONEY MARKET</b>		
SHORT-TERM INVESTMENT FUND A S1	1,132,553.40	1.96%
<b>Total market value:</b>	<b>\$57,776,730.23</b>	

For asset allocation purposes and aggregate portfolio performance reporting, asset class category assignments for individual investment options are determined by OCIO Solutions and may differ from the assigned Morningstar category for a given investment.

# Portfolio performance

AS OF DECEMBER 31, 2025

Time weighted returns	Three month	Year to-date	One year	Three year	Five year	Ten year	Inception date
<b>Total portfolio performance (Net)</b>	1.92%	12.45%	12.45%	11.66%	5.82%	7.42%	01/31/2004
RTA DBP DB TOTAL FLTX CBM	2.08%	14.14%	14.14%	12.32%	6.24%	7.77%	
Excess return	-0.15%	-1.69%	-1.69%	-0.67%	-0.42%	-0.35%	
<b>Asset class return information</b>							
<b>EQUITY</b>	2.72%	16.74%	16.74%	17.50%	9.91%	11.29%	01/31/2004
S&P 500 Index	2.66%	17.88%	17.88%	22.98%	14.42%	14.81%	
<b>LARGE VALUE</b>	3.02%	13.92%	13.92%	11.58%	10.60%	10.76%	01/31/2004
Russell 1000® Value Index	3.81%	15.91%	15.91%	13.88%	11.32%	10.52%	
<b>LARGE BLEND</b>	2.65%	17.83%	17.83%	22.96%	14.40%	14.85%	04/30/2012
S&P 500 Index	2.66%	17.88%	17.88%	22.98%	14.42%	14.81%	
<b>LARGE GROWTH</b>	1.13%	15.92%	15.92%	28.16%	11.61%	15.35%	01/31/2004
Russell 1000® Growth Index	1.12%	18.56%	18.56%	31.12%	15.31%	18.11%	
<b>MID-CAP BLEND</b>	1.17%	6.92%	6.92%	12.32%	8.96%	10.75%	04/30/2012
S&P MidCap 400 Index	1.64%	7.50%	7.50%	12.55%	9.11%	10.71%	
<b>SMALL BLEND</b>	1.17%	3.15%	3.15%	8.86%	3.65%	9.19%	08/31/2009
Russell 2000® Index	2.19%	12.81%	12.81%	13.72%	6.09%	9.61%	
<b>FOREIGN LARGE VALUE</b>	8.05%	38.82%	38.82%	22.09%	12.56%	9.38%	08/31/2010
MSCI EAFE Value NTR Index	7.83%	42.25%	42.25%	21.36%	13.36%	8.68%	
<b>FOREIGN LARGE BLEND</b>	4.42%	31.69%	31.69%	17.32%	8.85%	7.78%	11/30/2004
MSCI EAFE NTR Index	4.86%	31.22%	31.22%	17.21%	8.92%	8.18%	
<b>FOREIGN LARGE GROWTH</b>	4.62%	29.18%	29.18%	16.33%	4.55%	-	01/31/2004
MSCI EAFE Growth NTR Index	1.86%	20.76%	20.76%	13.14%	4.43%	7.42%	
<b>DIVERSIFIED EMERGING MKTS</b>	4.47%	29.50%	29.50%	17.35%	4.81%	8.37%	03/31/2013
MSCI Emerging Markets NTR Index	4.73%	33.57%	33.57%	16.38%	4.19%	8.41%	
<b>FIXED INCOME</b>	1.09%	7.55%	7.55%	5.32%	0.25%	2.67%	01/31/2004
Bloomberg U.S. Aggregate Bond Index	1.10%	7.30%	7.30%	4.66%	-0.36%	2.01%	
<b>INTERMEDIATE CORE BOND</b>	1.03%	7.62%	7.62%	5.23%	-0.05%	2.32%	01/31/2004
Bloomberg U.S. Aggregate Bond Index	1.10%	7.30%	7.30%	4.66%	-0.36%	2.01%	
<b>INTERMEDIATE CORE-PLUS BOND</b>	1.11%	7.52%	7.52%	5.34%	0.35%	2.81%	01/31/2004
Bloomberg US Universal TR USD	1.20%	7.58%	7.58%	5.23%	0.06%	2.43%	
<b>REAL ASSETS &amp; ALTERNATIVES</b>	1.98%	11.72%	11.72%	5.85%	8.22%	6.77%	09/30/2012
90 Day U.S. Treasury Bill Plus 3%	1.77%	7.52%	7.52%	8.16%	6.39%	5.28%	

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# Portfolio performance

AS OF DECEMBER 31, 2025

Asset class return information	Three month	Year to-date	One year	Three year	Five year	Ten year	Inception date
<b>REAL ESTATE</b>	-1.88%	3.09%	3.09%	6.70%	4.61%	4.96%	09/30/2012
S&P 500 Real Estate	-3.69%	-0.35%	-0.35%	3.15%	2.27%	2.97%	
<b>COMMODITIES BROAD BASKET</b>	7.22%	25.71%	25.71%	5.77%	11.76%	7.46%	09/30/2012
Bloomberg Commodity Index	5.85%	15.77%	15.77%	3.95%	10.63%	5.72%	
<b>CASH &amp; CASH EQUIVALENTS</b>	1.04%	4.43%	4.43%	5.01%	3.34%	2.23%	01/31/2004
90 Day U.S. Treasury Bill	1.02%	4.40%	4.40%	5.03%	3.31%	2.23%	
<b>MONEY MARKET</b>	1.05%	4.45%	4.45%	5.03%	3.35%	2.22%	01/31/2004
90 Day U.S. Treasury Bill	1.02%	4.40%	4.40%	5.03%	3.31%	2.23%	

**Portfolio inception:** January 31, 2004

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# Calendar year performance

AS OF DECEMBER 31, 2025

Time weighted returns	2025	2024	2023	2022	2021	2020	2019	2018	2017	2016
<b>Total portfolio performance (Net)</b>	<b>12.45%</b>	<b>9.11%</b>	<b>13.50%</b>	<b>-14.63%</b>	<b>11.65%</b>	<b>12.95%</b>	<b>18.89%</b>	<b>-6.00%</b>	<b>13.10%</b>	<b>8.02%</b>
RTA DBP DB TOTAL FLT X CBM	14.14%	9.34%	-	-	-	-	-	-	-	-
<b>Asset class return information</b>										
<b>EQUITY</b>	16.74%	15.39%	20.47%	-17.08%	19.20%	16.55%	27.03%	-9.49%	22.25%	11.00%
S&P 500 Index	17.88%	25.02%	26.29%	-18.11%	28.71%	18.40%	31.49%	-4.38%	21.83%	11.96%
<b>LARGE VALUE</b>	13.92%	11.95%	8.96%	-4.78%	25.09%	4.25%	29.21%	-9.20%	17.30%	17.08%
Russell 1000® Value Index	15.91%	14.37%	11.46%	-7.54%	25.16%	2.80%	26.54%	-8.27%	13.66%	17.34%
<b>LARGE BLEND</b>	17.83%	25.01%	26.28%	-18.10%	28.70%	18.68%	31.54%	-4.31%	21.94%	11.97%
S&P 500 Index	17.88%	25.02%	26.29%	-18.11%	28.71%	18.40%	31.49%	-4.38%	21.83%	11.96%
<b>LARGE GROWTH</b>	15.92%	28.83%	41.03%	-31.28%	19.69%	36.75%	30.66%	2.21%	33.43%	-1.05%
Russell 1000® Growth Index	18.56%	33.36%	42.68%	-29.14%	27.60%	38.49%	36.39%	-1.51%	30.21%	7.08%
<b>MID-CAP BLEND</b>	6.92%	13.88%	16.42%	-13.05%	24.65%	14.65%	26.25%	-10.99%	16.28%	20.72%
S&P MidCap 400 Index	7.50%	13.93%	16.44%	-13.06%	24.76%	13.66%	26.20%	-11.08%	16.24%	20.74%
<b>SMALL BLEND</b>	3.15%	11.43%	12.26%	-20.26%	16.26%	23.70%	26.56%	-9.71%	17.64%	21.26%
Russell 2000® Index	12.81%	11.54%	16.93%	-20.44%	14.82%	19.96%	25.52%	-11.01%	14.65%	21.31%
<b>FOREIGN LARGE VALUE</b>	38.82%	3.62%	26.58%	-8.11%	8.03%	6.22%	20.75%	-18.20%	28.23%	0.85%
MSCI EAFE Value NTR Index	42.25%	5.68%	18.95%	-5.58%	10.89%	-2.63%	16.09%	-14.78%	21.44%	5.02%
<b>FOREIGN LARGE BLEND</b>	31.69%	3.76%	18.23%	-13.62%	9.53%	8.92%	21.30%	-13.39%	23.14%	-1.75%
MSCI EAFE NTR Index	31.22%	3.82%	18.24%	-14.45%	11.26%	7.82%	22.01%	-13.79%	25.03%	1.00%
<b>FOREIGN LARGE GROWTH</b>	29.18%	5.04%	16.05%	-22.73%	2.68%	25.28%	27.39%	-	-	-
MSCI EAFE Growth NTR Index	20.76%	2.05%	17.58%	-22.95%	11.25%	18.29%	27.90%	-12.83%	-	-
<b>DIVERSIFIED EMERGING MKTS</b>	29.50%	6.37%	17.38%	-22.27%	0.65%	13.29%	21.31%	-15.19%	36.43%	11.17%
MSCI Emerging Markets NTR Index	33.57%	7.50%	9.83%	-20.09%	-2.54%	18.31%	18.44%	-14.58%	37.28%	11.19%
<b>FIXED INCOME</b>	7.55%	2.02%	6.48%	-12.64%	-0.78%	9.25%	9.24%	-0.23%	3.95%	3.87%
Bloomberg U.S. Aggregate Bond Index	7.30%	1.25%	5.53%	-13.01%	-1.54%	7.51%	8.72%	0.01%	3.54%	2.65%
<b>INTERMEDIATE CORE BOND</b>	7.62%	1.90%	6.28%	-13.10%	-1.52%	8.91%	8.68%	-0.14%	3.72%	2.89%
Bloomberg U.S. Aggregate Bond Index	7.30%	1.25%	5.53%	-13.01%	-1.54%	7.51%	8.72%	0.01%	3.54%	2.65%

For asset allocation purposes and aggregate portfolio performance reporting, asset class category assignments for individual investment options are determined by OCIO Solutions and may differ from the assigned Morningstar category for a given investment. Returns for periods of less than one year are not annualized. **Past performance is not a reliable indicator of future performance and should not be relied upon to make investment decisions.** It is not possible to invest directly in an index. See Important Information for further details.

# Calendar year performance

AS OF DECEMBER 31, 2025

Asset class return information	2025	2024	2023	2022	2021	2020	2019	2018	2017	2016
<b>INTERMEDIATE CORE-PLUS BOND</b>	7.52%	2.06%	6.54%	-12.49%	-0.55%	9.30%	9.58%	-0.29%	4.08%	4.38%
Bloomberg US Universal TR USD	7.58%	2.04%	6.17%	-12.99%	-1.10%	7.57%	9.29%	-0.26%	4.09%	3.92%
<b>REAL ASSETS &amp; ALTERNATIVES</b>	11.72%	3.67%	2.40%	-7.83%	35.81%	0.30%	20.09%	-9.16%	5.41%	12.47%
90 Day U.S. Treasury Bill Plus 3%	7.52%	8.60%	8.40%	4.54%	3.05%	3.60%	5.31%	4.91%	3.86%	3.28%
<b>REAL ESTATE</b>	3.09%	5.29%	11.95%	-26.20%	39.73%	-5.82%	28.74%	-6.11%	5.08%	8.29%
S&P 500 Real Estate	-0.35%	1.73%	8.27%	-28.45%	42.50%	-5.17%	24.93%	-5.64%	7.17%	0.01%
<b>COMMODITIES BROAD BASKET</b>	25.71%	1.46%	-7.21%	13.45%	29.86%	2.59%	11.32%	-15.11%	4.78%	16.04%
Bloomberg Commodity Index	15.77%	5.38%	-7.91%	16.09%	27.11%	-3.12%	7.69%	-11.25%	1.70%	11.77%
<b>CASH &amp; CASH EQUIVALENTS</b>	4.43%	5.44%	5.19%	1.65%	0.10%	0.50%	2.10%	1.62%	1.03%	0.46%
90 Day U.S. Treasury Bill	4.40%	5.45%	5.26%	1.50%	0.05%	0.58%	2.25%	1.86%	0.84%	0.27%
<b>MONEY MARKET</b>	4.45%	5.40%	5.25%	1.67%	0.10%	0.49%	2.03%	1.56%	1.01%	0.45%
90 Day U.S. Treasury Bill	4.40%	5.45%	5.26%	1.50%	0.05%	0.58%	2.25%	1.86%	0.84%	0.27%

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# Investment performance

AS OF DECEMBER 31, 2025

	Average annual total returns							Inception date	Percentile rankings				Expense ratio (net/gross)	Expense limit expiration date
	Three month	Year to-date	One year	Three year	Five year	Ten year	Since inception		One year	Three year	Five year	Ten year		
<b>Large Value</b>														
PRINCIPAL/MFS VALUE CIT N	2.18%	13.35%	13.35%	11.22%	10.26%	10.59%	10.62%	05/01/2013	69	79	77	55	0.4/0.4	-
Russell 1000® Value Index	3.81%	15.91%	15.91%	13.90%	11.33%	10.53%	-							
PRINCIPAL/T. ROWE INST EQ INC MGD CIT N	3.87%	14.49%	14.49%	11.93%	11.04%	10.85%	9.41%	07/31/2013	60	72	66	46	0.43/0.43	-
Russell 1000® Value Index	3.81%	15.91%	15.91%	13.90%	11.33%	10.53%	-							
Large Value	3.15%	14.97%	14.97%	13.88%	11.66%	10.74%	Total funds in category		1107	1059	995	832		
<b>Large Blend</b>														
PRINCIPAL/BLACKROCK S&P 500 IDX CIT N	2.65%	17.83%	17.83%	22.98%	14.41%	14.84%	11.60%	01/30/1974	25	23	19	11	0.02/0.02	-
S&P 500 Index	2.66%	17.88%	17.88%	23.01%	14.42%	14.82%	-							
Large Blend	2.21%	15.54%	15.54%	20.08%	12.67%	13.32%	Total funds in category		1314	1210	1122	880		
<b>Large Growth</b>														
PRINCIPAL/AB LARGE CAP GROWTH CIT N	0.62%	14.03%	14.03%	-	-	-	23.04%	02/16/2023	68	-	-	-	0.36/0.36	-
Russell 1000® Growth Index	1.12%	18.56%	18.56%	31.15%	15.32%	18.13%	-							
PRINCIPAL/T. ROWE INST LC GR MGD CIT N	1.64%	17.82%	17.82%	31.86%	12.78%	17.24%	17.65%	05/01/2013	36	24	38	16	0.34/0.34	-
Russell 1000® Growth Index	1.12%	18.56%	18.56%	31.15%	15.32%	18.13%	-							
Large Growth	0.55%	16.10%	16.10%	27.59%	11.28%	15.25%	Total funds in category		1080	1004	936	755		
<b>Mid-Cap Blend</b>														
PRINCIPAL/BLACKROCK S&P MIDC IDX CIT N	1.66%	7.44%	7.44%	12.52%	9.06%	10.79%	10.91%	04/30/1996	59	51	41	34	0.02/0.02	-
S&P MidCap 400 Index	1.64%	7.50%	7.50%	12.56%	9.12%	10.72%	-							
Mid Cap Blend	1.06%	9.08%	9.08%	13.23%	8.86%	10.27%	Total funds in category		417	368	338	263		
<b>Small Growth</b>														
PRINCIPAL/MULTI-MANAGER SC CIT N	1.17%	3.15%	3.15%	8.87%	3.64%	9.32%	8.47%	11/15/2013	74	82	44	66	0.63/0.63	-
Russell 2000® Index	2.19%	12.81%	12.81%	13.73%	6.09%	9.62%	-							
Small Growth	1.46%	8.06%	8.06%	13.01%	2.93%	10.30%	Total funds in category		531	518	496	389		

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# Investment performance

AS OF DECEMBER 31, 2025

	Average annual total returns							Inception date	Percentile rankings				Expense ratio (net/gross)	Expense limit expiration date
	Three month	Year to-date	One year	Three year	Five year	Ten year	Since inception		One year	Three year	Five year	Ten year		
<b>Foreign Large Value</b>														
PRINCIPAL/CAUSEWAY INTL VL CIT N	8.05%	38.82%	38.82%	22.11%	12.63%	9.39%	7.31%	09/10/2014	50	18	35	27	0.51/0.51	-
MSCI EAFE NTR Index	4.86%	31.22%	31.22%	17.22%	8.92%	8.18%	-							
Foreign Large Value	6.53%	38.48%	38.48%	19.21%	11.44%	8.53%	Total funds in category	357	336	318	243			
<b>Foreign Large Blend</b>														
PRINCIPAL/BLACKROCK INTL EQ IDX CIT N	4.42%	31.69%	31.69%	17.34%	9.24%	8.62%	6.61%	09/28/1990	44	41	24	31	0.04/0.04	-
MSCI EAFE NTR Index	4.86%	31.22%	31.22%	17.22%	8.92%	8.18%	-							
Foreign Large Blend	4.35%	30.40%	30.40%	16.73%	8.12%	8.05%	Total funds in category	680	644	610	479			
<b>Foreign Large Growth</b>														
AMERICAN FUNDS EUPAC R6	4.62%	29.18%	29.18%	16.34%	4.59%	8.46%	8.83%	05/01/2009	12	24	42	32	0.47/0.47	-
MSCI ACWI Ex-U.S. NTR Index	5.05%	32.39%	32.39%	17.33%	7.91%	8.41%	-							
Foreign Large Growth	0.74%	20.29%	20.29%	13.71%	3.44%	7.54%	Total funds in category	395	371	343	224			
<b>Diversified Emerging Mkts</b>														
ACADIAN EMERGING MARKETS I	4.57%	27.81%	27.81%	21.48%	8.99%	9.79%	8.87%	10/31/2016	69	7	11	12	1.11/1.16	03/2026
MSCI Emerging Markets NTR Index	4.73%	33.57%	33.57%	16.40%	4.20%	8.42%	-							
PUTNAM EMERGING MARKETS EQUITY R6	4.31%	33.76%	33.76%	20.48%	4.11%	9.98%	7.04%	05/22/2018	35	8	57	10	0.77/1.07	12/2025
MSCI Emerging Markets NTR Index	4.73%	33.57%	33.57%	16.40%	4.20%	8.42%	-							
Diversified Emerging Markets	4.73%	30.55%	30.55%	15.87%	4.29%	7.93%	Total funds in category	751	704	620	460			
<b>Intermediate Core Bond</b>														
ALLSPRING CORE BOND CIT N	1.03%	7.62%	7.62%	5.24%	-0.06%	2.30%	7.18%	01/30/1981	18	21	22	25	0.2/0.2	-
Bloomberg U.S. Aggregate Bond Index	1.10%	7.30%	7.30%	4.66%	-0.36%	2.01%	-							
Intermediate Core Bond	1.02%	7.07%	7.07%	4.81%	-0.31%	2.00%	Total funds in category	444	414	374	277			

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# Investment performance

AS OF DECEMBER 31, 2025

	Average annual total returns							Inception date	Percentile rankings				Expense ratio (net/gross)	Expense limit expiration date
	Three month	Year to-date	One year	Three year	Five year	Ten year	Since inception		One year	Three year	Five year	Ten year		
<b>Intermediate Core-Plus Bond</b>														
PRINCIPAL/DODGE & COX INTER BD CIT N	1.17%	7.68%	7.68%	6.12%	1.20%	3.31%	1.56%	10/09/2020	31	15	11	11	0.23/0.23	-
Bloomberg U.S. Aggregate Bond Index	1.10%	7.30%	7.30%	4.66%	-0.36%	2.01%	-							
PRINCIPAL/FEDERATED TOT RET BOND CIT N	1.18%	7.09%	7.09%	4.93%	0.38%	2.89%	0.53%	11/30/2020	71	77	34	27	0.2/0.2	-
Bloomberg U.S. Aggregate Bond Index	1.10%	7.30%	7.30%	4.66%	-0.36%	2.01%	-							
TCW METWEST TOTAL RETURN BD I	1.01%	7.81%	7.81%	4.91%	-0.55%	2.09%	4.77%	03/31/2000	26	78	83	74	0.44/0.44	-
Bloomberg U.S. Aggregate Bond Index	1.10%	7.30%	7.30%	4.66%	-0.36%	2.01%	-							
Intermediate Core-Plus Bond	1.03%	7.33%	7.33%	5.38%	0.18%	2.52%	Total funds in category		530	491	452	336		
<b>Real Estate</b>														
COHEN & STEERS INSTL REALTY SHARES	-2.57%	3.09%	3.09%	7.27%	5.77%	6.48%	10.29%	02/14/2000	25	30	23	6	0.75/0.76	-
Morningstar US Real Est TR USD	-1.95%	4.14%	4.14%	6.92%	4.70%	5.40%	-							
Real Estate	-1.80%	1.60%	1.60%	6.61%	4.51%	4.91%	Total funds in category		215	205	196	153		
<b>Commodities Broad Basket</b>														
ALPS/CORCMDTY MGMT CMLTCDTY STRAT I	7.22%	25.71%	25.71%	5.78%	11.68%	7.51%	2.99%	06/29/2010	7	26	38	24	1.15/1.3	02/2026
Bloomberg Commodity Index	5.85%	15.77%	15.77%	3.96%	10.64%	5.73%	-							
Commodities Broad Basket	4.40%	15.89%	15.89%	5.26%	11.55%	6.61%	Total funds in category		107	97	92	66		
<b>Money Market-Non-40 Act</b>														
SHORT-TERM INVESTMENT FUND A S1	1.04%	4.49%	4.49%	5.08%	3.38%	2.33%	3.43%	02/29/1988	-	-	-	-	0.09/0.09	-
ICE BofA USD 3M Dep OR CM TR USD	1.05%	4.42%	4.42%	5.00%	3.26%	2.38%	-							
	-	-	-	-	-	-	Total funds in category		-	-	-	-		

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# Historical benchmark comparison

RTA DBP DB TOTAL FLTX CBM

Benchmark portfolios	Weight (%)
<b>December 2025</b>	
Bloomberg U.S. Aggregate Bond Index	38.0%
MSCI EAFE NTR Index	12.0%
S&P 500 Index	12.0%
Russell 2000® Index	7.0%
Russell 1000® Value Index	6.0%
Russell 1000® Growth Index	6.0%
S&P MidCap 400 Index	4.5%
Russell MidCap® Index	4.5%
MSCI Emerging Markets NTR Index	3.0%
MSCI U.S. REIT Index	2.5%
Bloomberg Commodity Index	2.5%
90 Day U.S. Treasury Bill	2.0%

# Historical benchmark comparison

RTA DBP DB TOTAL FLTX CBM

Benchmark portfolios	Weight (%)
<b>March 2024</b>	
Bloomberg U.S. Aggregate Bond Index	38.0%
S&P 500 Index	12.0%
MSCI EAFE NTR Index	12.0%
Russell MidCap® Index	9.0%
Russell 2000® Index	7.0%
Russell 1000® Value Index	6.0%
Russell 1000® Growth Index	6.0%
MSCI Emerging Markets NTR Index	3.0%
MSCI U.S. REIT Index	2.5%
Bloomberg Commodity Index	2.5%
90 Day U.S. Treasury Bill	2.0%

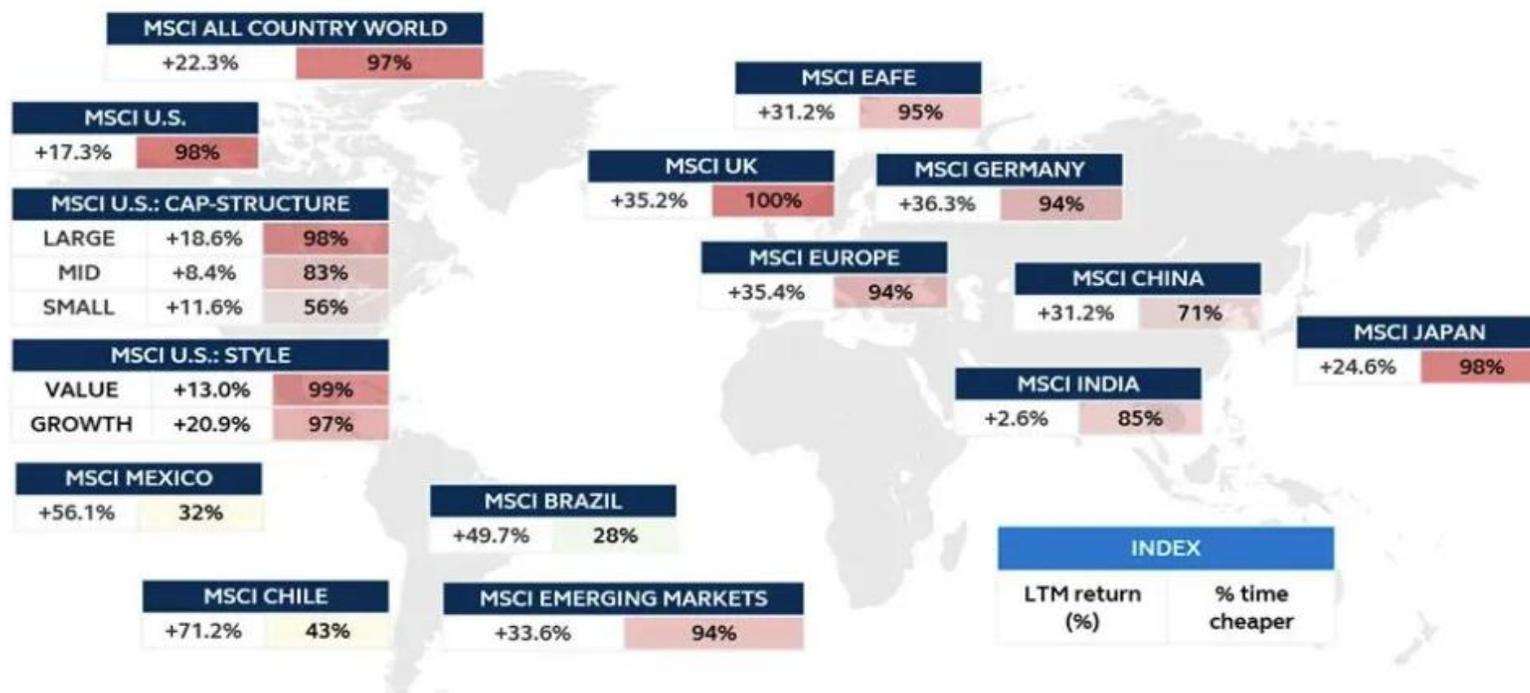
# 2026: The case for diversification remains strong

## INSIGHT:

A strong macro environment in 2026, supported by easier monetary conditions and robust fiscal stimulus across major economies, is likely to favor cross-regional performance. AI, which has fueled U.S. large-cap tech gains, faces greater scrutiny as investors shift focus from aggressive AI-related spending to profitability. While U.S. tech allocation remains important, it may be prudent for investors to diversify into regions offering direct or indirect AI exposure at more attractive valuations and benefiting from supportive policy tailwinds.

## Global equity returns and valuations

Last twelve months returns and % of the time the Index has been cheaper relative to its history since 2003

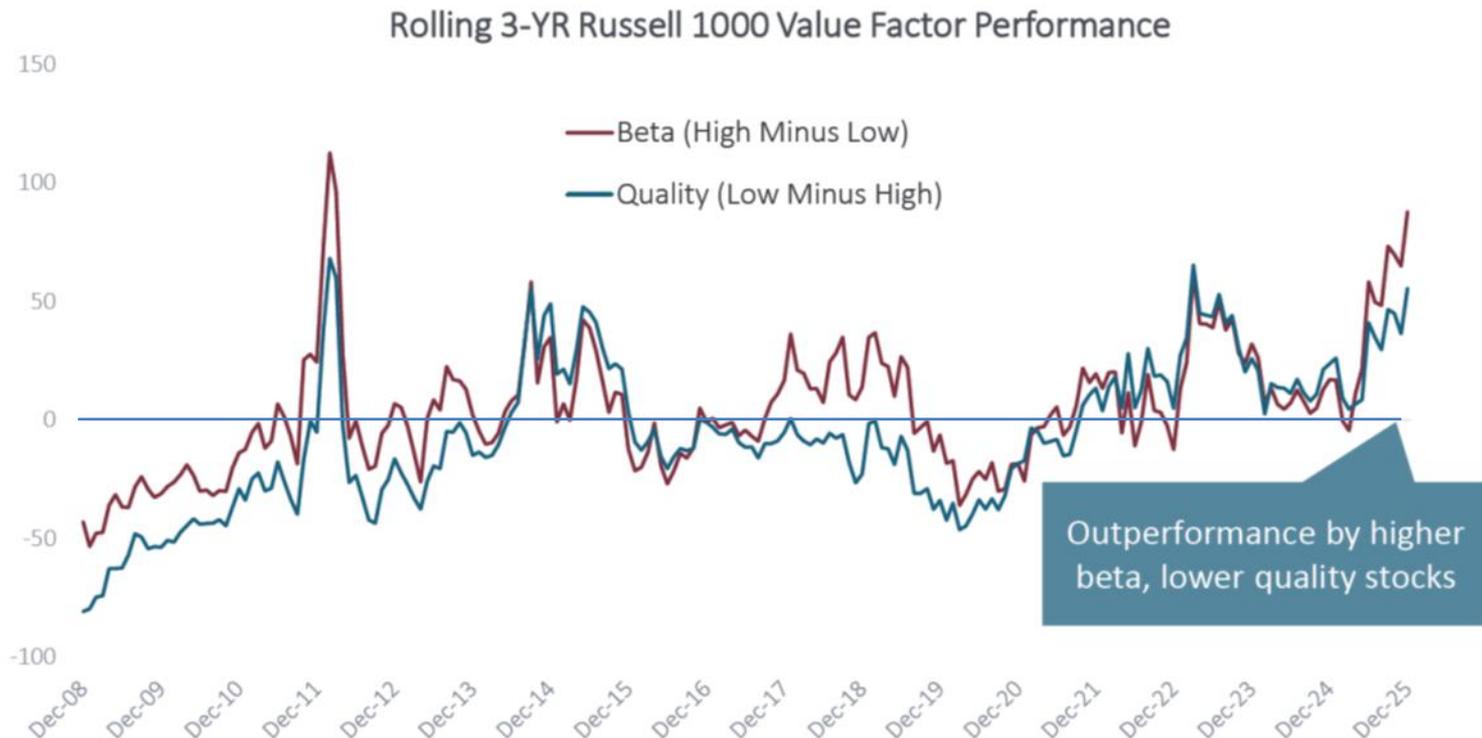


Source: FactSet, Bloomberg, MSCI, Principal Asset Allocation.– *Quick takes on capital markets* (January 9, 2026). Data as of December 31, 2025.

LTM (last twelve months) returns are total return and in USD terms. % Time Cheaper is relative to PAA Equity Composite Valuation history. PAA Equity Composite Valuation is a calculated measure, comprised of 60% price-to-earnings, 20% price-to-book and 20% to dividend yield. Composite started in 2003. EAFE is Europe, Australasia, Far East.

# Market insight

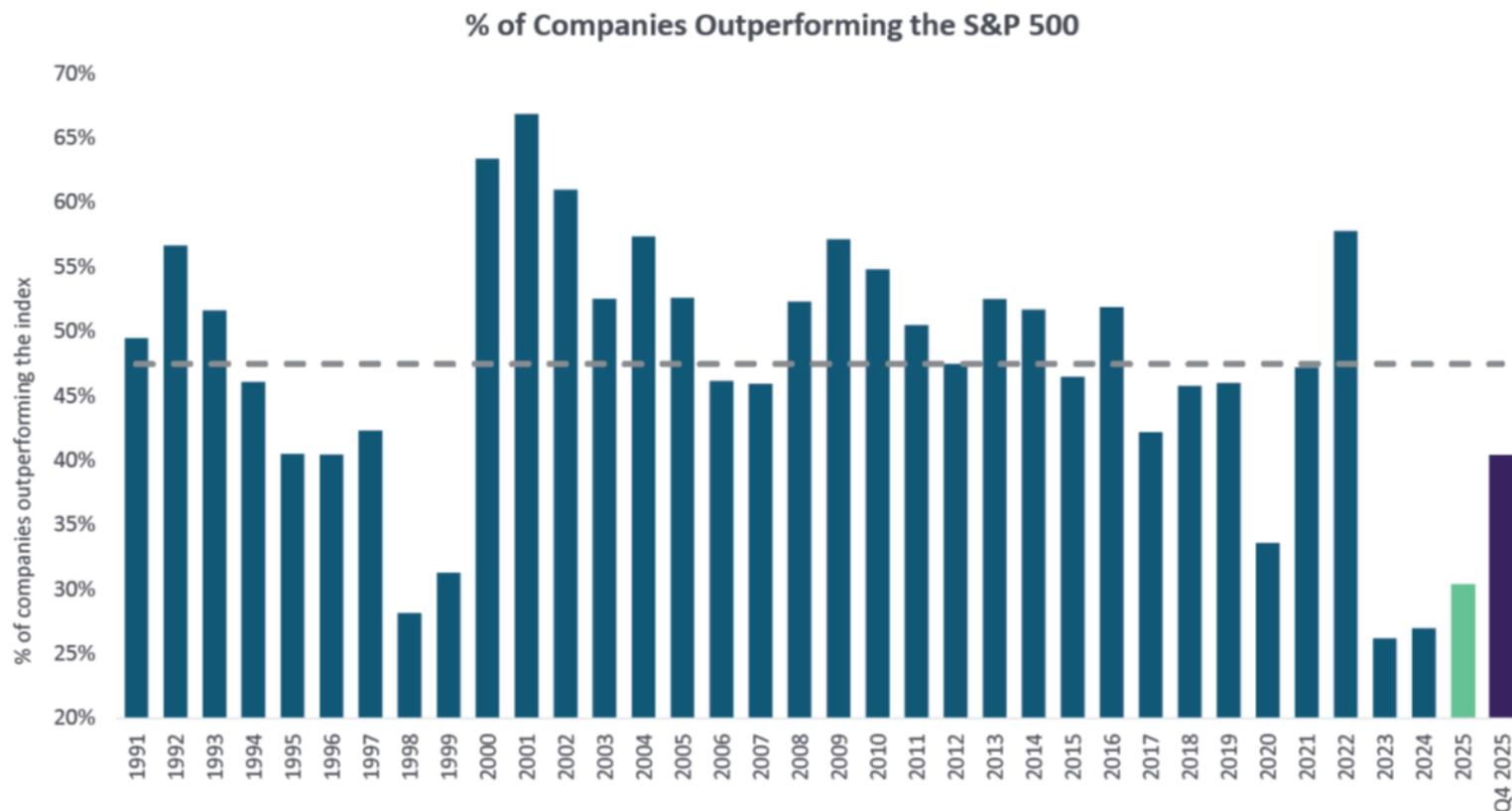
Since 2020, high beta, low quality leadership has presented headwinds for active managers



Source: Morningstar Direct, FactSet Portfolio Analysis. Calculated on data rolling 3-year periods ending Dec 2006 through Dec 2025. Factor data based on the Russell 1000 Value Index. Beta quintiles constructed monthly based on each stock's 52-week beta to the New York Stock Exchange (NYSE). "Quality" is defined by MFS, based on 50% volatility (equal weighting 60-month volatility, and 52-week volatility) and 50% factors (equal weighting return on assets, earnings stability and leverage). Data set reflects the difference in performance between Low Beta (Q5) and High Beta (Q1) and High Quality (Q1) and Low Quality (Q5) quintiles.

# Market insight

Large cap dominance has suppressed market breadth to the narrowest levels of the late 1990s



Source: FactSet Portfolio Analysis. Annual data as of 31 December 1990 to 31 December 2025. Q4 2025 is 30 September 2025 to 31 December 2025. Returns are gross and in USD. Gray line represents the median of the calendar year periods from calendar year 1991 to calendar year 2025.

Important information

# Important information

**Alpha** - The difference between an investment's actual returns and its expected performance, given its level of risk (as measured by beta).

**Beta** - An investment's sensitivity to market movements.

**R-Squared** - Ranges from 0 to 100 and reveals how closely an investment's returns track those of a benchmark index.

**Standard Deviation** - Measures how much an investment's returns are likely to fluctuate.

**Sharpe Ratio** - Measures how an investment balances risks and rewards. The higher the Sharpe ratio, the better the investment's historical risk-adjusted performance.

**Excess Return** - The difference between a manager's return and the return of an external standard such as a passive index.

**Tracking Error** - The standard deviation or volatility of excess returns.

Percentile rankings are based on total returns in accordance with the appropriate Morningstar peer group. Returns shown for periods of less than one year are not annualized. All returns displayed here are after Total Investment Expense of the investment option. Investment options are subject to investment risk. Shares or unit values will fluctuate and investments, when redeemed, may be worth more or less than their original cost.

# Important information

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**Subject:** February 2026 Financial Report

**Overview:** The **February Operating Budget** ended the month with expenses coming in more than revenue by **\$463,328**, as **Operating Revenue** totaled **\$3,514,106** and **Operating Expenses** totaled **\$3,977,434**.

Four revenue sources fell short of the budget expectation.

- Bus advertising of **\$15,757** reached 80.12% or \$3,909 short of budget.
- Federal operating grant revenue of **\$238,347** reached 6.73% or \$208,739 short of budget but unfavorable variance is expected to align with projections upon recognition of \$5,695,307 in pending awards which are projected to bridge the current funding gap by April 30<sup>th</sup>.
- Lease revenue from tenants of **\$41,049** reached **90.15%** or \$4,487 short of budget due to a vacancy.
- Investment income of **\$96,009** fell short of expectation by **19.52%** or **\$23,288** due to external factors. The unfavorable gap between actual results and the budget will stop growing and return to zero as short-term returns from new investment returns are realized.

The **year-to-date Operating Budget** produced a deficit of **\$678,568** as total revenues of **\$7,342,092** reached **97.22% of baseline** while expenses of **\$8,020,660** finished at **95.49%**.

The **CIP budget for the month** resulted in expenditures exceeding revenues by **\$17,847**, with total funding sources coming in at **\$75,205** and expenses at **\$93,052**. The funding sources came from grant revenues totaling **\$75,205** for construction expenses related to Bus Stop Improvements Phase VIII.

Expenditures of \$75,205 include the federal share of the bus stop improvements project, along with the depreciation expense of \$17,847 which resulted in expenses exceeding funding sources by \$17,847.

**Year-to-date** CIP funding sources totaled **\$75,205** while total expenditures finished at **\$110,899** resulting in **expenditures** exceeding funding sources by **\$35,694**.

For the month, the overall performance resulted in a decrease of **\$481,175** to the fund balance with a decrease of **\$463,328** attributable to the operating budget, and a decrease of **\$17,847** related to the CIP budget.

The overall performance for the **year-to-date** results in a decrease of **\$714,262** to the fund balance, with a decrease of **\$678,568** from the operating budget, and a decrease of **\$35,694** related to the CIP budget.

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

**Total Revenues and funding sources** for the month of **February** closed at **\$3,589,311**, of which **\$3,514,106** is attributable to the **Operating Budget (Table 4 and PPT Slides 3 and 4)** and **\$75,205** to the capital budget. The performance of the revenue categories from the Operating Budget is discussed as follows.

**Operating Revenues**, which include only resources generated from transit operations, **totaled \$142,376** or 2.26% more than forecasted (**Table 4.1**) & (**PPT Slide 5**). **Fare Revenues** ended the month at \$125,599, or 5.95% more than the baseline expectation and includes **\$21,470** from **Go-Pass Mobile App Pass Sales**. February marks the first month in which the revised fare structure was in effect, and the results when compared to the January 2026 passenger sales of \$103,780 present a month-over-month increase of \$21,819 or 21.00%. The increase in fare revenue led to a higher Fare Recovery Ratio for the month, with a ratio achieved of 3.43%, the highest since 2020.

Meanwhile, commissions from both **Bus and Bench Advertising** ended the month at **\$15,757**, of which **\$5,694** came from **Bus Bench Advertising commissions** while **\$10,063** came from **On-Board Bus Advertising commissions**. The combined revenue was 80.12% of baseline.

**Other Operating Revenues** reported \$1,019 for the month, comprised of fees collected for open records requests and a vendor refund from a prior period.

**Non-Operating Revenues**, which include sales tax, investment income, lease income from tenants, and federal assistance grants totaled **\$3,371,732** reaching **93.45%** of the **\$3,608,245** budget expectation, generating **\$236,513** less than forecasted (**Table 4.1**).

Federal operating grants recorded revenue of \$238,347, or 53.31% of the baseline expectation. Operating grant revenue come from preventive maintenance funding as well as the remaining American Rescue Plan (ARP) funds repurposed for use as operating assistance.

Investment income for the month totaled \$96,009, as the performance of the investment portfolio fell short of the baseline expectation by \$23,288, or 19.52%.

Meanwhile, Staples Street Center leases reached \$41,049 or 90.15% of baseline as a result of the vacancy left by Nueces County.

For clarification, please keep in mind that all revenues reported are **actual** revenues received or earned except for the sales tax revenue. The Sales Tax Revenue has been **estimated** since the amount will not be determined until payment is received on **April 10, 2026**. Out of the seven (7) sources included in this revenue category, 85.27% of total revenue came from the sales tax revenue estimate as indicated in the following table:

**February 2026 Revenue Composition – Table 1**

<b>Line #</b>	<b>Revenue Source</b>	<b>Actual</b>	<b>%</b>
1	Sales Tax Revenue Estimate	\$2,996,326	85.27%
2	Passenger Service	125,599	3.57%
3	SSC Lease Income	41,049	1.17%
4	Bus Advertising	15,757	0.45%
5	Investment Income	96,009	2.73%
6	Grant Assistance Revenue	238,347	6.78%
7	Other Revenue	1,019	0.03%
	<b>Total (excluding capital)</b>	<b>\$3,514,106</b>	<b>100.00%</b>

The **Investment Portfolio** closed the month of February 2026 with a market value of **\$35,938,419**, an increase of **\$1,888,167** from the balance at the end of January 2026 of **\$34,050,253**. The increase was mostly attributable to the higher-than-anticipated receipt for December 2025 sales taxes received in February.

The composition of the February portfolio market value includes **\$5,519,183** in securities consisting of **\$3,517,024** in Federal Treasury Securities, and **\$2,002,159** in Federal Agency Coupon Securities. In addition, **\$27,700,017** was held in TexPool Prime and **\$2,719,220** in bank accounts at Frost Bank. For the month of **February**, the earned interest income was recorded at **\$96,009**.

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

The **Sales Tax** allocation for February 2026 is **estimated** at **\$2,996,326** and is in line with the actual allocation received for February 2025. The estimate is necessary since allocations lag two months behind and will not be received until April 10, 2026.

The Sales Tax revenue payment of **\$3,342,867** for January 2026 was received March 13, 2026, and exceeded the same period for 2025 by \$288,551 or 9.45% and was **\$288,551**, or **9.45% more** than the **estimate** of \$3,054,316 reported for January.

The January payment included the allocation from internet sales of **\$40,297**, a decrease of \$33,281 or 45.23% from the prior month. RTA started receiving internet sales tax revenue in December 2019, and to date have received **\$2,549,451**. Retailers started collecting sales tax on internet sales on October 1, 2019.

The sales tax revenue over the last five years averages 71.66% of total income. In 2025, Sales Tax Revenue represented 70.43% of total revenues. Sales tax typically represents the largest component of CCRTA's total income but may vary from year to year when alternative revenue streams such as grant funding become significant. 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 help lower the Agency's reliance on sales tax revenue. During this reporting period sales tax represented 85.27% of total operating revenues. **Table 2** illustrates the sales tax revenue trend from the beginning of the year, while **Table 2.1** illustrates the comparison between the sales tax received versus the sales tax budgeted.

**Sales Tax Growth – Table 2**

<b>Month Revenue was Recognized</b>	<b>2026 Actual</b>	<b>2025 Actual</b>	<b>\$ Growth</b>	<b>% Growth</b>
January (actual)	3,342,867	\$ 3,054,316	288,551	9.45%
February (estimate)	2,996,326	2,996,326	-	0.00%
March (estimate)	-	-	-	0.00%
April (estimate)	-	-	-	0.00%
May (estimate)	-	-	-	0.00%
June (estimate)	-	-	-	0.00%
July (estimate)	-	-	-	0.00%
August (estimate)	-	-	-	0.00%
September (estimate)	-	-	-	0.00%
October (estimate)	-	-	-	0.00%
November (estimate)	-	-	-	0.00%
December (estimate)	-	-	-	0.00%
	<b>\$ 6,339,193</b>	<b>\$ 6,050,642</b>	<b>\$ 288,551</b>	<b>4.77%</b>

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

<b>Month Revenue was Recognized</b>	<b>2026 Actual</b>	<b>2026 Budget</b>	<b>\$ Variance</b>	<b>% Variance</b>
January (estimate)	3,342,867	\$ 3,054,316	288,551	9.45%
February (estimate)	2,996,326	2,996,326	-	0.00%
March (estimate)	-	-	-	0.00%
April (estimate)	-	-	-	0.00%
May (estimate)	-	-	-	0.00%
June (estimate)	-	-	-	0.00%
July (estimate)	-	-	-	0.00%
August (estimate)	-	-	-	0.00%
September (estimate)	-	-	-	0.00%
October (estimate)	-	-	-	0.00%
November (estimate)	-	-	-	0.00%
December (estimate)	-	-	-	0.00%
	<b>\$ 6,339,193</b>	<b>\$ 6,050,642</b>	<b>\$ 288,551</b>	<b>4.77%</b>

The detail of all revenue and expense categories is presented in the following tables, along with the fare recovery ratio for February 2026:

**Revenue – February 2026 – Revenue Composition (Includes Operating and Capital Funding) – Table 3**

<b>Revenue Source</b>	<b>February 2026</b>	<b>%</b>	<b>YTD</b>	<b>%</b>
Passenger Service	\$ 125,599	3.50%	\$ 229,379	3.09%
Bus Advertising	15,757	0.44%	32,189	0.43%
Other Revenue	1,019	0.03%	1,019	0.01%
Sales Tax Revenue	2,996,326	83.48%	6,339,193	85.46%
Grants - Operating	238,347	6.64%	452,185	6.10%
Grants - Capital	75,205	2.10%	75,205	1.01%
Investment Income	96,009	2.67%	206,030	2.78%
SSC Lease Income	41,049	1.14%	82,097	1.11%
<b>Total Revenue</b>	<b>\$ 3,589,311</b>	<b>100.00%</b>	<b>\$ 7,417,299</b>	<b>100.00%</b>

## Revenue – February 2026 Operating Revenue and Capital Funding – Table 4

	02/2026				
	2026 Approved Budget	February 2026 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
<b>Revenues</b>					
Passenger service	\$ 1,422,516	\$ 125,599	\$ 118,543	8.83%	105.95%
Bus advertising	236,000	15,757	19,667	6.68%	80.12%
Other operating revenues	7,555	1,019	1,019	13.49%	100.00%
Sales Tax Revenue	43,011,601	2,996,326	2,996,326	6.97%	100.00%
Federal, state and local grant assistance	5,365,031	238,347	447,086	4.44%	53.31%
Investment Income	1,431,566	96,009	119,297	6.71%	80.48%
Staples Street Center leases	546,426	41,049	45,536	7.51%	90.15%
<b>Total Operating &amp; Non-Operating Revenues</b>	<b>52,020,695</b>	<b>3,514,106</b>	<b>3,747,475</b>	<b>6.76%</b>	<b>93.77%</b>
Capital Grants & Donations	550,309	75,205	75,205	13.67%	100.00%
<b>Total Operating &amp; Non-Operating Revenues and Capital Funding</b>	<b>\$ 52,571,004</b>	<b>\$ 3,589,311</b>	<b>\$ 3,822,680</b>	<b>6.83%</b>	<b>93.90%</b>

	02/2026				
	2026 Approved Budget	YTD 2026 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
<b>Revenues</b>					
Passenger service	\$ 1,422,516	\$ 229,379	\$ 237,086	16.12%	96.75%
Bus advertising	236,000	32,189	39,333	13.64%	81.84%
Other operating revenues	7,555	1,019	1,019	13.49%	100.00%
Sales Tax Revenue	43,011,601	6,339,193	6,050,642	14.74%	104.77%
Federal, state and local grant assistance	5,365,031	452,185	894,172	8.43%	50.57%
Investment Income	1,431,566	206,030	238,594	14.39%	86.35%
Staples Street Center leases	546,426	82,097	91,071	15.02%	90.15%
<b>Total Operating &amp; Non-Operating Revenues</b>	<b>52,020,695</b>	<b>7,342,092</b>	<b>7,551,917</b>	<b>14.11%</b>	<b>97.22%</b>
Capital Grants & Donations	550,309	75,205	75,205	13.67%	100.00%
<b>Total Operating &amp; Non-Operating Revenues and Capital Funding</b>	<b>\$ 52,571,004</b>	<b>\$ 7,417,297</b>	<b>\$ 7,627,122</b>	<b>14.11%</b>	<b>97.25%</b>

## Revenue – February 2026 from Operations – Table 4.1

	02/2026				
	2026 Approved Budget	February 2026 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
<b>Revenues</b>					
Passenger service	\$ 1,422,516	\$ 125,599	\$ 118,543	8.83%	105.95%
Bus advertising	236,000	15,757	19,667	6.68%	80.12%
Other operating revenues	7,555	1,019	1,019	13.49%	100.00%
<b>Total Operating Revenues</b>	<b>1,666,071</b>	<b>142,376</b>	<b>139,229</b>	<b>8.55%</b>	<b>102.26%</b>
Sales Tax Revenue	43,011,601	2,996,326	2,996,326	6.97%	100.00%
Federal, state and local grant assistance	5,365,031	238,347	447,086	4.44%	53.31%
Investment Income	1,431,566	96,009	119,297	6.71%	80.48%
Staples Street Center leases	546,426	41,049	45,536	7.51%	90.15%
<b>Total Non-Operating Revenues</b>	<b>50,354,624</b>	<b>3,371,732</b>	<b>3,608,245</b>	<b>6.70%</b>	<b>93.45%</b>
<b>Total Revenues</b>	<b>\$ 52,020,695</b>	<b>\$ 3,514,106</b>	<b>\$ 3,747,474</b>	<b>6.76%</b>	<b>93.77%</b>

## February 2026 Expenses

The results of all expenditure activities, including capital, are presented below. Overall, total expenditures of **\$4,070,486** came in **\$222,247** under the anticipated baseline of **\$4,292,733**. Departmental expenses of **\$3,659,090** came in **\$216,059** under the **\$4,199,681** anticipated baseline or 5.58%. Meanwhile, Street Improvement Program expense of **\$302,086** is a fixed amount that represents one-two-twelve of the annual amount budgeted for all member cities, resulting in 100% baseline. Debt service expense of **\$16,258** the monthly amortization of debt issuance costs resulting from the 2019 bond refunding.

## February 2026 Total Expenses & Capital Expenditures – Table 6

	02/2026				
	2026 Approved Budget	February 2026 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
<b>Expenditures</b>					
Departmental Operating Expenses	\$ 46,501,805	\$ 3,659,090	\$ 3,875,149	7.87%	94.42%
Debt Service	1,605,436	16,258	16,258	1.01%	100.00%
Street Improvements	3,625,032	302,086	302,086	8.33%	100.00%
Subrecipient Grant Agreements	74,256	-	6,188	0.00%	0.00%
<b>Total Operating &amp; Non-Operating Expenses</b>	<b>51,806,529</b>	<b>3,977,434</b>	<b>4,199,681</b>	<b>7.68%</b>	<b>94.71%</b>
Grant Eligible Costs	550,309	75,205	75,205	13.67%	100.00%
Depreciation Expenses	214,166	17,847	17,847	8.33%	100.00%
<b>Total Operating &amp; Non-Operating Expenses and Capital Expenditures</b>	<b>\$ 52,571,004</b>	<b>\$ 4,070,486</b>	<b>\$ 4,292,733</b>	<b>7.74%</b>	<b>94.82%</b>

## Year to Date as of February 2026 Total Expenses & Capital Expenditures – Table 6.1

For the year to date, total expenditures including capital were **\$8,131,559**, coming in **\$378,705** under the anticipated baseline of **\$8,510,264**. Departmental expenses of **\$7,373,519** came in **\$376,784** under the anticipated baseline of **\$7,750,303** or 4.86%. Meanwhile, Street Improvement Program expense is a fixed amount that represents one-twelve of the annual amount budgeted for all member cities, resulting in 100% of baseline and as of February the year-to-date expense represents 16.67% of the annual budget. Debt service represents the monthly amortization of debt issuance costs.

	02/2026				
	2026 Approved Budget	YTD 2026 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
<b>Expenditures</b>					
Departmental Operating Expenses	\$ 46,501,805	\$ 7,373,519	\$ 7,750,303	15.86%	95.14%
Debt Service	1,605,436	32,516	32,516	2.03%	100.00%
Street Improvements	3,625,032	604,172	604,172	16.67%	100.00%
Subrecipient Grant Agreements	74,256	10,453	12,376	14.08%	84.46%
<b>Total Operating &amp; Non-Operating Expenses</b>	<b>51,806,529</b>	<b>8,020,660</b>	<b>8,399,365</b>	<b>15.48%</b>	<b>95.49%</b>
Grant Eligible Costs	550,309	75,205	75,205	13.67%	100.00%
Depreciation Expenses	214,166	35,694	35,694	16.67%	100.00%
<b>Total Operating &amp; Non-Operating Expenses and Capital Expenditures</b>	<b>\$ 52,571,004</b>	<b>\$ 8,131,559</b>	<b>\$ 8,510,264</b>	<b>15.47%</b>	<b>95.55%</b>

## EXPENSES – REPORTED BY EXPENSE OBJECT CATEGORY

The **Financial Accounting Standards Board (FASB)** requires expenses to be reported by object category which include expenses that can be traced back to a specific department and or activity. It excludes depreciation expenses, expenses associated with the Street Improvement Program, debt service expenses, and pass-through activities (Sub-recipients).

Accordingly, for the month of February 2026, total departmental operating expenses realized favorable variances against the baseline expectation for categories including Salaries & Wages, Services, Materials & Supplies, Utilities, and Purchased Transportation. Meanwhile, unfavorable variance was identified with the categories of Benefits & Insurance.

**Benefits** reported a negative variance of 21.75% or \$185,214 as claims grew and were offset only by a prescription rebate of \$85,476. The large payout of accrued leave to a retiree also drove costs for the category.

**Insurance** reported a negative variance of 11.49% or \$8,862 due to higher property and casualty premiums for 2026.

### February 2026 Departmental Expense Breakdown – Table 7

	02/2026				
	2026 Approved Budget	February 2026 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
<b>Departmental Operating Expenses:</b>					
<b>Object Category</b>					
Salaries & Wages	\$ 14,457,881	\$ 1,133,086	\$ 1,204,823	7.84%	94.05%
Benefits	10,217,093	1,036,638	851,424	10.15%	121.75%
Services	5,479,505	321,258	456,625	5.86%	70.35%
Materials & Supplies	3,922,084	197,810	326,840	5.04%	60.52%
Utilities	985,074	72,197	82,090	7.33%	87.95%
Insurance	925,368	85,976	77,114	9.29%	111.49%
Purchased Transportation	9,444,024	757,967	787,002	8.03%	96.31%
Miscellaneous	1,070,776	54,158	89,231	5.06%	60.69%
<b>Total Departmental Operating Expenses</b>	<b>\$ 46,501,805</b>	<b>\$ 3,659,090</b>	<b>\$ 3,875,149</b>	<b>7.87%</b>	<b>94.42%</b>

### Year to Date as of February 2026 Departmental Operating Expense Breakdown – Table 8

	02/2026				
	2026 Approved Budget	YTD 2026 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
<b>Departmental Operating Expenses:</b>					
<b>Object Category</b>					
Salaries & Wages	\$ 14,457,881	\$ 2,348,711	\$ 2,409,648	16.25%	97.47%
Benefits	10,217,093	1,838,984	1,702,849	18.00%	107.99%
Services	5,479,505	718,250	913,251	13.11%	78.65%
Materials & Supplies	3,922,084	485,170	653,681	12.37%	74.22%
Utilities	985,074	172,015	164,179	17.46%	104.77%
Insurance	925,368	175,452	154,228	18.96%	113.76%
Purchased Transportation	9,444,024	1,550,437	1,574,004	16.42%	98.50%
Miscellaneous	1,070,776	84,500	178,463	7.89%	47.35%
<b>Total Departmental Operating Expenses</b>	<b>\$ 46,501,805</b>	<b>\$ 7,373,519</b>	<b>\$ 7,750,303</b>	<b>15.86%</b>	<b>95.14%</b>

**2026 Self-Insurance Claims, Medical & Vision and Dental Reported at Gross which does not factor in the stop loss reimbursements – Table 9\***

Month	Medical & Vision	Dental	Total
January	\$ 311,239	\$ 9,637	\$ 320,876
February	474,444	18,687	493,131
	<b>\$ 785,683</b>	<b>\$ 28,324</b>	<b>\$ 814,007</b>

\* Stop loss reimbursements and other credits (prescription rebates) totaling **\$85,476** were received in February 2026 and reduced the cost of health insurance accordingly. To date, the amount of **\$247,110** has been received in reimbursements.

**Fare Recovery Ratio – Table 10**

Description	2/28/2026	Year to Date
Fare Revenue or Passenger Revenue	\$ 125,599	\$ 229,379
Operating Expenses	3,659,090	7,373,519
Fare Recovery Ratio	3.43%	3.11%
*Excluding Depreciation		

Note: Same period last year (February 2025) the FRR was 2.50%

The passenger fares are pledged revenues secured by the bond covenant associated with the construction of the Staples Street Center Building. The bond contract requires the Authority to establish and maintain rates and charges for facilities and services afforded by the CCRTA transit system to produce **gross operating revenues** in each fiscal year by anticipating sufficient passenger revenues to pay for maintenance and operating expenses and produce net operating revenues at least 1.10 times the annual debt service requirements. The debt service coverage ratio is a different ratio from the Fare Recovery Ratio. CCRTA has maintained since the inception of the bond covenant a coverage ratio of at least 1.10.

**February 2026 – Table 11**

For the month of February, total Expenditures exceeded Revenue by \$481,175. A greater detail of the financial results is explained in the accompanied Power Point presentation.

	02/2026				
	2026 Approved Budget	February 2026 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Operating Revenues	\$ 52,020,695	\$ 3,514,106	\$ 3,747,474	6.76%	93.77%
Operating Expenses	51,806,529	3,977,434	4,199,681	7.68%	94.71%
<b>Revenue over Expenses</b>	<b>214,166</b>	<b>(463,328)</b>	<b>(452,207)</b>	-216.34%	102.46%
Capital Funding	550,309	75,205	75,205	13.67%	100.00%
Capital Expenditures	764,475	93,052	93,052	12.17%	100.00%
<b>Revenue over Expenses</b>	<b>(214,166)</b>	<b>(17,847)</b>	<b>(17,847)</b>	8.33%	100.00%
<b>Revenue over Expenditures</b>	<b>\$ 0</b>	<b>\$ (481,175)</b>	<b>\$ (470,054)</b>		

## NET POSITION

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. Total Net Position is calculated used the following methodology:

**Add:**

- Current Assets
- Noncurrent Assets
- Deferred Outflows of Resources

**Subtract:**

- Current Liabilities
- Noncurrent Liabilities
- Deferred Inflows of Resources

The sum of the total assets and deferred outflows minus the sum of the total liabilities and deferred inflows results in the Total Net Position. Total net position, also referred to as Fund Balance, is the governmental accounting equivalent for Owners/Shareholders Equity, commonly seen on the Balance Sheet of a corporation or private business.

Net Position has fluctuated for several reasons from the year ending December 31, 2019. Significant operating grant funding in 2020 through 2022 was available as part of the federal response to the Covid-19 pandemic. This funding directly contributed to growth in net position, particularly the Unrestricted portion. The Unrestricted portion has since declined upon the completion of the Covid-era funding.

The following table provides the history of Net Position growth and composition from December 31, 2019 through February 28, 2026.

Net Position:	INTERIM	INTERIM	INTERIM	AUDITED					
	February 28, 2026	January 31, 2026	December 31, 2025	December 31, 2024	December 31, 2023	December 31, 2022	December 31, 2021	December 31, 2020	December 31, 2019
Net Investment, Capital Assets	\$ 82,941,991	\$ 82,846,635	\$ 82,858,646	\$ 64,186,996	\$ 58,741,350	\$ 52,662,681	\$ 55,274,436	\$ 49,934,572	\$ 55,071,970
Restricted for Pension Assets	-	-	-	-	-	-	941,538	-	-
Restricted for FTA Interest	575,308	575,308	575,308	575,308	575,308	575,308	779,623	473,544	-
Unrestricted	29,788,007	30,804,442	30,510,407	38,749,966	51,611,558	50,835,167	44,691,073	38,702,162	26,039,817
<b>Total Net Position</b>	<b>\$ 113,305,306</b>	<b>\$ 114,226,385</b>	<b>\$ 113,944,361</b>	<b>\$ 103,512,270</b>	<b>\$ 110,928,216</b>	<b>\$ 104,073,156</b>	<b>\$ 101,686,670</b>	<b>\$ 89,110,278</b>	<b>\$ 81,111,787</b>
	<b>2025 - 2026 Growth</b>	<b>2025 - 2026 Growth</b>	<b>2024 - 2025 Growth</b>	<b>2023 - 2024 Growth</b>	<b>2022 - 2023 Growth</b>	<b>2021 - 2022 Growth</b>	<b>2020 - 2021 Growth</b>	<b>2019 - 2020 Growth</b>	<b>2019 - 2025 Growth</b>
Change in Restricted, Capital Assets	\$ 83,345	\$ (12,011)	\$ 18,671,650	\$ 5,445,646	\$ 6,078,669	\$ (2,611,755)	\$ 5,339,864	\$ (5,137,398)	\$ 27,786,676
Change in Restricted, Pension or FTA	-	-	-	-	-	(1,145,853)	1,247,617	473,544	575,308
Change in Unrestricted	(722,400)	294,035	(8,239,559)	(12,861,592)	776,391	6,144,094	5,988,911	12,662,345	4,470,591
Change in Net Position	<b>\$ (639,055)</b>	<b>\$ 282,025</b>	<b>\$ 10,432,091</b>	<b>\$ (7,415,946)</b>	<b>\$ 6,855,060</b>	<b>\$ 2,386,486</b>	<b>\$ 12,576,392</b>	<b>\$ 7,998,491</b>	<b>\$ 32,832,574</b>

**Notes:**

2020 included federal operating grant revenue of approximately \$15.9 million which directly contributed to growth in Unrestricted Net Position (CARES Act; Covid-relief funding).  
2021 included federal operating grant revenue of approximately \$8.3 million which directly contributed to growth in Unrestricted Net Position (CRRSAA Act; Covid-relief funding).  
2022 included federal operating grant revenue of approximately \$11.5 million which directly contributed to growth in Unrestricted Net Position (ARP Act; Covid-relief funding).  
2023 included federal operating grant revenue of approximately \$1.2 million, marking the end of Covid-relief funding and a significant reduction in federal funding compared to prior years.  
2024 included federal operating grant revenue of approximately \$39 thousand, a significantly lower amount than prior years with no Covid-relief or preventive maintenance funding.  
2025 included federal operating grant revenue of approximately \$4.0 million attributable to preventive maintenance funding, but also incurred federal capital expenditures of \$5.1 million not reimbursed as of year-end along with previously unbudgeted expenditures of \$1.7 million for the initial architectural & engineering costs related to the Bear Lane maintenance facility project.

The Total Net Position at the end of the month was **\$113,305,306**, a decrease of **\$639,055** from December 2025 which closed at **\$113,944,361**. Note, the net position at December 2025 decreased from the amount previously reported by \$730,412 as the impact of the annual actuarial analysis of the pension plan is now reflected in the financials for 2025.

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 **\$113,305,306**, the portion of the fund balance that is not restricted in accordance with GASB Concepts Statement No 4 is **\$29,788,007** but only **\$1,069,051** is available for spending due to the amount of **\$28,718,956** in Board-designated reserves aimed at mitigating the fluctuations in sales tax revenue. As you can see from the fund balance breakdown below, **96.41%** of the unrestricted portion is assigned by the Board to fund reserves that are earmarked to meet certain unexpected demands.

**FUND BALANCE AS OF FEBRUARY 28, 2026:**

<b>FUND BALANCE</b>		
Net Invested in Capital Assets	\$	82,941,991
Restricted for FTA Interest		575,308
Unrestricted		29,788,007
<b>TOTAL FUND BALANCE</b>		<b>113,305,306</b>
<b>RESERVES</b>		
Designated for Operating Reserve		9,313,719
Designated for Capital Reserve		3,593,506
Designated for Employee Benefits Reserve		2,311,731
Designated for Emergency/Disaster Reserve		1,900,000
Designated for New Bear Lane Maint. Bldg.		11,600,000
<b>Total Designated Reserves</b>	<b>96.41%</b>	<b>28,718,956</b>
Plus:		
Unrestricted	<b>3.59%</b>	1,069,051
<b>TOTAL DESIGNATED AND UNRESTRICTED</b>	<b>\$</b>	<b>29,788,007</b>

Please refer to the following pages for the detailed financial statements.  
Respectfully Submitted,

Submitted by: Marie Sandra Roddel  
Director of Finance

Reviewed by: Robert M. Saldaña  
Managing Director of Administration

Final Approval by:   
Derrick Majchszak  
Chief Executive Officer

Corpus Christi Regional Transportation Authority  
 Operating and Capital Budget Report  
 For the month ended February 2026

OPERATING BUDGET	02/2026				
	2026 Approved Budget	February 2026 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
	A	B	C = A / 12 ***	B / A	C vs B
<b>Revenues</b>					
Passenger service	\$ 1,422,516	\$ 125,599	\$ 118,543	8.83%	105.95%
Bus advertising	236,000	15,757	19,667	6.68%	80.12%
Other operating revenues	7,555	1,019	1,019	13.49%	100.00%
Sales Tax Revenue	43,011,601	2,996,326	2,996,326	6.97%	100.00%
Federal, state and local grant assistance	5,365,031	238,347	447,086	4.44%	53.31%
Investment Income	1,431,566	96,009	119,297	6.71%	80.48%
Staples Street Center leases	546,426	41,049	45,536	7.51%	90.15%
<b>Total Revenues</b>	<b>52,020,695</b>	<b>3,514,106</b>	<b>3,747,474</b>	<b>6.76%</b>	<b>93.77%</b>
<b>Expenses</b>					
Transportation	11,947,755	1,081,382	995,646	9.05%	108.61%
Customer Programs	755,946	58,473	62,995	7.74%	92.82%
Purchased Transportation	9,444,024	757,967	787,002	8.03%	96.31%
Service Development	675,418	51,487	56,285	7.62%	91.48%
MIS	2,166,144	154,619	180,512	7.14%	85.66%
Vehicle Maintenance	7,581,055	535,563	631,755	7.06%	84.77%
Facilities Maintenance	3,572,168	257,183	297,681	7.20%	86.40%
Contracts and Procurements	538,566	41,657	44,880	7.73%	92.82%
CEO's Office	1,024,151	91,257	85,346	8.91%	106.93%
Finance and Accounting	997,044	57,868	83,087	5.80%	69.65%
Materials Management	378,830	32,207	31,569	8.50%	102.02%
Human Resources	965,829	70,855	80,486	7.34%	88.03%
General Administration	514,301	35,320	42,858	6.87%	82.41%
Capital Project Management	449,509	32,295	37,459	7.18%	86.22%
Marketing & Communications	1,155,107	78,431	96,259	6.79%	81.48%
Safety & Security	2,954,034	235,130	246,169	7.96%	95.52%
Staples Street Center	1,281,925	86,427	106,827	6.74%	80.90%
Debt Service	1,605,436	16,258	16,258	1.01%	100.00%
Special Projects	100,000	969	8,333	0.97%	11.62%
Subrecipient Grant Agreements	74,256	-	6,188	0.00%	0.00%
Street Improvements Program for CCRTA Regional Entities	3,625,032	302,086	302,086	8.33%	100.00%
<b>Total Expenses</b>	<b>51,806,529</b>	<b>3,977,434</b>	<b>4,199,681</b>	<b>7.68%</b>	<b>94.71%</b>
<b>Revenues Over Expenses - Operating Budget</b>	<b>214,166</b>	<b>(463,328)</b>	<b>(452,207)</b>		
<b>CIP BUDGET</b>					
	2026 Approved Budget	February 2026 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
	A	B	C = A / 12	B / A	
<b>Funding Sources</b>					
Grant Revenue	550,309	75,205	75,205	13.67%	0.00%
<b>Total Funding Sources</b>	<b>550,309</b>	<b>75,205</b>	<b>75,205</b>	<b>13.67%</b>	<b>100.00%</b>
<b>Capital Expenditures</b>					
Grant Eligible Costs	550,309	75,205	75,205	13.67%	0.00%
Depreciation Expenses	214,166	17,847	17,847	8.33%	100.00%
<b>Total Expenditures</b>	<b>764,475</b>	<b>93,052</b>	<b>93,052</b>	<b>12.17%</b>	<b>100.00%</b>
<b>Funding Sources Over Expenditures</b>	<b>(214,166)</b>	<b>(17,847)</b>	<b>(17,847)</b>	<b>8.33%</b>	<b>100.00%</b>
<b>Revenues Over Expenses - Operating Budget</b>	<b>214,166</b>	<b>(463,328)</b>	<b>(452,207)</b>		
<b>Revenues Over Expenses - CIP Budget</b>	<b>(214,166)</b>	<b>(17,847)</b>	<b>(17,847)</b>		
<b>Revenues Over Expenses (including rounding)</b>	<b>\$ 0</b>	<b>\$ (481,175)</b>	<b>\$ (470,054)</b>		

Corpus Christi Regional Transportation Authority  
 Operating and Capital Budget Report  
 For the month ended February 2026

OPERATING BUDGET	02/2026				
	2026 Approved Budget	YTD 2026 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
	A	B	C = A / 6	B / A	C vs B
<b>Revenues</b>					
Passenger service	\$ 1,422,516	\$ 229,379	\$ 237,086	16.12%	96.75%
Bus advertising	236,000	32,189	39,333	13.64%	81.84%
Other operating revenues	7,555	1,019	1,019	13.49%	100.00%
Sales Tax Revenue	43,011,601	6,339,193	6,050,642	14.74%	104.77%
Federal, state and local grant assistance	5,365,031	452,185	894,172	8.43%	50.57%
Investment Income	1,431,566	206,030	238,594	14.39%	86.35%
Staples Street Center leases	546,426	82,097	91,071	15.02%	90.15%
<b>Total Revenues</b>	<b>52,020,695</b>	<b>7,342,092</b>	<b>7,551,917</b>	<b>14.11%</b>	<b>97.22%</b>
<b>Expenses</b>					
Transportation	11,947,755	2,091,980	1,991,293	17.51%	105.06%
Customer Programs	755,946	149,584	125,991	19.79%	118.73%
Purchased Transportation	9,444,024	1,550,437	1,574,004	16.42%	98.50%
Service Development	675,418	97,787	112,570	14.48%	86.87%
MIS	2,166,144	310,972	361,024	14.36%	86.14%
Vehicle Maintenance	7,581,055	1,103,124	1,263,509	14.55%	87.31%
Facilities Maintenance	3,572,168	537,859	595,361	15.06%	90.34%
Contracts and Procurements	538,566	83,291	89,761	15.47%	92.79%
CEO's Office	1,024,151	160,060	170,692	15.63%	93.77%
Finance and Accounting	997,044	136,203	166,174	13.66%	81.96%
Materials Management	378,830	63,926	63,138	16.87%	101.25%
Human Resources	965,829	141,351	160,971	14.64%	87.81%
General Administration	514,301	69,641	85,717	13.54%	81.25%
Capital Project Management	449,509	69,467	74,918	15.45%	92.72%
Marketing & Communications	1,155,107	148,387	192,518	12.85%	77.08%
Safety & Security	2,954,034	475,002	492,339	16.08%	96.48%
Staples Street Center	1,281,925	182,511	213,654	14.24%	85.42%
Debt Service	1,605,436	32,516	32,516	2.03%	100.00%
Special Projects	100,000	1,937	16,667	1.94%	11.62%
Subrecipient Grant Agreements	74,256	10,453	12,376	14.08%	84.46%
Street Improvements Program for CCRTA Regional Entities	3,625,032	604,172	604,172	16.67%	100.00%
<b>Total Expenses</b>	<b>51,806,529</b>	<b>8,020,660</b>	<b>8,399,365</b>	<b>15.48%</b>	<b>95.49%</b>
<b>Revenues Over Expenses - Operating Budget</b>	<b>214,166</b>	<b>(678,568)</b>	<b>(847,448)</b>		
<b>CIP BUDGET</b>					
	2026 Approved Budget	YTD 2026 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
	A	B	C = A / 6	B / A	C vs B
<b>Funding Sources</b>					
Grant Revenue	550,309	75,205	75,205	13.67%	0.00%
<b>Total Funding Sources</b>	<b>550,309</b>	<b>75,205</b>	<b>75,205</b>	<b>13.67%</b>	<b>100.00%</b>
<b>Capital Expenditures</b>					
Grant Eligible Costs	550,309	75,205	75,205	13.67%	0.00%
Depreciation Expenses	214,166	35,694	35,694	16.67%	100.00%
<b>Total Expenditures</b>	<b>764,475</b>	<b>110,899</b>	<b>110,899</b>	<b>14.51%</b>	<b>100.00%</b>
<b>Funding Sources Over Expenditures</b>	<b>(214,166)</b>	<b>(35,694)</b>	<b>(35,694)</b>	<b>16.67%</b>	<b>100.00%</b>
<b>Revenues Over Expenses - Operating Budget</b>	<b>214,166</b>	<b>(678,568)</b>	<b>(847,448)</b>		
<b>Revenues Over Expenses - CIP Budget</b>	<b>(214,166)</b>	<b>(35,694)</b>	<b>(35,694)</b>		
<b>Revenues Over Expenses (including rounding)</b>	<b>\$ 0</b>	<b>\$ (714,262)</b>	<b>\$ (883,142)</b>		

**CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY**  
**Statement of Net Position**  
**Month ended February 28, 2026, and year ended December 31, 2025**

	<b>Unaudited February 28 2026</b>	<b>Unaudited December 31 2025</b>
<b>ASSETS</b>		
<b>Current Assets:</b>		
Cash and Cash Equivalents	\$ 29,548,218	\$ 29,108,299
Short Term Investments	2,971,948	4,980,217
Receivables:		
Sales and Use Taxes	6,339,193	8,415,349
Federal Government	448,453	363,812
Other	582,134	495,101
Inventories	740,514	759,426
Prepaid Expenses	3,834,280	659,536
<b>Total Current Assets</b>	<b>44,464,740</b>	<b>44,781,740</b>
<b>Non-Current Assets:</b>		
Restricted Cash and Cash Equivalents	575,308	575,308
Long Term Investments	2,517,310	2,503,806
Lease Receivable	1,448,273	1,448,273
Capital Assets:		
Land	5,191,477	5,191,477
Buildings	53,037,195	53,037,195
Transit Stations, Stops and Pads	33,462,556	33,462,556
Other Improvements	5,579,552	5,579,552
Vehicles and Equipment	65,441,341	65,441,341
Right-To-Use Leased Equipment	636,942	636,942
Right-To-Use Software Subscriptions	1,761,117	1,761,117
Construction in Progress	26,601,094	26,601,094
Current Year Additions	148,408	-
Total Capital Assets	191,859,682	191,711,275
Less: Accumulated Depreciation	(95,850,617)	(95,814,923)
Net Capital Assets	96,009,065	95,896,352
<b>Total Non-Current Assets</b>	<b>100,549,957</b>	<b>100,423,739</b>
<b>TOTAL ASSETS</b>	<b>145,014,697</b>	<b>145,205,479</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
Deferred outflow related to pensions	3,626,625	3,626,625
Deferred outflow related to OPEB	298,259	298,259
Deferred outflow on extinguishment of debt	2,355,838	2,386,433
<b>Total Deferred Outflows</b>	<b>6,280,722</b>	<b>6,311,317</b>
<b>TOTAL ASSETS AND DEFERRED OUTFLOWS</b>	<b>151,295,419</b>	<b>151,516,796</b>

**CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY**

**Statement of Net Position**

Month ended February 28, 2026, and year ended December 31, 2025 (continued)

	Unaudited February 28 2026	Unaudited December 31 2025
<b>LIABILITIES AND NET POSITION</b>		
<b>Current Liabilities:</b>		
Accounts Payable	1,737,263	1,441,523
Current Portion of Long-Term Liabilities:		
Long-Term Debt	970,000	970,000
Compensated Absences	374,238	374,238
Net OPEB Liability - Current Portion	142,384	142,384
Software Subscription Liability	30,529	30,529
Lease Liability	110,839	110,839
Distributions to Regional Entities Payable	2,194,474	1,590,302
Other Accrued Liabilities	1,089,680	1,571,913
<b>Total Current Liabilities</b>	<b>6,649,407</b>	<b>6,231,728</b>
<b>Non-Current Liabilities:</b>		
Long-Term Liabilities, Net of Current Portion:		
Long-Term Debt	13,935,000	13,935,000
Compensated Absences	871,691	871,691
Software Subscription Liability	114,008	114,008
Lease Liability	168,074	168,074
Net Pension Liability	9,434,015	9,434,015
Net OPEB Obligation	946,694	946,694
<b>Total Non-Current Liabilities</b>	<b>25,469,482</b>	<b>25,469,482</b>
<b>TOTAL LIABILITIES</b>	<b>32,118,889</b>	<b>31,701,210</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>		
Deferred inflow related to pensions	4,375,073	4,375,073
Deferred inflow related to OPEB	47,879	47,879
Deferred inflow related to leases	1,448,273	1,448,273
<b>Total Deferred Inflows</b>	<b>5,871,225</b>	<b>5,871,225</b>
<b>TOTAL LIABILITIES AND DEFERRED INFLOWS</b>	<b>37,990,113</b>	<b>37,572,436</b>
<b>Net Position:</b>		
Net Invested in Capital Assets	82,941,991	82,858,646
Restricted for FTA Interest	575,308	575,308
Unrestricted	29,788,007	30,510,407
<b>TOTAL NET POSITION</b>	<b>\$ 113,305,306</b>	<b>\$ 113,944,361</b>

**Corpus Christi Regional Transportation Authority**  
**Statement of Cash Flows (Unaudited)**  
**For the month ended February 28, 2026**

	<u>2/28/2026</u>
<b>Cash Flows From Operating Activities:</b>	
Cash Received from Customers	\$ 38,516
Cash Received from Bus Advertising and Other Ancillary	58,914
Cash Payments to Suppliers for Goods and Services	(1,508,167)
Cash Payments to Employees for Services	(1,268,140)
Cash Payments for Employee Benefits	(640,365)
<b>Net Cash Used for Operating Activities</b>	<u><b>(3,319,242)</b></u>
<b>Cash Flows from Non-Capital Financing Activities:</b>	
Sales and Use Taxes Received	4,877,591
Grants and Other Reimbursements	4,660
Distributions to Subrecipient Programs	(10,453)
Distributions to Region Entities	-
<b>Net Cash Provided by Non-Capital Financing Activities</b>	<u><b>4,871,798</b></u>
<b>Cash Flows from Capital and Related Financing Activities:</b>	
Federal and Other Grant Assistance	75,205
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	-
<b>Net Cash Provided by Capital and Related Financing Activities</b>	<u><b>75,205</b></u>
<b>Cash Flows from Investing Activities:</b>	
Investment Income	94,893
Purchases of Investments	-
Maturities and Redemptions of Investments	2,000,000
Premiums/Discounts on Investments	-
<b>Net Cash Provided by Investing Activities</b>	<u><b>2,094,893</b></u>
<b>Net Increase in Cash and Cash Equivalents</b>	<b>3,722,654</b>
<b>Cash and Cash Equivalents (Including Restricted Accounts), February 1, 2026</b>	<b>26,400,872</b>
<b>Cash and Cash Equivalents (Including Restricted Accounts), February 28, 2026</b>	<b>\$ <u><u>30,123,526</u></u></b>

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**Subject:** April 2026 Procurement Update**Overview:**

The purpose of this memorandum is to provide the Board of Directors with a monthly update on procurement activities at the Corpus Christi Regional Transportation Authority (CCRTA). This report includes an overview of current procurements issued and a three-month outlook on agreements falling under the CEO's signature authority.

**Board Priority**

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

**Current Procurements Issued**

The following solicitations are currently active:

- **Description:** Bus Parts Supply
  - **Term:** Two-Years
  - **Issuance Date:** March 4, 2026
  - **Due Date:** April 22, 2026
  - **Estimated Cost:** \$2,984,072
  - **Committee Review:** May 27, 2026
- **Description:** Insurance Consultant
  - **Term:** Three Years
  - **Issuance Date:** March 19, 2026
  - **Due Date:** April 30, 2026
  - **Estimated Cost:** \$180,000
  - **Committee Review:** June 24, 2026
- **Description:** Paratransit Services and Small Bus Operations
  - **Term:** Five Years
  - **Issuance Date:** April 1, 2026
  - **Due Date:** June 3, 2026
  - **Estimated Cost:** \$50,260,227
  - **Committee Review:** July 22, 2026

**Three-Month Future Procurement Outlook**

The following solicitation is scheduled to be issued:

- **Description:** Fasteners and Miscellaneous Shop Supplies

- **Term:** Five Years
- **Issuance Date:** April 9, 2026
- **Due Date:** May 21, 2026
- **Estimated Cost:** \$187,527
- **Description:** Occupational Medical Services
  - **Term:** Three Years
  - **Issuance Date:** April 20, 2026
  - **Due Date:** June 1, 2026
  - Estimated Cost:** \$250,000
- **Description:** Construction of a New Maintenance Facility
  - **Term:** Two Years
  - **Issuance Date:** May 12, 2026
  - **Due Date:** June 23, 2026
  - Estimated Cost:** \$57.85M
- **Description:** Bus Stop Cleaning Services
  - **Term:** Five Years
  - **Issuance Date:** May 19, 2026
  - **Due Date:** June 30, 2026
  - Estimated Cost:** \$2,645,414

**CEO’s Signature Authority – Three-Month Outlook**

The following table outlines future agreements scheduled to commence within the next three months:

<b>Description of Future Agreement</b>	<b>Agreement Start Date</b>	<b>Current Agreement Amount</b>
Certified Occupational Therapist Assistant Services	5/01/26	\$31,600 (3YR Term)
Occupational Therapist Services	5/01/26	\$47,520 (3YR Term)
Pre-Employment Background Screening Services	7/16/26	\$20,160
Commercial Custodial Services	7/22/26	\$34,397
<b>ESTIMATED TOTAL</b>		<b>\$133,677</b>

**Recommendation**

For informational purposes

Respectfully Submitted,

Submitted by:       Christina Perez  
                                  Director of Procurement

Reviewed by:        Robert M. Saldaña  
                                  Managing Director of Administration

Final Approval by: \_\_\_\_\_  
                                  Derrick Majchszak  
                                  Chief Executive Officer

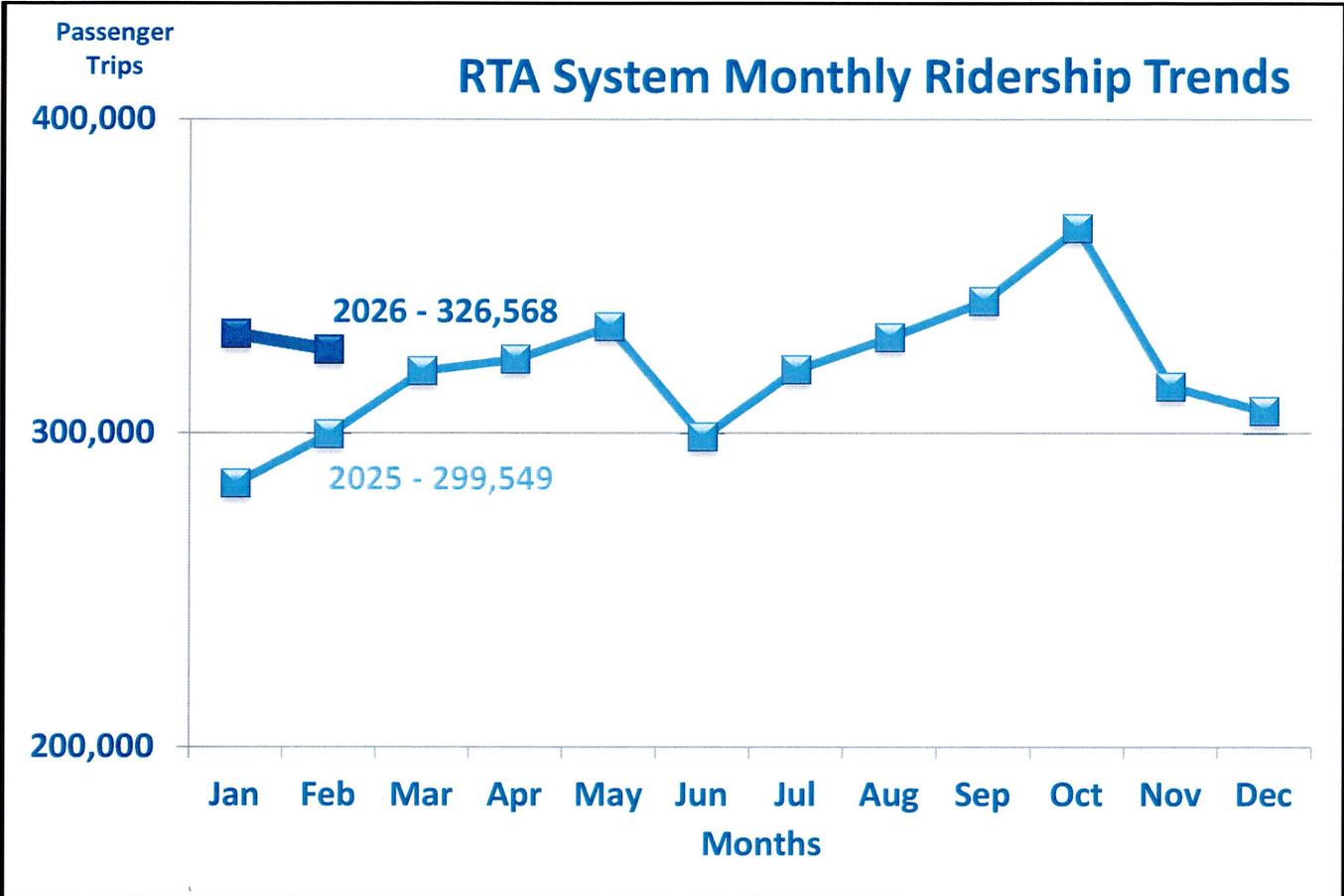
**Subject:** February 2026 Operations Report

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



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

February 2026 system-wide passenger trips totaled 326,568, which represents a 9.0% increase, compared to 299,549 passenger trips in February 2025 with 27,019 more trips provided this month.

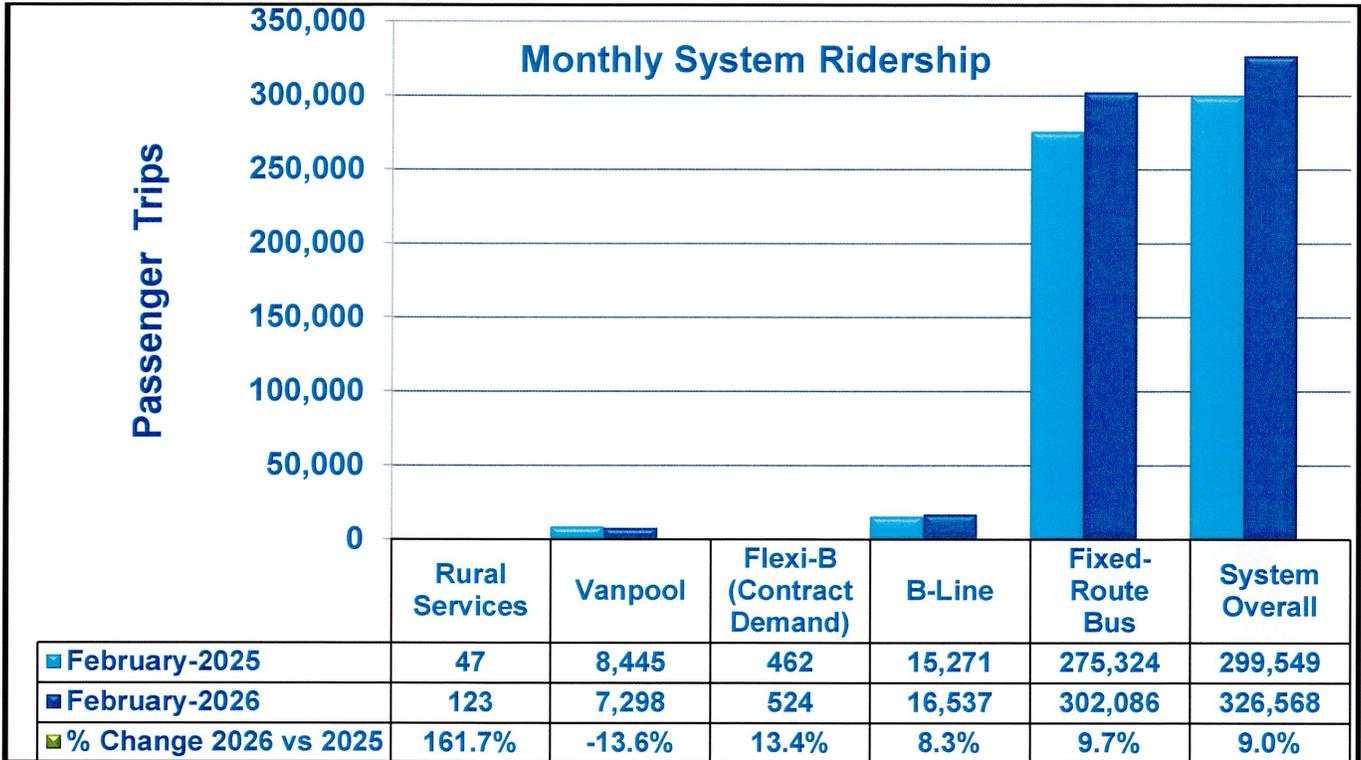


February 2026	February 2025
20 Weekdays	20 Weekdays
4 Saturdays	4 Saturdays
4 Sundays	4 Sundays
28 Days	28 Days

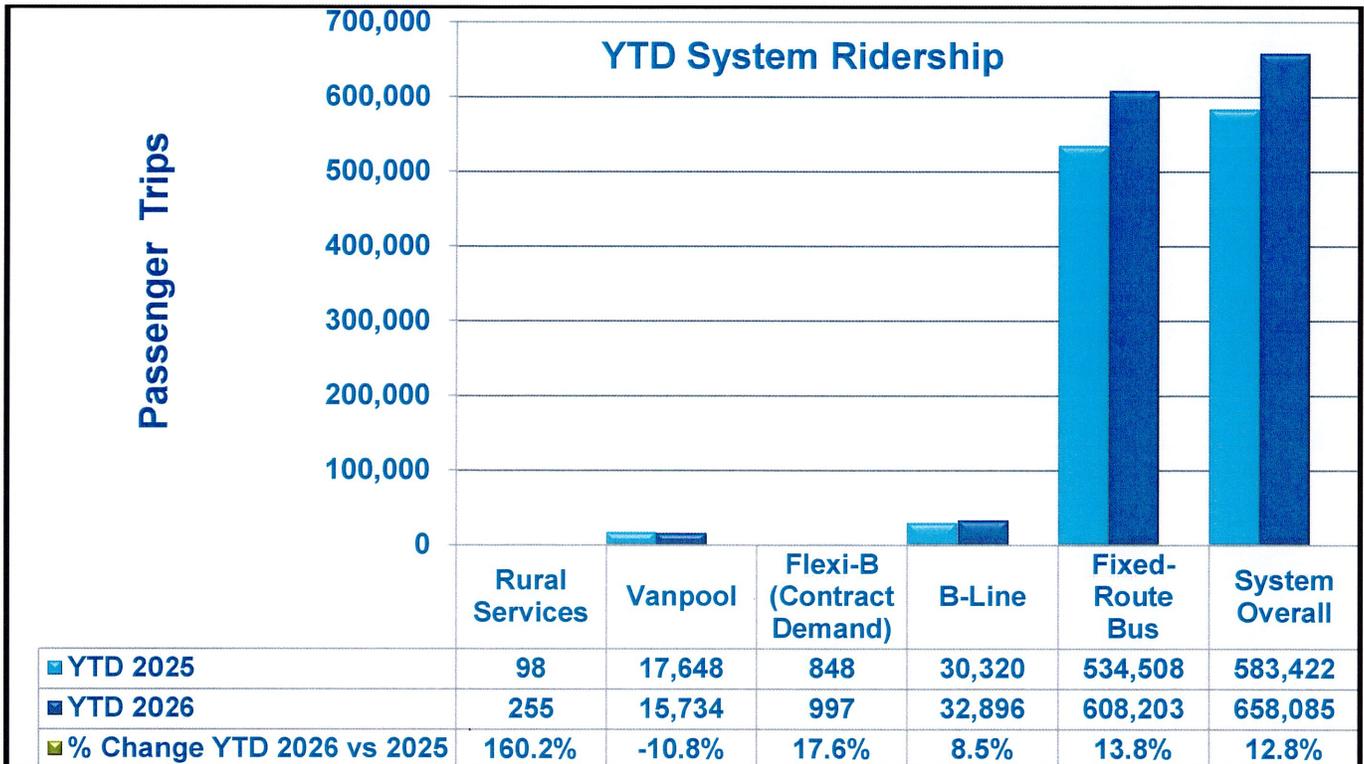
The average retail price for unleaded gas in Corpus Christi was \$2.56 per gallon compared to \$2.74 per gallon in February 2025<sup>1</sup>.

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

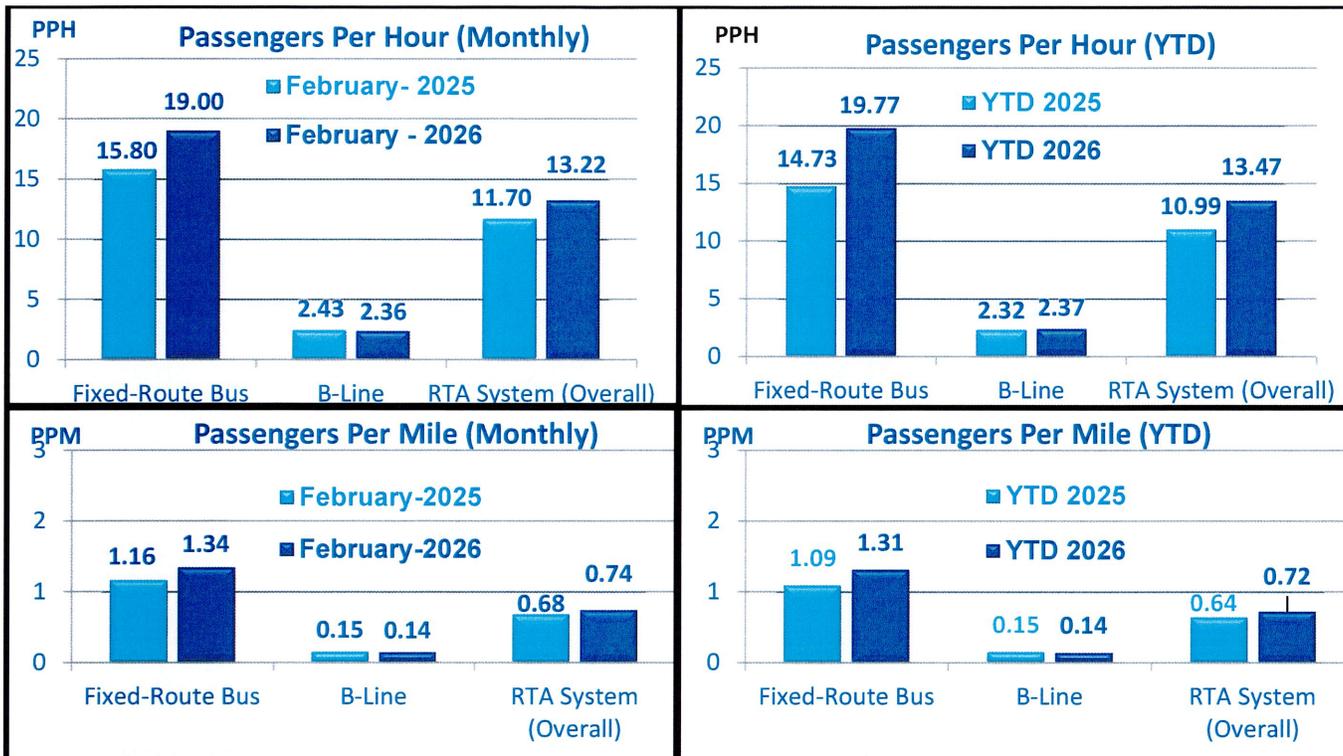
The chart below shows monthly ridership results for all services. CCRTA recorded 27,019 more passenger trips in February 2026 resulting in a 9.0% increase compared to February 2025.



The chart below shows YTD ridership results for all services. 74,663 more trips compared to 2025.

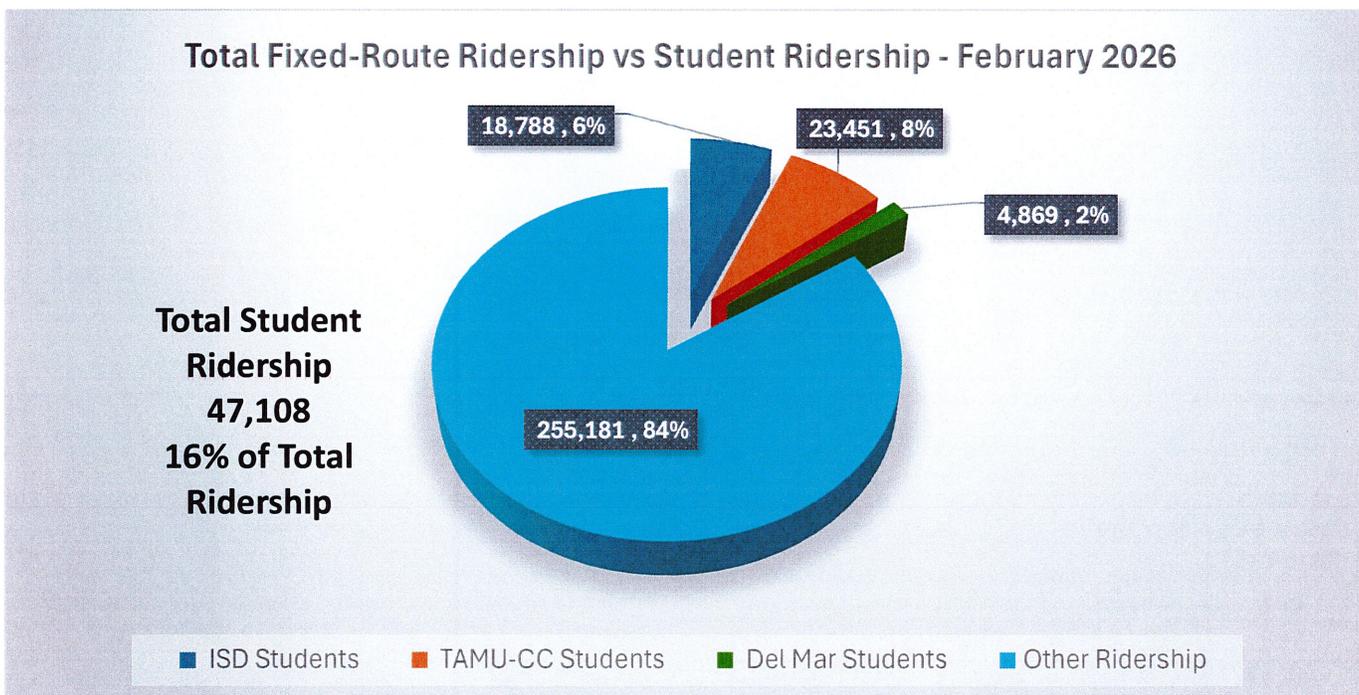


The following four charts contain system-wide productivity metrics for the month of February 2026 vs. February 2025 and YTD figures.



### Student Ridership

The following chart illustrates total fixed route ridership vs student ridership for February 2026.



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

**Current Projects**

- **Carroll Ln. (SH-358 to Holly)** Project utility preconstruction began June 2025  
➤ Routes 15 & 17 (No stops impacted, no detours)

**Upcoming Projects**

- **S. Alameda (Everhart to Airline):** Project to begin mid-April 2026.  
➤ Route 5 (10 to 12 stops could be impacted)
- **Upper/Mid./Lower Broadway:** Project in design. (60%)  
➤ Routes 6, 76 (2 stops could be impacted)

For February 2026 report, there were only two fixed routes of 32 in operation that may experience impacts.

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

Schedule Adherence	Standard	Nov-25	Dec-25	Jan-26	Feb-26	4-Month Average
Early Departure	<1%	0.8%	0.8%	0.8%	0.0%	0.6%
Departures within 0-5 minutes	>85%	90.6%	90.6%	95.0%	90.5%	91.7%
Monthly Wheelchair Boardings	No standard	4,087	4,071	3,943	3,385	3,872
Monthly Bicycle Boardings	No standard	7,282	7,707	7,463	6,743	7,299

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

Metric	Standard	Nov-25	Dec-25	Jan-26	Feb-26	(4) Month-Ave.
Passengers per Hour	2.50	2.34	2.34	2.27	2.36	2.33
On-time Performance	95.0%	94.5%	94.5%	96.5%	95.4%	95.2%
Denials	0.00%	0.00%	0.00%	0.00%	0.00%	0.0%
Miles Between Road Calls	12,250	26,318	39,337	32,769	37,026	33,863
Monthly Wheelchair Boardings	No standard	3,535	3,795	3,451	3,231	3,503

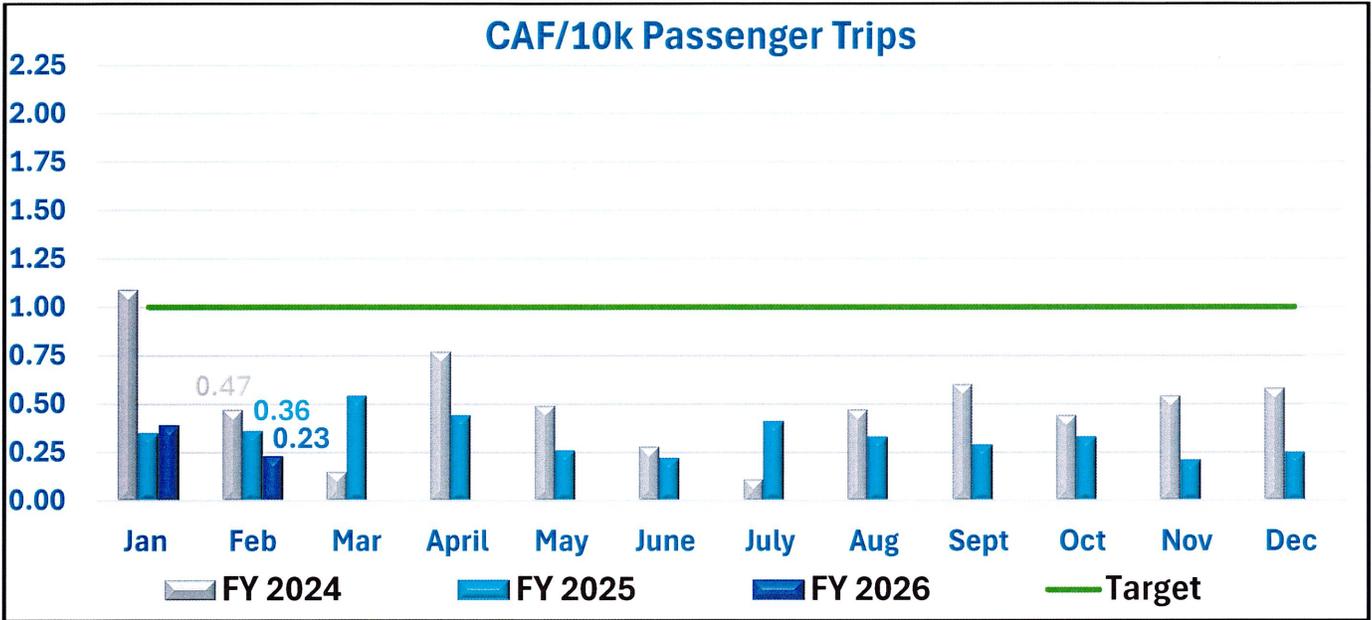
In February 2026, B-Line service performance metrics are listed below.

- **Productivity:** 2.36 Passengers per Hour did not meet the 2.50 PPH contract standard.
- **On-time Performance:** 95.4% did meet the contract standard of 95.0%.
- **Denials:** 0 denials or 0.0% did meet the contract standard of 0.0%.
- **Miles between Road Calls (MBRC):** 37,026 met the contract standard of 12,250 miles.
- **Ridership Statistics:** 11,248 ambulatory boardings; 3,231 wheelchair boardings

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

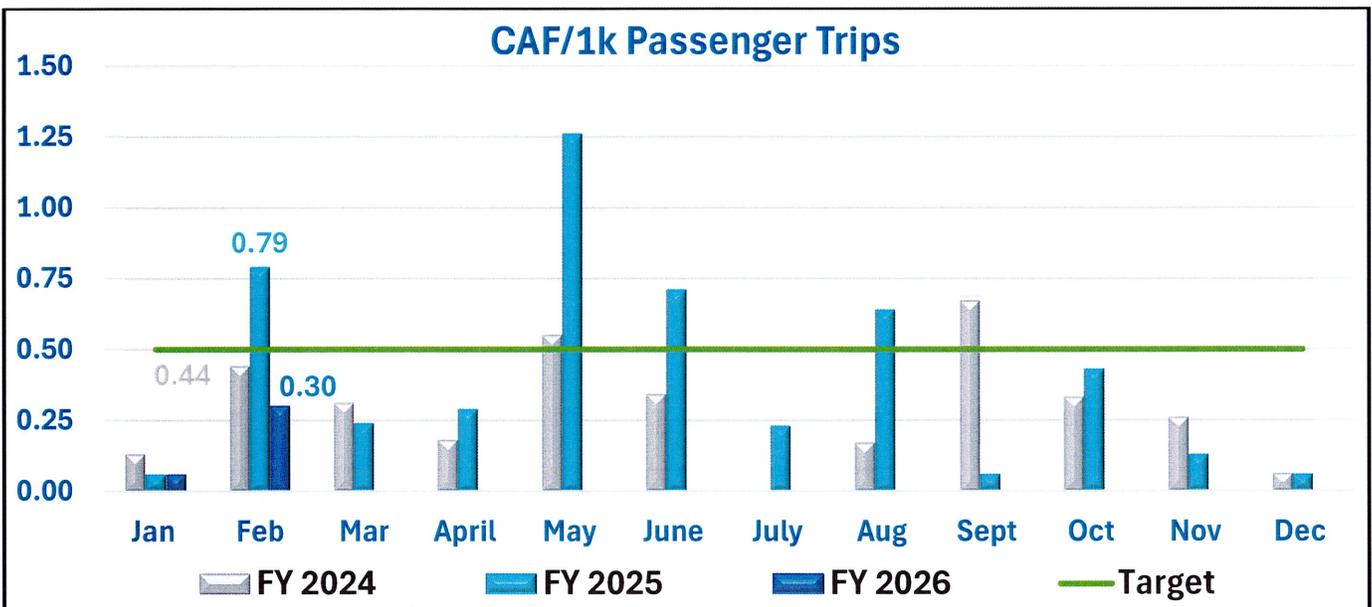
For the month of February 2026, CCRTA received and processed **53** Customer Assistance Forms (CAF's). A total of **42** or 79% were for Fixed Route Services, of which **seven** or 16.6% were valid. This equates to approximately **0.23** CAFs **per 10,000** passenger trips. Fixed Route Services received **two** commendations.

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



For the month of February 2026, CCRTA received and processed **53** Customer Assistance Forms (CAF's). A total of **11** or 21% were for B-Line Services, of which **five** or 45% were valid. This equates to approximately **0.30** CAFs **per 1,000** passenger trips. B-Line Services received no commendations.

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



**Route Summary Report:**

Route	# of CAFs	Route	# of CAFs
#3 NAS Shuttle		#50 Calallen/Robstown NAS Ex (P&R)	
#4 Flour Bluff	1	#51 Gregory/NAS Ex (P&R)	
#5 Alameda		#54 Gregory/Downtown Express	
#6 Santa Fe/Malls		#60 Momentum Shuttle	
#12 Hillcrest/Baldwin	1	#65 Padre Island (Flex)	
#15 Kostoryz/Carroll HS		#76 Downtown Shuttle	
#16 Morgan/Port	1	#78 North Beach Shuttle	1
#17 Carroll/Southside	2	#83 Advanced Industries	
#19 Ayers	1	#90 Flexi-B Port Aransas	
#21 Arboleda		#93 Flex	
#23 Molina		#94 Port Aransas Shuttle	
#24 Airline/Yorktown		#95 Port Aransas Express	
#25 Gollihar/Greenwood	1	B-Line (Paratransit) Services	11
#26 Airline/Lipes	2	Transportation	
#27 Leopard	3	Service Development	3
#28 Leopard /Navigation	2	Facilities/Bus Stop Needs Attention	9
#29 Staples	1	IT/Electronics	
#32 Southside	2	Safety & Security	6
#34 Robstown North Circulator	1	Vehicle Maintenance	
#35 Robstown South Circulator	1	COMMENDATIONS	2
#37 Crosstown/TAMUCC	2		
		<b>TOTAL CAF's</b>	<b>53</b>

**Processed CAF Breakdown by Service Type:**

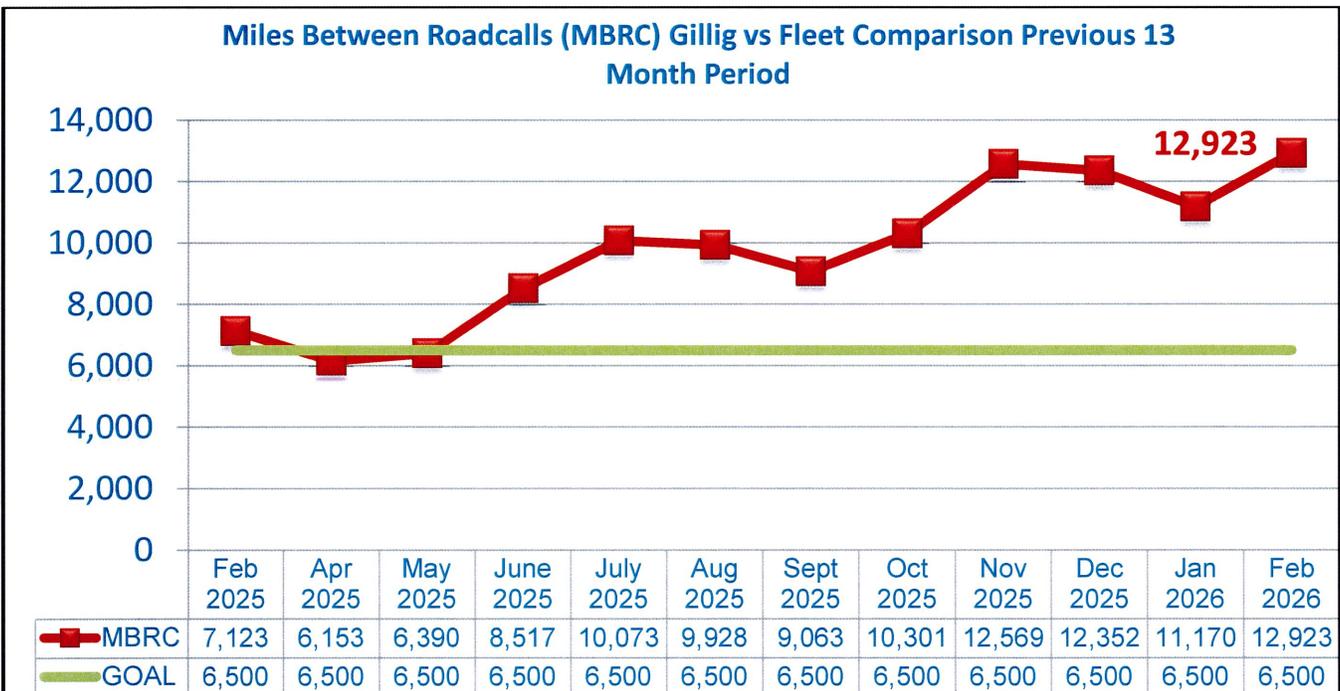
CAF Category	RTA Fixed Route	B-Line Paratransit	Purchased Transportation	Totals
Driving Issues		3	1	4
Customer Services	2			2
Late/Early – No Show	2	1		3
Fare/Transfer Dispute	2	1	2	5
Dispute Drop-off/Pickup	1	1		2
Rude	2	4	1	7
Left Behind/Passed Up	6		1	7
Incident on Bus	1			1
Denial of Service			1	1
Policy		1		1
Safety and Security	6			6
Facility Maintenance	9			9
Service Development	3			3
Commendations	1		1	2
<b>TOTAL CAFs</b>				<b>53</b>

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



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

In February 2026, 12,923 miles between road calls (MBRC) were recorded as compared to 7,123 MBRC in February 2025. A standard of 6,500 miles between road calls is used based on the fleet size, age and condition of CCRTA vehicles. The thirteen-month average is 9,357.



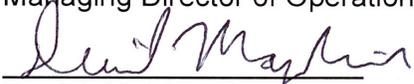
**Board Priority**

The Board Priority is Ridership.

Respectfully Submitted,

Submitted by: Liann Alfaro  
Director of Planning

Reviewed by: Gordon Robinson  
Managing Director of Operations

Final Approval by:   
Derrick Majchszak  
Chief Executive Officer