

THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY
(and its Subsidiaries)
200 CORTLAND AVENUE, SYRACUSE, NEW YORK
MINUTES OF THE AUGUST 28, 2026, BOARD MEETING

MEMBERS PRESENT:

NICHOLAS LAINO, Chair
ANTHONY DAVIS, Vice Chair
DARLENE LATTIMORE, Secretary
NEIL BURKE
ROBERT CUCLICH
JULIUS LAWRENCE
HEATHER SNOW
LOUELLA WILLIAMS
FRANK SAYA, Non-Voting Member

MEMBERS ABSENT:

TINA FITZGERALD, Treasurer

STAFF PRESENT:

CHRISTOPHER TUFF, Chief Executive Officer
JACQUELYN MUSENGO, Executive Vice President
GEOFF HOFF, VP of Fleet and Facilities
BRUCE FONG, VP of Information Technologies
MELISSA BRIM, VP of Finance
BREN DAISS, VP of Communication & Business Planning
CHRIS MORALLE, Associate VP of Human Resources
JORGE BORDONHOS, Director of Fleet Maintenance
CAITLIN MACCOLLUM, Sr Director of Procurement
CHRISTOPHER KING, Procurement Manager
TARA SPRAKER, Director of Capital Programs
PAULA CUTRONE, Senior Manager of Transit Data and Equity
JASON SMITH, Senior Procurement Analyst
SUZANN HENSLEY, Internal Control Manager
MATT KAVANAGH, Desktop Support Specialist

PUBLIC PRESENT:

STEVE HELMER
BRAD HUNT
BARRY SHULMAN
DEBBIE SHULMAN
MARIO COLONE
JOE DISTEFANO

CALL TO ORDER At 10:08 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 September 25, 2026:
 - Audit and Finance Meeting – 9:00 AM
 - Board Meeting – 9:30 AM

APPROVAL OF THE JULY 31, 2026, BOARD MEETING MINUTES - MOTION NO.

Motion – Neil Burke

Seconded – Heather Snow

Carried Unanimously

CHIEF EXECUTIVE OFFICER'S REPORT – Mr. Tuff

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

COMMUNITY EVENTS

Mary Nelson Backpack giveaway

On August 15th, we provide transportation for the Mary Nelson Backpack giveaway. We provided a shuttle from the Hub to Meachem Field and back.

Ryan Phelps Speedway event

On August 16th, we partnered with Ryan Phelps, Lamar and Weedsport Speedway. We set up an information table to talk about Centro, recruitment and provided a chance for families to ride around the track on a bus.

Utica Tunnel Towers 5k walk & run

On August 16th, we provided transportation for the Utica Tunnel to Towers 5k walk and run. We provided a shuttle for participants to the start line.

Stuff-A-Bus – Back to school supplies

On August 19th, we partnered with the Salvation Army and the YMCA of CNY to collect school supplies. We parked the bus at the Northwest YMCA to collect supplies and delivered them directly to the Salvation Army.

New York State Fair – Governor's Day Event

On August 26, I was invited to attend the Governor's Event at the NYS Fair for Governor's Day and the kickoff of the 2026 New York State Fair. It was a great event to network with many of our partners in one location.

AMENDED AND RESTATED BY-LAWS FOR THE AUTHORITY AND CERTAIN SUBSIDIARIES
AND APPROVING RELATED CORPORATE GOVERNANCE ACTIONS FOR CENTRO OF
CORTLAND INC. – RESOLUTION NO. 2702

Ms. MacCollum presented a Resolution to authorize contract award for the purchase of Clever Insights Software totaling \$268,955.20. A copy of the Motion is attached to these Minutes.

A Motion to authorize contract award for the purchase of Clever Insights Software as recommended by the Audit and Finance Committee was raised.

Motion – Heather Snow
Seconded – Darlene Lattimore
Carried Unanimously

SENIOR STAFF REPORTS

Bren Daiss presented to the Board on Cortland County's Service Equity and Fare Equity findings. Over the past year since Centro began service in Cortland County, staff has implemented experimental service changes to increase efficiency and streamline operations. Paula Cutrone explained the equity analysis process, noting that findings showed no disparate impact on minority persons and no disproportionate impact on low-income persons.

RESULTS OF THE CORTLAND FARE EQUITY ANALYSIS – MOTION NO. 2864

Ms. Cutrone presented a Motion to approve the results of the Cortland Fare Equity Analysis. A copy of the Motion is attached to these Minutes.

A Motion to approve the results of the Cortland Fare Equity Analysis was raised.

Motion – Neil Burke
Seconded – Heather Snow
Carried Unanimously

Staff are also proposing the elimination of Cortland's monthly pass in the interest of fare parity throughout Centro's system. Legacy payment types would no longer be accepted as fare payment on Centro of Cortland buses. Ms. Cutrone presented the fare equity analysis conducted, which concluded that customers would save 67.5% on average by paying with cash, tap-to-pay, or by using a 10-ride pass. There is no disparate impact on minority customers in this analysis.

RESULTS OF THE CORTLAND SERVICE EQUITY ANALYSIS AND TO AUTHORIZE A PUBLIC
HEARING – MOTION NO. 2865

Ms. Cutrone presented a Motion to approve the results of the Cortland Service Equity Analysis and to Authorize a Public Hearing. A copy of the Motion is attached to these Minutes.

A Motion to approve the Results of the Cortland Fare Equity Analysis and to Authorize a Public Hearing was raised.

Motion – Anthony Davis
 Seconded – Heather Snow
 Carried Unanimously

Ms. Daiss then presented to the Board on the Better Bus: Onondaga system redesign plan and proposed changes. After collecting feedback from customers during the Public Hearing on April 23, 2026, Centro has updated its proposed Better Bus Onondaga service design. The updated system proposal reinstates fixed route service that was previously removed, extends service hours to the Regional Transportation Center, and adds a fixed route commuter service to support employment opportunities in the Crossroads Park Dr. area of Liverpool. Ms. Cutrone presented the equity analysis process, noting that findings showed no disparate impact on minority persons and no disparate impact on low-income persons.

RESULTS OF THE BETTER BUS ONONDAGA SERVICE EQUITY ANALYSIS – MOTION NO. 2866

Ms. Cutrone presented a Motion to approve the results of the Better Bus Onondaga Service Equity Analysis. A copy of the Motion is attached to these Minutes.

A Motion to approve the Results of the Better Bus Onondaga Service Equity Analysis was raised.

Motion – Louella Williams
 Seconded – Heather Snow
 Carried Unanimously

SERVICE MODIFICATIONS IN CNY CENTRO – RESOLUTION NO. 2703

Ms. Cutrone presented a Resolution to approve Service Modifications in CNY Centro. A copy of the Motion is attached to these Minutes.

A Motion to approve Service Modifications in CNY Centro was raised.

Motion – Julius Lawrence
 Seconded – Neil Burke
 Carried Unanimously

AUDIT AND FINANCE COMMITTEE REPORT

JULY 31, 2026, STATEMENT OF REVENUE AND EXPENDITURES – MOTION NO. 2867

Ms. Brim presented a Motion to approve the July 31, 2026, Statement of Revenue and Expenditures. A copy of the Statements and Motion are attached to these Minutes.00000000000000

A Motion to approve the July 31, 2026, Statement of Revenue and Expenditures as recommended by the Audit and Finance Committee was raised.

Motion – Louella Williams
 Seconded – Robert Cuculich
 Carried Unanimously

CLEVERINSIGHTS SOFTWARE PURCHASE – RESOLUTION NO. 2704

Ms. MacCollum presented a Resolution to authorize contract award for the purchase of Clever Insights Software totaling \$268,955.20. A copy of the Motion is attached to these Minutes.

A Motion to authorize contract award for the purchase of Clever Insights Software as recommended by the Audit and Finance Committee was raised.

Motion – Julius Lawrence
 Seconded – Darlene Lattimore
 Abstained – Heather Snow
 Carried Unanimously

BULK ENGINE OIL PURCHASE – RESOLUTION NO. 2705

Ms. MacCollum presented a Resolution to authorize contract award for Bulk Engine Oil Purchase 2026 to AeroMatte Corporation for approximately 4,500 gallons of engine oil at \$22.50 per gallon. A copy of the Resolution is attached to these Minutes.

A Motion to authorize contract award for Bulk Engine Oil Purchase 2026 to AeroMatte Corporation as recommended by the Audit and Finance Committee was raised.

Motion – Darelene Lattimore
 Seconded – Neil Burke
 Carried Unanimously

TIRE LEASE 2027-2032– RESOLUTION NO. 2706

Mr. King presented a Resolution to authorize contract award for Tire Lease 2027-2032 to Bridgestone Americas Tire Operations for a five (5) year term commencing May 1, 2027. A copy of the Resolution is attached to these Minutes.

A Motion to authorize contract award for Tire Lease 2027-2032 to Bridgestone Americas Tire Operations as recommended by the Audit and Finance Committee was raised.

Motion – Julius Lawrence
 Seconded – Darlene Lattimore
 Carried Unanimously

LIFT EQUIPPED VEHICLE SERVICES A 2027-2032 – RESOLUTION NO. 2707

Mr. Smith presented a Resolution to authorize contract award for Lift Equipped Vehicle Services A 2027-2032 to Suburban Transportation, Inc. for a five (5) year term commencing March 1, 2027. A copy of the Resolution is attached to these Minutes.

A Motion to authorize contract award for Lift Equipped Vehicle Services A 2027-2032 to Suburban Transportation, Inc. as recommended by the Audit and Finance Committee was raised.

Motion – Darlene Lattimore

Seconded – Neil Burke

Carried Unanimously

LIFT EQUIPPED VEHICLE SERVICES B 2026-2031 – RESOLUTION NO. 2708

Mr. Smith presented a Resolution to authorize contract award for Lift Equipped Vehicle Services B 2026-2031 to Suburban Transportation, Inc. for a five (5) year term commencing November 1, 2026. A copy of the Resolution is attached to these Minutes.

A Motion to authorize contract award for Lift Equipped Vehicle Services B 2026-2031 to Suburban Transportation, Inc. as recommended by the Audit and Finance Committee was raised

Motion – Darlene Lattimore

Seconded – Neil Burke

Carried Unanimously

SUPERVISORY VEHICLES PURCHASE– RESOLUTION NO. 2709

Mr. Smith presented a Resolution to issue a purchase order to Albany Toyota in the amount of \$138,041.32 for the purchase of four (4) Toyota Rav 4 Hybrids, Supervisory Vehicles. A copy of the Resolution is attached to these Minutes.

A Motion to authorize issuance of a purchase order for Supervisory Vehicle Purchase to Albany Toyota as recommended by the Audit and Finance Committee was raised.

Motion – Neil Burke

Seconded – Darlene Lattimore

Abstained – Heather Snow

Carried Unanimously

ACCEPTANCE OF GIFT – 1946 FAGEOL TWIN COACH HISTORIC BUS – RESOLUTION NO. 2710

Mr. Tuff presented a Resolution to authorize Acceptance of Gift – 1946 Fageol Twin Coach Historical Bus. A copy of the Resolution is attached to these Minutes.

A Motion to authorize Acceptance of Gift – 1946 Fageol Twin Coach Historical Bus as recommended by the Audit and Finance Committee was raised.

Motion – Julius Lawrence
Seconded – Darlene Lattimore
Carried Unanimously

OLD BUSINESS

Nothing to report

NEW BUSINESS

Nothing to report

EXECUTIVE SESSION – MOTION NO. 2868

A Motion was needed to move to Executive Session

Motion – Heather Snow
Seconded – Louella Williams
Carried Unanimously

No action taken in Executive Session

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, Chief Executive Officer
RE: Monthly Summary Report – August 2026
DATE: August 19, 2026

Governor Hochul Central New York representative – Tracy DiGenova

On August 10, Jackie, Melissa, and I, along with our lobbyist Erin, hosted Governor Hochul's Central New York Representative, Tracy DiGenova, here at the Syracuse office. We gave Tracy a status update on Centro projects (system redesign and Bus Rapid Transit). Discussed our funding concerns in the future years and the need to stabilize transportation funding soon. We concluded our discussion with a tour of the facility.

Syracuse City School District (SCSD) Career and Technical Education (CTE) Partnership Council

On August 11, I attended the SCSD CTE Partnership Council meeting to learn how we can be a partner with the CTE program to help students transition into a career upon graduation. The school district currently has programs that could fit careers here at Centro.

CNYRTA and Subsidiary Bylaws, Approval of Centro of Cortland Bylaws

Recently, mail reform has changed how our mail is processed in Central New York. We have been made aware of delays in the mailing of the board packet or board meeting notices. The changes to the bylaws that already exist include:

- It amends the Special Meetings section to allow for providing notice of special meetings by email. The current bylaws require notice of special meetings to go by mail.
- It adds a new section that specifically allows board packets and similar information to be circulated by email. The current bylaws do not prohibit email, but this amendment makes it clear that email is allowed.
- Replace the term "Executive Director" with "Chief Executive Officer" throughout the bylaws.

These changes are reflected in the Centro of Cortland Bylaws.

Title VI Major Service Change Final Service Equity Analysis Summary Better Bus Onondaga

Post Public Hearing Service Change Summary

After collecting feedback from customers during the Public Hearing on April 23, 2026, Centro has updated its proposed Better Bus Onondaga service design. The updated system proposal reinstates fixed route service that was previously removed, extends service hours to the Regional Transportation Center, and adds a fixed route commuter service to support employment opportunities in the Crossroads Park Dr. area of Liverpool.

Returning Service:

Midland Ave,
Syracuse

Downer St,
Baldwinsville

Florida Rd area,
Mattydale

Drumlins Golf
Course,
Syracuse

Brewerton
Park-N-Ride

Central Square

Extended Hours:

Regional
Transportation
Center

Adding Commuter Service:

Crossroads
Park Dr,
Liverpool

Service Equity Analysis Results

The absolute difference between the percentage of minority and non-minority person affected is **-51.4%**. This is below the 30% threshold therefore no disparate impact exists. The absolute difference between the percentage of low-income and non-low-income persons affected is **-59.0%**. This is below the 34% threshold therefore no disproportionate burden exists.

Affected Service Corridor Minority Population

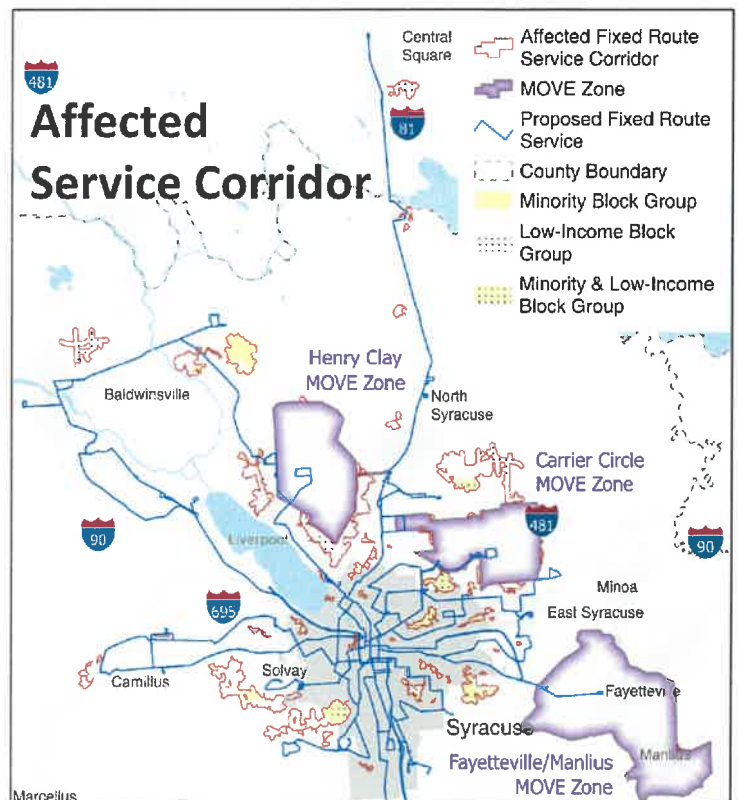
Total Population	Minority Population	% Minority	% Non-Minority	Absolute Difference
22,594	5,485	24.3%	75.7%	-51.4%

Affected Service Corridor Low-Income Population

Population*	Low-Income Population	% Low-Income	% Non-Low-Income	Absolute Difference
21,910	4,491	20.5%	79.5%	-59.0%

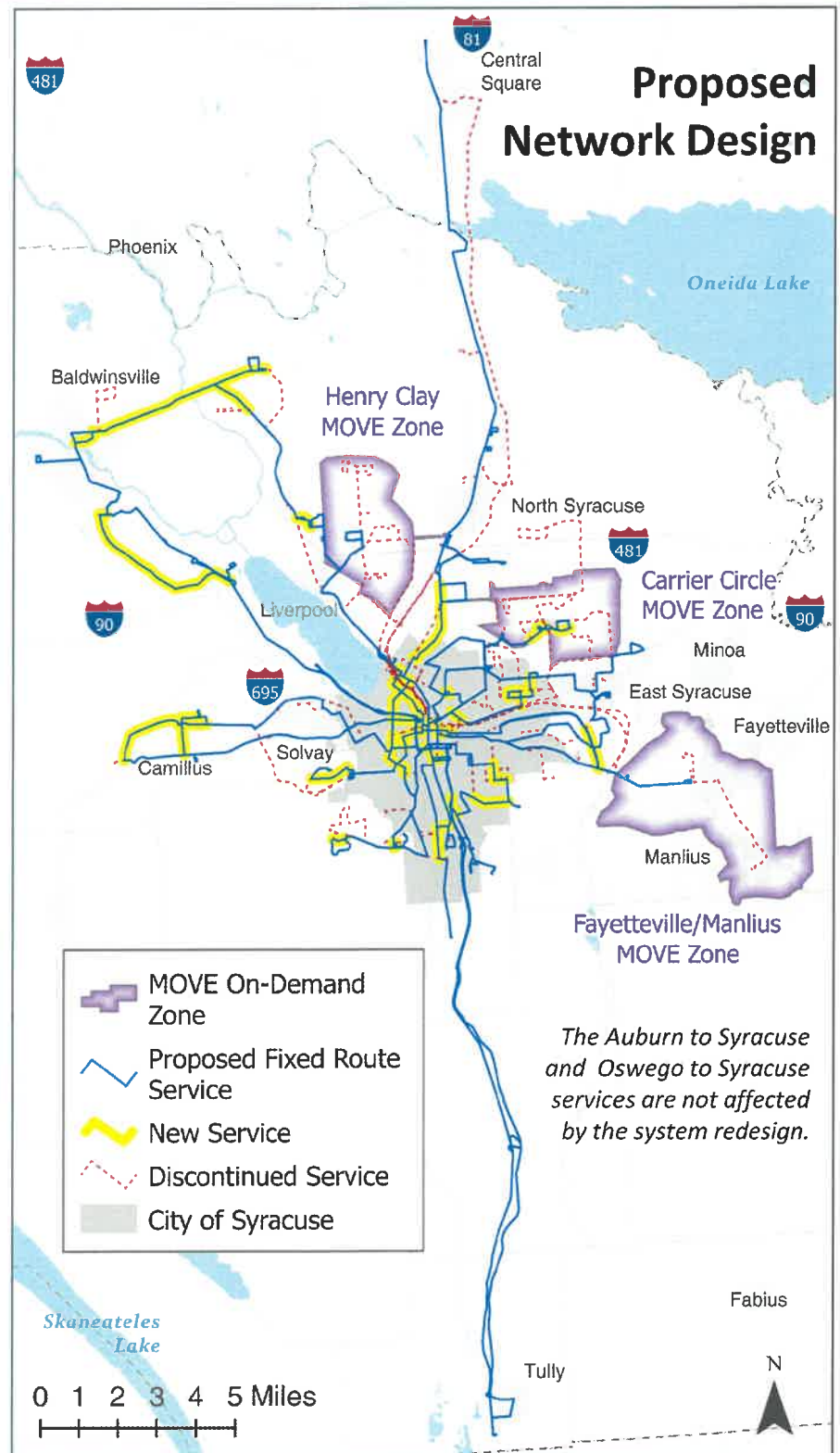
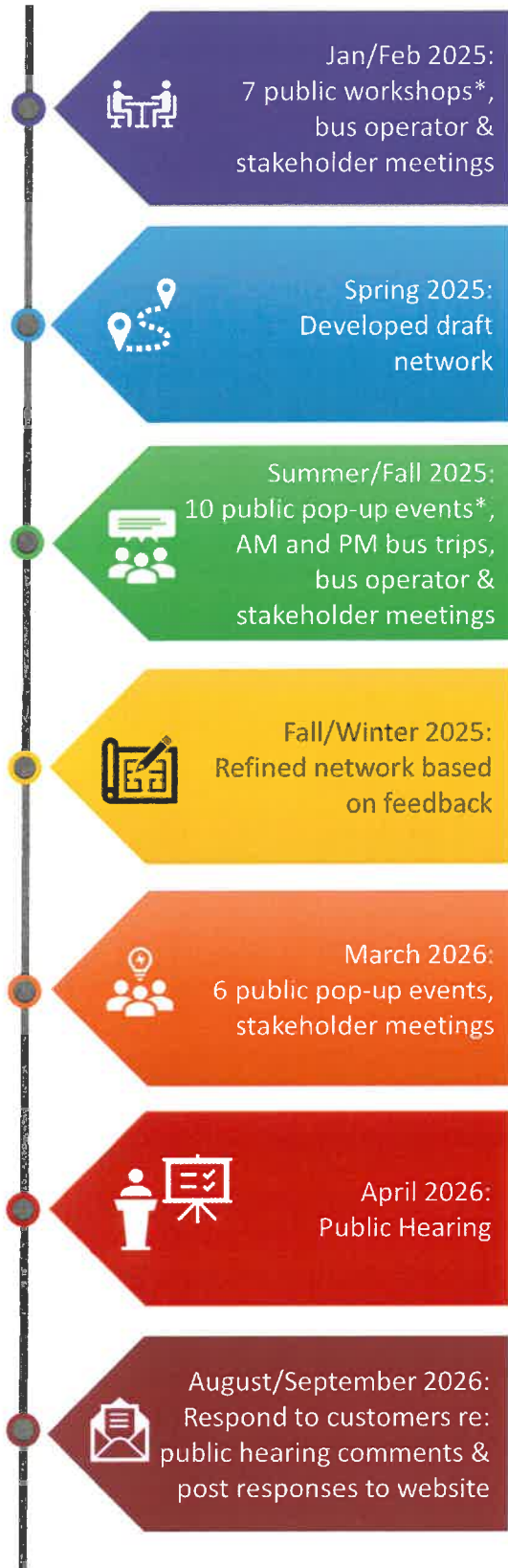
Source: U.S. Census Bureau, U.S. Department of Commerce, ACS 5-Year Estimates 2019-2023; Table B03002 and C17002.

* Population for whom poverty status is determined



Title VI Major Service Change Final Service Equity Analysis Summary Better Bus Onondaga

Public Engagement Timeline



* Locations include Centro Hub, Destiny USA, downtown Syracuse, Eastwood, East Syracuse, Fairmount, Fayetteville Town Center, North Syracuse, Onondaga Community College, Shop City, Southside, and Syracuse University.



Final Title VI Service Equity Analysis

Better Bus Onondaga System Redesign

August 2026

Central New York Regional Transportation Authority
Recipient ID: 1778

Bren Daiss – email: bdaiss@centro.org
Vice President of Public Affairs and Planning

Paula Cutrone – pcutrone@centro.org
Senior Manager of Transit Data and Equity

In Compliance with: Title VI of the Civil Rights Act of 1964 (section 601), FTA Circular 4702.1B, and Centro Title VI Policies

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Related Reports:

Preliminary Title VI Service Equity Analysis dated March 2026
 Better Bus Onondaga Public Hearing Summary of Comments dated May 20, 2026

INTRODUCTION

Title VI of the Civil Rights Act of 1964 provides that no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

The Federal Transit Administration (FTA) published Circular 4702.1B in 2012. All transit agencies receiving Federal funds are required to develop and implement an agency-wide Title VI program. The Circular provides guidance to comply with the law and fulfill the requirements. Executive Order 12898, "Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations" is a directive from the Federal government to prevent minority communities and low-income populations from being subject to disproportionately high and adverse environmental effects.

In 2022, Centro procured Arcadis, a design, engineering, and management consulting company as its on-call planning consultant. In 2024, the Arcadis team and its subcontractors were tasked with Onondaga County's system redesign, dubbed "Better Bus: Onondaga" as a part of Centro's broader Bus Rapid Transit (BRT) initiative.

The purpose of this report is to provide an equity evaluation of the updated proposed service changes under the Better Bus: Onondaga system redesign. A public hearing was held on April 23, 2026, during which time several public comments were made that warranted further review of the initial proposed system (Phase I). All public comments and feedback related to the Public Hearing were reviewed by Centro staff and additional changes were submitted to the consultant team.

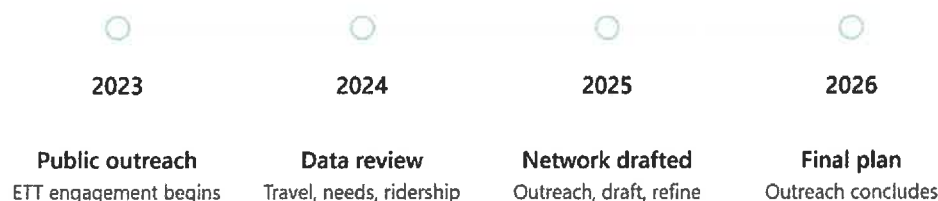
The final service design includes the Bus Rapid Transit (BRT) routing which will operate as regular fixed route service until the official launch, tentatively planned for 2028. BRT will include enhanced stations/stops and increased trip frequency. This service change does not pertain to Syracuse University service, Shopper service, Syracuse City School District trippers, or intercity service to Auburn and Oswego.

Background

Better Bus Onondaga is the result of a multi-year planning process spanning 2023 to 2026. It began in 2023 with public outreach for Exploring Tomorrow's Transit (ETT) in conjunction with the Syracuse Metropolitan Transportation Council (SMTC). ETT was an effort to better understand the community's diverse needs and expectations around public transit.

In 2024, Centro and its consultants conducted a review of travel patterns, customer needs, and ridership data to inform planning decisions. Throughout 2025, both public and operator outreach was conducted leading to the development of a draft network. Following additional rounds of public engagement, refinements to the network based were made based on community feedback.

Public outreach continued during the winter of 2026 while the initial service equity analysis was completed and presented to the Board of Members for approval. This final service design is the result of the comments and feedback received at the Public Hearing and is intended to be the final version of the revised network.



Graphic created with Claude.ai

Better Bus Onondaga Service Plan

With the introduction of Bus Rapid Transit (BRT) in Syracuse, the Better Bus project will consider how fixed-route bus service and the introduction of other on-demand services could complement BRT and better fit the community's travel needs.

The goals of the redesigned network are:

- Align the Centro network with present-day demand and travel patterns;
- Allow Centro to better meet community travel needs through delivery of more efficient and effective service;
- Adjust local service and integrate new modes such as microtransit to reallocate service within BRT corridors and promote BRT connectivity.

The revised Centro network was shaped by community feedback and evaluation of the current network to better meet travel needs. Service frequency will be enhanced across the region, with only minimal decreases in service in areas with lower ridership and demand:

- 15 major routes with improved frequency, including significant service increases on South Ave, Salina St, James St, and Erie Blvd;
- 54,000 more people have access to service every 30 minutes or better;
- More frequent weekend service to key destinations, including shopping, medical facilities, and grocery stores;
- 3 new MOVE on-demand zones to provide flexible service in Liverpool, Carrier Circle, and Fayetteville/Manlius; and
- Better connections to major shopping destinations (Shop City, Destiny USA, Walmart in East Syracuse and Camillus) and schools (Syracuse University and Onondaga Community College).¹

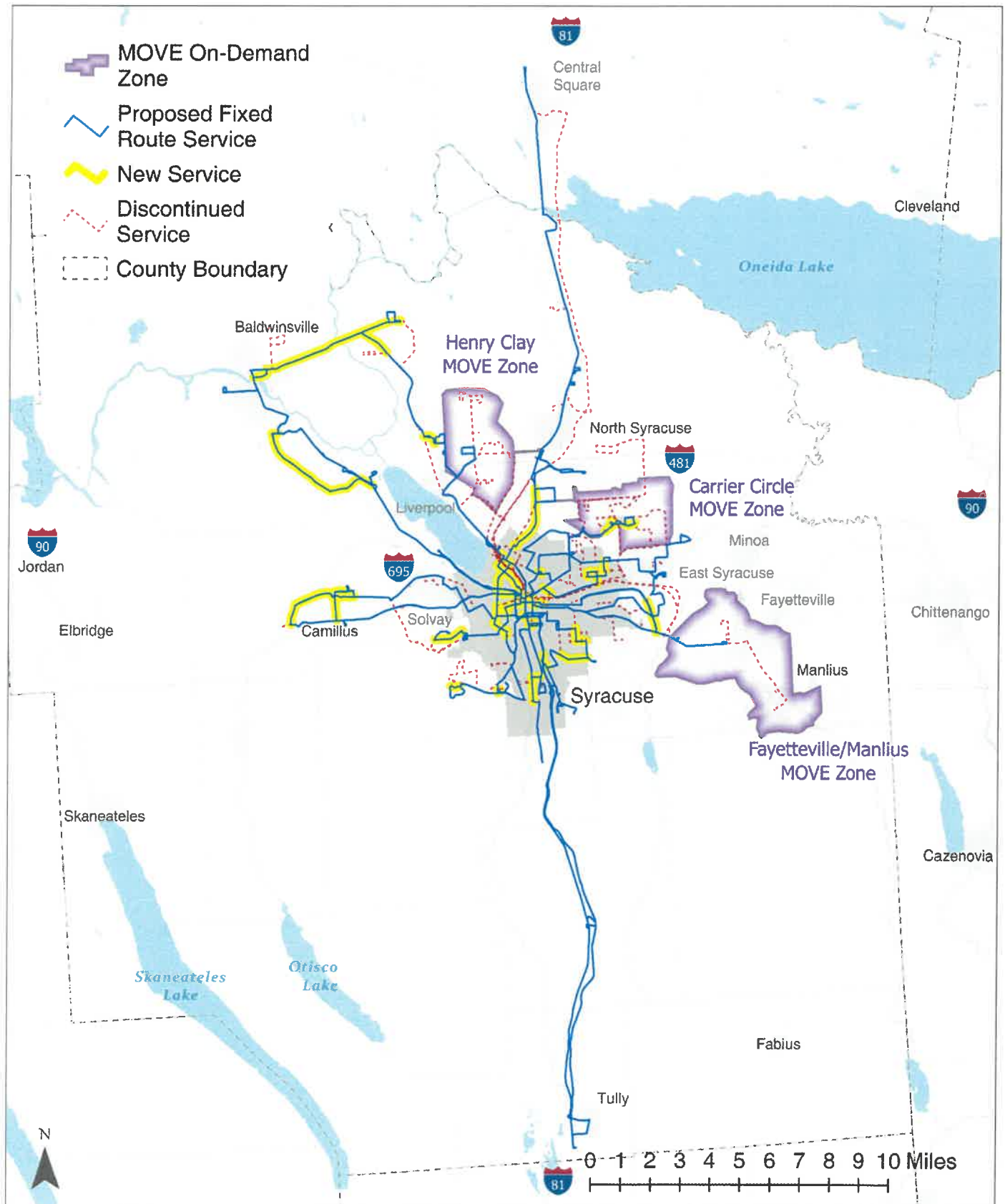
Based on customer comments and oral testimony at the Public Hearing, revisions were made to the Phase I service proposal including:

- Returning service to Midland Ave. in Syracuse;
- Adding commuter service to Crossroads Park Dr. in Liverpool;
- Returning service to Downer St. in Baldwinsville;
- Returning service to Florida Rd. in Mattydale;
- Returning service to Drumlins Golf Course in Syracuse;
- Returning service to the Brewerton Park-N-Ride and Central Square; and
- Extending service hours to the Regional Transportation Center.

The Phase II service plan proposes adding frequency on the Bus Rapid Transit (BRT) routes and the addition of a City Loop. The City Loop will directly connect OCC with Syracuse University, Shop City, and Destiny without going through the downtown Hub, providing direct connections between the southwest, southeast, northeast, and northwest neighborhoods of Syracuse. The inclusion of the City Loop in Phase II will depend on customer demand and available staffing.

¹ Source: Arcadis/Foursquare ITP <https://centro-fitp.hub.arcgis.com/>

Map 2: Onondaga County Proposed System with New and Discontinued Route Segments



CNYRTA'S TITLE VI POLICIES

In accordance with guidance from the FTA Circular 4702.1B, the CNYRTA developed policies for evaluating impacts of fare and/or Major Service Changes on Title VI populations. The following excerpts from the CNYRTA Title VI Program Policies (2025) provide policy thresholds and definitions for this analysis.

Major Service Change Policy

A Major Service Change is defined as an increase or decrease in service on a fixed route meeting at least one of the following criteria:

- 1) Changes the number of revenue hours operated on any individual route or combination of routes, by 25% or more.
- 2) Changes the number of revenue miles on any individual route or combination of routes, by 25% or more.
- 3) The implementation of a new transit route that provides at least 50% of its route miles without duplicating other routes.

Exceptions to these criteria include:

- School trippers, contracted service, or seasonal service;
- Route detours due to circumstances beyond CNYRTA'S control, including but not limited to road and/or lane closures, construction, emergency service roadblocks, fiscal crisis, civil demonstrations, lack of winter maintenance including plowing, salting, and sanding that may lead to unsafe driving conditions, or any other uncontrollable circumstance;
- Route detours due to natural disasters such as tornados, flooding, earthquakes, wildfires, or other natural disasters or human-caused catastrophic disasters that may force the suspension of transit service for public safety; or
- When a segment of one route is moved to another route, but the revenue hours or miles do not change by 25%.

All Major Service Changes are subject to a service equity analysis to evaluate the effects of service changes on minority and low-income populations. This includes an analysis of adverse effects relating to possible disparate impacts and disproportionate burden.

Results of Major Service Change Test

It is anticipated that both the fixed route revenue hours and revenue miles will increase by more than 25%, which qualifies the system redesign as a Major Service Change. The increases are comparable to pre-COVID service levels.

Table 1: Revenue Service Changes

Metric	Current Service	Proposed Service Phase I	% Change	Proposed Service Phase II	% Change from Current	% Change PI to PII
Revenue Hours	147,360	204,553	38.8%	251,582	71%	23%
Revenue Miles	1,829,462	2,446,621	33.7%	3,075,883	68%	26%
Drivers	71	99	39.4%	121	70%	22%

Data provided by Adam Recchia, Foursquare ITP, August 6, 2026.

Adverse Effects

Centro defines an adverse effect as a geographical or time-based change in transit service which includes but is not limited to span of service changes, frequency changes, route segment elimination, re-routing, or route elimination. An adverse effect is measured by the changes between the existing and proposed service levels that are deemed significant. Centro shall consider the degree of adverse effects and analyze those effects in the form of an equity analysis when planning major service changes. A detailed analysis of adverse effects pertaining to this service change is found under the Assessing Impacts portion of the report.

Disparate Impact Policy

Centro defines a disparate impact as occurring when the absolute difference between the percentage of minority and non-minority persons affected is at least 30%. When a disparate impact is identified, Centro will consider modification of the proposal in order to avoid, minimize, or mitigate the impacts. This Disparate Impact Policy is applied to all major service, and fare changes.

Disproportionate Burden Policy

Centro defines a disproportionate burden as occurring when the absolute difference between the percentage of low-income and non-low-income persons affected is at least 34%. When a disproportionate burden is identified, Centro will consider modification of the proposal to avoid, minimize, or mitigate the impacts. This Disproportionate Burden Policy is applied to all major service and fare changes.

Public Engagement in Policy Development

The CNYRTA Title VI Objectives, Major Service Change Policy, Disparate Impact Policy, and Disproportionate Burden Policy are available on the Centro website where public feedback is continuously asked for. The policies were most recently amended in the summer of 2025 after a period of public comment in which no objections to the policy definitions, thresholds, or otherwise were received.

Board of Members Approval

The Title VI Policies (Major Service Change Policy, Disparate Impact Policy, Disproportionate Burden Policy) were presented to the Board of Members on August 22, 2025. After discussion, a Motion was made, seconded, and carried unanimously as Motion No 2793. As per the Service Equity Analysis requirements, a copy of the meeting minutes (abridged) demonstrating the Board's consideration, awareness, and approval of the policies is found below.

3584

THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY
(and its Subsidiaries)

200 CORTLAND AVENUE, SYRACUSE, NEW YORK
MINUTES OF THE AUGUST 22, 2025, BOARD MEETING

MEMBERS PRESENT:	ANTHONY DAVIS, Vice Chair DARLENE LATTIMORE, Secretary ROBERT CUCULICH JULIUS LAWRENCE HEATHER SNOW
MEMBERS ABSENT:	NICHOLAS LAINO, Chair TINA FITZGERALD, Treasurer NEIL BURKE LOUELLA WILLIAMS FRANK SAYA, Non-Voting Member
STAFF PRESENT:	CHRISTOPHER TUFF, Chief Executive Officer GEOFF HOFF, VP of Fleet and Facilities RAHMIN AZRIA, VP of Operations STEVE KOEGEL, VP of Communication and Business Planning BRUCE FONG, VP of Information Technologies MELISSA BRIM, VP of Finance BREN DAISS, Sr Director of Service Planning & Special Projects CHRIS MORREALE, Director of Human Resources DEREK SHERMAN, Director of Accounting CHRISTOPHER KING, Procurement Manager PAULA CUTRONE, Sr Manager of Transit Data and Equity JASON SMITH, Sr Procurement Analyst SUZANN HENSLEY, Internal Control Manager JEANNINE JOHNSON, Executive Assistant CASEY BROWN, Graphic Designer/Media Specialist
PUBLIC PRESENT:	BRAD HUNT, Legal Counsel MARIO COLONE TOM GEREMIA DESIREE GEREMIA MONTY FLYNN

Mr. Koegel invited Ms. Cutrone to the table to present elements of the Authority's Title VI program that will be submitted in Late September to the Federal Transportation Administration.

Ms. Cutrone presented the following items, all of which required a Motion to approve.

TITLE VI PROGRAM POLICIES UPDATE EXECUTIVE SUMMARY – MOTION NO. 2793

A Motion to approve the Title VI Program Policies Update Executive Summary was raised. A copy of Title VI Program Policies Update Executive Summary is attached to these Minutes.

Motion – Robert Cuculich
Seconded – Heather Snow
Carried Unanimously

PUBLIC OUTREACH

Better Bus Onondaga was developed around a firm foundation of rider, community, and stakeholder engagement. Customers were engaged throughout the planning process and their feedback informed the draft and final service designs. The Social Media outreach strategy included posting details of the service changes, public meetings, and public hearings on Facebook, Instagram, X, and LinkedIn. Customers were encouraged to submit written comments through Centro's social media channels, and via telephone, email, and fax. The public comment period closed on April 30, 2026.

Open Houses / Pop-Up Events / Ride-Along

Phase 1 Open Houses introduced the Better Bus project to the public, shared study findings using display boards and binders, distributed project flyers to attendee, and captured public opinions on feedback forms. There were over 1,150 hits to the Better Bus website and more than 140 surveys were completed.

Location	Date & Time	Attendance
Cecile Community Center 174 W Seneca Turnpike Syracuse, NY 13205	Tuesday, Feb 4, 2025 4:30 PM – 7:30 PM	5 attendees
Salt City Market 484 S Salina St Syracuse, NY 13202	Wednesday, Feb 5, 2025 12:00 PM – 2:00 PM	13 attendees
North Syracuse Junior High School 5353 W Taft Rd North Syracuse, NY 13212	Wednesday, Feb 5, 2025 4:00 PM – 6:00 PM	3 attendees
Fairmount Community Library 406 Chapel Dr Syracuse, NY 13219	Thursday, Feb 6, 2025 12:00 PM – 2:00 PM	0 attendees
Interfaith Works 1010 James St Syracuse, NY 13203	Thursday, Feb 6, 2025 3:30 PM – 5:30 PM	15 attendees
East Syracuse Village Hall 204 N Center St, East Syracuse, NY 13057	Friday, Feb 7, 2025 11:30 AM – 1:30 PM	4 attendees
Destiny USA 1 Destiny USA Dr Syracuse, NY 13204	Friday, Feb 7, 2025 4:30 PM – 6:30 PM	12 attendees



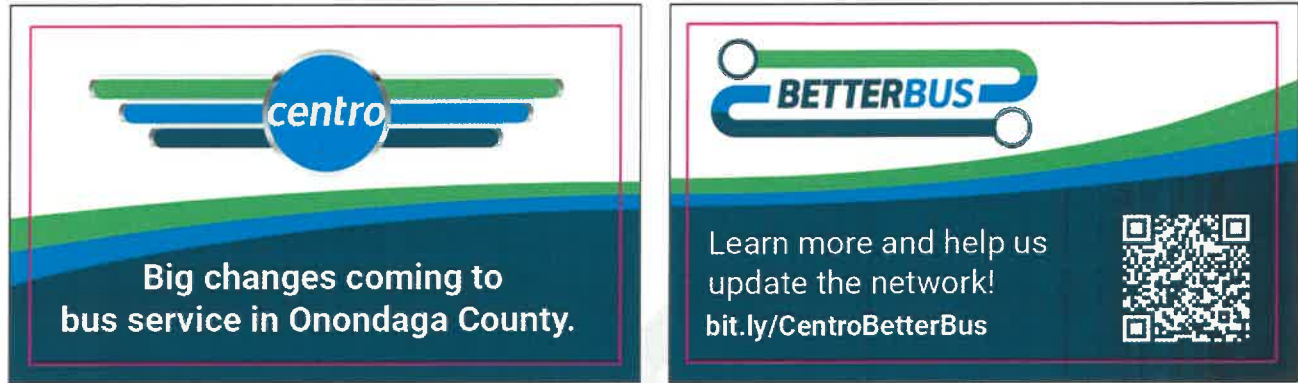
An additional meeting was held with stakeholders on Thursday February 6, 2025, including staff from the Onondaga County Planning Department, SMTC, Downtown Committee, Centro, and the City of Syracuse.

New York State Fair Outreach was performed by the consultants at the Transit Hub during the first weekend of the New York State Fair. The Transit Hub was chosen as it was more likely that the customers riding the bus to and from the Fair would already be familiar with the Centro system and presumably local to the area.



Approximately 200 bus riders received a card informing them that “big changes coming to bus service in Onondaga County” with a QR code to the interactive website (see example below).

Location	Date & Time
Downtown Transit Hub Pop-Up	Fri, Aug 22, 2025, 5:00 PM - 8:00 PM
Downtown Transit Hub Pop-Up	Sat, Aug 23, 2025, 11:00 AM - 3:00 PM
Downtown Transit Hub Pop-Up	Sun, Aug 24, 2025, 9:00 AM – 1:00 PM



Phase 2 Pop-Up Events and Ride-Along Sessions introduced the Better Bus project to the public, shared the proposed network using display boards, route profile binders, and laptops/tablets, distributed project flyers to the public, encouraged the public to visit the project website, and encouraged the public to complete the print or digital feedback form. There was a total of 646 interactions with members of the public.

Location	Date & Time	Interactions
Onondaga Community College Pop-Up	Mon, Sept 22, 2025, 10:00 AM - 1:00 PM	51 interactions
SY36, Pattern 136 Ride-Along	Mon, Sept 22, 2025, 2:20 PM - 3:55 PM	39 interactions
SY82 Ride-Along	Mon, Sept 22, 2025, 4:10 PM - 6:04 PM	12 interactions
SY82 Ride-Along	Tues, Sept 23, 2025, 7:00 AM - 8:51 AM	10 interactions
SY36, Pattern 136 Ride-Along	Tues, Sept 23, 2025, 9:30 AM - 11:10 AM	15 interactions
Downtown Transit Hub Pop-Up	Tues, Sept 23, 2025, 3:30 PM - 7:00 PM	170 interactions
Shop City Pop-Up	Tues, Sep 23, 2025, 3:30 PM - 6:30 PM	20 interactions
SY62, Pattern 262 Ride-Along	Wed, Sept 24, 2025, 7:00 AM - 8:38 AM	15 interactions
SY62, Pattern 462 Ride-Along	Wed, Sept 24, 2025, 10:40 AM - 12:27 PM	10 interactions
Onondaga Community College Pop-Up	Wed, Sept 24, 2025, 10:00 AM - 1:00 PM	35 interactions





Location	Date & Time	Interactions
Downtown Transit Hub Pop-Up	Wed, Sept 24, 2025, 3:30 PM - 7:00 PM	75 interactions
Destiny USA Pop-Up	Wed, Sept 24, 2025, 4:00 PM - 7:00PM	28 interactions
Downtown Transit Hub Pop-Up	Thu, Sept 25, 2025, 7:00 AM - 10:00 AM	35 interactions
Syracuse University Pop-Up	Thu, Sept 25, 2025, 10:00 AM - 1:00 PM	50 interactions
SY20, Pattern 123 Ride-Along	Thu, Sept 25, 2025, 3:40 PM- 4:55 PM	27 interactions
SY20, Pattern 123 Ride-Along	Thu, Sept 25, 2025, 5:00 PM- 6:15 PM	30 interactions
Centro City of Syracuse Meeting	Fri, Sept 26, 2025, 2:00 PM - 3:00 PM	10 interactions
Destiny USA Pop-Up	Fri, Sept 26, 2025, 4:00 PM - 7:00PM	24 interactions



Phase 3 Pop-Up Events introduced the revised version of the network to the public and encouraged the public to give their feedback on the updated network. There was a total of 178 interactions with members of the public.

Location	Date & Time	Interactions
Downtown Transit Hub	Tuesday, March 10, 2026, 4:00 PM – 7:00 PM	39 interactions
Downtown Transit Hub	Wednesday, March 11, 2026, 7:00 AM – 9:30 AM	35 interactions
Fayetteville Towne Center	Wednesday, March 11, 2026, 10:00 AM – 12:30 PM	1 interaction
Downtown Transit Hub	Wednesday, March 11, 2026, 4:00 PM – 7:00 PM	68 interactions
Shop City	Thursday, March 12, 2026, 10:00 AM – 12:30 PM	12 interactions
Destiny USA	Thursday, March 12, 2026, 4:00 PM – 7:00 PM	23 interactions



Bus Operator Outreach

One of the key components during the planning stage of Better Bus Onondaga was engaging the Centro bus operators. The project consultants met with operators in the Syracuse Operator break room and asked them to fill out a questionnaire. The questions included their experience driving bus routes, their interactions with customers, challenges faced, what is working well, and what they would change. The questionnaire can be found on the following pages.

Date & Time

Tues, Sept 23, 2025, 9:00 am - 11:00 am

Wed, Sept 24, 2025, 1:30 pm - 3:30 pm

Mon, Feb 3, 2025, 1:00 pm – 3:30pm

Tues, Feb 4, 2025, 7:00 am – 9:30 am

Wed, Feb 5, 2025, 1:00 pm – 3:30pm





Better Bus Project – Driver Questionnaire

As you may have heard, Centro is embarking on a redesign of its Onondaga County network. Known as **Better Bus**, the project aims to better orient Centro services around today's travel patterns, current key destinations, and regional mobility needs.

As a driver, you have direct, on-the-street knowledge of how Centro is working. **We want to hear from you** about how to make Centro a more effective service.

Please complete the following questions and return to Dispatch at 200 Cortland Ave. Thank you for your valuable support!

Which route or routes are your favorite to drive? Why?

Which route or routes are your least favorite to drive? Why?

What are the questions that you most often hear from riders?



(continued on reverse)



Better Bus Project – Driver Questionnaire

What are the biggest challenges you typically face while driving?

In general, what's working well at Centro – both for drivers and riders?

What would you change about Centro's services?

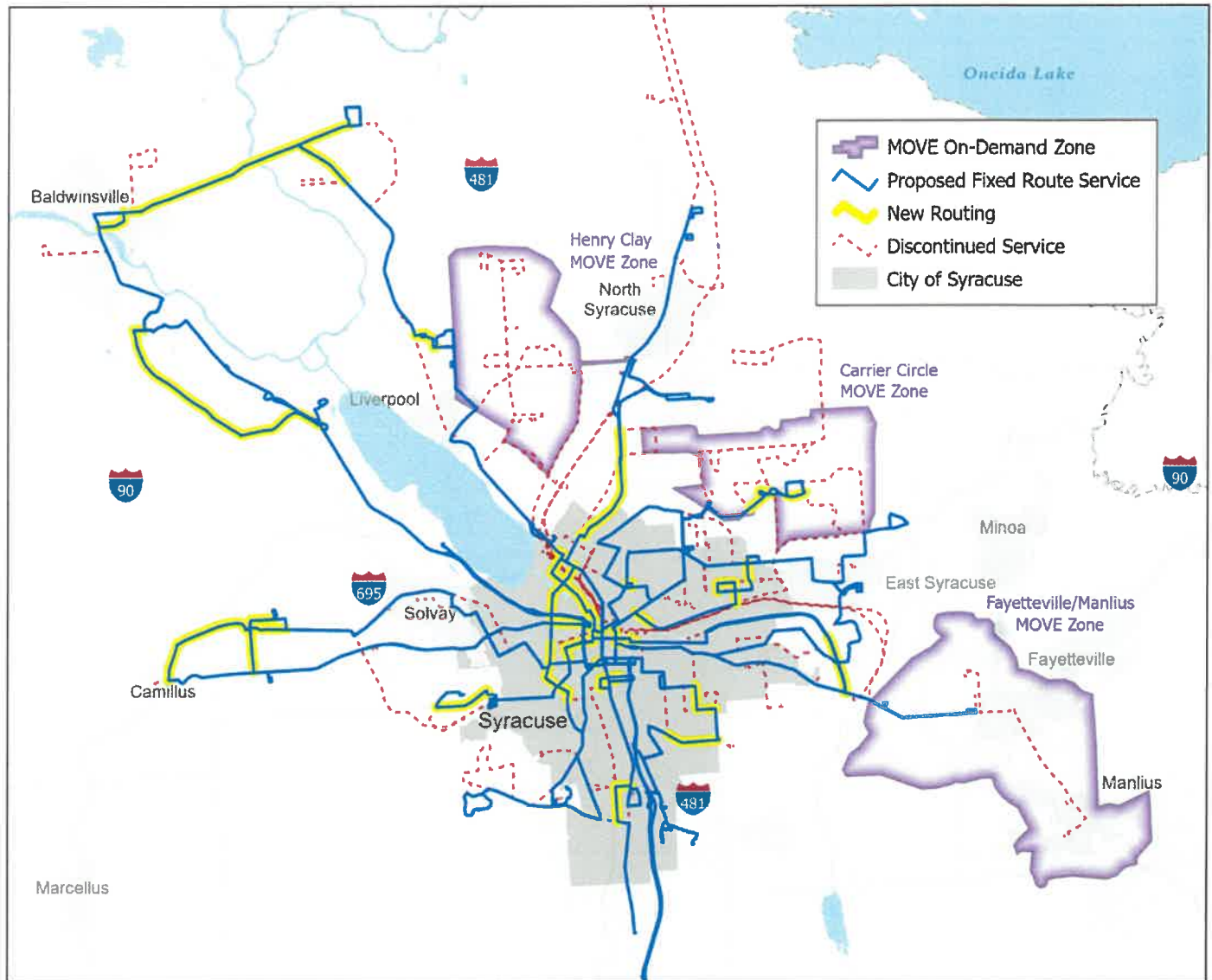


Initial Service Plan and Preliminary Service Equity Analysis

Centro and its consultants conducted a review of travel patterns, customer needs, and ridership data to inform planning decisions. A draft network was developed in 2025. The results of the three rounds of public outreach and two rounds of operator outreach aided in the refinement of the network.

A Service Equity Analysis was conducted on the refined network. There was neither a disparate impact nor a disproportionate burden as a result of the proposed service changes.

Map 3: Initial Proposed Service



The results of the Preliminary Service Equity Analysis were presented to the Board of Members on March 31, 2026. As per Centro policy, the results were reported prior to any public discussion of said results. The Board acknowledged their acceptance of the presented information regarding the Better Bus Onondaga proposed service changes and authorized a public hearing.

Initial Board of Members Approval

A motion (No. 2836) acknowledging the results of the service equity analysis and authorizing a public hearing was carried unanimously and is contained in the Board Meeting Minutes (excerpt below).

**THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY
(and its Subsidiaries)
200 CORTLAND AVENUE, SYRACUSE, NEW YORK
MINUTES OF THE MARCH 31, 2026, BOARD MEETING**

MEMBERS PRESENT: NICHOLAS LAINO, Chairman
ANTHONY DAVIS, Vice Chair
DARLENE LATTIMORE, Secretary
TINA FITZGERALD, Treasurer
ROBERT CUCULICH
JULIUS LAWRENCE
HEATHER SNOW
LOUELLA WILLIAMS
FRANK SAYA, Non-Voting Member

MEMBERS ABSENT: NEIL BURKE

STAFF PRESENT: CHRISTOPHER TUFF, Chief Executive Officer
JACQUELYN MUSENGO, VP of Human Resources
RAHMIN AZRIA, VP of Operations
BRUCE FONG, VP of Information Technology
MELISSA BRIM, VP of Finance
STEVE KOEGEL, VP Communication & Business Planning
CAITLIN MACCOLLUM, Sr Director of Procurement
BREN DAISS, Associate VP Communication & Business Planning
CHRISTOPHER MORRALE, Director of Human Resources
CHRISTOPHER KING, Procurement Manager
PAULA CUTRONE, Sr Manager of Transit Data and Equity
TARA SPRAKER, Director of Capital Programs
DAVID CARACCIO, Facilities Project Manager
JASON SMITH, Sr Procurement Analyst
SUZANN HENSLEY, Internal Control Manager
JEANNINE JOHNSON, Executive Assistant
MATT KAVANAGH, Desktop Support Specialist

PUBLIC PRESENT: BRAD HUNT, Legal Counsel
SUE KOEGEL

CALL TO ORDER At 2:10 P.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

BUSINESS DEVELOPMENT AND CORPORATE COMMUNICATIONS REPORT – Mr. Koegel

Mr. Koegel presented the Ridership Report. A copy of which is attached to these Minutes and then asked Ms. Cutrone to come to the table to present the following Motion.

PRELIMINARY SERVICE EQUITY ANALYSIS AND AUTHORIZE PUBLIC HEARING – MOTION NO. 2836

Ms. Cutrone presented a Motion to accept the Preliminary Service Equity Analysis and authorize a Public Hearing. A copy of the analysis is attached to these Minutes.

A Motion to accept the Preliminary Service Equity Analysis and authorize a Public Hearing, was raised.

Motion – Darlene Lattimore
Seconded – Robert Cuculich
Abstained – Heather Snow
Carried Unanimously

A copy of the Preliminary Service Equity Analysis is attached to this Motion.

Public Hearing

The Legal Notice (**Attachment 1**) was published prior to the meeting, on April 9, 2026, in the newspaper of general circulation, The Post Standard. The meeting information was posted on Facebook, Instagram, X, and LinkedIn. The homepage on the Centro website was updated to include the meeting information. Flyers were posted on the buses in the Onondaga service area.



The Centro website's Public Hearing and Meetings page (<https://www.centro.org/news-opportunities/public-hearings-meetings>) was updated to include the date and time of the Public Hearing, the public notice, the public hearing presentation, and the public hearing handout.

The Public Hearing for Better Bus Onondaga was held on April 23, 2026, from 5 pm to 7pm at the Inspyre Innovation Hub by CenterState CEO, 235 Harrison St., Syracuse, NY 13202. A total of 50 community members were present. In attendance from Centro were the CEO, Chairman of the Board of Members, a Board Member representing the City of Syracuse, the Executive Vice President, three Vice Presidents, the Manager of Specialized Transportation and Systems Analyst, the Service Development Department, and

the Marketing and Communications Department.

Attendees were asked to sign-in (**Attachment 2**) and indicate if they would like to speak. A one-page fact sheet was made available for public hearing attendees (**Attachment 3**). Centro staff were available at four separate stations to discuss the changes and answer questions prior to and following the hearing.

A presentation was given by Bren Daiss, the Vice President of Public Affairs and Planning. The hearing was then opened for oral testimony at 6:00pm. The Director of Marketing and Communications, Lynette Paduano, was the moderator and timekeeper. After explaining the guidelines for the public comment period, each speaker was called to testify based on the interest expressed on the sign-in sheet. Public comments were made by 22 participants which were



recorded on the video and in a transcript generated from YouTube. The transcript of the oral testimony was included in the Public Hearing Public Comment Report. The public hearing was closed at 6:53pm.

Public comments were accepted through April 30, 2026. Comments were accepted via the [centro.org](https://www.centro.org) website, email, phone, fax, mail, and social media (Facebook, Instagram, and X). Comments were focused on route changes, paratransit service, on-demand (MOVE), and span of service.

Based on the public comments and feedback received because of the public hearing, additional refinements were made to the proposed system redesign. A Service Equity Analysis was conducted comparing the current service to the proposed version of the system, the details of which are found in the following pages.

ANALYSIS FRAMEWORK

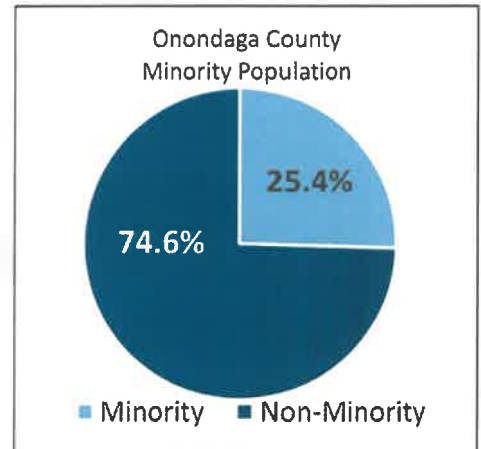
Demographic Datasets

Population data generated by the U.S. Census American Community Survey (ACS) 5-year estimates was selected as the source of data for both Minority and Low-Income Analysis as it is the best dataset available to assess the impacts to the residents of the affected areas. The geographic level selected is Census block group, which combines census blocks that begin with the same digit within the same census tract and is the smallest geography available for all 5-year estimates.

Minority Persons and Populations: According to FTA Circular 4702.1B, a minority person is defined as an individual identifying as: American Indian and Alaska Native, Asian, Black, or African American, Hispanic or Latino, and Native Hawaiian or Other Pacific Islander. Minority populations are defined by FTA as any readily identifiable group of minority persons who live in geographic proximity, or who may be geographically dispersed, but who may be similarly affected by a proposed action.

For this analysis, minorities are defined as any populations self-identified as any category other than 'white only' per Census race classifications as well as those who consider themselves Hispanic (including those self-identified as 'white only' with Hispanic ethnicity). The data was downloaded from the data.census.gov website provided by the U.S. Census Bureau.

Data source: U.S. Census Bureau, 2019-2023 American Community Survey 5-Year Estimates
Dataset: Hispanic or Latino Origin by Race (table B03002)
Universe: Total population
Geographic Level: Census block group

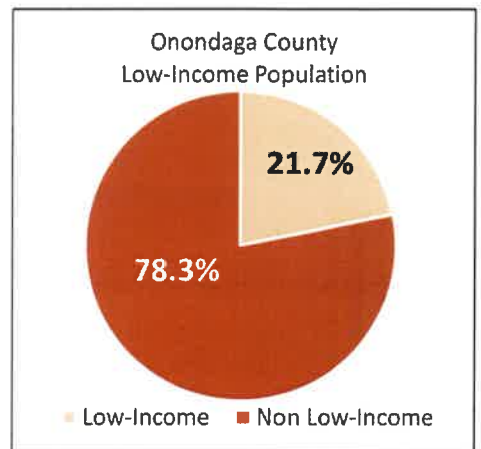


Onondaga County Service Area			
Total Population	Minority Population	% Minority	% Non-Minority
471,611	119,825	25.4%	74.6%

Low-Income Persons and Populations: The FTA Circular on Title VI compliance states that while low-income populations are not a protected class under Title VI, there is an "...inherent overlap of environmental justice principles in this area, and because it is important to evaluate the impacts of service and fare changes on passengers who are transit-dependent, FTA requires transit providers to evaluate proposed service and fare changes to determine whether low-income populations will bear a disproportionate burden of the changes."

For this analysis, low-income refers to persons whose income is at or below 150 percent of the U.S. Department of Health and Human Services (HHS) poverty guidelines in Oswego County. The data was downloaded from the data.census.gov website provided by the U.S. Census Bureau.

Data source: U.S. Census Bureau, 2019-2023 American Community Survey 5-Year Estimates
Dataset: Ratio of Income to Poverty Level in the Past 12 Months (table C17002)
Universe: *Population for whom poverty status is determined
Geographic Level: Census block group



Onondaga County Service Area			
Population*	Low-Income Population	% Low-Income	% Non-Low-Income
451,437	98,156	21.7%	78.3%

Step-by-Step Analytical Methodology

A GIS (geographic information systems) based approach was used to conduct the analysis using ArcGIS Pro. Census Bureau shapefiles and ACS demographic data (documented above) were joined with the use of corresponding unique identifier fields. Centro's service data was imported into Pro and subsequently analyzed against Census Bureau data by conducting spatial and network analysis.

Data source: U.S. Census Bureau, 2020 TIGER/Line Shapefiles
Dataset: Block group shapefiles (downloaded from census.gov)

The block group shapefile was joined to each of the two ACS tables in ArcGIS Pro and the results were exported as unique features, one for census block groups with minority data and one for census block groups with low-income data. These two files were then used in the analysis detailed below.

A walkshed analysis was conducted using current bus stops and the proposed bus stops in the redesigned system. Walksheds are a commonly used transit analytical tool which do not calculate buffers 'as the crow flies' but instead utilize a street network yielding a more representative walking area.

The current and proposed bus stops were separated into groups representing the population density categories of "urban" (at least 3,600 people per square mile) and "suburban/rural" (less than 3,600 people per square mile) as per Decennial Census 2020 data. Utilizing ArcGIS Pro's Network Analyst extension, service area layers were generated for both the current stops and the proposed stops. The urban stops were given a one-quarter mile buffer while the suburban/rural stops were given a one-half mile buffer. The population density categories and the buffer distances are specified in the CNYRTA Service Standards and Policies (dated August 12, 2025) under the Service Availability metric. The walkshed buffers were merged, and boundaries dissolved to create a singular feature representing the maximum distance customers would be expected to walk in each system.

The walkshed buffers (also referred to as a 'service corridor') were spatially intersected with the block group data for minority and low-income, respectively. The percentage of each block group within the service corridor was calculated. From those percentages, the approximate minority population and low-income population were calculated. The difference between the percentage minority and non-minority affected and low-income and non-low-income affected is depicted as the impact per Centro's Title VI Policies.

The walkshed buffers were dissolved to create solid coverage areas. The current and proposed service coverage areas were intersected, and all overlapping areas removed. The areas which fell within the MOVE zones were also removed. The remaining area is considered the unserved area and the affected population. The impacts were calculated for the difference in coverage areas between the current and proposed stops for both minority and low-income. Above average minority and low-income block groups were flagged and are displayed in the maps below.

This spatial analysis was completed with the understanding that population may not be evenly distributed amongst block groups, but the percentages provide a better estimate of the population served rather than including the entire population for the whole block group. This is especially true in instances where only a small portion of the block group is included in the walkshed.

ASSESSING IMPACTS

Combined Fixed Route and MOVE On-Demand Service Analysis

The proposed fixed route service watershed was combined with the MOVE zones to estimate the total population served by the new system. The total population decreases slightly as does the percent of minority and low-income persons served (less than 1 percent).

Table 2: Current Fixed Route and Proposed Combined Service Minority Population

	Total Population	Minority Population	% Minority	% Non-Minority	Absolute Difference
Current Service Corridor	238,436	86,731	36.4%	63.6%	-27.3%
Proposed Service Corridor & MOVE Zones	237,446	84,906	35.8%	64.2%	-28.5%
Difference	-990	-1,825	-0.6%	0.6%	-1.2%

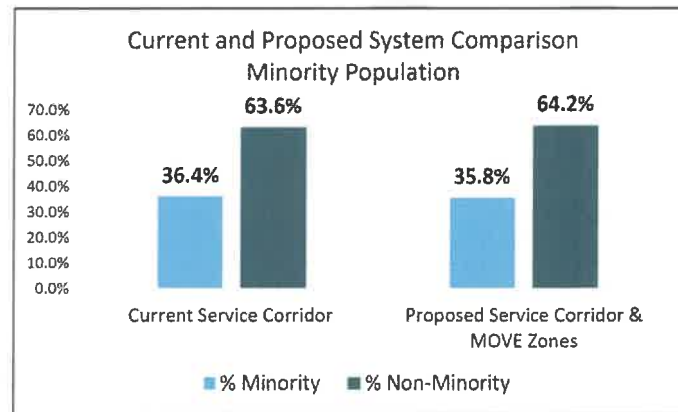
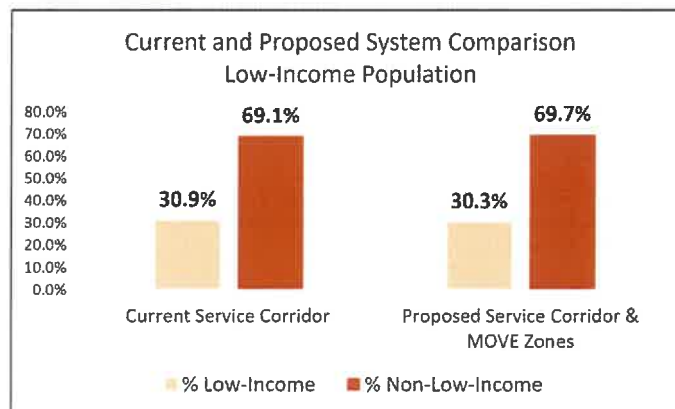


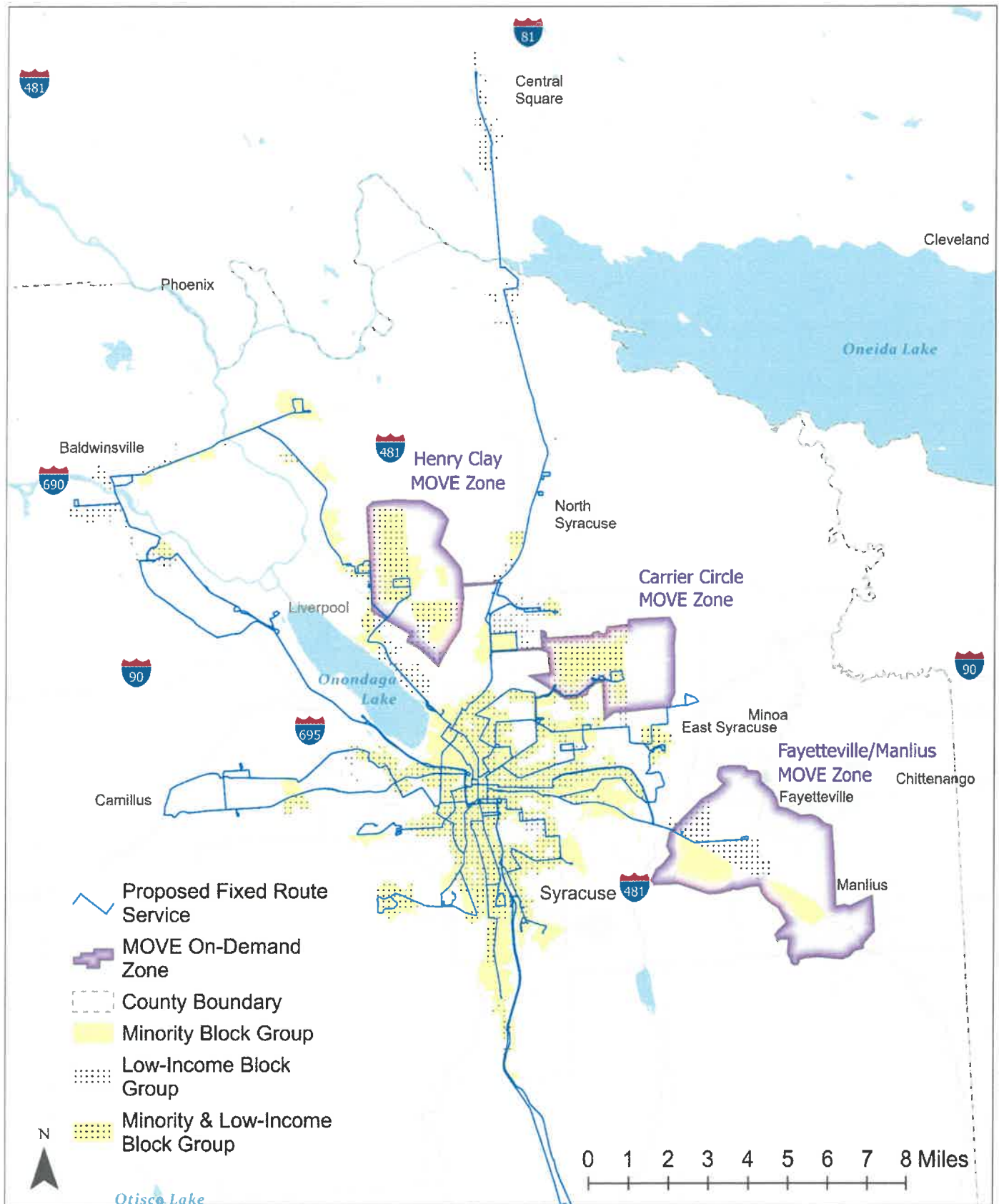
Table 3: Current Fixed Route and Proposed Combined Service Low-Income Population

	Population *	Low-Income Population	% Low-Income	% Non-Low-Income	Absolute Difference
Current Service Corridor	225,758	69,770	30.9%	69.1%	-38.2%
Proposed Service Corridor & MOVE Zones	224,289	67,930	30.3%	69.7%	-39.4%
Difference	-1,469	-1,840	-0.6%	0.6%	-1.2%

*Population for whom poverty status is determined



Map 4: Proposed Service Corridor and MOVE Zones with Walkshed Demographics



Fixed Route Service Analysis

The walkshed for the current service was compared to the walkshed of the proposed fixed route service corridor. While there is a decrease in the population in the walkshed, the percentage of both minorities and low-income persons increases by slightly more than 2%.

Table 4: Current and Proposed Fixed Route Service Minority Population

	Total Population	Minority Population	% Minority	% Non-Minority	Absolute Difference
Current Service Corridor	238,436	86,731	36.4%	63.6%	-27.3%
Proposed Service Corridor	206,040	80,065	38.9%	61.1%	-22.3%
Difference	-32,396	-6,666	2.5%	-2.5%	5.0%

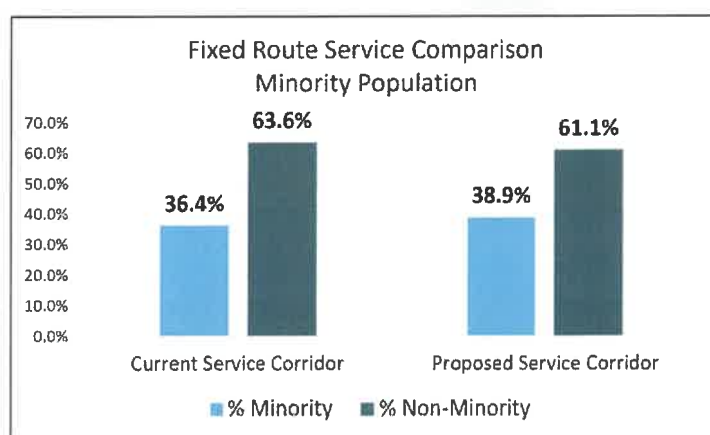
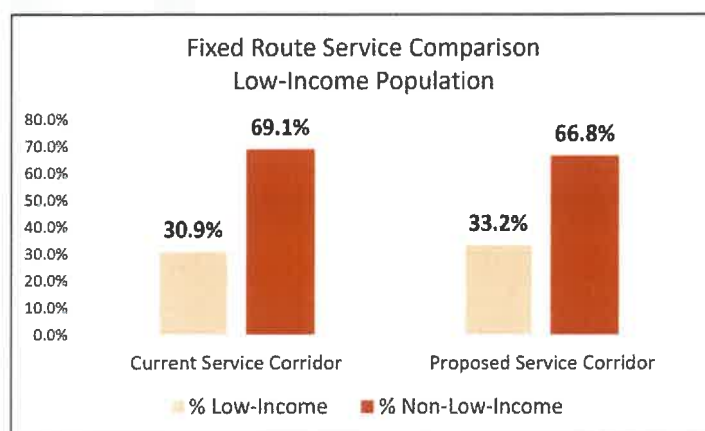


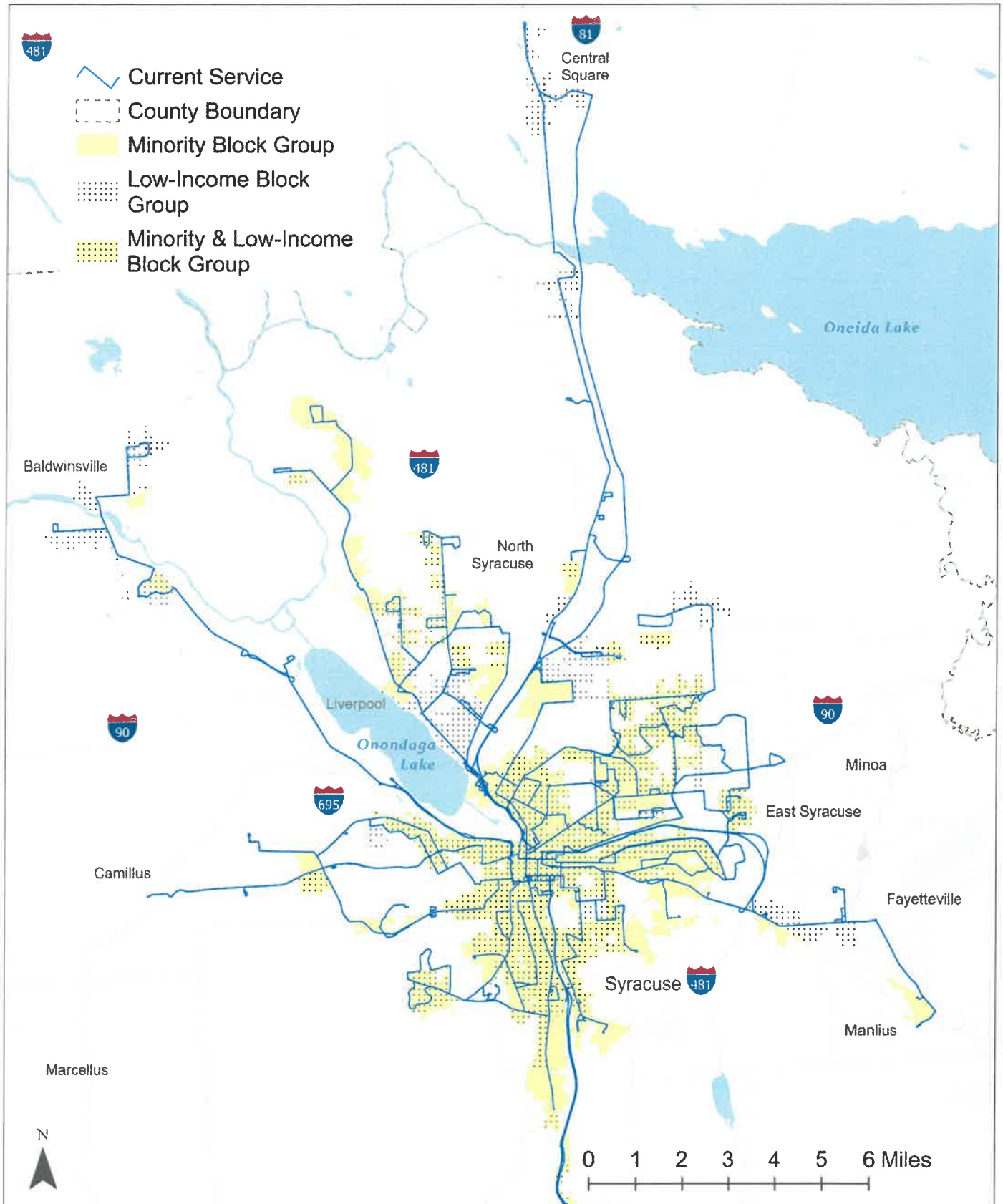
Table 5: Current and Proposed Fixed Route Service Low-Income Population

	Population *	Low-Income Population	% Low-Income	% Non-Low-Income	Absolute Difference
Current Service Corridor	225,758	69,770	30.9%	69.1%	-38.2%
Proposed Service Corridor	193,045	64,152	33.2%	66.8%	-33.5%
Difference	-32,713	-5,618	2.3%	-2.3%	4.7%

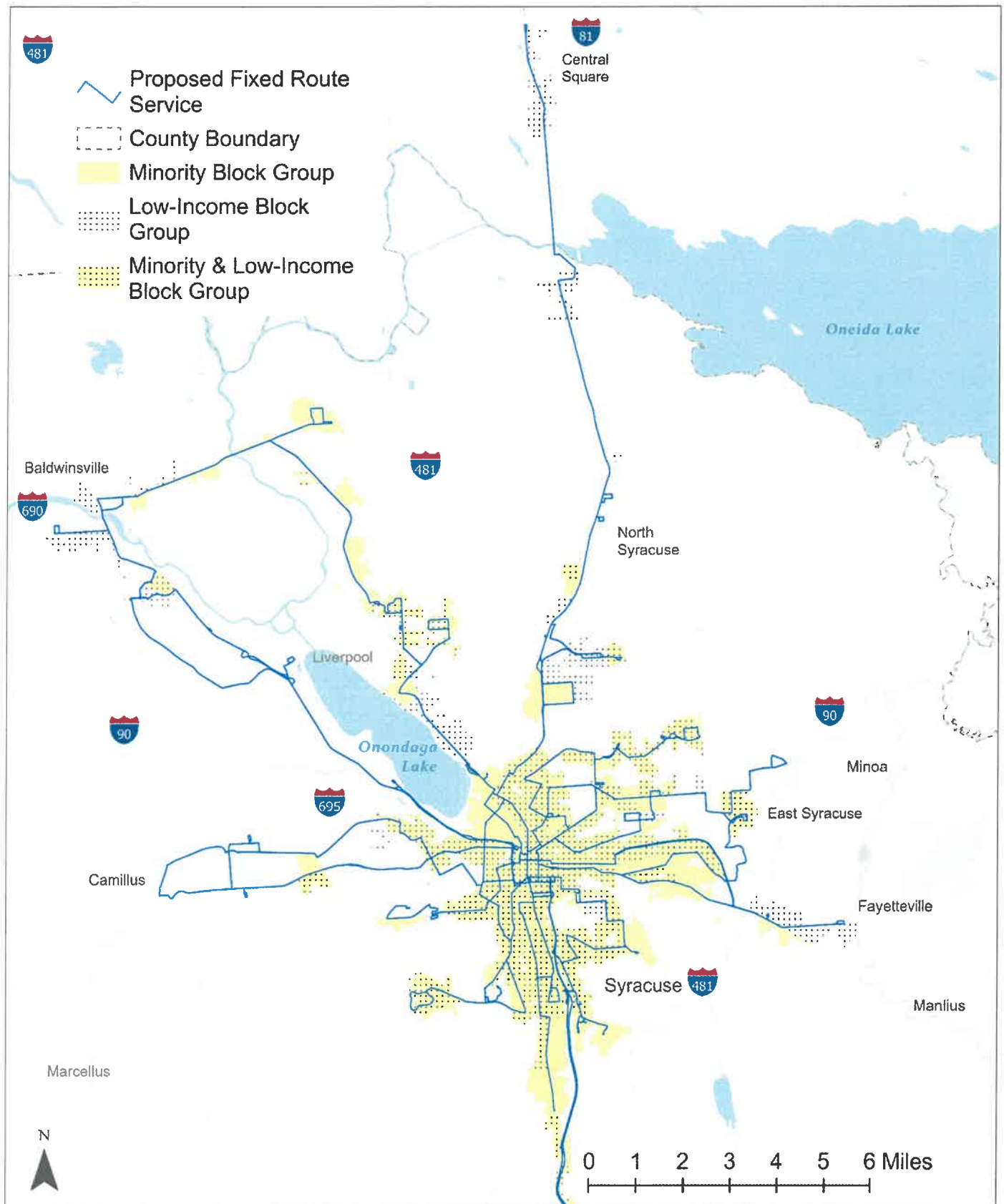
*Population for whom poverty status is determined



Map 5: Current Fixed Route Service with Walkshed Demographics



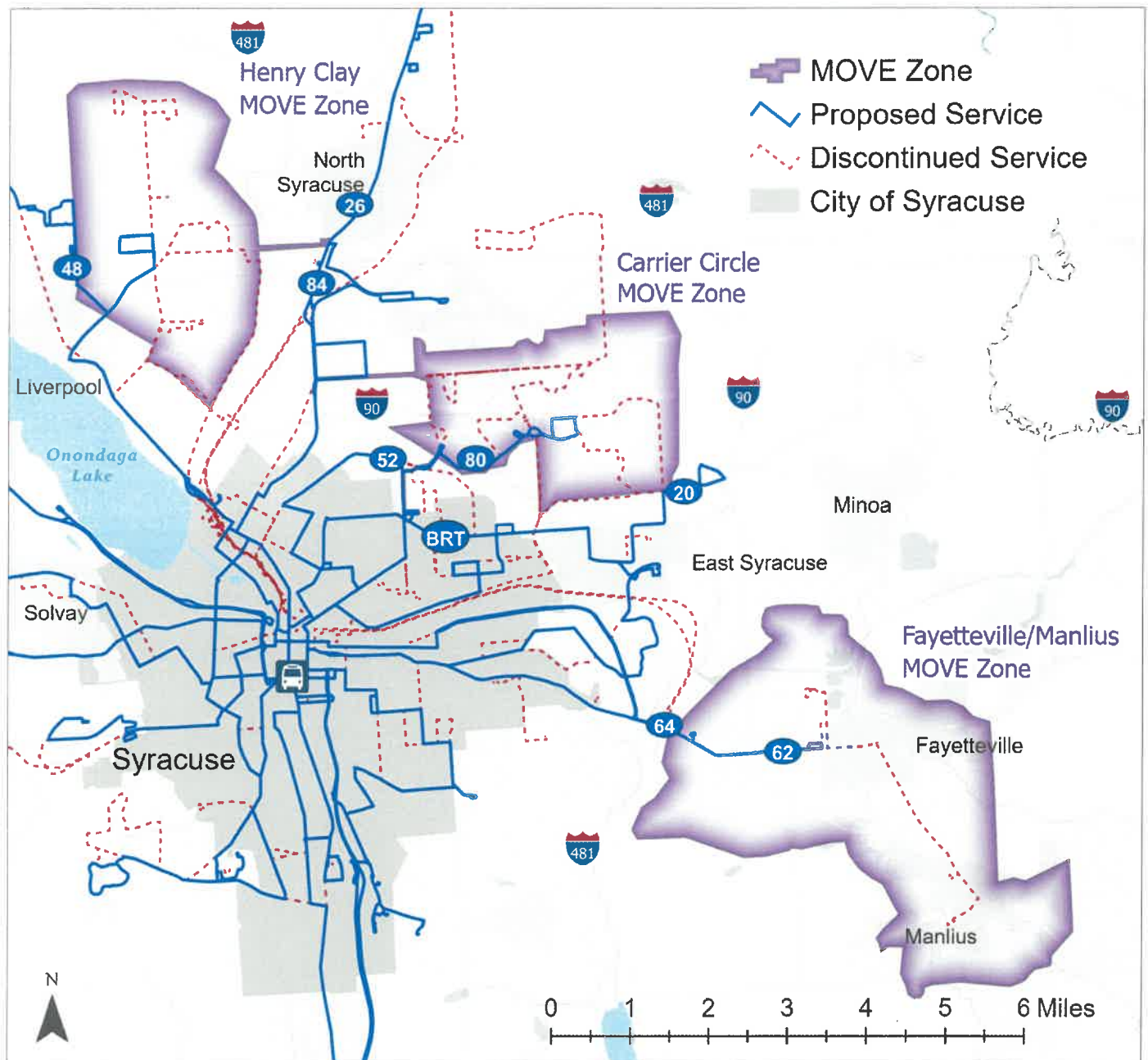
Map 6: Proposed Fixed Route Service with Walkshed Demographics



MOVE On-Demand Service Analysis

MOVE is an innovative form of transportation that connects riders with other transit services. The app-based technology matches multiple riders headed in a similar direction into a single vehicle, allowing for quick and efficient shared trips. With the success of Centro's MOVE service in the City of Rome, it is anticipated that this method of small-scale, on-demand public transportation will be a suitable replacement for underutilized fixed route service in the Henry Clay, Carrier Circle, and Fayetteville/Manlius Areas.

Map 7: MOVE Zones

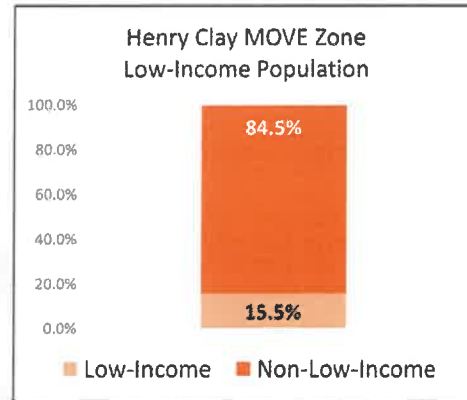
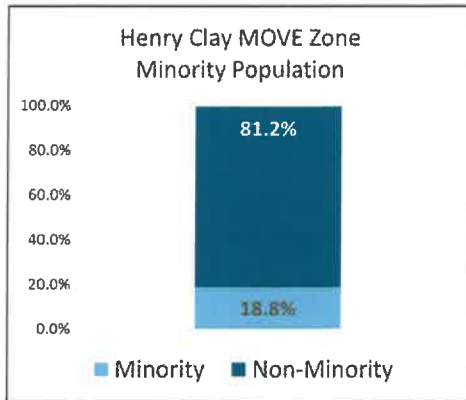


The boundaries of the MOVE zones were used to calculate the approximate demographics of the population of those areas. The following pages contain tables, graphs, and maps related to the demographics of the individual MOVE zones. The MOVE zones have lower percentages of minorities and low-income persons compared to the fixed route service.

Table 6: Henry Clay MOVE Zone Demographics

Total Population	Minority Population	% Minority	% Non-Minority	Absolute Difference
14,591	2,739	18.8%	81.2%	-62.5%
Population*	Low-Income Population	% Low-Income	% Non-Low-Income	Absolute Difference
14,458	2,246	15.5%	84.5%	-68.9%

*Population for whom poverty status is determined



Map 8: Henry Clay MOVE Zone

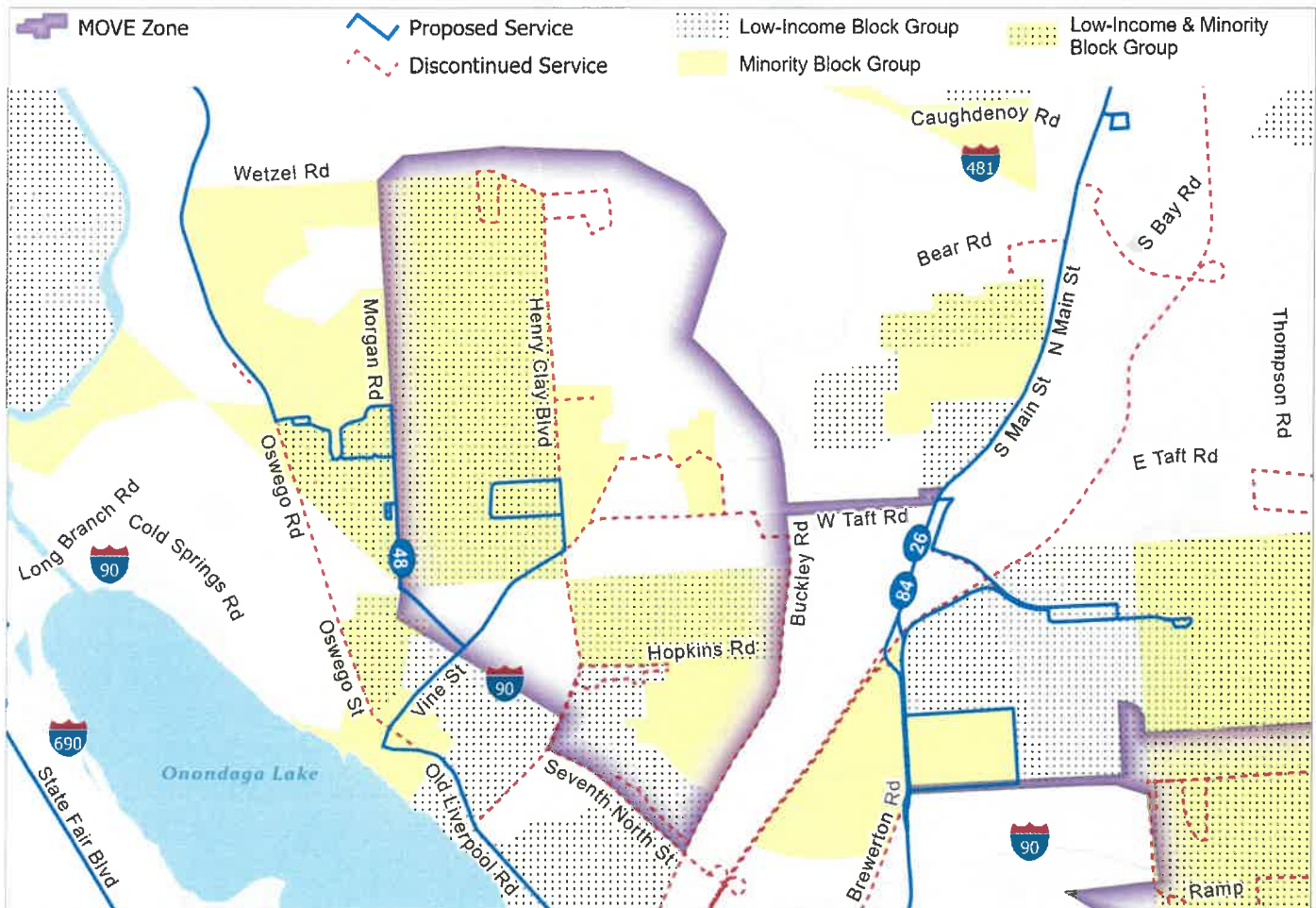
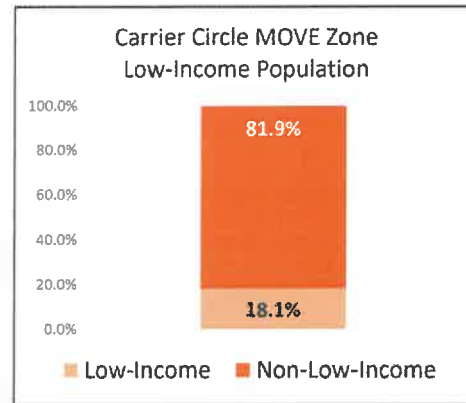
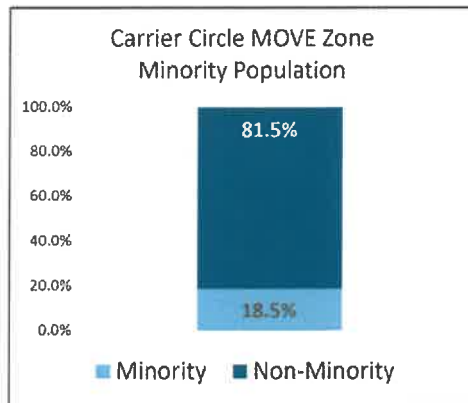


Table 7: Carrier Circle MOVE Zone Demographics

Total Population	Minority Population	% Minority	% Non-Minority	Absolute Difference
3,156	584	18.5%	81.5%	-63.0%
Total Population	Low-Income Population	% Low-Income	% Non-Low-Income	Absolute Difference
3,120	565	18.1%	81.9%	-63.8%

*Population for whom poverty status is determined



Map 9: Carrier Circle MOVE Zone

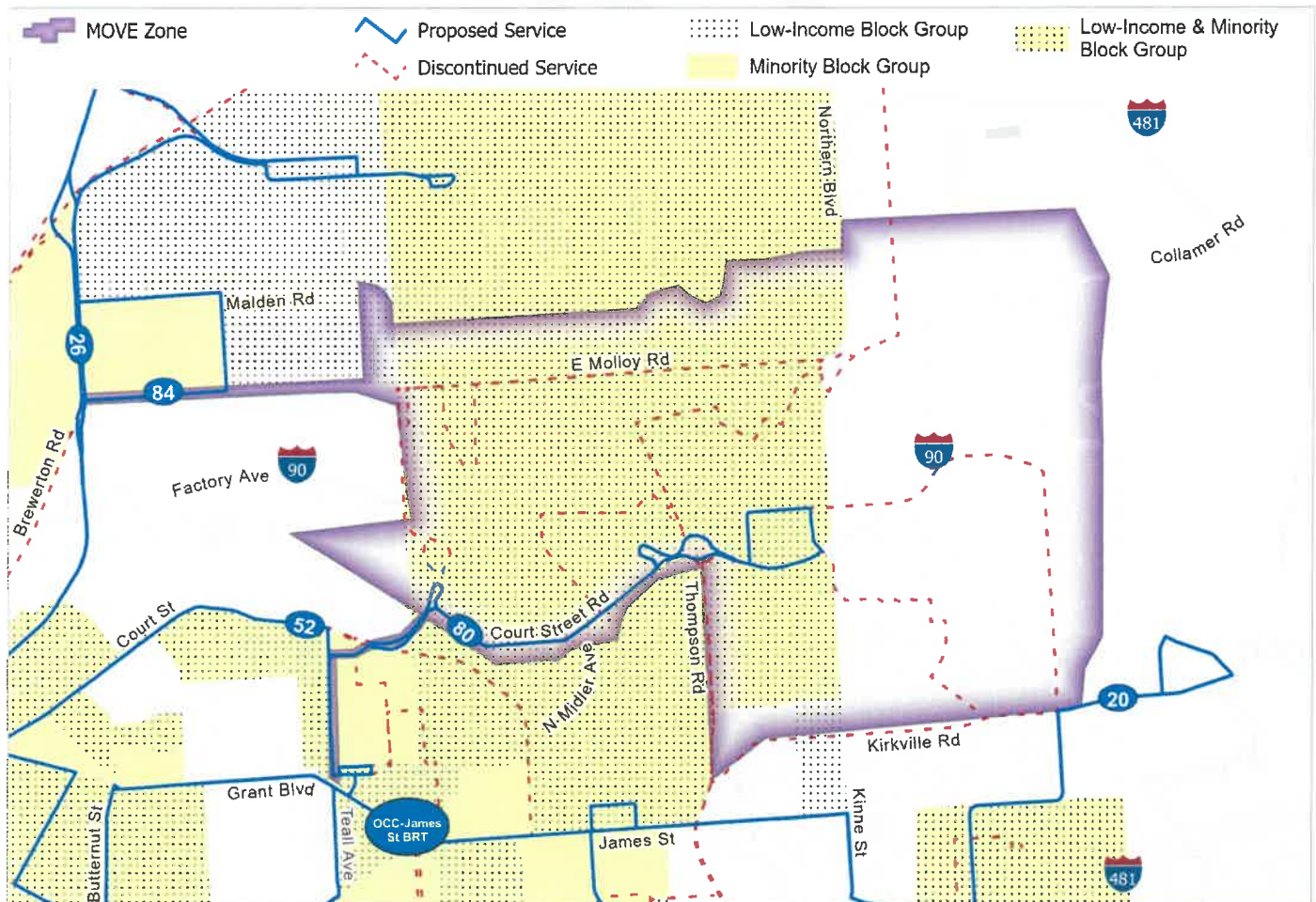
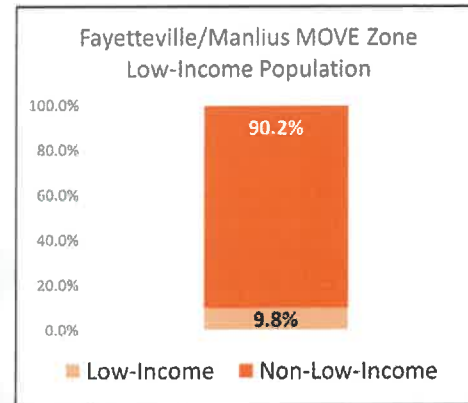
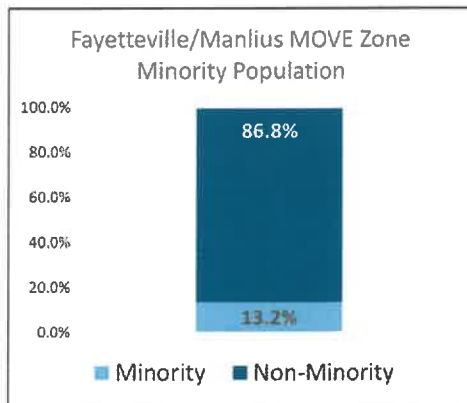
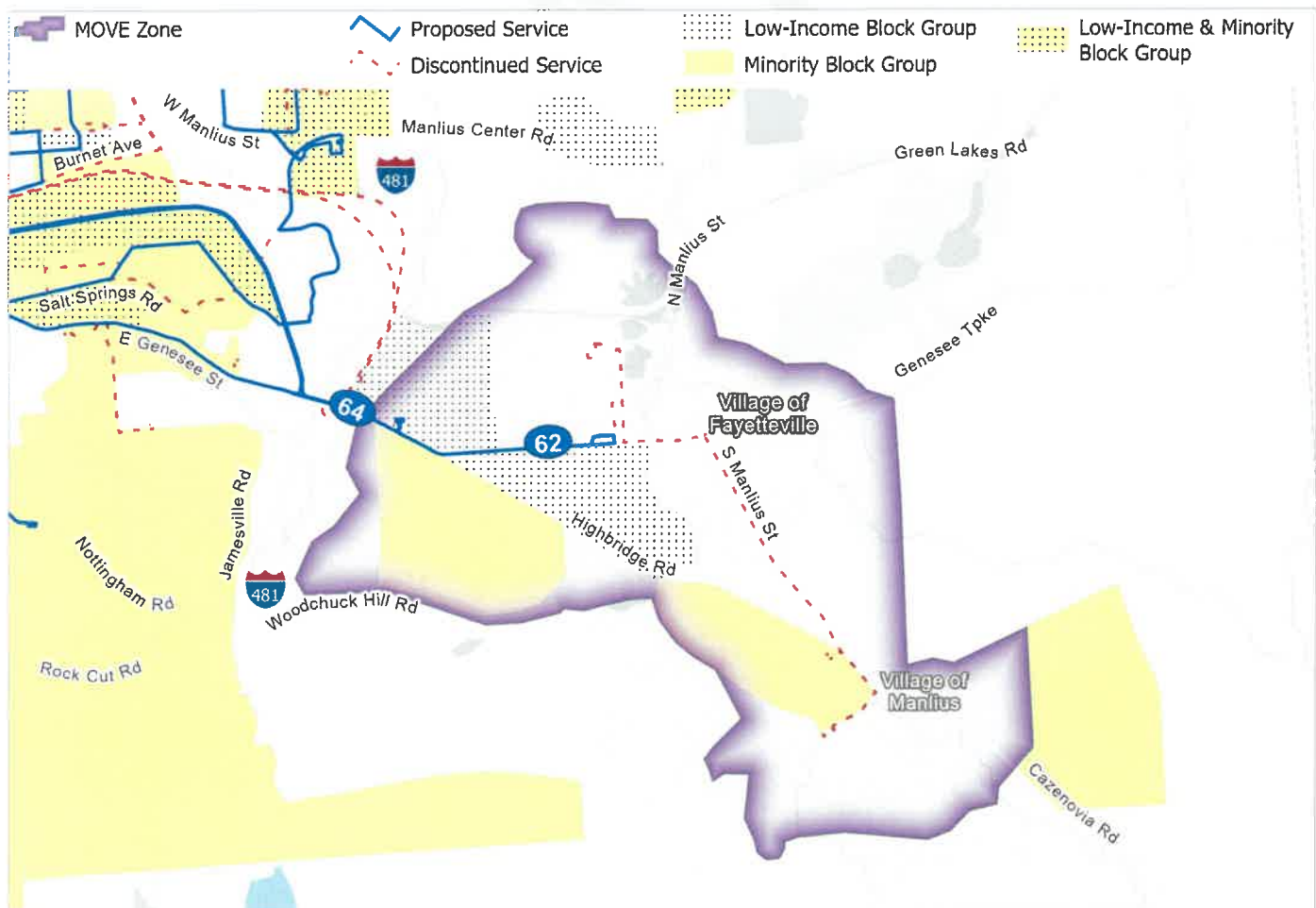


Table 8: Fayetteville/Manlius MOVE Zone Demographics

Total Population	Minority Population	% Minority	% Non-Minority	Absolute Difference
18,329	2,419	13.2%	86.8%	-73.6%
Total Population	Low-Income Population	% Low-Income	% Non-Low-Income	Absolute Difference
18,297	1,794	9.8%	90.2%	-80.4%

*Population for whom poverty status is determined

**Map 10: Fayetteville/Manlius MOVE Zone**

Affected Fixed Route Service Analysis

The walkshed for the proposed fixed route service and the MOVE zones were combined to create the proposed combined service corridor. The justification for combining fixed route service and the MOVE zones is that service is available to everyone within the MOVE zones. A customer who previously used the fixed route service that now has access to the MOVE service is considered as having access to transit services.

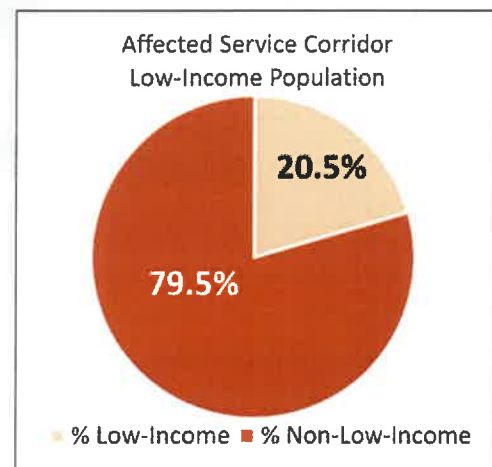
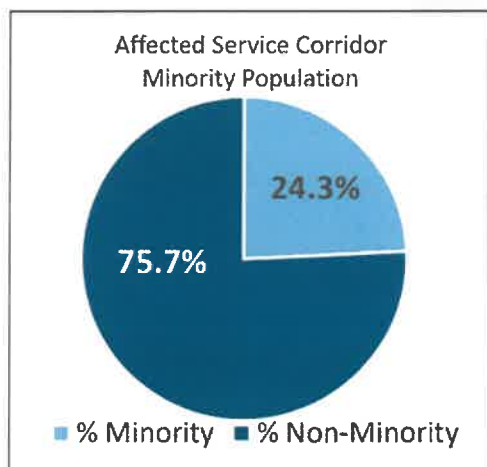
The combined service corridor was placed over (intersected) the current fixed route service walkshed. Any areas of the current walkshed that were not covered (served) are categorized as the affected fixed route service corridor.

Using the previously established methodology, the approximate population demographics were calculated for the affected fixed route service corridor.

Table 9: Affected Fixed Route Service Demographics

Total Population	Minority Population	% Minority	% Non-Minority	Absolute Difference
22,594	5,485	24.3%	75.7%	-51.4%
Population*	Low-Income Population	% Low-Income	% Non-Low-Income	Absolute Difference
21,910	4,491	20.5%	79.5%	-59.0%

*Population for whom poverty status is determined

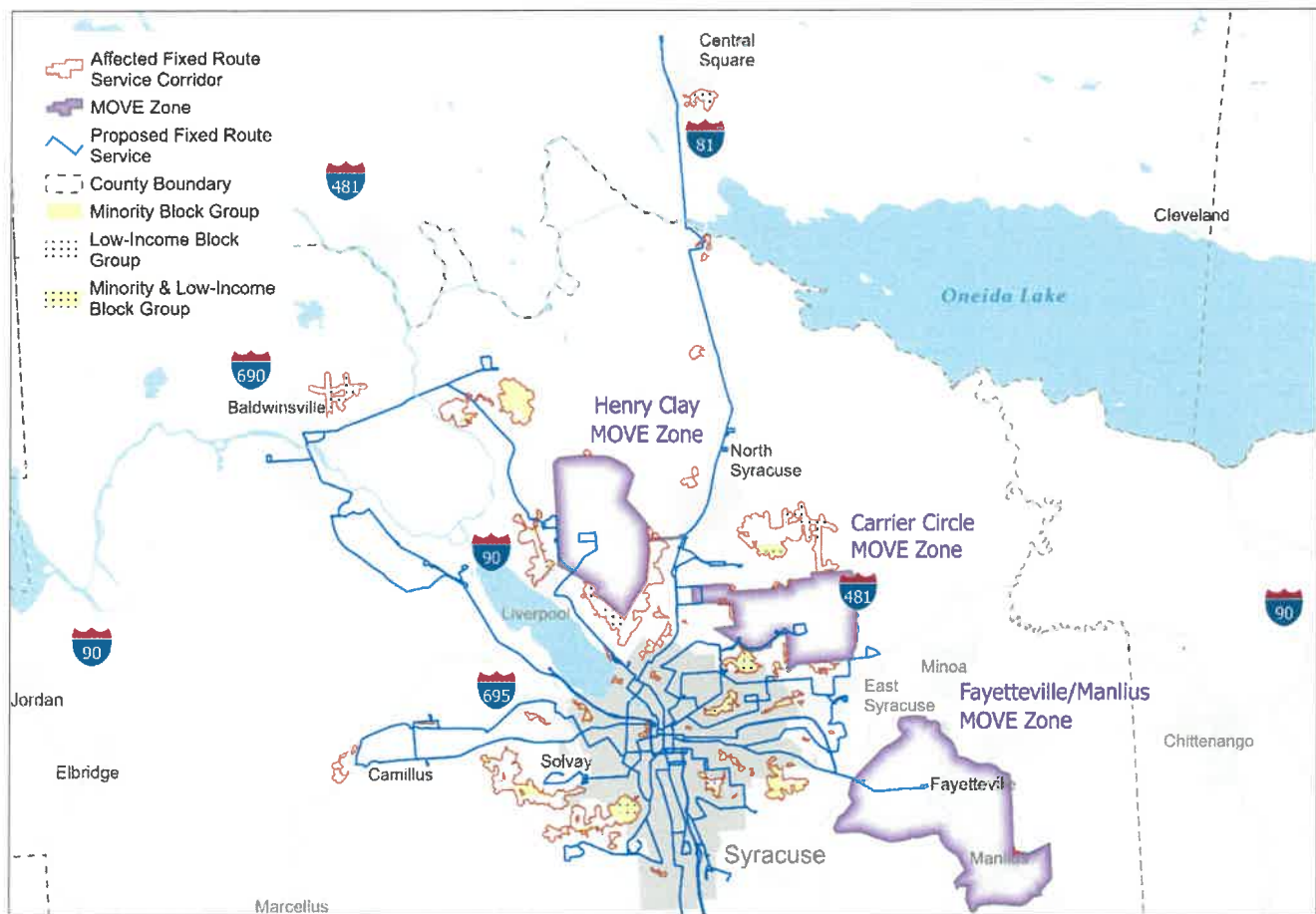


The absolute difference between the minority and non-minority population in the affected service corridor is **-51.4%**. This is below the 30% threshold therefore there is no disparate impact.

The absolute difference between the low-income and non-low-income population in the affected service corridor is **-59.0%**. This is below the 34% threshold therefore there is no disproportionate burden.

The map on the following page depicts most of the affected service corridor. Some areas are too small to distinguish the boundaries on the map. Of the remaining areas, areas of high minority and/or low-income populations are visible.

Map 11: Affected Fixed Route Service



Individual Affected Area Analysis

While the overall impact does not exceed Centro service standards, it is important to determine if any of the individual affected areas would do so. Using the previously established methodology, the population demographics were calculated for each of the 309 unserved areas. The areas were filtered for minority or low-income populations greater than one person.

There are 62 affected areas with at least one minority person. Only one of those areas has a minority impact exceeding 30%. The area in question has a population estimate of 12 with the minority estimate being 10; resulting in a ratio of 79.5% minority and a +59% percentage point difference between minority and non-minority persons. This area is 53,114 square feet in size (0.0019 square miles) mid-block on Berger Ave between Baldwin Ave (west), Wiman Ave (East), W Newell St (north), and W Ostrander Ave (south). It encompasses 4 whole residences and crosses over a section of four other residences.

There are 58 areas with at least one low-income person, but none of those areas has a low-income impact exceeding the 34% threshold.

CONCLUSION

This report documents the Title VI Service Equity Analysis required to support the Better Bus Onondaga system redesign. The modifications to current fixed route service were analyzed based on Centro's Title VI Policies and FTA's Circular 4702.1B.

There are neither disparate impacts nor disproportionate burdens associated to the Better Bus Onondaga system redesign. Minority and Low-Income populations will not be more adversely impacted than the rest of the population.

This Title VI Service Equity Analysis concludes that the service changes were designed without regard to race, color, or national origin. Based on the results of the analysis, Centro staff recommend that the Board of Members approve the finalized Service Equity Analysis and that the system redesign be implemented.

A resolution to move forward with the Better Bus Onondaga redesign will be brought to the Board on August 28, 2026 (**Attachment 4** – to be updated with signed document). The service changes are intended to go into effect in June/July 2027. As per Centro's Title VI Policies, final public notice of the changes in service will be made at least ten days in advance of the effective date of the permanent change.

Attachment 1: Public Hearing Notice

**CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY
PUBLIC HEARING NOTICE**

The Central New York Regional Transportation Authority (Centro) will conduct a public hearing in Onondaga County to allow public comments regarding a proposed system redesign of its bus service within Onondaga County – scheduled to be implemented in June 2027. The service changes constitute a major service change to Centro's bus routes in Onondaga County according to Centro's Major Service Change policy.

The public hearing will be held at the following location, date, and time:

INSPIRE Innovation Hub by CenterState CEO

235 Harrison St, Syracuse, NY 13202

Thursday, April 23, 2026, from 5-7pm

Centro will receive and consider all comments on these proposed changes prior to its proposed implementation in June 2027.

Details regarding the service changes will be made available on Centro's website at:

<https://www.centro.org/news-opportunities/public-hearings-meetings> no later than Monday, April 20, 2026. For formats (FREE of charge) in accordance with the ADA of 1990 and Limited English Proficiency regulations, and for patrons requiring further accommodations, please contact Centro at (315) 442-3400.

Individuals whose interest would be affected by the proposed changes being considered are hereby notified and invited to attend the hearing to present such evidence, comment, or object as their interests require. Additionally, individuals who cannot attend the hearing in person or who want to provide comments may submit them to Centro no later than April 30, 2026, in any of the following ways:

Social Media: Facebook, Instagram, and X: [@GoCentroBus](#)
Email: cnyrta@centro.org
Phone: (315) 443-3400
Mail: 200 Cortland Ave., Syracuse, NY 13205
Fax: (315) 442-3337

Note: Attendees remaining after the final trip of their regular Centro route will be provided bus service by Centro from INSPIRE to all locations on those routes following the conclusion of the public hearing.



www.centro.org

Attachment 1: Public Hearing Notice

THE POST-STANDARD**LEGAL AFFIDAVIT**

INV#: 0011086331

ADVANCE

MEDIA NEW YORK

syracuse.com THE POST-STANDARD



CENTRO CLASSIFIED
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 SYRACUSE, NY 13205

Name: CENTRO CLASSIFIED

Sales Rep: Maria Nunez

Account Number: 5181

INV#: 0011086331

Date	Position	Description	P.O. Number	Ad Size	Total Cost
04/09/2026	Other Legals NY	CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY	4/23 public hearing notice	2 x 39.00 CL	78.37

State of New Jersey, County of Hunterdon ss. Maria Nunez, of the City of Flemington, in said County, being duly sworn, doth depose and says: this person is the principal clerk in the office of THE POST-STANDARD, a public newspaper, published in the City of Syracuse, Onondaga County, New York and that the notice, is an accurate and true copy of the ad as printed in said newspaper, was printed and published in the regular edition and issue of said newspaper on the following days, viz.:

Post-Standard 04/09/2026

Principal Clerk of the Publisher - Maria Nunez
 An Authorized Designee of the President, Timothy R. Kennedy
 Subscribed and sworn to before me this 09th day of April 2026

JEANETTE KRZYMALSKI
 Notary Public, State of New Jersey
 Comm. # 50033947
 My Commission Expires 3/8/2031

Online Notary Public. This notarial act involved the use of
 online audio/video communication technology. Notarization
 facilitated by SIGNIX®

Notary Public

FOR QUESTIONS CONCERNING THIS AFFIDAVIT,
 PLEASE CONTACT MARIA NUNEZ AT
 (315) 470-2051 OR Legals@Syracuse.com

Attachment 1: Public Hearing Notice

Ad Number:0011086331-01

Date	Position	Description	P.O. Number	Ad Size
04/09/2026	Other Legals NY	CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY PUBLIC	4/23 public hearing noi	2 x 39.00 CL

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PUBLIC HEARING NOTICE**

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The public hearing will be held at the following location, date, and time:

INSPYRE Innovation Hub by CenterState CEO

235 Harrison St, Syracuse, NY 13202

Thursday, April 23, 2026, from 5-7pm

Centro will receive and consider all comments on these proposed changes prior to its proposed implementation in June 2027.

Details regarding the service changes will be made available on Centro's website at: <https://www.centro.org/news-opportunities/public-hearings-meetings> no later than Monday, April 20, 2026. For formats (FREE of charge) in accordance with the ADA of 1990 and Limited English Proficiency regulations, and for patrons requiring further accommodations, please contact Centro at (315) 442-3400.

Individuals whose interest would be affected by the proposed changes being considered are hereby notified and invited to attend the hearing to present such evidence, comment, or object as their interests require. Additionally, individuals who cannot attend the hearing in person or who want to provide comments may submit them to Centro no later than April 30, 2026, in any of the following ways:

Social Media: Facebook, Instagram, and X: @GoCentroBus

Email: cnyrta@centro.org

Phone: (315) 442-3400

Mail: 200 Cortland Ave., Syracuse, NY 13205

Fax: (315) 442-3337

Note: Attendees remaining after the final trip of their regular Centro route will be provided bus service by Centro from INSPYRE to all locations on those routes following the conclusion of the public hearing.

Attachment 2: Public Hearing Sign-in Sheets

Sign-In Sheet

Centro Public Meeting: Onondaga County System Redesign
INSPIRE Innovation Hub by Centerstate CEO - 235 Harrison St, Syracuse, NY 13202

Date: Thursday, April 23, 2026
5:00 PM

Print Name	Address	Email Address	Would you like to speak (Y/N)?	What route(s) do you ride?
1. JULIUS LAURENCE	325 L. KENNEDY	JLAURENCE335@ymail.com		
2. Debbie Kimberly	Liverpool	Kimberl_30@yahoo.com		46/246 Evening
3. Gregory Hulbert	1426 Lodi	nore	YES	Norway Clay 12:00 noon 360
4. Miki Jackson	1115 Midland Ave			254
5. Jessica Statham	131 Red Barn Circle	jessstatham130@gmail.com	Yes (?)	40/86 Evening
6. Victoria Garcia	press	victoria.garcia@spectrum.com	N	
7. JOE CALABRESE	5165 Belmont Dr. Fayetteville NY	jcalabrese_105@gmail.com	N	
8. Jo Bennett			N	
9. John Fiermonte	1137 WADSWORTH STREET	JFiermonte@gmail.com	Y	5am All Work
10. Mike Fiermonte	1137 Wadsworth Street	MFiermonte@Smarcell	N	Norway Clay
11. Tracy Towers		Tracy.Towers@acm.org	N	Norway Clay
12. Roshawn Kershaw		roshaw.kershaw@gmail.com	Y	54
13. Olivia Henderson		OliviaHenderson@gmail.com	N	Sy 40 SU-Domains
14. Candy-Betts				

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Attachment 2: Public Hearing Sign-In Sheets

Sign-In Sheet

Centro Public Meeting: Onondaga County System Redesign
INSPIRE Innovation Hub by Centerstate CEO - 235 Harrison St, Syracuse, NY 13202

Date: Thursday, April 23, 2026
5:00 PM

Print Name	Address	Email Address	Would you like to speak (Y/N)?	What route(s) do you ride?
71. Cynthia St Bernard	313 E. WILLOW ST. SYRACUSE, NY.	Cynthiasb@gmail.com	YES	HENRY CLAY.
72. Wenden VanEpps			YES	
73. Collette Logan	525 GAYTHK ST. SYR	snepie729@gmail.com	NO	SACTS PRINIS
74. CAC MFLA		NONE	NO	146 Henry Clay
75. Meticule Posnik	4803 NORTON ST. SYRACUSE, NY	MeticulePosnik@yahoo.com	YES	HENRY CLAY
76. JASON BEARD	117 IRVING AVE LIVERPOOL, NY 13088	BEARDJASON@HOTMAIL.COM	NO	HENRY CLAY
77. Gialdine Vassell	411 West Calvin Street		YES	
78. Kenneth Allen			Y	
79. John Carter	1962 W Genesee St	jason_madeo@yahoo.com	NO	Henry Clay
80. Faith Gray	509 University Ave., Sy., NY	faithgray10@gmail.com	yes	186 Henry Clay
81. MARK MURPHY	117 SUNSTRUCK DRIVE, SYRACUSE	MURPHYMARK@HOTMAIL.COM	NO	JAMES-SUNNY-CRIST
82. Luca Scafarel	142 Oakland St.	1524-tomk7@gmail.com	NO	MAMES-SUNNY-CRIST
83. Derrick Blizard	142 Oakland St.	derrickblizard07@gmail.com	N	
84. Beata Karpindia	431 E. Fayette St., Sy.	beata@ny.senior.org	Y	University
Phil Pehn	131 Katler St., Sy	phil.pehn@gmail.com	Y	University

(42)

Attachment 2: Public Hearing Sign-In Sheets

Sign-In Sheet

Centro Public Meeting: Onondaga County System Redesign
INSPIRE Innovation Hub by Centerstate CEO - 235 Harrison St, Syracuse, NY 13202

Date: Thursday, April 23, 2026
5:00 PM

Print Name	Address	Email Address	Would you like to speak (Y/N)?	What route(s) do you ride?
85. Audrey Effros	147 Oakland St	aeffros1003@gmail.com	Y	
86. Joey DiStefano	230 W Seneca St - Apt 506	joseph.p. distefano@gmail.com	N	48 48, 49, 52, 16
87. Frankie S.				
88. Julia Liebell-McLean	1004 Ackerman Ave	jel135@georgetown.edu	Y	49, 72, 68, 36, 84, 52, 16
89. J Smith	152 Fallas Ave	jeannie-smith@mac.com	N	176, 68
90. Martha Lawson	22 Playberry Circle, Liverpool	marthala@mac.com		48
91. Allen Huang	101 Jernan St.	me632kno@gmail.com	N	340, 40,
92. Charleen Foulk	7 Bittersweet Ln, Fayetteville, NY	Chargray81@gmail.com	No	
93. Zaira Saharim		info@online.com		
94. M HAHN	520 Broad St	hahnm44@gmail.com	No	340, 40, 348 348
95.				
96.				
97.				
98.				

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Attachment 3: BB Onondaga Public Hearing Fact Sheet



Proposed Service Changes



What are the goals of Better Bus Onondaga?

Align the Centro network with present-day demand and travel patterns

Better meet community travel needs through the delivery of more efficient and effective service

Optimize local service and integrate new modes such as microtransit

What improvements have been made?

Routes have been streamlined resulting in:

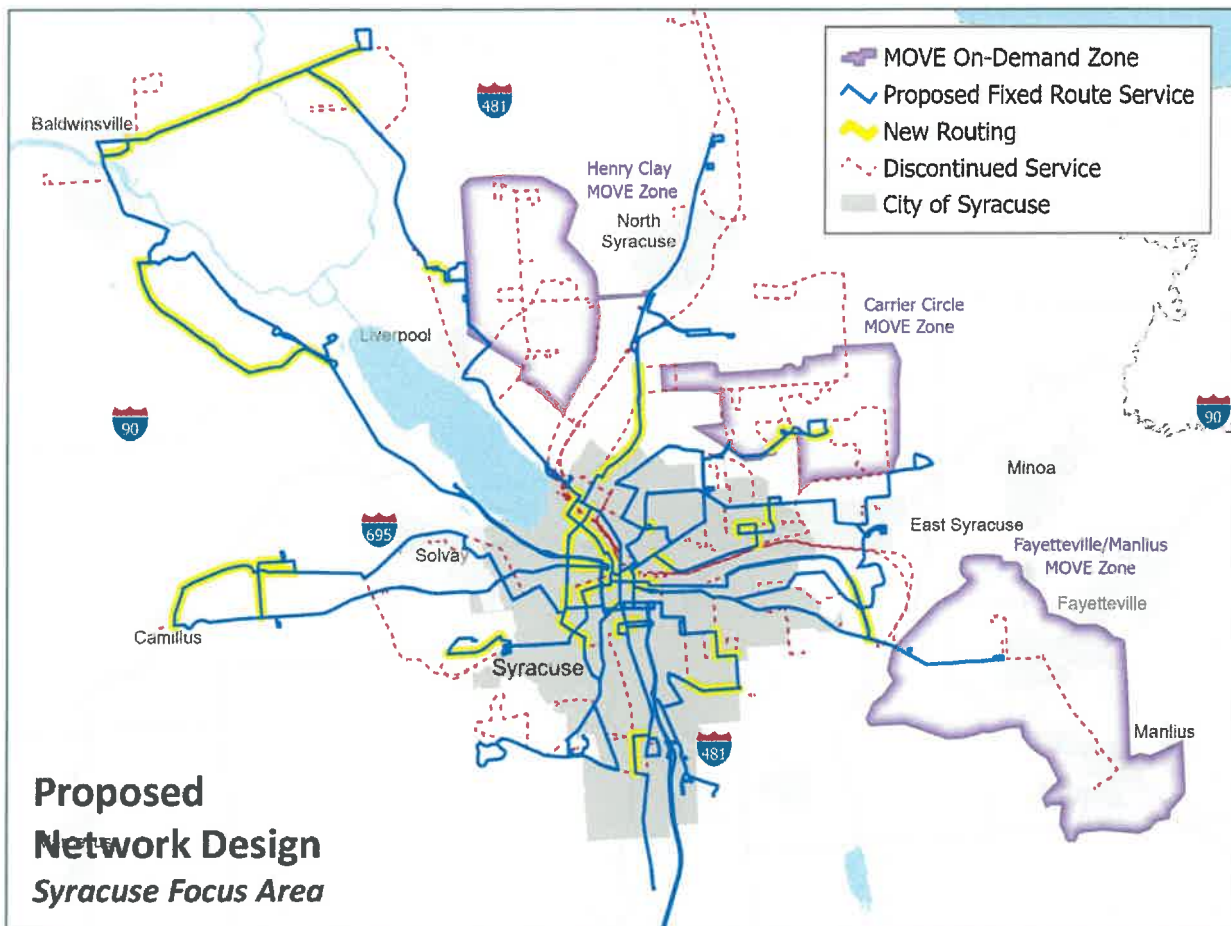
increased frequency on 15 major routes

30 minutes or less between trips for 42% of current riders

more weekend service to requested destinations

Designed connections to the future Bus Rapid Transit (BRT) network

Added 3 MOVE on-demand zones in Liverpool, Carrier Circle, and Fayetteville/Manlius offering weekday service from 6am – 6pm



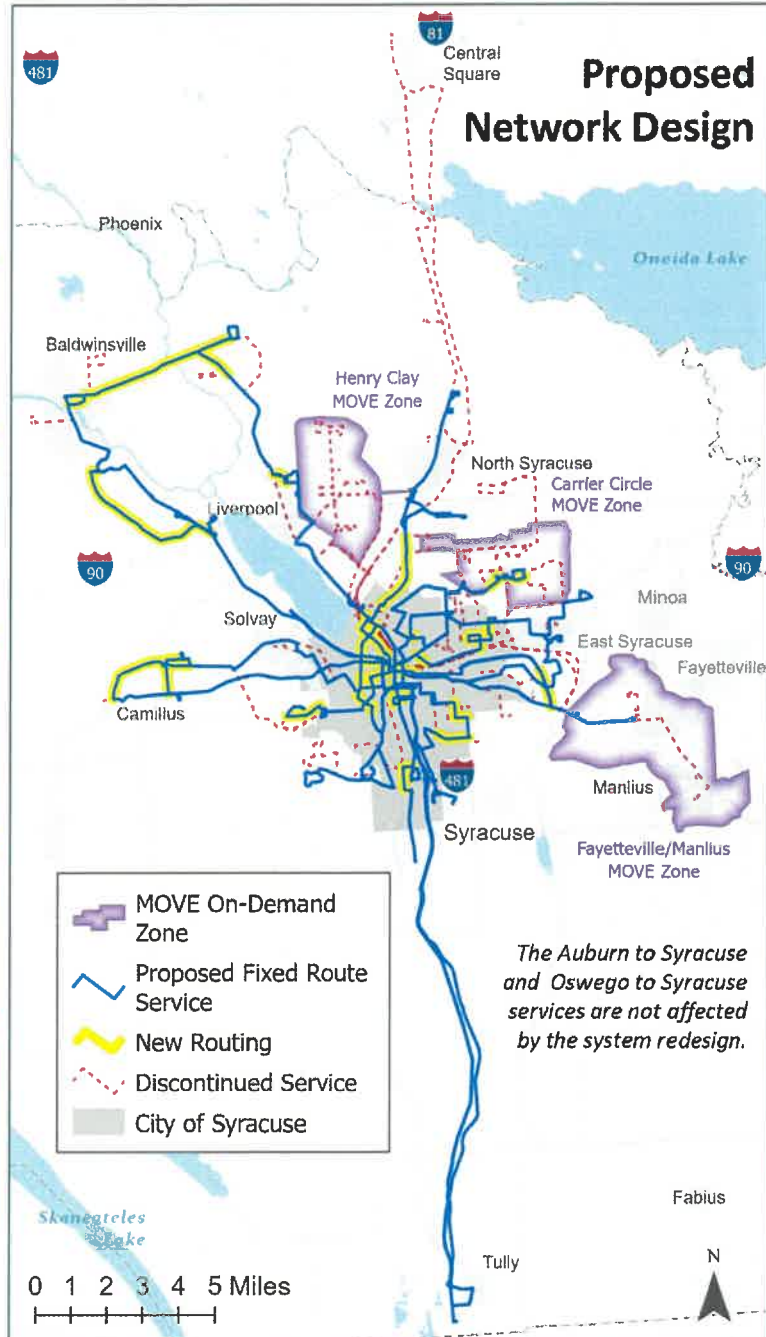
Attachment 3: BB Onondaga Public Hearing Fact Sheet



Proposed Service Changes



Public Engagement Timeline



How can I provide feedback on the proposed changes?

Comments are accepted until April 30, 2026, via our website at <https://www.centro.org/about/contact-us>, email at cnyrta@centro.org, telephone at (315) 442-3400, social media accounts (Facebook, X, and Instagram) @GoCentroBus, mail by writing to Centro, 200 Cortland Ave., Syracuse, NY 13205, or fax at (315) 442-3337.

Attachment 4: Resolution to Authorize Service Modifications

Resolution No. _____

Date: _____

RESOLUTION TO AUTHORIZE SERVICE MODIFICATIONS IN CNY CENTRO

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) wishes to provide mobility solutions, increase ridership, and operate as efficiently as possible in the community it serves, and

WHEREAS, the CNYRTA recognizes that transportation needs and desires have shifted within communities, and

WHEREAS, several route segments in Onondaga County are no longer providing effective and efficient public transportation solutions as evidenced by low ridership, and

WHEREAS, a proposed redesign of the Onondaga system would result in the consolidation of routes throughout the service area and increasing frequency to key origins and destinations, and

WHEREAS, an equity analysis of said proposed redesign determined that the changes would create neither a disparate impact nor a disproportionate burden on minority and low-income populations, and

WHEREAS, significant outreach and two public hearings were held in the city of Syracuse concerning said proposed system redesign that would include an increase in frequency of the busiest bus routes, and additional public feedback was received by email, phone, social media, and stakeholder meetings regarding these service changes, and

WHEREAS, these public comments, which were minimal, have been evaluated by CNYRTA Staff and adjustments were made, as possible, to the proposed Onondaga County system, and

WHEREAS a summary of these public comments was presented to the CNYRTA Board of members for review, and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MEMBERS OF THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY that the proposed system redesign of fixed route bus service in Onondaga County takes place effective June, 2027, or soon thereafter including:

- Aligning the Centro network with present-day demand and travel patterns;
- Allowing Centro to better meet community travel needs through delivery of more efficient and effective service;
- Adjust local service and integrate new modes such as microtransit to reallocate service within BRT corridors and promote BRT connectivity;
- Maintained connections to the AUB38 commuter route; and
- Maintained connection to the OSW246 commuter route.

Centro of Cortland Title VI Major Service Change

Preliminary Service Equity Analysis Executive Summary

Background

The Centro of Cortland subsidiary operation began on March 31, 2025. Since then, several experimental changes to improve the service have been made (refer to list at right).

Why is this a Major Service Change?

Increases or decreases in service by 25% or more require a Service Equity Analysis per Title VI of the Civil Rights Act of 1964. The following routes exceed the criteria:

- COR 7 -100% revenue miles/hours
- COR 11 +100% revenue miles/hours
- COR 1 +32.6% revenue miles

1

6/30/2025

COR 5 – discontinue loop to increase efficiency

End route in Willet; customers can board in either direction

2

6/30/2025

COR 11 – NEW route

Service to Virgil, Greek Peak, Messengerville, and Marathon

3

6/30/2025

COR 6 – end at TC3, bypass SUNY Cortland

Increased frequency, maximized connections with TCAT

4

6/30/2025

COR 7 – discontinue service to Cornell/Ithaca

Customers can transfer to TCAT at TC3 to travel to Ithaca

5

3/2/2026

COR 1,2,3,4 – eliminate looping, streamline routes

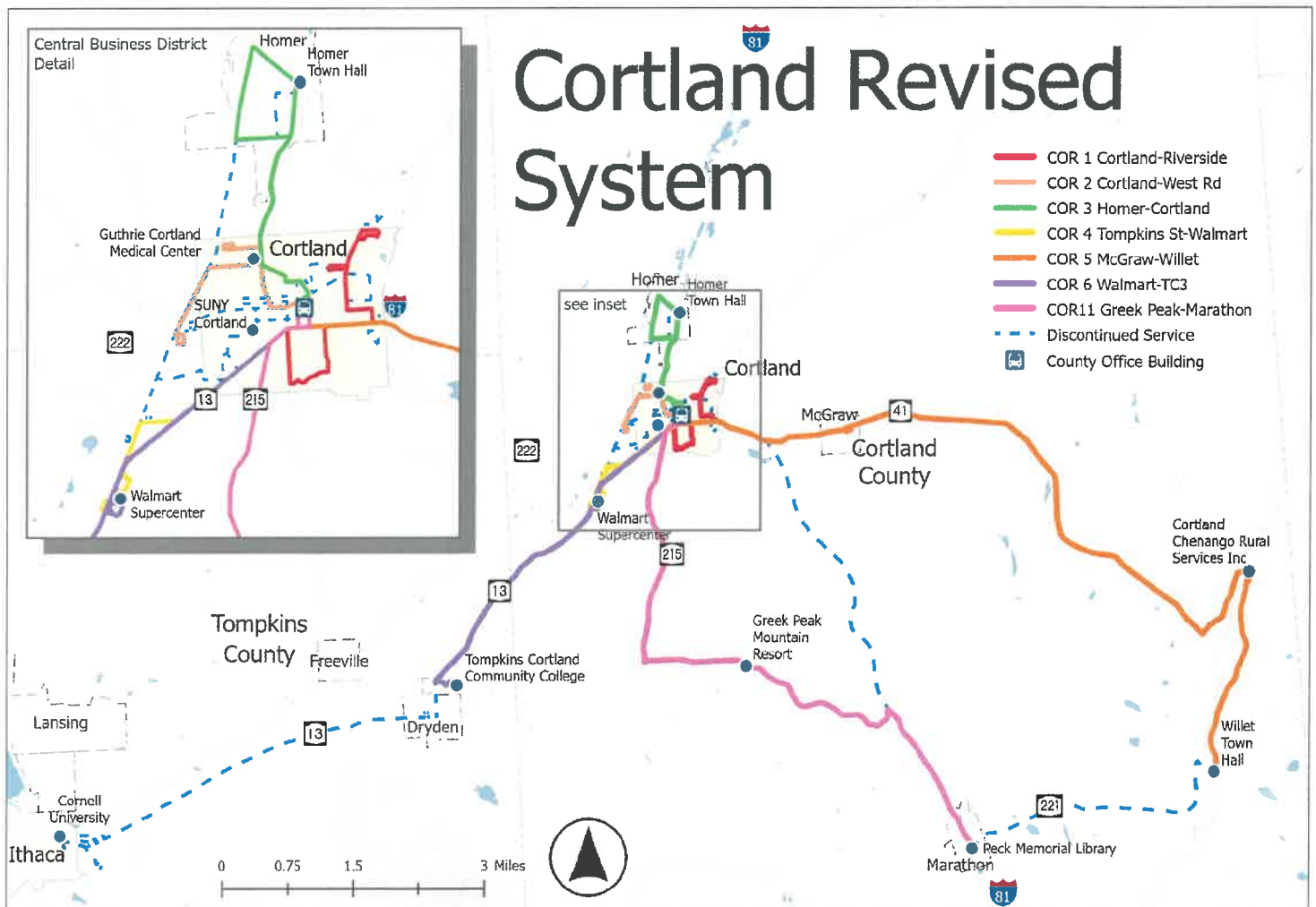
Increased frequency, added 2 round trips per day

6

6/29/2026

COR 1 – extend route past Riverside Plaza

Customer request to serve commercial and recreational area



Centro of Cortland Title VI Major Service Change Preliminary Service Equity Analysis Executive Summary

Service Equity Analysis Steps

Create buffers
for original &
revised service



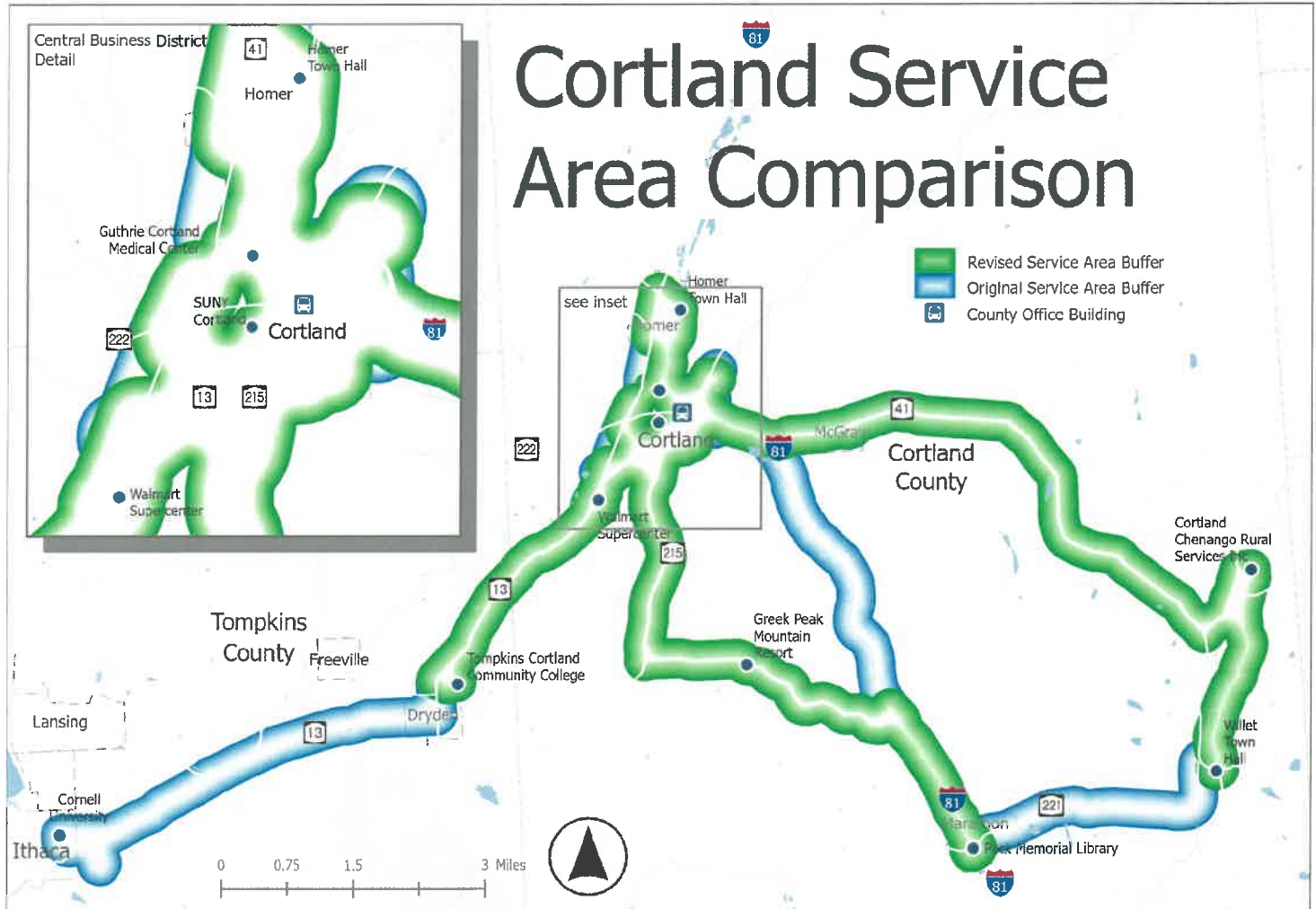
Lay revised
service buffer
over original
service buffer



Affected Area
= original
buffer no
longer served



Calculate
Affected Area
Demographics



Service Equity Analysis Results

The absolute difference between the percentage of minority and non-minority person affected is **-16.3%**. This is below the 30% threshold therefore no disparate impact exists.

The absolute difference between the percentage of low-income and non-low-income persons affected is **-23.4%**. This is below the 34% threshold therefore no disproportionate burden exists.

Total Population	Minority Population	% Minority	Non-Minority Population	% Non-Minority	Absolute Difference
14,057	5,885	41.9%	8,172	58.1%	-16.3%

Population *	Low-Income Population	% Low-Income	Non-Low-Income Population	% Non-Low-Income	Absolute Difference
9,223	3,534	38.3%	5,690	61.7%	-23.4%

Source: U.S. Census Bureau, U.S. Department of Commerce, ACS 5-Year Estimates 2019-2023; Table B03002 and C17002.

* Population for whom poverty status is determined

Title VI Fare Equity Analysis - Centro of Cortland

Executive Summary

Centro of Cortland accepts fare media from the previous operator, Cortland Transit, that are not compatible with the new Fast Fare electronic fare boxes; therefore, it is time to discontinue those payment types.

The following legacy payment types will no longer be accepted as fare payment on Centro of Cortland buses:

- Once the **electronic fareboxes are installed**, tokens will no longer be accepted.
- Effective **December 1, 2026**, the Monthly Pass will no longer be accepted.

When the electronic fareboxes become operational, customers will be able to use the following fare media:

- Single Ride Passes.
- Change Cards (available for anyone paying cash in an amount more than the fare).
- Local Day Pass (unlimited local rides within 24-hour period) will be \$4.00.
- Local 10-Ride Pass will be \$10.00.
- Local MAX Pass (unlimited local rides for 7 consecutive days) will be \$12.00.

In addition, Tap-to-Pay (individual fare) and Mobile Ticketing (Day Pass, 10-Ride Pass, and MAX Pass) options will be available to customers.

A fare equity analysis was completed to determine how the change to the Monthly Pass will impact minority and low-income customers. A total of 35 ridership surveys were collected by Service Development staff (approximately 35% of daily riders).

Fare Type	Cost	Absolute Usage by Group		% Usage by Group		Impact
	Current Fare	Low-Income	Non Low-Income	% Low-Income	% Non Low-Income	Difference
Adult Cash	\$1.00	15	3	83.3%	16.7%	66.7%
Half Fare Cash	\$0.50	7	3	70.0%	30.0%	40.0%
Adult Monthly Pass *	\$40.00	5	1	83.3%	16.7%	66.7%
Half Fare Monthly Pass *	\$20.00	1	0	100.0%	0.0%	100.0%
Single Ride Pass	\$0.00	2	0	100.0%	0.0%	100.0%
Veterans Pass	\$0.00	1	0	100.0%	0.0%	100.0%
Token *	\$0.00	0	0	∞	∞	∞
Total		31	7			

The absolute difference between the percentage of low-income and non-low-income persons using the Adult Monthly Pass is **+66.7%** and the Half Fare Monthly Pass is **+100%**. Both values are above the **34%** threshold, therefore there could be a disproportionate burden placed on low-income persons in Cortland.

Fare Type	6 Month Average Fare		Impact	
	Current Average Fare	Current Fare	Absolute Change	Percent Change
Adult Monthly Pass	\$3.08	\$1.00	(\$2.08)	-67.5%
Half Fare Monthly Pass	\$1.54	\$0.50	(\$1.04)	-67.5%

Based on the available data, customers would save 67.5% on average by paying with cash, tap-to pay, or by using a 10-Ride Pass. The regular full fare of \$1.00 is more advantageous to the customers than using the Monthly Pass. Customers only experience a savings if they take more than 40 rides a month.

In addition, agencies who provide these passes to their clients will likely see a cost savings by not purchasing passes that go unused.

There is no disparate impact to minority customers as they use the Monthly Pass less than or equal to non-minority customers.





Title VI Fare Equity Analysis

Centro of Cortland

Central New York Regional Transportation Authority
Recipient ID: 1778

Bren Daiss – email: bdaiss@centro.org
Vice President of Public Affairs and Planning

Paula Cutrone – email: pcutrone@centro.org
Senior Manager of Transit Data and Equity

In Compliance with: Title VI of the Civil Rights Act of 1964 (section 601), FTA Circular 4702.1B, and Centro Title VI Policies

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Attachment A – Centro of Cortland Rider Survey (blank)

Attachment B – Signed Minutes from Board Meeting containing Motion to Authorize Fare Modifications (*pending*)

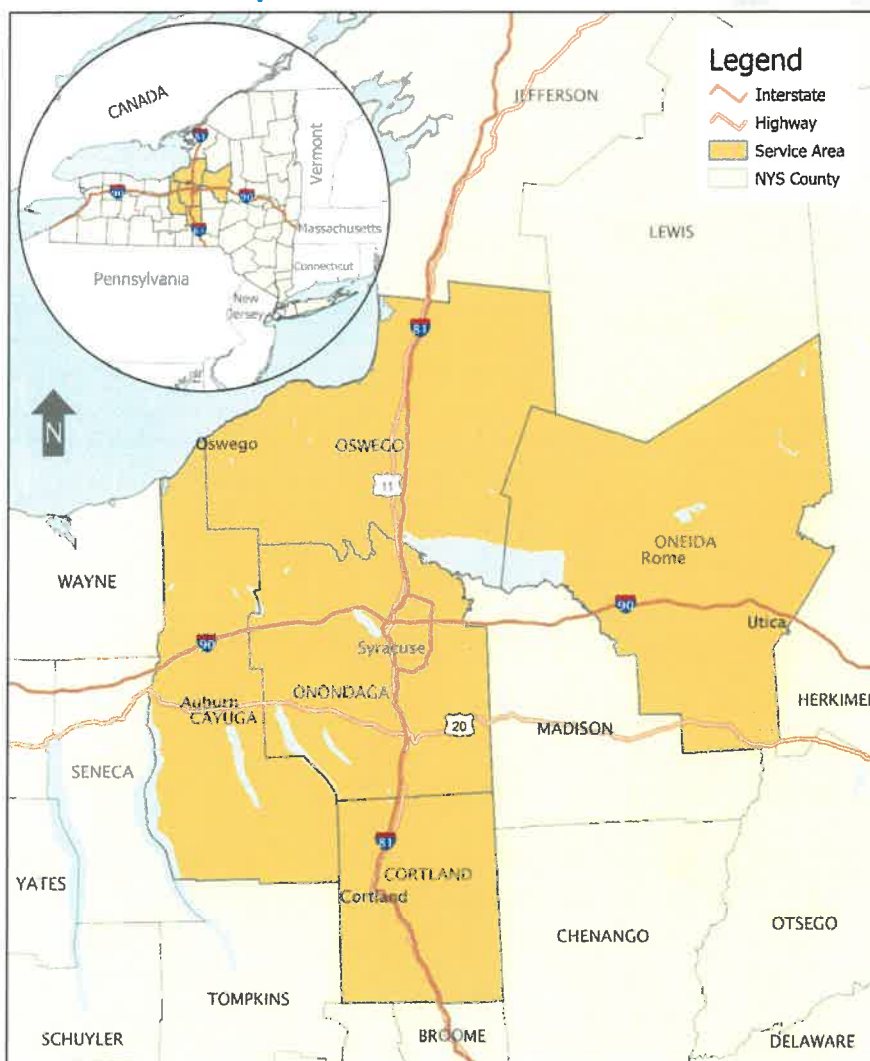
INTRODUCTION

Title VI of the Civil Rights Act of 1964 provides that no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

The Federal Transit Administration (FTA) published Circular 4702.1B in 2012. All transit agencies receiving Federal funds are required to develop and implement an agency-wide Title VI program. The Circular provides guidance to comply with the law and fulfill the requirements. Executive Order 12898, “Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations” is a directive from the Federal government to prevent minority communities and low-income populations from being subject to disproportionately high and adverse environmental effects. Per the previously mentioned circular, “transit providers that operate 50 or more fixed route vehicles in peak service and are located in a UZA of 200,000 or more in population...” must complete a fare equity analysis for “all fare changes regardless of the amount of increase or decrease.”

The purpose of this report is to provide an equity evaluation of the impacts of modifying the current Centro of Cortland fare media to align with the rest of the Centro locations.

Service Area Map



Background

In 2024, Cortland County voted to join the Authority and for the CNYRTA to take over the operations of the public transit system, Cortland Transit. The service began operation under the Centro of Cortland subsidiary on March 31, 2025.

While the fare structure was changed to achieve fare parity with the rest of the communities Centro serves, the fare media remained unchanged. Centro of Cortland accepts fare media that is not compatible with the new Fast Fare electronic fare boxes; therefore, it is time to discontinue those payment types.

During Fiscal Year 26, the fixed route service operated 291,496 revenue miles and 16,926 revenue hours for a total of 52,692 rides given. The service operates Monday through Friday from 6am to 6pm and is closed New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving Day, and Christmas Day.

Summary of Fare Changes

Centro is proposing changes to fare media at Centro of Cortland. The Cortland fleet is being equipped with electronic fare boxes which will be operational in August 2026. At that point, passes will be available for purchase on the bus and through the GoCentroBus app. Contactless credit cards and smart devices will be accepted through the Tap-to-Pay functionality. Tokens will no longer be accepted as fare payment as they were a legacy payment through the previous operator, Cortland Transit, and are not accepted by the farebox.

The Monthly Ride Pass, which is only available at the Cortland location, will be accepted temporarily. Effective December 1, 2026, Centro of Cortland will no longer sell or accept Monthly Ride Passes. The Monthly Ride Pass was a legacy pass used by Cortland Transit and is not available at any other Centro properties nor is it accepted by the farebox.

Changes to Current Fare Media:

- Discontinue Monthly Pass effective December 1, 2026.
- Single Ride Passes will be accepted in the farebox.

Additions to Physical Fare Media:

- Change Cards made available for anyone paying cash in an amount more than the fare.
- Local Day Pass (unlimited local rides within 24-hour period) will be \$4.00.
- Local 10-Ride Pass will be \$10.00.
- Local MAX Pass (unlimited local rides for 7 consecutive days) will be \$12.00.

Additions to Electronic Fare Media:

- Tap-to-Pay will be available for individual fares using chip-enabled credit cards or the mobile wallet on a smart device.
- Mobile Ticketing will be available for Day Passes, 10-Ride Passes, and MAX Passes using the GoCentroBus mobile app on a smart phone.

As resources allow, Centro intends to add a commuter service between Cortland and Syracuse. There is no timeframe for this addition to take place. When it does, the following commuter fare media will be made available:

- Commuter Day Pass (unlimited commuter rides within 24-hour period) will be \$7.00.
- Commuter 10-Ride Pass will be \$30.00.
- Commuter MAX Pass (unlimited commuter rides for 7 consecutive days) will be \$30.00.

Reduced fares will be available for all local and commuter ride passes.

CNYRTA'S TITLE VI POLICIES

In accordance with guidance from the FTA Circular 4702.1B, the CNYRTA developed policies for evaluating impacts of fare and/or Major Service Changes on Title VI populations. The following excerpts from the CNYRTA Title VI Program Policies (2025) provide policy thresholds and definitions for this analysis.

Fare Change Policy

A fare change is defined as either an increase or decrease in the price of any CNYRTA fare or fare product.

Exceptions:

- “Spare the air days” or other instances when CNYRTA has declared that all passengers ride free to mitigate air pollution.
- Temporary fare reductions for service changes due to events outside of CNYRTA control. The reduction is used as a mitigating measure for altering the customer’s travel patterns.
- Promotional fare reductions lasting less than six months.

Promotional fare changes that last longer than six months are considered a permanent change by FTA, and a fare equity analysis must be completed.

All Fare Changes will be subject to a fare equity analysis to evaluate the effects of the fare change on minority and low-income populations. This includes an analysis of adverse effects relating to possible disparate impacts and disproportionate burden.

A public hearing is required for all Fare Changes. For details regarding public participation practices related to Fare Changes, refer to Centro’s Public Participation Plan dated June 2025.

Disparate Impact Policy

Centro defines a disparate impact as occurring when the absolute difference between the percentage of minority and non-minority persons affected is at least 30%. A minority person refers to an individual who identifies as being part of any racial or ethnic groups aside from white, non-Hispanic. When a disparate impact is identified, Centro will consider modification of the proposal in order to avoid, minimize, or mitigate the impacts. This Disparate Impact Policy is applied to all major service, and fare changes.

Disproportionate Burden Policy

Centro defines a disproportionate burden as occurring when the absolute difference between the percentage of low-income and non-low-income persons affected is at least 34%. A low-income person refers to an individual whose household income is at or below 150 percent of the U.S. Department of Health and Human Services (HHS) poverty guidelines. When a disproportionate burden is identified, Centro will consider modification of the proposal to avoid, minimize, or mitigate the impacts. This Disproportionate Burden Policy is applied to all major service and fare changes.

Public Engagement in Policy Development

The CNYRTA Title VI Objectives, Major Service Change Policy, Disparate Impact Policy, and Disproportionate Burden Policy are available on the Centro website where public feedback is continuously asked for. The policies were most recently amended in the summer of 2025 after a period of public comment in which no objections to the policy definitions, thresholds, or otherwise were received.

Board of Members Approval

The Title VI Policies (Major Service Change Policy, Disparate Impact Policy, Disproportionate Burden Policy) were presented to the Board of Members on August 22, 2025. After discussion, a Motion was made, seconded, and carried

unanimously as Motion No 2793. As per the Service Equity Analysis requirements, a copy of the meeting minutes (abridged) demonstrating the Board’s consideration, awareness, and approval of the policies is found below.

3584

THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY
(and its Subsidiaries)
200 CORTLAND AVENUE, SYRACUSE, NEW YORK
MINUTES OF THE AUGUST 22, 2025, BOARD MEETING

MEMBERS PRESENT:	ANTHONY DAVIS, Vice Chair DARLENE LATTIMORE, Secretary ROBERT CUCULICH JULIUS LAWRENCE HEATHER SNOW
MEMBERS ABSENT:	NICHOLAS LAINO, Chair TINA FITZGERALD, Treasurer NEIL BURKE LOUELLA WILLIAMS FRANK SAYA, Non-Voting Member
STAFF PRESENT:	CHRISTOPHER TUFF, Chief Executive Officer GEOFF HOFF, VP of Fleet and Facilities RAHMIN AZRIA, VP of Operations STEVE KOEGEL, VP of Communication and Business Planning BRUCE FONG, VP of Information Technologies MELISSA BRIM, VP of Finance BREN DAISS, Sr Director of Service Planning & Special Projects CHRIS MORREALE, Director of Human Resources DEREK SHERMAN, Director of Accounting CHRISTOPHER KING, Procurement Manager PAULA CUTRONE, Sr Manager of Transit Data and Equity JASON SMITH, Sr Procurement Analyst SUZANN HENSLEY, Internal Control Manager JEANNINE JOHNSON, Executive Assistant CASEY BROWN, Graphic Designer/Media Specialist
PUBLIC PRESENT:	BRAD HUNT, Legal Counsel MARIO COLONE TOM GEREMIA DESIREE GEREMIA MONTY FLYNN

Mr. Koegel invited Ms. Cutrone to the table to present elements of the Authority’s Title VI program that will be submitted in Late September to the Federal Transportation Administration.

Ms. Cutrone presented the following items, all of which required a Motion to approve.

TITLE VI PROGRAM POLICIES UPDATE EXECUTIVE SUMMARY – MOTION NO. 2793

A Motion to approve the Title VI Program Policies Update Executive Summary was raised. A copy of Title VI Program Policies Update Executive Summary is attached to these Minutes.

Motion – Robert Cuculich
Seconded – Heather Snow
Carried Unanimously

FARE EQUITY ANALYSIS FRAMEWORK

Centro will show how the proposed fare changes or fare-type change impacts minority and low-income populations by conducting a comprehensive Fare Equity Analysis. Centro will utilize data generated from ridership surveys to conduct the analysis.

- For all proposed fare changes, Centro will compare the percentage change in the average fare for minority riders and riders overall and for low-income riders and riders overall. The average fares and comparisons will be calculated from survey data as follows:
 - Determine the number of minority, low-income, and overall riders who used each fare type,
 - Multiply the number of riders by the fare to determine total cost per fare type (calculate current and proposed fares separately),
 - Sum the fare-type totals for each ridership group,
 - Divide the total fare paid for each ridership group by the total number of riders in that group to determine average fare,
 - Calculate the absolute change in the current average fare to the proposed average fare, and
 - Calculate the percent change in average fare by subtracting the old fare from the new fare and dividing by the old fare.
- When a fare-type change is proposed, Centro will analyze the fare media usage to determine the number and percent of users of each fare media being changed. Centro will identify whether minority and/or low-income riders are disproportionately more likely to use the payment type or fare media that would be subject to the change.
- Centro will include a profile of fare usage by group – minority, low-income and overall ridership.
- If the proposed changes would only affect certain fare media, the analysis should address whether focusing changes on those fare media may lead to a disparate impact or disproportionate burden.
- Centro will depict the information in tabular format. The table will depict the fare media comparing the existing and proposed cost, the absolute change, the percent change, and the usage of minority groups as compared to overall usage and low-income groups as compared to overall usage. Centro will analyze fare media for minority groups distinct from low-income.
- Centro will compare the differences in impacts between minority users and overall users and analyze any alternative fare payment types, or fare media available for people affected by the fare change. The analysis will compare the fares paid by the proposed changes with fares that would be paid through available alternatives.

If a disparate impact or disproportionate burden exists and the proposed fare changes must take place despite such impact:

- A modification to the fare change proposal will be considered to remove the impacts. Centro may seek public comment on any proposed mitigation measures, including any less discriminatory alternatives that may be available.
- If the proposal is modified, Centro will analyze the modified proposal following the same procedure as previously stated.
- Centro will also explore alternatives, including the timing of implementing the fare increases, providing discounts on passes to social service agencies that serve the impacted populations, and other alternatives as appropriate.

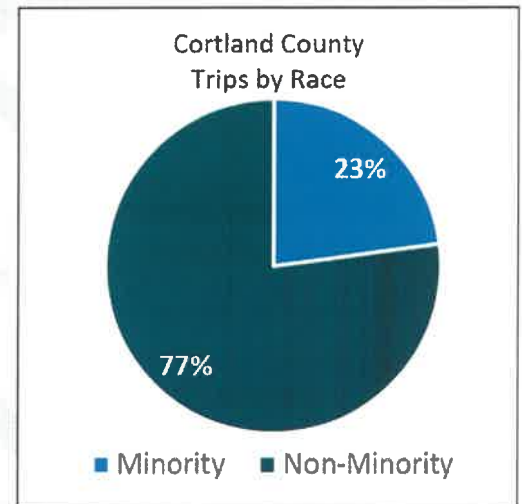
Demographic Datasets

The Service Development staff handed out and collected back paper ridership surveys (refer to Attachment A) onboard buses in July 2026. Questions were used to identify the race, color, or national origin, household income, and travel patterns of riders in the service area. Centro Service Development employees entered the survey responses into ArcGIS's Survey123 tool to allow for charting and tabular analysis.

During the first six months of 2026, Centro of Cortland gave 25,162 fixed route rides. Based on the number of weekdays during that timeframe (127), the average rides per day are 198. Assuming each customer took two rides per day (to complete a round trip), the estimated average number of unique riders is 99. A total of thirty-five surveys were completed (35% of daily riders). Four respondents failed to answer the income question.

Minority Persons and Populations: According to FTA Circular 4702.1B, a minority person is defined as an individual identifying as: American Indian and Alaska Native, Asian, Black, or African American, Hispanic, or Latino, and Native Hawaiian or Other Pacific Islander. Minority populations are defined by FTA as any readily identifiable group of minority persons who live in geographic proximity, or who may be geographically dispersed, but who may be similarly affected by a proposed action.

Survey respondents were asked to identify their race from a list of six choices with the ability to select more than one category. Based on the survey responses, a minority is any person who self-identified as any ethnic group other than 'White' only including those who identified as 'White' and answered 'Yes' to being of Hispanic, Latino, or Spanish origin.



Analysis of the survey data shows **23% of the ridership would be considered minority** while 77% are non-minority.

Population data (ACS) was obtained for comparison purposes, to determine the overall minority population in the service area. The data was downloaded from the Census.gov website provided by the U.S. Census Bureau. *Data source: U.S. Census Bureau, 2019-2023 American Community Survey 5-Year Estimates; Dataset: Hispanic or Latino Origin by Race (table B03002); Universe: Total population*

Analysis of the ACS data shows **10%** of persons in Cortland County are considered minority.

Table 1: Cortland County Minority Population (ACS)

Total Population	Minority Population	Percent Minority
46,401	4,779	10%

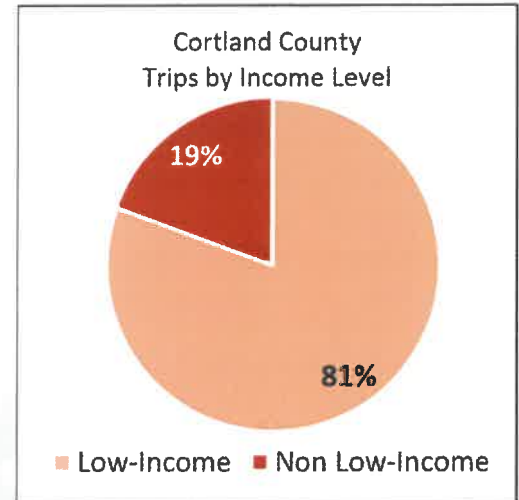
When comparing the Cortland County ACS figures with the ridership surveys we find a +13 percentage point difference between the minority population and minority riders.

Table 2: Cortland County ACS Data versus Cortland County Ridership Data

Minority Population	Minority Ridership	Difference
10%	23%	13%

Low-Income Persons and Populations: The FTA Circular on Title VI compliance states that while low-income populations are not a protected class under Title VI, there is an "...inherent overlap of environmental justice principles in this area, and because it is important to evaluate the impacts of service and fare changes on passengers who are transit-dependent, FTA requires transit providers to evaluate proposed service and fare changes to determine whether low-income populations will bear a disproportionate burden of the changes."

Per Centro standards, low-income refers to persons whose income is at or below 150 percent of the U.S. Department of Health and Human Services (HHS) poverty guidelines. Survey respondents were asked to identify their household income from seven choices of income brackets. The number of persons in the household and the total household income determined whether a survey response was classified as 'low-income' for this analysis.



Of the responses received, **81% would be considered low-income** and 19% would be non-low-income. Four respondents failed to answer the question therefore income status could not be determined.

Population data (ACS) was obtained for comparison purposes, to determine the overall low-income population in the service area. The data was downloaded from the Census.gov website provided by the U.S. Census Bureau. *Data source: U.S. Census Bureau, 2019-2023 American Community Survey 5-Year Estimates; Ratio of Income to Poverty Level in the Past 12 Months (table C17002); Universe: *Population for whom poverty status is determined.*

Analysis of the ACS data shows **21%** of persons in Cortland County are considered low-income.

Table 3: Cortland County Low-Income Population (ACS)

Total Population	Low-Income Population	Percent Low-Income
42,878	8,979	21%

When comparing the Cortland County ACS figures with the ridership surveys it is evident that a higher percentage of low-income persons utilize the Cortland County bus service. There is a significant difference (+50 percentage points) between the low-income population in the County and those which use the service.

Table 4: Cortland County ACS Data versus Cortland County Ridership Data

Low-Income Population	Low-Income Ridership	Difference
21%	81%	60%

FARE MEDIA USAGE ANALYSIS

Overview

The following analysis contains a profile of fare usage by group – minority, low-income, and overall ridership. Survey responses were utilized to calculate the percent usage for each group for each of the five categories of fare payment (Cash, Single Ride Pass, Monthly Pass, Veterans Pass, and Token). Customers who chose more than one type of payment were included in the analysis one time for every payment type selected.

The question, “What is the normal cost of your bus fare?” was used to determine whether customers are using the full or half fare versions of the current fare media.

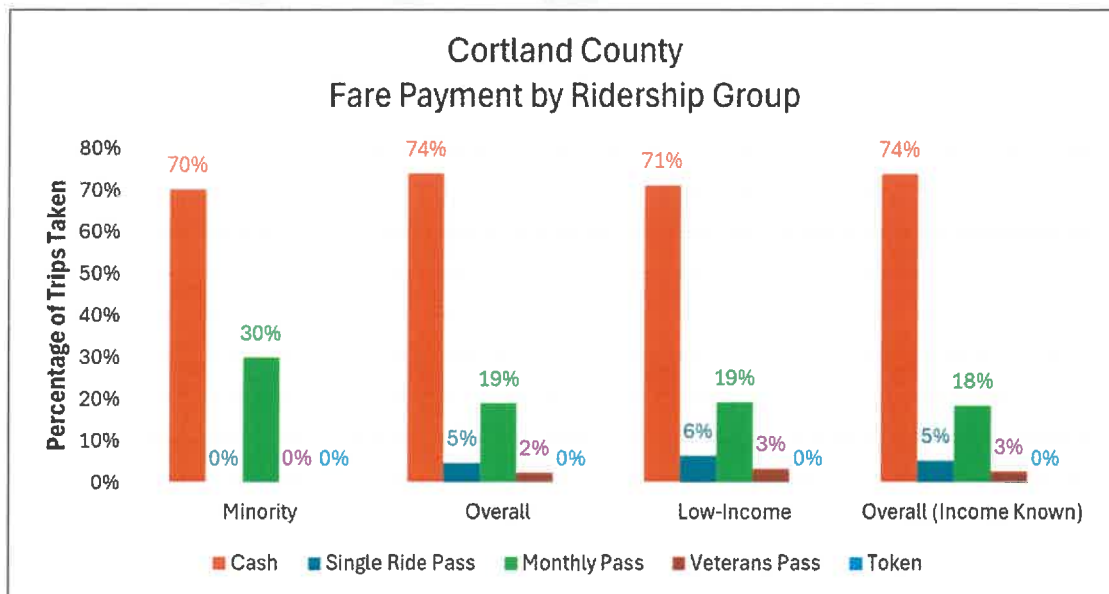
Single Ride Passes cannot be purchased by customers at any Centro location; they are distributed by social service agencies. The value of the Single Ride Pass for this analysis is \$0.00. In addition, the Veterans Pass allows customers to ride for free; the value of the Veterans Pass is \$0.00. Of the thirty-five surveys completed, one respondent chose Veterans Pass as their form of payment.

None of the customers surveyed chose Tokens as a form of payment. Tokens are not currently sold by Centro and have been accepted as a courtesy to former Cortland Transit customers since Centro began service on March 31, 2025.

Fare Payment

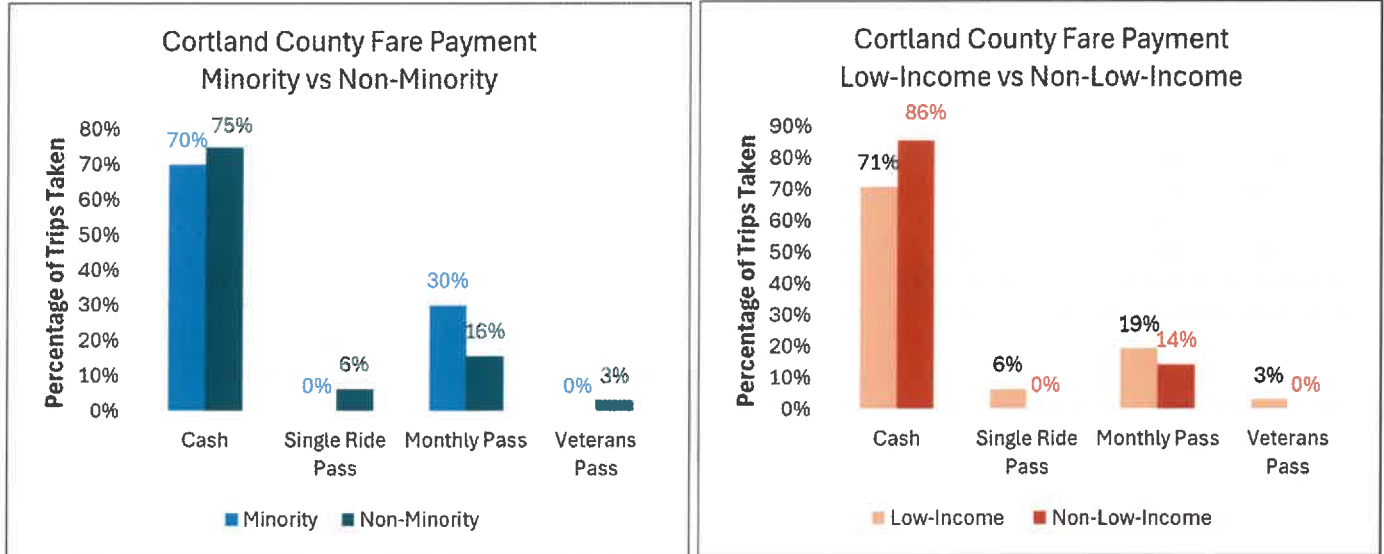
For the Cortland service, cash is the predominant method of payment across all ridership groups followed by the Monthly Pass.

Single Ride passes are distributed by agencies and are not widely used. Veterans Passes were introduced in Cortland in the fall of 2025, and the program is continuing to grow.

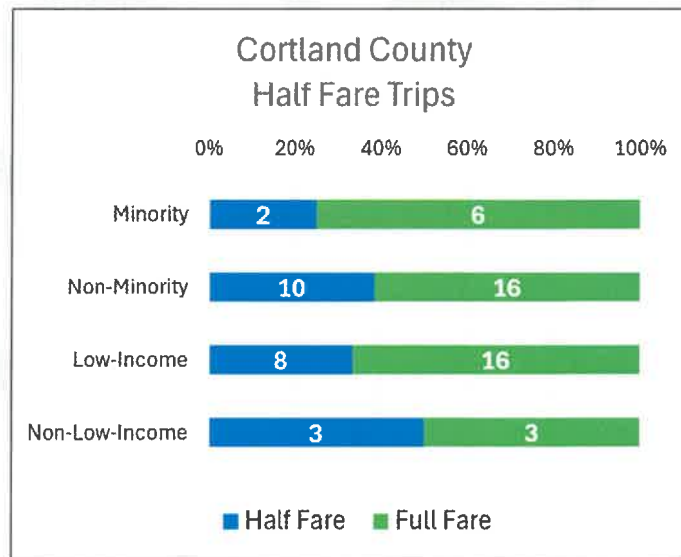


Cash is the primary payment type used by both minorities (70%) and non-minorities (75%) followed by the Monthly Pass (30% of minorities and 16% of non-minorities). One non-minority customer surveyed (3%) uses the Veterans Pass.

Cash is the primary payment type for both low-income (71%) and non-low-income (86%) riders followed by the Monthly Pass (19% of low-income and 14% of non-low-income). One low-income customer (3%) uses the Veterans Pass.



Twenty-five percent of the minority respondents (25%) took a half fare trip, compared to 37% of non-minorities. Of the low-income respondents, 32% took a half fare compared to 50% of non-low-income.



When a change to a fare-type is proposed, Centro will analyze the fare media usage to determine the number and percent of users of each fare media being changed. Centro will identify whether minority or low-income riders are disproportionately more likely to use the fare payment type or fare media that is subject to the change.

The below table depicts the current fares, the number of survey respondents who use each fare by ridership group and overall ridership, and the percent usage by ridership group and overall ridership.

Table 5: Cortland Fare Payment

Fare Type	Cost	Absolute Usage by Group				% Usage by Group			
	Current Fare	Minority	Overall (Race Known)	Low-Income	Overall (Income Known)	Minority	Overall (Race Known)	Low-Income	Overall (Income Known)
Adult Cash	\$1.00	6	21	15	18	60.0%	50.0%	48.4%	47.4%
Half Fare Cash	\$0.50	1	10	7	10	10.0%	23.8%	22.6%	26.3%
Adult Monthly Pass *	\$40.00	2	6	5	6	20.0%	14.3%	16.1%	15.8%
Half Fare Monthly Pass *	\$20.00	1	2	1	1	10.0%	4.8%	3.2%	2.6%
Single Ride Pass	\$0.00	0	2	2	2	0.0%	4.8%	6.5%	5.3%
Veterans Pass	\$0.00	0	1	1	1	0.0%	2.4%	3.2%	2.6%
Token *	\$0.00	0	0	0	0	0.0%	0.0%	0.0%	0.0%
Total		10	42	31	38	100.0%	100.0%	100.0%	100.0%

* Denotes discontinued fare media

∞ Denotes a percent change that is mathematically undefined due to a zero value in calculation.

Disparate Impact Analysis

Per Centro Title VI Policies, minority and non-minority fare media usage must be compared. Centro defines a disparate impact as occurring when the absolute difference between the percentage of minority and non-minority persons affected is at least 30%.

Table 6: Cortland Fare Payment Minority Impact

Fare Type	Cost	Absolute Usage by Group		% Usage by Group		Impact
	Current Fare	Minority	Non-Minority	% Minority	% Non-Minority	Difference
Adult Cash	\$1.00	6	15	28.6%	71.4%	-42.9%
Half Fare Cash	\$0.50	1	9	10.0%	90.0%	-80.0%
Adult Monthly Pass *	\$40.00	2	4	33.3%	66.7%	-33.3%
Half Fare Monthly Pass *	\$20.00	1	1	50.0%	50.0%	0.0%
Single Ride Pass	\$0.00	0	2	0.0%	100.0%	-100.0%
Veterans Pass	\$0.00	0	1	0.0%	50.0%	-50.0%
Token *	\$0.00	0	0	∞	∞	∞
Total		10	32			

* Denotes discontinued fare media

∞ Denotes a percent change that is mathematically undefined due to a zero value in calculation.

The absolute difference between the percentage of minority and non-minority persons using the Adult Monthly Pass is -33.3% and the Half Fare Monthly Pass is 0%. Both values are below the 30% threshold, therefore there is no disparate impact to minority persons in Cortland.

Disproportionate Burden Analysis

Per Centro Title VI Policies, low-income and non low-income fare media usage must be compared. Centro defines a disproportionate burden as occurring when the absolute difference between the percentage of low-income and non-low-income persons affected is at least 34%.

Table 7: Cortland Fare Payment Low-Income Impact

Fare Type	Cost	Absolute Usage by Group		% Usage by Group		Impact
	Current Fare	Low-Income	Non Low-Income	% Low-Income	% Non Low-Income	Difference
Adult Cash	\$1.00	15	3	83.3%	16.7%	66.7%
Half Fare Cash	\$0.50	7	3	70.0%	30.0%	40.0%
Adult Monthly Pass *	\$40.00	5	1	83.3%	16.7%	66.7%
Half Fare Monthly Pass *	\$20.00	1	0	100.0%	0.0%	100.0%
Single Ride Pass	\$0.00	2	0	100.0%	0.0%	100.0%
Veterans Pass	\$0.00	1	0	100.0%	0.0%	100.0%
Token *	\$0.00	0	0	∞	∞	∞
Total		31	7			

* Denotes discontinued fare media

∞ Denotes a percent change that is mathematically undefined due to a zero value in calculation.

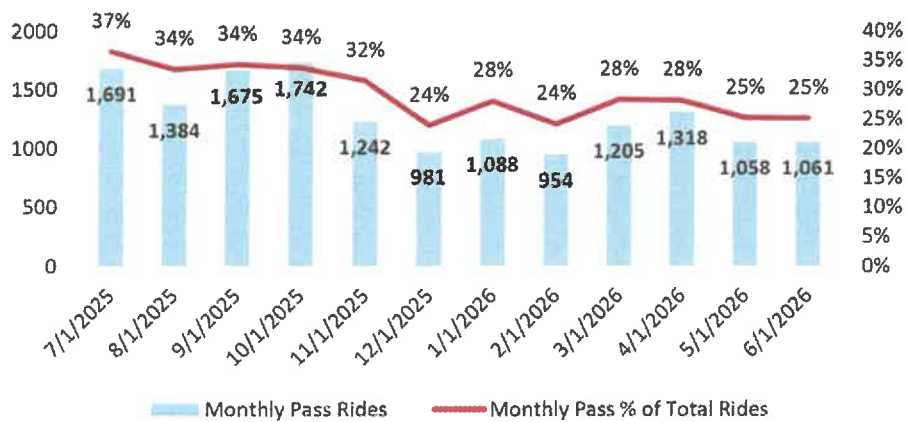
The absolute difference between the percentage of low-income and non-low-income persons using the Adult Monthly Pass is +66.7% and the Half Fare Monthly Pass is +100%. Both values are above the 34% threshold, therefore there could be a disproportionate burden placed on low-income persons in Cortland.

Monthly Pass Analysis

Ridership from Daily Driver Counts

When a customer boards the bus currently, they show the driver their Monthly Pass. Drivers log the number of passes on their manifest, but do not track whether the pass was a full fare or half fare pass.

Cortland Monthly Pass Rides w/Percent of Total Rides



Between 24% and 37% of monthly rides are attributed to Monthly Passes. Pass usage ranged between 954 rides and 1,742 rides over the past year of service. The chart at left depicts monthly pass usage for the past 12 months with the corresponding percentage of total rides attributed to the Monthly Pass.

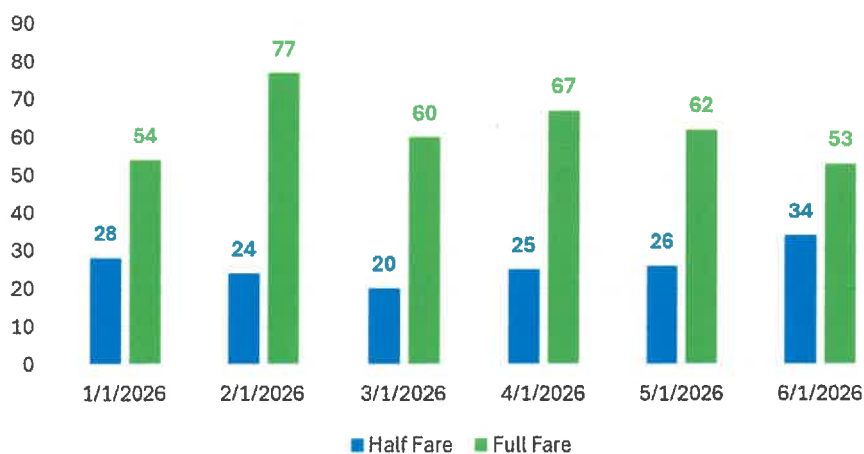
Passes are sold at grocery stores and by social service agencies. In addition some agencies purchase the passes and provide them to their clients at no charge. Data gathered by the

Manager of Revenue Operations shows that agencies are purchasing passes in the second or third week of the month, depending on the needs of their clients. It is unlikely that the Monthly Pass is being used enough over the course of two or three weeks to make the price advantageous for the agencies.

Monthly Pass Sales

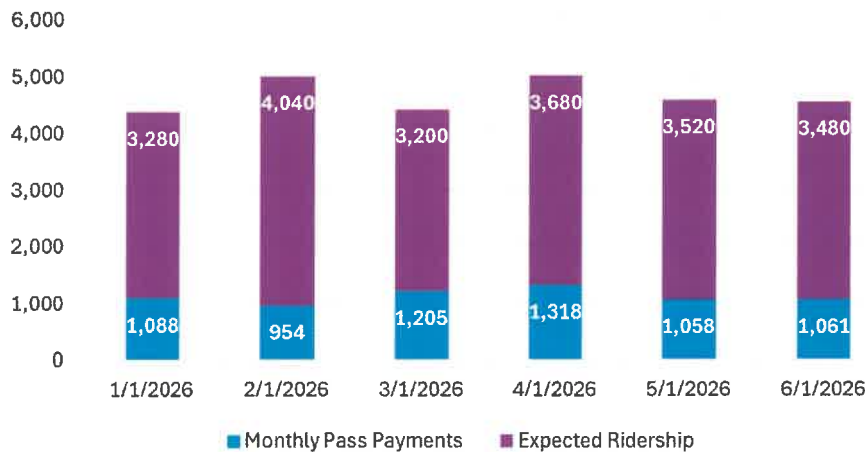
Over the past six months, there were 157 half fare monthly passes, and 373 full fare monthly passes sold. On average, 29.6% of pass sales were attributed to half fare, with the remaining 70.4% being full fare.

Monthly Pass Sales



Customers would need to use the monthly pass 40 times over the course of the month to receive the full value per ride (\$1.00 full fare/\$0.50 half fare). The graph below depicts the expected ridership based on the number of passes sold if each pass was used 40 times in a month. There is a significant difference (> 100%) between the number of times a monthly pass was used versus the expected number of uses.

Monthly Pass Payments vs Expected Ridership



Average Fare Analysis and Impacts

The first step in determining the average fare paid by all survey respondents was to calculate the estimated cost per ride for customers using a full or half fare monthly pass. It is not possible to calculate the exact value per ride as there is no data for individual Monthly Pass usage (i.e. we do not know how many times each individual pass was used each month).

The percentage of half fare and full fare passes sold was applied to the number of Monthly Pass rides for each month, January through June 2026. This provides an estimated number of full fare and half fare rides (see graphic at right). This methodology was chosen as there is no other way to determine how many full or half fare Monthly Passes were used.

Estimated Rides Used Per Month (Monthly Pass Payments / % Sold)			
Month	Estimated Half Fare	Estimated Full Fare	Total Rides
Jan 2026	372	716	1,088
Feb 2026	227	727	954
Mar 2026	301	904	1,205
Apr 2026	358	960	1,318
May 2026	313	745	1,058
Jun 2026	415	646	1,061
Grand Total	1,980	4,704	6,684

Next, the average rides per pass type were calculated by dividing the estimated rides per month by the number of passes sold that month resulting in 13 rides per month (well below the expected 40 rides).

Estimated Cost Per Trip (Pass cost / Average Rides by month)		
Month	Estimated Cost per Ride (Half Fare)	Estimated Cost per Ride (Full Fare)
Jan 2026	\$1.51	\$3.02
Feb 2026	\$2.11	\$4.24
Mar 2026	\$1.33	\$2.65
Apr 2026	\$1.40	\$2.79
May 2026	\$1.66	\$3.33
Jun 2026	\$1.64	\$3.28
Average	\$1.54	\$3.08

To determine the estimated cost per trip for the half fare and full fare monthly pass, the pass cost (\$20.00 and \$40.00 respectively) was divided by the average rides per pass type per month. There were fluctuations in the value of the trip cost across the six months analyzed.

For the half fare monthly pass, the estimated average cost per trip ranged between \$1.33 and \$2.11 with an overall average of \$1.54 (208% increase over the \$0.50 fare). For the full fare monthly pass, the estimated average cost per trip ranged between \$2.65 and \$4.24 with an overall average of \$3.08 (208% increase over the \$1.00 fare). Refer to the graphic at left.

As shown in Table 8, the six month average cost per ride for both the adult and half fare monthly passes exceeds the current fare. Based on the available data, customers would save 67.5% on average by paying with cash, tap-to pay, or by using a 10-Ride Pass. Again, this is an estimation based on the data available from pass sales and ridership.

Table 8: Cortland County Average Fare by Monthly Pass Type

Fare Type	6 Month Average Fare		Impact	
	Current Average Fare	Current Fare	Absolute Change	Percent Change
Adult Monthly Pass	\$3.08	\$1.00	(\$2.08)	-67.5%
Half Fare Monthly Pass	\$1.54	\$0.50	(\$1.04)	-67.5%

The calculated average Monthly Pass fares were used as the current fare for the next part of the analysis. The survey data responses were used to calculate the number and type of riders who use each type of payment following the Fare Equity Analysis Framework previously detailed.

The below table depicts the current and proposed average fare for minority, non-minority, and overall customers as well as low-income, non-low-income, and overall customers.

Table 7: Cortland County Average Fare by Group

Group	Average Fare		Absolute Change		Percent Change	
	Current Average Fare	Proposed Average Fare	Absolute Change	Difference to Overall	Percent Change	Difference to Overall
Minority Riders	\$1.42	\$0.90	(\$0.52)	(\$0.18)	-36.6%	-6.5%
Non-Minority Riders	\$1.04	\$0.75	(\$0.29)	\$0.05	-27.9%	2.2%
Overall	\$1.13	\$0.79	(\$0.34)		-30.1%	
Low-Income Riders	\$1.14	\$0.77	(\$0.37)	(\$0.02)	-32.5%	-1.5%
Non-Low-Income Riders	\$1.08	\$0.79	(\$0.29)	\$0.06	-26.9%	4.1%
Overall (Income Known)	\$1.13	\$0.78	(\$0.35)		-31.0%	

Discontinuing the monthly pass would decrease the average fare paid by minority and low-income riders. The average fare for minority riders will decrease by 36.6% with the difference to overall riders being -6.5% therefore there is no disparate impact. The average fare for low-income riders will decrease by 32.5% with the difference to overall riders being -1.5% therefore there is no disproportionate burden.

ALTERNATIVE PAYMENTS & MITIGATION

Once the buses are fitted with electronic fareboxes, both daily and weekly unlimited ride passes will be available. These passes would benefit customers who take multiple trips daily. The Day Pass cost is equal to four fares while the MAX Pass cost is equal to twelve fares. The average cost per ride will decrease if customers take more rides.

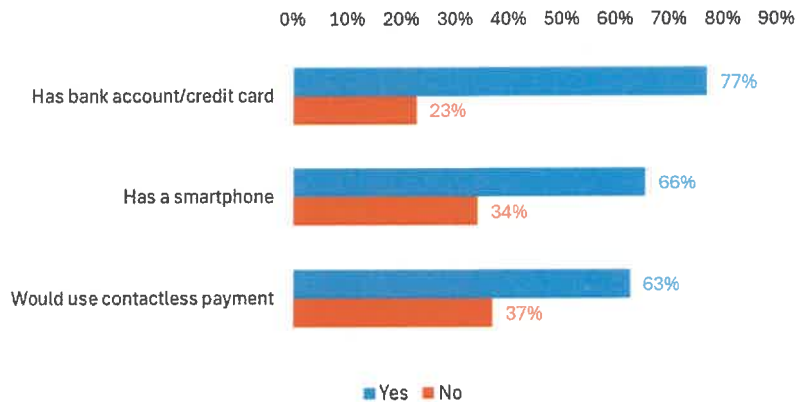
Cortland service currently runs on weekdays only (5 days per week excluding National Holidays). To get the maximum value from the MAX Pass, customers would need to take at least 12 rides on consecutive days of service, presumably Monday through Friday (excluding Holidays).

Customers currently using the Monthly Pass less than 40 times per month would find better value in either a 10-Ride Pass, Day Pass, or MAX Pass, depending on their expected usage. In addition, agencies will see a cost savings by purchasing passes that better align with their clients' needs throughout the month. Agencies essentially would not be paying for rides that are not used.

Fare Media Distribution and Sales Outlets

Once the electronic fareboxes are installed on the buses, all passes will be available for purchase from the farebox. In addition, Mobile Passes will be available through the GoCentroBus mobile app. Cortland customers will also be able to pay for individual fares using a credit card or mobile wallet through the Tap-to-Pay function on the farebox.

Factors for Using Electronic Payments



During the recent rider survey, customers answered a series of questions related to devices, payments, and accounts. Of the thirty-five respondents, 63% said they would use a contactless credit card or mobile wallet to pay the fare if the option was available (chart at left).

The MAX Pass and 10-Ride Pass will be available for sale at the Centro Main Office in Cortland and at the following locations: Access to Independence, Catholic Charities, P&C Fresh, and Grand Union Supermarket. In addition, these passes will be sold in the

Centro online store (<https://online-centro-org.3dcartstores.com/>).

CONCLUSION

By eliminating the monthly pass, there is the appearance of a disproportionate burden on low-income customers; however, there are alternative passes available. Agencies who provide these passes will likely see a cost savings by not purchasing passes that go unused.

Based on the analysis of Monthly Pass usage, the regular full fare of \$1.00 is more advantageous to the customers than using the Monthly Pass. Customers only experience a savings if they take more than 40 rides a month.

There is no disparate impact to minority customers as they use the Monthly Pass less than or equal to non-minority customers.

Centro of Cortland Rider Survey

SURVEYOR INITIALS _____

ROUTE # _____ BUS # _____ DATE _____ Time _____ AM / PM

PROCESSOR INITIALS _____

Instructions: Please answer ALL questions on the front and back of this survey. Return the completed survey to the surveyor to receive a single ride pass. Thank you for your participation.

1. What bus route(s) do you ride on a regular basis? (check all that apply)

- | | | |
|---|--|---|
| ☐ Route 1 Cortland – Riverside | ☐ Route 4 Tompkins St – Walmart | ☐ Route 11 Greek Peak - Marathon |
| ☐ Route 2 Cortland – West Rd | ☐ Route 5 McGraw – Willet | |
| ☐ Route 3 Homer – Cortland | ☐ Route 6 Walmart – TC3 | |

2. For what purpose do you use Centro?

- ☐ Work ☐ School/College ☐ Shopping ☐ Appointment ☐ Recreation

3. How often do you ride?

- ☐ Daily ☐ 3-5 days per week ☐ 1-2 days per week ☐ Once a month or less
☐ Less than once a week, but more than once a month

4. Do you use more than one bus to complete your trip?

- ☐ Yes ☐ No

5. How many motor vehicles (cars, vans, trucks, motorcycles) are available in your household?

- ☐ 0 ☐ 1 ☐ 2 or more

6. What is your gender?

- ☐ Male ☐ Female ☐ Other

7. What is your age?

- ☐ Under 18 ☐ 18-24 ☐ 25-34 ☐ 35-54 ☐ 55-64 ☐ Over 65

8. Are you of Hispanic, Latino, or Spanish origin?

- ☐ Yes ☐ No

9. What is your race? (check all that apply)

- ☐ White ☐ Black or African American ☐ American Indian or Alaska Native ☐ Asian
☐ Middle Eastern or North African ☐ Native Hawaiian or Other Pacific Islander

10. What is the primary language spoken at home?

- ☐ English ☐ Spanish ☐ Hindi-Urdu ☐ Chinese ☐ Vietnamese
☐ Middle Eastern language ☐ African language ☐ Slavic language

11. If you selected English above, skip to question 12. Does use of the English language pose a difficulty in navigating the Centro system?

- ☐ Yes ☐ No

Please continue and answer questions on the back side



12. Including yourself, how many people currently live in your household?☐ 1☐ 2☐ 3☐ 4☐ More than 4**13. What is your annual total household income?**☐ Under \$15,000☐ \$15,000-\$24,999☐ \$25,000-\$29,999☐ \$30,000-\$34,999☐ \$35,000-\$39,999☐ \$40,000-\$49,999 ☐ \$50,000 and Over**14. What is the normal cost of your bus fare?**☐ Full fare☐ Half fare☐ Free fare**15. How do you normally pay your bus fare?**☐ Cash☐ Single Ride Pass☐ Monthly Pass☐ Veterans Pass☐ Token**16. If you use a Monthly Pass, where do you obtain it?**☐ Access to Independence☐ Catholic Charities☐ Grand Union Supermarket☐ P&C Fresh☐ Received from Agency at no charge**17. Would you use a contactless credit card or mobile wallet (Apple Pay, Google Pay, Samsung Pay) to pay your fare if the option was available?**☐ Yes☐ No**18. Do you have a smartphone?**☐ Yes☐ No**19. Do you have a bank account and/or major credit card?**☐ Yes☐ No**20. Have you used a ridesharing service such as Uber or Lyft in the last 12 months?**☐ Yes☐ No**21. What zip code do you live in? _____****22. Please use this space for comments or service suggestions:**

Thank you for your participation in this survey!



Title VI Fare Equity Analysis - Centro of Cortland

Executive Summary

Centro of Cortland accepts fare media from the previous operator, Cortland Transit, that are not compatible with the new Fast Fare electronic fare boxes; therefore, it is time to discontinue those payment types.

The following legacy payment types will no longer be accepted as fare payment on Centro of Cortland buses:

- Once the **electronic fareboxes are installed**, tokens will no longer be accepted.
- Effective **December 1, 2026**, the Monthly Pass will no longer be accepted.

When the electronic fareboxes become operational, customers will be able to use the following fare media:

- Single Ride Passes.
- Change Cards (available for anyone paying cash in an amount more than the fare).
- Local Day Pass (unlimited local rides within 24-hour period) will be \$4.00.
- Local 10-Ride Pass will be \$10.00.
- Local MAX Pass (unlimited local rides for 7 consecutive days) will be \$12.00.

In addition, Tap-to-Pay (individual fare) and Mobile Ticketing (Day Pass, 10-Ride Pass, and MAX Pass) options will be available to customers.

A fare equity analysis was completed to determine how the change to the Monthly Pass will impact minority and low-income customers. A total of 35 ridership surveys were collected by Service Development staff (approximately 35% of daily riders).

Fare Type	Cost	Absolute Usage by Group		% Usage by Group		Impact
	Current Fare	Low-Income	Non-Low-Income	% Low-Income	% Non-Low-Income	Difference
Adult Cash	\$1.00	15	3	83.3%	16.7%	66.7%
Half Fare Cash	\$0.50	7	3	70.0%	30.0%	40.0%
Adult Monthly Pass *	\$40.00	5	1	83.3%	16.7%	66.7%
Half Fare Monthly Pass *	\$20.00	1	0	100.0%	0.0%	100.0%
Single Ride Pass	\$0.00	2	0	100.0%	0.0%	100.0%
Veterans Pass	\$0.00	1	0	100.0%	0.0%	100.0%
Token *	\$0.00	0	0	∞	∞	∞
Total		31	7			

The absolute difference between the percentage of low-income and non-low-income persons using the Adult Monthly Pass is **+66.7%** and the Half Fare Monthly Pass is **+100%**. Both values are above the **34%** threshold, therefore there could be a disproportionate burden placed on low-income persons in Cortland.

Fare Type	6 Month Average Fare		Impact	
	Current Average Fare	Current Fare	Absolute Change	Percent Change
Adult Monthly Pass	\$3.08	\$1.00	(\$2.08)	-67.5%
Half Fare Monthly Pass	\$1.54	\$0.50	(\$1.04)	-67.5%

Based on the available data, customers would save 67.5% on average by paying with cash, tap-to pay, or by using a 10-Ride Pass. The regular full fare of \$1.00 is more advantageous to the customers than using the Monthly Pass. Customers only experience a savings if they take more than 40 rides a month.

In addition, agencies who provide these passes to their clients will likely see a cost savings by not purchasing passes that go unused.

There is no disparate impact to minority customers as they use the Monthly Pass less than or equal to non-minority customers.





Title VI Fare Equity Analysis

Centro of Cortland

Central New York Regional Transportation Authority
Recipient ID: 1778

Bren Daiss – email: bdaiss@centro.org
Vice President of Public Affairs and Planning

Paula Cutrone – email: pcutrone@centro.org
Senior Manager of Transit Data and Equity

In Compliance with: Title VI of the Civil Rights Act of 1964 (section 601), FTA Circular 4702.1B, and Centro Title VI Policies

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Attachment A – Centro of Cortland Rider Survey (blank)

Attachment B – Signed Minutes from Board Meeting containing Motion to Authorize Fare Modifications (*pending*)

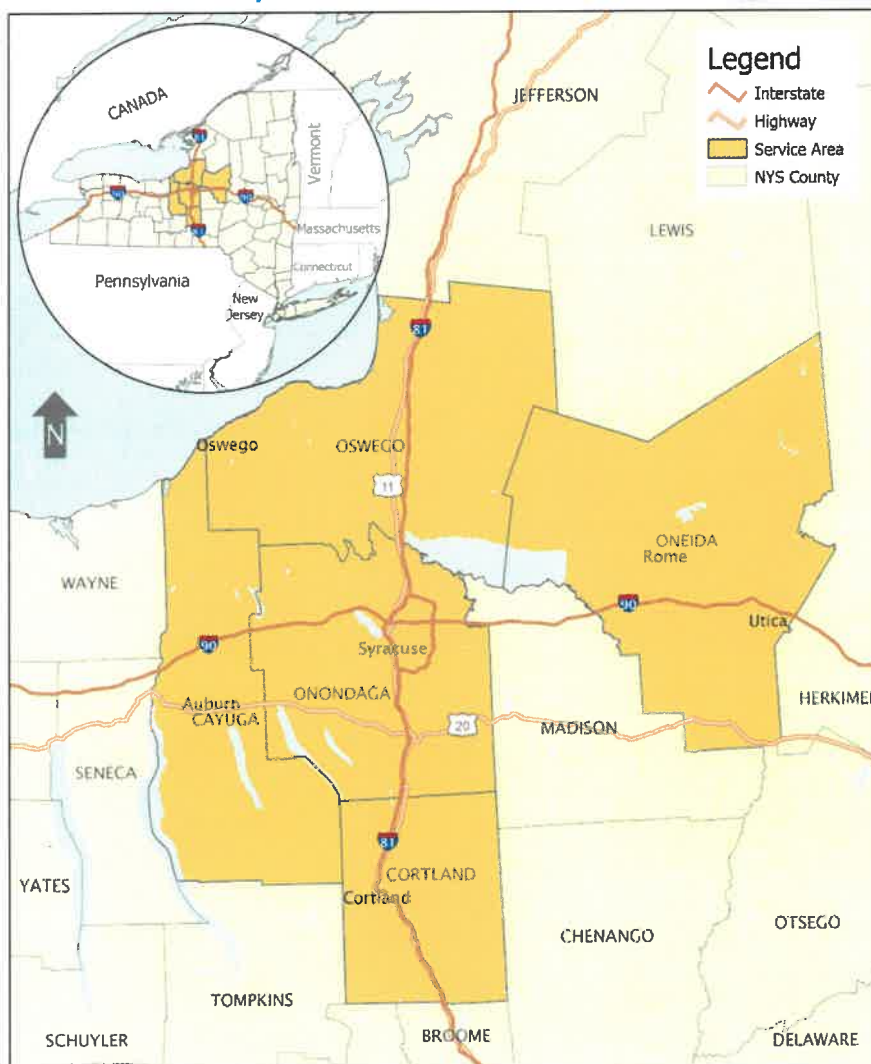
INTRODUCTION

Title VI of the Civil Rights Act of 1964 provides that no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

The Federal Transit Administration (FTA) published Circular 4702.1B in 2012. All transit agencies receiving Federal funds are required to develop and implement an agency-wide Title VI program. The Circular provides guidance to comply with the law and fulfill the requirements. Executive Order 12898, “Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations” is a directive from the Federal government to prevent minority communities and low-income populations from being subject to disproportionately high and adverse environmental effects. Per the previously mentioned circular, “transit providers that operate 50 or more fixed route vehicles in peak service and are located in a UZA of 200,000 or more in population...” must complete a fare equity analysis for “all fare changes regardless of the amount of increase or decrease.”

The purpose of this report is to provide an equity evaluation of the impacts of modifying the current Centro of Cortland fare media to align with the rest of the Centro locations.

Service Area Map



Background

In 2024, Cortland County voted to join the Authority and for the CNYRTA to take over the operations of the public transit system, Cortland Transit. The service began operation under the Centro of Cortland subsidiary on March 31, 2025.

While the fare structure was changed to achieve fare parity with the rest of the communities Centro serves, the fare media remained unchanged. Centro of Cortland accepts fare media that is not compatible with the new Fast Fare electronic fare boxes; therefore, it is time to discontinue those payment types.

During Fiscal Year 26, the fixed route service operated 291,496 revenue miles and 16,926 revenue hours for a total of 52,692 rides given. The service operates Monday through Friday from 6am to 6pm and is closed New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving Day, and Christmas Day.

Summary of Fare Changes

Centro is proposing changes to fare media at Centro of Cortland. The Cortland fleet is being equipped with electronic fare boxes which will be operational in August 2026. At that point, passes will be available for purchase on the bus and through the GoCentroBus app. Contactless credit cards and smart devices will be accepted through the Tap-to-Pay functionality. Tokens will no longer be accepted as fare payment as they were a legacy payment through the previous operator, Cortland Transit, and are not accepted by the farebox.

The Monthly Ride Pass, which is only available at the Cortland location, will be accepted temporarily. Effective December 1, 2026, Centro of Cortland will no longer sell or accept Monthly Ride Passes. The Monthly Ride Pass was a legacy pass used by Cortland Transit and is not available at any other Centro properties nor is it accepted by the farebox.

Changes to Current Fare Media:

- Discontinue Monthly Pass effective December 1, 2026.
- Single Ride Passes will be accepted in the farebox.

Additions to Physical Fare Media:

- Change Cards made available for anyone paying cash in an amount more than the fare.
- Local Day Pass (unlimited local rides within 24-hour period) will be \$4.00.
- Local 10-Ride Pass will be \$10.00.
- Local MAX Pass (unlimited local rides for 7 consecutive days) will be \$12.00.

Additions to Electronic Fare Media:

- Tap-to-Pay will be available for individual fares using chip-enabled credit cards or the mobile wallet on a smart device.
- Mobile Ticketing will be available for Day Passes, 10-Ride Passes, and MAX Passes using the GoCentroBus mobile app on a smart phone.

As resources allow, Centro intends to add a commuter service between Cortland and Syracuse. There is no timeframe for this addition to take place. When it does, the following commuter fare media will be made available:

- Commuter Day Pass (unlimited commuter rides within 24-hour period) will be \$7.00.
- Commuter 10-Ride Pass will be \$30.00.
- Commuter MAX Pass (unlimited commuter rides for 7 consecutive days) will be \$30.00.

Reduced fares will be available for all local and commuter ride passes.

CNYRTA’S TITLE VI POLICIES

In accordance with guidance from the FTA Circular 4702.1B, the CNYRTA developed policies for evaluating impacts of fare and/or Major Service Changes on Title VI populations. The following excerpts from the CNYRTA Title VI Program Policies (2025) provide policy thresholds and definitions for this analysis.

Fare Change Policy

A fare change is defined as either an increase or decrease in the price of any CNYRTA fare or fare product.

Exceptions:

- “Spare the air days” or other instances when CNYRTA has declared that all passengers ride free to mitigate air pollution.
- Temporary fare reductions for service changes due to events outside of CNYRTA control. The reduction is used as a mitigating measure for altering the customer’s travel patterns.
- Promotional fare reductions lasting less than six months.

Promotional fare changes that last longer than six months are considered a permanent change by FTA, and a fare equity analysis must be completed.

All Fare Changes will be subject to a fare equity analysis to evaluate the effects of the fare change on minority and low-income populations. This includes an analysis of adverse effects relating to possible disparate impacts and disproportionate burden.

A public hearing is required for all Fare Changes. For details regarding public participation practices related to Fare Changes, refer to Centro’s Public Participation Plan dated June 2025.

Disparate Impact Policy

Centro defines a disparate impact as occurring when the absolute difference between the percentage of minority and non-minority persons affected is at least 30%. A minority person refers to an individual who identifies as being part of any racial or ethnic groups aside from white, non-Hispanic. When a disparate impact is identified, Centro will consider modification of the proposal in order to avoid, minimize, or mitigate the impacts. This Disparate Impact Policy is applied to all major service, and fare changes.

Disproportionate Burden Policy

Centro defines a disproportionate burden as occurring when the absolute difference between the percentage of low-income and non-low-income persons affected is at least 34%. A low-income person refers to an individual whose household income is at or below 150 percent of the U.S. Department of Health and Human Services (HHS) poverty guidelines. When a disproportionate burden is identified, Centro will consider modification of the proposal to avoid, minimize, or mitigate the impacts. This Disproportionate Burden Policy is applied to all major service and fare changes.

Public Engagement in Policy Development

The CNYRTA Title VI Objectives, Major Service Change Policy, Disparate Impact Policy, and Disproportionate Burden Policy are available on the Centro website where public feedback is continuously asked for. The policies were most recently amended in the summer of 2025 after a period of public comment in which no objections to the policy definitions, thresholds, or otherwise were received.

Board of Members Approval

The Title VI Policies (Major Service Change Policy, Disparate Impact Policy, Disproportionate Burden Policy) were presented to the Board of Members on August 22, 2025. After discussion, a Motion was made, seconded, and carried

unanimously as Motion No 2793. As per the Service Equity Analysis requirements, a copy of the meeting minutes (abridged) demonstrating the Board's consideration, awareness, and approval of the policies is found below.

3584

THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY
(and its Subsidiaries)
200 CORTLAND AVENUE, SYRACUSE, NEW YORK
MINUTES OF THE AUGUST 22, 2025, BOARD MEETING

MEMBERS PRESENT:	ANTHONY DAVIS, Vice Chair DARLENE LATTIMORE, Secretary ROBERT CUCULICH JULIUS LAWRENCE HEATHER SNOW
MEMBERS ABSENT:	NICHOLAS LAINO, Chair TINA FITZGERALD, Treasurer NEIL BURKE LOUELLA WILLIAMS FRANK SAYA, Non-Voting Member
STAFF PRESENT:	CHRISTOPHER TUFF, Chief Executive Officer GEOFF HOFF, VP of Fleet and Facilities RAHMIN AZRIA, VP of Operations STEVE KOEGEL, VP of Communication and Business Planning BRUCE FONG, VP of Information Technologies MELISSA BRIM, VP of Finance BREN DAISS, Sr Director of Service Planning & Special Projects CHRIS MORREALE, Director of Human Resources DEREK SHERMAN, Director of Accounting CHRISTOPHER KING, Procurement Manager PAULA CUTRONE, Sr Manager of Transit Data and Equity JASON SMITH, Sr Procurement Analyst SUZANN HENSLEY, Internal Control Manager JEANNINE JOHNSON, Executive Assistant CASEY BROWN, Graphic Designer/Media Specialist
PUBLIC PRESENT:	BRAD HUNT, Legal Counsel MARIO COLONE TOM GEREMIA DESIREE GEREMIA MONTY FLYNN

Mr. Koegel invited Ms. Cutrone to the table to present elements of the Authority's Title VI program that will be submitted in Late September to the Federal Transportation Administration.

Ms. Cutrone presented the following items, all of which required a Motion to approve.

TITLE VI PROGRAM POLICIES UPDATE EXECUTIVE SUMMARY – MOTION NO. 2793

A Motion to approve the Title VI Program Policies Update Executive Summary was raised. A copy of Title VI Program Policies Update Executive Summary is attached to these Minutes.

Motion – Robert Cuculich
Seconded – Heather Snow
Carried Unanimously

FARE EQUITY ANALYSIS FRAMEWORK

Centro will show how the proposed fare changes or fare-type change impacts minority and low-income populations by conducting a comprehensive Fare Equity Analysis. Centro will utilize data generated from ridership surveys to conduct the analysis.

- For all proposed fare changes, Centro will compare the percentage change in the average fare for minority riders and riders overall and for low-income riders and riders overall. The average fares and comparisons will be calculated from survey data as follows:
 - Determine the number of minority, low-income, and overall riders who used each fare type,
 - Multiply the number of riders by the fare to determine total cost per fare type (calculate current and proposed fares separately),
 - Sum the fare-type totals for each ridership group,
 - Divide the total fare paid for each ridership group by the total number of riders in that group to determine average fare,
 - Calculate the absolute change in the current average fare to the proposed average fare, and
 - Calculate the percent change in average fare by subtracting the old fare from the new fare and dividing by the old fare.
- When a fare-type change is proposed, Centro will analyze the fare media usage to determine the number and percent of users of each fare media being changed. Centro will identify whether minority and/or low-income riders are disproportionately more likely to use the payment type or fare media that would be subject to the change.
- Centro will include a profile of fare usage by group – minority, low-income and overall ridership.
- If the proposed changes would only affect certain fare media, the analysis should address whether focusing changes on those fare media may lead to a disparate impact or disproportionate burden.
- Centro will depict the information in tabular format. The table will depict the fare media comparing the existing and proposed cost, the absolute change, the percent change, and the usage of minority groups as compared to overall usage and low-income groups as compared to overall usage. Centro will analyze fare media for minority groups distinct from low-income.
- Centro will compare the differences in impacts between minority users and overall users and analyze any alternative fare payment types, or fare media available for people affected by the fare change. The analysis will compare the fares paid by the proposed changes with fares that would be paid through available alternatives.

If a disparate impact or disproportionate burden exists and the proposed fare changes must take place despite such impact:

- A modification to the fare change proposal will be considered to remove the impacts. Centro may seek public comment on any proposed mitigation measures, including any less discriminatory alternatives that may be available.
- If the proposal is modified, Centro will analyze the modified proposal following the same procedure as previously stated.
- Centro will also explore alternatives, including the timing of implementing the fare increases, providing discounts on passes to social service agencies that serve the impacted populations, and other alternatives as appropriate.

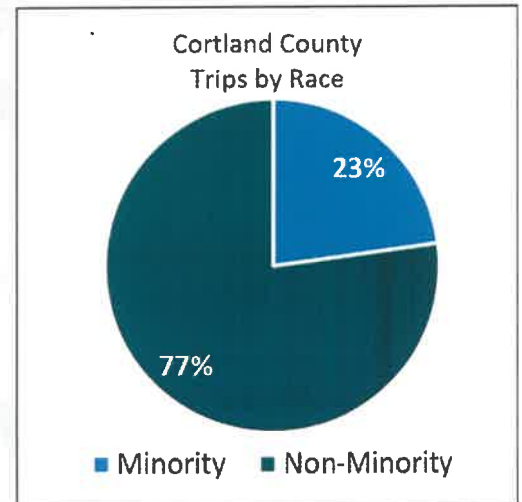
Demographic Datasets

The Service Development staff handed out and collected back paper ridership surveys (refer to Attachment A) onboard buses in July 2026. Questions were used to identify the race, color, or national origin, household income, and travel patterns of riders in the service area. Centro Service Development employees entered the survey responses into ArcGIS's Survey123 tool to allow for charting and tabular analysis.

During the first six months of 2026, Centro of Cortland gave 25,162 fixed route rides. Based on the number of weekdays during that timeframe (127), the average rides per day are 198. Assuming each customer took two rides per day (to complete a round trip), the estimated average number of unique riders is 99. A total of thirty-five surveys were completed (35% of daily riders). Four respondents failed to answer the income question.

Minority Persons and Populations: According to FTA Circular 4702.1B, a minority person is defined as an individual identifying as: American Indian and Alaska Native, Asian, Black, or African American, Hispanic, or Latino, and Native Hawaiian or Other Pacific Islander. Minority populations are defined by FTA as any readily identifiable group of minority persons who live in geographic proximity, or who may be geographically dispersed, but who may be similarly affected by a proposed action.

Survey respondents were asked to identify their race from a list of six choices with the ability to select more than one category. Based on the survey responses, a minority is any person who self-identified as any ethnic group other than 'White' only including those who identified as 'White' and answered 'Yes' to being of Hispanic, Latino, or Spanish origin.



Analysis of the survey data shows **23% of the ridership would be considered minority** while 77% are non-minority.

Population data (ACS) was obtained for comparison purposes, to determine the overall minority population in the service area. The data was downloaded from the Census.gov website provided by the U.S. Census Bureau. *Data source: U.S. Census Bureau, 2019-2023 American Community Survey 5-Year Estimates; Dataset: Hispanic or Latino Origin by Race (table B03002); Universe: Total population*

Analysis of the ACS data shows **10%** of persons in Cortland County are considered minority.

Table 1: Cortland County Minority Population (ACS)

Total Population	Minority Population	Percent Minority
46,401	4,779	10%

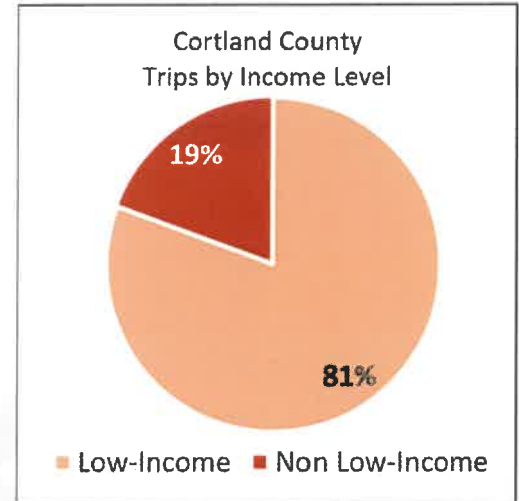
When comparing the Cortland County ACS figures with the ridership surveys we find a +13 percentage point difference between the minority population and minority riders.

Table 2: Cortland County ACS Data versus Cortland County Ridership Data

Minority Population	Minority Ridership	Difference
10%	23%	13%

Low-Income Persons and Populations: The FTA Circular on Title VI compliance states that while low-income populations are not a protected class under Title VI, there is an "...inherent overlap of environmental justice principles in this area, and because it is important to evaluate the impacts of service and fare changes on passengers who are transit-dependent, FTA requires transit providers to evaluate proposed service and fare changes to determine whether low-income populations will bear a disproportionate burden of the changes."

Per Centro standards, low-income refers to persons whose income is at or below 150 percent of the U.S. Department of Health and Human Services (HHS) poverty guidelines. Survey respondents were asked to identify their household income from seven choices of income brackets. The number of persons in the household and the total household income determined whether a survey response was classified as 'low-income' for this analysis.



Of the responses received, **81% would be considered low-income** and 19% would be non-low-income. Four respondents failed to answer the question therefore income status could not be determined.

Population data (ACS) was obtained for comparison purposes, to determine the overall low-income population in the service area. The data was downloaded from the Census.gov website provided by the U.S. Census Bureau. *Data source: U.S. Census Bureau, 2019-2023 American Community Survey 5-Year Estimates; Ratio of Income to Poverty Level in the Past 12 Months (table C17002); Universe: *Population for whom poverty status is determined.*

Analysis of the ACS data shows **21%** of persons in Cortland County are considered low-income.

Table 3: Cortland County Low-Income Population (ACS)

Total Population	Low-Income Population	Percent Low-Income
42,878	8,979	21%

When comparing the Cortland County ACS figures with the ridership surveys it is evident that a higher percentage of low-income persons utilize the Cortland County bus service. There is a significant difference (+50 percentage points) between the low-income population in the County and those which use the service.

Table 4: Cortland County ACS Data versus Cortland County Ridership Data

Low-Income Population	Low-Income Ridership	Difference
21%	81%	60%

FARE MEDIA USAGE ANALYSIS

Overview

The following analysis contains a profile of fare usage by group – minority, low-income, and overall ridership. Survey responses were utilized to calculate the percent usage for each group for each of the five categories of fare payment (Cash, Single Ride Pass, Monthly Pass, Veterans Pass, and Token). Customers who chose more than one type of payment were included in the analysis one time for every payment type selected.

The question, “What is the normal cost of your bus fare?” was used to determine whether customers are using the full or half fare versions of the current fare media.

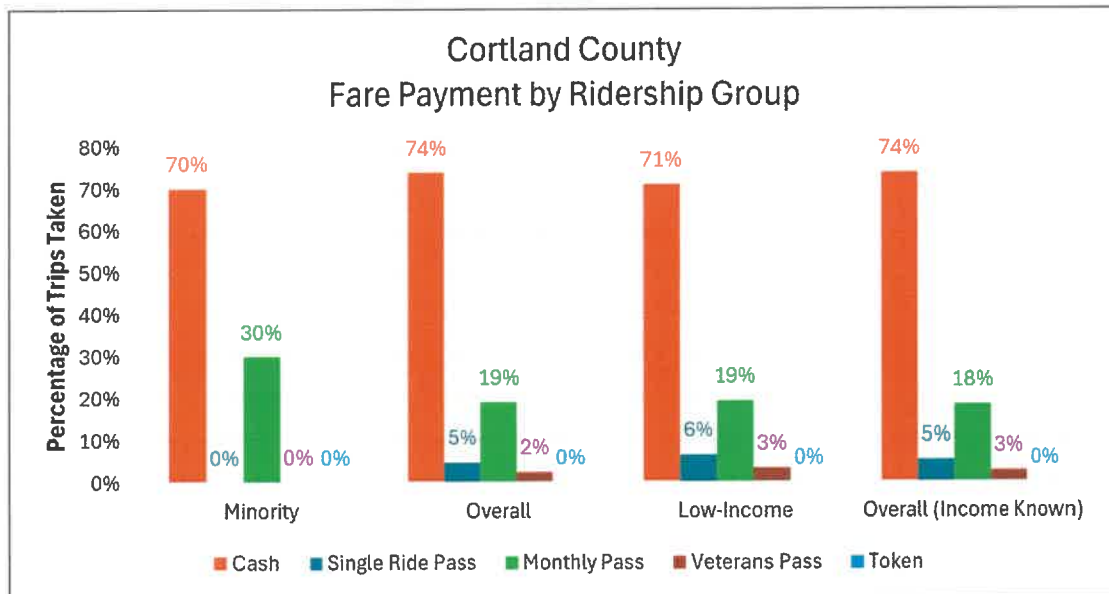
Single Ride Passes cannot be purchased by customers at any Centro location; they are distributed by social service agencies. The value of the Single Ride Pass for this analysis is \$0.00. In addition, the Veterans Pass allows customers to ride for free; the value of the Veterans Pass is \$0.00. Of the thirty-five surveys completed, one respondent chose Veterans Pass as their form of payment.

None of the customers surveyed chose Tokens as a form of payment. Tokens are not currently sold by Centro and have been accepted as a courtesy to former Cortland Transit customers since Centro began service on March 31, 2025.

Fare Payment

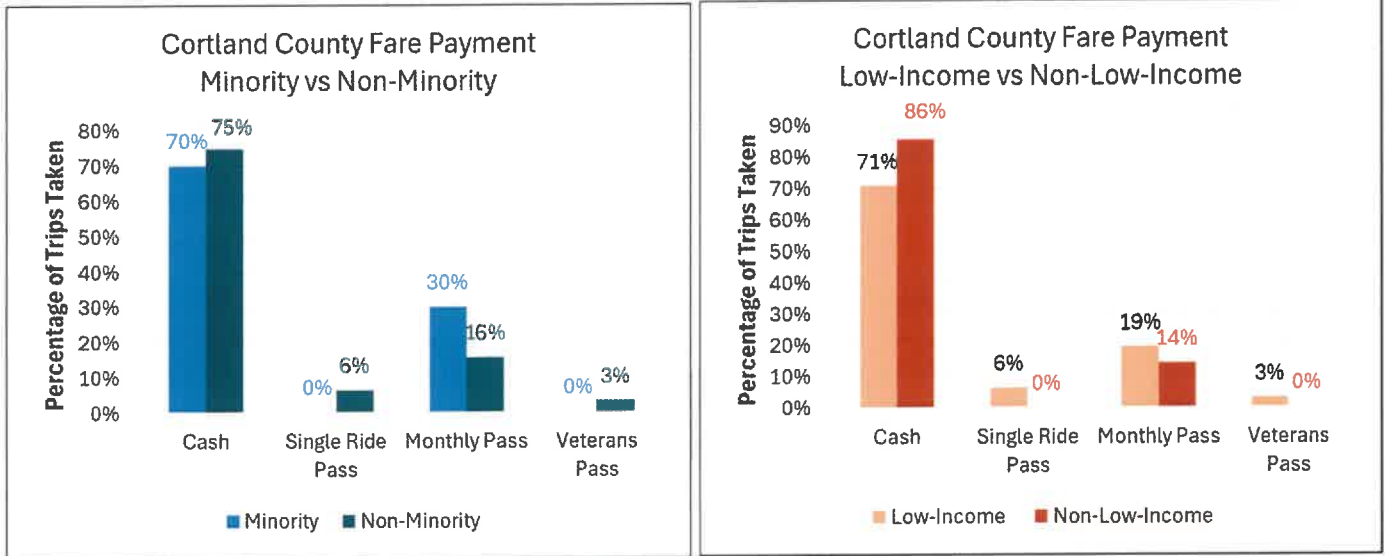
For the Cortland service, cash is the predominant method of payment across all ridership groups followed by the Monthly Pass.

Single Ride passes are distributed by agencies and are not widely used. Veterans Passes were introduced in Cortland in the fall of 2025, and the program is continuing to grow.

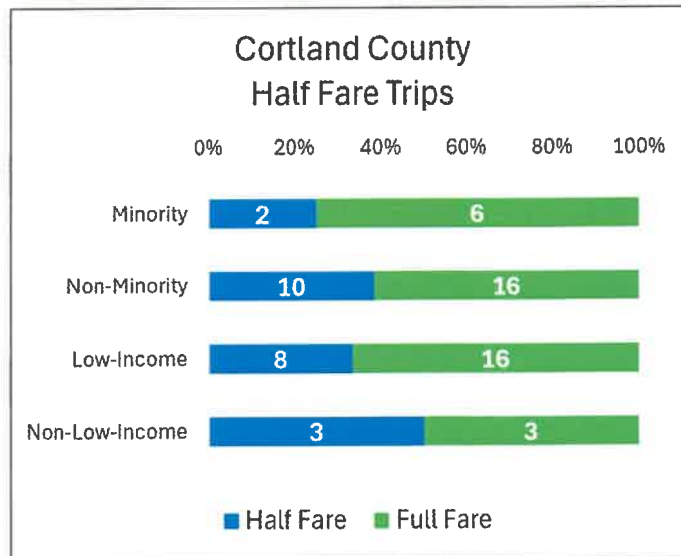


Cash is the primary payment type used by both minorities (70%) and non-minorities (75%) followed by the Monthly Pass (30% of minorities and 16% of non-minorities). One non-minority customer surveyed (3%) uses the Veterans Pass.

Cash is the primary payment type for both low-income (71%) and non-low-income (86%) riders followed by the Monthly Pass (19% of low-income and 14% of non-low-income). One low-income customer (3%) uses the Veterans Pass.



Twenty-five percent of the minority respondents (25%) took a half fare trip, compared to 37% of non-minorities. Of the low-income respondents, 32% took a half fare compared to 50% of non-low-income.



When a change to a fare-type is proposed, Centro will analyze the fare media usage to determine the number and percent of users of each fare media being changed. Centro will identify whether minority or low-income riders are disproportionately more likely to use the fare payment type or fare media that is subject to the change.

The below table depicts the current fares, the number of survey respondents who use each fare by ridership group and overall ridership, and the percent usage by ridership group and overall ridership.

Table 5: Cortland Fare Payment

Fare Type	Cost	Absolute Usage by Group				% Usage by Group			
	Current Fare	Minority	Overall (Race Known)	Low-Income	Overall (Income Known)	Minority	Overall (Race Known)	Low-Income	Overall (Income Known)
Adult Cash	\$1.00	6	21	15	18	60.0%	50.0%	48.4%	47.4%
Half Fare Cash	\$0.50	1	10	7	10	10.0%	23.8%	22.6%	26.3%
Adult Monthly Pass *	\$40.00	2	6	5	6	20.0%	14.3%	16.1%	15.8%
Half Fare Monthly Pass *	\$20.00	1	2	1	1	10.0%	4.8%	3.2%	2.6%
Single Ride Pass	\$0.00	0	2	2	2	0.0%	4.8%	6.5%	5.3%
Veterans Pass	\$0.00	0	1	1	1	0.0%	2.4%	3.2%	2.6%
Token *	\$0.00	0	0	0	0	0.0%	0.0%	0.0%	0.0%
Total		10	42	31	38	100.0%	100.0%	100.0%	100.0%

* Denotes discontinued fare media

∞ Denotes a percent change that is mathematically undefined due to a zero value in calculation.

Disparate Impact Analysis

Per Centro Title VI Policies, minority and non-minority fare media usage must be compared. Centro defines a disparate impact as occurring when the absolute difference between the percentage of minority and non-minority persons affected is at least 30%.

Table 6: Cortland Fare Payment Minority Impact

Fare Type	Cost	Absolute Usage by Group		% Usage by Group		Impact
	Current Fare	Minority	Non-Minority	% Minority	% Non-Minority	Difference
Adult Cash	\$1.00	6	15	28.6%	71.4%	-42.9%
Half Fare Cash	\$0.50	1	9	10.0%	90.0%	-80.0%
Adult Monthly Pass *	\$40.00	2	4	33.3%	66.7%	-33.3%
Half Fare Monthly Pass *	\$20.00	1	1	50.0%	50.0%	0.0%
Single Ride Pass	\$0.00	0	2	0.0%	100.0%	-100.0%
Veterans Pass	\$0.00	0	1	0.0%	50.0%	-50.0%
Token *	\$0.00	0	0	∞	∞	∞
Total		10	32			

* Denotes discontinued fare media

∞ Denotes a percent change that is mathematically undefined due to a zero value in calculation.

The absolute difference between the percentage of minority and non-minority persons using the Adult Monthly Pass is -33.3% and the Half Fare Monthly Pass is 0%. Both values are below the 30% threshold, therefore there is no disparate impact to minority persons in Cortland.

Disproportionate Burden Analysis

Per Centro Title VI Policies, low-income and non low-income fare media usage must be compared. Centro defines a disproportionate burden as occurring when the absolute difference between the percentage of low-income and non-low-income persons affected is at least 34%.

Table 7: Cortland Fare Payment Low-Income Impact

Fare Type	Cost	Absolute Usage by Group		% Usage by Group		Impact
	Current Fare	Low-Income	Non Low-Income	% Low-Income	% Non Low-Income	Difference
Adult Cash	\$1.00	15	3	83.3%	16.7%	66.7%
Half Fare Cash	\$0.50	7	3	70.0%	30.0%	40.0%
Adult Monthly Pass *	\$40.00	5	1	83.3%	16.7%	66.7%
Half Fare Monthly Pass *	\$20.00	1	0	100.0%	0.0%	100.0%
Single Ride Pass	\$0.00	2	0	100.0%	0.0%	100.0%
Veterans Pass	\$0.00	1	0	100.0%	0.0%	100.0%
Token *	\$0.00	0	0	∞	∞	∞
Total		31	7			

* Denotes discontinued fare media

∞ Denotes a percent change that is mathematically undefined due to a zero value in calculation.

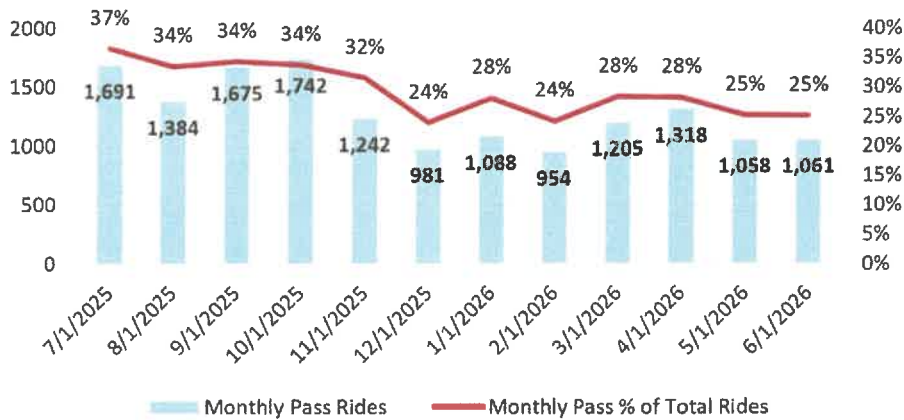
The absolute difference between the percentage of low-income and non-low-income persons using the Adult Monthly Pass is +66.7% and the Half Fare Monthly Pass is +100%. Both values are above the 34% threshold, therefore there could be a disproportionate burden placed on low-income persons in Cortland.

Monthly Pass Analysis

Ridership from Daily Driver Counts

When a customer boards the bus currently, they show the driver their Monthly Pass. Drivers log the number of passes on their manifest, but do not track whether the pass was a full fare or half fare pass.

Cortland Monthly Pass Rides w/Percent of Total Rides



Between 24% and 37% of monthly rides are attributed to Monthly Passes. Pass usage ranged between 954 rides and 1,742 rides over the past year of service. The chart at left depicts monthly pass usage for the past 12 months with the corresponding percentage of total rides attributed to the Monthly Pass.

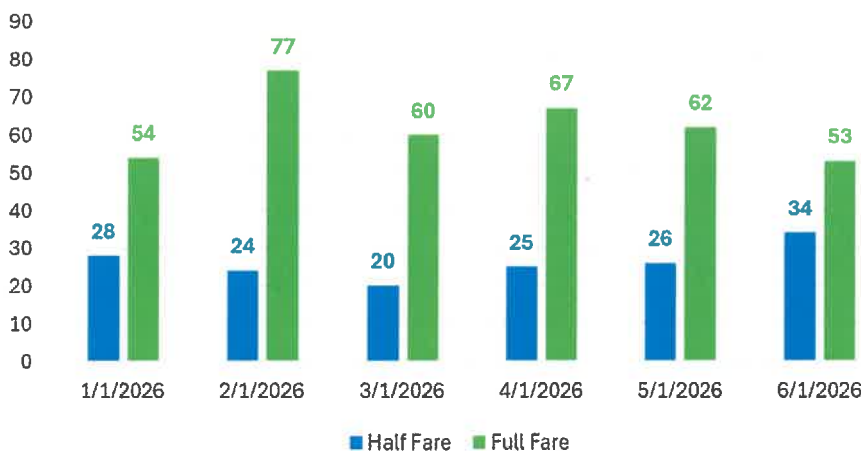
Passes are sold at grocery stores and by social service agencies. In addition some agencies purchase the passes and provide them to their clients at no charge. Data gathered by the

Manager of Revenue Operations shows that agencies are purchasing passes in the second or third week of the month, depending on the needs of their clients. It is unlikely that the Monthly Pass is being used enough over the course of two or three weeks to make the price advantageous for the agencies.

Monthly Pass Sales

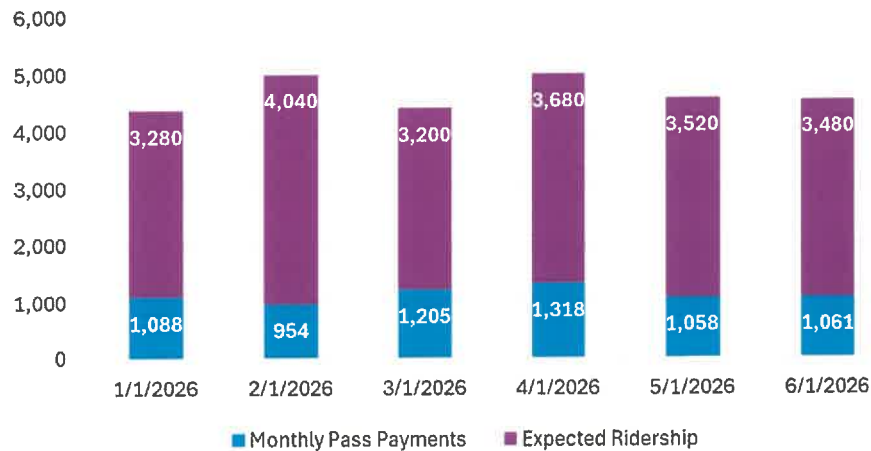
Over the past six months, there were 157 half fare monthly passes, and 373 full fare monthly passes sold. On average, 29.6% of pass sales were attributed to half fare, with the remaining 70.4% being full fare.

Monthly Pass Sales



Customers would need to use the monthly pass 40 times over the course of the month to receive the full value per ride (\$1.00 full fare/\$0.50 half fare). The graph below depicts the expected ridership based on the number of passes sold if each pass was used 40 times in a month. There is a significant difference (> 100%) between the number of times a monthly pass was used versus the expected number of uses.

Monthly Pass Payments vs Expected Ridership



Average Fare Analysis and Impacts

The first step in determining the average fare paid by all survey respondents was to calculate the estimated cost per ride for customers using a full or half fare monthly pass. It is not possible to calculate the exact value per ride as there is no data for individual Monthly Pass usage (i.e. we do not know how many times each individual pass was used each month).

The percentage of half fare and full fare passes sold was applied to the number of Monthly Pass rides for each month, January through June 2026. This provides an estimated number of full fare and half fare rides (see graphic at right). This methodology was chosen as there is no other way to determine how many full or half fare Monthly Passes were used.

Estimated Rides Used Per Month (Monthly Pass Payments / % Sold)			
Month	Estimated Half Fare	Estimated Full Fare	Total Rides
Jan 2026	372	716	1,088
Feb 2026	227	727	954
Mar 2026	301	904	1,205
Apr 2026	358	960	1,318
May 2026	313	745	1,058
Jun 2026	415	646	1,061
Grand Total	1,980	4,704	6,684

Next, the average rides per pass type were calculated by dividing the estimated rides per month by the number of passes sold that month resulting in 13 rides per month (well below the expected 40 rides).

Estimated Cost Per Trip (Pass cost / Average Rides by month)		
Month	Estimated Cost per Ride (Half Fare)	Estimated Cost per Ride (Full Fare)
Jan 2026	\$1.51	\$3.02
Feb 2026	\$2.11	\$4.24
Mar 2026	\$1.33	\$2.65
Apr 2026	\$1.40	\$2.79
May 2026	\$1.66	\$3.33
Jun 2026	\$1.64	\$3.28
Average	\$1.54	\$3.08

To determine the estimated cost per trip for the half fare and full fare monthly pass, the pass cost (\$20.00 and \$40.00 respectively) was divided by the average rides per pass type per month. There were fluctuations in the value of the trip cost across the six months analyzed.

For the half fare monthly pass, the estimated average cost per trip ranged between \$1.33 and \$2.11 with an overall average of \$1.54 (208% increase over the \$0.50 fare). For the full fare monthly pass, the estimated average cost per trip ranged between \$2.65 and \$4.24 with an overall average of \$3.08 (208% increase over the \$1.00 fare). Refer to the graphic at left.

As shown in Table 8, the six month average cost per ride for both the adult and half fare monthly passes exceeds the current fare. Based on the available data, customers would save 67.5% on average by paying with cash, tap-to pay, or by using a 10-Ride Pass. Again, this is an estimation based on the data available from pass sales and ridership.

Table 8: Cortland County Average Fare by Monthly Pass Type

Fare Type	6 Month Average Fare		Impact	
	Current Average Fare	Current Fare	Absolute Change	Percent Change
Adult Monthly Pass	\$3.08	\$1.00	(\$2.08)	-67.5%
Half Fare Monthly Pass	\$1.54	\$0.50	(\$1.04)	-67.5%

The calculated average Monthly Pass fares were used as the current fare for the next part of the analysis. The survey data responses were used to calculate the number and type of riders who use each type of payment following the Fare Equity Analysis Framework previously detailed.

The below table depicts the current and proposed average fare for minority, non-minority, and overall customers as well as low-income, non-low-income, and overall customers.

Table 7: Cortland County Average Fare by Group

Group	Average Fare		Absolute Change		Percent Change	
	Current Average Fare	Proposed Average Fare	Absolute Change	Difference to Overall	Percent Change	Difference to Overall
Minority Riders	\$1.42	\$0.90	(\$0.52)	(\$0.18)	-36.6%	-6.5%
Non-Minority Riders	\$1.04	\$0.75	(\$0.29)	\$0.05	-27.9%	2.2%
Overall	\$1.13	\$0.79	(\$0.34)		-30.1%	
Low-Income Riders	\$1.14	\$0.77	(\$0.37)	(\$0.02)	-32.5%	-1.5%
Non-Low-Income Riders	\$1.08	\$0.79	(\$0.29)	\$0.06	-26.9%	4.1%
Overall (Income Known)	\$1.13	\$0.78	(\$0.35)		-31.0%	

Discontinuing the monthly pass would decrease the average fare paid by minority and low-income riders. The average fare for minority riders will decrease by 36.6% with the difference to overall riders being -6.5% therefore there is no disparate impact. The average fare for low-income riders will decrease by 32.5% with the difference to overall riders being -1.5% therefore there is no disproportionate burden.

ALTERNATIVE PAYMENTS & MITIGATION

Once the buses are fitted with electronic fareboxes, both daily and weekly unlimited ride passes will be available. These passes would benefit customers who take multiple trips daily. The Day Pass cost is equal to four fares while the MAX Pass cost is equal to twelve fares. The average cost per ride will decrease if customers take more rides.

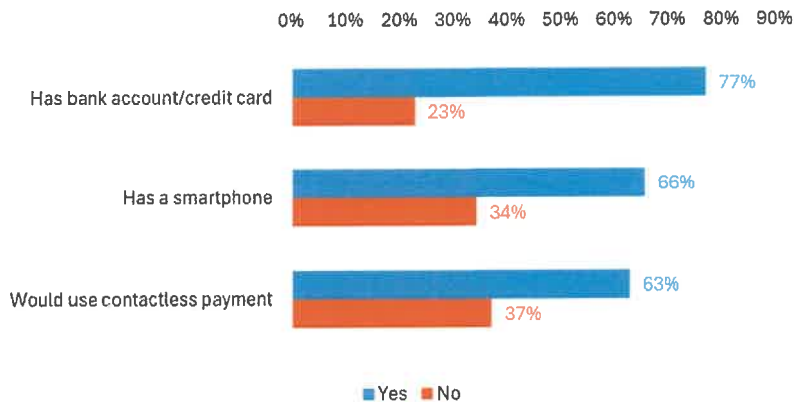
Cortland service currently runs on weekdays only (5 days per week excluding National Holidays). To get the maximum value from the MAX Pass, customers would need to take at least 12 rides on consecutive days of service, presumably Monday through Friday (excluding Holidays).

Customers currently using the Monthly Pass less than 40 times per month would find better value in either a 10-Ride Pass, Day Pass, or MAX Pass, depending on their expected usage. In addition, agencies will see a cost savings by purchasing passes that better align with their clients' needs throughout the month. Agencies essentially would not be paying for rides that are not used.

Fare Media Distribution and Sales Outlets

Once the electronic fareboxes are installed on the buses, all passes will be available for purchase from the farebox. In addition, Mobile Passes will be available through the GoCentroBus mobile app. Cortland customers will also be able to pay for individual fares using a credit card or mobile wallet through the Tap-to-Pay function on the farebox.

Factors for Using Electronic Payments



During the recent rider survey, customers answered a series of questions related to devices, payments, and accounts. Of the thirty-five respondents, 63% said they would use a contactless credit card or mobile wallet to pay the fare if the option was available (chart at left).

The MAX Pass and 10-Ride Pass will be available for sale at the Centro Main Office in Cortland and at the following locations: Access to Independence, Catholic Charities, P&C Fresh, and Grand Union Supermarket. In addition, these passes will be sold in the

Centro online store (<https://online-centro-org.3dcartstores.com/>).

CONCLUSION

By eliminating the monthly pass, there is the appearance of a disproportionate burden on low-income customers; however, there are alternative passes available. Agencies who provide these passes will likely see a cost savings by not purchasing passes that go unused.

Based on the analysis of Monthly Pass usage, the regular full fare of \$1.00 is more advantageous to the customers than using the Monthly Pass. Customers only experience a savings if they take more than 40 rides a month.

There is no disparate impact to minority customers as they use the Monthly Pass less than or equal to non-minority customers.

Centro of Cortland Rider Survey

SURVEYOR INITIALS _____

ROUTE # _____ BUS # _____ DATE _____ Time _____ AM / PM

PROCESSOR INITIALS _____

Instructions: Please answer ALL questions on the front and back of this survey. Return the completed survey to the surveyor to receive a single ride pass. Thank you for your participation.

1. What bus route(s) do you ride on a regular basis? (check all that apply)

- | | | |
|---|--|---|
| ☐ Route 1 Cortland – Riverside | ☐ Route 4 Tompkins St – Walmart | ☐ Route 11 Greek Peak - Marathon |
| ☐ Route 2 Cortland – West Rd | ☐ Route 5 McGraw – Willet | |
| ☐ Route 3 Homer – Cortland | ☐ Route 6 Walmart – TC3 | |

2. For what purpose do you use Centro?

- ☐ Work ☐ School/College ☐ Shopping ☐ Appointment ☐ Recreation

3. How often do you ride?

- ☐ Daily ☐ 3-5 days per week ☐ 1-2 days per week ☐ Once a month or less
☐ Less than once a week, but more than once a month

4. Do you use more than one bus to complete your trip?

- ☐ Yes ☐ No

5. How many motor vehicles (cars, vans, trucks, motorcycles) are available in your household?

- ☐ 0 ☐ 1 ☐ 2 or more

6. What is your gender?

- ☐ Male ☐ Female ☐ Other

7. What is your age?

- ☐ Under 18 ☐ 18-24 ☐ 25-34 ☐ 35-54 ☐ 55-64 ☐ Over 65

8. Are you of Hispanic, Latino, or Spanish origin?

- ☐ Yes ☐ No

9. What is your race? (check all that apply)

- ☐ White ☐ Black or African American ☐ American Indian or Alaska Native ☐ Asian
☐ Middle Eastern or North African ☐ Native Hawaiian or Other Pacific Islander

10. What is the primary language spoken at home?

- ☐ English ☐ Spanish ☐ Hindi-Urdu ☐ Chinese ☐ Vietnamese
☐ Middle Eastern language ☐ African language ☐ Slavic language

11. If you selected English above, skip to question 12. Does use of the English language pose a difficulty in navigating the Centro system?

- ☐ Yes ☐ No

Please continue and answer questions on the back side



12. Including yourself, how many people currently live in your household?

- ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ More than 4

13. What is your annual total household income?

- ☐ Under \$15,000 ☐ \$15,000-\$24,999 ☐ \$25,000-\$29,999 ☐ \$30,000-\$34,999 ☐ \$35,000-\$39,999
☐ \$40,000-\$49,999 ☐ \$50,000 and Over

14. What is the normal cost of your bus fare?

- ☐ Full fare ☐ Half fare ☐ Free fare

15. How do you normally pay your bus fare?

- ☐ Cash ☐ Single Ride Pass ☐ Monthly Pass ☐ Veterans Pass ☐ Token

16. If you use a Monthly Pass, where do you obtain it?

- ☐ Access to Independence ☐ Catholic Charities ☐ Grand Union Supermarket
☐ P&C Fresh ☐ Received from Agency at no charge

17. Would you use a contactless credit card or mobile wallet (Apple Pay, Google Pay, Samsung Pay) to pay your fare if the option was available?

- ☐ Yes ☐ No

18. Do you have a smartphone?

- ☐ Yes ☐ No

19. Do you have a bank account and/or major credit card?

- ☐ Yes ☐ No

20. Have you used a ridesharing service such as Uber or Lyft in the last 12 months?

- ☐ Yes ☐ No

21. What zip code do you live in? _____**22. Please use this space for comments or service suggestions:**

Thank you for your participation in this survey!



Audit and Finance Committee Agenda

Presented by Melissa Brim, Vice President of Finance
August 28, 2026

Board Actions Motions and Resolutions

MOTIONS:

July 31, 2026, Statement of Revenues & Expenditures – M. Brim

RESOLUTIONS:

CleverInsights Software Purchase – C. MacCollum
Bulk Engine Oil Purchase – C. MacCollum
Tire Lease 2027-2032 – C. King
Lift Equipped Vehicle Services A 2027-2032- J. Smith
Lift Equipped Vehicle Services B 2026-2031- J. Smith
Supervisory Vehicles Purchase – J. Smtih

SUPPLEMENTAL INFORMATION:

Statement of Revenues & Expenditures by Company
Investment Report
Mortgage Recording Tax (MRT) Report
Statement of Cash Flow
Procurement Summary
Capital Program Summary

ITEMS REQUIRING FUTURE BOARD ACTION:

August 31, 2026, Statement of Revenues & Expenditures
September 30, 2026, Statement of Revenues & Expenditures



STATEMENT OF REVENUES AND EXPENDITURES

Central New York Regional Transportation Authority
Statement of Revenues and Expenditures
From 04/01/2026 through 07/31/2026
(In Whole Numbers)

	Actual	Budget	Budget Change	% Change to Budget	Prior Year Actual	CY to PY Change	% Change CY to PY
Operating Revenue							
Regular Line Passenger Revenue	1,683,124	1,535,521	147,603	9.6%	1,478,315	204,810	13.9%
Special Line Passenger Revenue	1,887,616	1,901,233	(13,617)	-0.7%	1,792,217	95,399	5.3%
Advertising & Other Revenue	827,699	820,000	7,699	0.9%	781,121	46,578	6.0%
Total Operating Revenue	4,398,439	4,256,755	141,685	3.3%	4,051,653	346,787	8.6%
Operating Expenses							
Salaries & Wages	13,191,259	14,864,020	1,672,761	-11.3%	12,928,463	262,797	2.0%
Other Employee Benefits & Payroll Taxes	1,344,605	1,568,613	224,008	-14.3%	1,313,909	30,696	2.3%
Healthcare Benefits	5,257,625	5,473,823	216,198	-3.9%	4,301,463	956,162	22.2%
Workers Compensation	1,290,920	1,145,233	(145,687)	12.7%	1,180,535	110,385	9.4%
Pension Benefits	1,516,306	1,546,587	30,281	-2.0%	1,377,043	139,263	10.1%
Risk Management	2,183,452	1,719,510	(463,942)	27.0%	2,537,311	(353,860)	-13.9%
Purchased Transportation	2,333,683	2,122,350	(211,333)	10.0%	1,936,749	396,935	20.5%
Materials & Supplies	1,596,322	1,714,328	118,006	-6.9%	1,563,722	32,600	2.1%
Services	2,446,100	2,892,622	446,522	-15.4%	2,091,113	354,987	17.0%
Fuel	774,362	834,233	59,871	-7.2%	675,065	99,297	14.7%
Utilities	228,160	320,520	92,360	-28.8%	184,201	43,959	23.9%
Other Expenses	153,642	224,247	70,605	-31.5%	127,527	26,115	20.5%
Total Operating Expenses	32,316,437	34,426,087	2,109,650	-6.1%	30,217,099	2,099,338	7.0%
Non-Operating Revenue							
Operating Assistance	23,816,991	26,208,615	(2,391,624)	-9.1%	23,252,174	564,817	2.4%
Mortgage Tax Revenue	3,631,083	2,895,000	736,083	25.4%	3,556,311	74,772	2.1%
Gain/Loss on Disposal of Capital	150	16,667	(16,517)	-99.1%	39,181	(39,031)	-99.6%
Investment Revenue	469,774	174,533	295,240	169.2%	378,816	90,958	24.0%
Total Non-Operating Revenue	27,917,998	29,294,815	(1,376,817)	-4.7%	27,226,483	691,515	2.5%
Operating Income (Loss)	0	(874,517)	874,517	-100.0%	1,061,036	(1,061,036)	-100.0%
Capital Contributions							
Federal Grants	1,685,767	0	1,685,767	0.0%	855,865	829,903	97.0%
State Grants	1,027,489	0	1,027,489	0.0%	135,991	891,498	655.6%
Total Capital Contributions	2,713,256	0	2,713,256	0.0%	991,855	1,721,401	173.6%
Non-Operating Expenses							
Depreciation Expense	4,779,803	0	(4,779,803)	0.0%	4,759,344	20,458	0.4%
Total Non-Operating Expenses	4,779,803	0	(4,779,803)	0.0%	4,759,344	20,458	0.4%
Change in Net Position	(2,066,547)	(874,517)	(1,192,029)	136.3%	(2,706,453)	639,906	-23.6%
Net Position - Beginning of Year	(88,546,636)	0	(88,546,636)	0.0%	(125,571,224)	37,024,587	-29.5%
Total Net Position - Beginning of Year	(88,546,636)	0	(88,546,636)	0.0%	(125,571,224)	37,024,587	-29.5%
Net Position - End of Year	(90,613,183)	(874,517)	(89,738,666)	10261.50%	(128,277,677)	37,664,494	-29.4%



STATEMENT OF REVENUES AND EXPENDITURES

After four months ended July 31, 2026, the Authority continues to report no consolidated operating income or loss. This excludes capital contributions and non-operating expenses.

Operating Revenues

Total operating revenues were \$4.4 million, exceeding budget projections by \$142 thousand (3.3%) and representing a \$347 thousand (8.6%) increase compared to the same period in the prior year. The favorable variances are driven by higher-than-anticipated Regular Line Passenger Revenue.

	Actual	Budget	Budget Change	% Change to Budget	Prior Year Actual	CY to PY Change	% Change CY to PY
Operating Revenue							
Passenger Revenues	3,570,740	3,436,755	133,986	3.9%	3,270,532	300,209	9.2%
Advertising & Other Revenue	827,699	820,000	7,699	0.9%	781,121	46,578	6.0%
Total Operating Revenue	4,398,439	4,256,755	141,685	3.3%	4,051,653	346,787	8.6%

Passenger revenues are performing 3.9% over budget expectations and 9.2% over the prior year.

Regular line passenger revenues are performing 9.6% over budget expectations and 13.9% over the prior year. This favorable variance is primarily driven by higher-than-anticipated farebox revenue, pass sales, and Call-A-Bus purchased transportation revenue. Farebox revenue has increased 5.5% (\$45 thousand) compared to the same four-month period in the prior year. The increase in pass sales is attributable to the unanticipated purchase of single-ride passes by the Syracuse City School District. Additionally, Call-A-Bus purchased transportation revenue is higher than anticipated, consistent with increased demand for these services.

Special line passenger revenues are meeting budget expectations and have increased 5.3% year-over-year. The favorable variance is attributable to rate increases for contracted services and increased service requests from Amazon, partially offset by a decrease in service provided to SUNY Oswego, per their request, based on need and enrollment.

Advertising and other revenues are performing in line with budget expectations and have increased 6% year-over-year. The favorable variance is attributable to lease contract increases, increases in RTC parking revenue, and an increase in the transit advertising contract's guaranteed minimum.

Operating Expenses

As of July 31, 2026, operating expenses total \$32.3 million, which is \$2.1 million (6.1%) below budget and represents a \$2.1 million (7%) increase compared to the prior year.

	Actual	Budget	Budget Change	% Change to Budget	Prior Year Actual	CY to PY Change	% Change CY to PY
Operating Expenses							
Personnel Expenses	22,600,715	24,598,276	1,997,561	-8.1%	21,101,413	1,499,301	7.1%
Non-Personnel Expenses	9,715,722	9,827,811	112,089	-1.1%	9,115,686	600,037	6.6%
Total Operating Expenses	32,316,437	34,426,087	2,109,650	-6.1%	30,217,099	2,099,338	7.0%

Personnel expenses are \$2 million (8.1%) under budget expectations and \$1.5 million (7.1%) higher than the same period last year. All personnel cost categories are under budget, with the exception of workers' compensation. The remaining expense categories reflect favorable variances across wages, benefits, and related costs. All categories reflect higher expenses in the current year than were incurred during the same period in the prior year.



The personnel budget assumes full staffing levels throughout the fiscal year. Ongoing vacancies, particularly among bus operators, maintenance, and administrative positions, remain the primary driver of the favorable variance. While these vacancies reduce current personnel costs, they also create operational pressures, including increased reliance on overtime and additional workload for existing staff to maintain service levels and meet operational deadlines.

Healthcare Benefit expenses are currently 22% higher than prior-year expenses. There have been 11,893 more services provided in the current fiscal year through UMR; additionally, Blue Cross Blue Shield HMO policies have also increased significantly compared to the prior year, with a 21.5% increase. These increases are being partially offset by prescription drug costs for active employees, which are 26.9% lower than the prior year.

Workers' Compensation expenses are currently 12% over budget expectations and 9.4% over prior-year expenses. The budget and prior-year variances are associated with legacy self-insured workers' compensation claims.

Pension expenses are in line with budget expectations and are currently 10.1% higher than expenses recorded during the same period last year. The year-over-year variance is largely related to 401(a) plan expenses for part of May 2025 being funded through the forfeited funds account in the prior year.

Non-personnel expenses are overall in line with budget expectations but \$600 thousand (6.6%) higher than the same period last year. All categories are under budget with the exception of Risk Management and Purchased Transportation expenses.

Risk Management expenses are currently 26.9% over budget and 14% higher than expenses recorded during the same period last year. The variance is associated with claims expense from a prior-year auto general liability (GL) claim, partially offset by a lower-than-anticipated increase in excess liability insurance costs.

Purchased Transportation expenses are currently 10% over budget expectations and 20.5% over prior-year expenses. Both the budget and year-over-year variances are attributable to continued strong demand for purchased transportation services.

Materials & Supplies expenses are currently 6.9% under budget expectations and in line with prior-year expenses. The favorable budget variance is associated with the timing of payment for NYS Fair supplies, lower-than-anticipated fluid and lubricant expenses, lower-than-anticipated parts expenses for both bus parts and building repairs, and lower marketing and printing expenses, partially offset by the timing of obsolete inventory expense.

Services expenses are currently 15.4% under budget expectations and 17% over prior-year expenses. The favorable budget variance is associated with lower-than-anticipated expenses for engineering services, legal services, training, and advertising & marketing. These expenses may catch up as the year progresses. The year-over-year variance is largely related to higher current-year expenses for tires and tubes, electrical work associated with building remodels, sprinkler repairs, pit and drain cleanouts, security, physical/drug testing, and one-time services provided by vendors.

Fuel expenses are currently 7.2% under budget expectations and 14.7% over prior-year expenses. The favorable budget variance is associated with Compressed Natural Gas (CNG) and diesel fuel pricing. The year-over-year variance is largely related to the number of fuel deliveries in current year compared to the prior year, as well as higher diesel fuel costs in Cortland, which currently pays market rate, less applicable taxes.

Utilities expenses are currently 28.8% under budget expectations and 23.9% higher than the prior year. The favorable budget variance is associated with lower-than-anticipated increases in gas and electric service costs. These expenses are higher than the prior year, as anticipated.



Other expenses are currently 31.5% under budget expectations and 20.5% higher than the prior year. The favorable budget variance is associated with training and conference expenses being lower than anticipated, although these costs may increase as the year progresses. These expenses are higher than the prior year, as anticipated.

Non-Operating Revenues

Non-operating revenues total \$27.9 million, \$1.4 million (4.7%) under budget expectations, and were largely in line with prior-year revenues.

	Actual	Budget	Budget Change	% Change to Budget	Prior Year Actual	CY to PY Change	% Change CY to PY
Non-Operating Revenue							
Operating Assistance	23,816,991	26,208,615	(2,391,624)	-9.1%	23,252,174	564,817	2.4%
Mortgage Tax Revenue	3,631,083	2,895,000	736,083	25.4%	3,556,311	74,772	2.1%
Gain/Loss on Disposal of Capital	150	16,667	(16,517)	-99.1%	39,181	(39,031)	-99.6%
Investment Revenue	469,774	174,533	295,240	169.2%	378,816	90,958	24.0%
Total Non-Operating Revenue	27,917,998	29,294,815	(1,376,817)	-4.7%	27,226,483	691,515	2.5%

Operating assistance revenues are currently 9.1% under budget expectations and in line with the prior year. The budget variance is associated with the increase in State Transit Operating Assistance (STOA). As STOA funding has increased, the Authority has intentionally conserved federal and state Preventive Maintenance (PM) funds, drawing upon them only as needed. PM utilization is evaluated monthly and applied strategically during periods of elevated operating costs to help stabilize financial results. This disciplined approach supports long-term financial flexibility and preserves resources for future needs. The year-over-year variance is largely related to the 7.18% increase in STOA, offset by the Authority's intentional conservation of federal and state PM funds.

Mortgage tax revenues are currently 25.4% over budget expectations and in line with the prior year. The favorable variance is associated with continued growth in the regional real estate market. However, due to the inherent volatility of this revenue source, the Authority will maintain a cautious outlook by closely monitoring market trends and using conservative planning assumptions to mitigate potential fluctuations.

Investment revenues are exceeding budget expectations by more than 100% and are 24% over the prior year. Current investment yields are approximately 3.5% and above, which continue to be favorable relative to budget assumptions. The Authority will continue to strategically invest idle cash to maximize earnings while maintaining sufficient liquidity to support operating activities and capital program commitments.



INVESTMENT REPORT

Central New York Regional Transportation Authority
Inventory of Existing Investments
As of 07/31/2026
(In Whole Numbers)

Cash Investments	Institution	Interest Rate	Amount	Total
Unrestricted – Operating Funds				
Commercial Savings – General Fund	M&T Bank	1.95%	\$7,208,070	
Commercial Savings – Farebox Collection	JP Morgan	1.25%	\$977,092	
				<u>\$8,185,162</u>
Board Designated - Funded Reserves				
Commercial Savings - Health Reserve	M&T Bank	1.95%	\$251,219	
Commercial Savings - Insurance Reserve	M&T Bank	1.95%	\$2,917	
Commercial Checking - Capital Reserve	JP Morgan	1.25%	\$94,983	
Commercial Checking - Paratransit Reserve	JP Morgan	1.25%	\$92,278	
				<u>\$441,397</u>
Total Cash Investment Value				<u>\$8,626,559</u>

Investments	Institution	Yield	Term	Market Value	Purchase Date	Maturity Date	Maturity Value
Operating Funds							
Treasury Bill - Operating Funds	JP Morgan	3.55%	3 mo.	\$5,206,163	05/12/2026	08/18/2026	\$5,214,000
Treasury Bill - Operating Funds	JP Morgan	3.63%	3 mo.	\$5,151,724	06/26/2026	09/26/2026	\$5,182,000
Board Designated - Funded Reserves							
Treasury Bill - Capital Reserve	JP Morgan	3.63%	6 mo.	\$3,137,593	05/26/2026	11/19/2026	\$3,173,000
Treasury Bill - Capital Reserve	JP Morgan	3.67%	9 mo.	\$2,074,686	06/09/2026	03/18/2027	\$2,125,000
Treasury Bill - Capital Reserve	JP Morgan	3.87%	6 mo.	\$2,001,998	07/22/2026	01/21/2027	\$2,039,000
Treasury Bill - Insurance Reserve	JP Morgan	3.78%	6 mo.	\$4,451,938	06/22/2026	12/17/2026	\$4,516,000
Treasury Bill – Health Ins. Reserve	JP Morgan	3.56%	6 mo.	\$3,060,460	04/06/2026	10/01/2026	\$3,079,000
Treasury Bill – Paratranst Reserve	JP Morgan	3.98%	12 mo.	\$5,405,124	07/30/2026	07/28/2027	\$5,610,000
Total Investment Values				<u>\$30,489,686</u>			<u>\$30,938,000</u>



MORTGAGE RECORDING TAX REPORT

Actual Receipts YTD						Budget Variance YTD		
	<u>FY-25</u>	<u>FY-26</u>	<u>FY-27</u>	<u>\$ vs PY</u>	<u>% vs PY</u>	<u>FY-27 Bud</u>	<u>\$ vs Bud</u>	<u>% vs Bud</u>
	2,551,000	3,579,342	3,631,083	51,741	1.4%	2,895,000	736,083	25.4%
	<u>Actual</u> <u>FY-25</u>	<u>Actual</u> <u>FY-26</u>	<u>Actual</u> <u>FY-27</u>	<u>Actual</u> <u>vs PY</u>	<u>YTD</u> <u>vs PY</u>	<u>Budget</u> <u>FY 27</u>	<u>Actual Vs</u> <u>Budget</u>	<u>YTD</u> <u>Variance</u>
April	537,226	690,885	834,882	20.8%	20.8%	660,000	26.5%	26.5%
May	622,405	884,530	945,766	6.9%	-40.0%	670,000	41.2%	33.9%
June	512,679	971,182	783,508	-19.3%	-69.2%	716,000	9.4%	25.3%
July	878,691	1,032,746	1,066,927	3.3%	-70.2%	849,000	25.7%	25.4%
August	739,495	771,460	0	-100.0%	-100.0%	811,000	-100.0%	-2.0%
September	668,431	917,892	0	-100.0%	-100.0%	792,000	-100.0%	-19.3%
October	880,437	1,248,226	0	-100.0%	-100.0%	909,000	-100.0%	-32.8%
November	824,214	954,897	0	-100.0%	-100.0%	860,000	-100.0%	-42.1%
December	704,965	843,307	0	-100.0%	-100.0%	736,000	-100.0%	-48.1%
January	730,141	768,120	0	-100.0%	-100.0%	734,000	-100.0%	-53.1%
February	525,142	757,929	0	-100.0%	-100.0%	616,000	-100.0%	-56.5%
March	636,968	699,588	0	-100.0%	-100.0%	605,000	-100.0%	-59.5%
Totals	<u>2,551,000</u>	<u>3,579,342</u>	<u>3,631,083</u>			<u>8,958,000</u>		
County Receipts - July								
	<u>FY-27</u>	<u>FY-26</u>	<u>\$</u>	<u>%</u>				
Onondaga	674,571	584,445	90,126	15%				
Oswego	119,057	190,325	(71,268)	-37%				
Cayuga	99,149	58,866	40,283	68%				
Cortland	30,150	49,715	(19,566)	-39%				
Oneida	<u>144,000</u>	<u>149,394</u>	<u>(5,394)</u>	<u>-4%</u>				
Total	<u>1,066,927</u>	<u>1,032,746</u>	<u>34,182</u>	<u>3%</u>				



STATEMENT OF CASH FLOW

Central New York Regional Transportation Authority
Statement of Cash Flow
As of 07/31/2026
(In Whole Numbers)

Cash Flows From Operating Activities:

Operating Receipts from Fares, Contract Bill & Misc Items	\$ 970,216
Mortgage Tax Receipts	783,508
Local Operating Assistance	81,196
Investment Transfer	3,900,000
Payments to Vendors & Bank Fees	(4,649,487)
Payments for Employee Benefits	(1,004,036)
Payments of Payroll Related Wages & Liabilities	(3,986,588)
Net Cash Provided by (Utilized in) Operating Activities	\$ (3,905,193)

Cash Flows From Capital Activities:

Federal & State Grants Proceeds for Capital Additions	368,256
Federal Receipts for PM & Capital Operating Assistance	1,100,619
Purchases of Capital Assets	(862,463)
Net Cash Provided by (Utilized in) Capital Activities	\$ 606,412

Net Change in Cash from Operating & Capital Activities	\$ (3,298,780)
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General Fund Cash Balances - Beginning of Period	\$ 10,855,976
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General Fund Cash Balances - End of Period*	\$ 7,557,195
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Reserve Funds:

Insurance Reserve	2,917
Health Insurance Reserve	251,219
Capital Reserve Fund	94,983
Paratransit Reserve	92,278
Invested Funds	30,489,686

Invested Funds (Restricted & Unrestricted)	\$ 30,931,084
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Total Cash All Sources - End of Period:	\$ 38,488,279
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***General Fund Cash Includes General Disbursing and Money Market Accounts Only**



PROCUREMENT

ACTIVE PROCUREMENTS REQUIRING BOARD ACTION

On Today's Agenda

CleverInsights Software Purchase
Bulk Engine Oil Purchase
Tire Lease 2027-2032
Lift Equip Vehicle Services A 2027-2032
Lift Equip Vehicle Services B 2026-2031
Supervisory Vehicles Purchase

Within 2 Months

TPA for Medical Services 2027-2032
TPA for Dental Services 2027-2032
Virtual Infrastructure Software 2026-2029
Phone and Internet Services 2027-2037
Mini Van and Sedan Services A 2027-2032
Bulk Diesel Fuel 2027-2037
Radiant Heating Modifications 2026

Within 6 Months

Actuarial Services 2027-2032
Turn by Turn Software & Maintenance 2026-2031
Drug & Alcohol Testing and Pre-Employment Exam Services 2027-2032
Printer Maintenance Services 2027-2032
Transportation Planning Consultant 2027-2032



CAPITAL PROGRAMS AND PLANNING

Capital programs encompass the planning, funding, and delivery of the Authority's long-term infrastructure and fleet investments. This includes the development, submission, award, and management of federal, state, and local grant funding opportunities, as well as the advancement of projects identified in the Capital Improvement Plan (CIP). These efforts are critical to maintaining a state of good repair while supporting system expansion and service innovation.

Grant Activity Snapshot

Total Funding in Play: \$139.5 million
In Development/Submission: \$54.9 million
Under Review/Award Pending: \$16.4 million
Awarded – Future Agreement Development: \$43 million
Awarded – Agreement in Development: \$2 million
Active/In Execution: \$23.2 million
Active Grant Efforts: 16

Grant Pipeline

The Authority's grant program operates across multiple phases, each requiring distinct levels of technical development, coordination, and administrative execution:

Development → Submission → Review → Award → Agreement Development → Implementation

- Development & Submission: Project scoping, cost estimating, and application preparation
- Review & Award: Competitive evaluation by funding agencies
- Agreement Development: Execution of grant agreements (FTA TrAMS and NYSDOT contracting processes)
- Implementation: Ongoing project delivery, compliance, and reporting

Grant Development & Program Management

The Authority's concurrently managing multiple high-value funding programs across all phases of the grant lifecycle, from initial application development through agreement execution and project delivery. These efforts require significant coordination and technical expertise, including:

- Alignment of funding opportunities with project readiness and capital priorities
- Development of complex, multi-year capital funding applications across multiple funding programs
- Coordination with federal, state, and local funding partners and stakeholders
- Navigation of multiple grant management systems, including FTA TrAMS and NYSDOT contracting processes
- Advancement of awarded funding into fully executed grant agreements
- Ongoing compliance, reporting, and financial management of active awards

This level of activity reflects a sustained and strategic approach to maximizing external funding while advancing critical capital investments.

FEDERAL GRANT FUNDING

In Development/Submission

- FTA Section 5307 and 5339(c) Grant Programs Applications: Four (4) FFY2026 draft grant agreements totaling approximately \$36.4 million (\$27,880,435 federal, \$542,500 state match \$7,927,609 local match) to support capital and operating projects. Resolution to be presented for Board Approval.
- Transit Infrastructure (Congressionally Directed Spending): \$2.5 million (\$2,000,000 federal with \$250,000 state match and \$250,000 local match) request submitted to Senator Gillibrand for the Bus Rapid Transit (BRT) Final Design (31%-100%). Currently under review.



Awarded – Future Agreement Development

- FTA Section 5339(c) Low or No Emission and Buses and Bus Facilities Program: \$36 million (\$28,800,000 federal with \$7,200,000 local match) awarded for the Oneida Facility Construction project. Grant agreement development will be underway in TrAMS, with execution anticipated in FFY 2027.

STATE GRANT FUNDING**Submission**

- Transit Ready NY: 100% state dedicated funding program administered by the NYSDOT to upgrade, modernize, and enhance public transportation services for capital expenditures. \$16 million application in development to support BRT capital investments.

Under Review/Award Pending

- Accelerated Transit Capital Program (ATC): FY2025 \$3.3 million (100% state dedicated funding).
- Innovative Mobility Initiative (CRP): \$9.1 million under review, with potential transition to a federal passthrough program.
- Modernization and Enhancement Program (MEP): FFY2025 \$4.0 million (100% state dedicated funding).

Awarded – Future Agreement in Development

- Zero-Emission Transit Transition (ZETT) Program: \$17.5 million awarded to support the Oneida Facility construction.

Active/In Execution

- FTA Section 5311 Formula Grants for Rural Areas (2024-2025, Cortland Transfer): \$5.7 million capital funding agreements executed; operating agreements pending. Supports rural service and infrastructure needs in Oswego, Auburn, and Cortland Counties.
- Congesting Mitigation and Air Quality (CMAQ): \$7.0 million, to support BRT capital investments. Funds to transfer from FHWA to FTA Section 5307. Coordination underway with NYSDOT and FTA.

OTHER/LOCAL FUNDING INITIATIVES**In Development/Submission**

- Temporary Assistance for Needy Families (TANF): \$25,000 application in development for Centro of Oneida 2025-2026 program funding.

Awarded – Agreement in Development

- Green CHIPS: \$2 million awarded. Application and agreement development are in progress.

CAPITAL PLANNING & PROJECT DELIVERY

The Central New York Regional Transportation Authority's (CNYRTA) Capital Planning Committee continues to meet regularly to evaluate the Authority's capital needs and to guide short- and long-term investments in alignment with the Capital Improvement Plan (CIP). The Committee's work ensures that limited capital resources are strategically prioritized to address immediate operational requirements while advancing the Authority's long-range strategic objectives. Key projects currently in the execution phase include:

- Bus Rapid Transit (BRT) Planning
- Various Building Improvements and Technology
- Oneida Facility Consolidation Planning

The Authority remains focused on maximizing available funding and advancing these initiatives in a fiscally responsible manner, positioning CNYRTA to meet the evolving mobility and infrastructure needs of the communities it serves.



**RESOLUTION TO ACCEPTANCE OF GIFT – 1946 FAGEOL TWIN COACH
HISTORIC BUS**

WHEREAS, the Central New York Regional Transportation Authority ("CNYRTA" or "Centro") has been offered the gift of a 1946 Fageol Twin Coach bus (the "Vehicle"), a historically significant piece of public transit heritage; and

WHEREAS, Centro recognizes the historical and cultural significance of the Vehicle as an artifact representing the early history of public transportation in the region; and

WHEREAS, New York Public Authorities Law requires that the Board of Directors be informed of and authorize the acceptance of gifts of transportation facilities and related equipment on behalf of Centro; and

WHEREAS, Centro's acceptance of the Vehicle as a gift would be at no acquisition cost to the Authority; and

WHEREAS, Centro has not yet identified a funding source for the restoration, storage, maintenance, or display of the Vehicle, and such funding sources remain to be determined; and

WHEREAS, Centro staff intends to develop a plan to evaluate potential next steps for the Vehicle, including but not limited to restoration, display, community partnership opportunities, and long-term stewardship, to determine whether continued pursuit of this opportunity is in the best interest of the Authority; and

WHEREAS, the Board of Directors has been presented with information regarding this gift in accordance with the requirements of the New York Public Authorities Law and finds that acceptance of the Vehicle is appropriate at this time;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MEMBERS OF THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY hereby authorizes the acceptance of the 1946 Fageol Twin Coach bus as a gift to Centro at no acquisition cost; and

BE IT FURTHER RESOLVED, that Centro staff will ~~to~~ develop and present to the Board a plan outlining potential next steps for the Vehicle, including an assessment of restoration feasibility, storage requirements, display opportunities, and community partnership possibilities; and

BE IT FURTHER RESOLVED, that Centro staff is further directed to identify and evaluate potential funding sources to support Centro's stewardship of the Vehicle, and to report findings to the Board prior to any commitment of Authority funds; and

BE IT FURTHER RESOLVED, that the Chief Executive Officer, or his designee, is authorized to execute any documents necessary to effectuate the acceptance of this gift on behalf of ~~the~~ Centro.

**RESOLUTION APPROVING AMENDED & RESTATED BY-LAWS FOR THE
AUTHORITY AND CERTAIN SUBSIDIARIES AND APPROVING RELATED
CORPORATE GOVERNANCE ACTIONS FOR CENTRO OF CORTLAND, INC.**

WHEREAS, the Central New York Regional Transportation Authority (the “Authority” or “CNYRTA”) and its public benefit subsidiary corporations, CNY Centro, Inc., Centro of Cayuga, Inc., Centro of Cortland, Inc., Centro of Oneida, Inc., Centro of Oswego, Inc., Centro Parking, Inc., Centro Call-A-Bus, Inc., and Intermodal Transportation Center, Inc. (collectively, the “Subsidiaries”), desire to ensure that their By-Laws reflect the current and practical operating practices of the Authority and the Subsidiaries, including the use of email for delivery of notices, informational packets, meeting materials, reports, and other information, and the use of the title Chief Executive Officer rather than Executive Director; and

WHEREAS, the Authority and the Subsidiaries, other than Centro of Cortland, Inc. (“Cortland”), desire to amend and restate their By-Laws to revise Section 2.3 “Special Meetings” and to add a new Section 2.7 “Means of Communication” to provide for email notice and email transmission of board meeting materials and for use of the title Chief Executive Officer rather than Executive Director; and

WHEREAS, the Board of the Authority has determined that it is in the best interests of the Authority and the applicable Subsidiaries to approve such Amended & Restated By-Laws; and

WHEREAS, with respect to Cortland, the Board desires to confirm that the Directors of Cortland shall be the same persons as the membership of the Authority, as set forth in the Fifth Paragraph of the Certificate of Incorporation dated December 20, 2024, that the By-Laws of Cortland shall conform to the newly amended and restated By-Laws of the Authority and the applicable Subsidiaries, and that Christopher Tuff is hereby elected as Chief Executive Officer of Cortland, to serve until his successor has been duly elected and qualified and to perform the duties and responsibilities prescribed by the By-Laws of Cortland;

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby authorizes, approves, and directs the preparation and adoption of amended and restated By-Laws for the Authority and all Subsidiaries other than Cortland, which Amended & Restated By-Laws shall:

- 1) Amend and replace Section 2.3 “Special Meetings” so as to state as follows:

Special meetings of the Board may be called at any time by the Chairperson or in his or her absence by the Vice Chairperson, or by the Chief Executive Officer, and shall be called by the Chairperson, or in his or her absence by the Vice Chairperson, or by the Chief Executive Officer, upon the request of three (3) Directors then in office. It shall be the duty of the Chairperson, or in his or her absence, of the Vice Chairperson, or the Chief Executive Officer, to issue a call for a special Board meeting within a reasonable time after receipt of such request of such three (3) Directors. Written notice of each special meeting shall be given by the Secretary, or in the Secretary’s absence, by the Chairperson, Vice Chairperson, or Chief Executive Officer, specifying the time and place of such meeting, and shall be sent by mail or email to each Director at the mail or email address the Director has designated to the Corporation as his or her official mail or email address for receipt of such notices. Notice shall be sent as quickly as is reasonably practicable. Such notice shall also state the purpose of such meeting, and no business other than that stated in the notice shall be transacted at such special meeting, unless every Director of the Corporation then in office is present, and it is unanimously agreed to consider matters other than

those specifically provided for in the notice of such meeting. A special meeting of the Directors of the Corporation may be held at any time and at any place, and any action may be taken thereat if any applicable requirements regarding notice and lapse of time be met or be waived in writing by four-fifths (4/5) of the Directors of the Corporation.

- 2) Add a new Section 2.7 “Means of Communication” to provide that:

For purposes of conducting meetings of the Board of Directors, all informational packets, meeting materials, reports, and other information to be provided to Directors may be sent by mail or email to the mail or email address designated by each Director to the Corporation for such purpose. Any notice required or permitted to be given for any Board meeting may be given by mail or email to such designated mail or email address, unless a different method of notice is required by applicable law. Each Director shall be responsible for keeping the Corporation informed of his or her current designated mail or email address, and any notice or material sent to a designated email address shall be deemed delivered upon sending, absent notice of non-delivery. Nothing contained herein or in these By-Laws shall override any statute, rule, regulation, or court decision applicable to the Corporation or the conduct of Board meetings.

- 3) Replace all references to the “Executive Director” of the Corporation with the term “Chief Executive Officer.”

BE IT FURTHER RESOLVED, that the Chief Executive Officer and the officers of the Authority and the applicable Subsidiaries are hereby authorized and directed to take all actions necessary or desirable to finalize, execute, deliver, and implement the Amended & Restated By-Laws described above and to make such changes as may be necessary or appropriate to carry out the intent of this Resolution;

BE IT FURTHER RESOLVED, that, with respect to Centro of Cortland, Inc., the Board hereby confirms and approves that the Directors of Cortland shall be the same persons as the membership of the Authority, as provided in the Fifth Paragraph of the Certificate of Incorporation dated December 20, 2024, and that the By-Laws of Cortland shall be the same as the newly Amended & Restated By-Laws of the Authority and the applicable Affiliates, as appropriate for Cortland;

BE IT FURTHER RESOLVED, that Christopher Tuff is hereby elected as Chief Executive Officer of Centro of Cortland, Inc., to serve until his successor has been duly elected and qualified, and to have and perform the duties and responsibilities fixed by the By-Laws of Cortland; and

BE IT FURTHER RESOLVED, that the Chief Executive Officer and the officers of the Authority are authorized and directed to take any and all further actions necessary or advisable to carry out the intent and purpose of this Resolution.

RESOLUTION TO AUTHORIZE SERVICE MODIFICATIONS IN CNY CENTRO

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) wishes to provide mobility solutions, increase ridership, and operate as efficiently as possible in the community it serves, and

WHEREAS, the CNYRTA recognizes that transportation needs and desires have shifted within communities, and

WHEREAS, several route segments in Onondaga County are no longer providing effective and efficient public transportation solutions as evidenced by low ridership, and

WHEREAS, a proposed redesign of the Onondaga system would result in the consolidation of routes throughout the service area and increasing frequency to key origins and destinations, and

WHEREAS, an equity analysis of said proposed redesign determined that the changes would create neither a disparate impact nor a disproportionate burden on minority and low-income populations, and

WHEREAS, significant outreach and two public hearings were held in the city of Syracuse concerning said proposed system redesign that would include an increase in frequency of the busiest bus routes, and additional public feedback was received by email, phone, social media, and stakeholder meetings regarding these service changes, and

WHEREAS, these public comments, which were minimal, have been evaluated by CNYRTA Staff and adjustments were made, as possible, to the proposed Onondaga County system, and

WHEREAS a summary of these public comments was presented to the CNYRTA Board of members for review, and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MEMBERS OF THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY that the proposed system redesign of fixed route bus service in Onondaga County takes place effective June, 2027, or soon thereafter including:

- Aligning the Centro network with present-day demand and travel patterns;
- Allowing Centro to better meet community travel needs through delivery of more efficient and effective service;
- Adjust local service and integrate new modes such as microtransit to reallocate service within BRT corridors and promote BRT connectivity;
- Maintained connections to the AUB38 commuter route; and
- Maintained connection to the OSW246 commuter route.

RESOLUTION TO AUTHORIZE CONTRACT AWARD FOR
THE PURCHASE OF CLEVER INSIGHTS SOFTWARE

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) has a need to purchase ridership analysis software; and

WHEREAS, this contract will be paid for using grant funds with an 80% Federal share, 10% State share and 10% local share; and

WHEREAS, CNYRTA entered into an agreement with Clever Devices in May 2010, to procure an Intelligent Transportation System (ITS) Technologies, Computer Aided Dispatch (CAD), GreyHawk, Ridecheck, and BusWare, software programs; and

WHEREAS, CleverInsights is the replacement for Ridecheck and will assist the CNYRTA with ridership analysis. This software is proprietary to Clever Devices, classifying this as a sole source procurement for consistency purposes; and

WHEREAS, the total cost of the three (3) year agreement is \$268,955.20; 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, 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 is authorized to enter into a three (3) year software agreement with Clever Devices totaling \$268,955.20.

FACT SHEET
THE PURCHASE OF CLEVER INSIGHTS SOFTWARE

PROJECT DESCRIPTION: Three (3) year software agreement for CleverInsights which will support the CNYRTA's ridership analysis requirements.

METHOD OF PROCUREMENT: This is a sole source procurement. This software is proprietary to Clever Devices; therefore, they are the only provider of support and maintenance.

FUNDING: The contract is to be paid for using grant funds.

PRICING RECEIVED:

CleverInsights Software	Price
Set-up Fee	\$47,020
Year 1	\$62,391.60
Year 2	\$78,062.16
Year 3	\$81,481.44
Total	\$268,955.20

COMMENTS: CNYRTA has established a good working relationship with Clever Devices over the past fifteen (15) years. This software will allow for a more comprehensive look into ridership data, supporting the system redesign and bus stop diet while also assisting in the overall improvement of system performance.

MWBE: This is a sole source procurement; therefore, it is not applicable to MWBE requirements.

RECOMMENDATION: Staff recommends payment in accordance with the agreement with Clever Devices totaling \$268,955.20.

RESOLUTION TO AUTHORIZE CONTRACT AWARD FOR
BULK ENGINE OIL PURCHASE 2026

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) has a need to purchase approximately 4,500 gallons of bulk engine oil; and

WHEREAS, this contract will be paid for using operating funds; and

WHEREAS, the Invitation for Bid was publicly let on June 25, 2026; and

WHEREAS, ten (10) vendors were invited and seventeen (17) bid packages were downloaded; and

WHEREAS, one (1) bid was received on July 21, 2026, with the lowest responsive and responsible bid received from AeroMatte Corporation; and

WHEREAS, the price was determined to be fair and reasonable based upon comparison with the other bids and independent cost estimate; 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 AeroMatte Corporation for approximately 4,500 gallons of engine oil at \$22.50 per gallon.

FACT SHEET
BULK ENGINE OIL PURCHASE 2026

PROJECT DESCRIPTION: The CNYRTA has a need to purchase approximately 4,500 gallons of bulk engine oil.

ADVERTISEMENT: An Invitation for Bid was advertised on June 25, 2026, in the NYS Contract Reporter, Post Standard (Onondaga, Cayuga and Oswego County editions), Rome Sentinel, Utica Observer-Dispatch, Cortland Standard and the Minority Commerce Weekly.

FUNDING: This contract is to be paid for using operating funds.

PRICING RECEIVED:

Description	AeroMatte Corporation
Bulk Engine Oil- price per gallon	\$22.50

COMMENTS: AeroMatte Corporation has provided similar commodities in the past with positive results.

MWBE: A full waiver for MWBE participation was approved by NYS Empire Development on this contract.

RECOMMENDATION: Based upon evaluation of the bid documents staff recommends issuance of a purchase order to AeroMatte Corporation for approximately 4,500 gallons of engine oil at \$22.50 per gallon.

RESOLUTION TO AUTHORIZE CONTRACT AWARD FOR
TIRE LEASE 2027-2032

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) has a need for a qualified vendor to provide a leasing program for transit tires; and

WHEREAS, this contract will be paid for using operating funds; and

WHEREAS, the Invitation for Bid was publicly let on July 10, 2026; and

WHEREAS, three (3) vendors were invited, and in total nineteen (19) bid packages were downloaded; and

WHEREAS, one (1) bid was received on July 31, 2026, with the lowest responsive and responsible bid received from Bridgestone Americas Tire Operations; and

WHEREAS, the price was determined to be fair and reasonable based upon comparison with the independent cost estimate; 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 enter into a five (5) year contract with Bridgestone Americas Tire Operations for tire leasing services. The contract would commence May 1, 2027.

FACT SHEET
TIRE LEASE 2027-2032

PROJECT DESCRIPTION: The CNYRTA has a need for a qualified vendor to provide a leasing program for transit tires.

ADVERTISEMENT: An Invitation for Bid was advertised on July 10, 2026, in the NYS Contract Reporter, Post Standard (Onondaga, Cayuga and Oswego County editions), Rome Sentinel, Utica Observer-Dispatch, Cortland Standard and the Minority Commerce Weekly.

FUNDING: This contract is to be paid for using operating funds.

PRICING RECEIVED:

Tire Size	Bridgestone Americas Tire Operations (Price per Mile)
LT245/75/R17	\$ 0.004985
LT275/70R18	\$ 0.005926
LT275/70/R18E	\$ 0.005926
245/75/R76	\$ 0.004716
B315/80/R22.5	\$ 0.007724
245/70/R19.5	\$ 0.008287
235/85/R16	\$ 0.00749
315/80/R22.5	\$ 0.007724
11R22.5	\$ 0.007191
245/60R/18	\$ 0.005558
225/65R/17	\$ 0.005264
275/65R/18	\$ 0.005215
P235/55R/17H	\$ 0.00404
235/65R18	\$ 0.004669
225/65R17	\$ 0.005264
B315/80R/22.5	\$ 0.007724
B275/70R/22.5	\$ 0.008645
275/70R22.5	\$ 0.008645
LT225/75/R16	\$ 0.004191
225/75R16	\$ 0.004191
LT225/75R/16E	\$ 0.004191
Annual Escalators	
Year 2	4%
Year 3	4%
Year 4	4%
Year 5	4%

COMMENTS: Bridgestone Americas Tire Operations has performed like kind services in the past for the CNYRTA with positive results.

MWBE: A full waiver for MWBE participation was approved by NYS Empire Development on this contract.

RECOMMENDATION: Based upon evaluation of the bid documents, the staff recommends contract award to Bridgestone Americas Tire Operations for a five (5) year term, commencing May 1, 2027.

RESOLUTION TO AUTHORIZE CONTRACT AWARD FOR
LIFT EQUIP VEHICLE SERVICES A 2027-2032

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) has a need for a qualified vendor to provide lift equipped vehicle services; and

WHEREAS, this contract will be paid for using operating funds; and

WHEREAS, the Invitation for Bid was publicly let on June 15, 2026; and

WHEREAS, twenty-one (21) vendors were invited, of which nine (9) were sent to NYS Certified M/WBE firms and twenty (20) bid packages were downloaded, and

WHEREAS, four (4) bids were received on July 8, 2026, with the lowest responsive and responsible bid received from Suburban Transportation, Inc.; and

WHEREAS, the price was determined to be fair and reasonable based upon comparison with the other bids and independent cost estimate; 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 enter into a five (5) year contract with Suburban Transportation, Inc., for lift equipped vehicle services. The contract would commence March 1, 2027.

FACT SHEET
LIFT EQUIP VEHICLE SERVICES A 2027-2032

PROJECT DESCRIPTION: The CNYRTA has a need for a qualified vendor to provide lift equipped vehicle services.

ADVERTISEMENT: An Invitation for Bid was advertised on June 15, 2026, in the NYS Contract Reporter, Post Standard (Onondaga, Cayuga and Oswego County editions), Cortland Standard, Rome Sentinel, Utica Observer-Dispatch and the Minority Commerce Weekly.

FUNDING: This contract is to be paid for using operating funds.

PRICING RECEIVED:

Lift Equip Vehicle Services	Suburban Transportation	Blue Chip Transportation	Cathay Express Transportation	Speedy Medical Transport
Monday- Friday- 9:00AM - 6:00PM With a One (1) Hour Flexible/Floating Break	\$84.00	\$88.80	\$105.76	\$175.00
Monday- Friday- 7:00AM - 5:00PM With a One (1) Hour Flexible/Floating Break	\$84.00	\$88.80	\$105.95	\$175.00
Monday- Friday- 6:00AM - 5:00PM With a One (1) Hour Flexible/Floating Break	\$84.00	\$89.78	\$106.11	\$175.00
Saturday - 9:00AM - 6:00PM With a One (1) Hour Flexible/Floating Break	\$94.00	\$94.79	\$207.95	\$175.00
Sunday - 7:30AM - 4:30PM With a One (1) Hour Flexible/Floating Break	\$94.00	\$94.79	\$207.95	\$175.00
Seven (7) days per week including holidays- On a as needed basis from 5:00AM to 12:30AM.	\$94.00	\$90.00	\$105.95	\$200.00
Annual Escalators				
Year 2	2%	3%	4%	6%
Year 3	2%	4%	4%	6%
Year 4	2%	3%	4%	6%
Year 5	2%	4%	4%	6%

COMMENTS: Suburban Transportation, Inc., has provided specialized transportation services in the past for the CNYRTA with positive results.

MWBE: A full waiver for MWBE participation was approved by NYS Empire Development on this contract.

RECOMMENDATION: Based upon evaluation of the bid documents staff recommends the contract award to Suburban Transportation, Inc., for a five (5) year term, commencing March 1, 2027.

RESOLUTION TO AUTHORIZE CONTRACT AWARD FOR
LIFT EQUIP VEHICLE SERVICES B 2026-2031

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) has a need for a qualified vendor to provide lift equipped vehicle services; and

WHEREAS, this contract will be paid for using operating funds; and

WHEREAS, the Invitation for Bid was publicly let on June 15, 2026; and

WHEREAS, twenty-one (21) vendors were invited, of which nine (9) were sent to NYS Certified M/WBE firms and seventeen (17) bid packages were downloaded, and

WHEREAS, four (4) bids were received on July 8, 2026, with the lowest responsive and responsible bid received from Suburban Transportation, Inc.; and

WHEREAS, the price was determined to be fair and reasonable based upon comparison with the other bids and independent cost estimate; 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 enter into a five (5) year contract with Suburban Transportation, Inc., for lift equipped vehicle services. The contract would commence November 1, 2026.

FACT SHEET
LIFT EQUIP VEHICLE SERVICES B 2026-2031

PROJECT DESCRIPTION: The CNYRTA has a need for a qualified vendor to provide lift equipped vehicle services.

ADVERTISEMENT: An Invitation for Bid was advertised on June 15, 2026, in the NYS Contract Reporter, Post Standard (Onondaga, Cayuga and Oswego County editions), Cortland Standard, Rome Sentinel, Utica Observer-Dispatch and the Minority Commerce Weekly.

FUNDING: This contract is to be paid for using operating funds.

PRICING RECEIVED:

Lift Equip Vehicle Services	Suburban Transportation	Blue Chip Transportation	Cathay Express Transportation	Speedy Medical Transport
Monday- Friday- 7:00AM - 4:00PM With a Break From 11:30AM to 12:30PM	\$78.00	\$86.88	\$105.76	\$130.00
Monday- Friday- 6:00AM - 3:00PM With a One (1) Hour Flexible/Floating Break	\$78.00	\$86.88	\$105.76	\$130.00
Monday- Friday- 7:00AM - 4:00PM With a One (1) Hour Flexible/Floating Break	\$78.00	\$86.88	\$105.76	\$130.00
Monday- Friday- 7:45AM - 4:45PM With a One (1) Hour Flexible/Floating Break	\$78.00	\$86.88	\$105.76	\$130.00
Monday- Friday- 6:00AM - 5:00PM With a One (1) Hour Flexible/Floating Break	\$82.00	\$88.12	\$106.11	\$130.00
Annual Escalators				
Year 2	2%	4%	4%	5%
Year 3	2%	3%	4%	5%
Year 4	2%	4%	4%	5%
Year 5	2%	3%	4%	5%

COMMENTS: Suburban Transportation, Inc., has provided specialized transportation services in the past for the CNYRTA with positive results.

MWBE: A full waiver for MWBE participation was approved by NYS Empire Development on this contract.

RECOMMENDATION: Based upon evaluation of the bid documents staff recommends the contract award to Suburban Transportation, Inc., for a five (5) year term, commencing November 1, 2026.

**RESOLUTION TO AUTHORIZE CONTRACT AWARD FOR
LIFT EQUIP VEHICLE SERVICES B 2026-2031**

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) has a need for a qualified vendor to provide lift equipped vehicle services; and

WHEREAS, this contract will be paid for using operating funds; and

WHEREAS, the Invitation for Bid was publicly let on June 15, 2026; and

WHEREAS, twenty-one (21) vendors were invited, of which nine (9) were sent to NYS Certified M/WBE firms and seventeen (17) bid packages were downloaded, and

WHEREAS, four (4) bids were received on July 8, 2026, with the lowest responsive and responsible bid received from Suburban Transportation, Inc.; and

WHEREAS, the price was determined to be fair and reasonable based upon comparison with the other bids and independent cost estimate; 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 enter into a five (5) year contract with Suburban Transportation, Inc., for lift equipped vehicle services. The contract would commence November 1, 2026.

FACT SHEET
LIFT EQUIP VEHICLE SERVICES B 2026-2031

PROJECT DESCRIPTION: The CNYRTA has a need for a qualified vendor to provide lift equipped vehicle services.

ADVERTISEMENT: An Invitation for Bid was advertised on June 15, 2026, in the NYS Contract Reporter, Post Standard (Onondaga, Cayuga and Oswego County editions), Cortland Standard, Rome Sentinel, Utica Observer-Dispatch and the Minority Commerce Weekly.

FUNDING: This contract is to be paid for using operating funds.

PRICING RECEIVED:

Lift Equip Vehicle Services	Suburban Transportation	Blue Chip Transportation	Cathay Express Transportation	Speedy Medical Transport
Monday- Friday- 7:00AM - 4:00PM With a Break From 11:30AM to 12:30PM	\$78.00	\$86.88	\$105.76	\$130.00
Monday- Friday- 6:00AM - 3:00PM With a One (1) Hour Flexible/Floating Break	\$78.00	\$86.88	\$105.76	\$130.00
Monday- Friday- 7:00AM - 4:00PM With a One (1) Hour Flexible/Floating Break	\$78.00	\$86.88	\$105.76	\$130.00
Monday- Friday- 7:45AM - 4:45PM With a One (1) Hour Flexible/Floating Break	\$78.00	\$86.88	\$105.76	\$130.00
Monday- Friday- 6:00AM - 5:00PM With a One (1) Hour Flexible/Floating Break	\$82.00	\$88.12	\$106.11	\$130.00
Annual Escalators				
Year 2	2%	4%	4%	5%
Year 3	2%	3%	4%	5%
Year 4	2%	4%	4%	5%
Year 5	2%	3%	4%	5%

COMMENTS: Suburban Transportation, Inc., has provided specialized transportation services in the past for the CNYRTA with positive results.

MWBE: A full waiver for MWBE participation was approved by NYS Empire Development on this contract.

RECOMMENDATION: Based upon evaluation of the bid documents staff recommends the contract award to Suburban Transportation, Inc., for a five (5) year term, commencing November 1, 2026.

THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY
AUDIT AND FINANCE COMMITTEE
200 CORTLAND AVENUE, SYRACUSE, NEW YORK
MINUTES OF THE AUGUST 28, 2026, AUDIT AND FINANCE COMMITTEE MEETING

MEMBERS PRESENT: NICHOLAS LAINO, Chair
 DARLENE LATTIMORE, Secretary
 NEIL BURKE
 ROBERT CUCLICH
 JULIUS LAWRENCE
 HEATHER SNOW
 LOUELLA WILLIAMS
 FRANK SAYA, Non-Voting Member

MEMBERS ABSENT: ANTHONY DAVIS, Vice Chair
 TINA FITZGERALD, Treasurer

STAFF PRESENT: CHRISTOPHER TUFF, Chief Executive Officer
 JACQUELYN MUSENGO, Executive Vice President
 GEOFF HOFF, VP of Fleet and Facilities
 BRUCE FONG, VP of Information Technologies
 MELISSA BRIM, VP of Finance
 BREN DAISS, VP of Communication & Business Planning
 CHRIS MORALLE, Associate VP of Human Resources
 JORGE BORDONHOS, Director of Fleet Maintenance
 CAITLIN MACCOLLUM, Sr Director of Procurement
 CHRISTOPHER KING, Procurement Manager
 TARA SPRAKER, Director of Capital Programs
 PAULA CUTRONE, Senior Manager of Transit Data and Equity
 JASON SMITH, Senior Procurement Analyst
 SUZANN HENSLEY, Internal Control Manager
 MATT KAVANAGH, Desktop Support Specialist

PUBLIC PRESENT: STEVE HELMER
 BRAD HUNT
 BARRY SHULMAN
 DEBBIE SHULMAN
 MARIO COLONE
 JOE DISTEFANO

CALL TO ORDER At 9:05 A.M. Chairman Laino called the meeting to order.

- Chairman Laino noted a quorum was present
- The next Committee meeting will be on September 25, 2026

JULY 31, 2026, STATEMENT OF REVENUE AND EXPENDITURES

Ms. Brim presented a Motion to approve the July 31, 2026, Statement of Revenue and Expenditures. A copy of the Statements and Motion are attached to these Minutes.

A Motion to approve the July 31, 2026, Statement of Revenue and Expenditures as recommended by the Audit and Finance Committee, was raised and forwarded to the Board for approval.

Motion – Darlene Lattimore

Seconded – Julius Lawrence

Carried Unanimously to the Board with a recommendation of approval.

CLEVERINSIGHTS SOFTWARE PURCHASE

Ms. MacCollum presented a Resolution to authorize contract award for the purchase of Clever Insights Software totaling \$268,955.20. A copy of the Motion is attached to these Minutes.

A Motion to authorize contract award for the purchase of Clever Insights Software was raised and forwarded to the Board for approval.

Motion – Darlene Lattimore

Seconded – Julius Lawrence

Abstained – Heather Snow

Carried Unanimously to the Board with a recommendation of approval.

BULK ENGINE OIL PURCHASE

Ms. MacCollum presented a Resolution to authorize contract award for Bulk Engine Oil Purchase 2026 to AeroMatte Corporation for approximately 4,500 gallons of engine oil at \$22.50 per gallon. A copy of the Resolution is attached to these Minutes.

A Motion to authorize contract award for Bulk Engine Oil Purchase 2026 to AeroMatte Corporation was raised and forwarded to the Board for approval.

Motion – Heather Snow

Seconded – Robert Cuculich

Carried Unanimously to the Board with a recommendation of approval.

TIRE LEASE 2027-2032

Mr. King presented a Resolution to authorize contract award for Tire Lease 2027-2032 to Bridgestone Americas Tire Operations for a five (5) year term commencing May 1, 2027. A copy of the Resolution is attached to these Minutes.

A Motion to authorize contract award for Tire Lease 2027-2032 to Bridgestone Americas Tire Operations was raised and forwarded to the Board for approval.

Motion – Julius Lawrence

Seconded – Neil Burke

Carried Unanimously to the Board with a recommendation of approval.

LIFT EQUIPPED VEHICLE SERVICES A 2027-2032

Mr. Smith presented a Resolution to authorize contract award for Lift Equipped Vehicle Services A 2027-2032 to Suburban Transportation, Inc. for a five (5) year term commencing March 1, 2027. A copy of the Resolution is attached to these Minutes.

A Motion to authorize contract award for Lift Equipped Vehicle Services A 2027-2032 to Suburban Transportation, Inc. was raised and forwarded to the Board for approval.

Motion – Darlene Lattimore

Seconded – Julius Lawrence

Carried Unanimously to the Board with a recommendation of approval.

LIFT EQUIPPED VEHICLE SERVICES B 2026-2031

Mr. Smith presented a Resolution to authorize contract award for Lift Equipped Vehicle Services B 2026-2031 to Suburban Transportation, Inc. for a five (5) year term commencing November 1, 2026. A copy of the Resolution is attached to these Minutes.

A Motion to authorize contract award for Lift Equipped Vehicle Services B 2026-2031 to Suburban Transportation, Inc. was raised and forwarded to the Board for approval.

Motion – Darlene Lattimore

Seconded – Heather Snow

Carried Unanimously to the Board with a recommendation of approval.

SUPERVISORY VEHICLES PURCHASE

Mr. Smith presented a Resolution to issue a purchase order to Albany Toyota in the amount of \$138,041.32 for the purchase of four (4) Toyota Rav 4 Hybrids, Supervisory Vehicles. A copy of the Resolution is attached to these Minutes.

A Motion to authorize issuance of a purchase order for Supervisory Vehicle Purchase to Albany Toyota was raised and forwarded to the Board for approval.

Motion – Julius Lawrence

Seconded – Darlene Lattimore

Abstained – Heather Snow

Carried Unanimously to the Board with a recommendation of approval.

ACCEPTANCE OF GIFT – 1946 FAGEOL TWIN COACH HISTORIC BUS

Mr. Tuff presented a Resolution to authorize Acceptance of Gift – 1946 Fageol Twin Coach Historical Bus. A copy of the Resolution is attached to these Minutes.

A Motion to authorize Acceptance of Gift – 1946 Fageol Twin Coach Historical Bus was raised and forwarded to the Board for approval.

Motion – Julius Lawrence

Seconded – Robert Cuculich

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