

**THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY**  
**(and its Subsidiaries)**  
**200 CORTLAND AVENUE, SYRACUSE, NEW YORK**

**MINUTES OF THE MAY 19, 2023, BOARD MEETING**

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**MEMBERS PRESENT:**

NICHOLAS LAINO, Chair  
ROBERT CUCULICH, Vice Chair  
TINA FITZGERALD, Treasurer  
NEIL BURKE  
ANTHONY DAVIS  
MONTY FLYNN  
JOSEPH HARDICK  
JULIUS LAWRENCE  
LOUELLA WILLIAMS

**MEMBERS ABSENT:**

DARLENE LATTIMORE, Secretary  
FRANK SAYA, Non-Voting Member

**STAFF PRESENT:**

BRIAN M. SCHULTZ, Chief Executive Officer  
CHRISTOPHER TUFF, Deputy Chief Executive Officer  
JOSEPH DEGRAY, Senior VP of Operations  
STEVEN KOEGEL, VP of Business Develop. and Corp. Comm.  
JACKIE MUSENGO, VP of Human Resources  
GEOFFREY HOFF, VP of Fleet and Facilities  
MICHAEL FITZGIBBONS, VP of Information Technologies  
RAHMIN AZRIA, Associate VP of Operations  
BRUCE FONG, Assistant VP of Information Technologies  
MELISSA BRIM, Senior Director of Accounting  
CAITLIN MACCOLLUM, Senior Director of Procurement  
BREN DAISS, Director of Special Projects and Planning  
TARA SPRAKER, Director of Grants and Revenue Contract Admin.  
LYNETTE PADUANO, Director of Marketing & Communications  
SUZANNA LEVESQUE CPA, Director of Internal Control  
CHRISTOPHER KING, Procurement Manager  
CASEY BROWN, Graphic Designer/Media Specialist  
CAROL LOMBARDO, Executive Assistant

CALL TO ORDER At 9:50 A.M. Chairman Laino called the meeting to order.

- Chairman Laino and the Board Members recited the Pledge of Allegiance
- Chairman Laino noted a quorum was present

UPCOMING MEETINGS

- Chairman Laino announced the following meetings for June 23, 2023:
  - Audit and Finance Committee – 9:00 AM
  - Board Meeting – 10:00 AM

SALLY JOHNSON PASSING

Mr. Schultz informed the Board that Sally Johnson had recently passed away. She was a strong advocate for the disabled community. She was a member of our Accessible Transportation Advisory Committee (ATAC) for years. She was very helpful to Centro with our Call-a-bus program. Ms. Johnson passed away early this week. A moment of silence was observed.

APPROVAL OF THE APRIL 28, 2023, REGULAR BOARD MEETING MINUTES MOTION NO. 2636

Motion – Anthony Davis  
 Seconded – Julius Lawrence  
 Carried Unanimously

APPROVAL OF THE APRIL 28, 2023, ANNUAL BOARD MEETING MINUTES MOTION NO. 2637

Motion – Louella Williams  
 Seconded – Robert Cuculich  
 Carried Unanimously

CHIEF EXECUTIVE OFFICER'S REPORT – Mr. Schultz

In addition to Mr. Schultz's written report, attached to these Minutes, he discussed the following:

RECOGNITION OF JOE DEGRAY FOR YEARS OF SERVICE ON HIS RETIREMENT

Mr. Schultz recognized Joe DeGray on his retirement. Joe has dedicated over 31 years to the Authority. He began his career as a bus operator, working his way up through Operations. He ultimately became the Senior Vice President of Operations. That type of institutional knowledge walking out the door is difficult for any organization. We are very grateful Joe will be staying on in a part-time capacity. Chairman Laino added his thoughts regarding working with Joe over the years and Joe's loyalty to Centro. Joe was presented with a clock. The Board and staff in attendance applauded Joe DeGray for his hard work and dedication over the years.

CERTIFICATE OF INCORPORATION OF CENTRO PARKING, INC. AMENDMENT MOTION NO. 2638

Mr. Hunt recommended that the Board pass a Motion to approve the filing of an amending Certificate of Incorporation for Centro Parking, Inc.; Public Authorities Law §1332(5). The only amendment is to update the current address. A copy of the amended Certificate of Incorporation is attached to these Minutes.

A Motion to approve the filing of an amending Certificate of Incorporation for Centro Parking, Inc. was raised.

Motion – Tina Fitzgerald  
 Seconded – Neil Burke  
 Carried Unanimously

TNT PROGRAM

Mr. Lawrence thanked Mr. Schultz for his participation in the TNT Program and bringing the community up to date on the efforts of Centro to meet the varied needs of the community. Mr. Schultz has reached out to the Director of TNT to get Centro involved in their “districts”. We will be participating in more of those meetings.

HUMAN RESOURCES REPORT – Ms. Musengo

HOMELAND SECURITY TSA

We were visited by Homeland Security Transportation Security Administration. They did a walk through of our facility. They also did an exercise, which was a live simulation of a workplace attack. We had approximately 14 staff members who participated, along with a member of the Syracuse Police Department. It was a great simulation, very eye opening. It was a great learning experience. We will be receiving a detailed report from them in the next few months, which I will follow up with an update to the Board.

HR CONFERENCE

I, along with HR staff recently attended an HR Conference hosted by Ferrara Fiorenza Law Firm. The conference covered updated laws and regulations, common workplace environment situations, quiet quitting, inspiring today’s workforce, workplace violence, artificial intelligence, and taking a coaching approach to engaging employees. Also, New York State Harassment Discrimination Law has been expanded to include greater gender spectrum. It also lowered the standard of inappropriate conduct, meaning, no longer does the instance have to meet the definition of severe and pervasive or offend anybody. In September, the New York State Paid Transparency Law will go into effect requiring employers to disclose salary ranges for advertised positions.

INFORMATION TECHNOLOGIES REPORT – Mr. FitzGibbons

SYSTEM REFRESH

We are deploying new desktops in Auburn, Utica, and the storeroom. We continue to work with Trapeze on a couple of projects. The upgrade to the next gen payroll system is in the testing phase. We are reviewing Windows 11 as Windows 10 now has a retirement date. In June, we hope to set up a kickoff meeting.

upgrading our system from version 18 to 21. We are also looking at the RISC (risk, incident, and safety compliance) application.

#### CYBERSECURITY

We are working to establish a baseline of where we are by reviewing policies and procedures, logging, and patching. This time of year, we see an increase in phishing emails. To combat this, we are setting up our annual cybersecurity refresher training for June in KnowBe4.

### FLEET AND FACILITIES REPORT – Mr. Hoff

#### TANK TOP REPAIRS

A power point presentation was shared with the Board showing before, during, and after progress on the Tank Top Replacement project. The Board was briefed step by step on the project. The tanks themselves were in very good condition. Only the tops required replacement.

#### WDI

WDI visited Centro to discuss the availability of childcare subsidy with employees. WDI provided brochures for employees and HR. In turn, HR can provide new hires with the information.

#### MECHANIC TRAINING

In September, our mechanics will receive additional training in diesel, CNG engine, Input Output (IO), module systems, and basic electrical training. WDI will be subsidizing the cost for us.

### BUSINESS DEVELOPMENT AND CORPORATE COMMUNICATIONS REPORT – Mr. Koegel

#### RIDERSHIP

Year over year our ridership numbers were up 12% overall, including city services, which are very strong. Syracuse was up 21%, Auburn up 8%, Oswego up 12%, Fulton up 32%, Mexico up 35%, Utica up 14% and Rome up 8%. We are moving in the right direction.

#### PUBLIC HEARING

Last month we discussed the equity analysis and service reductions. We are now in the process of preparing for a public hearing, which is tentatively set for June 29, 2023. Essentially, it allows the public to comment on the upcoming changes.

#### EXPLORING TOMORROW'S TRANSIT

Ms. Daiss stated that the Authority now has over 1000 surveys. We will begin analyzing the public's input. Followed by community meetings to discuss what we learned from the surveys and get more input from the public while asking and answering questions.

#### BIKE SHARE

The bike share program has been expanded onto the OCC campus. The app shows that the bikes and scooters have been moving around campus as well as traveling back into the city. We have two other areas

targeted for expansion, which we will announce very soon. There will be an opportunity to learn how to ride on the scooters and bikes.

#### OPERATIONS REPORT – Mr. Azria

##### NEW STAFF POSITIONS

We just posted two new positions. The first is the Senior Inside Supervisor and the second is the Senior Field Operations Supervisor. Our headcount remains the same. The named positions were created after a recent review of our needs, considering the areas we were struggling in and the upcoming changes to the organization, as well as the new bus monitor system. The position will also reduce the number of staff supervisors must manage, making them more effective and ultimately improving service to our customers.

##### FAREBOX REPLACEMENT (GFI)

Mr. DeGray briefed the Board on the farebox replacement project. An internal meeting was held with Genfare. We have been a partner with Genfare since 1997. We want the fareboxes installed prior to the state fair, while appearing seamless to our customers. There are many options regarding fare payments. There will be a mobile app, tap and go with a credit card, Apple Pay, and Google Pay. They will be rolled out more slowly. Our first priority is to get the boxes installed. Mobile options will be looked at in the fall. We plan on doing a demonstration for the Board of the new fareboxes in the near future.

#### AUDIT AND FINANCE COMMITTEE REPORT

##### PRELIMINARY FINANCIAL REPORT – MOTION NO. 2638

Ms. Brim, Senior Director of Accounting presented the Preliminary Financial Report, for period ending March 31, 2023, a copy of which is attached to these Minutes.

A Motion to adopt the Preliminary Financial Reports as recommended by the Audit and Finance Committee was raised.

Motion – Robert Cuculich  
 Seconded – Louella Williams  
 Carried Unanimously

##### 2023-24 OPERATING BUDGET& MULTI-YEAR PROJECTIONS AMENDMENT – MOTION NO. 2639

Next, an amendment to the approved 2023-34 Operating Budget and Multi-year projections was presented. The enacted New York State Budget provides \$49,515,300 in STOA, a \$5,548,000 or 12.62% increase over the 2022-23 enacted budget.

A Motion to adopt the Amended Operating Budget and Multi-year projections as recommended by the Audit and Finance Committee was raised.

Motion – Tina Fitzgerald  
 Seconded – Julius Flynn

Carried Unanimously

GAS DETECTOR AND SENSOR UPGRADES – RESOLUTION NO. 2568

Mr. King presented a Resolution for Gas Detector and Sensor Upgrades with Siemens Industry. A copy of the Resolution is attached to these Minutes.

A Motion to approve a contract Gas Detector and Sensor Upgrades with Siemens Industry as recommended by the Audit and Finance Committee was raised.

Motion – Neil Burke

Seconded – Julius Lawrence

Carried Unanimously

SYRACUSE HUB ICE MELT SYSTEM REPAIRS – RESOLUTION NO. 2569

Ms. MacCollum presented a Resolution for Syracuse Hub Ice Melt System Repairs with C & S Engineers. A copy of the Resolution is attached to these Minutes.

A Motion to approve a contract Syracuse Hub Ice Melt System Repairs with C & S Engineers as recommended by the Audit and Finance Committee was raised.

Motion – Anthony Davis

Seconded – Tina Fitzgerald

Carried Unanimously

GOVERNANCE COMMITTEE REPORT

Chairman Laino announced that at the Governance Committee met earlier this morning. Ms. Levesque presented a Strategic Plan update, the Annual Performance Measures Report and the Internal Control Review Plan Report. No action was needed.

GRADUATE STUDENT RECOGNITION

Chairman Laino called on Mr. Lawrence who wanted to recognize a graduate student who has attended the recent Board meetings. Haohui Pan recently received his Masters degree from Syracuse University and is part of the TNT group.

ADJOURNED

There being no further business to come before the Board, the CNYRTA and its Subsidiaries Board meeting was adjourned.

  
Chairman

ATTEST:

  
Secretary

**CERTIFICATE OF AMENDMENT  
OF THE  
CERTIFICATE OF INCORPORATION  
OF  
CENTRO PARKING, INC.**

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Under Section 1332(5) of the Public Authorities Law

Filer:  
Mackenzie Hughes LLP  
440 South Warren Street, Suite 400  
Syracuse, New York 13202  
Attn: Jackie Kochovski



**CERTIFICATE OF AMENDMENT  
OF THE  
CERTIFICATE OF INCORPORATION  
OF  
CENTRO PARKING, INC.**

Under Section 1332(5) of the Public Authorities Law

The undersigned Chief Executive Officer of Centro Parking, Inc. hereby certifies:

1. The name of the corporation and the name under which it was formed is Centro Parking, Inc.

2. The Certificate of Incorporation was filed by the Department of State on October 27, 1978.

3. The Certificate of Incorporation is amended to change the address for service of process of the corporation.

4. Paragraph "Third" of the Certificate of Incorporation, which refers to the principal office of the Corporation, is amended to read as follows:

"THIRD. The office of the corporation shall be located in the County of Onondaga, State of New York, and the address to which the Secretary of State shall mail all copies of process in any action or proceeding against the corporation which may be served upon him is 200 Cortland Avenue, P.O. Box 820, Syracuse, New York 13205-0820."

5. The above amendment to the Certificate of Incorporation was authorized by the vote of the board of directors of the Corporation, which also serves as the board of directors of the Central New York Regional Transportation Authority, which is the sole owner of the Corporation pursuant to Public Authorities Law section 1332(5).

Dated: 5/31, 2023

  
\_\_\_\_\_  
Brian M. Schultz, Chief Executive Officer



TO: CNYRTA Board of Members  
FROM: Brian M. Schultz, Chief Executive Officer  
RE: Monthly Summary Report – May 2023  
DATE: May 12, 2023

**COVID-19 Emergency**

1. C.A.R.E.S. Act – has been fully expended.	
- Total draw to date -	\$ 32,666,902
2. CRRSSA Funds – has been fully expended.	
- Total draw to date	\$16,056,469
3. ARP Funds	
- June 2022	\$ 766,526
- July 2022	\$ 1,666,007
- August 2022	\$ 900,388
- September 2022	\$ 992,593
- October 2022	\$ 1,297,856
- November 2022	\$ 1,166,400
- December 2022	\$ 605,052
- January 2023	\$ 1,684,941
- February 2023	\$ 2,692,639
- March 2023	<u>\$ 3,323,344</u>
	\$15,095,746 (of \$38.5 Mil)

**April 22<sup>nd</sup> Earth Day**

As previously reported, Centro participated in the National Earth Day clean up. We had a great showing with over 60 Centro employees and their families participating. We collected trash and debris in the neighborhood surrounding the Centro facility. We have already begun discussion with local groups to keep this momentum going and to continue to grow this event in future years. Many thanks to Caitlin MacCollum, Nate Dow, Bren Daiss and Julia Fuster who were our team organizers for this event.

**Reaching Productivity Milestones (RPM)**

As previously noted, we held our quarterly RPM presentations in Oswego and Auburn (4/26), Utica (4/27) and Syracuse (4/28). These events are always well attended. We thank the board members that were able to come to the Syracuse event to see what it is about. We received quite a bit of positive feedback from the board members in attendance as well as the staff. Since inception (2 full years) we have paid out over \$350,000 directly to employees as bonuses for meeting the RPM criteria.

**Southside Tomorrows Neighborhoods Today (TNT)**

On May 1<sup>st</sup>, I along with Bren Daiss and our partners from SMTC attended the Southside TNT meeting held at the Innovation Center. SMTC spoke about the Exploring Tomorrow's transit survey currently under way. I then took questions from the floor on a wide range of topics including BRT, bike/scooter share, on-demand service and general Centro services. We will continue to participate in these meetings in other sectors as well.

### **NYPTA Board meeting**

On May 3<sup>rd</sup>, I along with Chris Tuff attended the NYPTA Board meeting held at Capital Hill Management Services in Albany. At this meeting, current NYPTA President Bill Carpenter (Rochester CEO) announced his retirement and stepped down from the NYPTA Board. I was appointed President by the board to fill the remainder of Bill's term through the annual meeting in the fall of 2023. I look forward to this new role and leading NYPTA as we advocate for increased and sustainable funding for public transportation in NYS

### **COR Development and CNY Regional Planning and Development**

On May 4<sup>th</sup>, I along with Chris Tuff and Steve Koegel met with COR Development Director of Finance Steve Aiello and David Bottar from the CNY Regional Planning and Development Board to discuss the development of the Inner Harbor and the many stages being implemented over the coming years. The discussion included a presentation of the inner harbor plans as well as how Centro could provide services to the area considering the number of residential units that will ultimately be built. The conversation was productive, and we agreed to keep the lines of communications open as this project progresses.

### **I-81 Big Jobs**

On May 8<sup>th</sup>, I was asked to participate in the Big Table Discussion Group sponsored by the City of Syracuse to help our community prepare for and meet the local hiring opportunity presented by Interstate 81 and other major infrastructure projects happening in Syracuse and Onondaga County. At this Big Table, we heard updates on local hiring progress, the latest on Syracuse Build, and a report from the newly formed Occupational and Environmental Health and Safety Implementation team.

### **NYPTA Budget**

On May 11<sup>th</sup>, I co-hosted a virtual NYPTA Budget review meeting with our statewide NYPTA partners, advocates, member organizations and other interested parties. This is an annual meeting to share the results of the recently enacted NYS Fiscal Year 2023-2024 budget. The presentation included funding sources, STOA increase and capital dollar allocations.

## ACCOUNTING

CNYRTA  
Preliminary Statement of Net Position  
As of 03/31/2023  
(In Whole Numbers)

	Current Year	Prior Year	Current Year Change	Current Year % Change
<b>Current Assets</b>				
Cash & Cash Equivalents	9,962,461	12,682,292	(2,719,831)	(21)
Cash & Cash Equivalents - Board Designated	3,146,230	12,000,000	(8,853,770)	(74)
Investments	12,195,210	0	12,195,210	100
Trade Accounts Receivable	532,553	993,553	(461,000)	(46)
Mortgage Tax Receivable	734,415	923,157	(188,741)	(20)
Operating Assistance Receivable	26,393	91,495	(65,101)	(71)
Grants Receivable	14,332,888	3,837,602	10,495,286	273
Accounts Receivable Accruals	241,972	692,239	(450,267)	(65)
Materials & Supplies	3,658,710	3,704,894	(46,184)	(1)
Prepaid Expenses & Other Current Assets	5,084,148	4,080,907	1,003,241	25
<b>Total Current Assets</b>	<b>49,914,980</b>	<b>39,006,138</b>	<b>10,908,842</b>	<b>28</b>
<b>Non-Current Assets</b>				
Capital Assets - Net of Accumulated Depreciation	85,061,406	77,061,952	7,999,454	10
Net Pension Asset	1,378,408	1,378,408	0	0
Due From (To) Affiliates - Net	0	0	0	0
<b>Total Non-Current Assets</b>	<b>86,439,814</b>	<b>78,440,360</b>	<b>7,999,454</b>	<b>10</b>
<b>Deferred Outflows of Resources</b>				
Deferred Outflows - Relating to Pensions	4,508,591	4,508,591	0	0
Deferred Outflows - Relating to OPEB	61,741,038	61,741,038	0	0
<b>Total Deferred Outflows of Resources</b>	<b>66,249,629</b>	<b>66,249,629</b>	<b>0</b>	<b>0</b>
<b>Total Assets and Deferred Outflows</b>	<b>202,604,423</b>	<b>183,696,127</b>	<b>18,908,296</b>	<b>10</b>
<b>Current Liabilities</b>				
Accounts Payable	1,447,981	663,110	784,872	118
Accounts Payable Accruals	95,338	201,394	(106,056)	(53)
Accounts Payable-Grants	202,879	193,012	9,867	5
Accrued Salaries	819,484	415,138	404,346	97
Accrued Liabilities and Benefits	2,332,425	2,292,356	40,069	2
Estimated Claims Payable	1,723,835	814,000	909,835	112
<b>Total Current Liabilities</b>	<b>6,621,942</b>	<b>4,579,009</b>	<b>2,042,933</b>	<b>45</b>
<b>Non-Current Liabilities</b>				
Other Postemployment Benefits	352,735,004	352,735,004	0	0
Net Pension Liability	13,648,365	13,648,365	0	0
Estimated Claims Payable	3,501,620	2,712,839	788,781	29
<b>Total Non-Current Liabilities</b>	<b>369,884,988</b>	<b>369,096,207</b>	<b>788,781</b>	<b>0</b>
<b>Deferred Inflows of Resources</b>				
Deferred Revenue	917,545	973,033	(55,488)	(6)
Deferred Inflows - Relating to Pensions	10,130,870	10,130,870	0	0
Deferred Inflows - Relating to OPEB	40,091,191	40,091,191	0	0
<b>Total Deferred Inflows of Resources</b>	<b>51,139,606</b>	<b>51,195,094</b>	<b>(55,488)</b>	<b>(0)</b>
<b>Net Position</b>				
Unrestricted - Beginning Balance	(318,408,427)	(303,428,083)	(14,980,344)	5
Change in Unrestricted	8,132,616	(14,980,344)	23,112,959	(154)
Net Investment in Capital Assets Beginning Balance	77,234,243	84,520,055	(7,285,812)	(9)
Change in Investment in Capital Assets	7,999,454	(7,285,812)	15,285,267	(210)
<b>Total Net Position</b>	<b>(225,042,113)</b>	<b>(241,174,183)</b>	<b>16,132,070</b>	<b>(7)</b>
<b>Total Liabilities, Deferred Inflows, and Net Position</b>	<b>202,604,423</b>	<b>183,696,127</b>	<b>18,908,296</b>	<b>10</b>

## STATEMENT OF NET POSITION

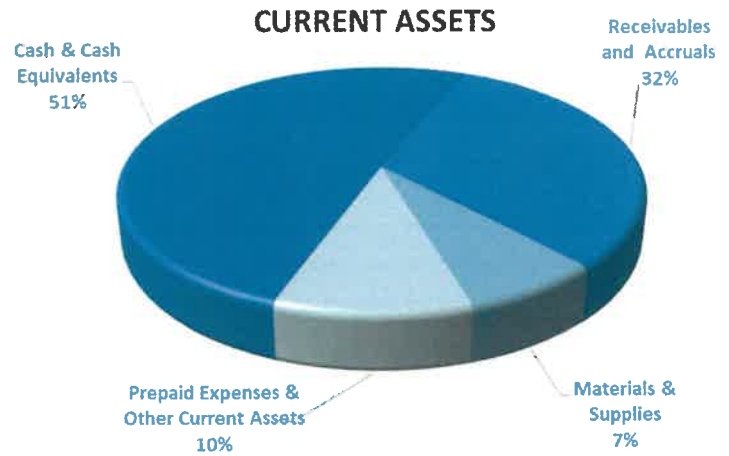
The Quick Ratio as of March 31, 2023, is 6.22, a slight decrease to March 2022's, Quick Ratio of 6.82. As of March 31, 2023, CNYRTA has approximately \$6.22 in current assets to pay for every \$1 in current liabilities.

### Current Assets

**Current Assets** have increased by \$10.9 million or 28% compared to March 2023.

**Cash & Cash Equivalents** balances have improved by \$622 thousand or 3% compared to March 2023. The Authority continues to evaluate the opportunities to invest idle cash, with the expectation to continue to grow the Authority's cash position.

**Receivables** increased by \$9.3 million or over 100% compared to March 2023, this is primarily due to updates to the FTA Echo Web grant reimbursement platform, and NYSDOT net 30+ days grant reimbursement policy. Subsequent to close, the Authority received \$4 million of the \$12.2 million grant receivable balance.



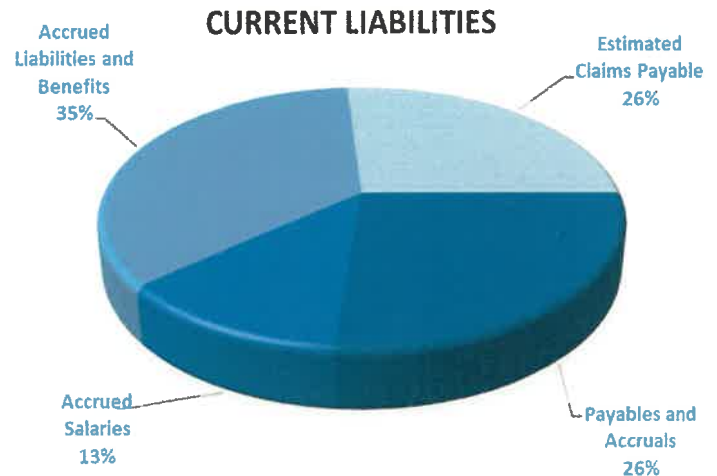
### Current Liabilities

**Current Liabilities** increased by \$2 million or 45% compared to March 2023.

**Accounts Payables and Accruals** increased by \$688 thousand compared to March 2023. The increase is primarily due to increased purchasing activity in current year compared to prior year.

**Accrued Salaries, Liabilities and Benefits** increased by \$444 thousand compared to March 2023, this is primarily due to the fiscal year end accrued payroll.

**Estimated Claims Payable** increased by \$909 thousand compared to March 2023, due to the increase to UMR's IBNR (incurred but not recorded) estimated health claims cost.



**CNYRTA**  
**Preliminary Consolidated Statement of Revenue and Expenditures**  
**From 04/01/2022 through 03/31/2023**  
**(In Whole Numbers)**

	CY Actual	CY Budget	CY to Budget Change	% Change CY to Budget	PY Actual	CY to PY Change	% Change CY to PY
<b>Revenue</b>							
Operating Revenue							
Regular Line Passenger Revenue	3,380,605	3,879,000	(498,395)	(12.84)%	3,772,645	(392,039)	(10.39)%
Special Line Passenger Revenue	7,041,514	6,848,000	193,514	2.82%	6,441,355	600,159	9.31%
Advertising & Other Revenue	2,332,088	1,894,000	438,088	23.13%	1,835,963	496,124	27.02%
Total Operating Revenue	12,754,207	12,621,000	133,207	1.06%	12,049,963	704,244	5.84%
Total Revenue	12,754,207	12,621,000	133,207	1.06%	12,049,963	704,244	5.84%
<b>Expenses</b>							
Operating Expenses							
Salaries & Wages	34,243,747	35,485,000	1,241,253	(3.49)%	31,449,064	2,794,683	8.88%
Other Employee Benefits & Payroll Taxes	3,575,707	3,811,000	235,293	(6.17)%	3,247,250	328,457	10.11%
Healthcare Benefits	11,944,180	15,829,000	3,884,820	(24.54)%	13,312,185	(1,368,005)	(10.27)%
Workers Compensation	3,604,941	3,960,000	355,059	(8.96)%	3,963,697	(358,757)	(9.05)%
Pension Benefits	5,169,230	3,863,000	(1,306,230)	33.81%	3,739,381	1,429,849	38.23%
Risk Management	2,691,032	2,996,000	304,968	(10.17)%	2,374,406	316,627	13.33%
Purchased Transportation	4,234,904	3,468,000	(766,904)	22.11%	3,277,323	957,581	29.21%
Materials & Supplies	4,546,286	4,960,000	413,714	(8.34)%	4,188,772	357,514	8.53%
Services	5,515,491	7,620,000	2,104,509	(27.61)%	5,330,261	185,230	3.47%
Fuel	1,924,852	1,717,000	(207,852)	12.10%	1,319,118	605,735	45.91%
Utilities	741,418	677,000	(64,418)	9.51%	662,857	78,560	11.85%
Other Expenses	321,633	312,000	(9,633)	3.08%	237,118	84,515	35.64%
Total Operating Expenses	78,513,421	84,698,000	6,184,579	(7.30)%	73,101,432	5,411,989	7.40%
Total Expenses	78,513,421	84,698,000	6,184,579	(7.30)%	73,101,432	5,411,989	7.40%
<b>Non-Operating Revenue</b>							
Assistance and Other Revenue							
Federal Assistance	18,149,484	16,337,000	1,812,484	11.09%	18,616,374	(466,889)	(2.50)%
State Assistance	43,967,300	43,967,000	300	0.00%	37,524,400	6,442,900	17.16%
Local Assistance	3,193,000	3,193,000	0	0.00%	3,193,000	0	0.00%
Mortgage Tax Revenue	9,394,320	8,530,000	864,320	10.13%	11,165,404	(1,771,084)	(15.86)%
Gain/Loss on Disposal of Capital	57,696	50,000	7,696	15.39%	(77,268)	134,964	(174.66)%
Total Assistance and Other Revenue	74,761,800	72,077,000	2,684,800	3.72%	70,421,909	4,339,891	6.16%
Total Non-Operating Revenue	74,761,800	72,077,000	2,684,800	3.72%	70,421,909	4,339,891	6.16%
Operating Income (Loss)	9,002,586	0	9,002,586	0%	9,370,440	(367,854)	(3.92)%
<b>Capital Contributions</b>							
Grants for Capital Contributions							
Federal Grants	6,406,242	9,192,600	(2,786,358)	(30.31)%	2,399,044	4,007,197	167.03%
State Grants	12,452,236	14,192,200	(1,739,964)	(12.26)%	1,297,484	11,154,752	859.72%
Total Grants for Capital Contributions	18,858,478	23,384,800	(4,526,323)	(19.36)%	3,696,528	15,161,949	410.17%
Total Capital Contributions	18,858,478	23,384,800	(4,526,323)	(19.36)%	3,696,528	15,161,949	410.17%
<b>Non-Operating Expenses</b>							
OPEB GASB 75	0	0	0	0.00%	27,136,611	(27,136,611)	(100.00)%
Benefits - Pension Expense - NYS Retirement GASB 68	0	0	0	0.00%	(83,994)	83,994	(100.00)%
Benefits - Pension Expense - CNY Centro-Salaried Plan GASB 68	0	0	0	0.00%	(929,737)	929,737	(100.00)%
Benefits - Pension Expense - CNY Centro-Non-Salaried Plan GASB 68	0	0	0	0.00%	(1,317,846)	1,317,846	(100.00)%
Benefits - Pension Expense - Utica Salaried Plan GASB 68	0	0	0	0.00%	(835,935)	835,935	(100.00)%
Depreciation Expense -Grant Funded	11,777,245	11,834,000	56,755	(0.47)%	11,319,323	457,922	4.04%
Depreciation Locally Funded	39,549	49,000	9,451	(19.28)%	44,703	(5,154)	(11.53)%
Total Non-Operating Expenses	11,816,793	11,883,000	66,207	(0.56)%	35,333,124	(23,516,331)	(66.56)%
Transfers	87,800	0	87,800	0.00%	0	87,800	0.00%
Total Transfers	87,800	0	87,800	0.00%	0	87,800	0.00%
Change in Net Position	16,132,070	11,501,800	4,630,270	40.25%	(22,266,156)	38,398,226	(172.45)%
Net Position - Beginning of Year	(241,174,183)	0	(241,174,183)	0.00%	(218,908,028)	(22,266,156)	10.17%
Total Net Position - Beginning of Year	(241,174,183)	0	(241,174,183)	0.00%	(218,908,028)	(22,266,156)	10.17%
Net Position - End of Year	(225,042,113)	11,501,800	(236,543,913)	(2,056.58)%	(241,174,183)	16,132,070	(6.68)%

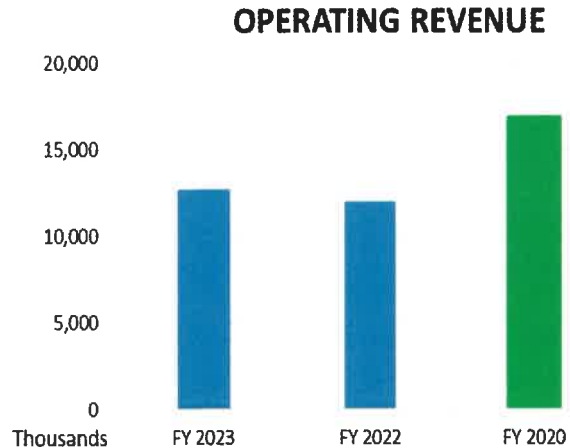


## STATEMENT OF REVENUE AND EXPENDITURES

After twelve months ending March 31, 2023, the consolidated Operating Income (Loss) before capital contributions and Non-Operating Expenses is \$9 million.

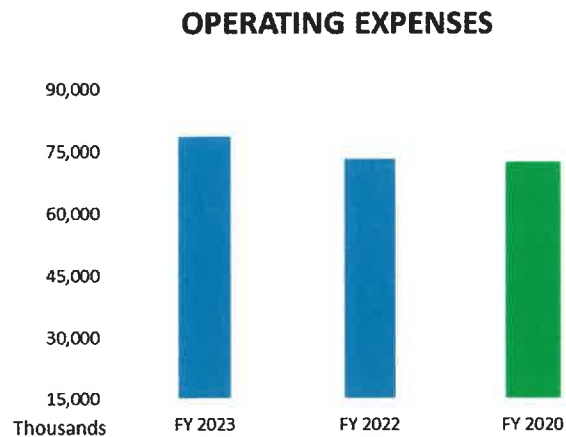
### OPERATING REVENUE

Operating revenues are on budget and are 5.9% over prior year. Ridership is trending about 16% higher than the same period in prior year, however fare box revenue is lower than budget due to the fare restructure. Pass sale revenue is also below budget and prior year due to pass exchanges and refunds associated with the fare restructure. Special Line revenues end the fiscal year at 3% over budget due to contractual service increases. Advertising & Other revenues are 23% over budget due to the additional Flixbus and Trailway leases, favorably performing RTC parking revenues and transit advertising revenue exceeding the contractual minimum guarantee. Additionally, current year operating revenues continue to underperform pre-pandemic operating revenues by 25% or \$4.2 million.



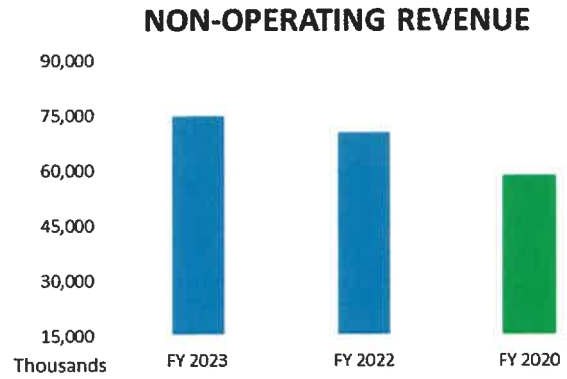
### EXPENSES

Operating expenses are \$6.2 million or 7.3% under budget and 7.4% over prior year. Most expense lines finish the fiscal year under budget with the most significant variances in salaries and wages, healthcare benefits, and services. Salaries and wages are trending under budget due to open positions for operations and maintenance staff. Healthcare claim costs continue to be lower than prior year with 2,439 fewer claims, 12,734 fewer services reported to UMR, and with 74 fewer members. Workers Compensation currently has 48 fewer claims in current year compared to prior year. Purchased Transportation is trending over budget due to ridership exceeding pre-pandemic levels. Currently, purchased transportation vendors are operating approximately 72% of the service requested. Services are under budget due to a combination of unrealized services for facilities, marketing, and information systems.



### NON-OPERATING REVENUE

Non-Operating revenues are 3% over budget and 4% under prior year. Federal Operating Assistance is 11.1% over budget. Due to increases in operating costs and no overall increases in operating revenues, we have utilized more Federal Operating Assistance to offset deficits in the subsidiary companies. Mortgage Recording Tax Revenues are 10.1% over budget and driving the operating gain. Non-Operating Revenues as of March 31, 2023, are 28% over pre-pandemic levels.





## MORTGAGE TAX RECEIPTS FY 2022-23

<u>Actual Receipts YTD</u>					<u>Budget Variance YTD</u>		
<u>FY-21</u>	<u>FY-22</u>	<u>FY-23</u>	<u>\$ vs PY</u>	<u>% vs PY</u>	<u>FY-23 Bud</u>	<u>\$</u>	<u>%</u>
7,307,631	8,428,815	9,394,319	965,504	11.45%	6,720,000	2,674,319	39.8%

	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>YTD</u>	<u>Budget</u>	<u>Actual Vs</u>	<u>YTD</u>
	<u>FY-21</u>	<u>FY-22</u>	<u>FY-23</u>	<u>vs PY</u>	<u>vs PY</u>	<u>FY 23</u>	<u>Budget</u>	<u>variance</u>
April	448,091	859,319	899,181	4.6%	4.6%	606,000	48.4%	48.4%
May	562,629	790,924	778,198	-1.6%	1.6%	770,000	1.1%	21.9%
June	606,645	739,222	807,832	9.3%	4.0%	770,000	4.9%	15.8%
July	609,734	1,222,151	852,081	-30.3%	-7.6%	829,000	2.8%	12.2%
August	860,673	813,367	1,213,405	49.2%	2.8%	785,000	54.6%	21.0%
September	740,558	999,661	755,816	-24.4%	-2.2%	790,000	-4.3%	16.6%
October	886,468	1,007,648	658,916	-34.6%	-7.3%	790,000	-16.6%	11.7%
November	859,507	1,005,212	819,898	-18.4%	-8.8%	740,000	10.8%	11.6%
December	1,733,325	991,311	567,517	-42.8%	-12.8%	640,000	-11.3%	9.4%
January	669,641	1,067,066	682,916	-36.0%	-15.4%	630,000	8.4%	9.3%
February	751,414	746,366	624,144	-16.4%	-15.4%	590,000	5.8%	9.1%
March	684,361	923,157	734,415	-20.4%	-15.9%	590,000	24.5%	10.1%
	<u>9,413,047</u>	<u>11,165,404</u>	<u>9,394,319</u>			<u>8,530,000</u>		

<u>County Receipts - March</u>	<u>FY-23</u>	<u>FY-22</u>	<u>\$</u>	<u>%</u>
Onondaga	422,581	497,080	(74,499)	-15%
Oswego	53,685	114,063	(60,379)	-53%
Cayuga	124,391	60,155	64,236	107%
Oneida	133,758	251,858	(118,100)	-47%
<b>Total</b>	<u>734,415</u>	<u>923,157</u>	<u>(188,741)</u>	<u>-20%</u>

## STATEMENT OF CASH FLOWS

	As of 03/31/2023
<b>Cash Flows From Operating Activities:</b>	
Operating Receipts from Fares & Operations	\$ 277,603
Receipts from A/R Billings for Contracts & Other Miscellaneous	1,840,816
CNG Fuel Credit	377,030
Mortgage Tax Receipts from Counties	624,144
Transfers to/from Paratransit Reserve	(3,300,000)
Payments to Vendors & Suppliers	(3,505,263)
Payments of Bank Interest and Fees	(2,680)
Payments for Pension Contributions	(1,968,536)
Payments for Healthcare & Flex Claims-UMR	(670,588)
Payments of Payroll Related Liabilities	(1,034,596)
Payments of Wages	(2,247,050)
<b>Net Cash Provided by (Utilized in) Operating Activities</b>	<b><u>\$ (9,609,119)</u></b>
<b>Cash Flows From Capital Activities:</b>	
Proceeds from Federal & State Grants Received for Capital Additions	
Proceeds from Federal COVID Emergency Funds	
Proceeds from Federal Receipts for PM & Capital Operating Assistance	417,212
Purchases of Capital Assets	(246,912)
<b>Net Cash Provided by (Utilized in) Capital Activities</b>	<b><u>\$ 170,300</u></b>
<b>Net Change in Cash from Operating &amp; Capital Activities</b>	<b><u>\$ (9,438,819)</u></b>
<b>General Fund Cash Balances - Beginning of Period</b>	<b><u>\$ 16,255,628</u></b>
<b>General Fund Cash Balances - End of Period*</b>	<b><u>\$ 6,816,809</u></b>
<b>Insurance Reserve Fund End of Period</b>	<b><u>\$ 2,660</u></b>
<b>Health Insurance Reserve Fund End of Period</b>	<b><u>\$ 3,018,860</u></b>
<b>Capital Reserve Fund End of Period</b>	<b><u>\$ 142,766</u></b>
<b>ParaTransit Reserve Fund End of Period</b>	<b><u>\$ 804</u></b>
<b>Invested Funds End of Period (Restricted)</b>	<b><u>\$ 12,195,209</u></b>
<b>Total Cash All Sources - End of Period:</b>	<b><u>\$ 22,177,108</u></b>

\*General Fund Cash Includes General Disbursing and Money Market Accounts Only

## QUARTERLY INVESTMENT REPORT

### CNYRTA Investment Report

#### Inventory of Existing Investments As of March 31, 2023

<u>Cash &amp; Investments</u>	<u>Institution</u>	<u>Int Rate</u>	<u>Term</u>	<u>Invested</u>	<u>Amount</u>	<u>Total</u>
<b>Unrestricted--Operating Funds</b>						
Commercial Money Market Savings-General Funds	M&T Bank	2.00%	n/a	n/a	\$8,068,807	
<b>Total Operating Cash &amp; Investments</b>						<u>\$8,068,807</u>
<b>Designated--Funded Reserves--Board Designated</b>						
Money Market Account - Health Insurance Reserve	M&T Bank	2.00%	n/a	n/a	\$3,018,860	
Money Market Account - Insurance Reserve	M&T Bank	2.00%	n/a	n/a	\$2,660	
Commercial Checking With Interest - Capital Reserve	JP Morgan Chase Bank	1.43%	n/a	n/a	\$142,766	
Commercial Checking With Interest - ParaTransit Reserve	JP Morgan Chase Bank	1.43%	n/a	n/a	\$804	
<b>Total Restricted Reserves</b>						<u>\$3,165,090</u>

#### Investment Activity Ending March 31, 2023 Term Investments

<u>Cash &amp; Investments</u>	<u>Institution</u>	<u>Yield</u>	<u>Term</u>	<u>Invested</u>	<u>Value as of 3/31/2023</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Investment at Maturity</u>
<b>Operating Funds</b>								
No activity this quarter.								
<b>Designated--Funded Reserves--Board Designated</b>								
Treasury Bill Purchase - Capital Reserve	JP Morgan Chase Bank	3.42%	1 Year	\$2,897,236	\$2,938,770	9/13/2023	9/7/2023	\$3,000,000
Treasury Bill Purchase - Insurance Reserve	JP Morgan Chase Bank	3.98%	6 months	\$3,999,866	\$4,076,763	10/13/2022	4/13/2023	\$4,076,763
Treasury Bill Purchase - Paratransit Reserve	JP Morgan Chase Bank	4.90%	6 months	\$3,299,196	\$3,317,043	3/2/2023	8/31/2023	\$3,383,000
Treasury Bill Purchase - Capital Reserve	JP Morgan Chase Bank	4.40%	6 months	\$1,998,912	\$2,002,970	3/14/2023	6/15/2023	\$2,022,000
<b>Total Restricted Reserves</b>					<u>\$12,195,209</u>			<u>\$12,481,763</u>

## PROCUREMENT

### ACTIVE PROCUREMENTS

The following open contracts actively moving through the process:

- Gas Sensor Upgrades
- Syracuse HUB Ice Melt System Repair
- Microsoft Software Licensing
- Snow Removal Services
- Trash Removal Services
- Sedan and Lift Equipped Vehicle Services
- Sophos Endpoint Protection Licensing
- Syracuse Facility Janitorial Services
- Utica Facility Janitorial Services

### FUTURE PROCUREMENTS

Items requiring future board action:

Within 2 months:

- Procurement Manual
- Annual Procurement Report
- Sedan and Lift Equipped Vehicle Services

Within 6 months:

- Snow Removal Services
- Trash Removal Services
- Sophos Endpoint Protection Licensing
- Syracuse Facility Janitorial Services
- Utica Facility Janitorial Services

### REVENUE SERVICE CONTRACTS

The following agreements actively moving through the process:

- Cayuga Community College- Auburn Campus
- Cayuga Community College- Fulton Campus
- SUNY Oswego Student Association
- City of Syracuse

## RISK MANAGEMENT

### RISK MANAGEMENT INSURANCE POLICIES

Insurance Coverage	Insurance Company	Insurance Description	Policy Dates	Annual Premium
Storage Tank Liability	Ace American Ins. Co.	Underground Storage Tanks all Properties	Jan 1, 2023 - Jan 1, 2024	\$ 13,782
Cyber Security	To Be Determined	Cyber Security		\$ -
Commercial General Liability	Northfield Insurance Co.	Personal Injury & Property at Utica Hub	Feb 1, 2023 - Feb 1, 2024	\$ 47,761
Garagekeepers Legal & Garage Liability	Travelers	Rt 81 and J-Lot Vehicle & Personal Injury Coverage	Mar 1, 2023 - Mar 1, 2024	\$ 6,565
Excess liability 1st layer	Princeton	1st Layer - Excess Liability Insurance Over Self-Insured Retention Auto Liability	May 1, 2022 - May 1, 2023	\$ 622,997
Excess Liability 2nd layer	Hudson	2nd Layer - Excess Liability Insurance Over Self-Insured Retention Auto Liability over Princeton	May 1, 2022 - May 1, 2023	\$ 426,833
Excess Liability 3rd layer	Lexington	3rd Layer - Excess Liability Insurance Over Self-Insured Retention Auto Liability over Princeton and Hudson	May 1, 2022 - May 1, 2023	\$ 402,236
Personal Injury & Liability at Hub	United National Ins Co	Bodily Injury & Property Damage Coverage at Syracuse Transfer Hub	May 25, 2022 - May 25, 2023	\$ 35,430
Property & General Liability	Travelers	RTC Personal Injury & Property Coverage	July 1, 2022 - July 1, 2023	\$ 107,493
Garagekeepers Legal Liability	Travelers	RTC Vehicle & Personal Injury Coverage	July 1, 2022 - July 1, 2023	\$ 2,140
RTC Boilers/Machinery	Travelers	RTC Mechanical Systems Coverage Including Business Interruption	July 1, 2022 - July 1, 2023	\$ 2,140
Employee Dishonesty	Travelers	Public Employee Bond & Protection Against Theft of Money	July 12, 2022 - July 12, 2023	\$ 9,357
RTC Pollution Liability Coverage	Grenwich Ins. Co. (XL Group)	RTC Pollution liability Coverage Including Leakage of Underground Storage Tank	July 6, 2022 - July 6, 2023	\$ 51,437
D&O, EPL	National Union Fire Ins Co	Directors & Officers and Employment Practices Liability (EPL)	Aug 6, 2022 - Aug 6, 2023	\$ 37,692
Property Insurance	Affiliated Factory Mutual	Buildings Coverage, Including Transfer Hubs, Buses in Garage, Personal Property Insurance & Simulators	Sept 9, 2022 - Sept 9, 2023	\$ 261,719
<b>Totals</b>				<b>\$ 2,027,582</b>

## GRANT ADMINISTRATION

### COVID RELIEF FUNDS

**CARES ACT Grant**, 5311 funds converted into 5307 funds, approved on July 24, 2020, in the amount of \$5.5 million for operating assistance and capital improvements has a current balance of \$104 thousand. A total of \$4.9 million of operating assistance, and \$496 thousand for capital improvements is fully expended. The remaining balance of this grant will be used for capital purchases.

**CRRSAA Act Grant**, Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA) approved on December 27, 2020, allocated funds to the a support the transit industry. The Authority received operating and capital funds in the amount of \$16.6 million. The remaining balance of this grant (\$178 thousand) will be used for capital purchases.

**ARP Act Grant**, American Rescue Plan Act, approved On March 11, 2021, which includes \$ 1.9 trillion in supplemental appropriations for COVID-19 relief, \$30.5 billion of which will be allocated to support the transit industry during the COVID-19 public health emergency, was signed into law. The ARP Act grant application was submitted to FTA on November 2, 2021. The ARP grant was executed on January 25, 2022, in the amount of \$38.5 million. A total of \$16.5 million of operating assistance has been expended.

### FEDERAL GRANT FUNDING

**Section 5307 and 5339 Grant Programs Application**, the federal fiscal year 2023 draft application is being developed. The application includes capital assistance for various projects totaling \$13,678,400 in federal funds.

**Transit Infrastructure Grant Application**, the Infrastructure Investment and Jobs Act (IIJA) formerly known as Bipartisan Infrastructure Law (BIL) included federal fiscal year 2023 Community Project Funding/Congressionally Directed Spending apportionments. A draft application is being developed in the amount of \$3,000,000 from the fiscal year 2022 award.

**Low or No Emission Grant Program and the Grants for Buses and Bus Facilities Competitive Program**, FTA announced the opportunity to apply for approximately \$1.22 billion in competitive grants under the fiscal year 2023 Low or No Emission Grant Program and \$469 million in competitive grants under the fiscal year 2023 Grants for buses and Bus Facilities Program. The grants are to help modernize bus fleets and bus facilities across the country, including to help transit agencies purchase or lease low or no emission vehicles that use advanced technologies to help improve air quality and combat climate change. Draft applications are being developed for submission to both funding opportunities. Three (3) applications were submitted on April 12, 2023 – two (2) for Hydrogen Vehicles and one (1) for Compressed Natural Gas (CNG) Vehicles. Updates will be provided to the Board as they become available.

### STATE GRANT FUNDING

The New York State's 2021-2023 Section 5311 Formula Grants for Rural Areas is still under review by NYSDOT, and updates will be provided to the Board as they become available.

Grant Application for the Transit Capital Program (ATC) are still under review by NYSDOT, and updates will be provided to the Board as they become available.

**Transit Infrastructure Grant Funding Request**, Senator Schumer and Senator Gillibrand are accepting Congressionally Directed Spending Requests under the Infrastructure Investment and Jobs Act (IIJA) formerly known as Bipartisan Infrastructure Law (BIL) for fiscal year 2024. Applications were submitted in the amount of \$5,000,000 for the Centro of Oneida Consolidated Garage and Office Facility and \$1,000,000 for Solar Powered Bus Stops for CNYRTA City Bus Stops. Updates will be provided to the Board as they become available.

## LEASE REVENUE CONTRACTS

### Vacant Space

Food Service Lease Space 1: Our Broker, Ed Kiesa of CBRE is continuing to pursue tenants.

Conversations and communications continue to be slow due to the pandemic. Updates will continue to be provided to the Board as they become available.

News Stand Shop Space: A fair market value assessment was completed by a third-party vendor. A Request for Proposal will be publicly let.

### Items Requiring Future Board Action:

Within 2 months:

Within 6 months:

News Stand Shop Space Lease – RTC



## MOTION

The NYS 2023-24 Enacted Budget was approved subsequently to the March Board meeting. The enacted budget provides \$49,515,300 in State Transit Operating Assistance; a \$5,548,000 or 12.62% increase over 2022-23 Enacted Budget. The enacted budget increase provides a favorable impact to both the 2023-24 Operating Budget and the Operating Budget Projections. It is my recommendation to execute a Motion to amend the 2023-24 Operating Budget and Multi-Year Projections approved at the March 24, 2023, Board meeting to reflect the increase of State Transit Operating Assistance and the decrease in Federal Operating Assistance.

### AMENDED 2023-24 OPERATING BUDGET

(\$ Thousands)

	2023-24 BUDGET	AMENDED 2023-24 BUDGET	AMENDED CHANGE 2023-24 BUDGET	AMENDED % BUDGET CHANGE
<b>Operating Revenue</b>				
Regular Line Passenger Revenue	\$3,610	\$3,610	\$0	0%
Special Line Passenger Revenue	7,392	7,392	0	0%
Advertising & Other Revenue	2,157	2,157	0	0%
<b>Total Operating Revenue</b>	<b>13,159</b>	<b>13,159</b>	<b>0</b>	<b>0%</b>
<b>Expenses</b>				
Salaries & Wages	39,111	39,111	0	0%
Other Employee Benefits & Payroll Taxes	4,152	4,152	0	0%
Healthcare Benefits	14,793	14,793	0	0%
Workers Compensation	3,338	3,338	0	0%
Pension Benefits	5,327	5,327	0	0%
Risk Management	3,294	3,294	0	0%
Purchased Transportation	4,598	4,598	0	0%
Materials & Supplies	4,871	4,871	0	0%
Services	7,715	7,715	0	0%
Fuel	2,325	2,325	0	0%
Utilities	762	762	0	0%
Other Expenses	376	376	0	0%
<b>Total Operating Expenses</b>	<b>90,662</b>	<b>90,662</b>	<b>0</b>	<b>0%</b>
<b>Non-Operating Revenue</b>				
Federal Assistance	18,371	15,945	(2,426)	-13%
State Assistance	47,089	49,515	2,426	5%
Local Assistance	3,193	3,193	0	0%
Mortgage Tax Revenue	8,800	8,800	0	0%
Gain/Loss on Disposal of Capital	50	50	0	0%
<b>Total Assistance and Other Revenue</b>	<b>77,503</b>	<b>77,503</b>	<b>0</b>	<b>0%</b>
<b>Operating Income (Loss)</b>	<b>\$0</b>	<b>\$0</b>		



**AMENDED MULT-YEAR OPERATING BUDGET PROJECTIONS**

(\$ Thousands)

	<b>AMENDED 2023-24 BUDGET</b>	<b>2024-25 BUDGET</b>	<b>2025-26 BUDGET</b>	<b>2026-27 BUDGET</b>
<b>Operating Revenue</b>				
Regular Line Passenger Revenue	\$3,610	\$3,791	\$3,980	\$4,179
Special Line Passenger Revenue	7,392	7,540	7,691	7,844
Advertising & Other Revenue	2,157	2,205	2,249	2,294
<b>Total Operating Revenue</b>	<b>13,159</b>	<b>13,535</b>	<b>13,920</b>	<b>14,317</b>
<b>Expenses</b>				
Salaries & Wages	39,111	40,675	42,302	43,995
Other Employee Benefits & Payroll Taxes	4,152	4,318	4,491	4,670
Healthcare Benefits	14,793	15,829	16,937	18,122
Workers Compensation	3,338	3,505	3,680	3,864
Pension Benefits	5,327	5,540	5,762	5,992
Risk Management	3,294	3,623	3,986	4,384
Purchased Transportation	4,598	4,874	5,166	5,476
Materials & Supplies	4,871	5,115	5,370	5,639
Services	7,715	8,101	8,506	8,931
Fuel	2,325	2,418	2,515	3,015
Utilities	762	808	856	908
Other Expenses	376	391	406	423
<b>Total Operating Expenses</b>	<b>90,662</b>	<b>95,196</b>	<b>99,977</b>	<b>105,419</b>
<b>Non-Operating Revenue</b>				
Federal Assistance	15,945	19,370	11,360	8,604
State Assistance	49,515	50,248	50,385	50,152
Local Assistance	3,193	3,193	3,193	3,193
Mortgage Tax Revenue	8,800	8,800	8,800	8,800
Gain/Loss on Disposal of Capital	50	50	50	50
<b>Total Assistance and Other Revenue</b>	<b>77,503</b>	<b>81,661</b>	<b>73,788</b>	<b>70,799</b>
<b>Operating Income (Loss) Before Reserves</b>	<b>\$0</b>	<b>(\$0)</b>	<b>(\$12,269)</b>	<b>(\$20,303)</b>
Use of Operating Reserves	0	0	12,269	20,303
<b>Operating Income (Loss)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**RESOLUTION TO AUTHORIZE CONTRACT AWARD FOR  
GAS DETECTOR & SENSOR UPGRADES**

**WHEREAS**, the Central New York Regional Transportation Authority (CNYRTA) has a need to upgrade the existing gas detectors and sensors in the Syracuse facility garage; and

**WHEREAS**, this contract will be paid for using 100% State grant funds; and

**WHEREAS**, the existing gas detectors and sensors have reached end of life and are required to be replaced; and

**WHEREAS**, this contract is for the purchase and installation of gas detectors and sensors located throughout the Syracuse facility garage; and

**WHEREAS**, Siemens Industry is the current New York State contract holder for the installation of Intelligent Facility and Security Systems & Solutions; and

**WHEREAS**, the pricing received from Siemens Industry in the amount of \$299,907 was deemed fair and reasonable based upon New York State contract pricing and past purchasing history; and

**WHEREAS**, The staff of CNYRTA is aware of no interest held by any Member of the CNYRTA or any staff member thereof or any family member of such individual in the firm to which this contract is made; and

**WHEREAS**, To the best of our knowledge and belief, no member of the governing body of CNYRTA, or its subsidiaries, and no other officer, employee or agent of CNYRTA, or its subsidiaries, whether or not exercising any functions or responsibilities in connection with the carrying out of the project to which this contract pertains, during his/her tenure or two years thereafter, has any personal interest, direct or indirect in this contract; and

**WHEREAS**, To the best of our knowledge and belief, no member of the governing body of the CNYRTA, or its subsidiaries, and no other officer, agent, servant or employee employed by or appointed by CNYRTA, or its subsidiaries, is in any way or manner interested, directly or indirectly, as principal, surety, or otherwise, in this contract.

**WHEREAS**, to the best of our knowledge and belief, this award is consistent with the Code of Ethical Conduct for Members of the Central New York Regional Transportation Authority originally adopted by it on July 20, 1990, as Motion No. 775, and as revised and updated on April 25, 2008, as Motion No. 1709

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MEMBERS OF THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY**, that the Chief Executive Officer or his designee is authorized to issue a purchase order to Siemens Industry for the Gas Detector & Sensor Upgrades totaling \$299,907.

**FACT SHEET**  
**GAS DETECTOR & SENSOR UPGRADES**

**PROJECT DESCRIPTION:** The Central New York Regional Transportation Authority (CNYRTA) has a need to upgrade the existing gas detectors and sensors in the Syracuse facility garage. The existing gas detectors and sensors have reached the end of their useful life.

**FUNDING:** The contract will be paid for using 100% State grant funds.

**PRICING RECEIVED:** The pricing received from current New York State contract holder Siemens Industry was determined to be fair and reasonable based upon comparison with pricing received on previous purchases.

**COMMENTS:** Siemens Industry has performed like kind services in the past with positive results.

**RECOMMENDATION:** Staff recommends contract award to Siemens Industry in the amount of \$299,907 for the Gas Detector & Sensor Upgrades.

**RESOLUTION TO AUTHORIZE CONTRACT AWARD FOR  
SYRACUSE HUB ICE MELT SYSTEM REPAIRS**

**WHEREAS**, the Central New York Regional Transportation Authority (CNYRTA) has the need to repair the existing ice melt system at the Syracuse HUB; and

**WHEREAS**, this contract will be paid for using 100% New York State Dedicated Capital Funds, and

**WHEREAS**, the Authority has an existing competitively awarded contract with C&S Engineers, and the work will be performed by subcontract by their affiliate construction company C&S Companies, and

**WHEREAS**, the Authority has received a proposal from C&S Engineers in the amount of \$288,428; and

**WHEREAS**, to the best of our knowledge and belief, no member of the governing body of CNYRTA, or its subsidiaries, and no other officer, employee or agent of CNYRTA, or its subsidiaries, whether or not exercising any functions or responsibilities in connection with the carrying out of the project to which this contract pertains, during his/her tenure or two years thereafter, has any personal interest, direct or indirect in this contract, and

**WHEREAS**, to the best of our knowledge and belief, no member of the governing body of the CNYRTA, or its subsidiaries, and no other officer, agent, servant or employee employed by or appointed by CNYRTA, or its subsidiaries, is in any way or manner interested, directly or indirectly, as principal, surety, or otherwise, in this contract, and

**WHEREAS**, to the best of our knowledge and belief, this award is consistent with the Code of Ethical Conduct for Members of the Central New York Regional Transportation Authority originally adopted by it on July 20, 1990, as Motion No. 775, and as revised and updated on April 25, 2008, as Motion No. 1709.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MEMBERS OF THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY**, that the Chief Executive Officer or his designee authorize the issuing of a purchase order to C&S Engineers in the amount of \$288,428 for the ice melt system repairs.

**FACT SHEET**  
**SYRACUSE HUB ICE MELT SYSTEM REPAIRS**

**PROJECT DESCRIPTION:** CNYRTA has a need to repair the existing ice melt system at the Syracuse HUB due to the corrosion of existing pipes.

**ADVERTISEMENT:** Existing contract.

**FUNDING:** 100% New York State Dedicated Capital Funds

**PROCUREMENT PROCESS:** Utilize the existing contract with C&S Engineers and subsidiary to complete the work.

**COMMENTS:** New York State Prevailing Wage is required on this project. C&S Engineers contract was competitively awarded, and New York State contract requirements apply to any subcontractor.

**MWBE:** There is an existing 30% MWBE goal on the competitively awarded contract with C&S Engineers.

**RECOMMENDATION:** Staff recommends contract award to C&S Engineers for the ice melt system repairs in the amount of \$288,428.

**THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY  
AUDIT AND FINANCE COMMITTEE  
200 CORTLAND AVENUE, SYRACUSE, NEW YORK**

**MINUTES OF THE MAY 19, 2023, AUDIT AND FINANCE COMMITTEE MEETING**

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**MEMBERS PRESENT:** NICHOLAS LAINO, Chair  
ROBERT CUCULICH, Vice Chair  
TINA FITZGERALD, Treasurer  
NEIL BURKE  
ANTHONY DAVIS  
MONTY FLYNN  
JOSEPH HARDICK  
JULIUS LAWRENCE  
LOUELLA WILLIAMS

**MEMBERS ABSENT:** DARLENE LATTIMORE, Secretary  
FRANK SAYA, Non-Voting Member

**STAFF PRESENT:** BRIAN M. SCHULTZ, Chief Executive Officer  
CHRISTOPHER TUFF, Deputy Chief Executive Officer  
JOSEPH DEGRAY, Senior VP of Operations  
STEVEN KOEGEL, VP of Business Develop. and Corp. Comm.  
JACKIE MUSENGO, VP of Human Resources  
GEOFFREY HOFF, VP of Fleet and Facilities  
MICHAEL FITZGIBBONS, VP of Information Technologies  
BRUCE FONG, Assistant VP of Information Technologies  
MELISSA BRIM, Senior Director of Accounting  
CAITLIN MACCOLLUM, Senior Director of Procurement  
BREN DAISS, Director of Special Projects and Planning  
TARA SPRAKER, Director of Grants and Revenue Contract Admin.  
SUZANNA LEVESQUE CPA, Director of Internal Control  
CHRISTOPHER KING, Procurement Manager  
CAROL LOMBARDO, Executive Assistant

**CALL TO ORDER** At 9:30 A.M. Chairman Laino called the meeting to order.

- Chairman Laino noted a quorum was present
- The next Committee meeting will be on June 23, 2023

FINANCIAL REPORT

Ms. Brim presented the Financial Report, for period ending March 31, 2023

PRELIMINARY STATEMENT OF NET POSITIONS

The Quick Ratio is 6.82%. The cash and cash equivalents increased by \$622k. Receivables increased by \$9.3 million. Current liabilities increased by \$2 million. Accounts payable and accruals increased by \$688k.

PRELIMINARY STATEMENT OF REVENUE AND EXPENDITURES

The consolidated Operating Income (loss) is \$9 million. Operating Revenues are 5.8% over prior year. However, Operating Revenues are still down 25% from pre-pandemic numbers. Operating Expenses are 7.3% under budget. Non-operating revenues are 3% over budget and 4% under prior year.

A Motion to adopt the Financial Reports was raised and forwarded to the Board for adoption.

Motion – Tina Fitzgerald

Seconded – Neil Burke

Carried Unanimously to the Board with a recommendation of approval.

2023-24 OPERATING BUDGET & MULTI-YEAR PROJECTIONS AMENDMENT

Next, an amendment to the approved 2023-34 Operating Budget and Multi-Year Budget Projections was presented. The enacted New York State Budget provides \$49,515,300 in STOA, a \$5,548,000 or 12.62% increase over the 2022-23 enacted budget. The amended budget includes a \$2.4 million increase to State Assistance, and a \$2.4 million decrease to Federal Assistance, which still allows for a balanced budget. The Multi-Year Budget Projects also reflects these updates and hold STOA flat at \$49 million in budget years 2024-25, 2025-26 and 2026-27.

A Motion to adopt the Amended Operating Budget and Multi-year projections was raised and forwarded to the Board for adoption.

Motion – Monty Flynn

Seconded – Anthony Davis

Carried Unanimously to the Board with a recommendation of approval.

SUPPLEMENTAL INFORMATION

Additional supplemental information, including the Quarterly Investment Report, required to be provided to the Board was briefly reviewed.

GAS DETECTOR AND SENSOR UPGRADES

Mr. King presented a contract for Gas Detector and Sensor Upgrades with Siemens Industry. Siemens Industry is the current contract holder for the installation of Intelligent Facility and Security Systems & Solutions. The Gas Detector and Sensor Upgrades will be paid for with 100% State grant funds, totaling \$299,907. Therefore, it is our recommendation that the Board award a contract to Siemens Industry for Gas Detector and Sensor Upgrade.

A Motion to award a contract with Siemens Industry for Gas Detector and Sensor Upgrades was raised and forwarded to the Board for approval.

Motion – Neil Burke

Seconded – Anthony Davis

Carried Unanimously to the Board with a recommendation of approval.

SYRACUSE HUB ICE MELT SYSTEM REPAIRS

Ms. MacCollum presented a contract for Syracuse Hub Ice Melt System Repairs with C & S Engineers for \$288,428. The Authority has a competitively awarded contract with C & S Engineers. The Syracuse Hub Ice Melt System Repairs will be paid for with 100% New York State Dedicated Capital Funds. Therefore, it is our recommendation that the Board award a contract to C & S Engineers for Syracuse Hub Ice Melt System Repairs

A Motion to award a contract to C & S Engineers for Syracuse Hub Ice Melt System Repairs was raised and forwarded to the Board for approval.

Motion – Tina Fitzgerald

Seconded – Julius Lawrence


Carried Unanimously to the Board with a recommendation of approval.

ADJOURNED

There being no further business to come before the Committee, the Audit and Finance Committee Meeting was adjourned.

  
Chairman

ATTEST:

  
Secretary



**THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY  
GOVERNANCE COMMITTEE  
200 CORTLAND AVENUE, SYRACUSE, NEW YORK**

**MINUTES OF THE MAY 19, 2023, GOVERNANCE COMMITTEE MEETING**

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**MEMBERS PRESENT:** NICHOLAS LAINO, Chair  
ROBERT CUCULICH, Vice Chair  
TINA FITZGERALD, Treasurer  
NEIL BURKE  
ANTHONY DAVIS  
MONTY FLYNN  
JOSEPH HARDICK  
JULIUS LAWRENCE  
LOUELLA WILLIAMS

**MEMBERS ABSENT:** DARLENE LATTIMORE, Secretary  
FRANK SAYA, Non-Voting Member

**STAFF PRESENT:** BRIAN M. SCHULTZ, Chief Executive Officer  
CHRISTOPHER TUFF, Deputy Chief Executive Officer  
JOSEPH DEGRAY, Senior VP of Operations  
STEVEN KOEGEL, VP of Business Develop. and Corp. Comm.  
JACKIE MUSENGO, VP of Human Resources  
GEOFFREY HOFF, VP of Fleet and Facilities  
MICHAEL FITZGIBBONS, VP of Information Technologies  
BRUCE FONG, Assistant VP of Information Technologies  
MELISSA BRIM, Senior Director of Accounting  
CAITLIN MACCOLLUM, Senior Director of Procurement  
BREN DAISS, Director of Special Projects and Planning  
TARA SPRAKER, Director of Grants and Revenue Contract Admin.  
SUZANNA LEVESQUE CPA, Director of Internal Control  
CHRISTOPHER KING, Procurement Manager  
CAROL LOMBARDO, Executive Assistant

**CALL TO ORDER** At 9:00 A.M. Chairman Laino called the meeting to order, noting that a quorum was present

INTERNAL CONTROL REPORT

Chairman Laino called upon Ms. Levesque to provide an update on the various Internal Control Program Activities.

ANNUAL PERFORMANCE MEASURES REPORT

The Annual Performance Measures Report required under PAL §2824-a, and ABO Policy Guidance 10-02, was distributed to Board Members prior to the Committee Meeting. Included in this report are measurements of ridership and service efficiency, operating performance and customer service, and service safety for our revenue service for FYE 2023. Following Board review, this report will be posted to the CNYRTA public facing website and certified to in the Public Authorities Reporting & Information System (PARIS).

STRATEGIC PLAN UPDATE

The Executive Team has updated the 2023-24 Strategic Plan and Operational Initiatives and included this in the Comprehensive Annual Report. The update includes progress made during FYE 2023 and future focus for all plan goals. The next quarterly strategic planning meeting is scheduled for July 2023. The executive team continues to work on updating the CNYRTA Mission, Vision and values statements.


INTERNAL CONTROL REVIEW PLAN UPDATE

Per the Public Authorities Law §2931(1)-(2) the CNYRTA must have a system of internal control that is in line with internal control standards and a program of internal control review. To ensure compliance with the Standards for Internal Control in New York State Government and Public Authority Law, the CNYRTA has developed and implemented a fully comprehensive program of internal control management and review.

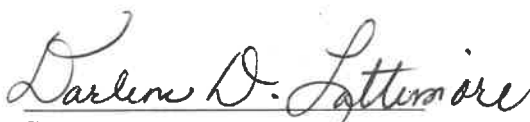
The Internal Control Department is nearing completion of the transition to using the AutoAudit software and categorizing organizational objectives. Objectives are assigned review types and testing frequencies based on their assessed levels of risk. Any issues or areas for improvement identified during this process are properly communicated to appropriate management for review. No material exceptions have been noted as of the date of this report.

ADJOURNED

There being no further business to come before the Committee, the Governance Committee Meeting was adjourned.

  
Chairman

ATTEST:

  
Secretary