

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

MINUTES OF THE OCTOBER 27, 2023, BOARD MEETING

MEMBERS PRESENT: NICHOLAS LAINO, Chair
 ROBERT CUCULICH, Vice Chair
 DARLENE LATTIMORE, Secretary
 TINA FITZGERALD, Treasurer
 NEIL BURKE
 MONTY FLYNN
 JULIUS LAWRENCE
 LOUELLA WILLIAMS
 FRANK SAYA, Non-Voting Member

MEMBERS ABSENT: ANTHONY DAVIS
 JOSEPH HARDICK

STAFF PRESENT: CHRISTOPHER TUFF, Deputy Chief Executive Officer
 LINDA BIATA, VP of Finance
 STEVEN KOEGEL, VP of Business Develop. and Corp. Comm.
 JACKIE MUSENGO, VP of Human Resources
 GEOFFREY HOFF, VP of Fleet and Facilities
 RAHMIN AZRIA, Associate VP of Operations
 BRUCE FONG, Associate VP of Information Technologies
 MELISSA BRIM, Associate VP of Finance
 CAITLIN MACCOLLUM, Senior Director of Procurement
 BREN DAISS, Senior Director of Planning & Capital Projects
 TARA SPRAKER, Director of Capital Programs
 EJ MOSES, Director of Facilities
 SUZANNA LEVESQUE CPA, Director of Internal Control
 LYNETTE PADUANO, Director of Marketing & Communications
 CHRISTOPHER KING, Procurement Manager
 JOSHUA GARDNER, Spec. Trans. Administrator & System Analyst
 JASON SMITH, Senior Procurement Analyst
 CAROL LOMBARDO, Executive Assistant

CALL TO ORDER At 10:15 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 November 17, 2023:
 - Governance Committee – 9:00 AM
 - Audit and Committee – 9:30 AM
 - Board Meeting – 10:00 AM

APPROVAL OF THE SEPTEMBER 22, 2023, BOARD MEETING MINUTES MOTION NO. 2659

Motion – Monty Flynn

Seconded – Neil Burke

Carried Unanimously

RECOGNITION OF JODY JONES FOR YEARS OF SERVICE ON HIS RETIREMENT

Mr. Laino recognized the retirement of 34-year employee, Jody Jones. Jody's career at Centro started in October 1989, as Servicer. He was promoted to a mechanic helper for two years. He worked with in Buildings & Grounds for a year, then transferred to the body shop. He spent many years as a body shop technician, where he was promoted to a backup foreman. In 1999, Jody started attending bus builds. He oversaw the production at MCI, Orion, Gillig, and Coach & Equipment. His efforts ensured the new buses arrived in good working order. Jody is credited with displaying the contestants' names on the destination sign during the Bus Roadeo competition. In 2016, Jody transferred to the Farebox department and was eventually promoted to foreman. He was the go-to person to repair fareboxes and cameras on the spot, as well as pull videos of accidents. Jody moved to management in 2021 as the Night Fleet Manager. He has a knack for motivating employees to go the extra mile. The Board and staff present applauding Jody for his hard work and dedication.

DEPUTY CHIEF EXECUTIVE OFFICER'S REPORT – Mr. Tuff

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

RPM PROGRAM

We will be presenting our RPM Program at the upcoming NYPTA Conference at the end of the month. This week we held the RPM quarterly events. We refer to it as the RPM Roadshow. We traveled to all of our outer properties to recognize our employees' years of services, as well as their dedication. Shirley Harrington (39 years) from Auburn was the Maintenance Employee of the Quarter. Oswego Operator Laurel Mashaw (25 years) was recognized as Operator of the Quarter. Utica Operator Richard Dole (10 years) received the DRIVE Award. Stacy Sorbello and Amanda Wilson, both from HR, also received the DRIVE Award.

CALL-A-BUS QUARTERLY REPORT

Mr. Tuff called on Mr. Gardner to give the quarterly Call-a-bus report. September 30th marked the end of the 2nd quarter for FY '23-24 for specialized transportation statistics. Ridership is up about 16% over prior year. CAB provided 43,039 rides to 1,351 customers in our four-county service area. Also, over the last three weeks we have performed road supervision and road checks with our vendors.

AUDIT AND FINANCE COMMITTEE REPORT

FINANCIAL REPORT – MOTION NO. 2660

Ms. Biata, Vice President of Finance presented the Financial Report, for period ending September 30, 2023, a copy of which is attached to these Minutes.

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

Motion – Tina Fitzgerald

Seconded – Monty Flynn

Carried Unanimously

CENTRO OF ONEIDA MEDICAL PLAN (ONEIDA/ROME UNION EMPLOYEES) – MOTION NO. 2661

Ms. Musengo presented a Motion for the proposed Excellus block rated medical premiums for 2024 for the represented employees in Utica and Rome is a 9.5% increase from the 2023 premium rate. The average medical cost increase is from 12% up to 17% for most year renewals.

Below are the 2023 medical premiums compared to the proposed 2024 medical premiums.

Coverage	Excellus Monthly Premium 2023	Excellus Monthly Premium 2024	Employee 2023 Weekly Contribution	Employee 2024 Weekly Contribution	Weekly Increase
SINGLE	\$ 1,082.53	\$ 1,185.27	\$ 37.47	\$ 41.03	\$ 3.56
DOUBLE	\$ 2,164.86	\$ 2,370.55	\$ 74.94	\$ 82.06	\$ 7.12
FAMILY	\$ 2,814.30	\$ 3,081.70	\$ 97.42	\$ 106.67	\$ 9.25

A Motion to approve the Excellus medical premiums for 2024 as recommended by the Audit and Finance Committee was raised.

Motion – Julius Lawrence

Seconded – Tina Fitzgerald

Carried Unanimously

GRAB AND GO NEWSSTAND SYRACUSE INC. – TENANT LEASE – RESOLUTION NO. 2585

Ms. Spraker presented a Resolution for a lease agreement with Grab and Go Newsstand Syracuse Inc. for the RTC. A copy of the Resolution is attached to these Minutes.

A Motion to approve a tenant lease for a ten-year period with two five-year periods with Grab and Go Newsstand Syracuse Inc. as recommended by the Audit and Finance Committee was raised.

Motion – Tina Fitzgerald
Seconded – Darlene Lattimore
Carried Unanimously

PENSION COMMITTEE REPORT

Mr. Cuculich, Chairman of the Authority's Pension Committee, announced that at the Pension Committee met earlier this morning, James Gould and Tim Tindall from Alesco Advisors LLC presented the quarterly report regarding the investment of assets in the pension plans of the Authority (salaried and non-salaried) and for Centro of Oneida, Inc. (Utica and Rome). After a detailed and lengthy discussion, it was agreed that no action is recommended regarding the respective pension plans at this time.

EXECUTIVE SESSION – MOTION NO. 2662

A Motion to move the meeting into Executive Session to discuss a personnel matter involving a particular person was raised.

Motion – Tina Fitzgerald
Seconded – Louella Williams
Carried Unanimously

No action was taken:

ADJOURNED

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


Chairman

ATTEST:


Secretary



TO: CNYRTA Board of Members
FROM: Christopher Tuff, Deputy Chief Executive Officer
RE: Monthly Summary Report – October 2023
DATE: October 17, 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
 - Fiscal Year 2023 \$15,095,747
 - April 2023 \$ 381,742
 - May 2023 \$ 910,860
 - June 2023 \$ 926,333
 - July 2023 \$ 1,671,447
 - August 2023 \$ 725,140
 - September 2023 \$ 1,034,282
- \$20,745,550 (of \$38.5 Mil)

APTA Conference

Last week, the Chairman and several staff members, including myself, attended the American Public Transportation Association (APTA) conference. The week was full of various learning sessions and keynote speakers. We also took time to walk the vendor floor to meet with current vendors and explore new products that are coming into the market.

Various Meetings

Continued meetings to discuss the following items and move these projects forward. The topics include but are not limited to: Capital Planning, Recruiting, RPM Program, NYPTA Membership, SMTC, IBI (Transportation Consultants), Oneida County Rural Transit, Micron, and Genfare (farebox replacement)

Quarterly CAB

September 30th marked the end of the 2nd quarter for FY '24 for specialized transportation statistics. CAB provided 43,039 rides to an estimated 1,324 customers in our four-county service area. Consolidated ridership is up 16% compared to the same quarter last year.

We also had zero denied trips for the quarter.

ACCOUNTING

CNYRTA
Statement of Net Position
As of 09/30/2023
(In Whole Numbers)

	Current Year	Prior Year	Current Year Change	Current Year % Change
Current Assets				
Cash & Equivalents	17,789,417	7,734,005	10,055,412	130
Cash & Equivalents - Board Designated	3,457,631	12,006,208	(8,548,578)	(71)
Investments	12,367,125	0	12,367,125	100
Accounts Receivable	4,441,838	2,077,239	2,364,599	114
Grants Receivable	6,969,160	11,601,120	(4,631,960)	(40)
Materials & Supplies	4,066,978	3,887,448	179,530	5
Prepaid Expenses & Other Current Assets	5,815,062	5,798,332	16,730	0
Total Current Assets	54,907,210	43,104,352	11,802,858	27
Non-Current Assets				
Capital Assets - Net of Accumulated Depreciation	83,015,623	89,029,167	(6,013,544)	(7)
Net Pension Asset	817,360	1,378,408	(561,048)	(41)
Due From (To) Affiliates - Net	0	0	0	0
Total Non-Current Assets	83,832,983	90,407,575	(6,574,592)	(7)
Deferred Outflows of Resources				
Deferred Outflows of Resources	40,817,107	66,249,629	(25,432,522)	(38)
Total Deferred Outflows of Resources	40,817,107	66,249,629	(25,432,522)	(38)
Total Assets and Deferred Outflows	179,557,301	199,761,556	(20,204,256)	(10)
Current Liabilities				
Accounts Payable	1,800,624	1,389,529	411,095	30
Accrued Salaries, Liabilities & Benefits	2,282,645	2,259,072	23,573	1
Estimated Claims Payable	1,723,835	814,000	909,835	112
Total Current Liabilities	5,807,105	4,462,601	1,344,504	30
Non-Current Liabilities				
Other Postemployment Benefits	239,889,049	352,735,004	(112,845,955)	(32)
Net Pension Liability	18,825,695	13,648,365	5,177,330	38
Estimated Claims Payable	3,242,743	2,856,556	386,187	14
Total Non-Current Liabilities	261,957,487	369,239,925	(107,282,438)	(29)
Deferred Inflows of Resources				
Deferred Inflows of Resources	134,689,893	50,791,698	83,898,195	165
Total Deferred Inflows of Resources	134,689,893	50,791,698	83,898,195	165
Net Position (Deficit)				
Unrestricted	(306,085,099)	(313,939,915)	7,854,815	(3)
Net Investment in Capital Assets	83,187,915	89,207,248	(6,019,332)	(7)
Total Net Position (Deficit)	(222,897,184)	(224,732,667)	1,835,483	(1)
Total Liabilities, Deferred Inflows and Net Position (Deficit)	179,557,301	199,761,556	(20,204,256)	(10)

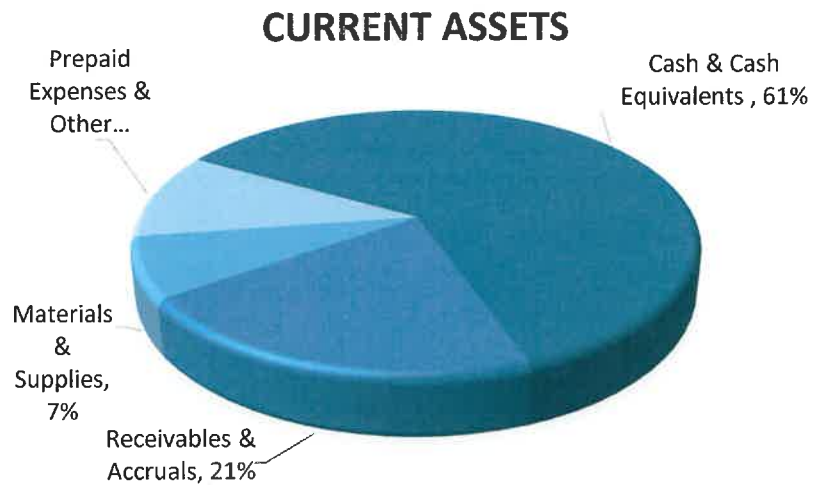
STATEMENT OF NET POSITION

The Quick Ratio as of September 30, 2023, is 7.75. As of September 30, 2023, CNYRTA has approximately \$7.75 in current assets to pay for every \$1 in current liabilities.

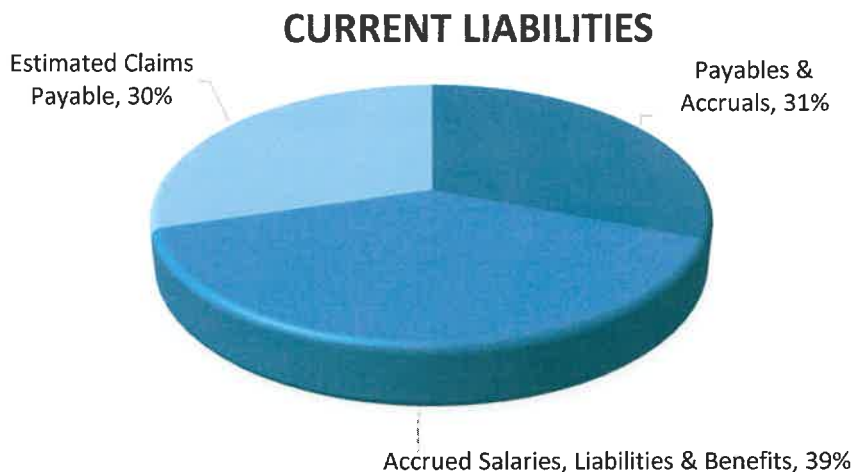
Current Assets - Current assets have increased by \$11.8 million or 27% compared to September 2022.

Cash, Cash Equivalents & Investment balances increased 70% compared to the same quarter in prior year, due primarily to lower receivable balances, interest earned from investments, increased STOA and continued ARP funding. The favorable cash position allows for the investment of idle reserves in treasury bills earning a higher rate than money market accounts.

Receivables decreased by 17% or \$2.2 million compared to September 2022. This is primarily due to the net of the increase to the lease receivable for GASB 75, and an overall decrease in grant receivables.



Current Liabilities – Current Liabilities have increased by \$1.3 million or 29% compared to September 2022.



Accounts Payables and Accruals increased by 30% or \$411 thousand compared to September 2022. The increase is due to an increase in grant payables as of 9/30/2023.

Accrued Salaries, Liabilities and Benefits are in line with prior year.

Estimated Claims Payable balance increased by \$909 thousand compared to September 2022. The increase is due to the March 31, 2023 adjustment to the UMR IBNR.

CNYRTA
Statement of Revenue and Expenditures
From 04/01/2023 through 09/30/2023
(In Whole Numbers)

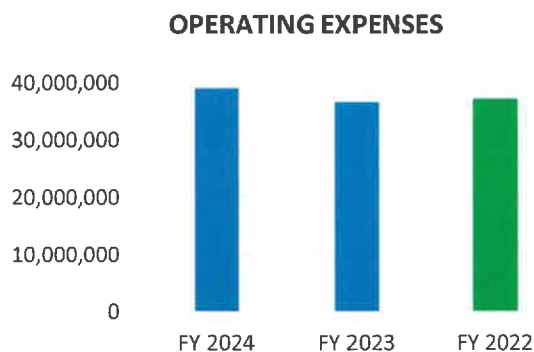
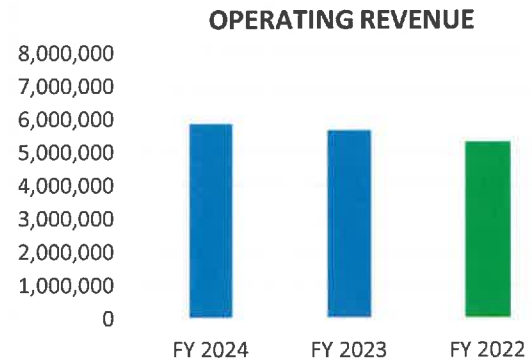
	CY Actual	CY Budget	CY to Budget Change	% Change CY to Budget	PY Actual	CY to PY Change	% Change CY to PY
Revenue							
Operating Revenue							
Regular Line Passenger Revenue	2,033,462	1,841,940	191,522	10.39%	1,579,421	454,041	28.74%
Special Line Passenger Revenue	2,796,338	3,036,300	(239,962)	(7.90)%	3,092,372	(296,033)	(9.57)%
Advertising & Other Revenue	1,028,502	1,015,880	12,623	1.24%	992,705	35,797	3.60%
Total Operating Revenue	5,858,303	5,894,120	(35,817)	(0.61)%	5,664,498	193,805	3.42%
Total Revenue	5,858,303	5,894,120	(35,817)	(0.61)%	5,664,498	193,805	3.42%
Expenses							
Operating Expenses							
Salaries & Wages	16,505,085	18,928,515	2,423,430	(12.80)%	16,371,217	133,868	0.81%
Other Employee Benefits & Payroll Taxes	1,784,988	2,082,310	297,322	(14.27)%	1,785,981	(992)	(0.05)%
Healthcare Benefits	6,076,113	7,373,581	1,297,467	(17.59)%	5,846,814	229,299	3.92%
Workers Compensation	1,523,982	1,748,500	224,518	(12.84)%	1,379,620	144,362	10.46%
Pension Benefits	2,341,400	2,518,800	177,400	(7.04)%	1,783,888	557,513	31.25%
Risk Management	1,578,479	1,649,080	70,601	(4.28)%	1,465,921	112,558	7.67%
Purchased Transportation	2,886,591	2,299,000	(587,591)	25.55%	2,020,780	865,811	42.84%
Materials & Supplies	2,122,981	2,434,885	311,904	(12.80)%	1,836,845	286,136	15.57%
Services	2,660,608	3,874,989	1,214,380	(31.33)%	2,602,640	57,968	2.22%
Fuel	1,033,775	1,169,980	136,205	(11.64)%	942,153	91,623	9.72%
Utilities	291,927	319,220	27,293	(8.54)%	295,479	(3,552)	(1.20)%
Other Expenses	139,879	189,265	49,386	(26.09)%	173,460	(33,581)	(19.35)%
Total Operating Expenses	38,945,809	44,588,124	5,642,314	(12.65)%	36,504,798	2,441,012	6.69%
Total Expenses	38,945,809	44,588,124	5,642,314	(12.65)%	36,504,798	2,441,012	6.69%
Non-Operating Revenue							
Assistance and Other Revenue							
Operating Assistance	32,172,005	34,326,650	(2,154,645)	(6.27)%	30,763,593	1,408,412	4.57%
Mortgage Tax Revenue	3,971,764	4,344,000	(372,236)	(8.56)%	5,304,534	(1,332,771)	(25.12)%
Gain/Loss on Disposal of Capital	30,620	25,000	5,620	22.47%	17,435	13,184	75.61%
Total Assistance and Other Revenue	36,174,388	38,695,650	(2,521,262)	(6.52)%	36,085,563	88,825	0.25%
Investment Revenue							
Investment Revenue	581,177	60,500	520,677	860.62%	9,082	572,096	6,299.51%
Total Non-Operating Revenue	36,755,566	38,756,150	(2,000,584)	(5.16)%	36,094,645	660,921	1.83%
Operating Income (Loss)	3,668,059	62,146	3,605,913	5,802.31%	5,254,345	(1,586,286)	(30.18)%
Capital Contributions							
Grants for Capital Contributions							
Federal Grants	512,381	0	512,381	0.00%	5,546,873	(5,034,493)	(90.76)%
State Grants	3,336,444	0	3,336,444	0.00%	11,551,265	(8,214,821)	(71.11)%
Total Grants for Capital Contributions	3,848,825	0	3,848,825	0.00%	17,098,138	(13,249,314)	(77.49)%
Total Capital Contributions	3,848,825	0	3,848,825	0.00%	17,098,138	(13,249,314)	(77.49)%
Non-Operating Expenses							
Depreciation Expense	5,960,553	0	(5,960,553)	0.00%	5,910,967	49,586	0.83%
Total Non-Operating Expenses	5,960,553	0	(5,960,553)	0.00%	5,910,967	49,586	0.84%
Change in Net Position	1,556,330	62,146	1,494,184	2,404.30%	16,441,516	(14,885,186)	(90.53)%
Net Position - Beginning of Year	(224,453,514)	0	(224,453,514)	0.00%	(241,174,183)	16,720,669	(6.93)%
Total Net Position - Beginning of Year	(224,453,514)	0	(224,453,514)	0.00%	(241,174,183)	16,720,669	(6.93)%
Net Position - End of Year	(222,897,184)	62,146	(222,959,330)	(358,766.33)%	(224,732,667)	1,835,483	(0.81)%

STATEMENT OF REVENUE AND EXPENDITURES

After six months ending September 30, 2023, the consolidated Operating Income (Loss) before capital contributions and Non-Operating Expenses is \$3.6 million.

OPERATING REVENUE

Operating revenues are on budget and are 3% under prior year. **Regular Line Passenger Revenues** are 10% over budget and 29% over prior year. Currently fixed route ridership is trending 14% over prior year. Additionally, both NYS Fair Park & Ride and Amphitheater service revenues exceeded budget. Pass sale revenues continue to trend over budget and prior year due to increases in ticket vending machine (TVM) sales and increases in pass purchases by Medical Answering Services. **Special Line Revenues** are 8% under budget and 10% under prior year due to lower than anticipated revenues for NYS Fair service to the Orange and Willis Ave. lots. **Advertising and other Revenues** are trending close to budget and prior year.



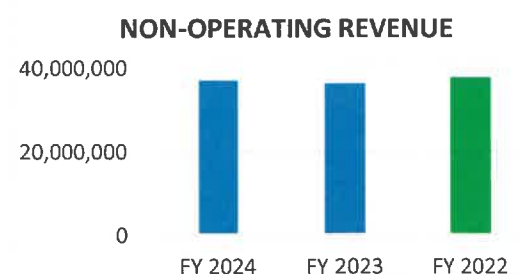
OPERATING EXPENSES

Operating expenses are \$5.6m or 13% under budget and 7% over prior year. All expense lines are trending under budget except for purchased transportation. **Salaries and Wages** are trending under budget 13% due to open positions amongst bus operators, and buildings & grounds technicians. As a result of the open positions, **Other Employee Benefits & Payroll Taxes** are also trending under budget 14%. **Healthcare Benefits** are trending under budget 18% however, 4% over prior year. In current year we have 473 more claims, and 6,903 more services reported to UMR. **Workers Compensation** is currently 6% under budget and 27% over prior year.

In current year there are 36 fewer claims, however higher dollar claims realized. **Pension Benefits** are 7% under budget and 31% over prior year. Pension contributions were trued up to Actuarial recommendations in August. **Risk Management** is 4% under budget and 8% over prior year. The budgeted variance is due to a credit for reduced claims experience in prior year received in current year, legal fees exceeding prior year, and claims trending lower than anticipated in budget. **Purchased Transportation** is over budget 26% and 43% over prior year. All work that was provided previously by PEACE Inc. is now being provided by purchased transportation vendors. Currently PT vendors are providing 82% of service requested. Ridership increased 19% compared to the same period in prior year. **Materials and Supplies** are 13% under budget due to unrealized budgeted expenses and 16% over prior year due to increased costs for bus parts in current year. **Services** are currently under budget 31% due to the discontinuation of the Peace contract, and other budgeted services for consulting, advertising, marketing, and engineering, which were anticipated but not realized at this time. **Fuel** is 12% under budget due to diesel prices locked in lower than budget. **Utilities** are close to budget and prior year. **Other Expenses** are 26% under budget and 19% under prior year due primarily to budgeted conferences and travel not yet realized.

NON-OPERATING REVENUE

Non-Operating revenues are 5% under budget and consistent with prior year. **Operating Assistance** is \$2.1 million or 6% under budget. Increased STOA has resulted in a reduced need for Federal Operating Assistance (ARP) which is drawn based on operational needs. **Mortgage Tax Revenue** is trending 5% under budget and 25% under prior year. Increases in interest rates has resulted in decreases in mortgage tax receipts. **Investment Revenue** is currently \$520 thousand over budget and \$572 thousand over prior year. We began investing in Treasury Bills in September 2022.



INVESTMENT REPORT

Inventory of Existing Investments As of September 30, 2023

<u>Cash & Investments</u>	<u>Institution</u>	<u>Int Rate</u>	<u>Term</u>	<u>Invested</u>	<u>Amount</u>	<u>Total</u>
<u>Unrestricted--Operating Funds</u>						
Commercial Money Market Savings-General Funds	M&T Bank	3.50%	n/a	n/a	\$19,144,625	
Total Operating Cash & Investments						\$19,144,625
<u>Designated--Funded Reserves--Board Designated</u>						
Money Market Account - Health Insurance Reserve	M&T Bank	3.50%	n/a	n/a	\$3,045,279	
Money Market Account - Insurance Reserve	M&T Bank	3.50%	n/a	n/a	\$2,700	
Commercial Checking With Interest - Capital Reserve	JP Morgan Chase Bank	1.63%	n/a	n/a	\$324,834	
Commercial Checking With Interest - ParaTransit Reser	JP Morgan Chase Bank	1.63%	n/a	n/a	\$84,817	
Total Restricted Reserves						\$3,457,631

Investment Activity Ending September 30, 2023 Term Investments

<u>Cash & Investments</u>	<u>Institution</u>	<u>Discount Rate</u>	<u>Term</u>	<u>Invested</u>	<u>Value as of 09/30/2023</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Investment at Maturity</u>
<u>Designated--Funded Reserves--Board Designated</u>								
Treasury Bill Purchase - Capital Reserve	JP Morgan Chase Bank	5.25%	6 months	\$4,999,682	\$5,011,789	9/13/2023	3/14/2024	\$5,136,000
Treasury Bill Purchase - Insurance Reserve	JP Morgan Chase Bank	5.18%	3 months	\$3,999,064	\$4,044,917	7/13/2023	1/11/2024	\$4,106,000
Treasury Bill Purchase - Paratransit Reserve	JP Morgan Chase Bank	5.26%	6 months	\$3,299,374	\$3,310,418	9/7/2023	3/7/2024	\$3,389,000
Total Restricted Reserves				\$12,298,120				\$12,631,000

MORTGAGE RECORDING TAX STATEMENT

Actual Receipts YTD

<u>FY-22</u>	<u>FY-23</u>	<u>FY-24</u>	<u>\$ vs PY</u>	<u>% vs PY</u>
5,424,645	5,306,513	3,971,764	(1,334,749)	-25.15%

Budget Variance YTD

<u>FY-24 Bud</u>	<u>\$</u>	<u>%</u>
4,344,000	(372,236)	-8.6%

	<u>Actual</u> <u>FY-22</u>	<u>Actual</u> <u>FY-23</u>	<u>Actual</u> <u>FY-24</u>	<u>Actual</u> <u>vs PY</u>	<u>YTD</u> <u>vs PY</u>	<u>Budget</u> <u>FY 24</u>	<u>Actual Vs</u> <u>Budget</u>	<u>YTD</u> <u>variance</u>
April	859,319	899,181	761,875	-15.3%	-11.3%	572,000	33.2%	33.2%
May	790,924	778,198	557,104	-28.4%	-20.1%	628,000	-11.3%	9.9%
June	739,222	807,832	621,109	-23.1%	-18.8%	656,000	-5.3%	4.5%
July	1,222,151	852,081	651,504	-23.5%	-28.2%	802,000	-18.8%	-2.5%
August	813,367	1,213,405	736,644	-39.3%	-24.8%	846,000	-12.9%	-5.0%
September	999,661	755,816	643,528	-14.9%	-26.8%	840,000	-23.4%	-8.6%
October	1,007,648	658,916	0	-100.0%	-38.3%	852,000	-100.0%	-23.6%
November	1,005,212	819,898	0	-100.0%	-46.6%	849,000	-100.0%	-34.3%
December	991,311	567,517	0	-100.0%	-52.9%	846,000	-100.0%	-42.4%
January	1,067,066	682,916	0	-100.0%	-58.2%	688,000	-100.0%	-47.6%
February	746,366	624,144	0	-100.0%	-61.2%	608,000	-100.0%	-51.5%
March	923,157	734,415	0	-100.0%	-64.4%	613,000	-100.0%	-54.9%
	<u>11,165,404</u>	<u>9,394,319</u>	<u>3,971,764</u>			<u>8,800,000</u>		

County Receipts - September

	<u>FY-24</u>	<u>FY-23</u>	<u>\$</u>	<u>%</u>
Onondaga	398,505	388,322	10,182	0.03
Oswego	56,473	76,966	(20,494)	(0.27)
Cayuga	52,016	44,165	7,851	0.18
Oneida	136,535	246,350	(109,815)	(0.45)
Total	<u>643,528</u>	<u>755,804</u>	<u>(112,276)</u>	<u>(0.15)</u>

STATEMENT OF CASH FLOW

As of 09/30/2023

Cash Flows From Operating Activities:

Operating Receipts from Fares & Operations	\$ 397,876
Receipts from A/R Billings for Contracts & Other Miscellaneous	720,036
CNG Fuel Credit	
Mortgage Tax Receipts from Counties	736,644
Operating Assistance - NYS (STOA)	
Operating Assistance - Local Match from Counties	63,242
Operating Assistance - Federal 5311	
Temporary Transfer from LOC	
Transfers to/from Insurance Reserve	
Transfers to/from Capital Reserve	
Transfers to/from Paratransit Reserve	
Payments to Vendors & Suppliers	(2,844,407)
Payments of Bank Fees	(1,368)
Payments for Pension Contributions	(261,843)
Payments for Healthcare & Flex Claims-UMR	(594,002)
Payments of Payroll Related Liabilities	(891,794)
Payments of Wages	(1,925,835)

Net Cash Provided by (Utilized in) Operating Activities **\$ (4,601,451)**

Cash Flows From Capital Activities:

Proceeds from Federal & State Grants Received for Capital Additions	
Proceeds from Federal COVID Emergency Funds	
Proceeds from Federal Receipts for PM & Capital Operating Assistance	
Purchases of Capital Assets	(2,816,310)

Net Cash Provided by (Utilized in) Capital Activities **\$ (2,816,310)**

Net Change in Cash from Operating & Capital Activities **\$ (7,417,760)**

General Fund Cash Balances - Beginning of Period **\$ 26,118,505**

General Fund Cash Balances - End of Period* **\$ 18,700,744**

Insurance Reserve Fund End of Period **\$ 2,700**

Health Insurance Reserve Fund End of Period **\$ 3,045,279**

Capital Reserve Fund End of Period **\$ 324,834**

ParaTransit Reserve Fund End of Period **\$ 84,817**

Invested Funds End of Period (Restricted) **\$ 12,367,125**

Total Cash All Sources - End of Period: **\$ 34,525,500**

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

PROCUREMENT

ACTIVE PROCUREMENTS

The following open contracts actively moving through the process:

- Syracuse Facility Janitorial Services
- Utica Facility Janitorial Services
- CNG Facility Upgrade
- Microtransit Software Purchase
- Security Services
- Drug and Alcohol Testing Services
- Media Blaster Purchase
- Transit Advertising Services
- Sedan Services A
- Ultrasonic Parts Cleaner Purchase
- Service Trucks Purchase

FUTURE PROCUREMENTS

Items requiring future board action:

Within 2 months:

- Microtransit Software Purchase
- Security Services
- Drug and Alcohol Testing Services
- Service Trucks Purchase

Within 6 months:

- Syracuse Facility Janitorial Services
- Utica Facility Janitorial Services
- CNG Facility Upgrade
- Media Blaster Purchase
- Transit Advertising Services
- Sedan Services A
- Ultrasonic Parts Cleaner Purchase

REVENUE SERVICE CONTRACTS

There are no agreements actively moving through the process.

LEASE REVENUE CONTRACTS

Items Requiring Future Board Action:

Within 2 months:

- News Stand Shop Space Lease – RTC

CAPITAL PROGRAMS

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 \$59 thousand. A total of \$4.9 million of operating assistance, and \$541 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 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 transferred to operating assistance and expended.

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. To date, a total of \$20.7 million of operating assistance has been expended.

FEDERAL GRANT FUNDING

The Federal Transit Administration is working through the 2023 fiscal year-end financial reconciliation – no new grant activity is being processed at this time. CNYRTA will begin the FFY2024 federal grant application process after the new year.

STATE GRANT FUNDING

NEW GRANT OPPORTUNITIES

Congestion Mitigation and Air Quality Improvement Program (CMAQ), Administered by NYSDOT, a reimbursement program to help support bicycle, pedestrian, multi-use path, access to public transportation and transportation-related projects, as well as projects that reduce congestion and greenhouse gas emissions from the transportation sector. CMAQ funding eligibility in the Syracuse metropolitan area requires a project to be located in Onondaga County. An application is being developed and is due on January 9, 2024.

Innovative Mobility Transit Pilot Program, Chapter 53 of the Laws of 2023, New York State has allocated \$10 million over a five-year period (to non-MTA transit providers) to expand service offerings that support riders facing barriers when accessing traditional transit by fund the creation of new transit alternatives. The legislative initiative will allocate up to \$1 million to the CNYRTA. Eligible projects include: Rolling stock/fleet vehicles, technology, and operations. CNYRTA will be applying for funding to be directed towards micro-transit service operations. Project plans are due November 17, 2023.

PENDING APPLICATIONS

Accelerated Transit Capital Program (ATC), Administered by NYSDOT and provides 100% NYS capital funding for upstate public transportation sponsors to rehabilitate, restore and modernize public transit assets. Program funds are apportioned. Currently, FY2022 and FY2023 applications are under review by NYSDOT. Each application requests the CNYRTA's apportioned \$3,282,600. Updates will be provided to the Board as they become available.

Modernization and Enhancement Program (MEP), Administered by NYSDOT and provides 100% NYS capital funding for counties, cities, and regional authorities to upgrade and enhance their public transportation services. Program funding is included in the enacted State Fiscal Year Budget. Currently, FY2023 application, \$4,009,074 in funding, is under review by NYSDOT.

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.

AWARDED APPLICATIONS

Section 5311 Rural Area Formula Grants, Administered by NYSDOT and provides capital, planning, and operating assistance to states to support public transportation in rural areas with populations less than 50,000. The FY2021-2023 application was reviewed and awarded. NYSDOT to provide Grant Agreements for execution in the coming weeks. Updates will be provided to the Board as they become available.

CAPITAL PLANNING

CNYRTA's Capital Planning Committee meets, at minimum, monthly to study the capital needs of the Authority and to plan for the short and long-term capital improvements consistent with the Authority's Capital Improvement Plan (CIP). In addition, the committee reviews, recommends and approves capital improvement items.

Long Range Transportation Plan (LRTP), One of the core functions of the Syracuse Metropolitan Transportation Council (SMTC), as a metropolitan planning organization (MPO), is to maintain the region's LRTP. The most recent full plan was adopted in September 2020. Federal legislation requires an update to the plan at least once every five years, so the next full update is due in September 2025. The next 24-months will see the creation of the new plan, conducting of public outreach, and plan adoption by the SMTC Policy Committee. CNYRTA appointed staff will participate in the Study Advisory Committee (SAC).

CNYRTA staff will be working on building our own future 10-year long range transportation plan. We anticipate a summary review for the Board in December 2023.

MOTION

Centro of Oneida Medical Plan Renewal October 27, 2023

Centro of Oneida Medical Plan (Oneida/Rome Union Employees):

Centro of Oneida's current Excellus plan is a group rated plan. The proposed Excellus block rated medical premiums for 2024 for the represented employees in Utica and Rome is a 9.5% increase from the 2023 premium rate. The average medical cost increase is from 12% up to 17% for most year renewals.

Below are the 2023 medical premiums compared to the proposed 2024 medical premiums.

Coverage	Excellus Monthly Premium 2023	Excellus Monthly Premium 2024	Employee 2023 Weekly Contribution	Employee 2024 Weekly Contribution	Weekly Increase
SINGLE	\$ 1,082.53	\$ 1,185.27	\$ 37.47	\$ 41.03	\$ 3.56
DOUBLE	\$ 2,164.86	\$ 2,370.55	\$ 74.94	\$ 82.06	\$ 7.12
FAMILY	\$ 2,814.30	\$ 3,081.70	\$ 97.42	\$ 106.67	\$ 9.25

RESOLUTION TO AUTHORIZE CONTRACT AWARD FOR
GRAB AND GO NEWSSTAND SYRACUSE INC. - TENANT LEASE
AGREEMENT 2023-2033

WHEREAS, the William F. Walsh Regional Transportation Center (RTC) has the need to fill a newsstand tenant lease space; and

WHEREAS, this lease agreement will be a revenue earning agreement, and

WHEREAS, the ABO regulations were followed, and a Request for Proposal was publicly let on June 13, 2023, and

WHEREAS, four (4) proposal packages were sent out, and three (3) additional proposal packages were requested, and

WHEREAS, two (2) proposals were received on July 10, 2023. Through a review of the proposals submitted, our Broker and staff determined that Grab and Go Newsstand Syracuse, Inc. offered the most advantageous proposal, and

WHEREAS, after negotiations exceeded the fair market value price.

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 enter into a lease agreement with Grab and Go Newsstand Syracuse, Inc. commencing November 1, 2023, for a 10-year period, with two (2) five (5) year renewal options for Tenancy at the RTC.

FACT SHEET
GRAB AND GO NEWSSTAND SYRACUSE INC TENANT LEASE
AGREEMENT 2023-2033

PROJECT DESCRIPTION: The William F. Walsh Regional Transportation Center (RTC) has the need to fill a newsstand tenant lease space.

ADVERTISEMENT: A Request for Proposal was advertised on June 13, 2023 in the NYS Contract Reporter, Post Standard (Onondaga, Cayuga and Oswego County editions), Rome Sentinel, Utica Observer-Dispatch, the Minority Commerce Weekly and CNY Vision.

FUNDING: This lease agreement will be a revenue earning agreement.

LETTING PROCESS: The CNYRTA publicly let a Request for Proposal (RFP) for lease space. The lease agreement is to be awarded based upon negotiations. The CNYRTA's Broker, Ed Kiesa (CBRE) took the lead on negotiations with Grab and Go Newsstand Syracuse, Inc. The Agreement includes the following negotiated information:

Minimum Monthly Rent. The monthly minimum rent for the initial term shall be as follows:

- (a) November 1, 2023 to October 31, 2024, the sum of \$2,000.00 per month.
- (b) November 1, 2024 to October 31, 2025, the sum of \$2,040.00 per month.
- (c) November 1, 2025 to October 31, 2026, the sum of \$2,080.80 per month.
- (d) November 1, 2026 to October 31, 2027, the sum of \$2,122.42 per month.
- (e) November 1, 2027 to October 31, 2028, the sum of \$2,164.86 per month.
- (f) November 1, 2028 to October 31, 2029, the sum of \$2,208.16 per month.
- (g) November 1, 2029 to October 31, 2030, the sum of \$2,252.32 per month.
- (h) November 1, 2030 to October 31, 2031, the sum of \$2,297.37 per month.
- (i) November 1, 2031 to October 31, 2032, the sum of \$2,343.32 per month.
- (j) November 1, 2032 to October 31, 2033, the sum of \$2,390.19 per month.

Lessee Expense of Common Area Maintenance. Lessee Common Area Maintenance Charge or "CAM Charge" is included in the minimum monthly rent as listed above.

RECOMMENDATION: It is the CNYRTA staff's recommendation to award a lease agreement to Grab and Go Newsstand Syracuse, Inc. commencing November 1, 2023, for a 10-year period, with two (2) five (5) year renewal options for Tenancy at the RTC.

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

MINUTES OF THE OCTOBER 27, 2023, AUDIT AND FINANCE COMMITTEE MEETING

MEMBERS PRESENT:

NICHOLAS LAINO, Chair
ROBERT CUCULICH, Vice Chair
DARLENE LATTIMORE, Secretary
TINA FITZGERALD, Treasurer
NEIL BURKE
MONTY FLYNN
JULIUS LAWRENCE
LOUELLA WILLIAMS
FRANK SAYA, Non-Voting Member

STAFF PRESENT:

CHRISTOPHER TUFF, Deputy Chief Executive Officer
LINDA BIATA, VP of Finance
STEVEN KOEGEL, VP of Business Develop. and Corp. Comm.
JACKIE MUSENGO, VP of Human Resources
GEOFFREY HOFF, VP of Fleet and Facilities
RAHMIZ AZRIA, Associate VP of Operations
BRUCE FONG, Associate VP of Information Technologies
MELISSA BRIM, Associate VP of Finance
BREN DAISS, Senior Director of Planning & Capital Projects
CAITLIN MACCOLLUM, Senior Director of Procurement
TARA SPRAKER, Director of Capital Programs
EJ MOSES, Director of Facilities
CHRISTOPHER KING, Procurement Manager
JOSHUA GARDNER, Spec. Trans. Administrator & System Analyst
MALLORY LUGUZZA, Internal Control Analyst
JASON SMITH, Senior Procurement Analyst
CAROL LOMBARDO, Executive Assistant

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

- Chairman Laino noted a quorum was present
- The next Committee meeting will be on November 17, 2023

FINANCIAL REPORT

Ms. Biata presented the Financial Report, for period ending September 30, 2023.

STATEMENT OF NET POSITIONS

The Quick Ratio is 7.75% The Authority's current assets increased by \$11.8 million or 27% compared to September 2022. Cash, Cash Equivalents & Investment balances Increased 70% compared to the same quarter in prior year. Receivables decreased by 17% or \$2.2 million compared to September 2022. Accounts Payables and Accruals increased by 30% or \$411 thousand. The increase is due to an increase in grant payables as of September 30, 2023. Accrued Salaries, Liabilities and Benefits are in line with prior year. Estimated Claims Payable balance increased by \$909 thousand due to the March 31, 2023, adjustment to the UMR IBNR.

STATEMENT OF REVENUE AND EXPENDITURES

After six month ending September 30, 2023, the consolidated Operating Income (loss) is \$3.6 million. Operating Revenues are on budget and 3% over prior year. Regular Line Passenger Revenues are 10% over budget and 29% over prior year. Currently fixed route ridership is trending 14% over prior year. Special Line Revenues are 8% under budget and 10% under prior year due to lower than anticipated revenues for NYS Fair service. Operating Expenses are \$5.6 million or 13% under budget and 7% over prior year. Salaries and Wages are trending under budget 13% due to open positions amongst bus operators and building and grounds technicians. Healthcare Benefits are trending under budget 18% however, 4% over prior year. Workers Compensation is currently 6% under budget and 27% over prior year. Pension Benefits are 7% under budget and 31% over prior year. Risk Management is 4% under budget and 8% over prior year. Purchased Transportation is over budget 26% and 43% over prior year. Materials and supplies are 13% under budget due to unrealized budgeted expenses. Services are currently under budget 31% due to anticipated expenses not realized at this time. Fuel is 12% under budget due to diesel prices locked in lower than budget. Utilities are close to budget and prior year. Other Expenses are 26% under budget and 19% under prior year due primarily to budgeted conferences and travel not yet realized. Non-Operating Revenues are 5% under budget and consistent with prior year. Operating Assistance is 6% under budget and inline with prior year. Mortgage Tax Revenue is 8.6% under budget and 25% under prior year. Investment Revenue is currently \$520 thousand over budget.

SUPPLEMENTAL INFORMATION

Additional supplemental information, including the Investment Report, MRT Statement, Statement of Cash Flow, Procurement Summary and Capital Program Summary, required to be provided to the Board was briefly reviewed.

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

Motion – Robert Cuculich

Seconded – Louella Williams

Carried Unanimously to the Board with a recommendation of approval.

CENTRO OF ONEIDA MEDICAL PLAN (ONEIDA/ROME UNION EMPLOYEES)

Ms. Musengo presented the proposed Excellus block rated medical premiums for 2024 for the represented employees in Utica and Rome is a 9.5% increase from the 2023 premium rate. The average medical cost increase is from 12% up to 17% for most year renewals.

Below are the 2023 medical premiums compared to the proposed 2024 medical premiums.

Coverage	Excellus Monthly Premium 2023	Excellus Monthly Premium 2024	Employee 2023 Weekly Contribution	Employee 2024 Weekly Contribution	Weekly Increase
SINGLE	\$ 1,082.53	\$ 1,185.27	\$ 37.47	\$ 41.03	\$ 3.56
DOUBLE	\$ 2,164.86	\$ 2,370.55	\$ 74.94	\$ 82.06	\$ 7.12
FAMILY	\$ 2,814.30	\$ 3,081.70	\$ 97.42	\$ 106.67	\$ 9.25

A Motion to approve the Excellus medical premiums for 2024 was raised and forwarded to the Board for approval.

Motion – Tina Fitzgerald

Seconded – Darlene Lattimore

Carried Unanimously to the Board with a recommendation of approval.

GRAB AND GO NEWSSTAND SYRACUSE INC. – TENANT LEASE

Ms. Spraker presented a lease agreement with Grab and Go Newsstand Syracuse Inc. for the RTC. It was publicly let on June 13, 2023, following ABO regulations. Four proposal packages were sent out with an additional three requested. On July 10, 2023, two proposals were received. Grab And Go Newsstand Syracuse Inc. offered the most advantageous proposal. Therefore, it is our recommendation that the Board award a tenant lease for a ten-year period with two five-year periods to Grab and Go Newsstand Syracuse Inc.

A Motion to award a tenant lease for a ten-year period with two five-year periods Grab and Go Newsstand Syracuse Inc. was raised and forwarded to the Board for approval.

Motion – Darlene Lattimore

Seconded – Neil Burke

Carried Unanimously to the Board with a recommendation of approval.

NEW STAFF MEMBER

Ms. Biata introduced in staff member Jason Smith, Senior Procurement Analyst to the Board.

ADJOURNED

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


Chairman

ATTEST:


Secretary