

THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY
(and its Subsidiaries)
200 CORTLAND AVENUE, SYRACUSE, NEW YORK
MINUTES OF THE MARCH 26, 2025, BOARD MEETING

MEMBERS PRESENT:

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

MEMBERS ABSENT:

ANTHONY DAVIS, Vice Chair

STAFF PRESENT:

CHRISTOPHER TUFF, Deputy Chief Executive Officer
STEVE KOEGEL, VP of Communication and Business Planning
JACQUELYN MUSENGO, VP of Human Resources
GEOFF HOFF, VP of Fleet and Facilities
BRUCE FONG, VP of Information Technologies
RAHMIN AZRIA, VP of Operations
MELISSA BRIM, VP of Finance
CAITLIN MACCOLLUM, Senior Director of Procurement
TARA SPRAKER, Director of Capital Programs
EJ MOSES, Director of Facilities and Grants
JORGE BORDONHOS, Director of Fleet Maintenance
CHRISTOPHER KING, Procurement Manager
PAULA CUTRONE, Sr Manager of Transit Data & Equity
DEREK SHERMAN, Director of Accounting
JASON SMITH, Sr Procurement Analyst
JEANNINE JOHNSON, Executive Assistant
JIMMIE HESTER, Bus Operator Syracuse
CLINT EVERSLEY, Mechanic Syracuse

PUBLIC PRESENT:

BRAD HUNT, Legal Counsel
MARIO COLONE
JOE CALABRESE

CALL TO ORDER At 9:30 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 April 25, 2025:
 - Pension Committee Meeting – 9:00 AM
 - Audit and Finance Committee Meeting – 9:30 AM
 - Board Meeting – 10:00 AM

APPROVAL OF THE FEBRUARY 28, 2025, BOARD MEETING MINUTES - MOTION NO. 2760

Motion – Tina Fitzgerald

Seconded – Julius Lawrence

Carried Unanimously

DEPUTY CHIEF EXECUTIVE OFFICER’S REPORT – Mr. Tuff

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

CORTLAND COUNTY

The launch of Centro of Cortland is just a few days away. Everyone has been working together over the last seven months to get to this point. This process was a large lift for the team with all the other projects that we have going (i.e. BRT, system redesign, Utica facility), in true Centro fashion everyone came together to make it happen. There are still items that will be finalized after the launch, but we are ready for day one. I could not be more proud of the Centro Staff to pull this together in seven months, I will share even NYSDOT was a little concerned about the timeline. Thank you to everyone for their hard work during this time.

Lease agreement for Grant St location has been signed and we have the keys. We will start evaluating the location to get prepared to relocate this summer.

TRAPEZE – RISK SAFETY AWARD

Last week Centro Received an award from Trapeze (Scheduling software). We were awarded the RISC Trailblazer Award: Excellence in Transit Safety and Compliance. This award is presented to a transit agency that has demonstrated exceptional leadership in transit safety by leveraging Trapeze RISC to streamline safety reporting, improve incident management, and maintain regulatory compliance. Trapeze felt that CENTRO was the perfect recipient of this award.

Operations manager Amber Miller was a featured speaker at the ThinkTransit conference hosted by Trapeze. She did a great job representing Centro and the RISC product.

DIRECTOR OF FLEET MAINTENANCE

Jorge Bordonhos has been hired as the Director of Fleet Maintenance. Before joining Centro, he spent 25 years at Waste Management's Central/Western division in Massachusetts, where he advanced from Diesel Mechanic to Senior District Fleet Manager. He comes to us with a lot of maintenance experience and leadership skills. We welcome Jorge to the Centro team.

SENIOR STAFF REPORTS

BUSINESS DEVELOPMENT AND CORPORATE COMMUNICATIONS REPORT – Mr. Koegel

Mr. Koegel introduced an Equity Analysis performed for the institution of Centro's bus fares in Centro of Cortland. The analysis indicated that the fare structure did not represent a disproportionate burden or disparate impact on minority or low-income riders. A motion was made to accept the equity analysis.

TITLE VI FARE EQUITY ANALYSIS – CENTRO OF CORTLAND – MOTION NO. 2761

A Motion to approve The Title VI Fare Equity Analysis – Centro of Cortland was raised.

Motion – Tina Fitzgerald
Seconded – Neil Burke
Carried Unanimously

AUDIT AND FINANCE COMMITTEE REPORT

FEBRUARY 28, 2025, STATEMENT OF REVENUE AND EXPENDITURES – MOTION NO. 2762

Ms. Brim presented a Motion to approve the February 28, 2025, Statement of Revenue and Expenditures. A copy of which is attached to these minutes.

A Motion to approve the February 28, 2025, Statement of Revenue and expenditures as recommended by the Audit and Finance Committee was raised.

Motion – Tina Fitzgerald
Seconded – Julius Lawrence
Carried Unanimously

2025-26 FINAL OPERATING, CAPITAL BUDGET AND FINANCIAL PLAN – MOTION NO. 2763

Mr. Sherman presented a Motion to approve the 2025-26 Final Operating, Capital Budget and Financial Plan. A copy of the Motion is attached to these Minutes.

A Motion to approve the 2025-26 Final Operating, Capital Budget and Financial Plan as recommended by the Audit and Finance Committee, was raised.

Motion – Monty Flynn
 Seconded – Louella Williams
 Carried Unanimously

ADDITIONAL PENSION CONTRIBUTION FOR CENTRO DEFINED BENEFIT PLANS –
 MOTION NO. 2764

Ms. Brim presented a Motion to authorize an additional Pension Contribution for Centro Defined Benefit Plans. A copy of the Resolution is attached to these Minutes.

A Motion to authorize an additional Pension Contribution for Centro Defined Benefit Plans, as recommended by the Audit and Finance Committee, was raised.

Motion – Robert Cuculich
 Seconded – Monty Flynn
 Carried Unanimously

OPERATING AND FUNDING TRANSFER AGREEMENT – CORTLAND COUNTY –
 MOTION NO. 2650

Ms. Spraker presented a Resolution to authorize the Deputy Chief Executive Officer to sign the Operating and Fund Transfer Agreement. A copy of the Resolution is attached to these Minutes.

A Motion to authorize the Deputy Chief Executive Officer to sign the Operating and Fund Transfer Agreement, as recommended by the Audit and Finance Committee, was raised.

Motion – Julius Lawrence
 Seconded – Neil Burke
 Carried Unanimously

NYS DOT AGREEMENT #C006013 ATTACHMENT #1 – MOTION NO. 2651

Ms. Spraker presented a Resolution to authorize the Deputy Chief Executive officer to sign Agreement #C006013 Attachment #1 with the New York State Department of Transportation. A copy of the Resolution is attached to these Minutes.

A Motion to authorize the Deputy Chief Executive officer to sign Agreement #C006013 Attachment #1 with the New York State Department of Transportation, as recommended by the Audit and Finance Committee, was raised.

Motion – Tina Fitzgerald
 Seconded – Louella Williams
 Carried Unanimously

GRANT AGREEMENT CONTRACT #K0075489 WITH THE NYS DEPARTMENT OF
TRANSPORTATION MOTION – NO. 2652

Ms. Spraker presented a Resolution to authorize the Deputy Chief Executive Officer to Sign Agreement #K007549 Attachment #1 with the New York State Department of Transportation. A copy of the Resolution is attached to these Minutes.

A Motion to authorize the Deputy Chief Executive Officer to Sign Agreement #K007549 Attachment #1 with the New York State Department of Transportation, as recommended by the Audit and Finance Committee, was raised.

Motion – Monty Flynn
Seconded – Tina Fitzgerald
Carried Unanimously

OLD BUSINESS

Chairman Laino inquired as to which Board members would attend the Cortland County Ribbon cutting ceremony. He also thanked Steve Koegel, Centro's legal team and everyone for their efforts, with the addition of Cortland County to the CNYRTA.

NEW BUSINESS

Mr. Lawrence requested clarification of Centro's participation in the TNT community meetings. Mr. Tuff reassured him that Centro is on the schedule for the May 2025 meeting.

EXECUTIVE SESSION – MOTION NO. 2765

A Motion to move the meeting into Executive Session to obtain advice from counsel was raised.

Motion – Tina Fitzgerald
Seconded – Neil Burke

No Action Taken in Executive Session

2.5% COLA INCREASE NON-SALARIED STAFF – MOTION NO. 2766

Chairman Laino presented a Motion to approve a 2.5% cost of living increase for non-salaried employees effective April 1, 2025.

A Motion to approve a 2.5% COLA increase for all non-represented salaried employees was raised.

Motion – Louella Williams
Seconded – Neil Burke
Carried Unanimously

ADJOURNED

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


Chairman

ATTEST:


Secretary



TO: CNYRTA Board of Members
FROM: Christopher Tuff, Deputy Chief Executive Officer
RE: Monthly Summary Report – March 2025
DATE: March 18, 2025

COVID-19 Emergency

1. C.A.R.E.S. Act – has been fully expended.
 - Total draw to date - \$ 32,666,902
 2. CRRSSA Funds – has been fully expended.
 - Total draw to date \$16,234,568
 3. ARP Funds
 - Fiscal Year 2023 \$15,095,747
 - Fiscal Year 2024 \$10,620,998
 - Q1 FY 2025 \$ 2,051,679
 - Q2 FY 2025 \$ 2,611,511
 - Q3 FY 2025 \$ 3,875,613
 - January 2025 \$ 417,738
 - February 2025 \$ 313,785
- \$ 34,987,071 (of \$38.5 Mil)

One-House Bills

On March 12, the Senate and Assembly issued their one-house bills. The Assembly has proposed a 7.0% increase in STOA above 2024-2025 levels and added an additional \$100 million in capital funding to non-MTA systems (totaling \$319.5 m). The Assembly also added an additional \$1 million for Centro to takeover Cortland County. The Senate has proposed a 15% increase over 2024-2025 levels, while also adding an additional \$50 million above the executive budget for non-MTA systems and \$26 million for NFTA rail project (totaling \$295.5 m). The Executive Budget was proposed with a 3.4% increase in STOA above 2024-2025 levels.

Legislative Meetings

Steve Koegel and myself have meet with Senator May staff, Assemblyman Barclay staff, and Senator Ryan to review our State Fiscal year 2026 funding requests. The Chairman and I also met with Senator Griffo and Assemblymember Buttenschon to review our State Fiscal year 2026 funding requests and update them on services in Oneida County.

Various Meetings

Continued meetings to discuss the following items and move these projects forward. The topics include but not limited to: Capital Planning, Recruiting, RPM Program, NYPTA, SMTC, Arcadis (Transportation Consultants), Genfare (Farebox)

Audit and Finance Committee Agenda

Presented by Melissa Brim, Vice President of Finance
March 26, 2025

Board Actions Motions and Resolutions

MOTIONS:

February 28, 2025, Statement of Revenue and Expenditures – M. Brim
2025-26 Final Operating Budget and Financial Plan – D. Sherman
2025-26 Final Capital Budget and Financial Plan – D. Sherman
Additional Pension Contribution for Centro Defined Benefit Plans – M. Brim

RESOLUTIONS:

Operating and Funding Transfer Agreement – Cortland County – T. Spraker
NYS DOT Grant Agreement #C006013 Attachment #1 – T. Spraker
NYS DOT Grant Agreement #K007549 Attachment #1 – T. Spraker

SUPPLEMENTAL INFORMATION:

Investment Report
Mortgage Recording Tax (MRT) Statement
Statement of Cash Flow
Procurement Summary
Capital Program Summary

ITEMS REQUIRING FUTURE BOARD ACTION:

Draft Financial Statements as of March 31, 2025 (May)



STATEMENT OF REVENUES AND EXPENDITURES

Central New York Regional Transportation Authority
Statement of Revenues and Expenditures
From 04/01/2024 through 02/28/2025
(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	3,936,710	3,681,390	255,321	6.93%	3,705,527	231,184	6.23%
Special Line Passenger Revenue	6,713,248	6,754,950	(41,702)	(0.61)%	6,540,567	172,680	2.64%
Advertising & Other Revenue	2,157,424	2,093,008	64,416	3.07%	2,020,346	137,077	6.78%
Total Operating Revenue	12,807,382	12,529,348	278,034	2.22%	12,266,441	540,942	4.41%
Operating Expenses							
Salaries & Wages	34,559,570	37,449,645	2,890,075	(7.71)%	31,560,740	2,998,830	9.50%
Other Employee Benefits & Payroll Taxes	3,521,884	4,038,780	516,896	(12.79)%	3,371,651	150,233	4.45%
Healthcare Benefits	11,894,612	14,554,085	2,659,473	(18.27)%	11,159,075	735,537	6.59%
Workers Compensation	2,035,670	3,229,200	1,193,530	(36.96)%	3,017,321	(981,651)	(32.53)%
Pension Benefits	3,935,536	3,604,633	(330,903)	9.17%	3,346,216	589,320	17.61%
Risk Management	2,464,952	3,246,740	781,788	(24.07)%	2,681,986	(217,034)	(8.09)%
Purchased Transportation	5,364,940	5,636,200	271,260	(4.81)%	5,228,311	136,628	2.61%
Materials & Supplies	4,294,947	4,533,385	238,438	(5.25)%	3,705,553	589,394	15.90%
Services	6,058,637	6,353,870	295,233	(4.64)%	5,545,580	513,057	9.25%
Fuel	1,826,050	2,048,600	222,550	(10.86)%	1,962,383	(136,332)	(6.94)%
Utilities	683,862	647,370	(36,492)	5.63%	616,342	67,521	10.95%
Other Expenses	416,087	417,097	1,010	(0.24)%	277,839	138,248	49.75%
Total Operating Expenses	77,056,747	85,759,605	8,702,857	(10.15)%	72,472,997	4,583,750	6.32%
Non-Operating Revenue							
Operating Assistance	63,098,142	65,949,333	(2,851,191)	(4.32)%	59,113,828	3,984,315	6.74%
Mortgage Tax Revenue	7,632,340	6,827,000	805,340	11.79%	7,254,877	377,463	5.20%
Gain/Loss on Disposal of Capital	72,178	45,833	26,344	57.47%	42,115	30,063	71.38%
Investment Revenue	1,297,894	540,837	757,057	139.97%	1,206,757	91,137	7.55%
Total Non-Operating Revenue	72,100,554	73,363,004	(1,262,450)	(1.72)%	67,617,576	4,482,978	6.63%
Operating Income (Loss)	7,851,188	132,747	7,718,442	5,814.42%	7,411,019	440,170	5.93%
Capital Contributions							
Federal Grants	32,147,001	34,652,900	(2,505,899)	(7.23)%	1,033,259	31,113,742	3,011.22%
State Grants	10,049,938	21,109,150	(11,059,212)	(52.39)%	4,894,333	5,155,606	105.33%
Total Capital Contributions	42,196,939	55,762,050	(13,565,111)	(24.33)%	5,927,592	36,269,347	611.87%
Non-Operating Expenses							
Depreciation Expense	10,589,731	10,683,750	94,019	(0.88)%	10,689,347	(99,617)	(0.93)%
Total Non-Operating Expenses	10,589,731	10,683,750	94,019	(0.88)%	10,689,347	(99,617)	(0.93)%
Change in Net Position	39,458,397	45,541,997	(6,083,600)	(13.35)%	2,649,263	36,809,134	1,389.41%
Net Position - Beginning of Year	(215,991,016)	0	(215,991,016)	0.00%	(224,453,514)	8,462,498	(3.77)%
Total Net Position - Beginning of Year	(215,991,016)	0	(215,991,016)	0.00%	(224,453,514)	8,462,498	(3.77)%
Net Position - End of Year	(176,532,619)	45,541,997	(222,074,616)	(487.62)%	(221,804,251)	45,271,632	(20.41)%



STATEMENT OF REVENUE AND EXPENDITURES

After eleven months ending February 28, 2025, the Authority reports a consolidated operating income of \$7.9 million, excluding capital contributions and non-operating expenses.

Operating Revenues

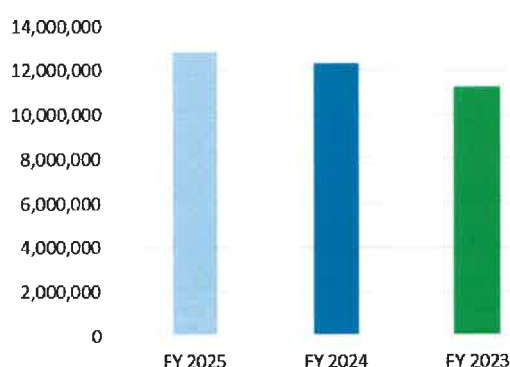
Total operating revenues amount to \$12.8 million, reflecting a \$573 thousand (4%) increase over prior year, exceeding budget expectations by \$278 thousand (2%).

	Actual	Budget	Budget Change	% Change to Budget	Prior Year Actual	CY to PY Change	% Change CY to PY
Operating Revenue							
Passenger Revenues	10,649,958	10,436,340	213,618	2%	10,246,094	403,864	4%
Advertising & Other Revenue	2,157,424	2,093,008	64,416	3%	2,020,346	137,077	7%
Total Operating Revenue	12,807,382	12,529,348	278,034	2%	12,266,441	540,942	4%

Passenger revenues are performing 2% over budget expectations, and 4% over prior year.

Regular line passenger revenues are performing 7% over budget expectations, and 6% over prior year. This positive variance remains consistent with prior months and is driven by increases in farebox revenue, pass sales, and Call-A-Bus revenue. Fixed-route ridership across the system continues to trend 8% higher compared to the same period last year.

Special line passenger revenues are meeting budget expectations and have increased by 3% year-over-year. This favorable variance is attributed to budgeted contract rate increases, new community partnerships, and increased service levels related to the Syracuse University contract.



Advertising and other revenues are performing 3% over budget expectations and 7% over prior year.

Lease revenues are performing in line with budget expectations and 1.4% over prior year. The performance over prior year is in line with annual rent increases.

Advertising, parking & other revenues are exceeding budget expectations by 4% and are 10% over prior year. The favorable budget variance is due to increased RTC parking revenues and vending revenue, while the year-over-year favorable variance is mainly driven by the minimum guarantee in the transit advertising contract, and parking revenue.



Operating Expenses

Total operating expenses amount to \$77 million, which are \$8.7 million (10%) under budget expectations, and \$4.5 million (6%) increase over the previous year.

	Actual	Budget	Budget Change	% Change to Budget	Prior Year Actual	CY to PY Change	% Change CY to PY
Operating Expenses							
Personnel Expenses	55,947,272	62,876,343	6,929,071	-11%	52,455,003	3,492,269	7%
Non-Personnel Expenses	21,109,475	22,883,262	1,773,787	-8%	20,017,994	1,091,481	5%
Total Operating Expenses	77,056,747	85,759,605	8,702,857	-10%	72,472,997	4,583,750	6%

Personnel expenses are performing \$6.9 million (11%) under budget expectations, but are \$3.5 million (7%) over prior year.

Personnel expenses continue to trend 11% under budget and 7% over prior year, with all categories under budget except for pension benefits. The higher-than-expected pension costs are driven by the increased 401(a) employer match and adjusted contributions based on actuarial recommendations to fund each plan on a 10-year amortization schedule. Consequently, pension contributions have decreased for both salaried and non-salaried plans, except for the Utica pension plans. Additionally, the personnel budget assumes all positions are filled for the entire fiscal year; however, ongoing vacancies, particularly among bus operators and maintenance staff, are contributing to the budget variance.

Year-over-year, personnel expenses continue to follow established trends, with all categories exceeding prior year expenses, except for workers' compensation, which has decreased due to 19 fewer open claims. The most significant cost increases are driven by union wage adjustments for operators and maintenance staff, a higher 401(a) employer match, and rising healthcare expenses. The increase in healthcare costs is attributed to 511 additional claims and 24,229 more services utilized this fiscal year.

Non-personnel expenses are \$1.7 million (8%) under budget expectations but \$1 million (5%) over prior year. Most non-personnel categories are on or under budget while exceeding prior year's expenses, except for Risk Management and Fuel. These variances align with established trends, economic conditions, operational needs, and anticipated budget adjustments.

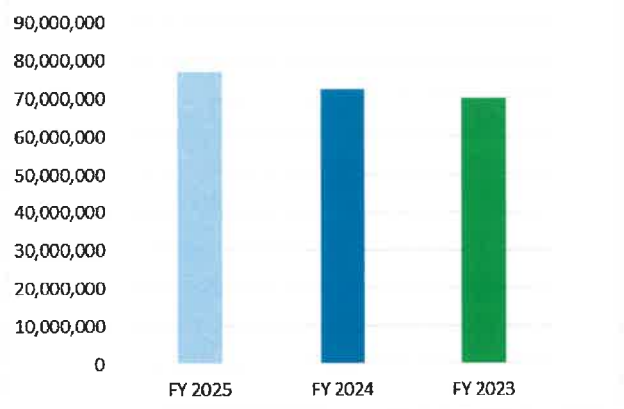
Risk Management expenses are below both budget expectations and prior year expense levels, driven primarily by reduced claims administration costs, legal fees, and prior year claims, which continue to support this favorable variance.

Materials & Supplies and Services expenses are trending under budget, but over prior year expense levels. Budget variances are attributed to anticipated advertising, marketing, training, and software licensing and maintenance costs that have yet to be incurred. Prior year variances align with established trends and operational needs.

Fuel expenses are 11% under budget expectations, and 7% under prior year expense levels, driven by a reduced CNG fuel rate secured by the Authority.

Purchased Transportation expenses are 4.8% under budget expectations and are performing 2.6% over prior year. Purchase Transportation vendors continue to provide 83% of paratransit service, gradually aligning with service levels provided in the same period last year.

OPERATING EXPENSES



Non-Operating Revenues

Non-operating revenues total \$72 million, which are \$1.3 million (2%) under budget expectations, and are reflecting a \$4.8 million (9%) increase over the prior year

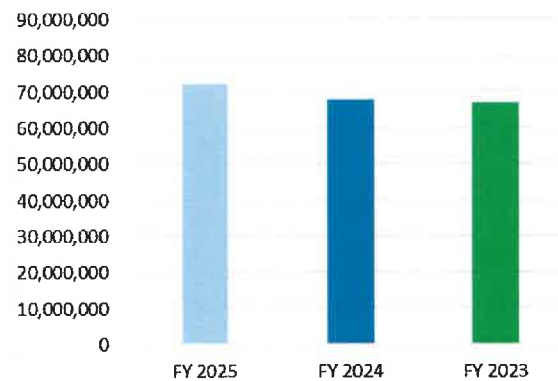
	Actual	Budget	Budget Change	% Change to Budget	Prior Year Actual	CY to PY Change	% Change CY to PY
Non-Operating Revenue							
Operating Assistance	63,098,142	65,949,333	(2,851,191)	-4%	59,113,828	3,984,315	7%
Mortgage Tax Revenue	7,632,340	6,827,000	805,340	12%	7,254,877	377,463	5%
Gain/Loss on Disposal of Capital	72,178	45,833	26,344	57%	42,115	30,063	71%
Investment Revenue	1,297,894	540,837	757,057	140%	1,206,757	91,137	8%
Total Non-Operating Revenue	72,100,554	73,363,004	(1,262,450)	-2%	67,617,576	4,482,978	7%

Operating assistance revenues are 4% under budget expectations, and 7% over prior year. This year-over-year variance is driven by increased State Transit Operating Assistance (STOA), and unanticipated 5311 Operating Assistance for our rural counties. The budget variance reflects lower-than-expected utilization of Federal Assistance, which is allocated based on expenses. The remaining COVID relief funds are expected to be fully utilized by the fiscal year's end.

Mortgage tax revenues are exceeding budget expectations by 12% and is 5% over prior year. While this revenue source is performing strongly, its inherent volatility requires ongoing monitoring and conservative planning.

Investment revenues are exceeding budget expectations by over 100% and are 8% over the prior year. With current investment rates averaging around 4.0%, the Authority will continue to evaluate opportunities to invest idle cash, ensuring cash flow needs are met.

NON-OPERATING REVENUE



INVESTMENT REPORT

Central New York Regional Transportation Authority
Inventory of Existing Investments
As of 02/28/2025
(In Whole Numbers)

Cash Investments	Institution	Interest Rate	Amount	Total
Unrestricted - Operating Funds				
Commercial Savings - General Fund	M&T Bank	2.50%	\$21,905,438	<u>\$21,905,438</u>
Board Designated - Funded Reserves				
Commercial Savings - Health Reserve	M&T Bank	2.50%	\$3,188,911	
Commercial Savings - Insurance Reserve	M&T Bank	2.50%	\$2,828	
Commercial Checking - Capital Reserve	JP Morgan	1.65%	\$5,302,305	
Commercial Checking - Paratransit Reserve	JP Morgan	1.65%	\$90,414	<u>\$8,584,458</u>
Total Cash Investment Value				<u>\$30,489,895</u>

Investments	Institution	Yield	Term	Market Value	Purchase Date	Maturity Date	Maturity Value
Board Designated - Funded Reserves							
Treasury Bill - Capital Reserve	JP Morgan	4.16%	1 mo.	\$5,171,181	01/30/2025	03/06/2025	\$5,173,000
Treasury Bill - Paratransit Reserve	JP Morgan	4.17%	2 mo.	\$5,140,393	01/07/2025	03/04/2025	\$5,141,000
Total Investment Values				<u>\$10,311,574</u>			<u>\$10,314,000</u>



MORTGAGE RECORDING TAX STATEMENT

Actual Receipts YTDBudget Variance YTD

<u>FY-23</u>	<u>FY-24</u>	<u>FY-25</u>	<u>\$ vs PY</u>	<u>% vs PY</u>	<u>FY-25 Bud</u>	<u>\$</u>	<u>%</u>
8,659,903	7,254,877	7,632,340	377,463	5.2%	6,827,000	805,340	11.8%

	<u>Actual</u> <u>FY-23</u>	<u>Actual</u> <u>FY-24</u>	<u>Actual</u> <u>FY-25</u>	<u>Actual</u> <u>vs PY</u>	<u>YTD</u> <u>vs PY</u>	<u>Budget</u> <u>FY 25</u>	<u>Actual Vs</u> <u>Budget</u>	<u>YTD</u> <u>Variance</u>
April	899,181	761,875	537,226	-29.5%	-1299.9%	582,000	-7.7%	-7.7%
May	778,198	557,104	622,405	11.7%	3154.6%	542,000	14.8%	3.2%
June	807,832	621,109	512,679	-17.5%	-2685.1%	613,000	-16.4%	-3.7%
July	852,081	651,504	878,691	34.9%	1803.7%	680,000	29.2%	5.5%
August	1,213,405	736,644	739,495	0.4%	1852.9%	705,000	4.9%	5.4%
September	755,816	643,528	668,431	3.9%	2791.3%	700,000	-4.5%	3.6%
October	658,916	737,317	880,437	19.4%	1424.9%	700,000	25.8%	7.0%
November	819,898	613,698	824,214	34.3%	908.5%	580,000	42.1%	11.0%
December	567,517	640,840	704,965	10.0%	827.6%	580,000	21.5%	12.1%
January	682,916	743,819	730,141	-1.8%	745.4%	577,000	26.5%	13.4%
February	624,144	547,438	533,655	-2.5%	847.7%	568,000	-6.0%	11.8%
March	734,415	425,398	0	-100.0%	3411.7%	588,000		2.9%
Totals	<u>9,394,319</u>	<u>7,680,275</u>	<u>7,632,340</u>			<u>7,415,000</u>		

<u>County Receipts - Feb</u>	<u>FY-25</u>	<u>FY-24</u>	<u>\$</u>	<u>%</u>
Onondaga	350,751	360,404	(9,653)	-3%
Oswego	32,599	80,102	(47,503)	-59%
Cayuga	33,000	32,771	229	1%
Cortland	18,956	-	18,956	
Oneida	98,349	74,161	24,188	33%
Total	<u>533,655</u>	<u>547,438</u>	(13,783)	(0.03)



STATEMENT OF CASH FLOW

Central New York Regional Transportation Authority
Statement of Cash Flow
As of 02/28/2025
(In Whole Numbers)

Cash Flows From Operating Activities:

Operating Receipts from Fares, Contract Bill & Misc Items	\$ 2,796,967
Mortgage Tax Receipts	730,141
State Operating Assistance	13,451,057
Local Operating Assistance	950,216
Payments to Vendors, & Bank Fees	(3,119,451)
Payments for Employee Benefits	(920,391)
Payments of Payroll Related Wages & Liabilities	(2,993,544)
Net Cash Provided by (Utilized in) Operating Activities	\$ 10,894,994

Cash Flows From Capital Activities:

Federal & State Grants Proceeds for Capital Additions	6,391,848
Purchases of Capital Assets	(325,036)
Net Cash Provided by (Utilized in) Capital Activities	\$ 6,066,812

Net Change in Cash from Operating & Capital Activities	\$ 16,961,806
---	----------------------

General Fund Cash Balances - Beginning of Period	\$ 4,788,438
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General Fund Cash Balances - End of Period*	\$ 21,750,244
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Reserve Funds:

Insurance Reserve	2,828
Health Insurance Reserve	3,188,911
Capital Reserve Fund	5,302,305
Paratransit Reserve	90,414
Invested Reserve Funds	10,311,574
Reserve Funds Total	\$ 18,896,032

Total Cash All Sources - End of Period:	\$ 40,646,276
--	----------------------

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



PROCUREMENT

ACTIVE PROCUREMENTS

The following open contracts actively moving through the process:

- Trench Drain Repairs
- Real Time Signage
- Electricity Services
- Shelter Truck Purchase
- Bus Shelter and Parking Lot Janitorial Services
- Admin for EAP Services
- Specialized Transportation- Minivan Services A
- Armored Motor Services

FUTURE PROCUREMENTS

Items requiring future board action:

Within 2 months:

- Electricity Services
- Admin for EAP Services

Within 6 months:

- Trench Drain Repairs
- Real Time Signage
- Shelter Truck Purchase
- Bus Shelter and Parking Lot Janitorial Services
- Specialized Transportation- Minivan Services A
- Armored Motor Services

REVENUE SERVICE CONTRACTS

- Shopper Bus Agreement- Price Chopper
- Shopper Bus Agreement- Tops
- Shopper Bus Agreement- Wegmans

LEASE REVENUE CONTRACTS

- RTC Unoccupied Space Agreement (Previously Dunkin Donuts)

LEASE AGREEMENTS



CAPITAL PROGRAMS

COVID RELIEF FUNDS

The ARP Act grant application was submitted to the FTA on November 2, 2021. The ARP grant was executed on January 25, 2022, for \$38.5 million. To date, a total of \$35 million in operating assistance has been expended.

FEDERAL GRANT FUNDING

PENDING APPLICATIONS

Section 5307 and 5339 Grant Programs Application: The federal fiscal year 2025 draft application is being developed. It includes capital assistance for various projects totaling approximately \$26 million in federal funds.

STATE GRANT FUNDING

NEW OPPORTUNITIES

Transit Infrastructure Grant Funding Request, Senator Gillibrand is accepting Congressionally Directed Spending Requests. An application will be submitted in the amount of \$30 million for the Centro of Oneida Consolidated Garage and Office Facility.

Zero-Emission Transit Transition Program (ZETT) Application, \$17.5 million of funding to be administered by New York State DOT. An application is currently being developed.

PENDING APPLICATIONS

Section 5311 Grant Program Applications: New York State's 2024-2025 solicitation for projects to be funded via FTA Section 5311 Formula Grants for Rural Areas are underway. Applications under review.

Supplemental Funds for the Innovative Mobility Initiative: \$9.1 million of state-dedicated funds from the federal Carbon Reduction Program (CRP) for *capital expenditures* to support innovative On-Demand transit services. Plans are under review.

AWARDED APPLICATIONS

Accelerated Transit Capital Program (ATC): Administered by NYSDOT, the fiscal year 2024 award for \$3,282,600 was received on February 18, 2025, awaiting grant agreement.

Modernization and Enhancement Program (MEP): Administered by NYSDOT, the fiscal year 2024 award for \$4,009,074 was received on February 18, 2025, awaiting grant agreement.

Innovative Mobility Transit Pilot Program: A legislative initiative allocated \$1 million to CNYRTA. Approval was received on May 20, 2024, awaiting grant agreement.

CAPITAL PLANNING

CNYRTA's Capital Planning Committee continues to meet bi-weekly to discuss the Authority's capital needs and to plan for short- and long-term capital improvements consistent with the Capital Improvement Plan (CIP).

The projects listed are highlights of projects currently moving through the execution phase.

- Bathroom Renovation
- CNG Electrical Service Upgrade
- CNG Facility Upgrade
- Gas Sensor Upgrade
- New Fixed Route Buses



MOTION

CNY Centro, Inc. Additional Contribution for Salaried and Non-Salaried Pension Plans

CNY Centro, Inc. funds the Salaried and Non-Salaried Pension Plans based on recommended contributions, which include the normal cost, plus interest accrued at the end of the year, along with an amortized payment on the unfunded accrued liability over a 10-year period.

As part of the budget process, the Authority's executive staff carefully evaluates the funding ratios of the pension plans. This review includes analyzing annual contributions and withdrawals, retirements (both current and projected), potential plan modifications, and the overall financial health of the funds.

Given these considerations, we request a motion from the Board of Members to approve an additional \$400 thousand contribution, allocating \$100 thousand to the Salaried Pension Plan and \$300 thousand to the Non-Salaried Pension Plan to strengthen the financial position of each plan.



Attachment 2 to Schedule A

Dated:

PROJECT DESCRIPTION, FUNDING AND DEVELOPMENT SCHEDULE

Contractor/Grantee:

Central New York Regional Transportation Authority

Comptroller's Contract #: K007549 Contract period: 4/1/2023 to 3/31/2028

AGREEMENT PURPOSE: ☐ Main Agreement ☐ Administrative Correction ☒ Additional Available Funds

GENERAL PROJECT DESCRIPTION

SFY 2324 Urban Master Grant Agreement

PROJECT LOCATION/JURISDICTION or SERVICE AREA

Central New York Regional Transportation District

PIN	Project	Award ID:	DOT Rev	Estimated Project Cost	Federal Share	Admin/ Direct - %	*State Share %	Local Share %	Source State Approp	Project End Date	Useful Life
3820.03.001	Support Vehicle Replacement	ATC-24-CNY-00	0 - 0	\$101,300	\$0	Direct	0	\$101,300 100	\$0 0 Transit - ATC	01/2026	7
3820.04.001	Transit Bus Ancillary Needs Purchase	TC-24-CNY-00	0 - 0	\$3,000,000	\$0	Direct	0	\$3,000,000 100	\$0 0 Transit - MEP	09/2025	10
3820.05.001	Shop Equipment Replacements	TC-24-CNY-00	0 - 0	\$55,000	\$0	Direct	0	\$55,000 100	\$0 0 Transit - MEP	02/2026	10
3829.55.001	Facility/Equipment Improvements	TC-24-CNY-00	0 - 0	\$954,074	\$0	Direct	0	\$954,074 100	\$0 0 Transit - MEP	12/2025	10
3829.55.002	Facility Rehabilitation	ATC-24-CNY-00	0 - 0	\$1,641,300	\$0	Direct	0	\$1,641,300 100	\$0 0 Transit - ATC	05/2026	12
3829.59.001	Purchase Paratransit Buses	ATC-24-CNY-00	0 - 0	\$1,540,000	\$0	Direct	0	\$1,540,000 100	\$0 0 Transit - ATC	11/2025	5
Attachment Total:					\$0		\$7,291,674		\$0		

* With NYSDOT concurrence, the state shares may be interchanged among PINs within the Schedule and total State share

** If DOT-PAY is listed under the Admin/Direct column, then the Federal Dollars for that row is not included in the Federal Share of the Agreement.

Amount of the Grant is for the State share only
Maximum Payable amount for Contract K007549 - \$46,924,129.00
Current Encumbered Amount - \$23,988,424.00

Attachment 1 to Schedule A

Dated:

PROJECT DESCRIPTION, FUNDING AND DEVELOPMENT SCHEDULE

Contractor/Grantee:

Central New York Regional Transportation Authority

Comptroller's Contract #: C006013 Contract period: 1/1/2023 to 3/31/2029

AGREEMENT PURPOSE: ☐ Main Agreement ☐ Administrative Correction ☒ Additional Available Funds

GENERAL PROJECT DESCRIPTION

Section 5311 Capital - 2023

PROJECT LOCATION/JURISDICTION or SERVICE AREA

Central New York Regional Transportation District

PIN	Project	Award ID:	DOT Rev	Estimated Project Cost	Federal Share	Admin/ Direct-%	*State Share %	Local Share %	Source State Approp	Project End Date	Useful Life
2790.00.606	One (1) Diesel Transit Bus	ATC-21-CNY-00	0 - 0	\$32,053	\$0	Admin	0	\$32,053 100	0 Transit - ATC	12/2026	12
2790.00.606	One (1) Diesel Transit Bus	ATC-20-CNY-00	0 - 0	\$34,028	\$0	Admin	0	\$34,028 100	0 Transit - ATC	12/2026	12
2790.00.606	One (1) Diesel Transit Bus	ATC-19-CNY-00	0 - 0	\$35,228	\$0	Admin	0	\$35,228 100	0 Transit - ATC	12/2026	12
2790.00.606	One (1) Diesel Transit Bus	ATC-18-CNY-00	0 - 0	\$37,548	\$0	Admin	0	\$37,548 100	0 Transit - ATC	12/2026	12
2790.00.606	One (1) Diesel Transit Bus	ATC-17-CNY-00	0 - 0	\$32,907	\$0	Admin	0	\$32,907 100	0 Transit - ATC	12/2026	12
2790.00.606	One (1) Diesel Transit Bus	ATC-16-CNY-00	0 - 0	\$37,842	\$0	Admin	0	\$37,842 100	0 Transit - ATC	12/2026	12
2790.00.606	One (1) Diesel Transit Bus	ATC-15-CNY-00	1 - 1	\$19,829	\$0	Admin	0	\$19,829 100	0 Transit - ATC	12/2026	12
Attachment Total:				\$229,435	\$0			\$229,435	\$0		

* With NYSDOT concurrence, the state shares may be interchanged among PINs within the Schedule and total State share

** If DOT-PAY is listed under the Admin/Direct column, then the Federal Dollars for that row is not included in the Federal Share of the Agreement.

Amount of the Grant is for the State and Federal shares
Maximum Payable amount for Contract C006013 - \$5,724,794.00
Current Encumbered Amount - \$510,685.00

**RESOLUTION TO AUTHORIZING THE DEPUTY CHIEF EXECUTIVE OFFICER
TO SIGN OPERATING AND FUNDING TRANSFER AGREEMENT**

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) and Cortland County, New York (County) have considered the many benefits to the citizens of the County of having the Authority take over mass transportation services throughout the County through a New York State public benefit subsidiary corporation; and

WHEREAS, the Authority authorized the formation of this public benefit subsidiary corporation (Centro of Cortland, Inc.), which formation has been accomplished, for the purpose of acquiring selected assets of the County, and the provision of mass transportation services throughout the County and from other parts of the Central New York Regional Transportation District to and from the County; and

WHEREAS, Centro of Cortland, Inc. and CNYRTA are prepared to enter into a certain Operating and Funding Transfer Agreement with the County for the transfer of all available New York State DOT funding, including Accelerated Transit Capital funding, Omnibus funding, and FTA Section 5311 funding usable for capital purchases and/or in the operation of a mass transit system, to and from the County; and

WHEREAS, upon closing of the terms of such Operating and Funding Transfer Agreement, the citizens of the County will have access to and receive affordable and professional mass transportation services through the County and Central New York as well;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MEMBERS OF THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY, that the Deputy Chief Executive Officer is authorized to execute the Operating and Funding Transfer Agreement, which may be amended as necessary on terms acceptable by the Authority and its counsel, with Cortland County, New York.

Resolution No. 2651
Date: March 26, 2025

**RESOLUTION AUTHORIZING THE DEPUTY CHIEF EXECUTIVE OFFICER
TO SIGN ATTACHMENT #1 TO CONTRACT #C006013 WITH THE NEW
YORK STATE DEPARTMENT OF TRANSPORTATION**

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) has received a funding commitment from New York State for \$7,521,109 in 100% New York State dedicated capital funds for payment of costs of mass transportation capital projects per the attached Project Agreement Schedule A, Attachment #1;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MEMBERS OF THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY, that the Deputy Chief Executive Officer is authorized to sign Attachment #1 to New York State contract #C006013, in the amount of \$229,435.

RESOLUTION CERTIFICATION

I, Nicholas F. Laino, Chairman of the Central New York Regional Transportation Authority, do hereby certify that the attached resolution is a true and correct copy of a resolution adopted by the Central New York Regional Transportation Authority on March 26, 2025, and of the whole thereof, and that same is a true and correct copy of said resolution as same appears in the original minutes of the meeting of the Central New York Regional Transportation Authority held on March 26, 2025.

Nicholas F. Laino
Chairman

STATE OF NEW YORK)
) ss:
COUNTY OF ONONDAGA)

On this 26th day of March, 2025 before me personally came Nicholas F. Laino, to me known, who being by me duly sworn, did depose and say that he/she resides at 9 Oakwood Drive, New Hartford, NY; that he/she is the Chairman of the Central New York Regional Transportation Authority, as described in and who executed the forgoing instrument; and that he/she duly acknowledged to me that he/she executed the same.

Notary Public

(SEAL)

Resolution No. 2652
Date: March 26, 2025

**RESOLUTION AUTHORIZING THE DEPUTY CHIEF EXECUTIVE OFFICER
TO SIGN ATTACHMENT #2 TO CONTRACT #K007549 WITH THE NEW
YORK STATE DEPARTMENT OF TRANSPORTATION**

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) has received a funding commitment from New York State for \$7,291,674 in 100% New York State dedicated capital funds for payment of costs of mass transportation capital projects per the attached Project Agreement Schedule A, Attachment #2;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MEMBERS OF THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY, that the Deputy Chief Executive Officer is authorized to sign Attachment #2 to New York State contract #K007549, in the amount of \$7,291,674.00.

RESOLUTION CERTIFICATION

I, Nicholas F. Laino, Chairman of the Central New York Regional Transportation Authority, do hereby certify that the attached resolution is a true and correct copy of a resolution adopted by the Central New York Regional Transportation Authority on March 26, 2025, and of the whole thereof, and that same is a true and correct copy of said resolution as same appears in the original minutes of the meeting of the Central New York Regional Transportation Authority held on March 26, 2025.

Nicholas F. Laino
Chairman

STATE OF NEW YORK)
) ss:
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On this 26th day of March, 2025 before me personally came Nicholas F. Laino, to me known, who being by me duly sworn, did depose and say that he/she resides at 9 Oakwood Drive, New Hartford, NY; that he/she is the Chairman of the Central New York Regional Transportation Authority, as described in and who executed the forgoing instrument; and that he/she duly acknowledged to me that he/she executed the same.

Notary Public

(SEAL)

Central New York Regional Transportation Authority



Operating & Capital Budget
Fiscal Year 2025-26

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INTRODUCTION

OUR MISSION

To be a driving force moving communities forward.

OUR VISION

Mobility solutions that help people achieve more.

OUR VALUES

Respect – Dignity and kindness always

Integrity – Do good, be good

Safety – Everyone's responsibility

Excellence – Holding ourselves to the highest standards

Service – Passion for the community

Centro is committed **to being a driving force moving communities forward by providing mobility solutions that help people achieve more.** Our dedication to **respect, integrity, safety, excellence, and service** guides our operations, ensuring public transportation remains dependable, accessible, and impactful for the communities we serve. Together, we are shaping the future of mobility and empowering individuals to move forward.

ABOUT CENTRO

The Central New York Regional Transportation Authority (CNYRTA), also known as Centro or the Authority, serves as the public mass transit provider for the Central New York region. Centro offers fixed-route, commuter, on-demand, and paratransit services across Onondaga, Cayuga, Oswego, and Oneida counties, with service expansion into Cortland County starting March 31, 2025. Collectively, these counties are home to nearly 926,000 residents.

Centro services encompass 5,000 bus stops, 210 passenger shelters, three transfer hubs, three surface parking areas, and a Regional Transportation Center. Operating a fleet of 262 revenue vehicles, supported by six maintenance facilities, including our largest full-service maintenance facility and administrative headquarters in Onondaga County (Syracuse). Centro operates 103 routes, covering more than 5.9 million miles annually, with over 2,500 bus trips each weekday for regular service and approximately 3,800 weekly trips for paratransit services.

Since our establishment in 1970 and the launch of a publicly operated bus service in Syracuse on January 17, 1972, Centro has remained committed to enhancing the quality of life and economic vitality of Central New York. As a responsible community partner and an essential component of the region's public infrastructure, Centro continues to contribute through various initiatives, including:

- Providing ADA-compliant paratransit services to ensure accessibility for all riders.
- Offering transportation to the New York State Fair and local college campuses, including Syracuse University, SUNY Oswego, Onondaga Community College, Cayuga Community College, and Mohawk Valley Community College.
- Supporting community events, services, and educational programs throughout the year.
- Promoting environmental sustainability with a fleet of compressed natural gas (CNG) and clean diesel buses.
- Partnering with police, fire departments, emergency responders, and the Red Cross to support community safety during emergencies.



BOARD OF MEMBERS

Nicholas F. Laino

Chairman

Oneida County

Darlene DeRosa Lattimore

Secretary

Cayuga County

Neil Milcarek-Burke

City of Syracuse

Robert F. Cuculich

Onondaga County

Monte Flynn

Oswego County

Julius L. Lawrence

City of Syracuse

Louella Williams

Onondaga County

Anthony Q. Davis Sr.

Vice Chairman

City of Syracuse

Tina Fitzgerald

Treasurer

Governor's Office

Frank Saya *

Bargaining Unit

Open Seat

City of Rome

Open Seat

Cortland County

Open Seat

Onondaga County

Open Seat

Onondaga County

* Non-Voting Member



GOVERNANCE STRUCTURE

The Authority is governed by a Board of Members, consisting of thirteen positions, including one non-voting member representing the collective bargaining units. The current composition of the Board is as follows:

- Onondaga County – 5 seats
- City of Syracuse – 3 seats
- Oswego County – 1 seat
- Cayuga County – 1 seat
- Oneida County – 1 seat
- City of Rome – 1 seat
- Cortland County – 1 seat
- Collective Bargaining Unit – 1 non-voting seat

Board members are appointed by the Governor and confirmed by the New York State Senate. Terms are fixed but staggered over seven-year periods, beginning on July 1. Members continue to serve until their successors are appointed and may be reappointed through the same process. Officers of the Board, including the Chairperson, Vice-Chairperson, Secretary, and Treasurer, are elected by the Board of Members.

Board members serve without compensation but are eligible for reimbursement of necessary and actual expenses incurred while performing official duties.

The Board of Members holds at least one meeting per month, typically on the fourth Friday. These meetings are open to the public, recorded, and streamed live on the Authority's website: www.Centro.org.

COMMITTEES

COMMITTEE	FREQUENCY	DESCRIPTION
Audit & Finance	Monthly	Established by the Bylaws to ensure compliance with Public Authorities Law. Responsibilities include reviewing independent audits, financial statements, and related financial information.
Governance	Twice Annually	Established by the Bylaws in accordance with the Authorities Budget Office. Focuses on best governance practices, internal controls, and governance-related matters.
Pension	Quarterly	Established by Board Resolution to oversee and review the management of the Authority's pension funds.
Personnel	As Needed	Established by Board Resolution to address personnel-related matters, including work history and salary information. Meetings are typically held in executive session.
Legal	As Needed	Established by Board Resolution to discuss legal matters. Meetings are typically held in executive session.
Nominating	Annually	Established by Board Resolution to nominate Officers for the Board of Members. Meetings are typically held in executive session.



RELATIONSHIP TO NEW YORK STATE

HISTORY

The Central New York Regional Transportation Authority (CNYRTA) was established by the New York State Legislature in 1970 in response to economic, demographic, and land-use shifts that led to the decline of privately operated public transit companies. Across the United States, many private bus operators were unable to sustain their operations and replace aging equipment with fare revenue alone. As a result, public transportation authorities were created in major cities across New York State and other urbanized areas in the late 1960s and early 1970s.

Public transportation plays a vital role in maintaining local economic vitality. It provides mobility options for individuals who cannot or choose not to drive, reduces traffic congestion and fuel consumption, lowers air pollution, and creates pathways to employment. Additionally, it offers an essential alternative for commuting to work, school, medical appointments, shopping centers, and social or entertainment venues. Like roads and bridges, public transit is a fundamental component of the nation's transportation infrastructure.

LEGAL STATUS

CNYRTA is a public authority and a public benefit corporation of New York State, created under Title 11-D of the Public Authorities Law in 1970. While it operates as an “agent” of the state, it is not part of the state itself. Its legislated purpose is to develop, improve, and maintain public transportation services within the Central New York Regional Transportation District. Under state law, CNYRTA is recognized as providing “*an essential governmental function*” for the benefit of New York State residents.

The original Central New York Regional Transportation District included Onondaga County. The law permitted additional counties Cayuga, Cortland, Jefferson, Madison, Oneida, and Oswego to join through a vote of their legislative bodies. To date, Oswego (1972), Cayuga (1973), Oneida (2005), and Cortland (2025) Counties have elected to join Onondaga County (1970) as part of the Authority’s service area.

As a governmental entity created for the public benefit, CNYRTA and its subsidiaries are tax-exempt from sales, excise, property, and income taxes.

For financial reporting purposes, CNYRTA is a Component Unit of the State of New York. Its independently audited financial statements, including those of its subsidiaries, are incorporated into New York State’s Comprehensive Annual Financial Report (CAFR). Additionally, CNYRTA is recognized as a “specified” transit system in the annual appropriations of the New York State Budget.

LEGAL STATUS

To fulfill its mission, CNYRTA has created several public benefit subsidiary corporations over the past 50+ years. The Authority provides comprehensive public transit services through its six “Centro” bus subsidiaries, serving Onondaga, Oswego, Cayuga, Oneida, and Cortland Counties. Additionally, two smaller subsidiaries manage specialized functions.

CNY Centro, Inc.

Provides fixed-route public transit services in Onondaga County, operating a fleet of 146 heavy-duty buses—131 powered by compressed natural gas (CNG) and 15 by diesel. CNY Centro also supports all other subsidiaries by managing fleet maintenance, route planning, scheduling, training, accounting, procurement, grant administration, payroll, human resources, IT, marketing, and other administrative functions.



Centro Call-A-Bus, Inc.

Provides demand-response paratransit services in Onondaga County, complementing fixed-route service as required by the Americans with Disabilities Act (ADA). Originally launched in the mid-1970s, Call-A-Bus was already in place for nearly two decades before the ADA mandated paratransit service nationwide. It operates a fleet of 24 specialized vehicles, supplemented by fixed-route buses, private van operators, and taxi services.

Centro of Oneida, Inc.

Operates fixed-route and ADA-mandated paratransit services in Oneida County, using 29 large and 9 small buses. It includes the Utica Division, serving Utica, Kirkland, New Hartford, and Whitestown, and the Rome Division, which provides service within the City of Rome. Before joining CNYRTA in 2005 these municipal transit operations faced significant financial and operational challenges. With support from New York State, CNYRTA successfully regionalized Oneida County's transit system under Centro of Oneida, Inc.

Centro of Oswego, Inc.

Provides fixed-route and ADA-mandated paratransit services in Oswego County, operating 13 large and 3 small buses. It serves SUNY Oswego, the cities of Oswego and Fulton, and commuter routes connecting Mexico, Fulton, Oswego, and Syracuse. Centro of Oswego operates from an Authority-owned light maintenance/office facility in Oswego.

Centro of Cayuga, Inc.

Provides fixed-route and ADA-mandated paratransit services in Cayuga County, operating 13 large and 1 small bus. It serves Auburn, Weedsport, and Port Byron, with commuter service to Syracuse and the Regional Transportation Center. Centro of Cayuga also operates extensive New York State Fair shuttle services and is based in an Authority-owned light maintenance/office facility in Auburn.

Centro of Cortland, Inc.

Launching in 2025, will provide fixed-route and ADA-mandated paratransit services in Cortland County, operating 8 large and 16 small buses. Service is expected to remain similar to the current service provided, with transit coverage for the City of Cortland and surrounding areas, supplying residents with reliable transportation options within the county.

Centro Parking Inc.

Established in the 1970s to generate revenue supporting transit operations. It leases surface parking lots to SUNY Upstate Hospital and manages a permit parking lot under Interstate 81 in Syracuse, leased from the State of New York.

Intermodal Transportation Center, Inc. (ITC, Inc.)

Created in 1995 to develop and manage the William F. Walsh Regional Transportation Center (RTC) in Syracuse, which opened in 1998. The RTC serves as a hub for Centro's local and regional transit, as well as Amtrak, Greyhound, Adirondack Transit Lines, and OurBus. Before its construction, intercity travelers had no convenient way to transfer between these modes of transportation, as terminals were scattered across the region. The RTC operates 24/7 and has undergone multiple significant capital improvements by CNYRTA over the years.

CNYRTA remains committed to its mission of enhancing mobility, supporting economic growth, and improving the quality of life in Central New York. Through its comprehensive network of subsidiaries, specialized services, and partnerships, the Authority continues to serve as a critical component of the region's public infrastructure.



FINANCIAL POLICIES

CASH MANAGEMENT

The Authority's cash management process and investment program are designed to maximize earnings, address shortfalls, and ensure sufficient liquidity to support ongoing operations. Available cash balances are invested in accordance with the Authority's Investment Guidelines. The Authority and its subsidiaries adhere to investment policies governed by New York State, which outline permitted investments subject to various conditions. These include bank certificates, certificates of deposit, obligations of the State of New York or the United States government, certain repurchase agreements, and approved bonds and notes.

RESERVES

The Authority maintains a general fund balance to safeguard its budget against inherent financial risks, thereby protecting both service levels and fare stability from sudden fluctuations in revenue or expenses. With Board approval, funds may be allocated to reserves as necessary to mitigate financial risks. The Authority has established Board-Designated Reserves for significant cost items, such as healthcare, auto and general liability insurance, capital replacements, and paratransit services, all of which can have substantial financial impacts from year-to-year.

INVESTMENT MANAGEMENT

The Authority invests in government securities, which are recorded at fair value based on quoted market prices and valuations provided by external sources. Unrealized gains or losses result from fluctuations between the cost and fair value of these investments on a specified valuation date. Changes in fair value are reflected in the statements of revenue, expenses, and changes in net position. Investment income is recognized on an accrual basis, with dividends recorded on the ex-dividend date.

INDEPENDENT AUDIT

Each fiscal year, the Authority engages an independent certified public accounting firm to conduct an external audit of its financial statements. The Audit & Finance Committee is responsible for overseeing the independent auditor and recommends their selection to the full Board of Members.

DEBT MANAGEMENT

Although there is no legal restriction on the Authority's ability to issue debt, it has never issued bonds in its 50-year history.



FUNDING PROFILE – OPERATING

UNSUBSIDIZED GENERATED REVENUE

Regular Line Passenger Revenues consist of farebox revenue, sales of fare media, revenue accrued through a Purchased Transportation agreement, and NYS Fair Park-and-Ride revenue.

Special Line Revenues include revenue from contracted services provided to local city schools, colleges, shopping centers, and the NYS Fair.

Advertising and Other Revenues encompass income from transit advertising on buses and shelters, parking fees, and lease revenue from tenants at the Regional Transportation Center, as well as additional parking revenue.

GOVERNMENTAL SUBSIDIZED REVENUE

Federal Sources of Operating Funds

Section 5307 & 5311 – The Authority has become increasingly reliant on federal operating assistance provided through the Capital Grant Program (Section 5307). These funds support eligible preventive maintenance costs for buses and facilities operated by CNY Centro, Inc. In addition to preventive maintenance funding, the Authority receives federal operating assistance designated for non-urban and small-urban areas. This includes Section 5307 funding for Centro of Oneida and Section 5311 funding for services in Oswego, Cayuga, and Oneida Counties, as well as the Tully service in Onondaga County. The Authority anticipates receiving Section 5311 funding for its operations in Cortland County.

State Sources of Operating Funds

Statewide Mass Transit Operating Assistance (STOA) – The majority of the Authority's operating assistance is provided by the New York State Department of Transportation (NYSDOT) through the STOA program. The annual funding level for STOA is determined by the NYSDOT Commissioner, the Director of the New York State Division of Budget (NYSDOB), and/or the State Legislature, with any changes reflected in the New York State Executive Budget. The budget deadline for the New York State Executive Budget is April 1 each year. Due to the uncertainty of future funding levels, the Authority follows a budgetary practice of assuming flat STOA funding annually until the final budget is issued by the NYSDOB.

Local Sources of Operating Funds

Local 18b Match to STOA – In addition to NYSDOT operating assistance, the Authority receives the state-mandated 18b STOA match from participating counties. Onondaga, Cayuga, Oswego, and Oneida Counties currently contribute to this match, with funding levels expected to increase with the inclusion of Cortland County.

Local Voluntary Funds – The Authority receives voluntary financial support from municipalities, totaling approximately \$15,000 annually.

DEDICATED FUNDING

Mortgage Recording Tax (MRT)

The Central New York Regional Transportation Authority receives revenue from a mortgage recording fee of ¼ of 1% imposed on mortgages within participating counties (Onondaga, Cayuga, Oswego, Oneida, and Cortland (effective 2025)). Owner-occupied residential properties of one to six families are exempt. This tax is paid by the mortgagee to the county recording officer where the mortgaged property is located. Under State Finance Law, it is referred to as the "additional" mortgage tax. The collected revenue is remitted monthly to the Authority by each participating county.



Mortgage Recording Tax (MRT) (continued)

The MRT is inherently volatile and subject to significant year-to-year fluctuations, influenced by national and local economic conditions, the regional housing market, property values, business mortgage activity, and mortgage interest rates, which are heavily affected by federal monetary policy. Additionally, Industrial Development Agencies (IDAs) historically impacted MRT revenues by unilaterally exempting mortgage financings from the tax. However, recent legislation now prohibits these exemptions, providing some stabilization to MRT collections.

MRT revenue is utilized to fund the local matching share of capital grants (typically 10% of project costs), establish reserves for insurance, capital projects, and general funds, and pay down debt—though the Authority currently carries no debt. In the future, MRT revenue may be allocated to subsidize operating deficits within the bus operating subsidiaries, despite no legal obligation to do so.

As the only dedicated local transit funding source in New York State, the MRT remains a critical component of the Authority's financial structure. While unpredictable and subject to economic volatility, it plays a vital role in ensuring the Authority's financial stability.



FINANCIAL PLANNING

ANNUAL OPERATING BUDGET PROCESS

The Central New York Regional Transportation Authority (CNYRTA) employs a zero-based budgeting approach, which begins at zero and builds the budget based on needs and costs, rather than following a traditional incremental budgeting method. This approach helps control costs by preventing automatic increases or decreases from prior budgets and requires a thorough evaluation of expenditures in relation to CNYRTA's overall mission.

The budgeting process starts with a collaborative effort among staff, who assess departmental needs and known factors such as collective bargaining agreements, fuel lock-in contracts, and other financial commitments. Additional considerations include operational initiatives, such as service adjustments or necessary maintenance projects.

Several key operating and capital revenue sources fall outside of CNYRTA's direct control, including New York State transit operating assistance, federal formula and discretionary capital funding, and the locally levied Mortgage Recording Tax (MRT) dedicated to transit. Additionally, major expense items such as healthcare costs, risk management, and workers' compensation insurance pose budgetary risks beyond CNYRTA's direct control. The proposed budget is developed by comparing it to the current year's budget, year-end projections, and prior year actuals, while also factoring in external economic conditions and trends.

Once drafted, the proposed budget undergoes review by the Chief Executive Officer (CEO), Deputy CEO and the Executive Team, who evaluate key assumptions regarding revenues, expenses, and potential operational initiatives. The draft budget is then presented to the Board of Members for adoption in November. Once approved, it is submitted to the Public Authorities Reporting and Information System (PARIS) by December 31, in compliance with Section 2801 of Public Authorities Law.

CNYRTA staff continuously monitors the proposed budget, making updates as necessary based on the Governor's Proposed Executive Budget (typically released in mid-January) and any other revised assumptions or significant changes in circumstances. The Board of Members formally reviews and adopts the final budget in March, incorporating any necessary adjustments. The adopted budget is then included in the Final Budget and Financial Plan, as required under Comptroller Regulation Part 203, and is published on the CNYRTA website by March 31.



BUDGET OVERVIEW

Centro's financial plan is built upon four core elements designed to ensure comprehensive financial oversight, sustainability, and strategic long-term planning. These elements provide a structured approach to managing operating costs, capital investments, and revenue sources, ensuring the Authority's ability to meet current and future transit demands efficiently.

The key components of Centro's financial plan include:

- **2025-26 Operating Budget** – Establishes the fiscal framework for the upcoming year, detailing expected revenues, expenses, and funding sources necessary to support daily transit operations.
- **Multi-Year Operating Budget Projections (2025-26 through 2028-29)** – Offers a forward-looking financial analysis, identifying trends, potential challenges, and opportunities for long-term fiscal sustainability.
- **2025-26 Capital Budget** – Outlines planned investments in infrastructure, vehicle procurement, technology enhancements, and facility improvements to maintain a state of good repair and enhance service reliability.
- **Five-Year Capital Funding Improvement Plan (2025-26 through 2029-30)** – Focuses on long-term system enhancements, modernization efforts, and strategic capital investments essential to the continued efficiency and expansion of Centro's transit network.

By integrating these components, Centro ensures a responsible and proactive financial strategy, allowing for adaptability in response to economic conditions, ridership trends, and funding availability while maintaining a commitment to providing safe, reliable, and accessible transportation for Central New York communities.



2025-26 OPERATING BUDGET

As a critical transportation provider in Central New York, Centro connects communities while supporting regional goals for economic growth, sustainability, and equity. Residents and visitors rely on Centro for transportation to workplaces, schools, shopping, entertainment, and other key destinations.

Centro's operating budget supports fixed-route bus services, paratransit programs, and other transit initiatives, funded through a mix of generated revenue and government subsidies.

To offset COVID-19-related revenue losses, the federal government provided relief funding, which Centro expects to fully utilize in FY2025. Post-pandemic, ridership has shown consistent year-over-year growth, and ongoing bus operator recruitment efforts will allow Centro to restore services that were reduced during the pandemic.

Several financial challenges are anticipated to affect Centro's operations, including the depletion of federal relief funding, shifting ridership patterns, rising operational costs driven by inflation, and the integration of Cortland County transit services. As a result, the Authority's 2025-26 operating budget assumes a \$1.7 million deficit.

SUMMARY 2025-26 OPERATING BUDGET COMPARISON

(\$ Thousands)

	2025-26 BUDGET	2025-26 PROPOSED BUDGET	\$ CHANGE 2025-26 BUDGET	% CHANGE 2025-26 BUDGET	2024-25 PROJECTIONS	\$ CHANGE 2024-25 PROJECTIONS	% CHANGE 2024-25 PROJECTIONS
Revenue							
Unsubsidized Generated Revenue	\$ 14,461	\$ 15,047	\$ (586)	-4%	\$ 14,049	\$ 412	3%
Governmental Subsidized Revenue	76,676	74,838	1,838	2%	69,572	7,104	10%
Mortgage Tax and Other Revenue	8,140	7,815	325	4%	8,368	(228)	-3%
Investment Revenue	500	500	-	0%	1,415	(915)	-65%
Total Revenue	99,777	98,200	1,577	2%	93,404	6,373	-54%
Expenses							
Personnel	72,633	73,690	(1,057)	-1%	62,862	9,771	16%
Non-Personnel	28,795	28,613	182	1%	23,649	5,146	22%
Total Expenses	101,428	102,303	(875)	-1%	86,511	14,917	17%
Operating Income (Loss)	\$ (1,651)	\$ (4,103)	\$ 2,452	-60%	\$ 6,893	\$ (8,544)	-124%

The anticipated revenues for 2025-26 total \$99.8 million, reflecting a \$6,373 million increase over the 2024-25 projected year-end revenues.

- \$14.5 million from unsubsidized generated sources
- \$76.7 million from government-subsidized revenues
- \$8.1 million from mortgage tax and other income streams
- \$500 thousand from investment revenue

The anticipated operating expenses for 2025-26 total \$101.4 million, reflecting a \$14,917 million increase over the 2024-25 year-end expenses.

- \$72.6 in Personnel Expenses
- \$28.8 in Non-Personnel Expenses

A detailed breakdown of the key factors affecting Centro's revenues and expenses, along with a comparative analysis of the 2025-26 Operating Budget and 2024-25 year-end projections, is presented in the following sections.



2025-26 OPERATING BUDGET

(\$ Thousands)

	2025-26 BUDGET	2025-26 PROPOSED BUDGET	\$ CHANGE 2025-26 BUDGET	% CHANGE 2025-26 BUDGET	2024-25 PROJECTIONS	\$ CHANGE 2024-25 PROJECTIONS	% CHANGE 2024-25 PROJECTIONS
Operating Revenue							
Regular Line Passenger Revenue	\$ 4,405	\$ 4,392	\$ 13	0%	\$ 4,281	\$ 124	3%
Special Line Passenger Revenue	7,693	8,241	(548)	-7%	7,458	235	3%
Advertising & Other Revenue	2,363	2,414	(51)	-2%	2,310	53	2%
Total Operating Revenue	14,461	15,047	(586)	-4%	14,049	412	3%
Expenses							
Salaries & Wages	44,079	45,174	(1,095)	-2%	38,102	5,977	16%
Other Employee Benefits & Payroll Taxes	4,475	4,557	(82)	-2%	3,904	571	15%
Healthcare Benefits	15,540	16,117	(577)	-4%	12,945	2,595	20%
Workers Compensation	3,459	3,223	236	7%	2,946	513	17%
Pension Benefits	5,080	4,619	461	10%	4,965	115	2%
Risk Management	4,447	4,286	161	4%	3,194	1,253	39%
Purchased Transportation	6,792	6,553	239	4%	5,839	953	16%
Materials & Supplies	4,972	5,239	(267)	-5%	4,690	282	6%
Services	8,192	8,259	(67)	-1%	6,636	1,556	23%
Fuel	2,866	2,877	(11)	0%	2,013	853	42%
Utilities	839	816	23	3%	761	78	10%
Other Expenses	687	583	104	18%	516	171	33%
Total Operating Expenses	101,428	102,303	(875)	-1%	86,511	14,917	17%
Non-Operating Revenue							
Operating Assistance	76,676	74,838	1,838	2%	69,572	7,104	10%
Mortgage Tax Revenue	8,090	7,765	325	4%	8,296	(206)	-2%
Gain/Loss on Disposal of Capital	50	50	-	0%	72	(22)	-31%
Investment Revenue	500	500	-	0%	1,415	(915)	-65%
Total Assistance and Other Revenue	85,316	83,153	2,163	3%	79,355	5,961	8%
Operating Income (Loss)	\$ (1,651)	\$ (4,103)	\$ 2,452	-60%	\$ 6,893	\$ (8,544)	-124%



REVENUE ASSUMPTIONS

OPERATING REVENUE

	2025-26 BUDGET	2025-26 PROPOSED BUDGET	\$ CHANGE 2025-26 BUDGET	% CHANGE 2025-26 BUDGET	2024-25 PROJECTIONS	\$ CHANGE 2024-25 PROJECTIONS	% CHANGE 2024-25 PROJECTIONS
Operating Revenue							
Regular Line Passenger Revenue	\$ 4,405	\$ 4,392	\$ 13	0%	\$ 4,281	\$ 124	3%
Special Line Passenger Revenue	7,693	8,241	(548)	-7%	7,458	235	3%
Advertising & Other Revenue	2,363	2,414	(51)	-2%	2,310	53	2%
Total Operating Revenue	14,461	15,047	(586)	-4%	14,049	412	3%

Regular Line Passenger Revenue

Regular line passenger revenue is budgeted at \$4.4 million, reflecting a 3% increase over the projected 2024-25 year-end revenue. The budget assumptions include:

- Projected revenue driven by ridership following the launch of service in Cortland County.
- Anticipated ridership growth, supported by anticipated restoration of services that were previously reduced during the COVID-19 pandemic.
- Revenue generated from the Great New York State Fair, factoring in expected attendance levels and fare collections.

Special Line Passenger Revenue

Revenue from subsidy agreements with community partners is budgeted at \$7.7 million, representing a 3% increase over the projected 2024-25 year-end revenue. The budget assumptions include:

- Contractual rate adjustments for existing agreements.
- Evolving service requirements from community partners.
- Revenue from the Great New York State Fair shuttle services, based on projected demand and historical trends.

Advertising & Other Revenue

Advertising and other revenues are budgeted at \$2.4 million, representing a 2% increase over the projected 2024-25 year-end revenue. The budget assumptions include:

- Guaranteed minimum revenues from transit advertising agreements.
- Projected increases in parking revenues at the Regional Transportation Center and Route 81 parking lots.
- Modest rent adjustments for leased commercial spaces.



NON-OPERATING REVENUE

	2025-26 BUDGET	2025-26 PROPOSED BUDGET	\$ CHANGE 2025-26 BUDGET	% CHANGE 2025-26 BUDGET	2024-25 PROJECTIONS	\$ CHANGE 2024-25 PROJECTIONS	% CHANGE 2024-25 PROJECTIONS
Non-Operating Revenue							
Operating Assistance	76,676	74,838	1,838	2%	69,572	7,104	10%
Mortgage Tax Revenue	8,090	7,765	325	4%	8,296	(206)	-2%
Gain/Loss on Disposal of Capital	50	50	-	0%	72	(22)	-31%
Investment Revenue	500	500	-	0%	1,415	(915)	-65%
Total Assistance and Other Revenue	85,316	83,153	2,163	3%	79,355	5,961	8%

Operating Assistance

The 2025-26 Operating Assistance budget is \$77.7 million, representing a 10% increase over the projected 2024-25 year-end revenue. Centro relies heavily on a mix of federal, state, and local aid to support operational expenses. The budget assumptions include:

- Federal assistance is anticipated at \$15.4 million, including:
 - \$3 million in conserved Oneida operating funds.
 - \$11.3 million in conserved preventive maintenance funds.
- State assistance is anticipated at \$58 million, composed of:
 - \$56.4 million from New York State Transit Operating Assistance (STOA), reflecting the 4.74% increase that was included in Governor Hochul's proposed executive budget
 - \$1.4 million in state matching funds for preventive maintenance.
- Local assistance is anticipated at \$3.3 million, which includes expected contributions from Cortland County's.

Mortgage Recording Tax (MRT) Revenue

Mortgage Recording Tax revenue is budgeted at \$8 million, representing a 2% decrease over the projected 2024-25 year-end revenue. Budget assumptions include:

- Anticipated revenue growth associated with the expansion of service in Cortland County
- Ongoing monitoring of the residential real estate sector, as interest rates will influence MRT revenue.
- Ongoing monitoring of the commercial real estate sector, as trends could further impact MRT revenue.

Investment Revenue

Investment revenue is budgeted at \$500 thousand. Centro will continue to:

- Optimize returns by investing idle cash in U.S. Treasury securities.
- Evaluate the long-term potential of investment income as a sustainable revenue stream.

Through strategic financial planning and resource allocation, Centro remains committed to ensuring operational stability, service reliability, and fiscal responsibility in serving Central New York's transportation needs.



EXPENSE ASSUMPTIONS

PERSONNEL EXPENSES

	2025-26 BUDGET	2025-26 PROPOSED BUDGET	\$ CHANGE 2025-26 BUDGET	% CHANGE 2025-26 BUDGET	2024-25 PROJECTIONS	\$ CHANGE 2024-25 PROJECTIONS	% CHANGE 2024-25 PROJECTIONS
Personnel Expenses							
Salaries & Wages	44,079	45,174	(1,095)	-2%	38,102	5,977	16%
Other Employee Benefits & Payroll Taxes	4,475	4,557	(82)	-2%	3,904	571	15%
Healthcare Benefits	15,540	16,117	(577)	-4%	12,945	2,595	20%
Workers Compensation	3,459	3,223	236	7%	2,946	513	17%
Pension Benefits	5,080	4,619	461	10%	4,965	115	2%
Total Personnel Expenses	72,633	73,690	(1,057)	-1%	62,862	9,771	16%

Salaries and Wages

The budget for salaries and wages in 2025-26 totals \$44 million, reflecting a 16% increase over the projected 2024-25 year-end expenses. This increase accounts for various factors, including the onboarding of Centro of Cortland employees, organizational changes, the employee incentive program, union wage agreements, NYS State Fair services, annual Cost of Living Allowance (COLA) adjustments, and the full staffing and operation of all departments.

Other Employee Benefits & Payroll Taxes

Expenses for other employee benefits and payroll taxes are largely influenced by total staffing levels. The 2025-26 budget assumes full staffing across all departments. The allocated budget for these benefits and payroll taxes is \$4.5 million, marking a 15% increase over the projected 2024-25 year-end expenses, and is consistent the budget for salaries and wages.

Healthcare Benefits

The healthcare benefits budget for 2025-26 is \$15.5 million, reflecting a 20% increase over the projected 2024-25 year-end expenses. This allocation accounts for expected changes in healthcare plan premiums, prescription drug costs, dental coverage, stop-loss insurance, and the onboarding of Centro of Cortland employees, all while assuming full staffing.

Workers' Compensation

Workers' compensation expenses for 2025-26 are budgeted at \$3.5 million, a 17% increase over the projected 2024-25 year-end expenses. While the Authority continues efforts to manage claims effectively and enhance workplace safety, historical trends support the anticipated budget increase.

Pension Benefits

The budget for pension benefits for 2025-26 is \$5 million, representing a 2% increase over the projected 2024-25 year-end expenses. The Authority administers five retirement plans across its subsidiaries, with this budget accounting for the regulatory requirements of each plan, the full staffing of all departments, and actuarial guidance to ensure adequate funding aligned with market performance. Contributions to the defined benefit plan are made in accordance with actuarial recommendations, factoring in asset smoothing.



NON-PERSONNEL EXPENSES

	2025-26 BUDGET	2025-26 PROPOSED BUDGET	\$ CHANGE 2025-26 BUDGET	% CHANGE 2025-26 BUDGET	2024-25 PROJECTIONS	\$ CHANGE 2024-25 PROJECTIONS	% CHANGE 2024-25 PROJECTIONS
Non-Personnel Expenses							
Risk Management	4,447	4,286	161	4%	3,194	1,253	39%
Purchased Transportation	6,792	6,553	239	4%	5,839	953	16%
Materials & Supplies	4,972	5,239	(267)	-5%	4,690	282	6%
Services	8,192	8,259	(67)	-1%	6,636	1,556	23%
Fuel	2,866	2,877	(11)	0%	2,013	853	42%
Utilities	839	816	23	3%	761	78	10%
Other Expenses	687	583	104	18%	516	171	33%
Total Non-Personnel Expenses	28,795	28,613	182	1%	23,649	5,146	22%

Risk Management

The 2025-26 risk management budget is \$4.4 million, reflecting a 39% increase over projected 2024-25 year-end expenses. This increase is driven by rising liability insurance premiums across the industry and the need for new insurance policies to cover expanded operations and additional risks associated with the integration of Cortland County transit services. These policies ensure comprehensive coverage for potential liabilities, property, and vehicle insurance.

Purchased Transportation

The 2025-26 budget for purchased transportation services is \$6.8 million, representing a 16% increase over projected 2024-25 year-end expenses. This rise is attributed to the growing demand for paratransit services, with each year's ridership exceeding the prior years. Purchased transportation vendors now provide about 83% of the requested service, with demand expected to continue growing.

Materials & Supplies

The materials and supplies budget for 2025-26 is \$4.9 million, marking a 6% increase over the projected 2024-25 year-end expenses. This allocation covers supplies needed for bus and facility maintenance, regular operational items, and additional supplies required for services in Cortland County and the New York State Fair. It also accounts for current supply demands and potential shortages due to economic conditions.

Services

The 2025-26 services budget is \$8.2 million, a 23% increase over projected 2024-25 expenses. It covers contracted and one-time services (legal, audit, pension, maintenance), custodial and security services, marketing for service expansion, and recruitment efforts. The largest increases are attributed to rising costs of software maintenance agreements, which are essential for keeping the Authority's systems secure, functional, and up to date. These costs reflect the broader trend of rising technology service prices.

Fuel

Fuel expenses for the 2025-26 fiscal year are budgeted at \$2.9 million, reflecting a 42% increase over the projected 2024-25 year-end expenses. This increase is due to historical fuel usage patterns, projections for rising fuel prices, and the added service coverage in Cortland County, contributing to higher fuel consumption. The expiration of the Alternative Fuel Credit, which had previously offset the costs of Compressed Natural Gas (CNG) fuel, also exacerbates the rise in fuel expenses.

Utilities & Other Expenses

Utilities and other expenses are budgeted at \$1.5 million for 2025-26, reflecting a 19% increase over the projected 2024-25 year-end expenses. This budget accounts for anticipated utility rate hikes, the addition of new utility services in Cortland County, and costs associated with professional development and travel.



PERSONNEL PROJECTIONS

LABOR CLASSIFICATION	2024-25 PROJECTED		2025-26 BUDGET	
	FULL-TIME	PART-TIME	FULL-TIME	PART-TIME
Vehicle Operators	236	93	270	103
Vehicle Operations	59	11	59	11
Vehicle Maintenance	107	1	115	1
Facility Maintenance	20	0	20	0
General Administration	59	6	64	6
Total Employees	481	111	528	121

All of the employees listed are funded through the operating budgets of the Authority and its subsidiary operating companies. This means that wages are supported by a mix of fees collected for mass transit services, miscellaneous income, federal, state, and local transit operating assistance, along with Authority funds. The totals above encompass all employees of the Authority and each of its subsidiary public benefit corporations.

*The 2025-26 budget assumes that all positions will be fully staffed throughout the entire year, and additional staff allocated for Cortland County.



OPERATING BUDGET PROJECTIONS

Sound fiscal management and adherence to public authority regulations require the creation of a multi-year budget forecast. These projections are critical for keeping the Authority's Board of Members, customers, and federal and state stakeholders informed about potential challenges and opportunities that could affect the Authority's ability to fulfill its mission and long-term goals. The forecast is updated regularly to reflect changes in economic conditions, the inclusion of new service areas like Cortland County, and fluctuations in funding levels from key government subsidies.

Integrating Cortland County into the Authority's transit network presents both new opportunities and financial considerations. The additional transit service is expected to drive increased ridership, impacting both revenue and expenses. The budget forecast incorporates these changes, factoring in the additional service costs, potential revenue increases, and the integration of new operational requirements.

It is important to acknowledge the uncertainties inherent in any multi-year forecast. These projections account for anticipated expense increases, expected ridership growth, historical revenue trends, and informed assumptions about future economic conditions. As a result, the Authority anticipates that any future budget deficits will be covered by reserves, with the expectation that state operating assistance will continue to grow. This additional funding will help mitigate the revenue shortfalls previously supported by COVID relief funds, ensuring the Authority's financial sustainability as it expands its service area to meet the needs of Cortland County and beyond.

SUMMARY MULTI-YEAR OPERATING BUDGET PROJECTIONS

(\$ Thousands)

	2025-26 BUDGET	2026-27 BUDGET	2027-28 BUDGET	2028-29 BUDGET
Revenue				
Unsubsidized Generated Revenue	\$ 14,461	\$ 14,593	\$ 14,729	\$ 14,869
Governmental Subsidized Revenue	76,676	67,467	67,579	67,693
Mortgage Tax and Other Revenue	8,140	8,140	8,140	8,140
Investment Revenue	500	390	390	390
Total Revenue	99,777	90,590	90,838	91,092
Expenses				
Personnel	72,633	75,503	78,506	81,649
Non-Personnel	28,795	30,636	32,077	33,604
Total Expenses	101,428	106,139	110,582	115,252
Operating Income (Loss) Before Reserves	(1,651)	(15,549)	(19,744)	(24,160)
Use of Reserves	1,651	15,549	19,744	6,043
Operating Income (Loss)	\$ -	\$ -	\$ -	\$ (18,117)



MULTI-YEAR OPERATING BUDGET PROJECTIONS

(\$ Thousands)

	2025-26 BUDGET	2026-27 BUDGET	2027-28 BUDGET	2028-29 BUDGET
Operating Revenue				
Regular Line Passenger Revenue	\$ 4,405	\$ 4,537	\$ 4,673	\$ 4,813
Special Line Passenger Revenue	7,693	7,693	7,693	7,693
Advertising & Other Revenue	2,363	2,363	2,363	2,363
Total Operating Revenue	14,461	14,593	14,729	14,869
Expenses				
Salaries & Wages	44,079	45,401	46,763	48,166
Other Employee Benefits & Payroll Taxes	4,475	4,609	4,748	4,890
Healthcare Benefits	15,540	16,628	17,792	19,037
Workers Compensation	3,459	3,632	3,814	4,004
Pension Benefits	5,080	5,232	5,389	5,551
Risk Management	4,447	4,892	5,381	5,919
Purchased Transportation	6,792	7,132	7,488	7,863
Materials & Supplies	4,972	5,121	5,275	5,433
Services	8,192	8,438	8,691	8,952
Fuel	2,866	3,481	3,620	3,765
Utilities	839	873	907	944
Other Expenses	687	701	715	729
Total Operating Expenses	101,428	106,139	110,582	115,252
Non-Operating Revenue				
Operating Assistance	76,676	67,467	67,579	67,693
Mortgage Tax Revenue	8,090	8,090	8,090	8,090
Gain/Loss on Disposal of Capital	50	50	50	50
Investment Revenue	500	390	390	390
Total Assistance and Other Revenue	85,316	75,997	76,109	76,223
Operating Income (Loss) Before Reserves	(1,651)	(15,549)	(19,744)	(24,160)
Use of Reserves	1,651	15,549	19,744	6,043
Operating Income (Loss)	\$ -	\$ -	\$ -	\$ (18,117)



FUNDING PROFILE – CAPITAL

The Authority maximizes capital grant opportunities from both federal and state sources, primarily through the Federal Transit Administration (FTA) and the New York State Department of Transportation (NYSDOT). The current capital programs available to the Authority are as follows:

FEDERAL PROGRAMS

Section 5307 – Urbanized Area Formula Funding Program

Provides federal funding for transit capital, operating assistance, and transportation-related planning in urbanized areas. The Governor or the Governor's designee serves as the designated recipient for areas with a population between 50,000 and 200,000.

Congestion Mitigation and Air Quality Improvement Program (CMAQ)

A flexible funding program that supports transit-related projects aimed at reducing traffic congestion and improving air quality. Eligible activities include transit system expansion, ridership-enhancing improvements, travel demand management strategies, shared ride services, pedestrian and bicycle facilities, and promotional activities encouraging bicycle commuting.

Section 5339 – Grant for Buses and Bus Facilities Program

Provides federal funding to states and designated recipients for the replacement, rehabilitation, and purchase of buses and related equipment, as well as the construction of bus-related facilities. Funds may also be used for technological innovations, including modifications for low- or no-emission vehicles and facilities.

Section 5311 – Rural Area Formula Funding Program Grant for Buses and Bus Facilities Program

Provides capital funds to states to support public transportation in rural areas with populations of less than 50,000. The Authority receives these funds, administered by NYSDOT, for Centro of Oswego, Centro of Cayuga, Centro of Cortland (anticipated), and CNY Centro's Tully service.

STATE PROGRAMS

Accelerated Transit Capital (ATC) Program

Provides state funding to upstate public transportation sponsors for capital projects with a minimum service life of at least ten years. Eligible projects include vehicle rehabilitation and replacement, fleet enhancements, modern technology deployment, passenger amenities, and maintenance facilities.

Modernization and Enhancement Program (MEP)

Supports capital projects with a minimum service life of at least ten years. Eligible activities include vehicle rehabilitation and replacement, fleet enhancements, deployment of new technologies, passenger amenities, and maintenance facilities, consistent with FTA guidelines.

*State Grant Programs fund 100% of the project costs.



CAPITAL IMPROVEMENT PLAN

The Authority's Capital Improvement Plan outlines proposed investments necessary to maintain and enhance infrastructure and operations. Key priorities include vehicle replacements, facility and equipment upgrades, and service improvements. This strategic approach supports both the Authority and its subsidiaries in achieving financial stability, enhancing service quality, improving customer experience, and increasing ridership. Simultaneously, it addresses the need to modernize infrastructure and technology in alignment with current standards and evolving demands.

The Capital Improvement Plan is structured within the financial constraints of available funding sources. Management carefully evaluates federal and state capital funding when prioritizing projects. In rare instances, capital improvements may be funded entirely through local resources.

Planned asset replacements enable management to forecast capital funding needs while maintaining stability in operating costs. This proactive approach ensures service reliability, enhances energy efficiency, and prioritizes the safety of both customers and employees. By following a structured replacement plan, the Authority can sustain and improve operations while meeting efficiency and safety standards.

2025-26 CAPITAL BUDGET

(\$ Thousands)

	2025-26 CAPITAL BUDGET	FEDERAL	STATE	LOCAL
Onondaga Capital Improvements				
Building - Facility Upgrades	\$ 7,928	\$ 2,263	\$ 5,382	\$ 283
Equipment	9,707	5,206	3,851	650
Transit System Enhancement	1,222	978	122	122
Paratransit Vehicles	1,166	934	116	116
Fixed Route Buses	5,000	-	5,000	-
Service Vehicle	188	150	19	19
Office Equipment	164	130	17	17
Total Onondaga Capital Improvements	25,375	9,661	14,507	1,207
Oneida Capital Improvements				
Land Acquisition	5,000	4,000	500	500
Equipment	180	144	18	18
Office Equipment	6	5	1	1
Total Oneida Capital Improvements	5,186	4,149	519	519
Total Capital Improvements	\$ 30,561	\$ 13,810	\$ 15,026	\$ 1,726

The following are key highlights of the Capital Plan scheduled for completion during the 2025-26 fiscal year. These capital improvements will be financed through a combination of federal, state, and local funds.

- Land Acquisition – Centro of Oneida Facility Consolidation
- Facility Upgrades – Includes CNG facility rehab, trench drain improvement, and completion of the bathroom renovations
- Hydrogen Projects – Includes hydrogen skid purchase, infrastructure development, and workforce training
- Transit Enhancement projects – Includes Bus Rapid Transit (BRT) development, and real-time solar-powered signage.



MULTI-YEAR CAPITAL FUNDING PROJECTIONS

(\$ Thousands)

	2025-26 PROJECTION	2026-27 PROJECTION	2027-28 PROJECTION	2028-29 PROJECTION	2029-30 PROJECTION
Onondaga County Projects					
Computer Hardware	\$ 558	\$ 200	\$ 200	\$ 200	\$ 200
Computer Software	125	125	125	125	125
Non-Revenue Vehicles	101	1,180	575	-	-
Building - Facility Upgrades	2,595	370	25	-	-
Building - Hydrogen Infrastructure & Training *	6,250	-	-	-	-
Fixed Route Vehicles - Hydrogen Buses	9,076	-	-	10,815	66,837
Bus Rapid Transit (BRT)	1,875	10,000	15,000	-	-
Engineering	550	-	200	-	200
Equipment	3,055	-	-	-	-
Rolling Stock - Fixed Route Vehicles	-	-	2,221	-	-
Rolling Stock - Paratransit Vehicles	1,540	1,153	-	1,875	1,298
Total Onondaga County Projects	25,725	13,028	18,346	13,015	68,660
Oneida County Projects					
Non-Revenue Vehicles	195	660	-	-	-
Building - Facility Upgrades *	5,000	-	23,000	-	-
Rolling Stock - Fixed Route Vehicles	-	-	-	2,662	-
Total Oneida County Projects	5,195	660	23,000	2,662	-
Total County Projects	\$ 30,920	\$ 13,688	\$ 41,346	\$ 15,677	\$ 68,660

* FY 2027-28 - \$13 million is currently unfunded

* FY 2029-30 - \$33 million is currently unfunded for Zero-Emission Fleet Transition

The Authority has planned significant future capital projects, enabled by projected capital grant funding from the federal Infrastructure Investment and Jobs Act (IIJA). Key initiatives included:

- Construction of a New Consolidated Centro of Oneida Facility
- Bus Rapid Transit (BRT) Service Expansion:
 - James St. to South Ave. to Onondaga Community College corridor
 - Syracuse University to the Regional Transportation Center corridor
- Deployment of Hydrogen Buses
- Facility Upgrades
- Procurement of Fixed-Route Buses

With the current political climate, the Authority is actively monitoring federal and state funding projections for future grant activity. Any reduction of grant funding will likely delay and/or require reassessment of project executions.



UNFUNDED CAPITAL PROJECTS

The integration of Cortland County into the Authority brings a series of essential capital projects aimed at ensuring the seamless operation of its transit services. These projects include the construction of a dedicated operations facility, the procurement of onboard bus cameras to enhance safety and security, and the acquisition of critical infrastructure such as computer hardware, facility equipment, new fareboxes, office equipment, service truck, passenger waiting shelters, and supervisory vehicles.

While these capital investments are vital for operational readiness and efficiency, they are currently unfunded within the Authority's existing capital plan. Recognizing their significance, the Authority's executive leadership is actively advocating for financial support through New York State funding mechanisms to secure the necessary resources for these critical infrastructure improvements.

2025-26 CORTLAND COUNTY CAPITAL BUDGET

(\$ Thousands)

	2025-26 CAPITAL BUDGET
Cortland County Capital Improvements	
Building	\$ 30,000
Bus Cameras	225
Computer Hardware	90
Facility Equipment	230
Fareboxes	775
Office Equipment	30
Service Truck	75
Shelters	180
Supervisor Vehicle	100
Total Cortland County Capital Improvements	<u>\$ 31,705</u>

Title VI Fare Equity Analysis - Centro of Cortland

Executive Summary

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 will begin operation under the Centro of Cortland subsidiary on March 31, 2025.

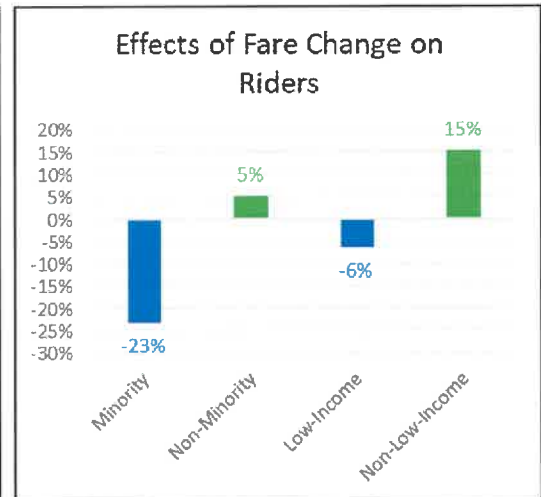
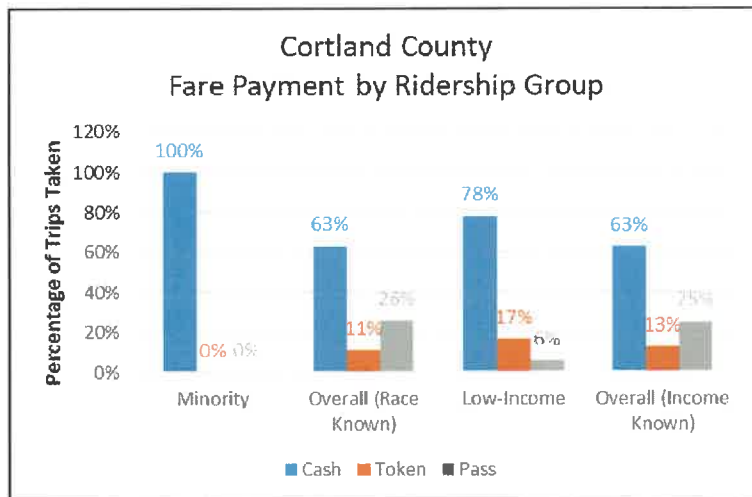
The fare structure of the Cortland system needs to be changed to achieve fare parity with the rest of the communities Centro serves. These changes will ensure that all customers across the five county Centro service area are paying the same fares for the same relative service.

Below is a summary of changes under Centro of Cortland:

- Standardize Local Full Fares by **decreasing** from \$1.50 and \$2.00 to \$1.00.
- Standardize Commuter Full Fares by **decreasing** from \$5.00 to \$3.00.
- Local Full Fare Monthly Ride Pass will **decrease** from \$45.00 to \$40.00.
- Commuter Full Fare Monthly Ride Pass will **remain** \$85.00.
- Discontinue Token sales and replace with Single Ride Passes (continue to accept tokens as payment for the near term).
- Discontinue free transfers. Regular rates will apply.

A fare equity analysis was completed to determine how the fare changes will impact minority and low-income customers. A total of 26 ridership surveys were collected by Cortland County (approximately 27% of daily riders).

All Cortland customers will see a decrease in the cost of a one-way fare. This reduction will help offset the discontinuance of free transfers. Customers can realize further savings by purchasing a monthly pass.



In the future, customers will also have the option to purchase daily, and weekly unlimited ride passes. Based on the thorough demographic analysis of fare and ridership data conducted by Centro, we conclude **there is neither a disparate impact nor a disproportionate burden** associated with the fare change.





Title VI Fare Equity Analysis

Centro of Cortland

Central New York Regional Transportation Authority
Recipient ID: 1778

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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 – Board Approval of Title VI Policies

Attachment B – Cortland Transit Rider Survey (blank)

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

Summary of Fare Changes

Effective March 31, 2025, Centro is proposing systematic fare changes, changes to fare media, and the discontinuation of free transfers at Centro of Cortland. Centro discontinued free transfers at all properties in March 2022 to achieve fare parity within the service area. The current Cortland fleet comes equipped with non-electronic fare boxes. This consists of a box with a slot through which customers insert cash, coins, and tokens. Centro anticipates installing electronic fare boxes within the next year. In the meantime, we propose a two-phase fare structure change.

Proposed changes Phase I:

- Standardize Local Full Fares by decreasing from \$1.50 and \$2.00 to \$1.00.
- Standardize Commuter Full Fares by decreasing from \$5.00 to \$3.00.
- Local Full Fare Monthly Ride Pass will decrease from \$45.00 to \$40.00.
- Commuter Full Fare Monthly Ride Pass will remain \$85.00.
- Discontinue Token sales and replace with Single Ride Passes.
 - Centro will continue to accept tokens as payment for the near term.
- Discontinue free transfers. Regular rates will apply.

Reduced fares are available for all local and commuter fares and ride passes. The following eligible customers will save 50% on Centro bus fares during all hours of operation:

- Seniors: Raise the senior age to 65+ to align with the rest of the Centro subsidiaries. Seniors may receive a permanent reduced fare photo ID.
- Children: The age of a child qualifying for a half fare discount will be set at ages 6 through 9 to align with the rest of the Centro properties. Children aged five and under will continue to ride free with an adult per existing Centro policies.
- Persons with Disabilities: Persons with disabilities may receive a temporary reduced fare photo ID, which must be recertified every four years.
- Medicare card holders: Eligible customers will need to show the driver a combination of a Medicare card and phone ID upon boarding the bus to receive the reduced fare rate.

Once Centro installs the Fast Fare electronic fare boxes on the Cortland fleet, Phase II of the process will begin. 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.

Proposed changes Phase II:

- Change Cards available for anyone paying cash in an amount more than the fare.
- Accept Single Ride Passes in the farebox.
- Tap-to-Pay available for individual fares using chip enabled credit cards or the mobile wallet on a smart device.
- Local Day Pass (unlimited local rides within 24-hour period) will be \$4.00.
- Commuter Day Pass (unlimited commuter rides within 24-hour period) will be \$7.00.
- Local 10-Ride Pass will be \$10.00.
- Commuter 10-Ride Pass will be \$30.00.
- Local MAX Pass (unlimited local rides for 7-days) will be \$12.00.
- Commuter MAX Pass (unlimited local rides for 7-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 Policies for Major Service Change and Fare Equity Analyses (2019) and the CNY Centro Inc. Public Participation Plan (2019) provide policy thresholds and definitions for CNY Centro.

Disparate Impact Policy

Centro defines a disparate impact as occurring when there is a difference in adverse effects of plus or minus 20% between minority and non-minority populations. 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 will be applied to all major service, and fare changes.

Disproportionate Burden Policy

Centro defines a disproportionate burden as occurring when there is a difference in adverse effects of plus or minus 20% between low-income and non-low-income households. When a disproportionate burden is identified, Centro will consider modification of the proposal in order to avoid, minimize, or mitigate the impacts. This Disproportionate Burden Policy will be 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 solicited. The policies were most recently amended in the summer of 2019 after a period of public comment in which no objections to the policy definitions, thresholds, or otherwise were received. No subsequent amendments were requested for the 2022 Triennial Reporting period.

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 September 17, 2019. After discussion, a Motion was made, seconded, and approved as Motion No 2407. As per the Fare Equity Analysis requirements, a copy of the meeting minutes demonstrating the Board's consideration, awareness, and approval of the policies is included (refer to Attachment A).

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). For monthly passes, the average number of rides per pass type was calculated by taking the average number of weekdays (21) multiplied by two trips (approximately forty-two rides per month),
 - 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:

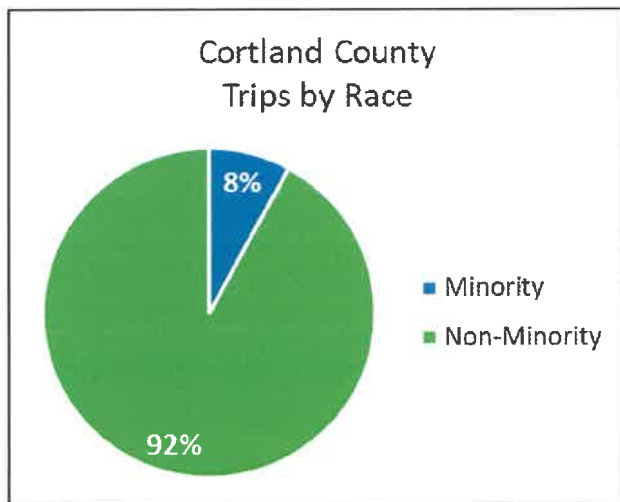
- A modification to the fare change proposal will be considered to remove the impacts. Centro may seek public comment on any proposed mitigation measures, including any less discriminatory alternatives that may be available.
- If the proposal is modified, Centro will analyze the modified proposal following 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 Cortland County Mobility Manager handed out and collected back paper ridership surveys (refer to Attachment B) onboard buses and from the DSS Job Seekers program during the month of December 2024. 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 Survey123 to allow for charting and tabular analysis.

During the third quarter of 2024, Cortland Transit gave 12,290 fixed route rides (excluding free transfers). Based on the number of weekdays during that timeframe (64), the average rides per day is 192. Assuming each customer took two rides per day, the estimated average number of unique riders is 96. A total of twenty-six surveys were completed (27% of daily riders). Three respondents failed to answer the income question; one respondent failed to answer the race 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 **8% of the ridership would be considered minority** while 92% are non-minority. One respondent failed to answer the question therefore minority status could not be determined.

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.

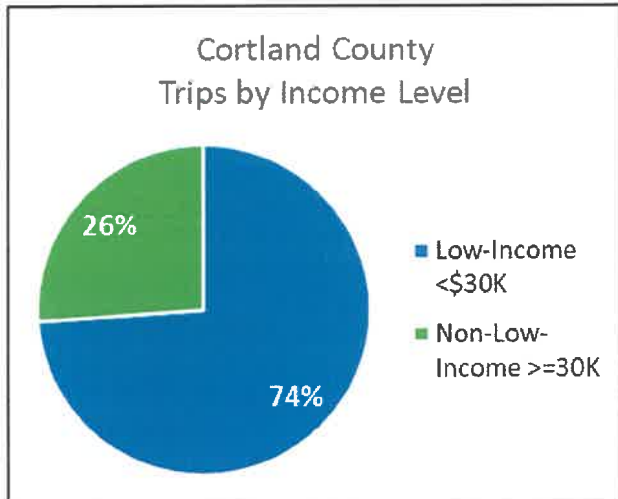
Table 1: Cortland County Minority Population (ACS)

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

Low-Income Households: 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, for this analysis, low-income means a household whose income is below 50% of the median household income of Cortland County. The median household income for Cortland County is \$67,527; the low-income threshold is calculated to be **\$33,764**. The median household income 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: Income in the past 12 Months (table S1901); Universe: None*



Survey respondents were asked to identify their household income from seven choices of income brackets. All responses with a household income of \$34,999 and below were considered 'low-income' for this analysis.

Of the responses received, **74% would be considered low-income** and 26% would be non-low-income. Three respondents failed to answer the question therefore income status could not be determined.

Household 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; Dataset: Household Income in the past 12 Months (table B19001); Universe: Households*

Analysis of the ACS data shows **24%** of households in all of Cortland County are considered low-income.

Table 2: Cortland County Low-Income Households (ACS)

Total Households	Low-Income Households	Percent Low-Income
18,768	4,571	24%

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 households in the County and those which use the service. Refer to Table 3 below. The service usage by minority persons is consistent with the population data and could be under reported due to the limited number of surveys.

Table 3: Cortland County ACS Data versus Cortland County Ridership Data

Minority Population	Minority Ridership	Difference	Low-Income Households	Low-Income Ridership	Difference
10%	8%	-2%	24%	74%	50%

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 three categories of fare payment (Cash, Token, and Monthly Pass).

For the purposes of this analysis, the questions ‘Do you transfer between buses regularly?’ and ‘What is the normal cost of your bus fare?’ were used to determine transfer usage. Any respondent who answered ‘yes’ to transferring regularly and indicated they normally pay a ‘full fare’ was counted as a full fare transfer. Any respondent who answered ‘yes’ to transferring regularly and indicated they normally pay a ‘half fare’ was counted as a reduced fare transfer. To estimate the fare change, a proposed cost of regular cash fare (\$1.00) and reduced cash fare (\$0.50) was calculated for each person identified as transferring regularly. In Table 4 below, transfers are a subset of fare payment data; the rider was not counted twice in the totals. This analysis assumes that all payment types stay the same and persons who indicated they use a transfer regularly would now pay a fare for those trips.

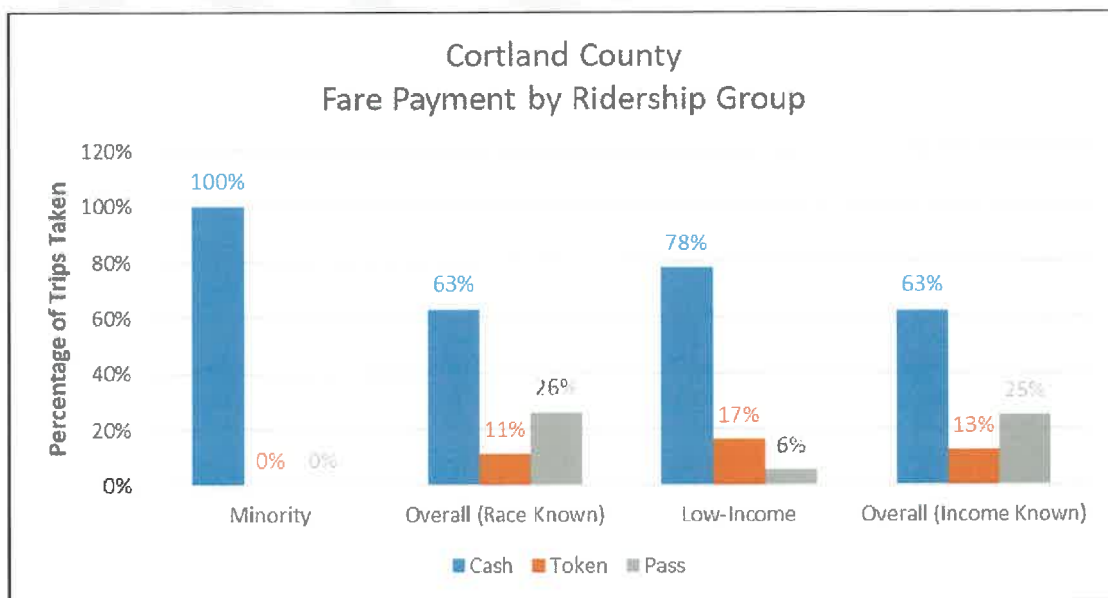
Of the twenty-six surveys completed, one respondent failed to answer if they paid full or half fare; and two respondents stated their fare is free. The ‘free fare’ customers are likely part of the DSS program, therefore there would be no change to their fares. Free fares are not included as a fare payment in the average fare change analysis.

Fare Payment

For the Cortland service, cash is the predominant method of payment across all ridership groups. All minority survey respondents reported using cash as their form of payment resulting in a 100% usage rate.

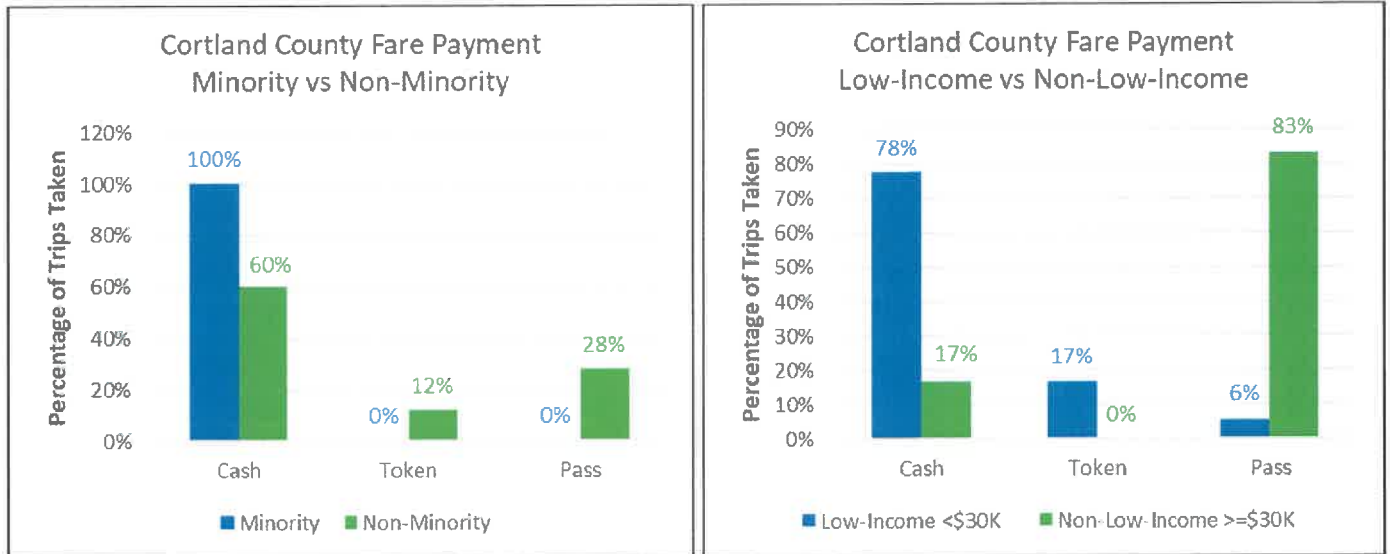
Low-income customers use tokens more than all other ridership groups. This could be due to tokens being sold to social service agencies who provide them to clients.

Low-income customers use monthly passes with less frequency compared to the overall group.

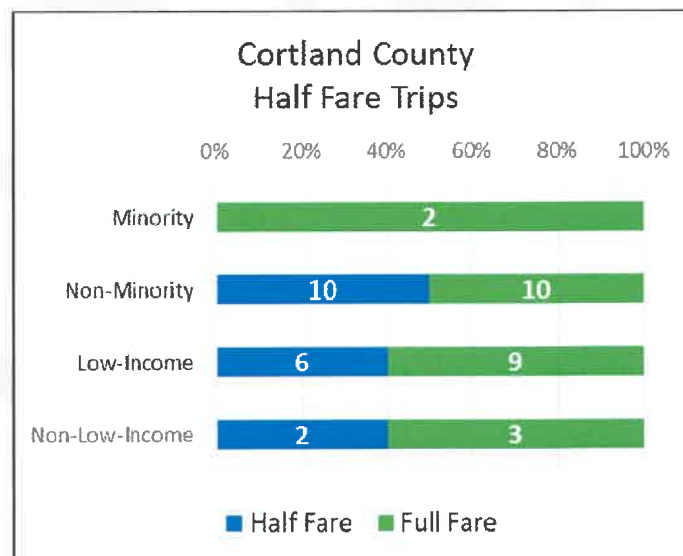


Cash is the primary payment type used by both minorities (100%) and non-minorities (60%). Non-minorities also use the Monthly Pass (28%) and Tokens (12%).

For low-income riders, cash is the primary payment type (78%) followed by Tokens (17%). Non-low-income riders favor the Monthly Pass (83%) followed by cash (17%).



None of the minority respondents (0%) took a half fare trip, compared to 50% of non-minorities. Low-income and non-low-income riders take half fare trips at the same rate, 40%.



The Cortland Transit service consisted of three different base fare price points (\$1.50, \$2.00, and \$5.00) each with a half fare option with cash or token payments accepted. In addition, two monthly pass options were available. The below table depicts the current and proposed fare, absolute and percent change in fare, 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 4: Comparison of Current and Proposed Fares by Group

Fare Type	Cost		Change		Usage by Group				Usage by Group			
	Current Fare	Proposed Fare	Absolute Change	Percent Change	Minority	Overall (Race Known)	Low-Income	Overall (Income Known)	Minority	Overall (Race Known)	Low-Income	Overall (Income Known)
Adult Cash Rtes 1-4	\$1.50	\$1.00	(\$0.50)	-33%	1	3	3	3	50.0%	12.5%	18.8%	14.3%
Half Fare Cash Rtes 1-4	\$0.75	\$0.50	(\$0.25)	-33%	0	7	5	5	0.0%	29.2%	31.3%	23.8%
Adult Cash Rtes 5&6	\$2.00	\$1.00	(\$1.00)	-50%	0	4	4	4	0.0%	16.7%	25.0%	19.0%
Half Fare Cash Rtes 5&6	\$1.00	\$0.50	(\$0.50)	-50%	0	0	0	0	0.0%	0.0%	0.0%	0.0%
Adult Cash Rte 7	\$5.00	\$3.00	(\$2.00)	-40%	1	2	1	2	50.0%	8.3%	6.3%	9.5%
Half Fare Cash Rte 7	\$2.50	\$1.50	(\$1.00)	-40%	0	0	0	0	0.0%	0.0%	0.0%	0.0%
Adult Token Rtes 1-4 *	\$1.50	\$1.00	(\$0.50)	-33%	0	0	0	0	0.0%	0.0%	0.0%	0.0%
Half Fare Token Rtes 1-4 *	\$0.75	\$0.50	(\$0.25)	-33%	0	1	1	1	0.0%	4.2%	6.3%	4.8%
Adult Token Rtes 5&6 *	\$2.00	\$1.00	(\$1.00)	-50%	0	1	1	1	0.0%	4.2%	6.3%	4.8%
Half Fare Token Rtes 5&6 *	\$1.00	\$0.50	(\$0.50)	-50%	0	0	0	0	0.0%	0.0%	0.0%	0.0%
Adult Monthly Pass Rtes 1-6	\$45.00	\$40.00	(\$5.00)	-11%	0	1	1	1	0.0%	4.2%	6.3%	4.8%
Half Fare Monthly Pass Rtes 1-6	\$22.50	\$20.00	(\$2.50)	-11%	0	1	0	0	0.0%	4.2%	0.0%	0.0%
Adult Monthly Pass Rte 7	\$85.00	\$85.00	\$0.00	0%	0	4	0	4	0.0%	16.7%	0.0%	19.0%
Half Fare Monthly Pass Rte 7	--	\$42.50	∞	∞	--	--	--	--	--	--	--	--
Total					2	24	16	21	100.0%	100.0%	100.0%	100.0%
Transfer *	\$0.00	\$1.00	\$1.00	∞	1	10	7	10	50.0%	41.7%	43.8%	47.6%
Transfer - Reduced *	\$0.00	\$0.50	\$0.50	∞	0	6	3	5	0.0%	25.0%	18.8%	23.8%

* Denotes discontinued fare media

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

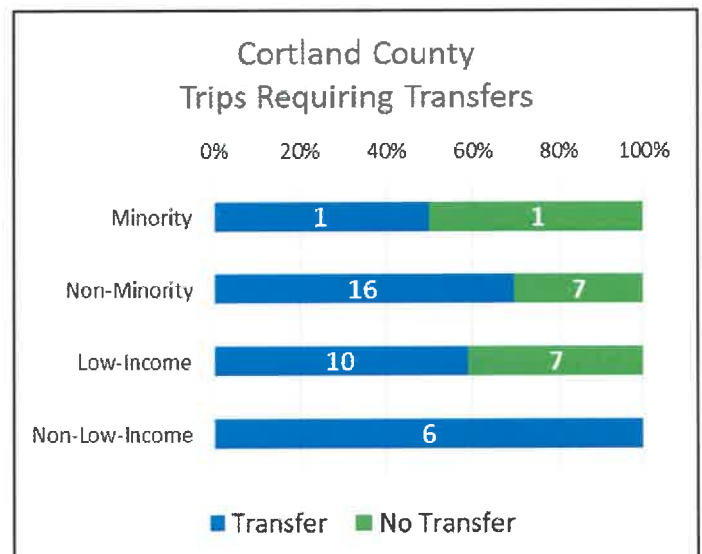
-- Denotes pass not available under Cortland Transit.

Minority customers exceed the 20% threshold compared to Overall riders for the Adult Cash Rtes 1-4 (+38 pp) and Adult Cash Rte 7 (+42 pp) fare types; however, the cost of the fare is decreasing, therefore this is not a disparate impact. There are no fare types used by low-income customer that exceed the 20% threshold compared to Overall riders therefore this is no disproportionate burden.

Transfers

Of the survey responses received, 65% (17 riders) stated they transfer between buses regularly. Of those riders, 50% are minority and 59% are low-income. The discontinuation of free transfers will impact the persons riding on Routes 1 – 4 the most. Sixty-seven percent of Route 1-4 customer's surveyed use a transfer regularly (chart at right).

To gain better insight into actual transfer usage, ridership data for the fourth quarter of 2024 was analyzed. A total of 13,347 fixed route rides were given of which 1,057 were transfers (8%). According to this data, most customers are not using a free transfer to complete their trips, and the overall impact is not significant to the customer base.



Average Fare Change Analysis and Impacts

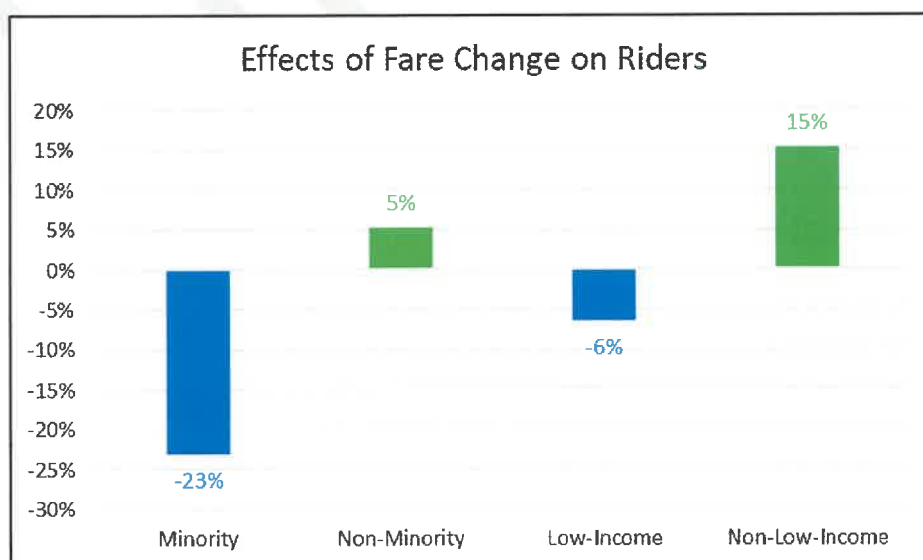
As shown in Table 4, customers on all routes will see a decrease in price of a one-way fare. Routes 1 through 4 will see a 33% decrease in the price of their fares. Routes 5, 6, and 7 will see a decrease between 40% - 50%.

As shown in Table 5 and the chart below, the proposed fare changes would decrease the average fare paid by minority and low-income riders. The average fare for minority riders will decrease by 23.7% which exceeds Centro's +/- 20% threshold. A fare decrease is a benefit and not a burden therefore there is no disparate impact. The decrease in average fare for low-income riders compared to overall riders is below the 20% threshold and does not yield a disproportionate burden.

The increase in average fares for non-minority and non-low-income riders exists due to the elimination of free transfers. Four out of five of the non-low-income riders use a monthly unlimited ride pass, therefore they would not pay the extra fare.

Table 5: Cortland County Average Fare Change 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	\$3.25	\$2.50	(\$0.75)	(\$0.76)	-23.1%	-23.7%
Non-Minority Riders	\$1.53	\$1.61	\$0.08	\$0.07	5.2%	4.6%
Overall (Race Known)	\$1.68	\$1.69	\$0.01		0.6%	
Low-Income Riders	\$1.57	\$1.47	(\$0.10)	(\$0.12)	-6.4%	-7.5%
Non-Low-Income Riders	\$2.62	\$3.02	\$0.40	\$0.38	15.3%	14.2%
Overall (Income Known)	\$1.82	\$1.84	\$0.02		1.1%	



Alternative Payments & Mitigation

As previously stated, the elimination of free transfers will have an impact primarily on customers who ride Routes 1 through 4. A monthly unlimited ride pass will be available for a price of \$40, which would negate the effects of losing the free transfer. Customers will be educated on the benefits of the unlimited ride monthly pass which will allow them to reduce their average fare per ride.

Additionally, once the buses are fitted with electronic fareboxes, both daily and weekly unlimited ride passes will be available. These passes would benefit customers who do not have the ability to buy the monthly pass and would give them the benefit of reducing their average fare per ride.

Fare Media Distribution and Sales Outlets

The Revenue Collections Department will work with agencies to exchange tokens for single ride passes. Centro will accept tokens as valid fare payment for the near future.

The following sales outlets will continue to sell monthly passes: Access to Independence, Catholic Charities, P&C Fresh, Grand Union Supermarket, SUNY Cortland Campus Store, and Tompkins Cortland Community College. Centro does not offer a monthly pass option at any of the other subsidiaries. In the future, the monthly pass will be retired in favor of other multi-ride passes. The Centro online store sells 10-Ride Passes and MAX Passes (7 consecutive days of unlimited service) which will be offered to Cortland customers in the future.

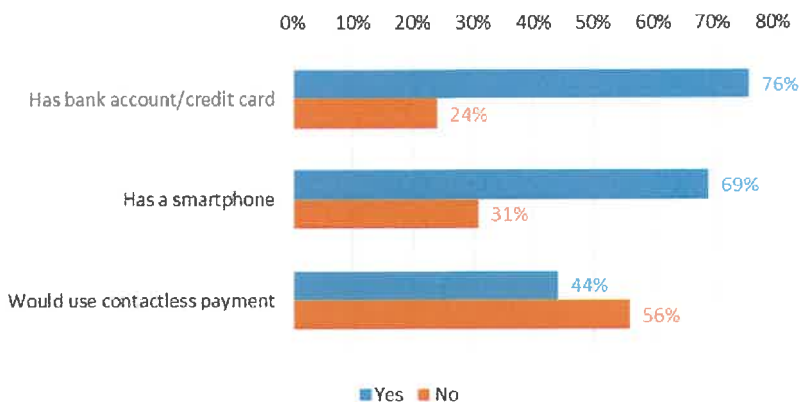
Once the electronic fareboxes are installed on the buses, all passes will be available for purchase from the farebox. In

addition, Mobile Passes will be available through the GoCentroBus mobile app.

Cortland customers could pay for individual fares using a credit card or mobile wallet through the Tap-to-Pay function on the farebox.

Cortland Transit customers answered a series of questions related to devices, payments, and accounts. Of the twenty-six respondents, 44% said they would use a contactless credit card or mobile wallet to pay the fare if the option was available (chart at right).

Factors for Using Future Payment Types



CONCLUSION

All Cortland customers will see a decrease in the cost of their base fare. This reduction will help offset the discontinuance of free transfers. Customers can find further savings by buying a monthly pass. In the future, customers will also have the option to purchase daily, and weekly unlimited ride passes. Based on the thorough demographic ridership analysis conducted by Centro, we conclude there is neither a disparate impact nor a disproportionate burden associated with the proposed fare structure.

1. Policy Statement

The CNYRTA Title VI objectives are as follows:

- To ensure that transit benefits and related services are equitably distributed without regard to race, color, or national origin.
- To ensure that the level and quality of transit services are sufficient to provide equal access and mobility for any person without regard to race, color, or national origin.
- To ensure that opportunities to participate in the transit planning and decision-making processes are provided to persons without regard to race, color, or national origin.
- To ensure that decisions on the location of transit services and facilities are made without regard to race, color, or national origin.
- To ensure that corrective and remedial action is taken to prevent discriminatory treatment based on race, color, or national origin.

2. Reason for Policy

Title VI of the Civil Rights Act of 1964 states that “no person shall, on the grounds 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.”

CNYRTA (Centro) is committed to the principles embodied in Title VI. Analysis of services provided by the Authority indicates a consistent history of excellent distribution of transit resources for the various populations in its service area. Centro serves a wide range of social, geographic and economic disparity, including most areas with higher populations of minorities, limited English proficiency and low-income populations. No particular group in the Centro service area is excluded from transit services.

3. Applicability & Participation Eligibility

These standards apply to CNY Centro Inc., as required by the Federal Transit Administration (FTA) and are consistent with criteria required by the FTA.

4. Resources & Related Procedures

FTA circular 4702.1B

5. Policy Detail

Major Service Change Policy

CNYRTA defines a Major Service Change as a change in any route, other than a school tripper, specialized service or experimental route, that 1) changes the number of service hours operated on any route by 25% or more, or, 2) changes the length of a route¹ by 25% or more. All Major Service Changes will be subject to an equity analysis including an analysis of adverse effects on minority and low-income populations.

An adverse effect is defined as a geographical or time-based change in 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.

Disparate Impact Policy

The purpose of this policy is to establish a threshold which identifies when adverse effects of a major service or any fare change are borne disproportionately by minority populations.

For the purpose of this policy, minorities are defined as persons self-identified as any race other than white only by Census race classifications including those persons self-identified as Hispanic in ethnicity regardless of race.

Centro defines a disparate impact as occurring when there is a difference in adverse effects of plus or minus 20% between minority and non-minority populations.

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 will be applied to all major service, and fare changes.

Disproportionate Burden Policy

The purpose of this policy is to establish a threshold which identifies when the adverse effects of a major service change or any fare change are borne disproportionately by low-income populations.

For the purpose of this policy, a household is considered low-income if the median household income does not exceed 50% of the median household income for the service area.

Centro defines a disproportionate burden as occurring when there is a difference in adverse effects of plus or minus 20% between low-income and non-low-income households.

¹ The length of a route is based on map length rather than vehicle miles.

When a disproportionate burden is identified, Centro will consider modification of the proposal in order to avoid, minimize, or mitigate the impacts. This Disproportionate Burden Policy will be applied to all major service and fare changes.

Analysis Framework

Centro may use any and all datasets available, applicable and appropriate in conducting equity analysis for Major Service Changes and fare/fare-type changes. While Centro does not preclude the use of any dataset, ridership data by route and bus trip is the best data available for analysis of equity impacts on the riding public, therefore, when possible, route and trip specific data will be used. Ridership data is obtained through farebox counts, monitoring cameras or Automated Passenger Counters. However, these sources have limitations with respect to equity analysis, therefore, when resources are available, Centro will conduct periodic or “spot” rider surveys by route, which will enable an accurate assessment of impacts on the riding public with regards to race, color, national origin, income level and English proficiency.

Rider surveys can be labor intensive and, therefore, costly. When rider surveys are not readily available and/or cannot be obtained in a timely or cost-efficient manner to complete an equity analysis, data generated by the U.S. Census Bureau, either from the Decennial Census or American Community Survey (ACS) may be combined with Census tract, block group, or block level data, whichever is the best representation of the affected area using the smallest geographic area available. The demographic datasets regarding race, color, national origin, income and English proficiency, as applicable to the analysis of those areas, will be the datasets used. This method is also appropriate where surveys of existing ridership do not yield a statistically valid assessment, such as when service is proposed for a new corridor or neighborhood not previously served.

Service Equity Analysis

Centro will show how the proposed Major Service Change impacts minority and low-income populations at the geographic level by including:

- Overlay maps showing proposed service changes as well as demographic data in order to study the affected population;
- Tables showing impacts associated with each type of route or service change (e.g., routing, frequency, span of service, addition or elimination of routes).

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

- Centro will clearly demonstrate that a substantial legitimate justification for the proposed service changes exists; and
- Centro will clearly demonstrate that alternatives were analyzed to determine whether the proposed service changes are the least discriminatory alternative; and

- Centro will take steps to avoid, minimize, or mitigate impacts where practicable. Alternatives available to minority and low-income passengers affected by the service changes will be considered.
- In the case of a proposed service improvement, Centro will analyze the accrual of benefits for minority populations as compared to non-minority populations, and low-income populations as compared to non-low-income populations, using the comparison population selected (i.e., ridership or service area).
- If a service is proposed to be increased and/or expanded, but minority and/or low-income populations are not expected to benefit from the expansion as much as non-minority and/or non-low-income populations, then Centro will explain any plans to improve service to the minority and/or low-income populations.
- Centro will describe any plans to restore service if/when additional funds become available.

Fare Equity Analysis

Centro will show how the proposed fare change 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.
- 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.

Public Participation

Centro policy is to disseminate information and to solicit and respond to public comment on bus service and fare changes to the extent reasonable and practical. Specific elements of this policy are as follows:

- Except when impossible because of an emergency condition, advance notice of not less than one week will be given to the affected public of minor route and schedule changes. Methods of providing such notice include, but are not limited to, distribution of revised timetables, handouts, posted notices and/or media releases.
- Major service changes (as described in the Major Service Change Policy) and any change in the fare structure will be made available for public input and CNYRTA Board consideration prior to implementation. School tripper, specialized or experimental service may be changed without recourse to a formal hearing process.
- A notice of the proposed change(s) will be published in a newspaper of general circulation or their affiliated website and also, if applicable, in newspapers oriented to the specific groups or communities affected, and in buses. Such published notices will include information as to the date, time and location of any public hearings. Not sooner than twenty-one (21) days after the notices are published and posted at least one public hearing shall be held. Special promotional fares are not included in the requirements of this section.
- Staff will conduct a Service and Fare Equity Analysis required by FTA for compliance with Title VI of the Civil Rights Act of 1964 to assess the effects of a proposed fare or major service change on minority and low-income populations during the planning of such changes. The analysis may also address alternatives available for people affected by the changes. The results of the analysis will be reported to CNYRTA's Board prior to any public discussion or implementation of the proposed changes.
- A report of all public comments received, and the responses given will be submitted to the Board. Recommended changes in the proposal as a result of public comment may also be presented.
- Following completion of the process described above, the CNYRTA Board may authorize staff to implement the changes or may direct other action. Final public notice of major changes in service or any changes in the fare structure will be given at least ten days in advance of the effective date of the change.

**MINUTES OF THE REGULAR MEETING OF
THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY
HELD ON FRIDAY, SEPTEMBER 27, 2019 AT 10:00 A.M.
AT THE RTA OFFICES, 200 CORTLAND AVENUE
IN SYRACUSE, NEW YORK**

MEMBERS PRESENT: **BRIAN SCHULTZ (Chairman); ROBERT CUCULICH; JOSEPH HARDICK; NICHOLAS LAINO; DONNA REESE; LOUELLA WILLIAMS**

MEMBER ABSENT: **TINA FITZGERALD; DARLENE LATTIMORE**

STAFF ALSO PRESENT: **RICHARD LEE (Chief Executive Officer); LINDA BIATA; CHRISTOPHER TUFF; BARRY M. SHULMAN and IAN S. LUDD of counsel**

The Chairman called the meeting to order at 10:00 A.M., noting that a quorum was present. He announced that the next Authority monthly Board meeting will be held on October 25, 2019. On that date, there will be a Pension Committee meeting at 9:00 A.M., a Strategic Planning Committee meeting at 9:30 A.M., an Audit and Finance Committee at 10:00 A.M., with the Board immediately meeting thereafter.

APPROVAL OF MONTHLY MINUTES: A Motion was made, seconded and unanimously carried as Motion No. 2406, that the Minutes of the July 26, 2019 monthly CNYRTA Board meeting be adopted.

CHIEF EXECUTIVE OFFICER'S REPORT: Mr. Lee gave the Chief Executive Officer's report at the request of the Chairman. He began by reminding the Board that they will be soon be contacted, if they have not already been so, for Ethics training as mandated by law. Such training is currently scheduled to follow the next month's Board meeting.

NEW YORK STATE FAIR: Mr. Lee and Mr. Tuff reported on the recently held New York State Fair. It was a huge success. Mr. Tuff described the Fair, post-event. Mr. Tuff observed that this was another record year at the Fair, with total attendance growing from 1,279,010 in 2018 to 1,329,275 in 2019. This indicates growth, since 2015, of an astounding 46%. In response to questions posed by Board members, Mr. Tuff complimented all of the Centro personnel, both drivers, mechanics, buildings and grounds staff and administrative staff, who together worked to make this event such a success. Mr. Tuff also discussed Park-And-Ride operations adjustments that were made day by day at the Fair, based on continual assessment of attendance and traffic flow. Ms. Reese asked to be included in future planning sessions, regarding transportation and accessibility at the Fair. She complimented the Centro staff on-site, including for easing transportation for the disabled.

Mr. Tuff then reviewed various other changes in 2019, such as addition of the Willis Avenue lot. A detailed State Fair report had previously been distributed to each Board member. The Board congratulated Mr. Tuff and his staff.

CNG BUSES: Mr. Geoff Hoff then discussed CNG buses and their utility onsite as it relates to fuel economy. Mr. Hoff reviewed for the board the tremendous amount of savings over the last 10 years when the authority elected to continue with the technology as compared to other fuel typed vehicles such as diesel or diesel electric hybrid buses.

Mr. Hoff was excused from the meeting.

CONGRESSMAN KATKO – CYBER SECURITY ROUND TABLE: As part of the Chief Executive Officer's Report, Mr. Lee reported noted that he has been invited by Congressman Katko to represent public transportation at a Cyber Security Roundtable he hosted. Security experts and representatives from the United State Department of Homeland Security were present. Mr. Lee was able to share Centro's general security framework and what has been accomplished with improving Cyber Security. Our cyber security program is directed by Michael Fitzgibbons. It was a very informative meeting.

UPSTATE TRANSIT FEDERAL CENSUS PROMOTION: Representatives of Governor Cuomo's office recently met with leaders of the four Upstate Transit Authorities to discuss how they might participate in promoting the upcoming 2020 Federal Census. The intent is to remind citizens of the importance of participating in the upcoming Census. Crucial to this effort is educating all to the importance of the Census. Ms. Reese stressed the need for the inclusion of disabled individuals to enhance adequate governmental program funding.

TITLE VI POLICIES AND TITLE VI PROGRAM REPORT: Ms. Paula Cutrone was then invited into the meeting to give a report on Title VI. The Program Report, submitted to the Federal Transit Administration every three years, was prepared by the Centro Planning Department, Ms. Cutrone described Title VI Policies and the Title VI Program Report, in depth. Copies of these Policies and Reports had also been distributed earlier as part of the Board packet, prior to this meeting. Thereafter, and after much discussion, and upon Motion duly made, seconded and unanimously carried, approval of the Title VI Policies was adopted as Motion No. 2407. After discussion of its contents, the Title VI Program Report, as presented by Ms. Cutrone was likewise reviewed and unanimously carried as Motion No. 2408.

Ms. Cutrone was then excused from the meeting.

AUDIT AND FINANCE COMMITTEE REPORT: Mr. Laino, Chairman of the Audit and Finance Committee then reported on matters dealt with at the Audit and Finance Committee meeting, held earlier this morning.

INSURANCE REPORT: Mr. Maloff, Insurance Consultant to the Authority, was invited into the meeting. As he had at the Audit and Finance Committee, held earlier this morning, he presented a proposed renewal for Property Insurance, effective September 9, 2019. It is the same carrier as is currently serving the Authority, Factory Mutual Insurance Company. Last year, the premium cost was \$161,682. This year the cost is \$175,308. Otherwise the insurance contract is the same as last

Cortland Transit 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. Thank you for your participation.

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

Regular Service Routes			
<input type="checkbox"/> Route 1	<input type="checkbox"/> Route 2	<input type="checkbox"/> Route 3	<input type="checkbox"/> Route 4
<input type="checkbox"/> Route 5	<input type="checkbox"/> Route 6	<input type="checkbox"/> Route 7	

Flex Service Routes			
<input type="checkbox"/> Route 8	<input type="checkbox"/> Route 9	<input type="checkbox"/> Route 10	<input type="checkbox"/> Route 11
<input type="checkbox"/> Route 12	<input type="checkbox"/> Route 13		

2. For what purpose do you use public transit?

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

3. How often do you ride?

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

4. What time(s) of day do you typically ride? (check all that apply)

☐ 6:00 am – 9:00 am ☐ 9:00am – 12:00 pm ☐ 12:00 pm – 3:00 pm ☐ 3:00 pm – 6:00 pm

5. Do you transfer between buses regularly?

☐ Yes ☐ No

6. Do you request a route deviation regularly?

☐ Yes ☐ No

7. What is your gender?

☐ Male ☐ Female ☐ Other

8. What is your age?

☐ Under 18 ☐ 18-24 ☐ 25-34 ☐ 35-44 ☐ 45-59 ☐ 60-64 ☐ Over 65

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

☐ Yes ☐ No

10. 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



Please continue and answer questions on the back side



11. What is the primary language spoken in your home?

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

12. If you selected English above, skip to question 13. Does use of the English language pose a difficulty in navigating the public transit system?

- ☐ Yes ☐ No

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

- ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ More than 4

14. 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

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

- ☐ 0 ☐ 1 ☐ 2 or more

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

- ☐ Full fare ☐ Half fare ☐ Free fare

17. How do you normally pay your bus fare? (check all that apply)

- ☐ Cash ☐ Token ☐ Monthly Pass (EXCLUDING Route 7) ☐ Monthly Pass (INCLUDING Route 7)

18. If you use a Monthly Pass, where do you purchase it? (check all that apply)

- ☐ Access to Independence ☐ Catholic Charities ☐ Cortland Transit
☐ P&C Fresh ☐ Grand Union Supermarket ☐ SUNY Cortland Campus Store
☐ Tompkins Cortland Community College

19. 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

20. Do you have a smartphone?

- ☐ Yes ☐ No

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

- ☐ Yes ☐ No

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

- ☐ Yes ☐ No

23. What zip code do you live in? _____

24. Please use this space for comments or service suggestions:

THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY
AUDIT AND FINANCE COMMITTEE
200 CORTLAND AVENUE, SYRACUSE, NEW YORK
MINUTES OF THE MARCH 26, 2025, AUDIT AND FINANCE COMMITTEE MEETING

MEMBERS PRESENT:	NICHOLAS LAINO, Chair DARLENE LATTIMORE, Secretary TINA FITZGERALD, Treasurer NEIL BURKE ROBERT CUCULICH MONTY FLYNN JULIUS LAWRENCE LOUELLA WILLIAMS FRANK SAYA, Non-Voting Member
MEMBERS ABSENT	ANTHONY DAVIS, Vice Chair
STAFF PRESENT:	CHRISTOPHER TUFF, Deputy Chief Executive Officer STEVE KOEGEL, VP of Communication and Business Planning JACQUELYN MUSENGO, VP of Human Resources BRUCE FONG, VP of Information Technologies GEOFF HOFF, VP of Fleet and Facilities RAHMIN AZRIA, VP of Operations MELISSA BRIM, VP of Finance CAITLIN MACCOLLUM, Sr Director of Procurement TARA SPRAKER, Director of Capital Programs DEREK SHERMAN, Director of Accounting CHRISTOPHER KING, Procurement Manager JASON SMITH, Sr Procurement Analyst EJ MOSES, Director of Facilities and Grants JIMMY HESTER, Bus Operator Syracuse JEANNINE JOHNSON, Executive Assistant CLINT EVERSLEY, Mechanic Syracuse
PUBLIC PRESENT:	BRAD HUNT, Legal Counsel MARIO COLONE JOE CALABRESE

CALL TO ORDER At 9:00 A.M. Chairman Laino called the meeting to order.

- Chairman Laino noted a quorum was present
- The next Committee meeting will be on April 25, 2025

FEBRUARY 28, 2025, STATEMENT OF REVENUE AND EXPENDITURES

Ms. Brim presented a Motion to approve the February 28, 2025, Statement of Revenue and Expenditures. A copy of which is attached to these minutes.

A Motion to approve the February 28, 2025, Statement of Revenue and expenditures as recommended by the Audit and Finance Committee was raised and forwarded to the Board for approval.

Motion – Tina Fitzgerald

Seconded – Robert Cuculich

Carried Unanimously to the Board with a recommendation of approval.

2025-26 FINAL OPERATING, CAPITAL BUDGET AND FINANCIAL PLAN

Mr. Sherman presented a Motion to approve the 2025-26 Final Operating, Capital Budget and Financial Plan. A copy of the Motion is attached to these Minutes.

A Motion to approve the 2025-26 Final Operating, Capital Budget and Financial Plan as recommended by the Audit and Finance Committee, was raised and forwarded to the Board for approval.

Motion – Tina Fitzgerald

Seconded – Neil Burke

Carried Unanimously to the Board with a recommendation of approval.

ADDITIONAL PENSION CONTRIBUTION FOR CENTRO DEFINED BENEFIT PLANS

Ms. Brim presented a Motion to authorize an additional Pension Contribution for Centro Defined Benefit Plans. A copy of the Resolution is attached to these Minutes.

A Motion to authorize an additional Pension Contribution for Centro Defined Benefit Plans, as recommended by the Audit and Finance Committee, was raised and forwarded to the Board for approval.

Motion – Julius Lawrence

Seconded – Tina Fitzgerald

Carried Unanimously to the Board with a recommendation of approval.

OPERATING AND FUNDING TRANSFER AGREEMENT – CORTLAND COUNTY

Ms. Spraker presented a Resolution to authorize the Deputy Chief Executive Officer to sign the Operating and Fund Transfer Agreement. A copy of the Resolution is attached to these Minutes.

A Motion to authorize the Deputy Chief Executive Officer to sign the Operating and Fund Transfer Agreement, as recommended by the Audit and Finance Committee, was raised and forwarded to the Board for approval.

Motion – Tina Fitzgerald

Seconded – Monty Flynn

Carried Unanimously to the Board with a recommendation of approval.

NYS DOT GRANT AGREEMENT #C006013 ATTACHMENT #1

Ms. Spraker presented a Resolution to authorize the Deputy Chief Executive officer to Sign Agreement #C006013 Attachment #1 with the New York State Department of Transportation. A copy of the Resolution is attached to these Minutes.

A Motion to authorize the Deputy Chief Executive Officer to Sign Agreement #C006013 Attachment #1 with the New York State Department of Transportation, as recommended by the Audit and Finance Committee, was raised and forwarded to the Board for approval.

Motion – Julius Lawrence

Seconded – Louella Williams

Carried Unanimously to the Board with a recommendation of approval.

NYS DOT GRANT AGREEMENT #K007549 ATTACHMENT #1

Ms. Spraker presented a Resolution to authorize the Deputy Chief Executive officer to Sign Agreement #K007549 Attachment #1 with the New York State Department of Transportation. A copy of the Resolution is attached to these Minutes.

A Motion to authorize the Deputy Chief Executive Officer to Sign Agreement #K007549 Attachment #1 with the New York State Department of Transportation, as recommended by the Audit and Finance Committee, was raised and forwarded to the Board for approval.

Motion – Monty Flynn

Seconded – Louella Williams

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