



AGENDA MEETING NOTICE

Board of Directors Meeting

DATE: Wednesday, August 5, 2026

TIME: 8:30 a.m.

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

BOARD OF DIRECTORS OFFICERS

Arthur Granado, Chair
Lynn Allison, Vice-Chair/Legislative Chair
Susie Luna Saldaña, 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 Sullivan

	TOPIC	SPEAKER	EST.TIME	REFERENCE
1.	Pledge of Allegiance	A. Granado/ U.S. Veteran, Daniel Rodriguez	1 min.	-----
2.	Safety Briefing	M. Rendón	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.	-----
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				
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.	-----
Public Comment may be provided in writing, limited to 1,000 characters, by using the Public Comment Form online at https://www.ccrta.org/meetings/public-comment 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.				
8.	Awards and Recognition – a) New Hires b) Retiree	D. Majchszak	5 min.	-----
9.	Adopt Resolution for Outgoing Board Member Jeremy Coleman, City of Corpus Christi	A. Granado	5 min.	Page 1
10.	Discussion and Possible Action to Approve the July 1, 2026, Board of Directors Meeting Minutes	A. Granado	3 min.	Pages 2-12 Attachment
11.	CONSENT ITEMS: The following items are routine or administrative in nature and have been discussed previously by the Board or Committees. The Board has been furnished with support documentation on these items.		5 min.	Pages 13-75 Attachments PPT



AGENDA MEETING NOTICE

	a) Adopt the 2026 Corpus Christi Regional Transportation Authority Agency Safety Plan, Version 5 b) Award a Three-Year Contract to Alliance Health Resources for Occupational Medical Services not to exceed \$290,145.00 c) Award a 5-year Firm Price Contract to Evergreen Landscaping in the amount not to exceed \$2,555,138.74 to begin in October 2026 d) Award a Contract to Fulton Coastcon for the Construction of the new Bear Lane Maintenance Facility not to exceed \$50,383,391 e) Award a (5) Five-Year Contract to Hendrickson Transportation Group, LLC for Paratransit Services and Small Bus Operations in an Amount Not to Exceed \$44,222,547.76			
12.	Public Hearing- Regarding the Approval of the FY 2026 Operating & Capital Budget – Amendment #1	R. Saldaña	5 min.	<i>PPT</i>
13.	Discussion and Possible Action to Approve the FY 2026 Operating & Capital Budget – Amendment #1 to Increase the Operating Budget by \$2,327,605 and Capital Budget by \$60,416,838	R. Saldaña	3 min.	Page 73 <i>PPT</i>
14.	Update on New Maintenance Facility	S. Montez	3 min.	Pages 74-76 <i>PPT</i>
15.	Presentations: a) Investment Report – 2nd Quarter 2026 b) June 2026 Financial Report c) August 2026 Procurement Update d) June 2026 Operations Report	R. Saldaña/ David McElwain R. Saldaña R. Saldaña F. Worthen	20 min.	<i>PPT</i> Pages 77-91 <i>PPT</i> Pages 92-94 <i>PPT</i> Pages 95-105 <i>PPT</i>
16.	CEO Report	D. Majchszak	5 min.	<i>PPT</i>
17.	Board Chair Comments and Board Member Comments	Board Chair	5 min.	-----
18.	Adjournment	Board Chair	1 min.	-----

Total Estimated Time: 1 hr 16 mins

BOARD OF DIRECTORS BUDGET WORKSHOP #1

	TOPIC	SPEAKER	EST.TIME	REFERENCE
1.	2027 Budget Workshop #1 a. Revenues - Trends & Assumptions b. Expenses – Facilities Maintenance & Administration	R. Saldaña	20 min.	<i>PPT</i>

Total Estimated Time: 20 min.



AGENDA MEETING NOTICE

On **Thursday, July 30, 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.*



Resolution

WHEREAS, Jeremy Coleman served the Corpus Christi Regional Transportation Authority (CCRTA) as a member of the Board of Directors, providing leadership and oversight as Board Secretary and Assistant Board Secretary. He supported CCRTA through dedicated service and strategic guidance to advance transportation throughout the service area; and

WHEREAS, Coleman provided leadership as CCRTA advanced significant capital improvement initiatives and needs, including the upcoming construction of a new Maintenance Facility; the addition of eight new CNG buses, the completion of the Port Ayers Transfer Station, and the opening of the Del Mar College – Oso Creek Super Stops, strengthening CCRTA's infrastructure and operational capacity; and

WHEREAS, Coleman continued to expand and enhance public transportation through systemwide improvements, including the installation of more than 415 Tolar shelters with solar lighting, improving accessibility, safety, and the overall rider experience for communities in need throughout South Texas; and

WHEREAS, Coleman demonstrated a steadfast commitment to responsible governance, strategic planning, and advocacy on behalf of CCRTA at the state and federal levels, engaging with legislative leaders and supporting initiatives that strengthened the organization's ability to deliver reliable service, advance capital investments, and improve mobility across the region.

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

CCRTA expresses its sincere appreciation for Jeremy Coleman's distinguished service and extends its best wishes for his continued success in all future endeavors.

DULY PASSED AND ADOPTED this ____ day of August 2026.

ATTEST:

**CORPUS CHRISTI REGIONAL
TRANSPORTATION AUTHORITY**

Derrick Majchszak
Chief Executive Officer

Arthur Granado
Board Chair

**CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS' MEETING MINUTES
WEDNESDAY, July 1, 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. Administered the Oath of Office Appointments by the City of Corpus Christi to the CCRTA Board of Directors:
 - a) David Berlanga
 - b) Gabi Canales
 - c) Eloy Salzar
 - d) Susie Luna Saldaña
 - e) Susie Sullivan
9. Presented Awards and Recognition
 - a) New Hires
 - b) Texas Workforce Commission – “We Hire Vets” Award
10. Elected CCRTA Board Secretary
11. Heard Announcement of Committee Appointments and Confirmed Committee Appointments
12. Approved the June 3, 2026 Board of Directors Meeting Minutes
13. Approved Consent Item
 - a) Adopted a Resolution to Add the Five Specific Design Plan Changes to the Defined Benefit Plan for New Hires only Effective January 1, 2027
 - b) Authorized an Additional Actuarially Determined Contribution of \$1,849,167 to the CCRTA Employee Defined Benefit Plan and Trust for Plan Year 2026
 - c) Adopted a Resolution Authorizing Participation in the 791 Purchasing Cooperative and Authorize the Chief Executive Officer (CEO), or Designee, to Execute the Master Interlocal Agreement and Any Related Documents Necessary to Facilitate Participation in the Cooperative
 - d) Awarded a Three (3) Year Hardware Agreement for Current Fleetwatch Equipement Coverage in an Amount not to Exceed \$65,620.00
 - e) Awarded a Three (3) year contract for (2026-SP-07) Fasteners and Miscellaneous Shop Supplies in an amount not to exceed \$289,399.46
14. Heard Provision of Information Concerning the Emergency Expenditure to Pay Building Permit Fees to the City of Corpus Christi in the amount of \$155,073.78 for the Bear Lane Maintenance Facility and Action to Confirm or Not Confirm Such Expenditure
15. Authorized the Payment of Building Permit Fees to City of Corpus Christi for the New Bear Lane Maintenance Facility Not to Exceed \$350,000.00
16. Heard Update on New Maintenance Facility
17. Heard Update on RCAT Committee

18. **Heard Presentations –**
 - a) **Investment Report – 1st Quarter 2026**
 - b) **May 2026 Financial Report**
 - c) **July 2026 Procurement Update**
 - d) **May 2026 Operations Report**
19. **Heard CEO Report**
20. **Heard Board Chair Comments and Board Member 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, 2nd 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, Jonathan Williams, to lead the Pledge of Allegiance.

Safety Briefing

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

Roll Call & Establish Quorum

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

Board Members Present

Lynn Allison, David Berlanga, Gabi Canales, Beatriz Charo, Arthur Granado, Jahvid Motaghi, Aaron Muñoz, Beth Owens, Eloy Salazar, Susie Luna Saldaña, Susie Sullivan.

Board Members Absent

None.

Staff Present

David Chapa, Angelina Gaitan, Sharon Montez, Rita Patrick, Miguel Rendón, Derrick Majchszak, Gordon Robinson, and Robert Saldaña. Stephanie Alvarez, Gilbert Casas, Sandra Cisneros, Brooklyn Hale, Mario Vega, Jonathan Williams, Victoria Obas, Eric Conner, Paul Lyman, Tracey Kelly, Fred Worthen, Sandy Roddel, Carlos Soto, Kayla Anzaldúa, Joel Mendez, Bernice Mendoza, Ruby Saldaña, and Veronica Gamboa.

Public Present

Myron Watkins, Carrie Meyer, Dylan Riekeman, David McElwain.

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

Ms. Cisneros 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. Cisneros reported there was one individual signed up in person

- a. Carrie Meyer, North Beach Community Association – She discussed two RTA bus stops near the new Harbor Bridge and the upcoming construction. She noted the City's plans to relocate the bus stops and expressed her support in relocating the bus stops. She added these bus stops are spacious and have become a place of congregation and unruly activity. He also noted Raul Trejo was promoted to Safety & Security Coordinator from Dispatcher.

Ms. Cisneros reported one online public comment was submitted and a copy was provided to each board member.

Online submission included as Attachment A.

Administer the Oath of Office Appointments by the City of Corpus Christi to the CCRTA Board of Directors:

- a. David Berlanga
- b. Gabi Canales
- c. Eloy Salazar
- d. Susie Luna Saldaña
- e. Susie Sullivan

Awards and Recognitions

- a. Mr. Derrick Majchszak, CEO, introduced the CCRTA New Hires. Facilities Maintenance – Manuel Recio and Bernice Mendoza. Vehicle Maintenance – Adrian Garica. Transportation – Paul Lyman, Eric Conner, Carlos Soto, Armando Benavides, and Tracy Kelly. Finance – Kayla Anzaldúa. Marketing/Public Relations – Luke Carrillo. Planning – Fred Worthen.
- b. Mr. Majchszak announced the CCRTA received the Texas Workforce Commission – "We Hire Vets" Award, recognizing the HR Department for their continuous efforts to hire veterans and noted this is the third consecutive year that this award has been received

Elect CCRTA Board Secretary

DIRECTOR BEATRIZ CHARO MADE A MOTION TO DISCUSS THE ELECTION OF THE CCRTA BOARD SECRETARY. DIRECTOR BETH OWENS SECONDED THE MOTION.

At this time, Chair Granado opened the floor for nominations for the CCRTA Board Secretary. He heard a nominations for Director Beatriz Charo and Director Susie Luna Saldaña. Vice-Chair Allison expressed her support for Director Charo, only due to sonority and added she does not feel this reasoning takes away from Director Saldana's capabilities to fulfil the role. Director Owens noted the same. Director Canales expressed her support for Director Saldaña noting she has held several positions in Corpus Christi and is well qualified, she also stated she does feel Director Charo would do a good job as well. Director Salazar agreed expressing his support for Director Saldaña, adding the Chairman was new to the Board and became the Chair, so sonority should not play a factor, but both are good options. Director Berlanga noted both are excellent candidates and it is a difficult decision. Chair Granado agreed noting either would do a great job. Director Charo said she appreciates the nomination and would love to fulfill the role, however, there would be no hard feelings as she feels they are both qualified. The votes were called across all Directors, Director Saldaña received six votes and Director Charo received four votes. Director Saldaña was elected as Secretary of the Board by majority vote.

Announcement of Committee Appointments and Confirmed Committee Appointments

DIRECTOR AARON MUNOZ MADE A MOTION TO DISCUSS THE ANNOUNCEMENT OF COMMITTEE APPOINTMENTS AND CONFIRM COMMITTEE APPOINTMENTS. DIRECTOR BEATRIZ CHARO SECONDED THE MOTION.

At this time, Mr. Majchszak presented the item. Committees were recommended as follows: Administration and Finance – Aaron Munoz (Chair), David Berlanga, Gabi Canales, Jahvid Motaghi, and Susie Sullivan. Operations & Capital Projects – Eloy Salazar (Chair), Lynn Allison, Beatriz Charo, Beth Owens, and Susie Luna Saldaña. Rural & Small Cities – Beatriz Charo (Chair), David Berlanga, Beth Owens, Eloy Salazar, and Susie Luna Saldaña. Legislative – Lynn Allison (Chair), Gabi Canales, Jahvid Motaghi, Aaron Muñoz, and Susie Sullivan. Contracted Services Ad Hoc Committee – David Berlanga (Chair), Aaron Muñoz, Beth Owens, Susie Luna Saldaña, and Susie Sullivan. New Maintenance Facility Ad Hoc Committee – Eloy Salazar (Chair), Lynn Allison, Gabi Canales, Beatriz Charo, and Jahvid Motaghi.

DIRECTOR ELOY SALAZAR MADE A MOTION TO CONFIRM THE COMMITTEE APPOINTMENTS AS PRESENTED. DIRECTOR AARON MUÑOZ SECONDED THE MOTION. ALLISON, BERLANGA, CHARO, MOTAGHI, MUÑOZ, OWENS, SALAZAR, SALDAÑA, AND SULLIVAN. VOTING IN FAVOR. OPPOSED NONE. ABSENT NONE. MOTION PASSED.

Discussion and Possible Action to Approve the June 3, 2026 Board of Directors Meeting Minutes

DIRECTOR BEATRIZ CHARO MADE A MOTION TO APPROVE THE JUNE 3, 2026 BOARD OF DIRECTORS MEETING MINUTES. VICE CHAIR LYNN ALLISON SECONDED THE MOTION. ALLISON, BERLANGA, CANALES, CHARO, MOTAGHI, MUÑOZ, OWENS, SALAZAR, SALDAÑA, AND SULLIVAN VOTING IN FAVOR. OPPOSED NONE. ABSENT NONE. MOTION PASSED.

Consent Items

- a. Adopt a Resolution to Add the Five Specific Design Plan Changes to the Defined Benefit Plan for New Hires only Effective January 1, 2027
- b. Authorize an Additional Actuarially Determined Contribution of \$1,849,167 to the CCRTA Employee Defined Benefit Plan and Trust for Plan Year 2026
- c. Adopt a Resolution Authorizing Participation in the 791 Purchasing Cooperative and Authorize the Chief Executive Officer (CEO), or Designee, to Execute the Master Interlocal Agreement and Any Related Documents Necessary to Facilitate Participation in the Cooperative
- d. Award a Three (3) Year Hardware Agreement for Current Fleetwatch Equipment Coverage in an Amount not to Exceed \$65,620.00
- e. Award a Three (3) year contract for (2026-SP-07) Fasteners and Miscellaneous Shop Supplies in an amount not to exceed \$289,399.46

DIRECTOR DAVID BERLANGA A MOTION TO APPROVE CONSENT ITEMS A THROUGH E. DIRECTOR GABI CANALES SECONDED THE MOTION. ALLISON, BERLANGA, CANALES, CHARO, MOTAGHI, MUÑOZ, OWENS, SALAZAR, SALDAÑA, AND SULLIVAN VOTING IN FAVOR. OPPOSED NONE. ABSENT NONE. MOTION PASSED.

Provision of Information Concerning the Emergency Expenditure to Pay Building Permit Fees to the City of Corpus Christi in the amount of \$155,073.78 for the Bear Lane Maintenance Facility and Action to Confirm or Not Confirm Such Expenditure

Mr. Majchszak presented the item and discussed the new Maintenance Facility and the process on how to obtain building permits from the City of Corpus Christi and the application process. Turner Ramirez Architects prepared the various building permit application documents and completed them for submission on June 3, 2026. The payment of the City's required initial building permit fees for review of the plans was not included specifically as an eligible expense in either of the contracts with Turner Ramirez Architects or Ardurra Group, Inc., as the project manager. To continue maximum

transparency with this project and keep the project on schedule, rather than treat the permit fees as a reimbursable expense under an existing contract, the Contracting Policy for an “emergency procurement” was followed. The contracting party is the City of Corpus Christi and the amount of the fees were \$155,073.76. The CEO needs to report the emergency procurement pursuant to the CCRTA’s Contracting Policy, and the Board may vote to confirm or not confirm the expenditure. Mr. Majchszak a lot of this item was tied to the pre-award authority by the FTA, which the CCRTA was notified a few days prior to the Board Meeting with no time to post to the agenda and properly present in a public setting. The item progressed as quickly as possible to keep the timeline on schedule and the Board Chair was informed of and supported the emergency expenditure. Director Berlanga asked if the City of Corpus Christi was willing to waive the fees. Mr. Majchszak noted they have not been asked, and he is unaware of any other entities who were successful in such a request. Mr. John Bell, Legal Counsel, added this is a cost of service.

DIRECTOR ELOY SALAZAR MADE A MOTION TO CONFIRM THE EMERGENCY EXPENDITURE TO PAY BUILDING PERMIT FEES TO THE CITY OF CORPUS CHRISTI IN THE AMOUNT OF \$155,073.78 FOR THE BEAR LANE MAINTENANCE FACILITY. DIRECTOR BEATRIZ CHARO SECONDED THE MOTION. ALLISON, BERLANGA, CANALES, CHARO, MOTAGHI, MUÑOZ, OWENS, SALAZAR, SALDAÑA, AND SULLIVAN VOTING IN FAVOR. OPPOSED NONE. ABSENT NONE. MOTION PASSED.

Discussion and Possible Action to Authorize the Payment of Building Permit Fees to City of Corpus Christi for the New Bear Lane Maintenance Facility Not to Exceed \$350,000.00

Ms. Sharon Montez, Managing Director of Capital Programs and Customer Services, presented the item. She said the City of Corpus Christi’s Building Permit Fees are assessed for plan review, inspections, certificates of occupancy, signs, trade permits and renewals. Permits fees are assessed based on the valuation of the commercial construction based on per square foot. The base bid net area for the building is 87,208 square feet. The total anticipated costs for the permit fees are \$479,842.41, of which \$155,073.76 has been paid and \$324,768.65 is pending. The Commercial Permit Fee payment and the remaining balance estimated at \$324,768.65, will be paid from the Low and No Emission Grant 5339(c). Director Salazar asked if these are estimates. Mr. Bell replied that the City will do their own cost analysis and will defer to their price schedule.

DIRECTOR AARON MUÑOZ MADE A MOTION TO AUTHORIZE THE PAYMENT OF BUILDING PERMIT FEES TO CITY OF CORPUS CHRISTI FOR THE NEW BEAR LANE MAINTENANCE FACILITY NOT TO EXCEED \$350,000.00. VICE CHAIR ALLISON SECONDED THE MOTION. ALLISON, BERLANGA, CANALES, CHARO, MOTAGHI, MUÑOZ, OWENS, SALAZAR, SALDAÑA, AND SULLIVAN VOTING IN FAVOR. OPPOSED NONE. ABSENT NONE. MOTION PASSED.

Update on New Maintenance Facility

Ms. Sharon Montez presented the update and introduced Ms. Jodie Shoddie with Turner/Ramirez and Mr. Eric Villarreal with Ardurra who support the project. reporting a kick-off meeting that was held on June 24th with Ardurra Project Management Services (PMS). Ms. Montez discussed the June Milestones with the PMS team for the New Bear Lane Maintenance Facility including controls, change, quality, and communications. As well as risk and issue management, and mobilization priorities and decisions needed. She displayed an updated Key Milestone Dates for the new facility completed and pending chart. The completion is expected to begin around September 7, 2026, and estimated completion around August 14, 2028. Director Motaghi asked for an update on the construction proposals and Mr. Majchszak replied the team is working through them and an ad-hoc committee will likely be held the following week. Director Berlanga asked that someone is keeping an eye on the taxes and that the general and all sub-contractors are not paying the tax and imposing them back up the chain. Mr. Bell stated this would be a fixed contract, and the contractor is the end-user and they are taxable, adding this can be discussed further.

Update on the RCAT Committee

Ms. Sharon Montez provided the update discussing the June 18, 2026, meeting. Ms. Montez provided background on the RCAT committee in detail for newly appointed Board Director Sullivan. Next, she provided the RCAT liaison report which included the Unsung Hero Nomination – Julia Trevino and highlights from the June 2026 Board of Directors Meeting that were presented to the committee. The B-Line application volume chart was displayed for May and the next RCAT Committee meeting is scheduled for August 20th.

Presentations

a) Investment Report – 1st Quarter 2026

Mr. Robert Saldaña, Managing Director of Administration, introduced Mr. David McElwain, Gulf Coast Investment Consultants, who would be presenting the report. Mr. McElwain discussed the Investment Report as of March 31, 2026. He provided a portfolio overview and noted a book value of \$36,036,597 and a net income of \$311,988. He discussed the portfolio summary including the various funds and reserve accounts.

b) May 2026 Financial Report

Mr. Robert Saldaña, Managing Director of Administration, presented the May financials and noted the item aligns with the Board Priority of Public Image & Transparency. Highlights included passenger service was 108.45% of budget baseline, investment income was 94.32% of budget baseline, and there was a positive variance for four out of eight expense categories. He displayed the May 2026 Income Statement Snapshot. Total revenues for May amounted to \$3,731,824. He displayed the revenue categories. The total operating and non-operating revenues and capital funding were reported at \$3,807,065. The total departmental operating

expenses were reported at \$3,943,825. Next, he discussed and displayed a pie chart of where the money went. Mr. Saldaña showed the expenses by object for May. Year-to-date highlights included passenger service was 106.52% of budget baseline, total operating revenue \$28,731 or 0.14% over baseline, and there was a positive variance for five out of eight expense categories. The May-end Fare Recovery Ratio was reported at 3.26 %. Next, he displayed the sales tax update for April, in which \$3,375,463 was received. Director Charo expressed concerns with bus advertisements not meeting their non-profit goals, and to follow up with discussions with the vendor to allow for-profit purchases. Director Salazar asked to keep a monitor on the sales-tax, as they seem to be going in a downward trend.

c) July 2026 Procurement Update

Mr. Robert Saldaña presented the update, noting the Board Priority of Public Image & Transparency. The current procurements issued were discussed: Title VI Program Update FY 2023-2025, for a four-month term, with an estimated cost of \$65,000. The three-month future procurement outlook was reviewed including: Heavy Duty Vehicle Filters, and Lubricants and Fluid Supply. These items have an estimated total of \$527,792. 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 \$321,693.

d) May 2026 Operations Update

Mr. Gordon Robinson, Managing Director of Operations, presented the report. He provided the highlights for the month of May 2026 vs. May 2025. The Passenger Trips were down -2.0%, the Revenue Service Hours were down -7.2%, and a decrease of -5.7% 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 6.2%. He displayed the Top Ten Route Total Ridership and Bottom Ten Route Ridership numbers for May 2026. Mr. Robinson reported the Passenger Per Revenue Hour (Weekday) for May 2026. He displayed a pie chart of student ridership for May 2026. Total student ridership came in at 32,221 or 11% 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 below the standard at 2.41 for April. Next, 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.

CEO Report

Mr. Majchszak presented the CEO report and went over the operation and project updates, including updates on the New CCRTA Maintenance Facility, Paratransit Services and Small Bus Operations RFP, and a DBE program update. He displayed photos from the RTA/MV Family Appreciation Day at Funtrackers. He discussed the monthly meetings and events. 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 recognized the new hires and welcomed newly appointed Director Susie Sullivan and newly appointed Board Secretary Susie Saldaña. Many Directors expressed the same. Director Charo thanked the CCRTA for putting on the Small Cities of Committee of Mayors Emergency Preparedness Meetings, stating it was a great even with positive feedback. She also thanked exiting Board Member Jeremy Coleman for his contributions to the Board. Director Saldaña discussed the two large procurements and projects that are going on and said great job to the team. Director Saldaña thanked everyone for their votes and confidence in her, adding that she appreciates the staff and board for their commitment.

Adjournment

There being no further review of items, the meeting was adjourned at 10:22 a.m.

Submitted by: Marisa Montiel

Board Secretary
Susie Luna Saldaña

#5

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Wednesday, July 01, 2026 6:56:34 AM
Last Modified: Wednesday, July 01, 2026 7:17:06 AM
Time Spent: 00:20:32
IP Address: 68.207.10.60

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Q1 Board of Directors Meeting
Name of Meeting

Q2 Date 07/01/2026
Date of Meeting

Q3 Respondent skipped this question
Agenda Item NumberIf no agenda item is specified, then this will be considered a general public comment.

Q4
Contact Information
Name Carrie Meyer
Address 4401 Gulfbreeze Blvd.
City Corpus Christi
State TX
Zip Code 78402
Country United States
Email Address northbeachcommunity@gmail.com
Phone Number 361-442-0628

Q5

Topic for Discussion

The RTA has 3 covered bus stops on North Beach near Beach Ave, which is the main entryway to our neighborhood from the Harbor Bridge. These bus stops have been being misused by individuals who camp out in them for hours at a time, often with large backpacks. Some people even use the shaded area and the benches for sleeping. The 2 bus stops near the Whataburger at Beach Ave are the main two problem areas, as these individuals will panhandle the customers who are sitting in the driver through of the Whataburger to buy them meals. A local drug dealer also operates out of the shade structures, as I've watched a man sit there for hours with a white towel on his shoulder, which is the signal, then vehicles stop and they do the transaction. There is only 1 bus that services North Beach. It's the #78. It comes approximately every 30 minutes. So if you're sitting at a bus stop and the #78 comes and you don't get on, that means you're not there to take the bus. As a member of the North Beach Community Association, this misuse of RTA bus rider facilities is a problem for our neighborhood, as Beach Ave is the Gateway to North Beach. I'd like to ask the RTA to have the drivers report anyone who uses the bus stops for anything other than riding the bus to your security team and have them respond. Finally, the city is preparing to completely rebuild Beach Ave. The engineering plans show the street having no parking along the sides and wider sidewalks and a dedicated bike lane. So the new configuration leaves no room for a bus to stop safely without causing traffic to back up. Apparently, the RTA will be moving the bus stop locations because of those street improvements. When that happens, we ask that the RTA install a different kind of bus stop, the kind that is a pole with one seat on either side. I see them all over town and they are an elegant solution as they take up very little room and do not encourage people to misuse the bus stops. Thank you and have a nice day.

Subject: Adopt the 2026 Corpus Christi Regional Transportation Authority Agency Safety Plan, Version 5.

Background

Moving Ahead for Progress in the 21st Century (MAP-21) granted the Federal Transit Administration (FTA) the authority to establish and enforce a comprehensive framework to oversee the safety of public transportation throughout the United States. MAP-21 expanded the regulatory authority of FTA to oversee safety, providing an opportunity to assist transit agencies in moving towards a more holistic, performance-based approach to Safety Management Systems (SMS). This authority was continued through the Fixing America's Surface Transportation Act (FAST Act).

In compliance with MAP-21 and the FAST Act, FTA promulgated a Public Transportation Safety Program on August 11, 2016, that adopted SMS as the foundation for developing and implementing a Safety Program. SMS helps organizations improve upon their safety performance by supporting the institutionalization of beliefs, practices, and procedures for identifying, mitigating, and monitoring safety risks. To improve public transportation safety to the highest practicable level in the State of Texas and comply with FTA requirements, the Texas Department of Transportation (TxDOT) has developed this Agency Safety Plan (ASP) in collaboration with CCRTA and the CCRTA Board of Directors.

To ensure that the necessary processes are in place to accomplish both enhanced safety at the local level and the goals of the NSP, CCRTA and the CCRTA Board of Directors adopt this ASP and the tenets of SMS including a Safety Management Policy (SMP) and the processes for Safety Risk Management (SRM), Safety Assurance (SA), and Safety Promotion (SP), per 49 U.S.C. 5329(d)(1)(A). While safety has always been a primary function at CCRTA, this document lays out a process to fully implement an SMS over the next several years that complies with the PTASP final rule.

Identified Need

Safety is CCRTA's first priority. CCRTA is committed to implementing, developing, and improving strategies, management systems, and processes to ensure that all our activities uphold the highest level of safety performance and meet required safety standards. We will develop and embed a safety culture in all our activities that recognizes the importance and value of effective safety management and acknowledges at all times that safety is paramount.

We will clearly explain for all staff their accountabilities and responsibilities for the development and operation of the Safety Management System. For passengers and employees, we will minimize the safety risk associated with transit service to as low as reasonably practicable and we will work to comply with and, wherever possible, exceed legislative and regulatory requirements and standards.

Financial Impact

There is no financial impact.

Board Priority

This item aligns with the Board Priority – Facilities – Safety and Security.

Recommendation

Staff requests the Board of Directors Adopt the 2026 Corpus Christi Regional Transportation Authority Agency Safety Plan, Version 5.

Respectfully Submitted,

Prepared by: John Esparza
Safety & Security Administrator

Reviewed by: Miguel Rendón
Deputy Chief Executive Officer

Final Approval by: 
Derrick Majchszak
Chief Executive Officer

Corpus Christi Regional Transportation Authority

Agency Safety Plan

Version 5,

Date August 5, 2026

In compliance with 49 CFR part 673



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1. EXECUTIVE SUMMARY

Moving Ahead for Progress in the 21st Century (MAP-21) granted the Federal Transit Administration (FTA) the authority to establish and enforce a comprehensive framework to oversee the safety of public transportation throughout the United States. MAP-21 expanded the regulatory authority of FTA to oversee safety, providing an opportunity to assist transit agencies in moving towards a more holistic, performance-based approach to Safety Management Systems (SMS). This authority was continued through the Fixing America's Surface Transportation Act (FAST Act).

In compliance with MAP-21 and the FAST Act, FTA promulgated a Public Transportation Safety Program on August 11, 2016 that adopted SMS as the foundation for developing and implementing a Safety Program. FTA is committed to developing, implementing, and consistently improving strategies and processes to ensure that transit achieves the highest practicable level of safety. SMS helps organizations improve their safety performance by supporting the institutionalization of beliefs, practices, and procedures for identifying, mitigating, and monitoring safety risks.

Safety is a core business function of all public transportation providers and should be systematically applied to every aspect of service delivery. At Corpus Christi Regional Transportation Authority (CCRTA), all levels of management, administration, and operations are responsible for the safety of our clientele and transit workers. This Agency Safety Plan (ASP) applies to all CCRTA employees and contractors who are directly or indirectly involved in or responsible for providing transit services, infrastructure elements, and processes.

To ensure that the necessary processes are in place to accomplish both enhanced safety at the local level and to meet the PTASP regulation requirements, per 49 CFR part 673, CCRTA and the CCRTA Board of Directors adopt this ASP and the tenets of SMS as the basis for directing and managing safety and risk at the agency. CCRTA's SMS includes a Safety Management Policy (SMP) and the processes for Safety Risk Management (SRM), Safety Assurance (SA), and Safety Promotion (SP). It is appropriately scaled to the size, scope, and complexity of CCRTA operations. All levels of management and employees are accountable for accurately identifying and effectively managing risk in all activities and operations to deliver improvements in safety and reduce risk to the lowest practical level during service delivery.

Figure 1: Safety Management Systems

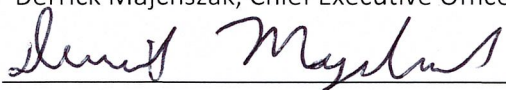


2. ASP APPROVAL

A. Accountable Executive Signature – 673.11(a)(1)

The Accountable Executive is accountable for ensuring that the SMS processes described in this ASP are effectively implemented throughout the Corpus Christi Regional Transportation Authority.

Derrick Majchszak, Chief Executive Officer



Accountable Executive Signature

7/10/26

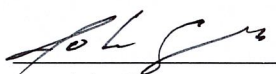
Date

B. Safety Committee Plan Approval – 673.11(a)(1)(i)

On Friday, July 10, 2026, CCRTA's Safety Committee approved this ASP.



Miguel Rendon



John Esparza



Ian O'Keefe



Gordon Robinson



Alberta Macias

****Not Present ****

Brandon Selcer



Felicia Villarreal



Rosio Avila

The Safety Committee ASP approval meeting minutes are stored on CCRTA's main Y: drive within the PTASP folder in a subfolder labeled "Safety Committee Meeting Agendas & Minutes."

C. Board of Directors Approval – 673.11(a)(1)(i)

Date of Approval _____

See Appendix D for approval documentation. Board ASP approval minutes are also stored on CCRTA's main Y: drive within the PTASP folder.

3. TRANSIT AGENCY INFORMATION

CCRTA is the regional transportation authority for Nueces County, Texas, and is the largest transit provider in the region. The CCRTA main office is located at 602 N. Staples St, Corpus Christi, TX 78401, and the main transfer center (Staples Street Station) is also located in downtown Corpus Christi at 602 N Staples Street.

CCRTA currently operates thirty-three (33) fixed routes, of which five (5) are commuter/express routes and two (2) flexible, deviated fixed routes. Services operate seven days a week, starting as early as 3:45 AM for commuter/express routes and 5:00 AM for fixed routes. The service hours extend until 10:25 PM for fixed routes, 10:35 PM for Flex Routes, and 11:30 PM for our seasonal route, which runs from May through September. CCRTA also provides Americans with Disabilities Act (ADA) paratransit services, known as the B-line from 4:30 AM to 11 PM, for individuals with disabilities that prevent them from using fixed-route services. In addition, the CCRTA administers a contracted Vanpool program.

CCRTA is managed by the CEO and the management team, consisting of the Asset Management Executives, Project Managers, and Transit Asset Team Members. An organizational chart for CCRTA is provided in Figure 2.

CCRTA does not provide transit service on behalf of another transit agency or entity. A contractor delivers some of CCRTA's fixed-route bus service and its demand response and vanpool services. CCRTA ensures that the requirements of the PTASP regulation are satisfied through the terms and conditions of its contract(s).

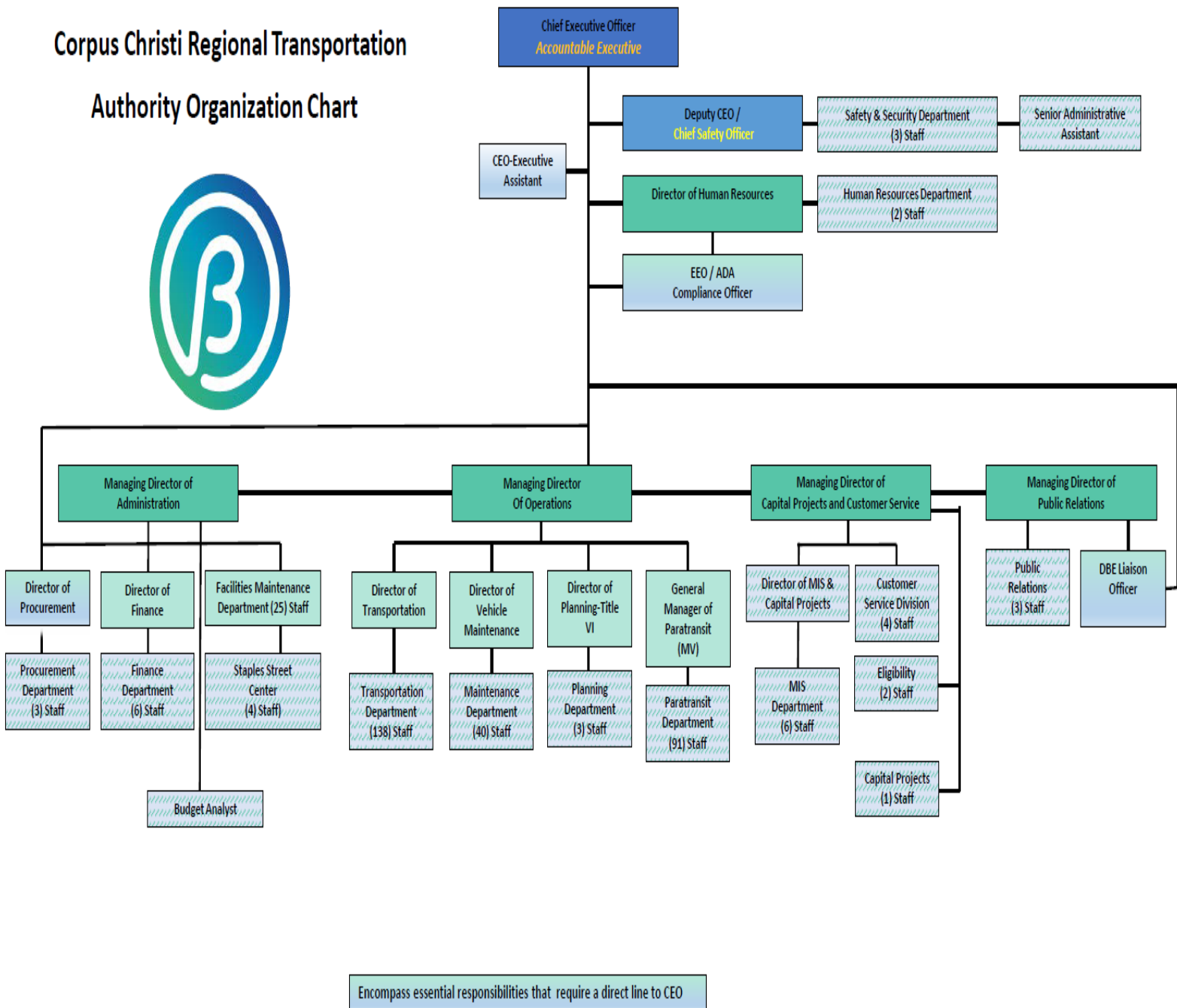
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Table 1: Agency Information

Information Type	Information	
Full Transit Agency Name	Corpus Christi Regional Transportation Authority	
Transit Agency Address	602 N. Staples St, Corpus Christi, TX 78401	
Name and Title of Accountable Executive 673.23(d)(1)	Derrick Majchszak, Chief Executive Officer	
Chief Safety Officer or SMS Executive 673.23(d)(2)	Miguel Rendon, Deputy CEO / Chief Safety Officer	
Safety Committee Members (673.19)	Name	Title
	Miguel Rendon	-Deputy CEO / Chief Safety Officer
	John Esparza	-Safety Administrator
	Gordon Robinson	-Managing Director of Operations
	Ian O'Keefe	-Street Operations Administrator
	Rosio Avila	-Dispatcher / Reservationist
	Brandon Selcer	-Maintenance Mechanic
	Alberta Macias	-Bus Operator / Classroom Trainer
	Felicia Villarreal	-Bus Operator
Mode(s) of Service Covered by This Plan 673.11(b)	Fixed Route Bus, Demand Response, and Vanpool.	
List All FTA Funding Types (e.g., 5307, 5310, 5339)	5307, 5310, & 5339	
Mode(s) of Service Provided by the Transit Agency (Directly operated and contracted service)	Fixed Route Bus – Directly operated and contracted, Demand Response – Contracted Vanpool - Contracted	

Figure 2: CCRTA Organizational Chart

**Corpus Christi Regional Transportation
Authority Organization Chart**



Any CCRTA position can have a direct line to the Chief Executive Officer at their discretion.

4. SAFETY COMMITTEE ESTABLISHMENT AND PROCEDURES – 673.19(a), (b), (c)

CCRTA has an active safety committee that meets monthly to discuss preventable accidents, injuries, safety concerns, and suggestions from each department.

CCRTA is empowered to look beyond the critical review of safety incidents toward opportunities to reduce occurrences by identifying ways to improve the work environment and safety culture at CCRTA, acknowledging safe actions and work that contribute to a safe workplace.

The CCRTA Safety Committee is appropriately scaled to the size, scope, and complexity of CCRTA and was established through a joint labor-management process with frontline workers chosen by the labor union representing the plurality of CCRTA frontline transit workers.

The CCRTA's Safety Committee is composed of eight members, with an equal number of management representatives and frontline transit worker representatives, four supervisors, and four frontline employees.

- I. Deputy CEO / Chief Safety Officer (CSO)
- II. Managing Director of Operations
- III. Safety Administrator
- IV. Street Operations Administrator
- V. Dispatcher/ Reservationist
- VI. Maintenance Mechanic
- VII. Bus Operator / Classroom Trainer
- VIII. Bus Operator

The Safety Committee is chaired by the Deputy CEO/CSO, who conducts all meetings of the Safety Committee. The Safety Administrator develops meeting agendas and notices and shares them via email in advance of scheduled meetings. The Safety Administrator also ensures all Safety Committee meeting minutes are documented and saved on CCRTA's main Y: drive within the PTASP folder in a subfolder labeled "Safety Committee Meeting Agendas & Minutes."

The Safety Committee makes decisions collaboratively, ensuring all voices are heard and considered during open discussions. The committee aims to reach a consensus through open discussion; however, if a consensus cannot be reached, a vote is held to determine the outcome. When voting results in a tie, the Managing Director of Administration casts the deciding vote.

Members receive their regular salary or wage for attending meetings, as meetings are scheduled during regular work hours. Members are not required to attend meetings that fall on their scheduled day off.

When the Safety Committee requires advice from technical experts, subject matter experts (SME), or other transit workers, the Safety Administrator contacts these individuals via email or phone to explain the topic under discussion. These individuals respond to the Safety Administrator, who presents the advice to the Safety Committee.

The Deputy CEO/CSO has access to and shares with the Committee any required agency information, resources, and tools, along with submissions to the transit worker safety reporting, if needed to support Committee deliberations. The Deputy CEO/CSO serves as the intermediary for all communications between the Committee, the Accountable Executive, and the Board of Directors. Communications can be delivered in person, via email, or through attendance at Board of Directors meetings.

CCRTA does not require Safety Committee members to attend any special training due to their representation on the committee.

See also the *Safety Committee Policy and Procedures* document located on CCRTA's main Y: drive within a subfolder (Safety Committee Policy and Procedures) of the PTASP folder.

5. SAFETY RISK REDUCTION PROGRAM – 673.11(a)(7)

A. Approach to Improving Safety Performance

CCRTA's approach to improving safety performance by reducing the number and rates of safety events, injuries, and assaults on transit workers addresses the following:

- The reduction and mitigation of vehicular and pedestrian safety events involving transit vehicles, including mitigations consistent with CCRTA's safety risk mitigation processes described in the Safety Risk Management section of this ASP.
- The reduction and mitigation of assaults on transit workers, including mitigations consistent with CCRTA's safety risk mitigation processes described in the Safety Risk Management section of this ASP.
- Any safety risk mitigations identified and recommended by the Safety Committee based on a safety risk assessment for the safety risk reduction program are included in Appendix F of this ASP.

B. Annual Safety Performance Targets for the Safety Risk Reduction Program

The Safety Committee has established the following safety performance targets for the safety risk reduction program based on the safety performance measures outlined in the National Public Transportation Safety Plan, which FTA updated in April 2024. All rates are per actual vehicle revenue miles (VRM). These targets are set annually using a three-year rolling average of the data CCRTA submits to the National Transit Database (NTD) and present a reduction from the three-year average.

Table 2: Safety Risk Reduction Program Targets

Target	Fixed-Route Bus	Demand Response	Vanpool
Major Events total	6.1	0.3	0
Major Event rate (per VRM)	0.00020%	0.00002%	0
Collisions total	6.00	0.32	0
Collision rate (per VRM)	0.00020%	0.00002%	0
Injuries total	28.3	0.6	0
Injury rate (per VRM)	0.00093%	0.00005%	0
Assaults on Transit Workers total ¹	1.65	0.00	0
Assaults on Transit Workers rate (per VRM)	0.00005%	0.00000%	0

6. GENERAL ANNUAL SAFETY PERFORMANCE TARGETS – 673.11(a)(3)

CCRTA has established the following annual general safety performance targets based on the safety performance measures outlined in the [National Public Transportation Safety Plan](#), which FTA updated in April 2024. All rates are per actual VRM. These targets are set annually using a three-year rolling average of the data CCRTA submits to the NTD.

Table 3: General Safety Performance Targets

Target	Fixed-Route Bus	Demand Response	Vanpool
Major Events total	6.1	0.3	0
Major Event rate (per VRM)	0.00020%	0.00002%	0
Collision rate (per VRM)	0.00020%	0.00002%	0
Pedestrian Collision rate (per VRM)	0.00001%	0.00000%	0
Vehicular Collision rate (per VRM)	0.00019%	0.00002%	0
Fatalities total	0	0	0
Fatality rate (per VRM)	0	0	0
Transit Worker Fatality rate (per VRM)	0	0	0
Injuries total	6.00	0.6	0
Injury rate (per VRM)	0.00093%	0.00005%	0
Transit Worker Injury rate (per VRM)	0.00003%	0.00000%	0
Assaults on Transit Workers total	1.65	0	0
Rate of Assaults on Transit Workers (per VRM)	0.00005%	0.00000%	0
System Reliability (VRM/failures)	36,500	41,600	906,799

¹ Agency has not yet reported three years of data to NTD related to assaults on transit workers. During the ASP review cycle of 2026, the agency will have three years of data and will be able to set these targets.

7. COORDINATION WITH METROPOLITAN, STATEWIDE, AND NON-METROPOLITAN PLANNING PROCESSES - 673.15

CCRTA will make our SPTs available to TxDOT and the Corpus Christi Metropolitan Planning Organization (MPO) to aid those agencies' respective regional and long-range planning processes. To the maximum extent practicable.

Each year during the FTA Certifications and Assurances reporting process, CCRTA transmits any updates to its SPTs to both the Corpus Christi MPO and TxDOT (unless those agencies specify another time in writing).

8. ASP ANNUAL REVIEW AND UPDATE PROCESS

A. ASP Development and Coordination with TxDOT – 673.11(d)

CCRTA's 2020 ASP was developed by TxDOT in coordination with CCRTA. CCRTA provided a letter to TxDOT opting into participation on March 15, 2019, and was an active participant in the development of the 2020 ASP through sharing existing documentation and participating in communication and coordination throughout the development of the plan. TxDOT is not responsible for updating CCRTA's ASP.

B. ASP Annual Review – 673.11(a)(5)

As part of CCRTA's ongoing commitment to fully implementing SMS and engaging transit workers in developing a robust safety culture, CCRTA reviews the ASP and all supporting documentation annually so that it accurately reflects the agency's current SMS processes and procedures.

The annual review will include the ASP and supporting documents (Standard Operating Procedures [SOPs], Policies, Manuals, etc.) that CCRTA uses to fully implement all its safety management processes (see Appendix A). CCRTA will also update its general safety performance targets, and the safety performance targets for the safety risk reduction program.

The annual ASP review will follow the schedule provided in Table 4 on the next page. As processes are changed to fully implement SMS or new processes are developed, CCRTA will track those changes for use in the annual review.

The implementation of SMS is an ongoing and iterative process, and as such, this PTASP is a working document. Therefore, a clear record of changes and adjustments is kept in the PTASP for the benefit of safety plan performance management and to comply with Federal statutes (see Table 5).

Table 4: ASP Annual Update Timeline

Task	Jan	Feb	Mar	Apr	May	June	July	Aug
Management and Safety Committee Review Agency Operations and SMS Documentation • <i>Safety Policy;</i> • <i>Risk Management;</i> • <i>Safety Assurance; and</i> • <i>Safety Promotion.</i>								
Update targets								
Make necessary changes to ASP and send to Accountable Executive for signature								
Safety Committee approves ASP								
CCRTA Board of Directors approval								

Table 5 is used to record changes made to the ASP during each annual update. This table is a permanent record of the changes to the ASP over time.

Table 5: ASP Record of Changes

Document Version	Section/Pages Changed	Reason for Change	Reviewer Names	Date of Change
Version 2	Agency Information page6. Organizational Chart page7. Safety Perf Measures page13. Safety Performance Targets p15. Safety Committee added Page 9. ESRP modified Page 11. Customer Reporting added page 12 Infectious Disease added page 18. Risk Reduction Program page 20. Job Hazard Analysis added page 24 Safety Site Inspection added page 30 Employee Safety Training added page 32 Operator Training page 33 Mechanical Cert and Safety Training pg. 34 Operator observation page 34	*Updated agency address. *Updated roles and positions. *Updated performance measures and performance targets. *Added Bipartisan Infrastructure Law Changes. *Updated Annual Timeline to include Safety Committee Update.	John Esparza Derrick Majchszak Rick Navarro Joel Mendez	12/8/2022
Version 2 Amended	Accountable Executive Name Change, page 6. Transit Agency Information, page 7. Organizational Chart changes, page 8, Safety Committee change, page 9, and Update Exposure to infectious disease, page 18.	*Change in Accountable Executive.	John Esparza Ian O'keefe Raul Trejo Michael Buxton Irene Trevino Gordon Robinson Ricardo Navarro Joel Mendez	7/19/2023
Version 3	Certification of Compliance, page 6 Agency Information, page 7 Organizational Chart, page 8 Safety Committee, page 9 ASP Annual Update Timeline, page 14 Safety Performance Measures, page 16 Safety Performance Targets, page 17 Exposure to Infectious Disease, page 19 Appendix-5 Table 9 Supporting Documents, page 36	Update Compliance information Updated route information Updated roles and positions. Updated front line workers-selected by labor union. Updated annual Timeline. Updated Performance Measures Updated Performance Targets Updated Language on Facial Mask Updated revision dates to reflect current policy updates.	Miguel Rendon John Esparza Ian O'Keefe Gordon Robinson Brandon Selcer Alberta Macias Felicia Villarreal Rosio Day	9/4/2024

Version 4	All sections Executive Summary, p. 4 Transit Agency Information, p. 7 Safety Committee Establishment and Procedures, p. 10 Safety Risk Reduction Program and Targets, p. 12 General Annual Safety Performance Targets, p. 13 Annual Review and Update Process, pp. 15-18 SMP Authorities, Accountabilities, Responsibilities, pp. 19-20 SMP Safety Management Policy Statement, p. 20 SMP Transit Worker Safety Reporting Program, p. 21 Safety Risk Management, including Hazard ID, Safety Risk Assessment, and Safety Risk Mitigation, pp. 23-27 Safety Assurance, including Safety Performance Monitoring and Measurement and Continuous Improvement, pp. 28-33 Safety Promotion, including Training and Safety Communication, pp. 34-36 Glossary & Acronyms, p.42 Infectious Disease Program, p. 50 Safety Risk Reduction Program Mitigations, p. 51 Figures and Tables, see TOC p. 3	Reorganized ASP topics to better address the order and requirements of the PTASP regulation, and removed sections not required by PTASP. Updated to address current system and contracted service. Added mention of contracted service. Added new section to address new PTASP requirements. Added new section and SPT table to address new PTASP requirements. Deleted old tables and replaced with one SPT table.to better address PTASP requirements. Deleted unnecessary text and updated to better address PTASP requirements. Edited timetable to better represent actual activities and timeline. Updated and added text to address new PTASP requirements. Updated to address new PTASP requirement. Changed to “transit worker” and deleted unnecessary text. Updates made to better address PTASP requirements. Updated to better address PTASP requirements and added text to address new requirements. Deleted mention of Safety Risk Register and figure and JHA. Added mention of Safety Risk Assessment Form. Updated to better address PTASP requirements and added new text to address PTASP requirements. Updated to better address PTASP requirements and added text to address new requirements. Updated to include all acronyms used in the ASP and new PTASP regulation glossary terms. Moved to a new Appendix (E). Added new Appendix (F) to address PTASP requirements. Removed unnecessary figures and tables and updated with new tables, including using “captions” to automatically update TOC page numbers.	Miguel Rendon John Esparza Ian O’Keefe Gordon Robinson Brandon Selcer Alberta Macias Felicia Villarreal Rosio Day	6/17/2025
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Document Version	Section/Pages Changed	Reason for Change	Reviewer Names	Date of Change
Version 5	Transit Agency Information, page 8.	Updated express routes time and seasonal route times.	Miguel Rendon John Esparza	
	Agency Information, page 9.	Last name change for Safety Committee Member.	Ian O'Keefe Gordon Robinson	
	Organizational Chart, page 10.	Updated Organizational Chart – Facility Maintenance Dept under Managing Director of Administration. Mis Department under Managing Director of Capital projects and Customer Service.	Brandon Selcer Alberta Macias Felicia Villarreal Rosio Avila	
	Safety Risk Reduction Program and Targets, page 13.	Updated Risk Reduction Target Numbers.		
	General Annual Safety Performance Targets, page 13.	Updated General Safety Performance Target Numbers.		
	Coordination with Metropolitan Statewide, and non-Metropolitan planning process - 673.15, page 14.	Updated Language – Removed CCRTA has a MOU with TX-DOT.		
	ASP Annual Update Timeline, page 15.	Updated the Performance Target date range from mid-February–April to mid-March–May.		
	Quarterly Safety Inspections, page 25.	Updated language, removed TRACKIT as the platform for conducting Safety Inspections, and revised the storage location for inspection records.		

9. SAFETY MANAGEMENT POLICY

A. Authorities, Accountabilities, & Responsibilities – 673.23(d)

CCRTA has established the necessary authority, accountabilities, and responsibilities for the management of safety amongst key individuals or groups within the organization, as they relate to the development and management of our SMS. In general, the following defines the authority and responsibilities associated with our organization.

Accountable Executive

CCRTA's Accountable Executive has ultimate responsibility for carrying out the ASP and the agency's Transit Asset Management (TAM) Plan and control or direction over the human and capital resources needed to develop and maintain both the ASP, in accordance with 49 U.S.C. 5329(d), and the agency's TAM Plan, in accordance with 49 U.S.C. 5326.

The Accountable Executive is obliged to ensure that CCRTA's SMS is effectively implemented throughout the system and for ensuring action is taken, as necessary, to address substandard performance in CCRTA's SMS. The Accountable Executive may delegate specific responsibilities, but the ultimate accountability for CCRTA's safety cannot be delegated and always rests with the Accountable Executive.

The Accountable Executive also implements the safety risk mitigations for the safety risk reduction program that are included in this ASP and considers all other safety risk mitigations recommended by the Safety Committee.

Agency Leadership and Executive Management

CCRTA leadership and executive management have authority or responsibility for the day-to-day implementation and operation of our agency's SMS. Figure 2 provides a list of the titles of CCRTA management and leadership. All levels of management are also:

- Responsible for leading the development of an organizational culture that promotes safe operations
- Provide appropriate resources to support the SMS and a positive safety culture
- Encourage effective employee safety reporting and communication.

Chief Safety Officer (CSO)

The **CSO** is an adequately trained individual who has responsibility for safety and the authority and responsibility as designated by the Accountable Executive for the day-to-day implementation and operation of the CCRTA SMS. As such, the CSO reports directly to the Accountable Executive.

Key Staff

CCRTA and contractor staff, groups of staff, and committees support the Accountable Executive and CSO in developing, implementing, and operating our agency's SMS. Key Staff include frontline transit workers who perform daily tasks and activities where hazards can be readily identified and addressed before the hazards become adverse events. These employees are critical to SMS success through each employee's respective role in reporting safety hazards, which is where an effective SMS and a positive safety culture begin.

Safety Committee – 673.19(d)

The Safety Committee's responsibilities to oversee CCRTA's safety performance include:

- Reviewing and approving updates to the ASP.
- Identifying and recommending safety risk mitigations necessary to reduce the likelihood and severity of potential consequences identified through CCRTA's safety risk assessment process, including safety risk mitigations associated with any instance where the transit agency did not meet an annual safety performance target in the safety risk reduction program.
- Identifying safety risk mitigations that may be ineffective, inappropriate, or were not implemented as intended, including safety risk mitigations associated with any instance where the transit agency did not meet an annual safety performance target in the safety risk reduction program.

- Identifying safety deficiencies for purposes of continuous improvement, including any instance where the transit agency did not meet an annual safety performance target in the safety risk reduction program.
- Establishing annual safety performance targets for the agency's safety risk reduction program.

See also the *Safety Committee Policy and Procedures* document located on CCRTA's main Y: drive in the PTASP folder.

B. Safety Management Policy Statement – 673.23(a)

Safety is CCRTA's first priority. CCRTA is committed to implementing, developing, and improving strategies, management systems, and processes to ensure that all our activities uphold the highest level of safety performance and meet required safety standards.

We will develop and embed a safety culture in all our activities that recognizes the importance and value of effective safety management and acknowledges at all times that safety is paramount.

We will clearly explain for all staff their accountabilities and responsibilities for the development and operation of the SMS.

For passengers and employees, we will minimize the safety risk associated with transit service to as low as reasonably practicable and we will work to comply with and, wherever possible, exceed legislative and regulatory requirements and standards. We will also work to ensure that all employees are provided with adequate and appropriate safety information and training, are competent in safety matters, and are only allocated tasks commensurate with their skills.

We have established Safety Performance Targets (SPT) to help us measure the overall effectiveness of our processes and ensure we meet our safety objectives. We will issue quarterly reports to the entire organization documenting how well we met our safety performance targets and describing the safety risk mitigations we implemented to reduce safety risk.

The Safety Committee was established through a joint labor-management process and comprises an equal number of frontline transit worker representatives and management representatives. It is appropriately scaled to the size, scope, and complexity of CCRTA. Frontline transit worker representatives were selected by the labor organization that represents the plurality of frontline transit workers, and management representatives were selected by agency leadership. The Safety Committee has a strong voice in safety-related decision-making through its responsibilities described in our SRM and SA processes.

C. Communicating the Safety Management Policy– 673.23(c)

CCRTA is committed to ensuring the safety of our clientele, personnel, contractors, and operations. Part of that commitment is developing an SMS and an agency-wide safety culture that reduces agency safety risk to the lowest level possible. The first step in developing a full SMS and agency-wide safety culture is communicating our SMP throughout our agency.

The SMP and safety objectives are at the forefront of all communications. This communications strategy will include posting the policy in prominent work locations for existing transit workers and adding the policy statement to the onboarding material for all new employees. Additionally, the policy statement will be incorporated into our agency's regular safety meetings and other safety communication efforts. The policy is signed by the Accountable Executive to ensure that all employees are aware of management's support for the policy.

D. Transit Worker Safety Reporting Program – 673.23(b)

CCRTA has established and implemented a safety reporting program that enables transit workers to report safety conditions directly to senior management, provides protection for employees who report safety conditions to senior management, and includes a description of employee behaviors that may result in disciplinary action.

Frontline transit workers are a significant source of safety data. These transit workers are typically the first to spot unsafe conditions that arise from unplanned conditions either on the vehicles, in the maintenance shop, or in the field during operations. CCRTA recognizes that our transit workers, including contractors, are most familiar with the details of their respective jobs and work environment, which makes their input critical to maintaining safety in the workplace. Therefore, transit workers must promptly report safety concerns such as:

- Unsafe acts
- Unsafe conditions
- Near misses
- Assaults on transit workers
- Safety hazards
- Security risk
- Safety concerns
- Safety recommendation

CCRTA ensures no action will be taken against transit workers who disclose safety concerns through the reporting system unless disclosure indicates an illegal act, gross negligence, or deliberate or willful disregard of regulations or procedures.

There are several ways transit workers can report their safety concerns to management:

1. Directly to their supervisors.
2. Directly to the Safety Department.
3. Through a Safety Committee representative.
4. Via an anonymous web-based reporting tool. See Appendix C.

In general, the CCRTA safety reporting program used by transit workers ensures that all transit workers are encouraged to report safety conditions directly to senior management or their direct supervisor for elevation to senior management. The CSO and Safety Committee routinely review safety data captured via this avenue. When necessary, the CSO, Safety Department, and the Safety Committee ensure that the concerns are investigated or analyzed through the SRM process. As appropriate, information about reported concerns will be shared with the reporting individual and all CCRTA employees to raise awareness and share mitigation solutions or best practices.

10. Safety Risk Management – 673.25

By adopting this ASP, CCRTA is establishing the SRM process, which includes the components presented in Figure 3 for identifying and analyzing hazards and assessing and mitigating safety risk in compliance with the requirements of 49 CFR part 673.25. The SRM process described in this section applies to all the elements of CCRTA’s system.

Figure 3: Safety Risk Management Process



CCRTA’s SRM is focused on implementing and improving actionable strategies that CCRTA has undertaken to identify, assess, and mitigate safety risk to an acceptable level. A Safety Risk Assessment Form enables CCRTA to formally document hazards, potential consequences of the hazards, safety risk assessment results, and anticipated safety risk mitigations, and track the status of implemented safety risk mitigations. It provides CCRTA with an ongoing, up-to-date assessment of the overarching safety concerns that the agency faces during transit service delivery and supporting operations, and the controls (safety risk mitigations) put in place to address them. The Safety Committee reviews all results of safety risk assessments, which are stored in CCRTA’s main Y: drive by Department name.

A. Hazard Identification – 673.25(b)

Safety risk management activities are contingent on effectively identifying sources of hazards and the processes to obtain information on hazards. A hazard is any real or potential condition that can cause injury, illness, or death; damage to or loss of the facilities, equipment, rolling stock, or infrastructure of a public transportation system; or damage to the environment. A real hazard is observable and present; it exists within the system. Through training and reporting procedures, CCRTA ensures that personnel can identify hazards and that each employee clearly

understands that they have a responsibility to immediately report any identified safety hazards to their supervisors. Continued training helps employees develop and improve the skills needed to identify hazards. CCRTA uses incident reports and records to determine specific areas of training that need to be covered with employees to ensure that safety hazard identification is continuously improved.

The following are examples of CCRTA sources for hazard identification:

- Data and information provided by TxDOT and FTA.
- Data and information regarding exposure to infectious disease provided by the Centers for Disease Control and Prevention (CDC) or the Texas Department of State Health Services.
- Results of asset condition assessments, which help inform the determination on whether an asset meets the state of good repair standards under 49 CFR part 625.
- Our employee safety reporting program.
- Contractor safety reporting.
- Review of vehicle camera footage.
- Reviews of monthly performance data and safety performance targets.
- Observations by and reports from supervisors.
- Pre- and post-trip vehicle maintenance reports.
- Maintenance reports.
- Comments from customers, passengers, and third parties.
- Reviews of information concerning bus operator assaults.
- Safety Committee and Safety Meetings.
- Results of audits and inspections of vehicles and facilities.
- Results of training assessments.
- Results of internal safety audits.
- Investigations into safety events, incidents, and occurrences.

The CSO is responsible for overseeing CCRTA's hazard identification process and ensuring that identified hazards are recorded in the Safety Risk Assessment Form and analyzed for potential consequences with the assistance of SMEs, if needed. Hazards in and of themselves do not cause damage. It is the consequences of hazards that cause injuries and death, destroy property, harm the environment, or impair the ability of a transit provider to deliver transit services. A consequence is the effect of a hazard.

Staff may conduct further analysis of hazards and consequences entered to collect information, identify additional consequences, and to inform management which hazards should be prioritized for safety risk assessment. In following up on identified hazards, staff may:

- Reach out to the reporting party, if available, to gather all known information about the reported hazard;
- Conduct a walkthrough of the affected area, assess the possible hazardous condition/s, generate visual documentation (photographs and/or video), and take any measurements that are deemed necessary;
- Conduct interviews with employees in the area to gather potentially relevant information on the reported hazard;
- Review any documentation associated with the hazard (such as records, reports, procedures, inspections, technical documents, etc.);
- Contact other departments that may have an association with or technical knowledge relevant to the reported hazard;
- Review any previously-reported hazards of a similar nature; and
- Evaluate tasks and/or processes associated with the reported hazard.

Customers are also our partners in safety. Here at the CCRTA, we encourage our customers to bring their safety concerns to our attention, whether through our bus operators or our Customer Service Team. Customer Service contact information is available on all our transit buses and paratransit vehicles. Customers can also visit our website and social media platform and submit safety concerns. The Customer Service Team is responsible for documenting and forwarding the customer's concern to the appropriate individual or department for resolution.

Safety Site Inspections are performed to:

- Identify hazards, risks, and unsafe practices by inspecting areas with a designated department representative or a member of the Safety Committee.
- Proactively take corrective actions by noting and photographing concerning findings and abatement issues. Items that can be diminished immediately will be done on the spot and a record of the reduction notated.
- Promote a safe and healthy working environment by providing a systematic and consistent inspection schedule to identify hazards, risks, and unsafe practices.
- It serves as a positive performance indicator and encourages safe work practices by documenting that we are achieving our safety goals and acknowledging employees observing safety policies when performing their work.

Daily Safety Inspections

Each department completes site safety inspections informally each day. Daily checks will consist of department representatives walking their immediate work area and correcting any unsafe findings.

Quarterly Safety Inspections

The Safety Department will conduct formal site safety inspections as needed. These inspections may include CCRTA's Administration and Facility Operations buildings, and any transit facility operated by or occupied by CCRTA personnel. The Safety Department will ensure that facility safety concerns are routed to the appropriate department for immediate investigation and mitigation.

Completed inspection forms will be forwarded to the responsible employee (s) for timely correction. Every inspection is recorded and retained in the Y: Drive folder labeled "Safety & Security," with a subfolder labeled "Quarterly Safety Inspections."

B. Safety Risk Assessment – 673.25(c)

CCRTA has developed methods to assess the likelihood and severity of the consequences of identified hazards to determine if safety risk mitigation is necessary and to inform prioritization of safety risk mitigations. CCRTA's assessment process takes into account existing safety risk mitigations.

The risk assessment is conducted by the CSO and Safety Department, supplemented by subject matter experts from the respective departments or section to which the risk applies. The process employs a safety risk matrix, similar to the one presented in Figure 4, that allows the safety team to visualize the assessed likelihood and severity, and to help decision-makers understand when actions are necessary to reduce or mitigate safety risk.

Figure 4: Example Safety Risk Assessment Matrix

RISK ASSESSMENT MATRIX				
SEVERITY LIKELIHOOD	Catastrophic (1)	Critical (2)	Marginal (3)	Negligible (4)
Frequent (A)	High	High	High	Medium
Probable (B)	High	High	Medium	Medium
Occasional (C)	High	Medium	Medium	Low
Remote (D)	Medium	Medium	Low	Low
Improbable (E)	Medium	Low	Low	Low

The Risk Assessment Matrix is an important tool. If a risk is assessed and falls within one of the red zones, the risk is determined to be unacceptable under existing circumstances. This determination means that management must act to mitigate the situation.

If the risk is assessed and falls within one of the yellow zones, the risk is determined to be acceptable, but monitoring is necessary. If the risk falls within one of the green zones, the risk is acceptable under the existing circumstances.

After a hazard's potential consequences have been assessed for likelihood and severity, the results are documented in the Safety Risk Assessment Form. This information is used to move to the next step, safety risk mitigation.

C. Safety Risk Mitigation – 673.25(d)

Developing safety risk mitigations to proactively reduce CCRTA's safety risk is the culmination of the SRM process. CCRTA has established methods to identify safety risk mitigations necessary as a result of its safety risk assessment activities to reduce the likelihood and/or severity of a hazard's potential consequences. The goal of this step is to avoid or reduce the assessed risk rating to an acceptable level. However, mitigations do not typically eliminate the risk entirely.

The CSO works with the Safety Committee and subject matter experts from the respective departments to which the risk applies. The Safety Committee reviews the results of safety risk assessments and provides mitigation recommendations. As sources of safety risk mitigation, CCRTA considers guidance provided by the FTA and TxDOT and guidelines to prevent or control exposure to infectious diseases provided by the CDC or the Texas Department of State Health Services.

Previously documented risk resolution and hazard mitigation activities and the resolutions' documented level of success may also be reviewed and considered in the process. If the hazard is external (e.g., roadway construction by an outside agency), information and input from external actors or experts may also be sought to take advantage of all reasonably available resources and avoid any unintended consequences.

Based on the results of safety risk assessments, CCRTA also involves the Safety Committee in identifying safety risk mitigations for the safety risk reduction program. These are the safety risk assessments related to vehicular and pedestrian safety events involving transit vehicles and assaults on transit workers. If CCRTA misses a safety performance target set by the Safety Committee for the safety risk reduction program, the Safety Committee is also involved in identifying recommendations for the missed safety risk reduction program target. CCRTA and the Safety Committee consider mitigations to reduce visibility impairments for operators that contribute to accidents, including retrofits to vehicles in revenue service and specifications for future procurements that reduce visibility impairments. They also consider deployment of assault mitigation infrastructure and technology on transit vehicles and in transit facilities, including barriers to restrict the unwanted entry of individuals and objects into bus operator workstations. The mitigations recommended to address risk assessments related to the safety risk reduction program are included in Appendix F of this ASP.

When the Safety Committee recommends a safety risk mitigation unrelated to the safety risk reduction program and the Accountable Executive decides not to implement the safety risk mitigation, the Accountable Executive prepares a written statement explaining the decision and submits and presents this explanation to the Safety Committee and the Board of Directors.

Accepted mitigations are assigned to an appropriate staff member or team for implementation. The assigned personnel and the specific implementation responsibilities are documented, along with the responsibilities and metrics for monitoring mitigations once they are implemented. Among the responsibilities of the mitigation team leader is documenting the mitigation effort, including whether the mitigation was carried out as designed. Implemented mitigations are monitored through CCRTA's SA process.

11. Safety Assurance – 673.27 (a)

SA means processes within the CCRTA SMS that function to ensure the implementation and effectiveness of safety risk mitigation and that CCRTA meets or exceeds its safety objectives through the collection, measurement, analysis, and assessment of information. SA helps to ensure that the mitigations put in place to manage safety risk are carried out and working as intended, potential safety issues are identified early, and safety objectives are met.

A. Safety Performance Monitoring and Measuring – 673.27(b)

Monitoring Compliance and Sufficiency of Operations and Maintenance Procedures – 673.27(b)(1)

CCRTA monitors its system for compliance with and sufficiency of its operations and maintenance procedures. Monitoring activities provide CCRTA reasonable assurance that its established procedures are being followed and are effective. It helps verify that what CCRTA expects to happen, based on our operations and maintenance procedures, actually does happen. Moreover, monitoring helps CCRTA identify areas where the safety impact of procedures could be maximized by refining those procedures. Monitoring also helps CCRTA identify instances of practical drift, which occur when practice has become uncoupled from procedure due to a transit worker introducing shortcuts, making adaptations, or changing how they implement rules and procedures over time. By identifying instances of practical drift, CCRTA improves compliance with procedures.

A list of documents describing the safety-related operations and maintenance procedures cited in this ASP is provided in Appendix A of this document.

Supervisors monitor employee compliance with CCRTA SOPs through direct observation, inspections, and review of information from internal reporting systems, such as the *Employee Grievance* procedures from employees and the *Customer Assistance Form (CAF)* for customers.

Ride checks provide a chance to correct actions before an accident/incident occurs. A systematic process is used to identify who needs a ride check and when. Street Supervisors conduct ride checks to evaluate the performance holistically and include evaluation of the following:

- Health and well-being as it relates to safety
- Customer Service
- Diffusing angry customers
- De-escalation techniques

- Operator Assaults
- Operation skills
- Ergonomics
- Bike rack usage
- Ramp usage
- Sharing the road with Bicyclists
- Recognizing hazards
- Mirror usage
- How to avoid fixed objects

Instructors or Street Supervisors provide Ride Checks as outlined below:

- Training Instructors or Street Supervisors are required to perform at least one Ride Check on each operator per year.
- Additional oversight and review opportunities are planned for specific groups to create positive coaching and help change behavior. These groups include:
- Operators within their six-month new-hire probation.
- Operators with safety or customer service-related issues as determined by Operations Administration or by the accident review board (ARB).
- Special requests from the Safety Division or Operations Administration.
- On-board Ride Checks are conducted using the Ride Check Form in the Track-It program.

Operations Administration is responsible for tracking and administering onboard observations. The Track-It system records information and maintains a record of evaluations. Instructors, Operations Administration, Street Supervisors, and Safety may access the data to work on needed training and/or corrective coaching.

CCRTA monitors the following areas within the vehicle maintenance function and documents all monitoring activities and their results:

- Adherence to preventive maintenance schedules;
- Effectiveness of corrective maintenance activities, and;
- Maintenance-related vehicle road calls
- Safety defect reporting process

Vehicle maintenance supervisors regularly:

- Monitor compliance with the preventive maintenance schedule,
- Review defect cards and work orders related to corrective maintenance activities, and

- Review road call activities, including the history of maintenance performed on vehicles that have had road calls.

CCRTA addresses non-compliance with standard procedures for operations and maintenance activities through a variety of actions, including revision to training materials and delivery of employee and supervisor training if the non-compliance is systemic. If the non-compliance is situational, then activities may include supplemental individualized training, coaching, and heightened management oversight, among other remedies.

Sometimes personnel fully comply with the procedures, but the operations and maintenance procedures are inadequate and pose the risk of negative safety outcomes. In this case, the cognizant person submits the deficiency or description of the inadequate procedures to the SRM process.

Monitoring Mitigations – 673.27(b)(2)

Department Heads are responsible for monitoring operations to identify any safety risk mitigations that may be ineffective, inappropriate, or were not implemented as intended. During the safety risk mitigation development process, responsibilities for mitigation monitoring and the metrics used to determine the effectiveness of mitigations are assigned. The Safety Committee's role in mitigation monitoring involves reviewing the results of each department's monitoring efforts, including metrics data, to provide input and feedback.

Mitigation monitoring activities assist CCRTA in determining whether:

- The existing mitigation is working as desired;
- The existing mitigation needs some modification to work as desired;
- the existing mitigation is not working and needs to be replaced, or;
- The existing mitigation is no longer needed.

If it is determined that the safety risk mitigation did not bring the risk to an acceptable level or otherwise failed to meet safety objectives, then the supervisor resubmits the consequences of the hazard to the SRM process. The CSO will work with the supervisor and subject matter experts to reanalyze the hazard and consequences and identify additional mitigation or alternative approaches to implementing the mitigation. This process involves Safety Committee input.

In the event a mitigation was determined to be ineffective due to an operator's willful failure to adhere to established policies and procedures, the operator is subject to refresher training and the disciplinary process to encourage future compliance.

The information derived from monitoring activities is documented for future analysis and trending.

Safety Event Investigation to Identify Causal Factors – 673.27(b)(3)

CCRTA currently conducts investigations of safety events in accordance with its Accident/Incident investigation procedures. The objective of the investigation is to identify causal factors of the event and actionable strategies that CCRTA can employ to address any identifiable organizational, technical, or environmental hazard at the root cause of the safety event for the purpose of preventing recurrence and mitigating risk.

CCRTA conducts analysis on root causes to determine if any mitigations are currently in place and whether additional mitigations are required.

CCRTA conducts two types of investigations:

- Those in which the affected department conducts the investigation, and reports and information are provided to Safety.
- Those of a major nature in which the Safety Department will play the leading role and publish a report.

CCRTA's investigation procedures include:

- Determining field personnel investigation responsibilities.
- Utilizing the Supervisor's Accident Investigation Procedures.
- Integrating Claims' findings into investigations.
- Ensuring Safety Department notification of significant accidents, on both an immediate and routine basis.
- Using procedures, checklists, and formats for conducting investigations.
- Adopt policies for major accident investigation report publication and follow-up systems for compliance with report recommendations. In addition, the Safety Department will establish procedures for coordinating investigations by outside agencies or peer reviews

Safety event investigations that seek to identify and document the root cause of an accident or other safety events are a critical component of the SA process because they are a primary resource for the collection, measurement, analysis, and assessment of information. Causal and contributing factors include key actions, situations, or conditions that led to an event's occurrence or that increased an event's effects. Determining causal factors is about more than "at-fault" determinations or establishing whether a safety event was "preventable" or "non-preventable." CCRTA examines the actions immediately preceding the event and organizational factors that may have contributed to the event, such as procedures, training, supervision, or resourcing. CCRTA may also analyze factors related to the operating environment, the natural environment (snow, ice, rain, etc.), or the condition of infrastructure or equipment.

CCRTA uses various information to help in identifying and documenting root causes of accidents and incidents and may examine:

- Organizational factors (the elements of the transit agency's management, policies, and procedures that contributed to the safety event)
- Equipment and infrastructure factors (the failures in functioning of vehicles or other technological components of the transit system that contributed to a safety event)

- Environmental factors (the characteristics of the environment in which the people and vehicles were operating that contributed to the safety event)
- Outside factors (the larger context in which the transit agency is operating, where factors outside the control of the agency contributed to the safety event)
- Human factors (the errors, rule violations, and characteristics of the people involved that contributed to the safety event)

Monitoring Internal Safety Reporting Programs – 673.27(b)(4)

As a primary part of the internal safety reporting program, CCRTA monitors information reported by transit workers through CCRTA's safety reporting program. When a report originating through the complaint process documents a safety hazard, the supervisor submits the hazards identified through the internal reporting process, including previous mitigation in place at the time of the safety event. The supervisor submits the hazard report to the SRM process to be analyzed, evaluated, and, if appropriate, assigned for mitigation/resolution.

CCRTA also routinely reviews safety data captured in safety meeting minutes, customer complaints, and other safety communication channels. Identified hazards are put through CCRTA's safety risk assessment process.

B. Continuous Improvement – 673.27(d)

CCRTA processes identify deficiencies in its SMS and its safety performance against its general safety performance targets and its safety risk reduction program targets. To identify deficiencies, CCRTA uses its general targets, safety risk reduction program targets, and leading and lagging safety performance indicators to monitor and track safety performance. This enables CCRTA to prioritize resources to address safety risk and assess the effectiveness of its investments.

Processes to ensure continuous improvement include:

- The Safety Committee and other applicable personnel reviewing, analyzing, and discussing collected safety performance data at various meetings to identify unmet targets.
- Conducting in-depth investigations into when performance gaps have been identified to determine what performance problems exist.
- Involving safety personnel to make informed resource allocation decisions that balance efficiency with safe operations.
- Utilizing data to identify the need for additional staff training or technical assistance.
- Motivating employees to continue making program improvements by communicating the implemented changes resulting from their input and the benefits those changes have had on system safety.

If, during safety performance monitoring processes, CCRTA finds that it is not meeting an established safety risk reduction program target, it will use its safety risk assessment processes to assess the associated safety risk. The Safety Committee will then recommend mitigations should the risk assessment indicate this is necessary.

CCRTA documents all mitigations recommended by the Safety Committee in Appendix F.

In the case that CCRTA does not meet a safety risk reduction program target, it will allocate its safety set-aside (0.75%) in the following fiscal year to safety-related projects eligible under Section 5307 that are reasonably likely to assist it meeting the target in the future.

If CCRTA identifies any deficiencies as part of its safety performance assessment, it will develop and carry out, under the direction of the Accountable Executive, a plan to address identified safety deficiencies and make necessary corrective actions. When CCRTA fails to meet a safety risk reduction program target and the Safety Committee identifies mitigations to address the safety risk associated with the missed target, CCRTA will also develop and carry out a plan, under the direction of the Accountable Executive, that includes these mitigations. These plans may include efforts to address underlying hazards and potential consequences through Safety Risk Management, changing data collection or analysis techniques to better understand what is really going on, or testing and evaluating new approaches to SMS processes.

12. Safety Promotion – 673.29

Management support is essential to developing and implementing SMS. SP includes all aspects of how, why, when, and to whom management communicates safety-related topics. SP also includes when and how training is provided. The following sections outline both the safety competencies and training that CCRTA has implemented and how safety-related information is communicated.

A. Safety Competencies and Training – 673.29(a)

CCRTA ensures comprehensive training is provided to all transit workers, including those directly responsible for safety, regarding their job duties and general responsibilities. This training includes safety responsibilities related to the employee's position, de-escalation training, and refresher training. As part of SMS implementation, CCRTA ensures the following:

- Thorough reviews are conducted of general staff categories (administrative, driver, supervisor, mechanic, maintenance, etc.) and the respective staff safety-related responsibilities.
- Training requirements spelled out in 49 CFR part 672 (Public Transportation Safety Certification Training Program-PTSCTP) are assessed for their value to CCRTA, even though CCRTA is not subject to the PTSCTP requirements.
- Training materials available on the FTA PTASP Technical Assistance Center website are assessed.
- Training materials available from industry sources are assessed, such as the Community Transportation Association of America and the American Public Transportation Association websites.
- Competencies and training required to meet the safety-related activities for each general staff category are developed.
- Expectations for ongoing safety training and safety meeting attendance are developed.

- A training matrix to track progress on individuals and groups within the organization has been developed.
- Job notices associated with general staff categories are adjusted to ensure that new personnel understand the safety-related competencies and training needs and the safety-related responsibilities of the job.

All transit workers receive New Employee Orientation Training on the essential elements of employee safety, and on safety concern identification and reporting training. De-escalation training is provided for all operations, maintenance, and personnel directly responsible for safety. Depending upon job classification, some employees may receive additional training in Transit Operator Assaults, Bloodborne Pathogens, Back Safety, Lifting Safety, Office Safety, and other safety programs required to do their job safely and effectively. Refresher training may be required for specific programs and will be done following changes to the agency's safety policies and local, state, and federal requirements.

To increase the safety knowledge of our agency, Safety Department personnel are also encouraged to participate in available professional development activities and peer-to-peer exchanges as a source of expertise and information on lessons learned and best practices in hazard identification.

Operator Training

CCRTA offers Commercial Driver License (CDL) training for City Transit Buses and Paratransit Operators.

In addition, CCRTA Operations Trainers document CDL training, which includes an in-house driver certification process audited by the state.

Training programs are also subject to internal auditing that includes auditing of trainer performance and content. Tracking the number of accidents incurred by new operators is one measure to evaluate the effectiveness of new operator training.

The Training Department follows the U.S. Department of Transportation Federal Motor Carrier Safety Administration, FMCSA, Entry Level Driving Training (ELDT) for Class B CDL. CCRTA's instructors document that each trainee is proficient in all curriculum elements.

CCRTA's training course is approximately eight weeks for new operators, including time spent with an operator's mentor. Training begins with the operator selection process. An evaluation of skills sets must be considered during selection. Prospective operators must meet three thresholds to advance to the next stage of training; for example, a trainee must obtain a permit before starting classroom training and must pass a skill test prior to moving onto the balance of the class. If a trainee fails a step at a critical point in the training, they will be given another chance and sent to supplemental training before being dropped from the program. Achieving a threshold score is necessary to progress to the next step and is an important component of the training program.

In addition to the classroom training on Operator Assaults (de-escalation training), CCRTA has equipped our larger buses with a locking protective shield to protect the operator against an assault. In the near future, our cutaway fleet will be retrofitted with the same locking protective shield.

Lastly, CCRTA operators are trained to contact dispatch in emergencies and, in the event of a specific crisis, use a code word to indicate severe trouble.

Maintenance Safety Training

CCRTA vehicle maintenance technicians receive training from a certified original equipment manufacturer (OEM) in air conditioning, electrical, engine, transmission, chassis, suspension, brakes, ramps, air system suspension, and compressed natural gas (CNG).

In addition to OEM training, maintenance personnel attend regular safety meetings once a month, which include the following:

- General Shop Safety
- Hand Tool Safety
- Protection Against Blood-Borne Pathogens
- Attitude and Behavior
- Equipment Safety
- Personal Protective Equipment Safety
- Operational Safety: Heavy equipment

B. Safety Communication – 673.29(b)

CCRTA regularly communicates safety and safety performance information throughout our agency's organization that, at a minimum, conveys information on hazards and safety risks relevant to transit worker roles and responsibilities and informs transit workers of safety actions taken in response to reports submitted through the safety reporting program or other means.

CCRTA reports any safety-related information to the CCRTA Board of Directors at their regular meetings, including safety performance information. In addition, CCRTA holds regularly scheduled meetings with drivers to ensure that any safety-related information is passed along that would affect the execution of drivers' duties. CCRTA also posts safety-related and other pertinent information in a common room for all employees.

Regular driver safety meetings are held to ensure that safety-related information is relayed to the key members of our agency's safety processes. Other communication methods include providing opportunities for transit workers to discuss hazard and safety risk information. Safety bulletins and safety information are posted in locations throughout the transit system.

CCRTA systematically collects, catalogs, and, where appropriate, analyzes and reports safety and performance information to all staff. To determine what information should be reported, how the information should be reported, and to whom, CCRTA answers the following questions:

- What information does this individual need to do their job?

- How can we ensure the individual understands what is communicated?
- How can we ensure the individual understands what action must be taken as a result of the information?
- How can we ensure the information is accurate and kept up to date?
- Are there any privacy or security concerns to consider when sharing information? If so, what should we do to address these concerns?

In addition, CCRTA periodically reviews current communications strategies to determine whether others are needed.

In support of tracking performance on our SA and SP processes, CCRTA conducts a yearly safety culture survey. The survey is designed to help CCRTA evaluate the effectiveness of its communication regarding safety and safety performance information throughout the organization. The survey collects information on how safety is perceived and embraced by CCRTA's administrators, supervisors, staff, and contractors. The survey is also designed to help CCRTA assess how effectively it conveys information on hazards and safety risks relevant to employees' roles and responsibilities and informs employees of safety actions taken in response to reports submitted through the safety reporting program.

13. ASP Documentation and Recordkeeping – 673.31

At all times, CCRTA will maintain documents that set forth its ASP, including those documents related to the implementation of CCRTA's SMS and to the results from SMS processes and activities. CCRTA will also maintain documents that are included in whole or by reference, which describe the programs, policies, and procedures that it uses to carry out the ASP and all iterations of those documents. These documents will be made available upon request to the FTA, other Federal entity, or TxDOT. CCRTA will maintain these documents for a minimum of three years after the documents are created. These additional supporting documents are cataloged in Appendix A, and the list will be kept current as a part of the annual ASP review and update.

14. APPENDIX A – Supporting Documents

Table 6: ASP Supporting Documents

File Name	Revision Date	Document Name	Document Owner
Interview Tech.pdf	5/1/2004	Interview Techniques	CCRTA
Rep. Writing SG.pdf	N/A	Report Writing: An Overview	CCRTA
2018 Monthly Accident _Incident Reports.xls	12/31/2018	Monthly Accident/Incident Reports	CCRTA
Customer Assistance Form.docx	2018	Customer Assistance Form (CAF)	CCRTA
Attachment B - Revised Drug and Alcohol Policy 2019.pdf"	3/6/2019	Drug and Alcohol Policy	CCRTA
Attachment A - Section 103 Employee Grievance.pdf	12/1/2023	Employee Grievance	CCRTA
Attachment C - 2023 Employee Handbook.pdf	12/1/2023	Employee Handbook	CCRTA
CCRTA IT Policy and Procedure Manual 2023 (003).pdf"	2023	Information Technology Policy and Procedure Manual	CCRTA
Dispatch Operations Administrator 2019.pdf	2021	Job Description: Dispatch Operations Administrator	CCRTA
JD - Dispatcher.pdf	2021	Job Description: Dispatcher	CCRTA
Street Operations Administrator 2021.pdf	2021	Job Description: Street Operations Administrator	CCRTA
Street Operations Supervisor 2021.pdf	2021	Job Description: Street Operations Supervisor	CCRTA
Training Instructor 2021.pdf	2021	Job Description: Training Instructor	CCRTA
Transportation Services Administrator 2021.pdf	2021	Job Description: Transportation Services Administrator	CCRTA
Fleet Forward	12-2022	Long Range Plan	CCRTA



File Name	Revision Date	Document Name	Document Owner
Corpus Christi MPO Boundary.pdf	N/A	Corpus Christi Metropolitan Planning Organization (MPO)	CC MPO
Biohazard - Final.pdf	12/29/2022	Biohazard on a RTA Vehicle	CCRTA
BTW Training 5.3.19.pdf	1/13/2023	Behind the Wheel Training	CCRTA
Bus Operator Trainee Requirements.pdf	1/13/2023	Bus Operator Trainee Requirements	CCRTA
Daily Schedule Posting and Rotation - Final.pdf	1/13/2023	Daily Schedule Posting and Rotation	CCRTA
Dispatch Responsibilities - Final 1.1.pdf	1/13/2023	Dispatch Responsibilities	CCRTA
Electronic Fare-box Road call Instructions - Final.pdf	1/13/2023	Electronic Fare-box Road Call Instructions	CCRTA
Emergency Procedures 1.24.19.pdf	1/13/2023	Emergency Procedures (Dispatch)	CCRTA
Handheld Radio - Final.pdf	1/13/2023	Handheld Radio: Basic Operating Guide	CCRTA
Health Care Providers Statement - Final.pdf	1/13/2023	Health Care Providers Statement	CCRTA
Health Leave - Final.pdf	12/1/2023	Health Leave	CCRTA
Lost and Found Articles - Revision 2.pdf	1/13/2023	Lost and Found Articles	CCRTA
Red Light and Stop Sign Procedures.pdf	5/24/2019	Red Light and Stop Sign Procedures	CCRTA
Request for Leave - Final.pdf	1/13/2023	Request for Leave	CCRTA
Request Video Pull - Final.pdf	1/13/2023	Video Request Pull Instructions	CCRTA
Retraining.pdf	7/6/2023	Retraining	CCRTA
Return to Work Revised 2-13-18.pdf	1/13/2023	Return to Work	CCRTA
Road Call Report.pdf	12/29/2022	Road Call Report	CCRTA
Street Supervisor Work Schedule - Final.pdf	3/1/2023	Road Monitor Work Schedule	CCRTA

File Name	Revision Date	Document Name	Document Owner
Service Stop Removal or Temporary Closure - Final.pdf	1/13/2023	Service Stop Closure / Removal	CCRTA
Setting up Detours - Final.pdf	1/13/2023	Detour Set Up	CCRTA
Transporting Passengers in Non-Revenue Vehicle - Final.pdf	4/1/2018	Transporting people in a non-revenue RTA vehicle	CCRTA
Utilizing EB Operators - Rev 5-21-19.pdf	5/21/2019	Utilizing Extra Board Operators	CCRTA
Final Procurement Policy. 2019 revised (08-2019).pdf	Aug-2019	Procurement Policy	CCRTA
2023 Policy Book final.pdf	12/3/2023	Employee Handbook	CCRTA
Original Manual 2009.pdf	3/11/2009	Bus Operator's Guidelines	CCRTA
Red Light and Stop Sign Procedures.pdf	5/24/2019	Red Light and Stop Sign Procedures	CCRTA
RTA System Safety Program Plan.doc	Jun-13	System Safety Program Plan	CCRTA
Emergency Preparedness Plan 4-3-24.docx	4/3/2024	Emergency Response Plan	CCRTA
Corpus Christi Regional Transportation Authority, Fleet forward Long-Range System Plan Final Report	12-2022	Fleet Forward Long-Range System Plan 2022	CCRTA
Cover Page (3).pdf	N/A	Instructors Course in Bus Operator Training: Participant Manual	Transportation Safety Institute (TSI)
Tab1 VEH OP Part 1 (3).pdf	N/A	Vehicle Operation: Part 1	Transportation Safety Institute (TSI)
Tab1 VEH OP Part 2.pdf	N/A	Vehicle Operation: Part 2	Transportation Safety Institute (TSI)
Tab1 VEH OP Part 3.pdf	N/A	Vehicle Operation: Part 3	Transportation Safety Institute (TSI)
Tab2 CUST REL Part 1.pdf	N/A	Customer Relations: Part 1	Transportation Safety Institute (TSI)



File Name	Revision Date	Document Name	Document Owner
Tab2 CUST REL Part 2.pdf	N/A	Customer Relations: Part 2	Transportation Safety Institute (TSI)
Tab3 EM MGMT.pdf	N/A	Emergency Management	Transportation Safety Institute (TSI)
Tab4 Operational Procedures .pdf	N/A	Operational Procedures Schedule	CCRTA
Tab5 BUS GUIDE Part 1.pdf	3/11/2009	Bus Operator's Guidelines	CCRTA
6.a1-4_Transit Asset Management Plan MPO.pdf	10/1/2022	Transit Asset Management Plan	CCRTA
June 2021 CCRTA Service Standards.pdf	2021	Fixed Route Service Standards	CCRTA

15. APPENDIX B – Glossary and Acronyms

A. Glossary of Terms

Accident: means an event that involves any of the following: a loss of life; a report of a serious injury to a person; a collision of transit vehicles; an evacuation for life safety reasons; at any location, at any time, whatever the cause.

Accountable Executive (typically the highest executive in the agency): means a single, identifiable person who has ultimate responsibility for carrying out the SMS of a public transportation agency, and control or direction over the human and capital resources needed to develop and maintain both the agency's PTASP, in accordance with 49 U.S.C. 5329(d), and the agency's TAM Plan in accordance with 49 U.S.C. 5326.

Agency Leadership and Executive Management: Those members of agency leadership or executive management (other than an Accountable Executive, CSO, or SMS Executive) who have authorities or responsibilities for day-to-day implementation and operation of an agency's SMS.

Assault on a transit worker: means, as defined under 49 U.S.C. 5302, a circumstance in which an individual knowingly, without lawful authority or permission, and with intent to endanger the safety of any individual, or with a reckless disregard for the safety of human life, interferes with, disables, or incapacitates a transit worker while the transit worker is performing the duties of the transit worker.

Chief Safety Officer (CSO): means an adequately trained individual who has responsibility for safety and reports directly to a transit agency's chief executive officer, general manager, president, or equivalent officer. A CSO may not serve in other operational or maintenance capacity, unless the CSO is employed by a transit agency that is a small public transportation provider as defined in this part, or a public transportation provider that does not operate a rail fixed guideway public transportation system.

Corrective Maintenance: Specific, unscheduled maintenance typically performed to identify, isolate, and rectify a condition or fault so that the failed asset or asset component can be restored to a safe operational condition within the tolerances or limits established for in-service operations.

Equivalent Authority: means an entity that carries out duties similar to that of a Board of Directors, for a recipient or subrecipient of FTA funds under 49 U.S.C. Chapter 53, including sufficient authority to review and approve a recipient or sub recipient's PTASP.

Federal Transit Administration (FTA): means the Federal Transit Administration, an operating administration within the United States Department of Transportation.

Hazard: means any real or potential condition that can cause injury, illness, or death; damage to or loss of the facilities, equipment, rolling stock, or infrastructure of a public transportation system; or damage to the environment.

Incident: means an event that involves any of the following: a personal injury that is not a serious injury; one or more injuries requiring medical transport; or damage to facilities, equipment, rolling stock, or infrastructure that disrupts the operations of a transit agency.

Injury: means any harm to persons as a result of an event that requires immediate medical attention away from the scene.

Investigation: means the process of determining the causal and contributing factors of an accident, incident, or hazard, for the purpose of preventing recurrence and mitigating risk.

Key staff: means a group of staff or committees to support the Accountable Executive, CSO, or SMS Executive in developing, implementing, and operating the agency's SMS.

Major Mechanical Failures: means failures caused by vehicle malfunctions or subpar vehicle condition which requires that the vehicle be pulled from service.

National Public Transportation Safety Plan (NSP): means the plan to improve the safety of all public transportation systems that receive Federal financial assistance under 49 U.S.C. Chapter 53.

Near-miss: means a narrowly avoided safety event.

Operator of a Public Transportation System: means a provider of public transportation as defined under 49 U.S.C. 5302(14).

Passenger: means a person, other than an operator, who is on board, boarding, or alighting from a vehicle on a public transportation system for the purpose of travel.

Performance Measure: means an expression based on a quantifiable indicator of performance or condition that is used to establish targets and to assess progress toward meeting the established targets.

Performance Target: means a quantifiable level of performance or condition, expressed as a value for the measure, to be achieved within a time period required by the FTA.

Potential Consequence: means the effect of a hazard.

Preventive Maintenance: means regular, scheduled, and/or recurring maintenance of assets (equipment and facilities) as required by manufacturer or vendor requirements, typically for the purpose of maintaining assets in satisfactory operating condition. Preventive maintenance is conducted by providing for systematic inspection, detection, and correction of anticipated failures either before they occur or before they develop into major defects. Preventive maintenance is maintenance, including tests, measurements, adjustments, and parts replacement, performed specifically to prevent faults from occurring. The primary goal of preventative maintenance is to avoid or mitigate the consequences of failure of equipment.

Public Transportation Agency Safety Plan (PTASP): means the documented comprehensive agency safety plan for a transit agency that is required by 49 U.S.C. 5329 and this part.

Risk Mitigation: means a method or methods to eliminate or reduce the effects of hazards.

Road Calls: means specific, unscheduled maintenance requiring either the emergency repair or service of a piece of equipment in the field or the towing of the unit to the garage or shop.

Safety Assurance (SA): means the process within a transit agency's SMS that functions to ensure the implementation and effectiveness of safety risk mitigation and ensures that the transit agency meets or exceeds its safety objectives through the collection, analysis, and assessment of information.

Safety Event: means an unexpected outcome resulting in injury or death; damage to or loss of the facilities, equipment, rolling stock, or infrastructure of a public transportation system; or damage to the environment.

Safety Management Policy (SMP): means a transit agency's documented commitment to safety, which defines the transit agency's safety objectives and the accountabilities and responsibilities of the agency's employees regarding safety.

Safety Management System (SMS): means the formal, organization-wide approach to managing safety risk and assuring the effectiveness of a transit agency's safety risk mitigation. SMS includes systematic procedures, practices, and policies for managing hazards and safety risk.

Safety Management System (SMS) Executive: means a CSO or an equivalent.

Safety Objective: means a general goal or desired outcome related to safety.

Safety Performance: means an organization's safety effectiveness and efficiency, as defined by safety performance indicators and targets, measured against the organization's safety objectives.

Safety Performance Indicator: means a data-driven, quantifiable parameter used for monitoring and assessing safety performance.

Safety Performance Measure: means an expression based on a quantifiable indicator of performance or condition that is used to establish targets and to assess progress toward meeting the established targets.

Safety Performance Monitoring: means activities aimed at the quantification of an organization's safety effectiveness and efficiency during service delivery operations, through a combination of safety performance indicators and SPTs.

Safety Performance Target (SPT): means a quantifiable level of performance or condition, expressed as a value for a given performance measure, achieved over a specified timeframe related to safety management activities.

Safety Promotion (SP): means a combination of training and communication of safety information to support SMS as applied to the transit agency's public transportation system.

Safety Risk: means the composite of predicted severity and likelihood of a potential consequence of a hazard..

Safety Risk Assessment: means the formal activity whereby a transit agency determines SRM priorities by establishing the significance or value of its safety risks.

Safety Risk Management (SRM): means a process within a transit agency's Safety Plan for identifying hazards, assessing the hazards, and mitigating safety risk.

Safety Risk Mitigation: means the activities whereby a public transportation agency controls the probability or severity of the potential consequences of hazards.

Safety Risk Probability: means the likelihood that a consequence might occur, taking as reference the worst foreseeable, but credible, condition.

Safety Risk Severity: means the anticipated effects of a consequence, should the consequence materialize, taking as reference the worst foreseeable, but credible, condition.

Small Public Transportation Provider: means a recipient or subrecipient of Federal financial assistance under 49 U.S.C. 5307 that has one hundred (100) or fewer vehicles in peak revenue service and does not operate a rail fixed guideway public transportation system.

State: means a State of the United States, the District of Columbia, or the Territories of Puerto Rico, the Northern Mariana Islands, Guam, American Samoa, and the Virgin Islands.

State of Good Repair: means the condition in which a capital asset is able to operate at a full level of performance.

Transit Agency: means an operator of a public transportation system that is a recipient or subrecipient of Federal financial assistance under 49 U.S.C. 5307 or a rail transit agency.

Transit Asset Management (TAM) Plan: means the strategic and systematic practice of procuring, operating, inspecting, maintaining, rehabilitating, and replacing transit capital assets to manage their performance, risks, and costs over their life cycles, for the purpose of providing safe, cost-effective, and reliable public transportation, as required by 49 U.S.C. 5326 and 49 CFR part 625.

Transit Worker: means any employee, contractor, or volunteer working on behalf of the transit agency.

Vehicle Revenue Miles (VRM): means the miles that vehicles are scheduled to or actually travel while in revenue service. Vehicle revenue miles include layover/recovery time and exclude deadhead; operator training; vehicle maintenance testing; and school bus and charter services.

B. Acronyms Used

ADA: Americans with Disabilities Act

ARB: Accident Review Board

ASP: Agency Safety Plan

CAF: Customer Assistance Form

CCRTA: Corpus Christi Regional Transportation Authority

CDC: Centers for Disease Control and Prevention

CEO: Chief Executive Officer

CSO: Chief Safety Officer

FAST Act: Fixing America's Surface Transportation Act

MAP-21: Moving Ahead for Progress in the 21st Century Act

MOU: Memorandum of Understanding

MPO: Metropolitan Planning Organization

NTD: National Transit Database

PTASP: Public Transportation Agency Plans

SA: Safety Assurance

SME: Subject matter expert

SMP: Safety Management Policy

SMS: Safety Management System

SOP: Standard Operating Procedure

SP: Safety Promotion

SRM: Safety Risk Management

SSPP: System Safety Program Plan

TAM: Transit Asset Management

TxDOT: Texas Department of Transportation

VRM: Vehicle Revenue Miles

16. APPENDIX C – Safety Suggestion Form

Figure 5: Web-based Safety Suggestion Form



Read About Policy

One significant way employees can participate in a safety program is to report observed hazards, incidents, accidents or near misses. The safety suggestion website facilitates the ease of reporting events, speeds up the process to ensure that all events receive the appropriate attention and investigation.

All reports are treated as strictly confidential. The reporter may remain anonymous if they choose. However, in many cases, more information may be required; it is preferred that the reporter identify themselves. In other cases, the employee may request feedback on what, if any, action was taken or planned. Employees who choose to remain anonymous will only receive feedback by means of a general notification or other normal communications.

NON-PUNITIVE REPORTING – In accordance with agency guidelines employees who report mishaps, risk exposures, safety hazards, incidents, or accidents will not be subject to disciplinary action by the agency.

Nevertheless, there are exceptions such as the following (which could create or worsen risk exposures):

- Accident or incident that are reported which employees are required to report as part of the Standard Operating Procedure or other agency policies;
- Premeditated or intentional acts of violence against people or damage to equipment/property;
- Actions or decisions involving material negligence which, in the company's judgment, no reasonably prudent employee of relevant training and experience would take; or
- Failure to report safety incident or risk exposures as required by agency operating procedures and/or this policy.

Employees who act irresponsibly in one of these ways remain exposed to disciplinary action. Alternately, employees who make honest mistakes or misjudgments will not be subject to blame provided that they report such incidents in a proper and timely fashion.

Anonymous
☐

Name



Email

Phone

Request feedback

☐ Yes ☒ No

Work Location

Be Specific, include Work Location and Department.

Type

-Select Type-

Safety Issue/Suggestion

Describe Hazard or Safety Suggestion in detail, be sure to include any specific details related to the issue

Where is it happening?

Be Specific, include exact building, room, facility, station, stop, street location, vehicle #

When is it happening?

If it is a specific time of day, please add this information. "morning rush", "all the time", "weekends" or "8 PM"

What "benefit is expected" if suggestion is implemented?

Explain if the proposal is applied how it may save time, reduce injury or provide a better work environment

Add Images

(Only 2 images are allowed)

Submit

17. Appendix D – Board Approval Documentation

A. Board Minutes or Resolution location

CCRTA's approved ASP minutes are located in the Y: drive in the "Board Documents" folder. Inside, select the "Current Year" folder and open the "Approved Minutes" subfolder. The approval document will be listed alongside the other approved minutes for the year.

18. Appendix E – Infectious Disease Program

CCRTA's top priority is maintaining a safe workplace in the event of an infectious disease outbreak, including COVID-19, seasonal flu, and other public health emergencies when determined by the CDC, State, and local health authorities. Our objectives are to monitor government warnings and information, provide relevant information as timely as possible, and maintain a clean workplace, when necessary, materials and supplies are available. CCRTA will instruct you on your part in the effort and monitor compliance with directives to employees. Furthermore, CCRTA will institute continuity of operation plans to operate our business as effectively and continuously as possible during the outbreak. It is essential for every employee to be informed and engaged in the effort to maintain operations and guard against an outbreak in our offices.

CLEANING: CCRTA is committed to a clean workplace, regularly cleaning objects and common areas, such as bathrooms, breakrooms, conference rooms, door handles, and railings. While you are not expected to clean public areas, please be mindful of using these areas and clean as necessary or communicate with the Facilities Building Manager when additional cleaning may be required. The Executive Management Team (the "EMT") will be designated to monitor and coordinate events around an infectious disease outbreak and create additional work rules that could be implemented to promote safety through infection control.

VACCINATION: CCRTA encourages all its employees to vaccinate against COVID-19 and the seasonal FLU. Furthermore, CCRTA provides employees with an onsite health professional to administer the influenza vaccine.

Facial Mask: The Centers for Disease Control and Prevention have shown that masks significantly reduce the spread of Infectious Diseases. At CCRTA, wearing a mask is optional unless mandated by a governing agency.

Hand Sanitizing Stations: Hand sanitizing stations have been set up throughout our facilities and added to our revenue vehicles. This new practice allows employees and customers the opportunity to sanitize their hands between washings.

Filtration: The Facility Building Manager ensures all CCRTA buildings utilize MERV-13 filters, which trap 98% of airborne particles as small as .3 microns. Most of CCRTA's buses are retrofitted with UV lighting installed on the return air system, which runs continuously while the engine is on.

Additional Cleaning Efforts: Each night all revenue buses are disinfected. In addition, a deacon station has been established to combat any vehicles that come in contact with COVID or any other biohazard.

Lastly, CCRTA will utilize its Safety Risk Management process to identify mitigations related to exposure to Infectious diseases safely.

19. Appendix F – Safety Risk Reduction Program Mitigations

CCRTA is transitioning to new buses equipped with Rosco Collision Avoidance technology and advanced blind spot detection, which helps detect pedestrians and cyclists, thereby enhancing safety.

To protect CCRTA staff from potential harm, we have implemented a comprehensive set of measures aimed at reducing the risk of assaults and ensuring a secure environment for both operators and customers. These mitigations include the following:

Operator Protective Barriers:

To enhance protection, all new CCRTA buses will be equipped with a Lexen Polycarbonate sheet grade protective barrier shield. These barrier shields are:

- Flame retardant & MAR resistant
- Provide extremely high impact strength
- Dual hard coated surface & graffiti resistance

Security Services:

CCRTA has placed security guards and police officers at all transfer stations seven days a week to provide support and ensure a safe environment. To further safeguard both operators and customers, police and security personnel are deployed on buses seven days a week. In addition, the CCRTA has established a security rover service in the mornings and a police officer rover service in the afternoons until closing, providing further security throughout the day.

Video and Audio Cameras:

Each bus is equipped with both video and audio surveillance cameras, covering both the interior and exterior to monitor and deter any incidents. Our larger buses are outfitted with a total of eleven cameras, while our paratransit fleet is equipped with eight cameras.

De-Escalation Refresher Training:

CCRTA prioritizes the safety and professionalism of all our employees. That's why we ensure that all operators and maintenance personnel receive a refresher course in de-escalation training. This refresher training equips them with the skills and techniques necessary to manage challenging situations and maintain a calm and safe environment for both operators and customers.



Board of Directors Meeting Memo

August 5, 2026

Subject: Award a Three-Year Contract to Alliance Health Resource for Occupational Medical Services Not to Exceed \$290,145.00

Background

CCRTA provides occupational health services for all employees for pre-employment needs and annual processes for DOT medical card clearances and monthly random drug and alcohol testing. Alliance Health Resources has been providing these services to us since July 2025. Some of the services that are offered to CCRTA are as follows:

- Pre-employment physical and agility testing (DOT and Non-DOT)
- Pre-employment drug and alcohol testing (DOT and Non-DOT)
- Workers' compensation for injury care
- Follow-up visits and medical referrals
- Diagnostic testing and procedures (e.g., X-rays, EKGs, pulmonary function tests, diabetes screening, hearing, vision, and bloodwork)
- Monthly random drug and alcohol testing (DOT and Non-DOT)
- Post-accident and reasonable suspicion drug and alcohol testing (DOT and Non-DOT)
- After-hours medical care
- Medical reporting, including injury reports, discharge summaries, progress notes, and return-to-work documentation
- Quarterly reporting to meet Federal Transit Administration (FTA) MIS reporting standards and guidelines

Identified Need

The current agreement was structured as a one-year contract for these services. It is essential to ensure that the CCRTA can effectively manage and administer these occupational medical services to our employees in a manner that is compliant, efficient and responsive to the employees' needs.

Analysis

A Request for Proposals (RFP) was issued on April 20. A pre-proposal conference was held on May 4, and proposals were due on June 1. A total of four (4) proposals were received. Following the evaluation of the submissions, one proposer was deemed non-responsive and was disqualified for failing to provide the required cost information and clarification as specified in the RFP.

The evaluation criteria consisted of the following:

- | | |
|--|--------|
| • Qualifications & Experience | 25 pts |
| • Regulatory Compliance & Technical Capability | 25 pts |
| • Service Delivery & Responsiveness | 20 pts |
| • Reporting & Administrative Support | 5 pts |
| • Cost Score | 25 pts |
| • Five (5) Point Deduction for Over 100 Page Limit | -5 pts |

The table below represents the results of the evaluations:

Proposer	Qualifications & Experience 25 pts	Regulatory Compliance & Technical Capability 25 pts	Service Delivery & Responsiveness 20 pts	Reporting & Administrative Support 5 pts	Cost Score 25 pts	Five (5) Point Deduction for over 100 page limit -5 pts	Total
Alliance Health Resources Mobile Division, Ltd.	19	20	13.6	4.4	25		82.00
MCJV Medical Partners, LLC	13	18	12	4.2	24.18		71.38
Texas Industrial Medical	14	13.4	8.8	3.4	14.82	-5	49.42

The table below lists the total costs for the Three-Year Cost:

Proposer	Three-Year Total
Alliance Health Resources Mobile Division, Ltd.	\$ 290,145.00
MCJV Medical Partners, LLC	\$ 299,950.00
Texas Industrial Medical	\$ 489,540.00

Please note that Alliance Health Resources Mobile Division, Ltd. service fees do increase during the three-year period but remain the lowest in pricing compared to the other proposers.

Disadvantaged Business Enterprise

This item is not funded by federal funds.

Financial Impact

The annual cost for the next three years will be:

Year One - \$93,750.00
Year Two - \$96,690.00
Year Three - \$99,705.00

These monies are 100% budgeted within the Human Resources department budget.

Board Priority

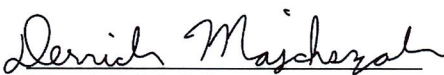
The Board Priority is Transparency.

Recommendation

Staff requests the Board of Directors to authorize the Chief Executive Officer (CEO) or designee to award a three-year contract to Alliance Health Resources for Occupational Medical Services for an amount not to exceed \$290,145.00.

Respectfully Submitted,

Submitted & Angelina Gaitan
Reviewed by: Director of Human Resources

Final Approval by: 
Derrick Majchszak
Chief Executive Officer

Board of Directors Meeting Memo

August 5, 2026

Subject: Authorize a Five (5) Year Firm Price Contract for Bus Stop Maintenance**Background**

Over the life of the current Bus Stop Maintenance Contract, CCRTA has made significant additions to the service area amenities. Due to the Covid 19 funds that the US Government allocated to each transit agency, the CCRTA received over a million dollars to improve/cleanse amenities that are being used by our passengers. This resulted in significant increase in the number of trash receptacles and other amenities located throughout our nine (9) member city service area. The Shelter and trash receptacle count has increased since the last time the Bus Stop Maintenance Services contract was awarded.

Identified Need

The RTA services 1,375 bus stops throughout our service area. CCRTA's service area is approximately 838 square miles and includes nine (9) cities. The procurement of bus stop maintenance services helps to support the cleanliness of our bus stops in a vast bus service area with numerous trash receptacles/bus stops.

The contracted maintenance program for the bus stops includes landscaping, litter and trash removal services, at least once a week. However, over the last five years, it has come to light that approximately ninety (90) bus stops required more frequent cleaning and have been deemed, "bus stop hot spots", due to increased pedestrian traffic and will now be visited more than once a week.

The breakdown of the bus stop inventory is listed below:

- 1,375 bus stops
- 708 trash receptacles
- 905 bus stops with a concrete pad (typically 10' x 30'), and require less landscaping
- 402 bus stops without a concrete bus pad, which means landscaping a larger area.
- 196 – bus stops outside of Corpus Christi (Calallen, Flour Bluff, Robstown, Gregory and Port Aransas)

Financial Impact

The current Bus Stop Maintenance contract is structured as a five-year firm price contract. The estimated cost for a five-year firm price contract is approximately \$2,118,845.13. The estimated annual cost for each year is \$423,769.03. After reviewing the 3 responsive bids the CCRTA staff is recommending a five-year firm price contract not to exceed \$2,555,138.74. The estimated annual cost for each year is \$511,027.75.

Board Priority

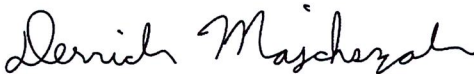
This item aligns with Board Priority – Public Image & Transparency.

Recommendation

Staff requests that the Board of Directors authorize the Chief Executive Officer (CEO) or designee to authorize the award of a 5-year firm price contract to Evergreen Landscaping in the amount not to exceed \$2,555,138.74.

Respectfully Submitted,

Submitted by: Robert M. Saldaña
Managing Director of Administration

Final Approval by: 
Derick Majchszak, Chief Executive Officer

WOOD, BOYKIN & WOLTER
A PROFESSIONAL CORPORATION
LAWYERS

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RENATTO GARCIA
MARIAH N. MAUCK

Writer's email: jdbell@wbwpc.com

July 29, 2026

Chairman Granado and Members of the Board
Corpus Christi Regional Transportation Authority
602 N. Staples Street
Corpus Christi, Texas 78401

Re: Agenda Item for Proposed Contract with Evergreen Landscape Services, LLC
For Bus Stop Cleaning Services

Ladies and Gentlemen:

At the July meeting of the Operations and Capital Projects Committee, several questions were raised concerning the existing Contract with Evergreen Landscape Services, LLC executed February 10, 2021. Those issues impact whether the proposed new Contract should be put into effect in October 2026 as currently scheduled.

The existing Contract for Bus Stop Cleaning Services was competitively bid in which bidders were required to provide their "Weekly Costs" for the nine different types of services specified. Breaking the costs down in this manner on a unit-price basis permitted the CCRTA to exercise flexibility as to whether it required all services each week. For example, the CCRTA could have determined that it did not need some of the services each week due to seasonal changes or reduced usage and not have to pay the full total of all weekly charges. Under the Contract, total charges were not to exceed \$2,124,288 over the five-year term.

In a somewhat similar structure, the Contracted Services Agreement for Paratransit Services and Small Bus Operations has a fixed annual fee payable in monthly installments plus additional fees at hourly rates for each vehicle hour of paratransit service, fixed route service, etc. The total costs of these contracted services will vary during the year based on passenger demand and actual vehicle usage. Nevertheless, the Contracted Services Agreement has a "not-to-exceed" expenditure amount based on the CCRTA's projections of what the total costs will be over five years. If service demands and usage exceed the estimates, the CCRTA either would need to amend the Agreement to increase the funding amount or stay within the limit by reducing services or terminating the Agreement early.

In the case of the Contract for Bus Stop Cleaning Services the problem was not really in the utilization rate of the services but in the calculation of the not-to-exceed expenditure amount. That amount of \$2,124,288 over the five years of the Contract was based on 4 weeks per month

Letter to CCRTA Board
July 29, 2026
Page 2

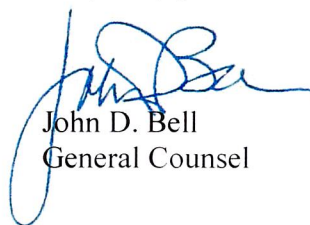
and 12 months per year for a total of only 48 weeks per year. Due to the actual demands for trash removal and regular cleaning services year-round, staff was not able to skip weeks each year in order to stay within the budgeted amount.

The terms of the Invitation for Bids and the Contract specifically provide that unit prices control in determining the overall cost of services performed under the Contract. Texas court cases similarly provide that in the enforcement of a contract in the event of a conflict in terms, the specific pricing information controls over general provisions of a contract. City of San Antonio v. Heath & Stich, Inc., 567 S.W.2d 56 (Tex. Civ. App. – Waco 1978, writ ref'd n.r.e.); Staff Industries, Inc. v. Hallmark Contracting, Inc., 846 S.W.2d 542 (Tex. App. – Corpus Christi 1993, no writ).

The above factors were the basis for my opinion expressed to the Committee that the CCRTA could not force the contractor to continue providing weekly services under the existing Contract for 20 additional weeks at no charge in order to stay within the not-to-exceed amount and the five-year term of the Contract. In this case, the problem really was more of a calculation error in extending the weekly unit prices for each year. For both of these service contracts, however, if the unit costs exceed estimates and the not-to-exceed amount is reached, the CCRTA would face the same issue of either amending the contract to increase the level of funding or staying within the limit by reducing services or terminating the contract early.

Please do not hesitate to contact me if you have any questions.

Very truly yours,



John D. Bell
General Counsel

Copy to: Derrick Majchszak, CEO

Board of Directors Meeting Memo

August 5, 2026

Subject: Award a Contract to Fulton Coastcon for the Construction of a New Bear Lane Maintenance Facility Not to Exceed \$50,383,391

Background

In 2024, CCRTA engaged Turner/Ramirez Architects to complete a Windstorm Risk Assessment of the 50-year-old Bear Lane Maintenance Facility, which predates modern windstorm codes and has reached the end of its useful life. Following the April 3, 2024 Board presentation, CCRTA determined that constructing a new facility and seeking competitive grant funding were the preferred options.

CCRTA applied for a Low No Grant in July 2025 and received approval in November 2025 for a total of \$57,850,000, including \$46,280,000 in federal funds and a local match of \$11,570,000 for various project costs.

Identified Need

CCRTA is an essential emergency agency supporting evacuation operations during major disasters. The existing facility does not provide adequate protection for essential personnel or assets during severe weather. The new facility will be designed as a Risk Category IV structure capable of withstanding 130–156 mph winds and will provide full HVAC throughout, improving working conditions for maintenance and facilities staff.

Analysis

The Request for Proposals was issued on May 12, 2026. A pre-proposal meeting was held on May 26, 2026, and proposals were due on June 26, 2026. An evaluation committee consisting of five CCRTA executive staff members evaluated the six responsive proposals using the technical and cost evaluation criteria established in the RFP. Based on the initial evaluation, the three highest-ranked proposers were invited to submit Best and Final Offers (BAFOs). Because the BAFO process was limited to revisions of the cost proposals, the technical scores remained unchanged, and the cost scores were recalculated using each firm's final offer.

The table below displays the overall information before the BAFO.

Rank	Firm	Technical Score	Cost Score	Total Score	Price	Cost Rank
1	Fulton Construction	55.20	35.00	90.20	\$50,383,391.00	1
2	SpawGlass Contractors, Inc.	57.40	29.92	87.32	\$58,945,379.72	6
3	Joeris General Contractors	56.60	30.51	87.11	\$57,792,638.00	5
4	Bartlett Cocke General Contractors	53.60	31.27	84.87	\$56,396,311.25	4
5	Weaver & Jacobs Constructors, Inc.	48.60	34.46	83.06	\$51,169,062.00	2
6	AOC Calton LTD. dba Summit Building & Design	34.80	32.31	67.11	\$54,581,859.00	3

*Fulton Construction confirmed in writing that its original proposal remained its Best and Final Offer; therefore, no revised BAFO Cost Proposal Schedule was submitted. The next table displays the scores/price after BAFO:

Rank	Firm	Technical Score	Best and Final Offer (BAFO)	Cost Score	Final Combined Score
1	Fulton Construction*	55.20	\$ 50,383,391.00	35.00	90.20
2	SpawGlass Contractors, Inc.	57.40	\$ 58,553,411.59	30.12	87.52
3	Joeris General Contractors	56.60	\$ 57,292,399.00	30.78	87.38

Fulton Coastcon achieved the highest final score (90.20) and confirmed its original proposal as its BAFO, which remained the lowest evaluated cost, at \$50,383,391. The firm has a strong construction history in the region, an above-average safety record (four-year EMR of 0.90), and positive references from the City of Corpus Christi and Gregory Portland ISD. CCRTA also reports a positive prior experience with Fulton during construction of the Staples Street Center.

The company was established in 1982. Mr. Mike Lippincott is Vice President. See projects constructed over the last ten years below:

- ✓ GPISD All Purpose Practice Facility - \$64,580,238; 167,000 s.f.
- ✓ CCRTA Staples Street Center/Transfer Station - \$25,894,058; 72,106 s.f.
- ✓ Del Mar College South Campus - \$106,742,499; 240,177 s.f.
- ✓ Texas State Aquarium Caribbean Wing - \$55,673,726; 71,000 s.f.
- ✓ Driscoll Children's Hospital North Pavilion - \$58,357,330; 170,000 s.f.

Financial Impact

The amount of the contract is \$50,383,391 and is budgeted in the 2026 Capital Projects budget. The amount of the 5339 (c) competitive grant award, for the construction portion, is \$53,400,000. This project is funded with 80% federal funds (\$42,720,000) and 20% local funds (\$10,680,000).

Board Priority

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

Recommendation

Staff requests the Board of Directors authorize the Chief Executive Officer (CEO) or designee to award a contract to Fulton Coastcon for the Construction of the new Bear Lane Maintenance Facility not to exceed \$50,383,391.

Respectfully Submitted,

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

Final Approval by: Derrick Maschszak
Derrick Majchszak
Chief Executive Officer



Board of Directors Meeting Memo

August 5, 2026

Subject: Award a Five-Year Contract to Hendrickson Transportation Group LLC for Paratransit Services and Small Bus Operations in an Amount Not to Exceed \$44,222,547.76

Background

Currently, the CCRTA contracts with MV Transportation, Inc. to operate B-Line paratransit service and select fixed routes, flexible, and demand response services. In addition to transportation services, MV Transportation, Inc. also provides administrative and support staff, Information Technology infrastructure, operator training, safety training, and maintains CCRTA's fleet of 57 cutaway-style vehicles and 46 support vehicles according to manufacturer specifications.

Identified Need

The current Paratransit Services and Small Bus Operations contract with MV Transportation, Inc. expires on December 31, 2026. A new contract is needed to ensure continuity of CCRTA's transportation services. The proposed new five-year contract contains several enhancements over the current contract, including CCRTA providing the majority of the technology infrastructure, state-of-the-art scheduling software platform, and Artificial Intelligence (AI) applications.

Analysis

A Request for Proposals (RFP) was issued on April 8, 2026. A pre-proposal meeting was held on April 22, 2026, and proposals were due on June 5, 2026. An evaluation committee consisting of five CCRTA staff members evaluated the eight (8) technical proposals using the evaluation criteria established in the RFP. Following completion of the technical evaluation and incorporation of cost scores, seven (7) proposers remained eligible for final scoring because one proposer did not submit the required Proposed Cost Schedule.

The table below displays the scores by firm.

Rank	Firm	Technical Score	Cost Score	Total Score	Price	Cost Rank
1	MV Transportation, Inc.	59.80	21.48	81.28	\$61,764,002.54	3
2	Transdev North America	60.00	21.04	81.04	\$63,056,175.52	4
3	Hendrickson Transportation Group LLC	48.20	30.00	78.20	\$44,222,547.76	1
4	MTM Transit	54.60	22.70	77.30	\$58,431,725.29	2
5	Keolis North America	53.80	20.38	74.18	\$65,106,491.13	5
6	Via Transportation	56.40	17.44	73.84	\$76,076,544.18	7
7	WeDriveU, Inc.	55.00	18.37	73.37	\$72,233,355.61	6
N/A	RTW Management	46.00				

Based on the initial evaluation results, Procurement established a competitive range consisting of the four highest-ranked proposers. Each shortlisted proposer participated in an in-person interview on July 9, 2026. Following the interviews, the Evaluation

Committee completed a second-round technical evaluation considering both the original technical proposals and the information presented during the interviews and question-and-answer sessions.

Rank	Firm	Technical Score	Cost Score	Total Score	Price	Cost Rank
1	Hendrickson Transportation Group LLC	55.80	30.00	85.80	\$ 44,222,547.76	1
2	MV Transportation, Inc.	59.20	21.48	80.68	\$ 61,764,002.54	3
3	MTM Transit	55.40	22.70	78.10	\$ 58,431,725.29	2
4	Transdev North America	55.00	21.04	76.04	\$ 63,056,175.52	4

Hendrickson Transportation Group LLC achieved the highest final score (85.80) and submitted the lowest evaluated proposed price of \$44,222,547.76. Hendrickson Transportation Group LLC is an American-owned, Texas-headquartered transit management firm with active operations across Texas, Oklahoma, North Carolina, and Nevada.

Financial Impact

Paratransit services and small bus operations funds are accounted for in the Board approved annual Purchased Transportation budgets with local funds. The amount of the five-year contract is \$44,222,547.76 and will be budgeted in the operating budgets.

Board Priority

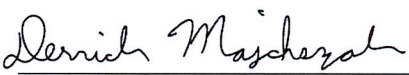
This item aligns with the Board Priority – Ridership.

Recommendation

Staff requests that the Board of Directors authorize the Chief Executive Officer (CEO), or designee, to award a five-year contract to Hendrickson Transportation Group LLC for Paratransit Services and Small Bus Operations in an amount not to exceed \$44,222,547.76.

Respectfully Submitted,

Submitted & Gordon Robinson
Reviewed by: Managing Director of Operations

Final Approval by: 
Derrick Majchszak
Chief Executive Officer

Board of Directors Meeting Memo

August 5, 2026

Subject: Authorize to Approve the FY 2026 Operating & Capital Budget – Amendment #1**Background**

On November 5, 2025, the CCRTA Board of Directors adopted the Fiscal Year 2026 Operating and Capital Budget. The Board of Directors adopted a balance budget, which included revenues and expenses both totaling \$52,571,008.

Identified Need

Increase Operating Expense

- Pension
- Tires and Tubes
- Purchased Fixed Route Fuel
- B-Line Fuel

Increase Capital Expense

- Paratransit IT Equipment
- Fire Suppression System
- Bus Farebox and Money Vault Replacement
- Workforce Development Projects Under 5339(c) Low or No Emission Grant
- New Maintenance Facility

Financial Impact

\$46,280,000 in grant revenues from Low and No Emission Grant Program, provided by the Federal Transit Administration (FTA), \$1,943,000 from Transportation, Housing and Urban Development, and Related Agencies Appropriations Act, 2026 (THUD), \$304,396 from other grants and \$14,217,047 through local funds.

Board Priority

The Board Priority is Public Image & Transparency.

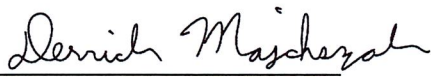
Recommendation

Staff request the Board of Directors approve the FY 2026 Operating & Capital Budget – Amendment #1 to increase the operating budget by \$2,327,605 and Capital budget by \$60,416,838.

Respectfully Submitted,

Submitted by: Alejandro Agustin
Business Operations Administrator

Reviewed by: Robert Saldaña
Managing Director of Administration

Final Approval by: 
Derrick Majchszak
Chief Executive Officer

Subject: July Update – Bear Lane Maintenance Facility

Monthly Update

July Monthly Milestones/Meetings for New Bear Lane Maintenance Facility

- July 22 – Ardurra (Project Management Services) – Weekly Planning Meeting
 - Development of an agenda for meeting with Turner/Ramirez on July 29th. Topics to be discussed include:
 - Schedule of Values and Quality Review Process.
 - Pay application review process.
 - Finalize the approval thresholds and Board calendar.
 - Discuss inspection roles and testing.
 - Schedule a risk workshop after contractor awarded a contract.
- July 29 – Ardurra (Frank Benavidez, Eric Villarreal) Turner Ramirez (Herb Morrison, Nathan Swinney) CCRTA (Derrick Majchszak, Sharon Montez, David Chapa and Miquel Torres). Topics discussed included:
 - Risk workshop after contractor awarded a contract.
 - Conformed set of plans for contractors which should be ready by the end of August.
 - Submittal schedule and owner prioritizing which ones to discuss first.
 - Development of the preconstruction agenda with contractor.
 - Discussed the process for the weekly construction meetings.
 - Safety protocols for construction area.

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

Key Milestone Dates for New Bear Lane Maintenance Facility	
Description	Dates
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 nd - Approve minutes of the March 5 th meeting for uploading to the eSTIP Portal as last item required for the April 3 rd deadline.	2-Apr-2026
The required public comment period for this STIP Revision is April 17- May 17 th	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	26-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 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

Respectfully Submitted,

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

Final Approval by 
Derrick Majchszak
Chief Executive Officer

Subject: June 2026 Financial Report

Overview: The **June Operating Budget** ended the month with revenues exceeding expenses by **\$9,371**. **Operating Revenue** totaled **\$4,270,216**, while **Operating Expenses** totaled **\$4,260,845**.

Four revenue sources fell short of budget expectations:

- Bus advertising revenue of **\$15,490** reached 78.76% of budget, or **\$4,177** below budget.
- No federal operating grant revenue was reported for June. This category is expected to improve when a new preventive maintenance grant of **\$3 million** is awarded, which is projected to bridge the current funding gap by September 2026.
- Lease revenue from tenants totaled **\$41,470**, reaching **91.07%** of budget, or **\$4,066** below budget, due to a vacancy.
- Investment income totaled **\$108,376**, falling short of budget by **9.15%**, or **\$10,921**. The unfavorable variance is primarily timing-related and is expected to improve as short-term returns from new investments are realized and grant funding is received, increasing cash available for investment.

Meanwhile, the year-to-date Operating Budget produced a deficit of **\$657,779**. Total revenues of **\$24,825,461** reached **98.29% of baseline**, while expenses of **\$25,483,240** finished at **100.40%** of baseline.

The CIP budget for the month resulted in expenditures exceeding revenues by **\$19,825**, with total funding sources of **\$0** and expenses of **\$19,825**. No grant-eligible capital expenditures were incurred in June.

Expenditures of **\$19,825** included interest expense of \$1,978 related to a new subscription asset (SBITA) along with depreciation expense of **\$17,847**.

Year-to-date CIP funding sources totaled **\$863,854**, while total expenditures finished at **\$972,915**, resulting in expenditures exceeding funding sources by **\$109,061**.

For the month, overall performance resulted in a decrease of **\$10,454** to the fund balance, with a **\$9,371** increase attributable to the operating budget and a **\$19,825** decrease related to the CIP budget.

Year-to-date overall performance resulted in a decrease of **\$766,840** to the fund balance, with a **\$657,779** decrease from the operating budget and a **\$109,061** decrease related to the CIP budget.

SUMMARY: Results from all Activities Compared to Budget

Total Revenues and funding sources for the month of **June** closed at **\$4,270,216**, all of which is attributable to the **Operating Budget (Table 4 and PPT Slides 3 and 4)**. 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 \$177,850** or 2.64% less than forecasted **(Table 4.1) & (PPT Slide 5)**.

Fare Revenues ended the month at \$117,901, or 0.54% less than the baseline expectation. Fares are typically lower in June and July as revenue from the service contract with Texas A&M University – Corpus Christi is not recognized. Fare Revenues include **\$22,797** from **Go-Pass Mobile App Pass Sales**.

Meanwhile, commissions from both **Bus and Bench Advertising** ended the month at **\$15,490**, of which **\$5,429** came from **Bus Bench Advertising commissions** while **\$10,061** came from **On-Board Bus Advertising commissions**. The combined revenue reached 78.76% of baseline.

Other Operating Revenues of \$44,459 were reported for June and consisted of \$33,957 in non-investment interest received on an IRS refund that was previously withheld due to an administrative error, as well as a refund of \$10,502 related to the 2025 TML worker's compensation audit.

Non-Operating Revenues, which include sales tax, investment income, lease income from tenants, and federal assistance grants totaled **\$4,092,366**, reaching **89.85%** of the **\$4,554,439** budget expectation, generating **\$462,073** less than forecasted **(Table 4.1)**.

No **Federal Operating Grants** revenue was recorded for June. The new preventive maintenance grant is expected to be awarded by August and will improve the performance of this category.

Investment Income for the month totaled **\$108,376**, falling short of the baseline expectation by **\$10,921**, or **9.15%**. The unfavorable variance is primarily timing-related and is expected to improve as short-term returns from new investments are realized and grant funding is received, increasing cash available for investment.

Meanwhile, **Staples Street Center leases** reached \$41,470 or 91.07% of baseline because 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 **August 14, 2026**. Out of the seven (7) sources included in this revenue category, 92.33% of total revenue came from the sales tax revenue estimate as indicated in the following table:

June 2026 Revenue Composition – Table 1

Line #	Revenue Source	Actual	%
1	Sales Tax Revenue Estimate	\$3,942,520	92.33%
2	Passenger Service	117,901	2.76%
3	SSC Lease Income	41,470	0.97%
4	Bus Advertising	15,490	0.36%
5	Investment Income	108,376	2.54%
6	Grant Assistance Revenue	0	0.00%
7	Other Revenue	44,459	1.04%
	Total (excluding capital)	\$4,270,216	100.00%

The **Investment Portfolio** closed the month of June 2026 with a market value of **\$35,249,947**, a decrease of **\$315,886** from the balance at the end of May 2026 of **\$35,565,831**.

The composition of the June portfolio market value includes **\$16,443,334** in securities consisting of **\$2,503,689** in Federal Treasury Securities, **\$11,940,101** in Federal Agency Coupon Securities, and **\$1,999,544** in Municipal Bonds.

Additionally, **\$16,759,204** was held in TexPool Prime and **\$2,047,410** in bank accounts at Frost Bank. For the month of **June**, the interest income earned was recorded at **\$108,376**.

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

The **Sales Tax** allocation for June 2026 is **estimated** at **\$3,942,520** and is in line with the actual allocation received for June 2025. The estimate is necessary since allocations lag two months behind and will not be received until August 14, 2026.

The Sales Tax revenue payment of **\$3,397,079** for May 2026 was received July 10, 2026, and fell short of the same period for 2025 by \$37,850 or 1.10% and was **\$37,849**, or **1.10% less** than the **estimate** of \$3,434,928 reported for May.

The May payment included the allocation from internet sales of **\$43,962**, a decrease of \$5,061 or 10.32% from the prior month. RTA started receiving internet sales tax revenue in December 2019, and to date have received **\$2,752,530**. 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 revenue 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 92.04% 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

Month Revenue was Recognized	2026 Actual	2025 Actual	\$ Growth	% Growth
January (actual)	3,342,867	\$ 3,054,316	288,551	9.45%
February (actual)	3,600,494	2,996,327	604,167	20.16%
March (actual)	4,437,070	3,830,459	606,611	15.84%
April (actual)	3,375,463	3,494,545	(119,082)	-3.41%
May (actual)	3,397,079	3,434,929	(37,850)	-1.10%
June (estimate)	3,942,520	3,942,521	(1)	0.00%
	\$ 22,095,493	\$ 20,753,097	\$ 1,342,396	6.47%

Sales Tax – Actual vs Budget – Table 2.1

Month Revenue was Recognized	2026 Actual	2026 Budget	\$ Variance	% Variance
January (actual)	3,342,867	\$ 3,054,316	288,551	9.45%
February (actual)	3,600,494	2,996,326	604,168	20.16%
March (actual)	4,437,070	3,830,459	606,611	15.84%
April (actual)	3,375,463	3,494,544	(119,081)	-3.41%
May (actual)	3,397,079	3,434,928	(37,849)	-1.10%
June (estimate)	3,942,520	3,942,520	-	0.00%
	\$ 22,095,493	\$ 20,753,093	\$ 1,342,400	6.47%

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

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

Revenue Source	June 2026	%	YTD	%
Passenger Service	\$ 117,901	2.76%	\$ 749,248	2.92%
Bus Advertising	15,490	0.36%	91,068	0.35%
Other Revenue	44,459	1.04%	159,808	0.62%
Sales Tax Revenue	3,942,520	92.33%	22,095,494	86.01%
Grants - Operating	-	0.00%	845,608	3.29%
Grants - Capital	-	0.00%	863,854	3.36%
Investment Income	108,376	2.54%	636,585	2.48%
SSC Lease Income	41,470	0.97%	247,650	0.96%
Total Revenue	\$ 4,270,216	100.00%	\$ 25,689,315	100.00%

Revenue – June 2026 Operating Revenue and Capital Funding – Table 4

	06/2026				
	2026 Approved Budget	June 2026 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Revenues					
Passenger service	\$ 1,422,516	\$ 117,901	\$ 118,543	8.29%	99.46%
Bus advertising	236,000	15,490	19,667	6.56%	78.76%
Other operating revenues	7,555	44,459	44,459	588.47%	100.00%
Sales Tax Revenue	43,011,601	3,942,520	3,942,520	9.17%	100.00%
Federal, state and local grant assistance	5,365,031	-	447,086	0.00%	0.00%
Investment Income	1,431,566	108,376	119,297	7.57%	90.85%
Staples Street Center leases	546,426	41,470	45,536	7.59%	91.07%
Total Operating & Non-Operating Revenues	52,020,695	4,270,216	4,737,108	8.21%	90.14%
Capital Grants & Donations	550,309	-	-	0.00%	0.00%
Total Operating & Non-Operating Revenues and Capital Funding	\$ 52,571,004	\$ 4,270,216	\$ 4,737,108	8.12%	90.14%

	06/2026				
	2026 Approved Budget	YTD 2026 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Revenues					
Passenger service	\$ 1,422,516	\$ 749,248	\$ 711,258	52.67%	105.34%
Bus advertising	236,000	91,068	118,000	38.59%	77.18%
Other operating revenues	7,555	159,808	3,778	2115.26%	4230.51%
Sales Tax Revenue	43,011,601	22,095,494	20,753,093	51.37%	106.47%
Federal, state and local grant assistance	5,365,031	845,608	2,682,516	15.76%	31.52%
Investment Income	1,431,566	636,585	715,783	44.47%	88.94%
Staples Street Center leases	546,426	247,650	273,213	45.32%	90.64%
Total Operating & Non-Operating Revenues	52,020,695	24,825,461	25,257,641	47.72%	98.29%
Capital Grants & Donations	550,309	863,854	863,854	156.98%	100.00%
Total Operating & Non-Operating Revenues and Capital Funding	\$ 52,571,004	\$ 25,689,315	\$ 26,121,495	48.87%	98.35%

Revenue – June 2026 from Operations – Table 4.1

	06/2026				
	2026 Approved Budget	June 2026 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Revenues					
Passenger service	\$ 1,422,516	\$ 117,901	\$ 118,543	8.29%	99.46%
Bus advertising	236,000	15,490	19,667	6.56%	78.76%
Other operating revenues	7,555	44,459	44,459	588.47%	100.00%
Total Operating Revenues	1,666,071	177,850	182,669	10.67%	97.36%
Sales Tax Revenue	43,011,601	3,942,520	3,942,520	9.17%	100.00%
Federal, state and local grant assistance	5,365,031	-	447,086	0.00%	0.00%
Investment Income	1,431,566	108,376	119,297	7.57%	90.85%
Staples Street Center leases	546,426	41,470	45,536	7.59%	91.07%
Total Non-Operating Revenues	50,354,624	4,092,366	4,554,439	8.13%	89.85%
Total Revenues	\$ 52,020,695	\$ 4,270,216	\$ 4,737,108	8.21%	90.14%

June 2026 Expenses

The results of all expenditure activities, including capital, are presented below. Overall, total expenditures of **\$4,280,670** came in **\$63,142** over the anticipated baseline of **\$4,217,528**. Departmental expenses of **\$4,260,845** came in **\$61,164** over the anticipated baseline of **\$4,199,681** or 1.46%. 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** is comprised of the monthly amortization of debt issuance costs resulting from the 2019 bond refunding.

June 2026 Total Expenses & Capital Expenditures – Table 6

	06/2026				
	2026 Approved Budget	June 2026 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Expenditures					
Departmental Operating Expenses	\$ 46,501,805	\$ 3,942,501	\$ 3,875,149	8.48%	101.74%
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%
Total Operating & Non-Operating Expenses	51,806,529	4,260,845	4,199,681	8.22%	101.46%
Grant Eligible Costs	550,309	-	-	0.00%	0.00%
Depreciation Expenses	214,166	19,825	17,847	9.26%	111.08%
Total Operating & Non-Operating Expenses and Capital Expenditures	\$ 52,571,004	\$ 4,280,670	\$ 4,217,528	8.14%	101.50%

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

For the year to date, total expenditures including capital were **\$26,456,155**, coming in **\$104,684** over the anticipated baseline of **\$26,351,471**. Departmental expenses of **\$25,483,240** came in **\$102,706** over the anticipated baseline of **\$25,380,534** or 0.40%. 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 June the year-to-date expense represents 50.00% of the annual budget. Debt service represents the semiannual interest payment on the Series 2019 Refunding Bonds and the monthly amortization of debt issuance costs.

	06/2026				
	2026 Approved Budget	YTD 2026 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Expenditures					
Departmental Operating Expenses	\$ 46,501,805	\$ 23,380,284	\$ 23,250,903	50.28%	100.56%
Debt Service	1,605,436	279,987	279,987	17.44%	100.00%
Street Improvements	3,625,032	1,812,516	1,812,516	50.00%	100.00%
Subrecipient Grant Agreements	74,256	10,453	37,128	14.08%	28.15%
Total Operating & Non-Operating Expenses	51,806,529	25,483,240	25,380,534	49.19%	100.40%
Grant Eligible Costs	550,309	863,854	863,854	156.98%	100.00%
Depreciation Expenses	214,166	109,061	107,083	50.92%	101.85%
Total Operating & Non-Operating Expenses and Capital Expenditures	\$ 52,571,004	\$ 26,456,155	\$ 26,351,471	50.32%	100.40%

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

Benefits reported a negative variance of 28.22% or \$240,269 as growth in net health insurance claims continued despite receiving stop loss reimbursements and other credits totaling \$119,516.

Insurance reported a negative variance of 6.55% or \$5,051 due to higher property and casualty premiums for 2026.

Purchased Transportation reported a negative variance of 5.16% or \$40,638 primarily due to persistent higher costs of unleaded fuel for the small bus fleet.

June 2026 Departmental Expense Breakdown – Table 7

	06/2026				
	2026 Approved Budget	June 2026 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Departmental Operating Expenses:					
<u>Object Category</u>					
Salaries & Wages	\$ 14,457,881	\$ 1,178,773	\$ 1,204,823	8.15%	97.84%
Benefits	10,217,093	1,091,693	851,424	10.68%	128.22%
Services	5,479,505	352,945	456,625	6.44%	77.29%
Materials & Supplies	3,922,084	314,114	326,840	8.01%	96.11%
Utilities	985,074	66,714	82,090	6.77%	81.27%
Insurance	925,368	82,165	77,114	8.88%	106.55%
Purchased Transportation	9,444,024	827,640	787,002	8.76%	105.16%
Miscellaneous	1,070,776	28,457	89,231	2.66%	31.89%
Total Departmental Operating Expenses	\$ 46,501,805	\$ 3,942,501	\$ 3,875,149	8.48%	101.74%

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

	06/2026				
	2026 Approved Budget	YTD 2026 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
Departmental Operating Expenses:					
<u>Object Category</u>					
Salaries & Wages	\$ 14,457,881	\$ 7,090,308	\$ 7,228,940	49.04%	98.08%
Benefits	10,217,093	6,281,288	5,108,547	61.48%	122.96%
Services	5,479,505	2,171,725	2,739,753	39.63%	79.27%
Materials & Supplies	3,922,084	1,751,310	1,961,042	44.65%	89.31%
Utilities	985,074	422,691	492,537	42.91%	85.82%
Insurance	925,368	510,464	462,684	55.16%	110.33%
Purchased Transportation	9,444,024	4,840,531	4,722,012	51.25%	102.51%
Miscellaneous	1,070,776	311,967	535,388	29.13%	58.27%
Total Departmental Operating Expenses	\$ 46,501,805	\$ 23,380,284	\$ 23,250,903	50.28%	100.56%

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
March	456,451	12,322	468,773
April	644,120	14,275	658,395
May	375,262	8,322	383,584
June	541,621	7,054	548,676
	\$ 2,803,138	\$ 70,296	\$ 2,873,434

* There were stop loss reimbursements and other credits totaling \$119,516 received in June. To date, the amount of **\$472,653** has been received in reimbursements.

Fare Recovery Ratio – Table 10

Description	6/30/2026	Year to Date
Fare Revenue or Passenger Revenue	\$ 117,901	\$ 749,248
Operating Expenses	3,942,501	23,380,284
Fare Recovery Ratio	2.99%	3.20%
*Excluding Depreciation		

Note: Same period last year (June 2025) the FRR was 2.25%

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.

June 2026 – Table 11

For the month of June, total Expenditures exceeded Revenue by \$10,454. A greater detail of the financial results is explained in the accompanied Power Point presentation.

	06/2026				
	2026 Approved Budget	June 2026 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
Operating Revenues	\$ 52,020,695	\$ 4,270,216	\$ 4,737,108	8.21%	90.14%
Operating Expenses	51,806,529	4,260,845	4,199,681	8.22%	101.46%
Revenue over Expenses	214,166	9,371	537,427	4.38%	1.74%
Capital Funding	550,309	-	-	0.00%	0.00%
Capital Expenditures	764,475	19,825	17,847	2.59%	111.08%
Revenue over Expenses	(214,166)	(19,825)	(17,847)	9.26%	111.08%
Revenue over Expenditures	\$ 0	\$ (10,454)	\$ 519,580		

NET POSITION

The Total Net Position at the end of the month was **\$107,074,069**, an increase of **\$97,013** from December 2025 which closed at **\$106,977,056**.

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 **\$107,074,069**, the portion of the fund balance that is not restricted in accordance with GASB Concepts Statement No 4 is **\$27,408,618** but unrestricted reserves are currently in deficit due to the amount of **\$29,008,631** in Board-designated reserves aimed at mitigating the fluctuations in sales tax revenue. As you can see from the fund balance breakdown below, **105.84%** of the unrestricted portion is assigned by the Board to fund reserves that are earmarked to meet certain unexpected demands.

As of June 30, 2026, the spendable portion of the fund balance reflects a negative balance of \$1,600,013, which is currently being supported by the operating reserve account. This position is expected to improve by approximately \$10,413,607 once federal grant funding is made available. This amount includes \$3.3 million for preventive maintenance, \$5,142,970 for the seven Gillig buses purchased last year, \$1.9 million in THUD-eligible expenses, and \$70,637 in additional eligible funding.

FUND BALANCE AS OF JUNE 30, 2026:

FUND BALANCE		
Net Invested in Capital Assets	\$	79,090,143
Restricted for FTA Interest		575,308
Unrestricted		27,408,618
TOTAL FUND BALANCE		107,074,069
RESERVES		
Designated for Operating Reserve		9,313,719
Designated for Capital Reserve		3,593,506
Designated for Employee Benefits Reserve		2,601,406
Designated for Emergency/Disaster Reserve		1,900,000
Designated for New Bear Lane Maint. Bldg.		11,600,000
Total Designated Reserves	105.84%	29,008,631
Plus:		
Unrestricted	- 5.84%	(1,600,013)
TOTAL DESIGNATED AND UNRESTRICTED	\$	17,408,618

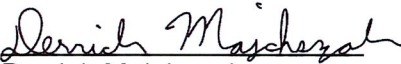
NOTE:

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 June 2026

OPERATING BUDGET	06/2026				
	2026 Approved Budget	June 2026 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
	A	B	C = A / 12 ***	B / A	C vs B
Revenues					
Passenger service	\$ 1,422,516	\$ 117,901	\$ 118,543	8.29%	99.46%
Bus advertising	236,000	15,490	19,667	6.56%	78.76%
Other operating revenues	7,555	44,459	44,459	588.47%	100.00%
Sales Tax Revenue	43,011,601	3,942,520	3,942,520	9.17%	100.00%
Federal, state and local grant assistance	5,365,031	-	447,086	0.00%	0.00%
Investment Income	1,431,566	108,376	119,297	7.57%	90.85%
Staples Street Center leases	546,426	41,470	45,536	7.59%	91.07%
Total Revenues	52,020,695	4,270,216	4,737,108	8.21%	90.14%
Expenses					
Transportation	11,947,755	1,166,715	995,646	9.77%	117.18%
Customer Programs	755,946	66,475	62,995	8.79%	105.52%
Purchased Transportation	9,444,024	827,640	787,002	8.76%	105.16%
Service Development	675,418	61,701	56,285	9.14%	109.62%
MIS	2,166,144	178,951	180,512	8.26%	99.13%
Vehicle Maintenance	7,581,055	611,762	631,755	8.07%	96.84%
Facilities Maintenance	3,572,168	280,739	297,681	7.86%	94.31%
Contracts and Procurements	538,566	44,921	44,880	8.34%	100.09%
CEO's Office	1,024,151	65,666	85,346	6.41%	76.94%
Finance and Accounting	997,044	75,421	83,087	7.56%	90.77%
Materials Management	378,830	34,513	31,569	9.11%	109.33%
Human Resources	965,829	78,035	80,486	8.08%	96.95%
General Administration	514,301	39,786	42,858	7.74%	92.83%
Capital Project Management	449,509	24,037	37,459	5.35%	64.17%
Marketing & Communications	1,155,107	71,990	96,259	6.23%	74.79%
Safety & Security	2,954,034	214,432	246,169	7.26%	87.11%
Staples Street Center	1,281,925	99,717	106,827	7.78%	93.34%
Debt Service	1,605,436	16,258	16,258	1.01%	100.00%
Special Projects	100,000	-	8,333	0.00%	0.00%
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%
Total Expenses	51,806,529	4,260,845	4,199,681	8.22%	101.46%
Revenues Over Expenses - Operating Budget	214,166	9,371	537,427		
CIP BUDGET	2026 Approved Budget	June 2026 Actual	Baseline into Budget	% Actual to Budget	% Actual to Baseline
	A	B	C = A / 12	B / A	
Funding Sources					
Grant Revenue	550,309	-	-	0.00%	0.00%
Total Funding Sources	550,309	-	-	0.00%	0.00%
Capital Expenditures					
Grant Eligible Costs	550,309	-	-	0.00%	0.00%
Depreciation Expenses	214,166	19,825	17,847	9.26%	111.08%
Total Expenditures	764,475	19,825	17,847	2.59%	111.08%
Funding Sources Over Expenditures	(214,166)	(19,825)	(17,847)	9.26%	111.08%
Revenues Over Expenses - Operating Budget	214,166	9,371	537,427		
Revenues Over Expenses - CIP Budget	(214,166)	(19,825)	(17,847)		
Revenues Over Expenses (including rounding)	\$ 0	\$ (10,454)	\$ 519,580		

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

OPERATING BUDGET	06/2026				
	2026 Approved Budget	YTD 2026 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
	A	B	C = A / 2	B / A	C vs B
Revenues					
Passenger service	\$ 1,422,516	\$ 749,248	\$ 711,258	52.67%	105.34%
Bus advertising	236,000	91,068	118,000	38.59%	77.18%
Other operating revenues	7,555	159,808	3,778	2115.26%	4230.51%
Sales Tax Revenue	43,011,601	22,095,494	20,753,093	51.37%	106.47%
Federal, state and local grant assistance	5,365,031	845,608	2,682,516	15.76%	31.52%
Investment Income	1,431,566	636,585	715,783	44.47%	88.94%
Staples Street Center leases	546,426	247,650	273,213	45.32%	90.64%
Total Revenues	52,020,695	24,825,461	25,257,641	47.72%	98.29%
Expenses					
Transportation	11,947,755	6,789,702	5,973,878	56.83%	113.66%
Customer Programs	755,946	408,675	377,973	54.06%	108.12%
Purchased Transportation	9,444,024	4,840,531	4,722,012	51.25%	102.51%
Service Development	675,418	300,652	337,709	44.51%	89.03%
MIS	2,166,144	997,107	1,083,072	46.03%	92.06%
Vehicle Maintenance	7,581,055	3,589,860	3,790,527	47.35%	94.71%
Facilities Maintenance	3,572,168	1,681,337	1,786,084	47.07%	94.14%
Contracts and Procurements	538,566	267,137	269,283	49.60%	99.20%
CEO's Office	1,024,151	464,492	512,075	45.35%	90.71%
Finance and Accounting	997,044	467,359	498,522	46.87%	93.75%
Materials Management	378,830	201,240	189,415	53.12%	106.24%
Human Resources	965,829	464,514	482,914	48.09%	96.19%
General Administration	514,301	223,580	257,150	43.47%	86.95%
Capital Project Management	449,509	190,801	224,755	42.45%	84.89%
Marketing & Communications	1,155,107	488,192	577,554	42.26%	84.53%
Safety & Security	2,954,034	1,412,571	1,477,017	47.82%	95.64%
Staples Street Center	1,281,925	588,660	640,963	45.92%	91.84%
Debt Service	1,605,436	279,987	279,987	17.44%	100.00%
Special Projects	100,000	3,874	50,000	3.87%	7.75%
Subrecipient Grant Agreements	74,256	10,453	37,128	14.08%	28.15%
Street Improvements Program for CCRTA Regional Entities	3,625,032	1,812,516	1,812,516	50.00%	100.00%
Total Expenses	51,806,529	25,483,240	25,380,534	49.19%	100.40%
Revenues Over Expenses - Operating Budget	214,166	(657,779)	(122,893)		
CIP BUDGET	2026 Approved Budget	YTD 2026 Actual	YTD Baseline into Budget	% YTD Actual to Budget	% Actual to Baseline
	A	B	C = A / 2	B / A	C vs B
Funding Sources					
Grant Revenue	550,309	863,854	863,854	156.98%	0.00%
Total Funding Sources	550,309	863,854	863,854	156.98%	100.00%
Capital Expenditures					
Grant Eligible Costs	550,309	863,854	863,854	156.98%	0.00%
Depreciation Expenses	214,166	109,061	107,083	50.92%	101.85%
Total Expenditures	764,475	972,915	970,937	127.27%	100.20%
Funding Sources Over Expenditures	(214,166)	(109,061)	(107,083)	50.92%	101.85%
Revenues Over Expenses - Operating Budget	214,166	(657,779)	(122,893)		
Revenues Over Expenses - CIP Budget	(214,166)	(109,061)	(107,083)		
Revenues Over Expenses (including rounding)	\$ 0	\$ (766,840)	\$ (229,976)		

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Statement of Net Position

Month ended June 30, 2026, and year ended December 31, 2025

	Unaudited June 30 2026	Unaudited December 31 2025
ASSETS		
Current Assets:		
Cash and Cash Equivalents	\$ 18,043,018	\$ 29,108,299
Short Term Investments	9,530,368	5,016,461
Receivables:		
Sales and Use Taxes	7,339,599	8,415,349
Federal Government	76,089	363,812
Other	332,385	524,764
Inventories	848,570	873,832
Prepaid Expenses	2,745,715	661,991
Total Current Assets	38,915,745	44,964,508
Non-Current Assets:		
Restricted Cash and Cash Equivalents	575,308	575,308
Long Term Investments	7,000,000	2,503,806
Lease Receivable	1,037,385	1,037,385
Capital Assets:		
Land	5,201,197	5,201,197
Buildings	53,127,477	53,127,477
Transit Stations, Stops and Pads	41,364,416	41,364,416
Other Improvements	5,579,552	5,579,552
Vehicles and Equipment	80,227,698	80,227,698
Right-To-Use Leased Equipment	1,379,774	1,379,774
Right-To-Use Software Subscriptions	1,912,317	1,801,421
Construction in Progress	3,522,031	3,522,031
Current Year Additions	3,474,269	-
Total Capital Assets	195,788,731	192,203,566
Less: Accumulated Depreciation	(102,863,358)	(102,756,275)
Net Capital Assets	92,925,373	89,447,291
Total Non-Current Assets	101,538,066	93,563,790
TOTAL ASSETS	140,453,811	138,528,298
DEFERRED OUTFLOWS OF RESOURCES		
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	2,294,648	2,386,433
Total Deferred Outflows	6,219,532	6,311,317
TOTAL ASSETS AND DEFERRED OUTFLOWS	146,673,343	144,839,615

CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY
Statement of Net Position
Month ended June 30, 2026, and year ended December 31, 2025 (continued)

	Unaudited June 30 2026	Unaudited December 31 2025
LIABILITIES AND NET POSITION		
Current Liabilities:		
Accounts Payable	1,517,095	1,530,418
Current Portion of Long-Term Liabilities:		
Long-Term Debt	970,000	970,000
Compensated Absences	396,012	396,012
Net OPEB Liability - Current Portion	142,384	142,384
Software Subscription Liability	106,660	69,730
Lease Liability	125,855	125,855
Distributions to Regional Entities Payable	3,393,682	1,590,302
Other Accrued Liabilities	1,369,818	1,495,096
Total Current Liabilities	8,021,507	6,319,797
Non-Current Liabilities:		
Long-Term Liabilities, Net of Current Portion:		
Long-Term Debt	13,935,000	13,935,000
Compensated Absences	901,368	901,368
Software Subscription Liability	135,983	100,978
Lease Liability	764,370	764,370
Net Pension Liability	9,434,015	9,434,015
Net OPEB Obligation	946,694	946,694
Total Non-Current Liabilities	26,117,430	26,082,425
TOTAL LIABILITIES	34,138,937	32,402,222
DEFERRED INFLOWS OF RESOURCES		
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	1,037,385	1,037,385
Total Deferred Inflows	5,460,337	5,460,337
TOTAL LIABILITIES AND DEFERRED INFLOWS	39,599,274	37,862,559
Net Position:		
Net Invested in Capital Assets	79,090,143	75,772,102
Restricted for FTA Interest	575,308	575,308
Unrestricted	27,408,618	30,629,646
TOTAL NET POSITION	\$ 107,074,069	\$ 106,977,056

Corpus Christi Regional Transportation Authority
Statement of Cash Flows (Unaudited)
For the month ended June 30, 2026

6/30/2026

Cash Flows From Operating Activities:

Cash Received from Customers	\$ 110,455
Cash Received from Bus Advertising and Other Ancillary	461,913
Cash Payments to Suppliers for Goods and Services	(1,961,554)
Cash Payments to Employees for Services	(1,200,338)
Cash Payments for Employee Benefits	(766,612)
Net Cash Used for Operating Activities	<u>(3,356,136)</u>

Cash Flows from Non-Capital Financing Activities:

Sales and Use Taxes Received	3,375,463
Grants and Other Reimbursements	-
Distributions to Subrecipient Programs	-
Distributions to Region Entities	-
Net Cash Provided by Non-Capital Financing Activities	<u>3,375,463</u>

Cash Flows from Capital and Related Financing Activities:

Federal and Other Grant Assistance	-
Proceeds/Loss from Sale of Capital Assets	-
Proceeds from Bonds	-
Repayment of Long-Term Debt	-
Interest and Fiscal Charges	-
Purchase and Construction of Capital Assets	(320,127)
Net Cash Used by Capital and Related Financing Activities	<u>(320,127)</u>

Cash Flows from Investing Activities:

Investment Income	78,543
Purchases of Investments	(2,000,000)
Maturities and Redemptions of Investments	1,000,000
Premiums/Discounts on Investments	-
Net Cash Used by Investing Activities	<u>(921,457)</u>

Net decrease in Cash and Cash Equivalents **(1,222,257)**

Cash and Cash Equivalents (Including Restricted Accounts), June 1, 2026 **19,840,584**

Cash and Cash Equivalents (Including Restricted Accounts), June 30, 2026 **\$ 18,618,327**

Subject: August 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 solicitation is currently active:

- **Description:** Heavy-Duty Vehicle Filters
 - **Term:** Two-Year Term
 - **Issuance Date:** July 9, 2026
 - **Due Date:** August 26, 2026
 - **Estimated Cost:** \$167,581
 - **Committee Review:** August 26, 2026

Three-Month Future Procurement Outlook

The following solicitation is scheduled to be issued:

- **Description:** Transportation Uniform Supply
 - **Term:** Three Years
 - **Issuance Date:** August 11, 2026
 - **Due Date:** September 29, 2026
 - Estimated Cost:** \$118,974
- **Description:** Lubricants and Fluid Supply
 - **Term:** Two Years
 - **Issuance Date:** August 27, 2026
 - **Due Date:** October 1, 2026
 - Estimated Cost:** \$360,211
- **Description:** Rebuilt Transmission Supply
 - **Term:** Two Years
 - **Issuance Date:** September 3, 2026
 - **Due Date:** October 8, 2026

Estimated Cost: \$195,716

CEO's Signature Authority – Three-Month Outlook

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

Description of Future Agreement	Agreement Start Date	Current Agreement Amount
Del Mar College Bus Pass ID Authorization*	9/01/26	\$23,122* (One-Year Term; Revenue)
Pest Control Services	9/22/26	\$37,785 (2-YR Term)
Solid Waste Collection and Disposal Services	9/22/26	\$36,360 (2YR-Term)
Everbridge Mass Notification Software	9/26/26	\$39,867 (3-YR Term)
IT Server Support Services	10/01/26	\$29,600 (One-Year Term)
Elevator Maintenance Services	10/01/26	\$34,383 (3-YR Term)
Generator Services	10/03/26	\$40,095 (One-Year Term)
Commercial Lease Consulting Services	10/11/26	\$25,000 (3-YR Term)
Network Managed Services	11/01/26	\$37,206 (One-Year Term)
Trackit Manager Software	11/01/26	\$18,715 (One-Year Term)
Reverse Osmosis Drinking Water System	11/01/26	\$25,740 (3-YR Term)
ESTIMATED TOTAL		\$324,751*

* Does Not Include Revenue Generating Agreement

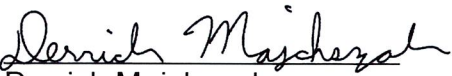
Recommendation

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

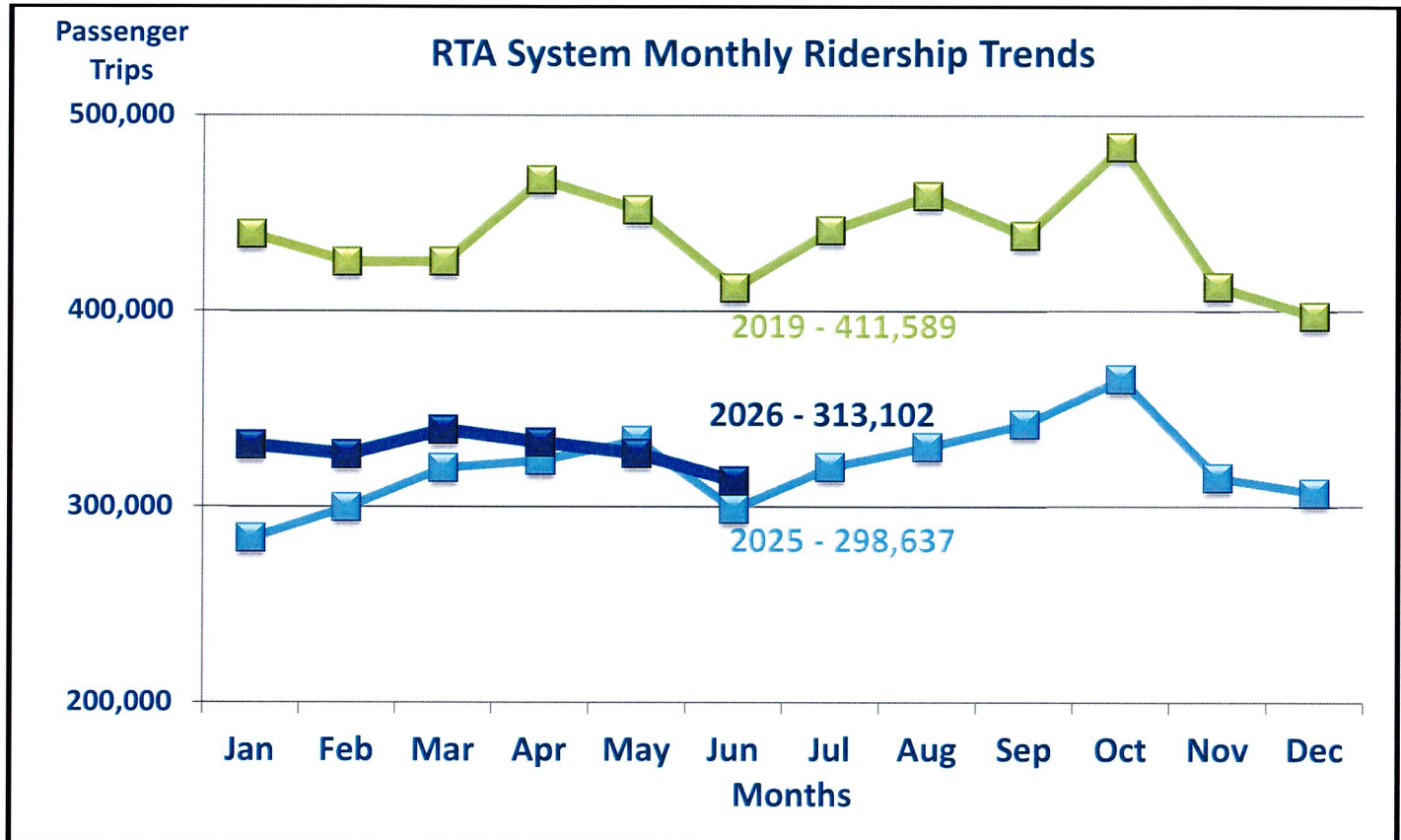
Subject: June 2026 Operations Report

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

June 2026 system-wide passenger trips totaled 313,102, which represents a 4.8% increase, compared to 298,637 passenger trips in June 2025 with 14,465 more trips provided this month. June 2019 had 411,589 passenger trips or 98,487 more trips as compared to June 2026.

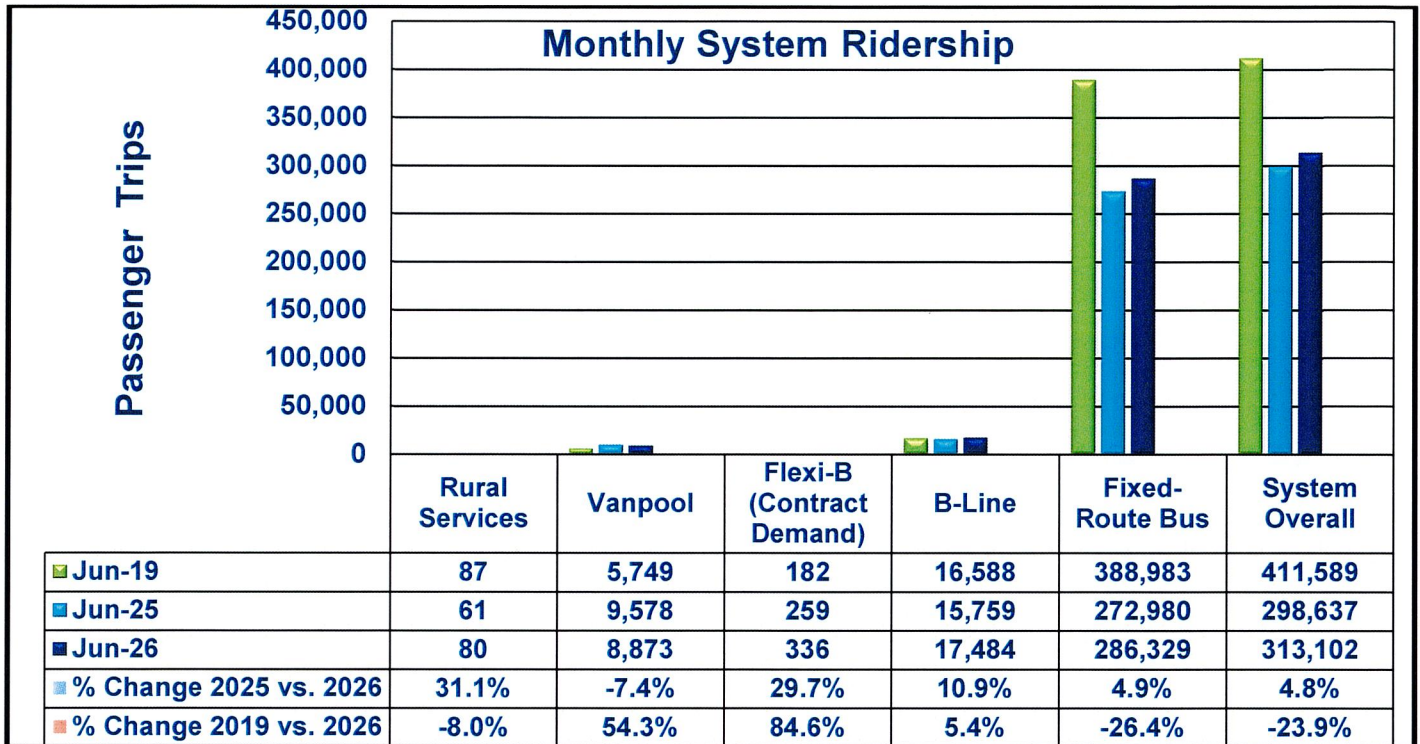


June 2026	June 2025	Variance
22 Weekdays	21 Weekdays	+1
4 Saturdays	4 Saturdays	-
4 Sundays	5 Sundays	-1
30 Days of operation	30 Days of operation	-

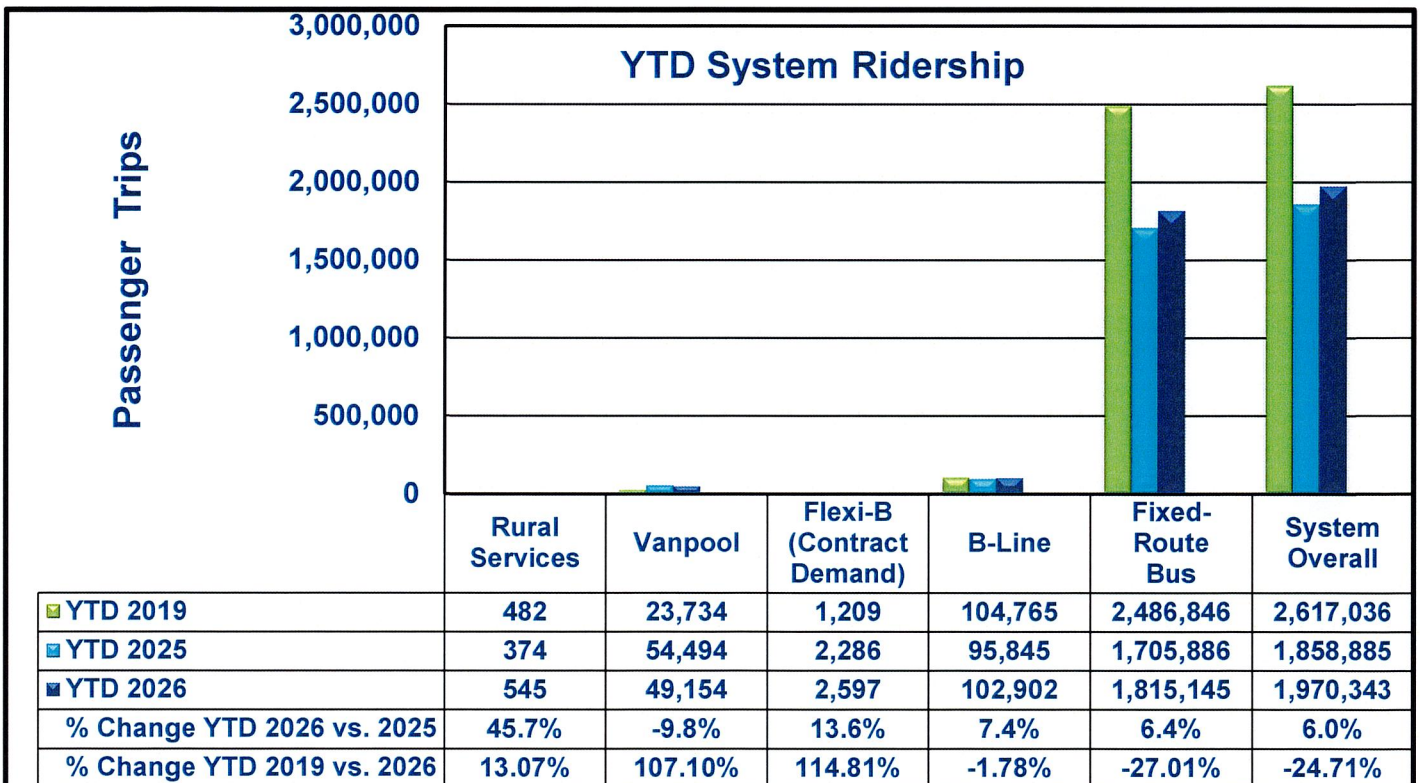
The average retail price for unleaded gas in Corpus Christi was \$3.37 per gallon in June 2026 compared to \$2.46 per gallon in June 2025¹. June 2026 received 7.09 inches of rain. This amount of rain is significantly higher than average. Twelve weekdays and five weekend days recorded rain amounts.

1. GasBuddy.com historical data at <http://www.gasbuddy.com>
2. Weather.gov at <http://www.weather.gov>

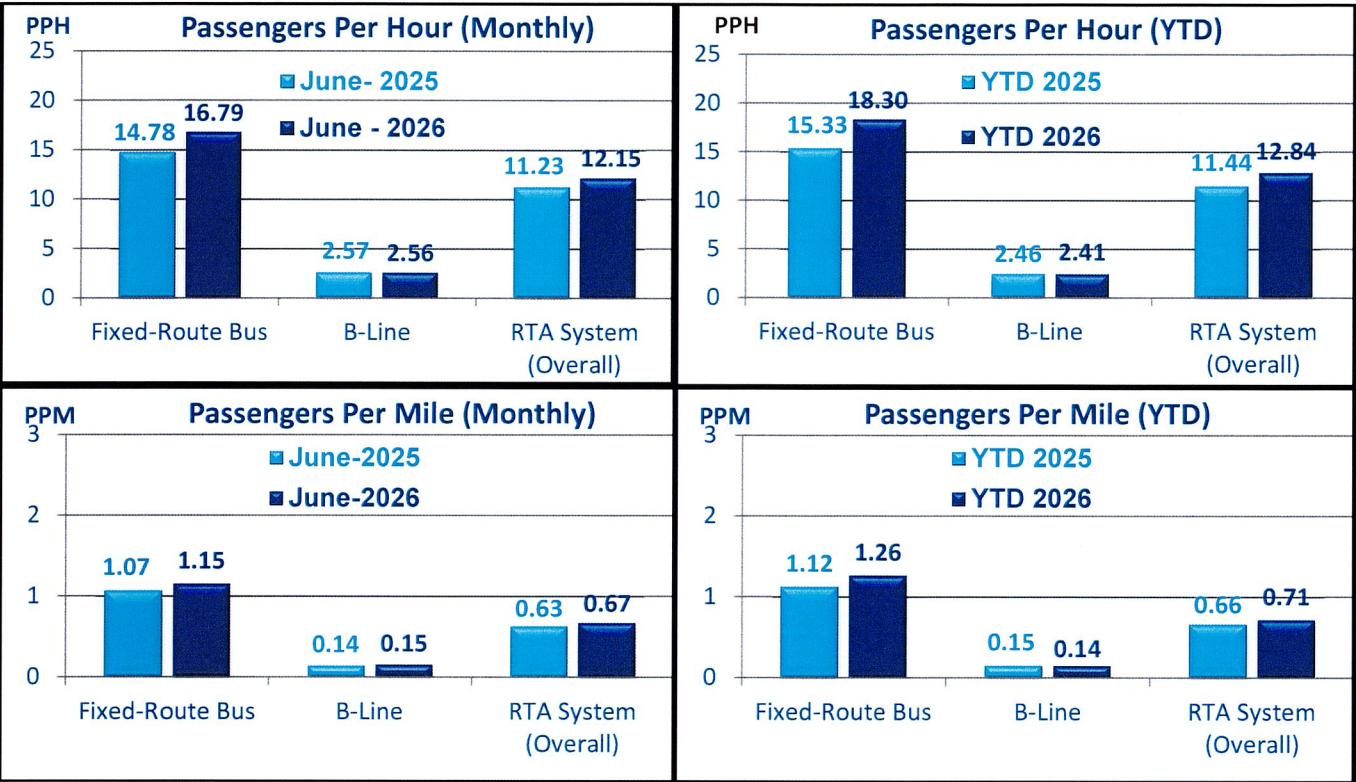
The chart below shows monthly ridership results for all services. CCRTA recorded 14,465 more passenger trips in June 2026 resulting in a 4.8% increase compared to June 2025. 2019 provided 98,487 more trips as compared to June 2026.



The chart below shows 2026 YTD ridership results for all services with 111,458 more trips compared to 2025. 2019 YTD provided 646,693 more trips as compared to 2026 YTD.

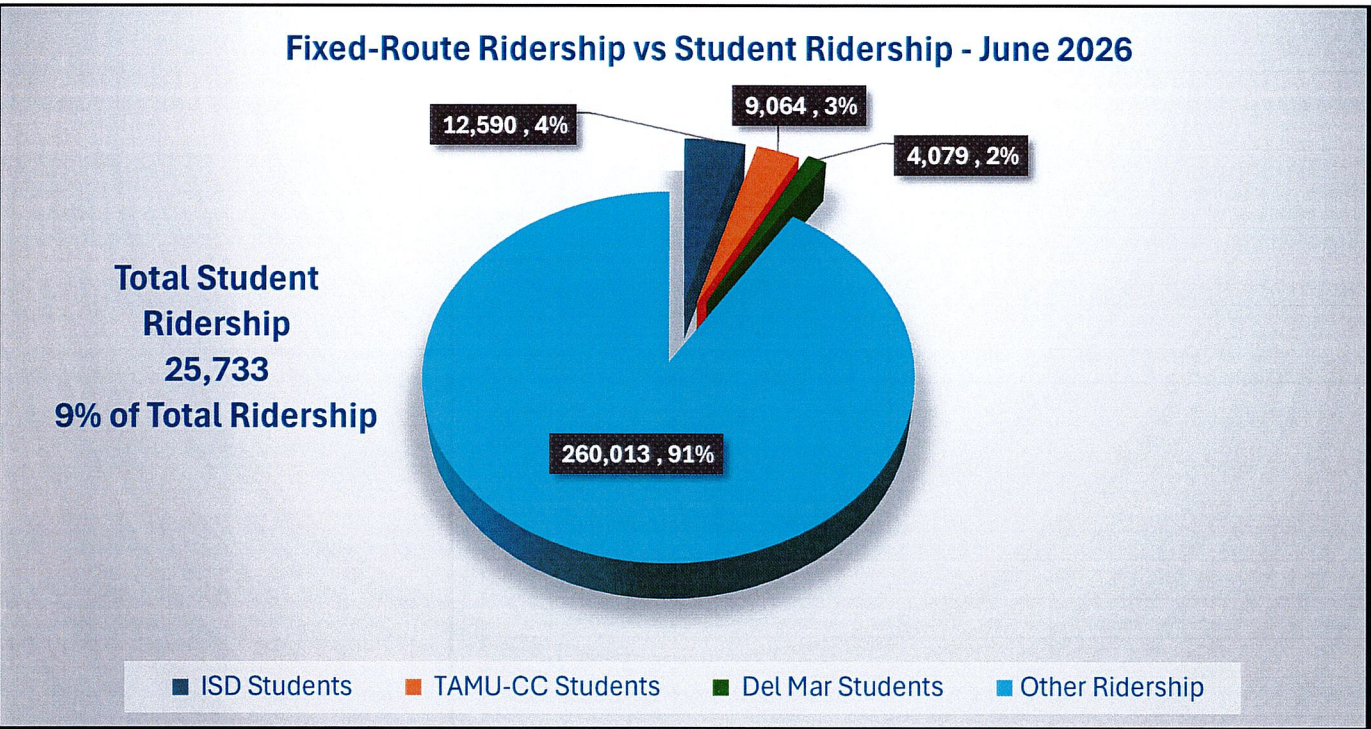


The following four charts are system-wide productivity for the month of June 2026 vs. June 2025 and YTD figures.



Student Ridership

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



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

Upcoming Projects

- **S. Alameda (Everhart to Airline):** Project scheduled to begin mid-August 2026.
 - Route 5 (10 to 12 stops temporarily closed for 18 months of construction).
- **Carroll Ln. (SH-358 to Holly):** Project began July 27, 2026.
 - Routes 15 & 17 Detours have been established with four stops closed.
- **West Surfside (Breakwater to Elm):** Project to begin September 2026.
 - Route 78 (a select number of stops may be temporarily impacted).
- **Upper/Mid./Lower Broadway:** Project in design (30%).
 - Routes 6, 76 (2 stops could be impacted).

In June 2026, there were no routes immediately impacted by a bond project.

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

Schedule Adherence	Standard	Mar-26	Apr-26	May-26	Jun-26	4-Month Average
Early Departure	<1%	0.0%	0.0%	0.0%	0.0%	0.0%
Departures within 0-5 minutes	>85%	94.8%	93.2%	94.6%	94.6%	94.3%
Monthly Wheelchair Boardings	No standard	3,617	3,647	3,860	3,942	3,767
Monthly Bicycle Boardings	No standard	7,093	7,491	7,201	7,313	7,275

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

Metric	Standard	Mar-26	Apr-26	May-26	Jun-26	(4) Month-Ave.
Passengers per Hour	2.50	2.43	2.40	2.46	2.56	2.46
On-time Performance	95.0%	94.5%	96.9%	92.8%	92.8%	94.3%
Denials	0.00%	0.00%	0.00%	0.00%	0.00%	0.0%
Miles Between Road Calls	12,250	50,687	24,538	18,668	24,951	29,711
Monthly Wheelchair Boardings	No standard	3,791	3,765	3,507	3,537	3,650

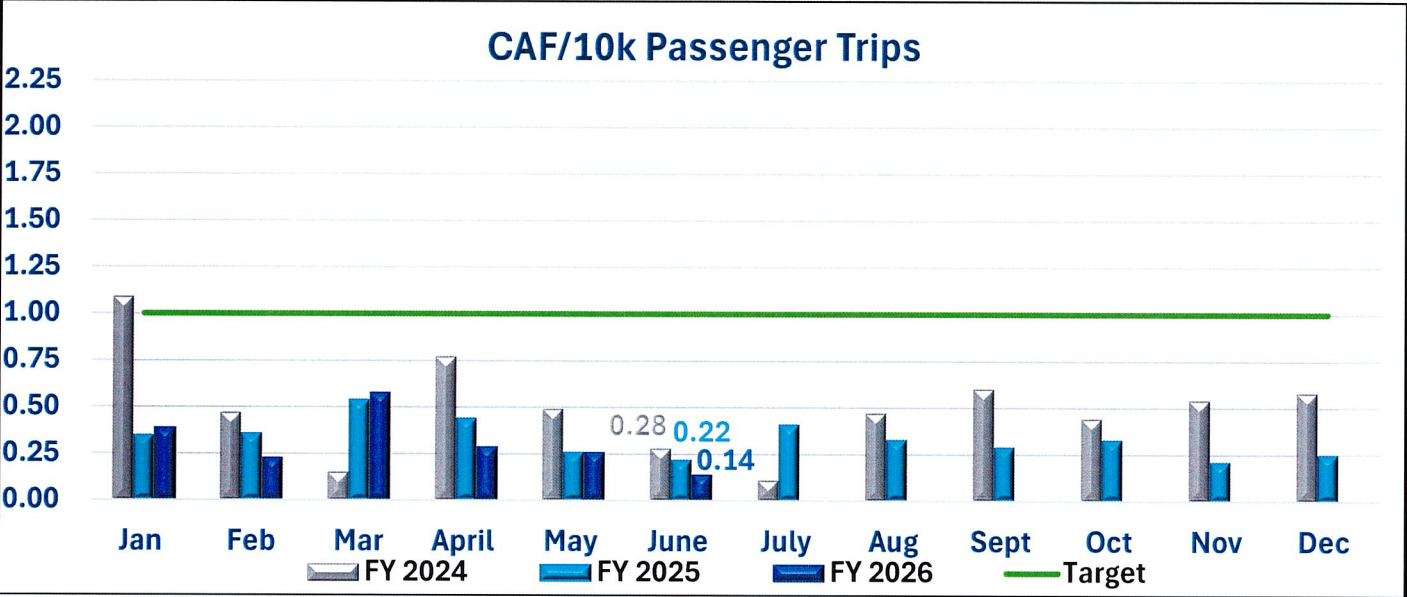
In June 2026, B-Line service performance metrics are listed below.

- Productivity: **2.56** Passengers per Hour did meet the 2.50 PPH contract standard.
- On-time Performance: **92.8%** did not 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): **24,951** met the contract standard of 12,250 miles.
- Ridership Statistics: **11,408** ambulatory boardings; **3,537** wheelchair boardings.

Customer Programs Monthly Customer Assistance Form (CAF) Report

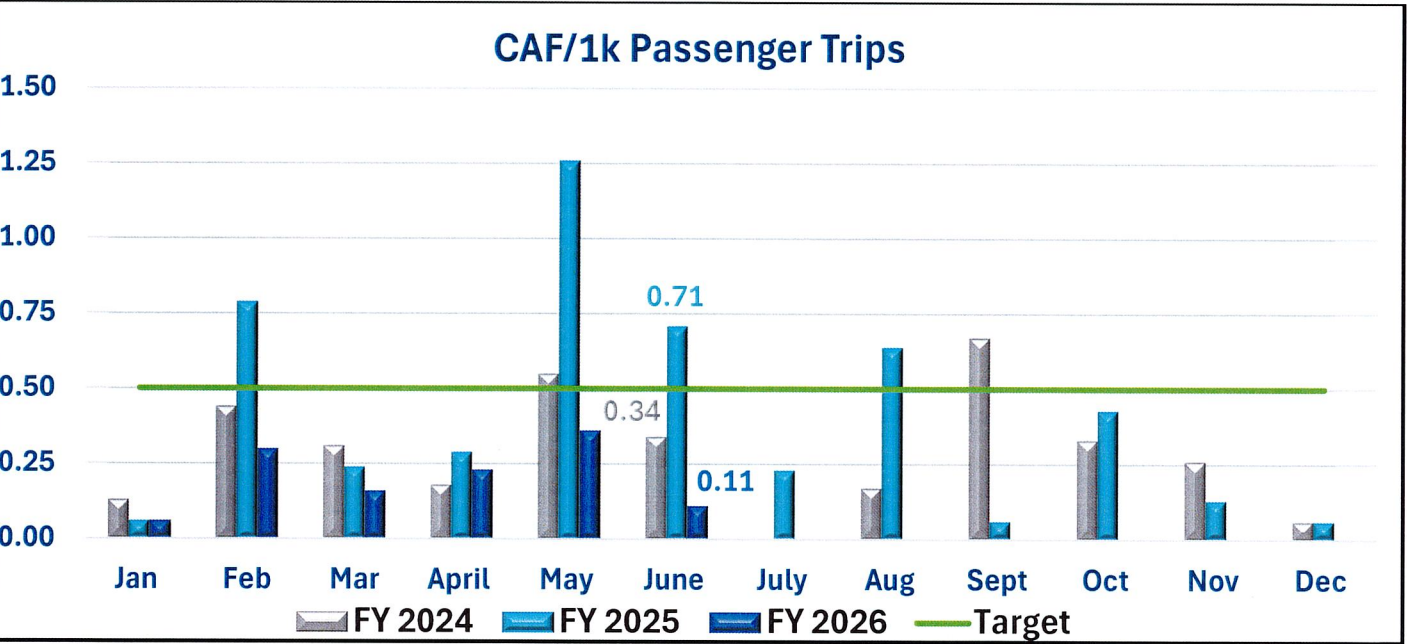
For the month of June 2026, CCRTA received and processed **43** Customer Assistance Forms (CAF's). A total of **39** or 91% were for Fixed Route Services, of which **four** or 10% were valid. This equates to approximately **0.14 CAFs per 10,000** passenger trips. Fixed Route Services received four commendations.

Number of CAFs/10k for Fixed Route Services

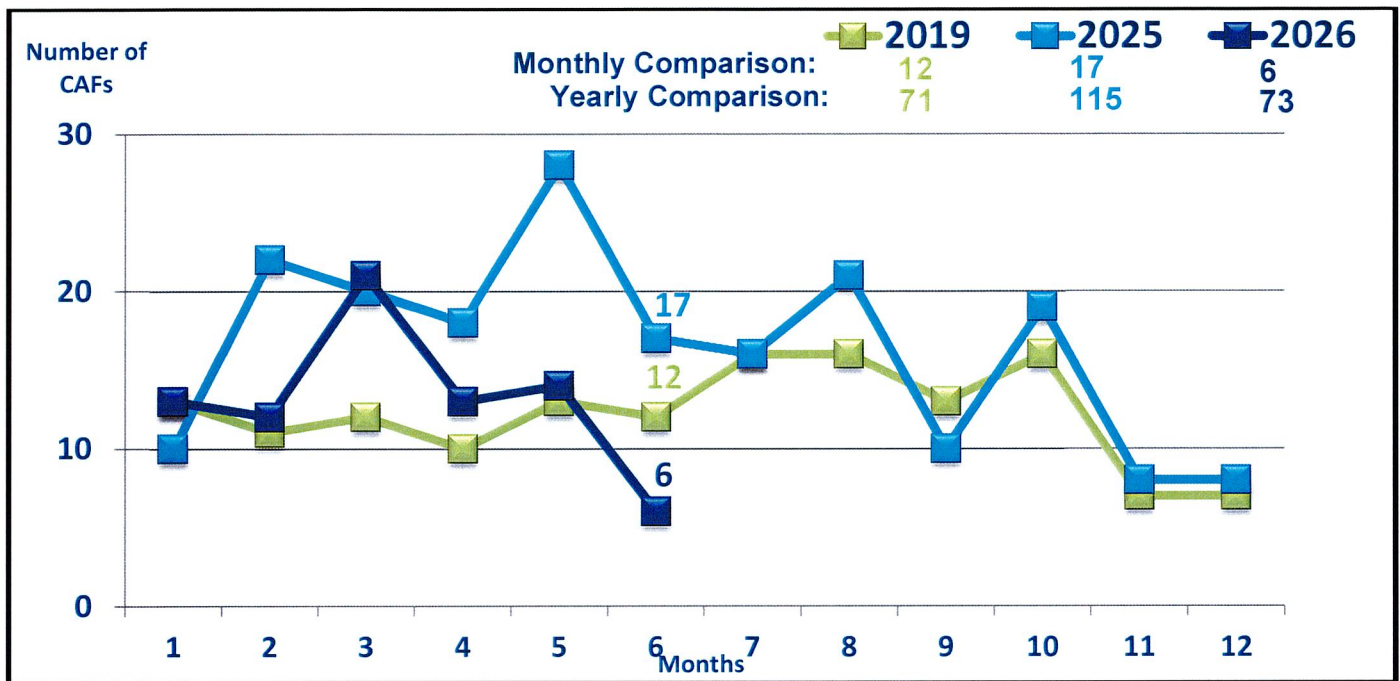


For the month of June 2026, CCRTA received and processed **43** Customer Assistance Forms (CAF's). A total of 4 or 9% were for B-Line Services, of which **two** or 50% were valid. This equates to approximately **0.11 CAFs per 1,000** passenger trips. B-Line Services did not receive any commendations.

Number of CAFs/1k for B-Line Services



Customer Programs Validated (CAF's) Count



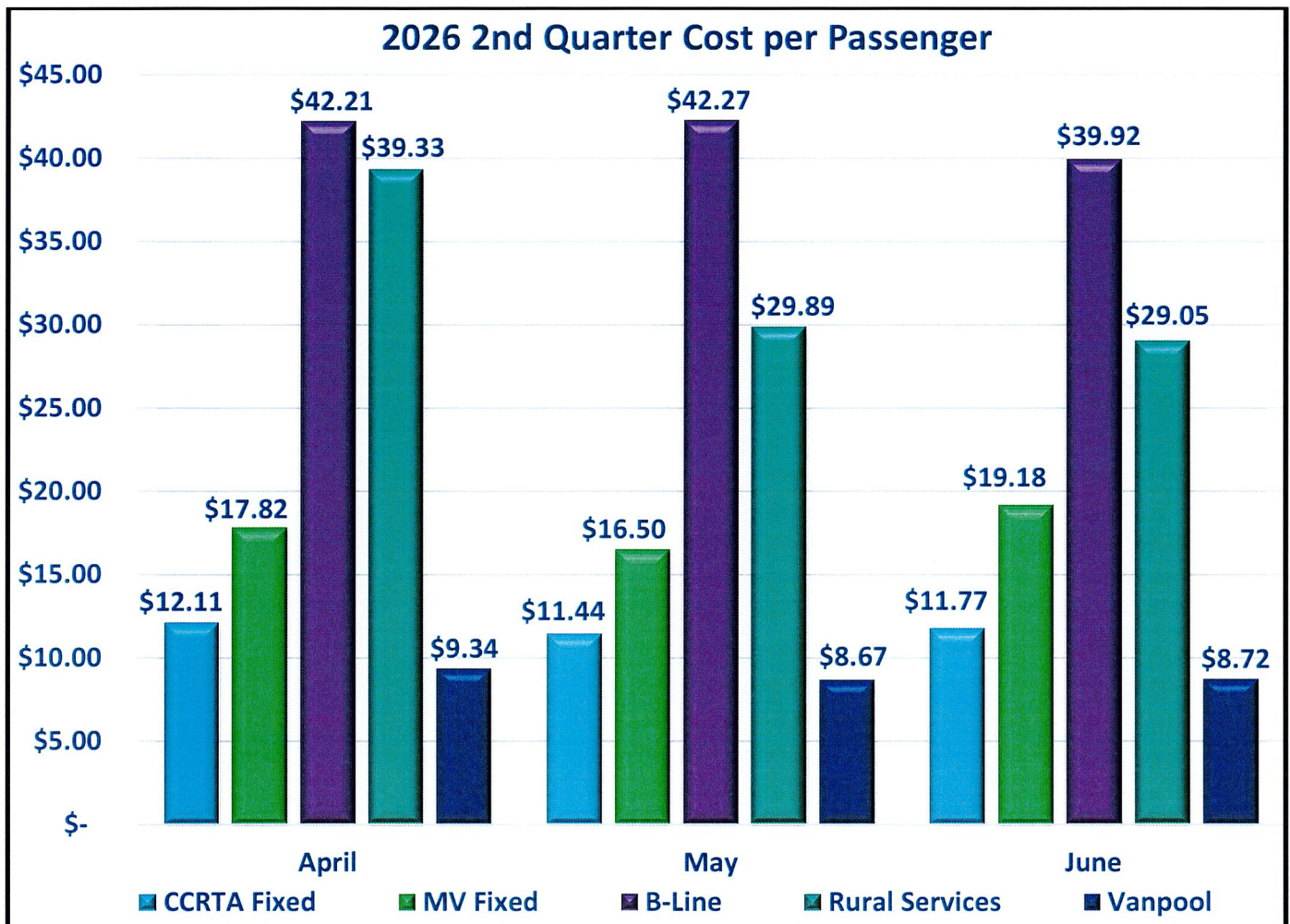
Route Summary Report:

Route	# of CAFs	Route	# of CAFs
#3 NAS Shuttle	2	#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	3	#65 Padre Island (Flex)	
#15 Kostoryz/Carroll HS		#76 Downtown Shuttle	
#16 Morgan/Port		#78 North Beach Shuttle	
#17 Carroll/Southside		#83 Advanced Industries	
#19 Ayers	5	#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		B-Line (Paratransit) Services	4
#26 Airline/Lipes	1	Transportation	
#27 Leopard	1	Marketing	1
#28 Leopard/Navigation		Facilities/Bus Stop Needs Attention	10
#29 Staples		IT/Electronics	1
#32 Southside		Safety & Security	10
#34 Robstown North Circulator		Vehicle Maintenance	
#35 Robstown South Circulator		COMMENDATIONS	4
#37 Crosstown/TAMUCC			
		TOTAL CAF's	43

Processed CAF Breakdown by Service Type:

CAF Category	RTA Fixed Route	B-Line Paratransit	Purchased Transportation	Totals
ADA Issues	1			1
Driving Issues	5	1		6
Late/Early – No Show			3	3
Denial Service	1			1
Dispute Drop-off/Pickup		1		1
Rude		2		2
Left Behind/Passed Up	2			2
Incident on Bus	1			1
IT Issue	1			1
Safety and Security	10			10
Facility Maintenance	10			10
Marketing	1			1
Commendation	4			4
TOTAL CAFs	36	4	3	43

Second Quarter Costs per Passenger



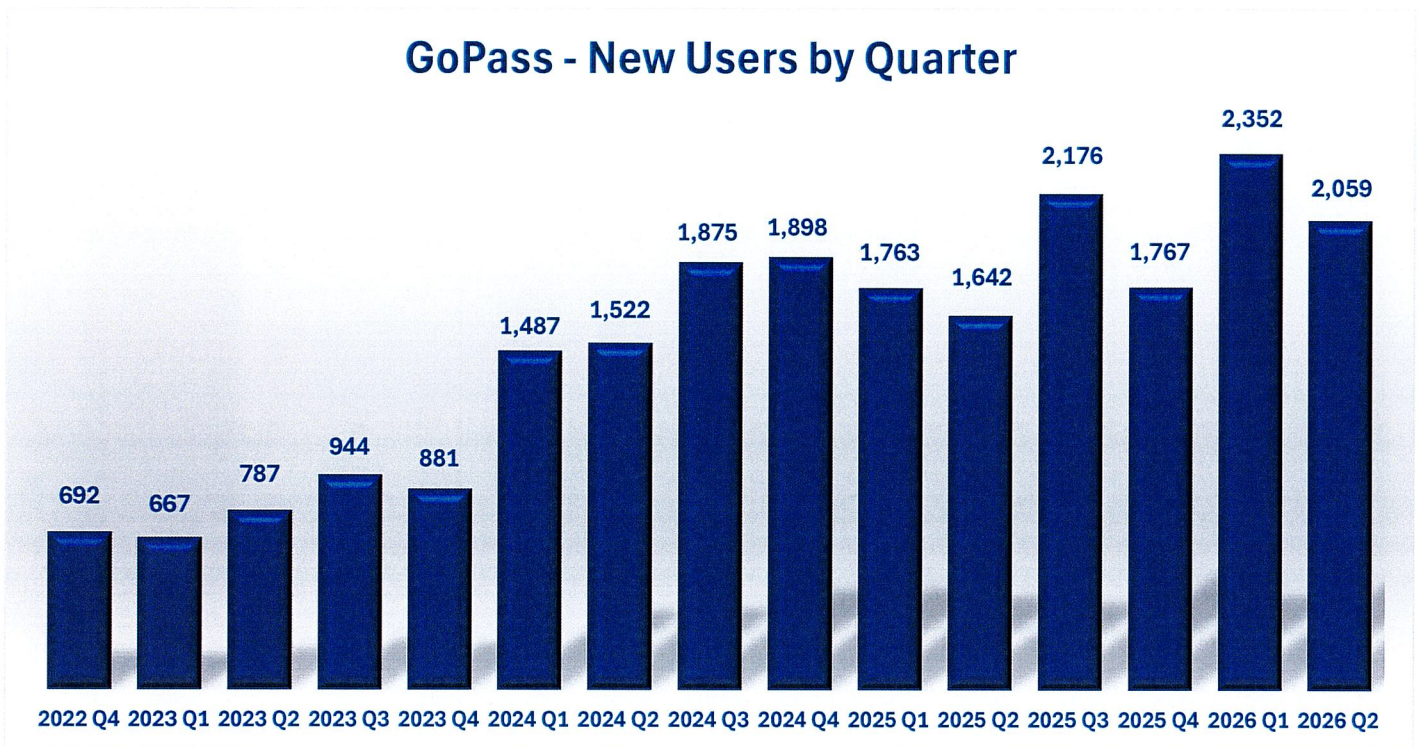
The following table includes Cost per Passenger totals by service mode for the second quarter of 2026.

Month	CCRTA Fixed	MV Fixed	B-Line	Rural Services	Vanpool
April	\$ 12.11	\$ 17.82	\$ 42.21	\$ 39.33	\$ 9.34
May	\$ 11.44	\$ 16.50	\$ 42.27	\$ 29.89	\$ 8.67
June	\$ 11.77	\$ 19.18	\$ 39.92	\$ 29.05	\$ 8.72
2nd Quarter Average	\$ 11.78	\$ 17.72	\$ 41.45	\$ 32.52	\$ 8.91

GoPass App

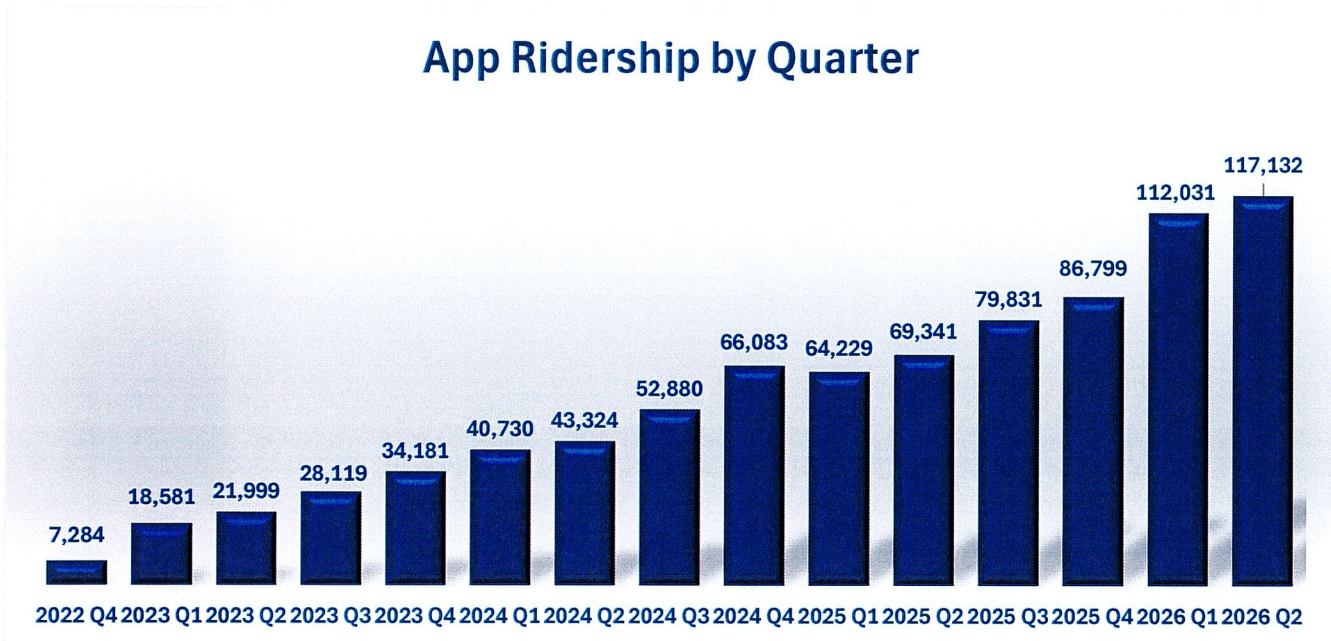
1. New Users by Quarter

In 2026, Q2 new users number decreased to 2,059 from the platform high of 2,352 in Q1 2026.



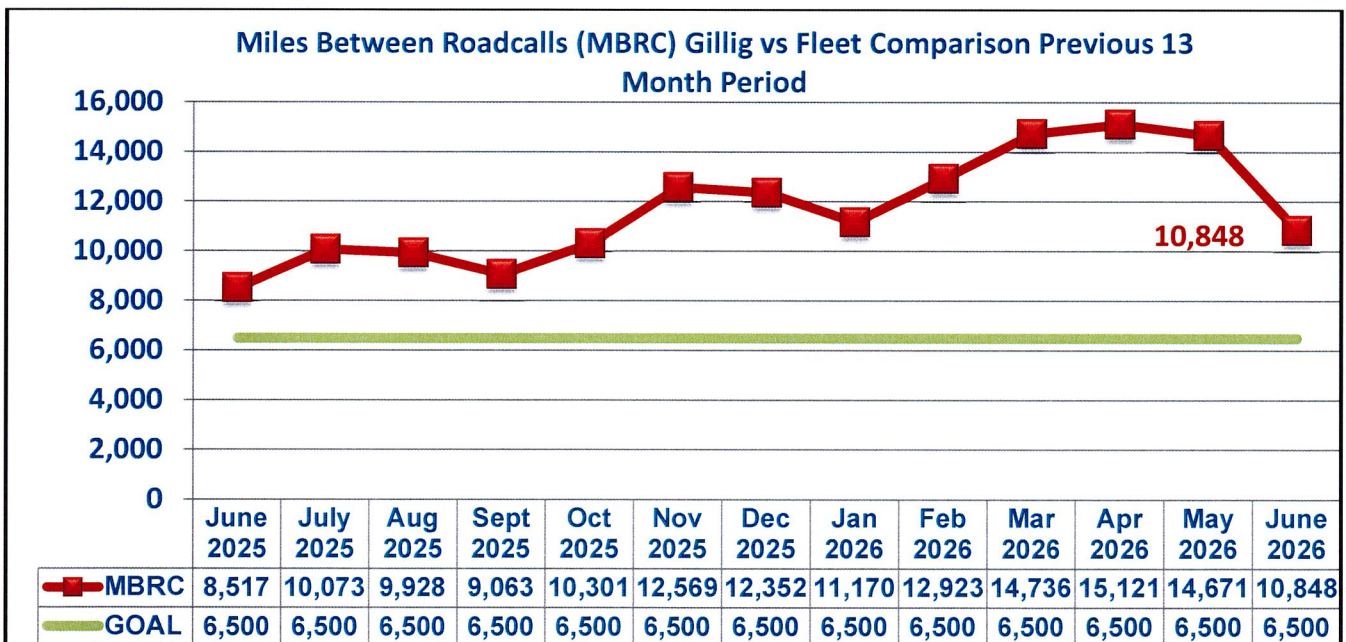
2. App Ridership by Quarter

The App ridership reached a new record high of 117,132 rides during Q2 2026, surpassing all previous quarters. This continued growth is due to an increase in the number of new App users and more App use by existing users.



Vehicle Maintenance Department: Miles Between Road Calls Report

For June 2026, there were 10,848 miles between road calls (MBRC) recorded as compared to 8,517 MBRC in June 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 11,713.



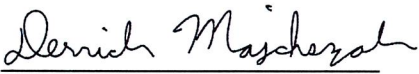
Board Priority

The Board Priority is Ridership.

Respectfully Submitted,

Submitted by: Fred Worthen
Director of Planning

Reviewed by: Gordon Robinson
Managing Director of Operations

Final Approval by: 
Derrick Majchszak
Chief Executive Officer