

THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY
(and its Subsidiaries)
200 CORTLAND AVENUE, SYRACUSE, NEW YORK
MINUTES OF THE JANUARY 22, 2024, SPECIAL MEETING

MEMBERS PRESENT: NICHOLAS LAINO, Chair
 TINA FITZGERALD, Treasurer
 DARLENE LATTIMORE, Secretary
 NEIL BURKE
 ANTHONY DAVIS
 JOSEPH HARDICK
 JULIUS LAWRENCE
 LOUELLA WILLIAMS

MEMBERS ABSENT: ROBERT CUCULICH, Vice Chair
 MONTY FLYNN
 FRANK SAYA, Non-Voting Member

OTHERS PRESENT NICHOLAS FIORENZA, COUNSEL FOR CNYRTA
 BRADLEY HUNT, COUNSEL FOR CNYRTA

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

EXECUTIVE SESSION – MOTION NO. 2682

A Motion to move the meeting into Executive Session to discuss a personnel matter involving a particular person and obtain the advice from counsel was raised.

Motion – Darlene Lattimore
 Seconded – Tina Fitzgerald
 Carried Unanimously

No action was taken in Executive Session.


MUTUAL SEPERATION AGREEMENT BETWEEN AUTHORITY AND BRIAN SCHULTZ –
 MOTION NO. 2683

A Motion to approve the Mutual Separation Agreement between the Authority and Brian Schultz, which was discussed with counsel in executive session, and to authorize the Chairman to sign that agreement on behalf of the Authority, and to authorize the Chairman and the Authority's staff and counsel to take all steps necessary to implement the agreement was raised.

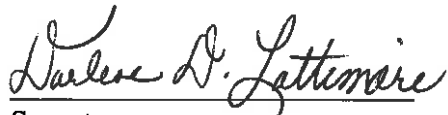
Motion – Tina Fitzgerald
 Seconded – Darlene Lattimore
 Carried Unanimously

ADJOURNED

There being no further business to come before the Board, the Special Meeting was adjourned.


Chairman

ATTEST:


Secretary

THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY
(and its Subsidiaries)
200 CORTLAND AVENUE, SYRACUSE, NEW YORK
MINUTES OF THE JANUARY 26, 2024, BOARD MEETING

MEMBERS PRESENT:

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

MEMBERS ABSENT: ANTHONY DAVIS

STAFF PRESENT:

CHRISTOPHER TUFF, Deputy Chief Executive Officer
 LINDA BIATA, VP of Finance
 STEVEN KOEGEL, VP of Business Develop. and Corp. Comm.
 JACKIE MUSENGO, VP of Human Resources
 GEOFFREY HOFF, VP of Fleet and Facilities
 RAHMIN AZRIA, Associate VP of Operations
 BRUCE FONG, Associate VP of Information Technologies
 MELISSA BRIM, Associate VP of Finance
 CAITLIN MACCOLLUM, Senior Director of Procurement
 BREN DAISS, Senior Director of Planning & Capital Projects
 TARA SPRAKER, Director of Capital Programs
 EJ MOSES, Director of Facilities
 CHRISTOPHER KING, Procurement Manager
 JOSH GARDNER, Manager of Specialized Transportation
 MALLORY LAGUZZA, Internal Control Analyst
 JASON SMITH, Senior Procurement Analyst
 LYNETTE PADUANO, Director of Marketing & Communications

CALL TO ORDER At 10:00 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 February 23, 2024:
 - Audit and Committee – 9:00 AM
 - Board Meeting – 9:30 AM

APPROVAL OF THE MINUTES DECEMBER 15, 2023, BOARD MEETING MINUTES MOTION NO. 2684

Motion – Tina Fitzgerald
 Seconded – Julius Lawrence
 Carried Unanimously

APPROVAL OF THE SPECIAL MEETING MINUTES DECEMBER 29, 2023, BOARD MEETING MINUTES MOTION NO. 2685

Motion – Tina Fitzgerald
 Seconded – Louella Williams
 Carried Unanimously

APPROVAL OF THE SPECIAL MEETING MINUTES JANUARY 05, 2024, BOARD MEETING MINUTES MOTION NO. 2686

Motion – Darlene Lattimore
 Seconded – Tina Fitzgerald
 Carried Unanimously

DEPUTY CHIEF EXECUTIVE OFFICER'S REPORT – Mr. Tuff

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

LEGISLATIVE MEETING

Over the last few weeks Steve Koegel and I started our legislative lobbying meetings. We have met with Assemblyman Magnarelli and Senator May's staff to review our State Fiscal year 20225 funding requests. The current NYPTA ask is for a 15% increase in State Transit Operating Assistance (STOA), consistent with growth in State Transit investment over the past few years. We have appointments scheduled in the coming weeks with our other elected officials, that represent our service area.

EXECUTIVE BUDGET

Our January 16th, the executive budget was released to include a 5.4% increase in the State Transit Operating Assistance (STOA), this increase is greatly appreciated. We are continuing to work with the NYPTA team to support our initial ask to help support transit needs across the state, as well as for Centro.

VARIOUS MEETINGS

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

SENIOR STAFF REPORTS

BUSINESS DEVELOPMENT AND CORPORATE COMMUNICATIONS REPORT – Mr. Koegel

Mr. Koegel reported that ridership continues to rebound slowly from pre-pandemic levels. City ridership is about 67%, and overall ridership is about 72% of pre-pandemic levels. Ridership was up about 10% from December of 2022. Mr. Koegel also reported that Mobile Ticketing is close to being made available to riders. Driver training will take place in coming weeks and the product will then be introduced in coming weeks.

Mr. Koegel introduced Ms. Daiss to the table.

Ms. Daiss provided the board with an update on Bus Rapid Transit (BRT). She stated that the Arcadis Group was on site performing workshops on implementation, costing, and stakeholders responsibilities. More information will be forthcoming as decisions are made.

Ms. Daiss gave a presentation on the proposed Micro-Transit service called “Move” that is being proposed in the City of Rome. The presentation included new marketing elements and details on an increased level of service on fixed route buses, fare structure and “Move” service area. She also presented members with an overview of the public feedback received about the service, which were overwhelmingly supportive.

SERVICE MODIFICATIONS IN CENTRO OF ONEIDA– RESOLUTION NO. 2591

Ms. Daiss presented the board with a resolution to move forward with the system redesign/ micro-transit introduction in Rome.

A resolution to move forward with the system redesign/ micro-transit introduction in Rome was raised.

Motion – Tina Fitzgerald

Seconded – Luella Williams

Carried Unanimously

HUMAN RESOURCES REPORT – Mrs. Musengo

An Open house was held on January 6, 2024, for recruiting. We had 71 people visit our location and inquire on open positions. There was a mixture of candidates for operators, mechanics, servicers, bus monitors and call a bus coordinators. Our next driver class will begin on February 5, 2024. We currently have thirteen (13) operators for the Syracuse location, two (2) for Oswego, two (2) for Cayuga, and three (3) for Utica.

Centro also tried a new approach for recruiting offering a CDL permit prep class the second week of January. This class was held three days for 2 hours each day to assist potential candidates on obtaining their CDL permit. We had seventeen (17) people attend the class for the 3 days and three people obtained their permits and were hired for the next operator class.

Centro is looking at other avenues for recruiting and forming community partnerships. We currently had meetings with the following groups: Center state CEO, SCSO Secondary Education, Oswego County Workforce. I will be reporting more on this in the future since we are in the beginning phases.

OPERATION/TRANSPORTATION REPORT – Mr. Azria

The past month was very busy in Operations. The Operations Department continues to work through a significant operator shortage in Syracuse, making it increasingly difficult to maintain even our current reduced service levels. Currently 136 active Full-Time operators in Syracuse, significantly lower than the staffing target of 185 Full Time operators. I can't say enough about how hard our entire team are working fill work and maintain service levels, from the director and supervisors to the operators. We have good people going above and beyond because they care and don't want people left without service. Along with operators, we're actively hiring for supervisor and bus aides.

Operations continues to work on several process improvements and initiatives. After many months of working through process and programming discussions with our vendor, we've made great progress on the RISC rollout. As a reminder, RISC, which stands for Risk, incident, and safety compliance, will be a major change and significant improvement to processing incidents and accidents. We just began soft rollout of RISC application which will run in parallel with current process and be tested by a small group of supervisors to work through and address any issues. Other examples of ongoing improvements and progress in finding solutions to challenges our drivers are facing and finding ways to improve or create efficiencies.

We have a monthly Driver Safety Committee Meeting where we work hard to listen to feedback from our staff. This has been very productive in identifying issues and challenges our team is facing and working together to find solutions. Recently we made an update to the garage phones to be able to directly call our board person for any questions or issues with bus assignments. This is an example of a very simple solution that cut down on a significant number of calls going to dispatch that previously had to be re-routed. Another example is water spots on mirrors which we're working with maintenance department to address.

CALL-A-BUS QUARTERLY REPORT

Mr. Azria called on Mr. Gardner to give the quarterly Call-a-bus report. December 31st marked the end of the 3rd quarter for FY '23-24 for specialized transportation statistics. Ridership is up about 15% over prior year. CAB provided 43,039 rides to 1,324 customers in our four-county service area. Mr. Gardner discussed on time performance was down by 5% due to Auburn and Oswego arriving too early. They will be conducting annual refresher training with outside vendors in the late spring early summer.

FLEET AND FACILITIES REPORT – Mr. Hoff

New Equipment - Ultrasonic Cleaner / Media Blaster

Maintenance needed to upgrade their cleaning devices. The ultrasonic cleaner cleans parts by soaking in a chemical and having ultrasonic waves breakdown carbon & oxidation down to the microscopic level. An ultrasonic cleaner is a nonabrasive way to remove buildup.

A media blaster is an abrasive way to remove buildup. This will be used to remove paint, surface preparation, and rust removal. Example parts - exhaust, engine / transmission blocks, suspension.

Glass lifter

We just installed a new window/glass suction device. This will suction (hold) the windows/glass and lift to the bus to be installed. We used to use three employees to lift and install. Glass Lifter is a safer way to install glass.

New CAB's

New Paratransit Buses (CAB) arriving next month. These will be replacing our 2016 series. The pandemic, supply chain issues and state contract expiring contributed to a delay in receiving new buses. It usually takes about one week to get the bus operational from delivery date.

INFORMATION TECHNOLOGIES REPORT – Mr. Fong

Our Trapeze v.21 upgrade is in the home stretch, were finishing up the UAT, addressing any remaining issues and we're still on target to go live in March. Northland Communications continue their equipment upgrades to improve redundancy and resiliency to their service. We're in the final stages of our Microsoft management server upgrade. This upgrade will help us increase efficiency with updates and enforce overall system compliance. We continue to work with the marketing department on our new public facing website. It's coming along nicely, and we think you'll be pleased with the end result.

Cyber Security: Several topics were discussed at our security meeting. A report of 3 real world events happening on our network, and the counter measures implemented to address the situation. We talked through the 5 Steps of IRP process (preparation, identification, containment, eradication/recovery & post-incident review). We also brief the team on upcoming security projects.

We're looking into potentially moving our Clever system from on prem to the cloud. The key benefit of doing this is the disaster recovery features in case of system failures or ransomware attacks. We're looking to replace the LED screens and monitors at the RTC which are nearing EOL and will no longer be supported. This will require equipment and infrastructure work.

FINANCE REPORT – Ms. Biata

Our Procurement department does more than formal contracts and bus part purchases. Procurements are also subject to compliance like most other activities of the Authority. Monthly, Caitlin and Chris King speak to MWBE or SDVOB utilization goals with each procurement.

Throughout the months of December and January, Procurement has a whole host of compliance reporting due, including annual goal plans for the MWBE and SDVOB programs for the upcoming fiscal year, quarterly reports for those programs- reporting on actual utilization for the current fiscal year as well as an annual report for the GreenNY program that reports on the previous fiscal year.

NYS Executive Law mandates a utilization goal on all state funded procurements over a \$25k threshold for both certified programs- a 30% utilization goal for MWBEs and a 6% utilization goal for SDVOBs. Procurement utilizes our operating and capital budgets as a basis and builds an annual goal based on the planned formal procurements and availability of applicable MWBEs and SDVOBs in the marketplace.

We have a long history of meeting our goal for the MWBE program. The SDVOB program - fairly new, started in FY17 and we have been growing this utilization over the years, currently now at 6.75% for 3rd quarter of FY2024.

The GreenNY report includes a variety of topics including waste generated, toxic chemicals, energy efficient equipment, and money spent on green purchasing. This is an effort completed in conjunction with our Buildings and Grounds and Maintenance departments.

Caitlin and Chris King successfully met the deadlines for January, ahead of schedule. Thank you both for your hard work to continually meet these deadlines.

AUDIT AND FINANCE COMMITTEE REPORT

FINANCIAL REPORT – MOTION NO. 2687

Ms. Biata, Vice President of Finance presented the Financial Report, for the period ending December 31, 2023, a copy of which is attached to these Minutes.

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

Motion – Julius Lawrence
 Seconded – Robert Cuculich
 Carried Unanimously

SUBSTANCE ABUSE POLICY MODIFICATION – MOTION NO. 2688

As mentioned last month, an independent consulting company (Cahill Swift, LLC) was hired by the Federal Transit Administration (FTA) to conduct drug and alcohol process and procedure reviews for FTA recipients. Centro qualifies as a direct recipient under FTA because we receive federal funding. One aspect of the audit was for the independent consultant to review Centro's substance policy for regulatory updates to be compliant with the Federal Transit Administration (FTA) Drug and Alcohol Testing Regulations 49 CFR Part 40. The consultant proposed some minor changes to Centro's substance abuse policy. The FTA recommended revisions requiring clarification to Centro's current procedures. There were no substantive changes to the Centro's substance abuse policy and how it is administered.

The updated revised Substance Abuse policy was emailed to the board of members with the changes highlighted to comply with FTA requirements. We will need a motion from the Board of Members to adopt the revised Centro Substance Abuse policy.

A Motion to ratify the renewal for Substance Abuse Policy as recommended by the Audit and Finance Committee was raised.

Motion – Darlene Lattimore
 Seconded – Louella Williams
 Carried Unanimously

ONEIDA HUB LIABILITY RENEWAL – MOTION NO. 2689

Jon Maloff presented the renewal for Centro of Oneida Inc's property insurance for the Oneida and Rome Hub. The renewal of this coverage is February 1st each year. Centro currently covers up to \$1 million

dollars per occurrence for property damage and bodily injury at the two hubs. The Northfield Insurance Company quote was for \$51,239, which was an increase from the previous year at \$47,761.

A Motion to ratify the renewal of the Oneida Hubs Liability as recommended by the Audit and Finance Committee was raised.

Motion – Monty Flynn
Seconded – Julius Lawrence
Carried Unanimously

5307/5339 GRANT APPLICATION– RESOLUTION NO. 2592

Ms. Sparker presented an application for Section 5307 and 5339 Grant Programs Application Authorization. A copy of the Resolution is attached to these Minutes.

A Motion to approve 5307/5339 GRANT APPLICATION as recommended by the Audit and Finance Committee was raised.

Motion – Neil Burke
Seconded – Darlene Lattimore
Carried Unanimously

SYRACUSE FACILITY JANITORIAL SERVICES -RESOLUTION NO. 2593

Ms. MacCollum presented a Resolution for Syracuse Facility with Human Technologies Corporation (HTC). A copy of the Resolution is attached to these Minutes.

A Motion to approve a contract for Syracuse Janitorial Services with Human Technologies Corporation as recommended by the Audit and Finance Committee was raised.

Motion – Neil Burke
Seconded – Louella Williams
Carried Unanimously

UTICA FACILITY JANITORIAL SERVICES -RESOLUTION NO. 2594

Ms. MacCollum presented a Resolution for Utica Facility Janitorial Services with Human Technologies Corporation (HTC). A copy of the Resolution is attached to these Minutes.

A Motion to approve Utica Janitorial Services with Human Technologies Corporation as recommended by the Audit and Finance Committee was raised.

Motion – Darlene Lattimore
Seconded – Julius Lawrence
Carried Unanimously

ULTRASONIC PARTS CLEANER PURCHASE -RESOLUTION NO. 2595

Ms. MacCollum presented a Resolution for a contract for an Ultrasonic Parts Cleaner with Sharper Tek. A copy of the Resolution is attached to these Minutes.

A Motion to approve a contract an Ultrasonic Parts Cleaner with Sharper Tek as recommended by the Audit and Finance Committee was raised.

Motion – Darlene Lattimore
 Seconded – Julius Lawrence
 Carried Unanimously

TRANSIT ADVERTISING SERVICES - RESOLUTION NO. 2596

Ms. MacCollum presented a Resolution for a contract for Transit Advertising Service with Lamar Transit Advertising. A copy of the Resolution is attached to these Minutes.

A Motion to approve a contract Transit Advertising Service with Lamar Transit Advertising as recommended by the Audit and Finance Committee was raised.

Motion – Robert Cuculich
 Seconded – Monty Flynn
 Carried Unanimously

PENSION COMMITTEE REPORT

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

SYRACUSE STATE OF THE CITY


Chairman Laino informed the board of his attendance with Chris Tuff at the State of the City for Syracuse. He commended Mayor Walsh on his presentation and initiatives. He asked Mr. Burke to bring the positive comments from the Board back to Mayor Walsh.

CEO SEARCH

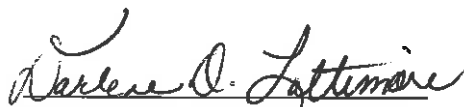
Chairman Laino informed the board that they are at the infancy stages of the search for the next CEO. He is starting to formulate the process and will keep everyone informed as they move forward.

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 – January 2024
DATE: January 17, 2024

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 \$16,234,468
3. ARP Funds
 - Fiscal Year 2023 \$15,095,747
 - April 2023 \$ 381,742
 - May 2023 \$ 910,860
 - June 2023 \$ 926,333
 - July 2023 \$ 1,671,447
 - August 2023 \$ 725,140
 - September 2023 \$ 1,034,282
 - October 2023 \$ 1,050,107
 - November 2023 \$ 314,617
 - December 2023 \$ 1,281,746
 - \$23,392,020 (of \$38.5 Mil)

Legislative Meetings

Over the last few weeks Steve Koegel and I started our legislative lobbying meetings. We have meet with Assemblyman Magnarelli and Senator May's staff to review our State Fiscal year 2025 funding requests. The current NYPTA ask is for a 15% increase in State Transit Operating Assistance (STOA), consistent with the growth in State Transit investment over the past few years. We have appointments scheduled in the coming weeks with our other elected officials, that represent our service area.

Executive Budget

On January 16th, the Executive budget was released to include a 5.4% increase in the State Transit Operating Assistance (STOA), this increase is greatly appreciated. We are continuing to work with the NYPTA team to support our initial ask to help support transit needs across the State, as well as for Centro.

Various Meetings

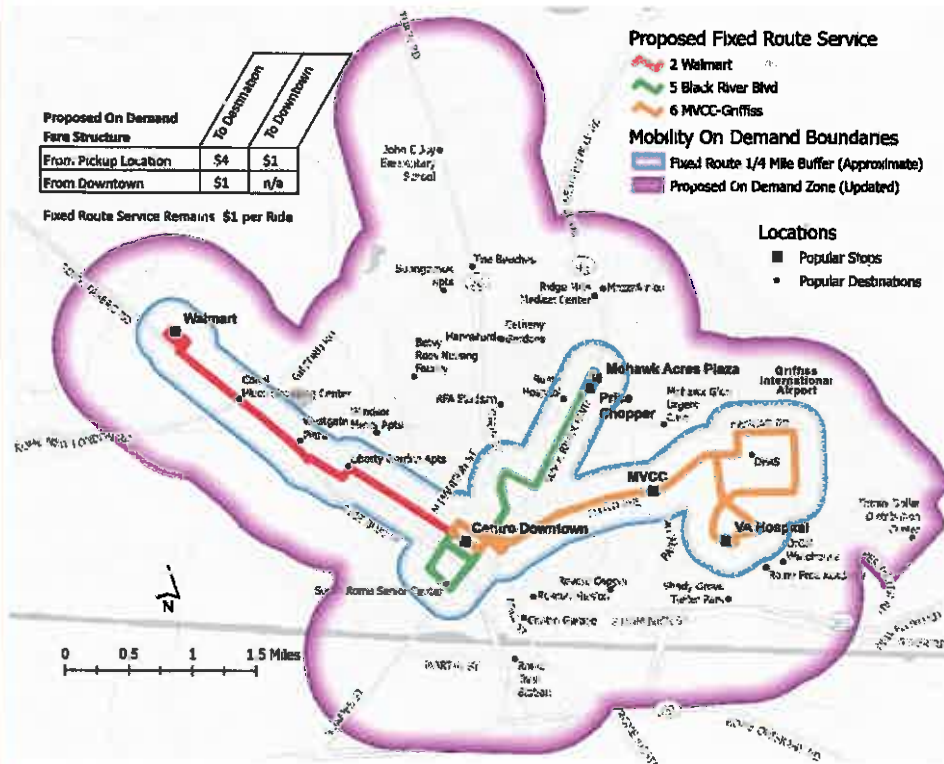
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Rome Transit Transformation

Title VI – Major Service Change: Public Hearing Executive Summary

CNYRTA is proposing to transition Centro of Oneida's Rome bus system into a new combination of fixed route and Mobility on Demand (MOD) services. The goal of these service changes is to increase the frequency of transit trips available to everyone within the Rome transit system.



A preliminary equity analysis was presented to the Board on November 17, 2023.

With the Board's approval, a Public Hearing was held on January 4, 2024. Public notifications were made through the Centro website, legal notice in the Rome Sentinel, Centro's social media pages, and legal notices displayed on buses.

Approximately 20 members of the community attended the Public Hearing. Questions and comments were accepted following the presentation, through social media, via email, telephone, mail, and fax.

The public comment period closed on January 18, 2024. Community feedback has been favorable toward the proposed system re-design. After reviewing the public feedback, Centro determined that none of the comments warranted a change to the proposed system structure.

Rome Transit System Summary:

- Three streamlined fixed route buses will operate on a more frequent 30-minute schedule.
- MOD (corner to corner) service covering all areas one-quarter mile from the fixed route service extending to the current paratransit buffer (plus an extension to serve the Family Dollar Distribution Center).
- Paratransit will not be affected by the service change.
- Fixed route service remains \$1.00/\$0.50 per trip (full fare/half fare).
- MOD service to/from the Downtown Transit Hub will be \$1.00/\$0.50 per trip (full fare/half fare).
- MOD service throughout the rest of the zone will be \$4.00/\$2.00 per trip (full fare/half fare).

We are excited to see how this system redesign will improve the transportation opportunities in Rome.

Questions/ Conversations from the Public Hearing on January 4, 2024

Q: Will there be a 10-ride pass?

A: No, not for MOD

Q: Will there be a reduced fare option on MOD?

A (Steve): Yes

Q: Success Drive -- south of Walmart -- will it be included in MOD?

A: May be within 1/4 walking distance of fixed route.

Q: Two drivers attended -- wanted to know more information to be able to share with customers They also know that there will be driver training in February.

Q: Is this the first time that Centro is doing MOD service?

A: Yes

Q: Will vehicles be ADA accessible?

A: Yes

Q: What about those who don't have mobile phones?

A: They can call and schedule in advance.

Q: Questions about Utica/ Rome Rural Service

A: It's coming but unrelated to MOD.

Q: Hours of Operation for MOD?

A: Same as fixed route (6a-6p M-F; 9a-5p Sat)

Q: Will new bus schedules be printed?

A: Yes

Q: Will bus passes still be available?

A: Yes, for fixed route.

Q: Are people eligible for reduced fare on MOD?

A: Yes, would still be eligible on MOD.

Q: "doesn't sound terrible; sounds easier to work with"

A (Nick): [This is] very exciting for the Authority; proud that Rome is first [to offer this] service.

Q: Language assistance for new service?

A: Yes, we have language interpretation line on phones; website translates into multiple languages.

Q: Does this service need Common Council approval?

A: No, we are an Authority that doesn't require City approval, but we are holding Public Hearing and comment period to get feedback and partner with the Community.

Q: "sounds like a good program"

Social Media Comments

Instagram

Notice of Public Hearing

The Central New York Regional Transportation Authority (Centro) will conduct a public hearing at 5pm on Thursday, January 4, 2024, at the South Rome Senior Center located at 112 Ridge St, Rome, NY 13440 to allow public comment on bus service changes to be implemented in March 2024 in the City of Rome. The service changes include the discontinuance of bus routes Rome4 & Rome7 and consolidation of bus routes Rome5 & Rome9. Additionally, Centro will introduce on-demand bus service in service areas currently served by bus routes Rome4 & Rome7. The on-demand service will also be provided in select areas currently not served by public transportation.

Specific details on the proposed changes will be available at the public hearing and on Centro's website at www.centro.org/about-centro/meetings-and-events.


For formats (FREE of charge) in accordance with the ADA and Limited English Proficiency regulations, and patrons requiring further accommodations, contact (315) 442-3400.

Transportation home for those in need will be available following the conclusion of the hearing at 6pm.

Individuals whose interests would be affected by the proposed changes being considered are hereby notified and invited to attend the hearing to present such evidence, comment, or object as their interests require. Additionally, customers with questions or comments can contact Centro in any of the following ways:

Social Media: Facebook, Twitter, and Instagram: @GoCentroBus
 Email: grvra@centro.org
 Phone: Leave a message at (315) 442-3400
 Mail: Write to Centro at 200 Cortland Avenue, Syracuse, NY 13205
 Fax: Fax your comments to (315) 442-3337

Note: Public comments will be received until January 18, 2024.



gocentrobust

gocentrobust PUBLIC NOTICE: Centro to hear public comments regarding service changes to be implemented in March 2024 in the City of Rome. For more information, please visit: <https://www.centro.org/about-Centro/meetings-and-events>. #GoCentroBus #PublicHearing

thornd225 How does the on demand service function?

View Insights


1 like

January 10, 2024

Add a comment...

YouTube

2024-01-04 Centro Rome Public Hearing



GoCentroBus
247 subscribers

Analytics Edit video

2 0 Share Promote Download Clip

54 views 12 days ago SOUTH ROME SENIOR CITIZENS INC.

The Central New York Regional Transportation Authority (Centro) will conduct a public hearing at 5pm on Thursday, January 4, 2024, at the South Rome Senior Center located at 112 Ridge St, Rome, NY 13440 to allow public comment on bus service changes to be implemented in March 2024 in the City of Rome. The service changes include the discontinuance of bus routes Rome4 & Rome7 and consolidation of bus routes Rome5 & Rome9. Additionally, Centro will introduce on-demand bus service in service areas currently served by bus routes Rome4 & Rome7. The on-demand service will also be provided in select areas currently not served by public transportation.

1 Comment Sort by

Add a comment...

@dallaslinner6885 2 days ago

The riders available hours. People work past 5:30-6:00pm. Has centro thought about peoples working hours? routes that only run early hours cant increase ridership. People would ride more if it was available later hours and weekends. I myself dont get off work until 7 pm. And there is no bus available to me to get home from work. There is no bus available on sundays do you think people dont work sundays? And that businesses dont open until 10:30 am on Saturdays. People cant use a system that isnt available to them.

1 0 0 Reply

Facebook

Central New York Regional Transportation Authority - Centro

Robbie Seymour
When is Utica going to have a Public Hearing

Central New York Regional Transportation Authority - Centro
Robbie Seymour at this time, there are no Public Hearings scheduled for the City of Utica. You may submit any service related feedback at anytime at cnyrta@centro.org or call (315) 442-3400 during normal business hours and provide your feedback to our Customer Service Manager.

Like Reply Hide

Robbie Seymour
What about public meeting for Utica

1w Like Reply Hide

Harvey Braun
We really need the buses to run later because events in downtown, especially at the capitol are impossible to attend for people ~~without transportation~~

Like Reply Hide

People and Places of Rome NY.

8 comments

Like Comment Send

All comments

View previous comments

Mary Snell
sad for the ones who depend on bus in that area not just the center but that too is not fair to the center either

1w Like Reply

C Steven Myers
Mary Snell Get to the meeting any way you can and let Centro know about it.

1w Like Reply

Reply to Mary Snell...

C Steven Myers
Keep the 6 and 2 routes and you will have a happy senior camper

1w Like Reply

Judith Kneaze
Centro bus service for people who would have trouble getting around
?????
How do you get to the meeting ??????
There needs to be a person , people organization in place to stand up for people who need this service .

1w Like Reply

People and Places of Rome NY.

Donn King
Nice short notice. I don't need the bus system but I know that many many people make use of it and cutting services on them when everything price wise and tax wise continues to go up seems ridiculous to me.
Anyone who uses the bus service, please try ... See more

1w Like Reply

Central New York Regional Transportation Authority - Centro
Donn King please be advised that notification was published in the Sentinel and made available to the media 3 weeks ago. Notices were also posted on buses, in shelters and at the Transit Hub. This group was recently recommended. We look forward to see... See more

1w Like Reply Commented on by Lynette Falcone Paduano 5

Reply to Donn King...

Thomas W. Pultynovich
How about reposting the proposed new route map here. I seen it earlier and noticed North Rome is screwed! There are people living in apartments up there that have no car. North Rome isn't the "rich" area anymore! Funny that this is taking place now tha... See more

1w Like Reply Edited

Central New York Regional Transportation Authority - Centro
Thomas W. Pultynovich All of the presentation materials including enlarged versions of the proposed service maps and ridership information are available at the link above in the original post (<https://www.centro.org/about-Centro/meetings-and-events>). ... See more

Email SubmissionsContact Form

Submitted on 30 December 2023, 12:31 PM, via IP 74.70.244.13 by Anonymous

Contact Category * Employee Commendation

Subject Rome Meeting on Thursday

Comments * I rarely leave my office for community meetings. (perhaps never) I have been in practice now for 40 years. Centros new changes ((I believe) have further implications for some of my patients that depend on public transportation. But, unfortunately, some of this issue has another connection: the county connects w a bizarre Medicaid process that is totally out of touch w reality and has not assisted us as clinicians. Overall, no communication w small business medical facilities.

*In order for Centro to address this matter, please provide the following information:
indicates a required field.

First Name *1 Barbara lee

Last Name * Pfendler Ruiz

Address * 1754 Black River Blvd

City * Rome

State * New York

Zip Code * 13440

Contact Form

Submitted on 12 January 2024, 05:41 PM, via IP 108.176.207.103 by Anonymous

Contact Category * Bus/Schedule Matter

Subject New move bus

Comments * I live in Rome NY and I take the Centro bus regularly. When the new move bus comes to Rome NY I want to know if we will be able to take it to Rome animal hospital. It would be a long walk from muck road to the hospital. Please adjust the move bus so we will be able to take it to Rome animal hospital thank you .

*In order for Centro to address this matter, please provide the following information:
indicates a required field.

First Name *1 Dennis

Last Name * Becraft

Address * 307 north George st apt 1

City * Rome

State * New York

Zip Code * 13440

Phone Number with Area Code * 3157950446

Email * thegame1230@yahoo.com

Contact Form

Submitted on 18 January 2024, 12:34 PM, via IP 209.217.213.202 by Anonymous

Contact Category * Employee Commendation

Subject bus transformation in Rome

Comments * Please do not discontinue service into the Olies shopping center. Olies redid their parking lot surfaces specifically so that Centro buses could come in to the shopping center. They are a wonderful place to shop and there are other businesses such as Planet fitness, Dollar tree, a doctors office and Moe's Restaurant that many customers like my self go to. It is too dangerous to cross and walk from price chopper as there are no side walks and drainage ditch along Black river Blvd. Thank you

In order for Centro to address this matter, please provide the following information:
*Indicates a required field.

First Name * Sheila

Last Name * Comito

Address * 100 North Madison Street apt 320

City * Rome

State * New York

Zip Code * 13440

Phone Number with Area Code * 315 336 4995

Email * scwinery33@gmail.com

Preferred Contact Method * Email

Call Center Submissions

Incident Number: 43741

Department Routing

Division: Oneida Service Type: Fixed Route Priority: Normal

From Department: Customer Service To Department: Service Development

Customer Information

☒ Bus Passenger? First Name: Jacob Last Name: [redacted]

Address: [redacted]

Zip/City: 13440 Rome

Home Phone: (315) 795-0357 Work Phone: [redacted] Email: [redacted]

Call Details

☐ Commendation ☐ Complaint ☒ Inquiry ☐ Suggestion ☐ Other

Incident Date: 1/19/2024 Incident Time: 3:40 PM

Line: ROME 2 S Bus #: [redacted] Block: [redacted] Run: [redacted]

If Out-Bound, Downtown Time: 3:40 PM If In-Bound, EOL Time: [redacted]

Driver Description: [redacted]

Bus Stop: [redacted]

Complaint Category

☐ Deviation From Public Time Table ☐ Driver Habit ☐ Service Request/Change ☐ Overcrowded ☐ Courtesy

☐ No Show ☐ Commendation ☐ Bus Stop/Shelter Problem ☐ Driver Smoking ☐ Equipment Issues

☐ Bus Running Late ☐ Injury on Bus ☐ Wrong Information Given ☐ Driver Using Cell Phone ☐ Bus Transfer Problem

☐ Bus Leaving Early ☐ Bus Disruptions ☐ Fares/Fare Media ☐ Driver Not Following Customer Request ☐ Detour Problems

☐ Bus Passes Customer ☐ Cleanliness ☐ Public Information ☐ Incorrect Sign on Bus ☒ Miscellaneous

☐ Over/Under Charge ☐ Weather Related ☐ Title VI ☐ Supervisor Complaint ☐ ADA

Call center had questions regarding the Rome 2, Rome 3 and Rome 9. He was wondering if they will no longer go into the Big lots and Olies starting in March. He also would like the bus stop and sign to be replaced at the Rome 2 Big lots and Olies and Price Chopper due to the elderly and hand capped inhabitants who use the bus as the only means of transportation and are inconvenienced by the lack of places to board and

**RESOLUTION TO AUTHORIZE SERVICE MODIFICATIONS IN CENTRO OF
ONEIDA**

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

WHEREAS, the CNYRTA recognizes the impact that the pandemic has had on public transportation and how its changed transportation needs and desires within communities, and

WHEREAS, several routes, including routes Rome4, Rome7, Rome5 & Rome9 serving the city of Rome are no longer providing effective and efficient public transportation solutions as evidenced by low ridership, and

WHEREAS, it has been determined through an equity analysis that eliminating routes Rome4 & Rome7 would create a disparate impact on minority users, however the negative impact would be mitigated by the creation of the micro-transit service that offers a more inclusive and larger overall service area, and

WHEREAS, a public hearing was held and significant public outreach in the city of Rome concerning a proposed re-designed service system that would include an increase in frequency of the city's busiest bus routes and the replacement of the aforementioned low-performing bus routes with micro-transit services was performed by the CNYRTA, and additional public feedback has been received by email, phone, social media, and stakeholder meetings regarding these service changes, and

WHEREAS, a summary of these public comments, which were minimal and overwhelmingly supportive, have been presented to the CNYRTA Board of members for review, and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MEMBERS OF THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY that the proposed service redesign in the city of Rome take place effective March 4, 2024 or soon thereafter including:

- *The elimination of routes Rome4 & Rome7
- *The combining of routes Rome5 & Rome9
- *The creation of a micro-transit service zone that expands the overall Centro service area
- *An increase of frequency on all remaining fixed routes from 45 minutes to 30 minutes
- *All Call-A-Bus services remain unaffected

ACCOUNTING

CNYRTA
Statement of Net Position
As of 12/31/2023
(In Whole Numbers)

	Current Year	Prior Year	Current Year Change	Current Year % Change
Current Assets				
Cash & Equivalents	20,817,806	14,356,328	6,461,478	45
Cash & Equivalents - Board Designated	3,488,160	12,015,848	(8,527,688)	(71)
Investments	12,540,481	0	12,540,481	100
Accounts Receivable	4,411,363	1,740,250	2,671,113	153
Grants Receivable	6,542,438	8,000,057	(1,457,619)	(18)
Materials & Supplies	4,173,318	3,934,797	238,521	6
Prepaid Expenses & Other Current Assets	5,315,413	5,317,603	(2,190)	(0)
Total Current Assets	57,288,979	45,364,883	11,924,096	26
Non-Current Assets				
Capital Assets - Net of Accumulated Depreciation	81,690,250	87,158,265	(5,468,015)	(6)
Net Pension Asset	817,360	1,378,408	(561,048)	(41)
Due From (To) Affiliates - Net	0	0	0	0
Total Non-Current Assets	82,507,610	88,536,673	(6,029,063)	(7)
Deferred Outflows of Resources				
Deferred Outflows of Resources	40,817,107	66,249,629	(25,432,522)	(38)
Total Deferred Outflows of Resources	40,817,107	66,249,629	(25,432,522)	(38)
Total Assets and Deferred Outflows	180,613,696	200,151,185	(19,537,489)	(10)
Current Liabilities				
Accounts Payable	2,383,479	1,806,973	576,506	32
Accrued Salaries, Liabilities & Benefits	2,709,468	2,148,684	560,785	26
Estimated Claims Payable	1,723,835	814,000	909,835	112
Total Current Liabilities	6,816,782	4,769,656	2,047,126	43
Non-Current Liabilities				
Other Postemployment Benefits	239,889,049	352,735,004	(112,845,955)	(32)
Net Pension Liability	18,825,695	13,648,365	5,177,330	38
Estimated Claims Payable	2,994,399	3,063,003	(68,604)	(2)
Total Non-Current Liabilities	261,709,143	369,446,372	(107,737,229)	(29)
Deferred Inflows of Resources				
Deferred Inflows of Resources	134,483,643	50,591,698	83,891,945	166
Total Deferred Inflows of Resources	134,483,643	50,591,698	83,891,945	166
Net Position (Deficit)				
Unrestricted	(304,258,413)	(311,956,368)	7,697,955	(2)
Net Investment in Capital Assets	81,862,542	87,299,827	(5,437,286)	(6)
Total Net Position (Deficit)	(222,395,872)	(224,656,541)	2,260,669	(1)
Total Liabilities, Deferred Inflows and Net Position (Deficit)	180,613,696	200,151,185	(19,537,489)	(10)

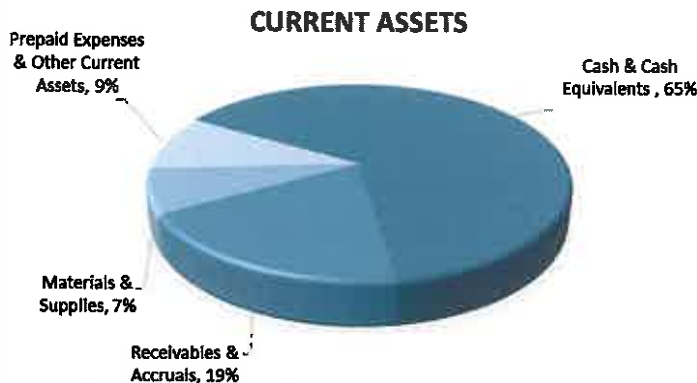
STATEMENT OF NET POSITION

The Quick Ratio as of December 31, 2023, is 7.01, meaning, CNYRTA has approximately \$7.01 in current assts to pay for every \$1 in current liabilities.

CURRENT ASSETS

Current assets have increased by \$11.9 million, or 26% compared to December 2022.

Cash, Cash Equivalents & Investment increased by 40% compared to the corresponding quarter in prior year. This change is mainly attributed to the interest generated from investments, an increase in STOA, and fewer federally funded capital asset purchases in current year. The CNYRTA maintains a positive cash position, enabling the authority to capitalize on investment opportunities and adequately fund reserves for the future.

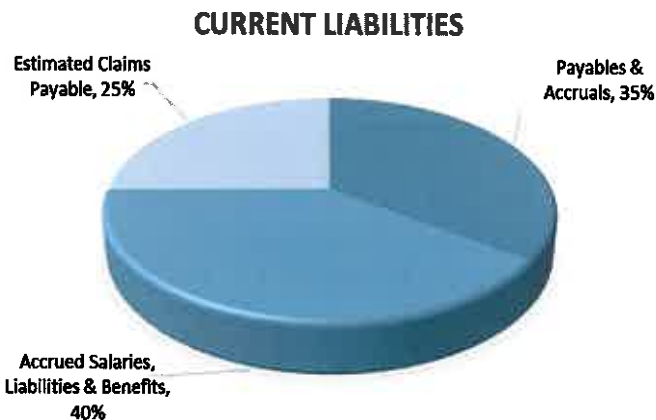


Receivables increased by 12%, amounting to \$1.2 million compared to December 2022. This increase is primarily driven by the net impact of the new GASB 75 lease receivable, coupled with a decrease in grant receivables.

CURRENT LIABILITIES

Current Liabilities have increased by \$2 million, or 43% compared to December 2022.

Accounts Payables and Accruals increased by 32%, amounting to \$577 thousand compared to December 2022. The upswing is attributed to higher balances in AP Trade and Grants Payables. This change is mainly attributed to the timing of the last check processing period of the month.



Accrued Salaries, Liabilities and Benefits saw a 26% increase, amounting to \$561 thousand compared to December 2022. The increase is a result of timing of the last pay period of the month. A full pay period was accrued in December and paid in January.

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

CNYRTA
Statement of Revenue and Expenditures
From 04/01/2023 through 12/31/2023
(In Whole Numbers)

	CY Actual	CY Budget	CY to Budget Change	% Change CY to Budget	PY Actual	CY to PY Change	% Change CY to PY
Revenue							
Operating Revenue							
Regular Line Passenger Revenue	3,032,841	2,725,840	307,001	11.26%	2,472,628	560,213	22.65%
Special Line Passenger Revenue	5,047,158	5,197,500	(150,342)	(2.89)%	4,938,798	108,360	2.19%
Advertising & Other Revenue	1,584,657	1,528,742	55,915	3.65%	1,510,234	74,423	4.92%
Total Operating Revenue	9,664,656	9,452,082	212,574	2.25%	8,921,660	742,996	8.33%
Total Revenue	9,664,656	9,452,082	212,574	2.25%	8,921,660	742,996	8.33%
Expenses							
Operating Expenses							
Salaries & Wages	25,979,467	29,363,611	3,384,144	(11.52)%	24,818,086	1,161,381	4.67%
Other Employee Benefits & Payroll Taxes	2,809,673	3,159,395	349,722	(11.06)%	2,706,750	102,923	3.80%
Healthcare Benefits	9,171,431	11,117,242	1,945,811	(17.50)%	8,132,746	1,038,685	12.77%
Workers Compensation	2,435,184	2,780,500	345,316	(12.41)%	2,232,502	202,682	9.07%
Pension Benefits	2,961,174	3,771,300	810,126	(21.48)%	2,641,917	319,257	12.08%
Risk Management	2,211,183	2,470,920	259,737	(10.51)%	2,120,142	91,041	4.29%
Purchased Transportation	4,404,700	3,448,500	(956,201)	27.72%	3,142,112	1,262,589	40.18%
Materials & Supplies	2,941,523	3,663,390	721,867	(19.70)%	2,880,324	61,199	2.12%
Services	4,118,743	5,792,700	1,673,957	(28.89)%	3,990,901	127,842	3.20%
Fuel	1,647,326	1,743,340	96,014	(5.50)%	1,450,619	196,706	13.56%
Utilities	467,727	500,035	32,308	(6.46)%	465,417	2,310	0.49%
Other Expenses	225,490	281,192	55,701	(19.80)%	202,334	23,156	11.44%
Total Operating Expenses	59,373,621	68,092,125	8,718,504	(12.80)%	54,783,851	4,589,771	8.38%
Total Expenses	59,373,621	68,092,125	8,718,504	(12.80)%	54,783,851	4,589,771	8.38%
Non-Operating Revenue							
Assistance and Other Revenue							
Operating Assistance	48,301,662	51,489,975	(3,188,313)	(6.19)%	45,720,483	2,581,178	5.64%
Mortgage Tax Revenue	5,963,618	6,891,000	(927,382)	(13.45)%	7,352,844	(1,389,226)	(18.89)%
Gain/Loss on Disposal of Capital	30,907	37,500	(6,593)	(17.58)%	17,435	13,471	77.26%
Total Assistance and Other Revenue	54,296,187	58,418,475	(4,122,288)	(7.06)%	53,090,763	1,205,424	2.27%
Investment Revenue							
Investment Revenue	950,158	90,750	859,408	947.00%	49,967	900,192	1,801.58%
Total Non-Operating Revenue	55,246,345	58,509,225	(3,262,880)	(5.58)%	53,140,730	2,105,615	3.96%
Operating Income (Loss)	5,537,380	(130,818)	5,668,198	(4,332.88)%	7,278,539	(1,741,159)	(23.92)%
Capital Contributions							
Grants for Capital Contributions							
Federal Grants	885,174	0	885,174	0.00%	5,942,878	(5,057,703)	(85.10)%
State Grants	4,431,596	0	4,431,596	0.00%	12,158,176	(7,726,580)	(63.55)%
Total Grants for Capital Contributions	5,316,770	0	5,316,770	0.00%	18,101,054	(12,784,283)	(70.63)%
Total Capital Contributions	5,316,770	0	5,316,770	0.00%	18,101,054	(12,784,283)	(70.63)%
Non-Operating Expenses							
Depreciation Expense	8,796,508	0	(8,796,508)	0.00%	8,861,950	(65,443)	(0.73)%
Total Non-Operating Expenses	8,796,508	0	(8,796,508)	0.00%	8,861,950	(65,443)	(0.74)%
Change in Net Position	2,057,643	(130,818)	2,188,461	(1,672.90)%	16,517,643	(14,460,000)	(87.54)%
Net Position - Beginning of Year	(224,453,514)	0	(224,453,514)	0.00%	(241,174,183)	16,720,669	(6.93)%
Total Net Position - Beginning of Year	(224,453,514)	0	(224,453,514)	0.00%	(241,174,183)	16,720,669	(6.93)%
Net Position - End of Year	(222,395,872)	(130,818)	(222,265,054)	169,903.91%	(224,656,541)	2,260,669	(1.00)%

STATEMENT OF REVENUE AND EXPENDITURES

After nine months ending December 31, 2023, the consolidated Operating Income before capital contributions and Non-Operating Expenses is \$5.5 million.

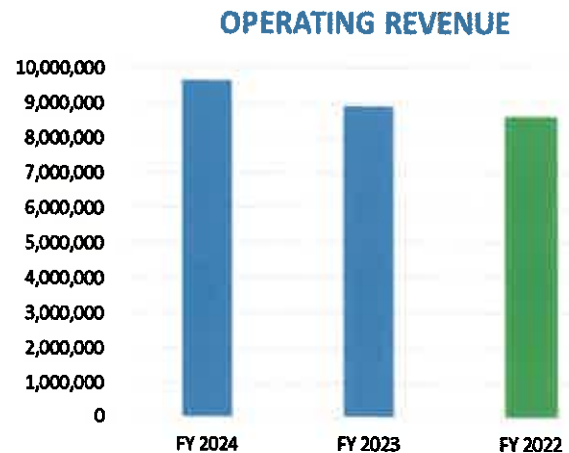
OPERATING REVENUE

Operating revenues are 2% over budget and are 8% over prior year.

Regular Line Passenger Revenues have surpassed budget expectation by 11% and exceeds prior year by 22%. Currently fixed route and paratransit ridership continue to trend positively over prior year, with an increase of 13%, and 18%, respectively. Pass sale revenues continue to outperform both budget and prior year, these trends are driven by an increase in ticket vending machine (TVM) sales and passes purchased through Medical Answering Services.

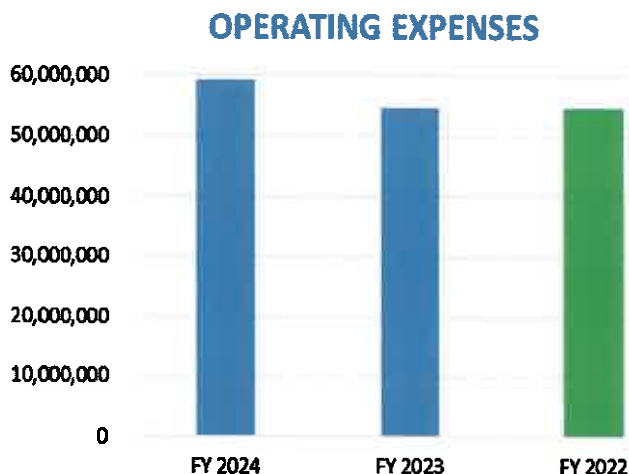
Special Line Revenues are in line with budget and 2% over prior year due to contractual rate increases.

Advertising and other Revenues are exceeding budget by 4% and prior year by 5%. This positive variance is attributed to the favorable performance of the RTC Parking lot Revenue.



OPERATING EXPENSES

Operating expenses are currently \$8.7 million under budget, and 8% over prior year. Across all expense categories, expenditures are trending under budget, except for purchased transportation.



Salaries and Wages and are trending under budget 12% and currently 5% over prior year. The budget variance is mainly attributed to open positions in roles such as bus operators, buildings & grounds technicians, and various administrative positions. The prior year variance is due to COLA and negotiated contract increases.

Other Employee Benefits & Payroll Taxes are 11% under budget and 4% over prior year. The budget variance is due to open positions while prior year variance is due to increased FICA.

Healthcare Benefits are currently trending under budget 18% however, but costs are 13% over prior

year. The variance over prior year is primarily attributed to an increase in claims and services. In the current year, there have been 1,628 more claims and 12,960 more services reported to UMR.

Workers Compensation is currently 12% under budget and 9% over prior year. In the current year, there are 35 fewer claims; however, higher dollar claims have been realized, contributing to the overall variance.

Pension Benefits are currently 21% under budget and 12% over prior year. The adjustments in pension contributions were made in accordance with the revised actuarial recommendations, incorporating the implementation of asset smoothing in October.

Risk Management is currently 11% under budget and 4% over prior year. The budgeted variance is attributed to a credit for reduced claims experience from the prior year received in the current year, legal fees exceeding the prior year, and claims trending lower than anticipated in the budget.

Purchased Transportation continues to trend over budget by 28% and 40% over prior year. Currently, PT vendors are providing 83% of service requested. The increase in ridership, up by 18% compared to the same period in the prior year, contributes to this trend.

Materials and Supplies are currently 20% under budget, primarily due to anticipated but unrealized budgeted expenses related to parts cost, building & grounds supplies, and IT hardware.

Services are currently under budget 29%, driven by budgeted services for consulting, advertising, marketing, and engineering that were anticipated but not realized at this time.

Fuel is on budget however 14% under prior year due to increases in CNG price/gallon.

NON-OPERATING REVENUE

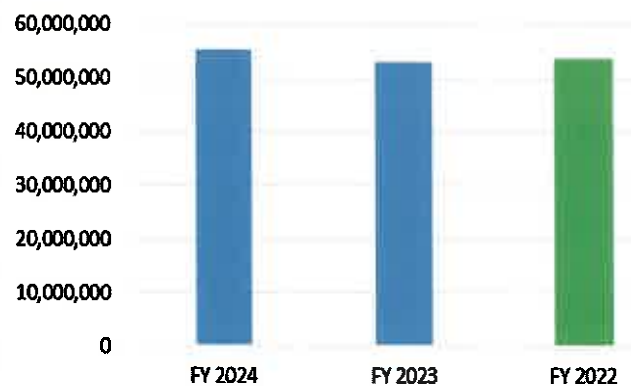
Non-Operating revenues are 6% under budget and are 4% over prior year.

Operating Assistance is \$3.2 million, or 6% under budget, and \$2.6 million or 6% over prior year. The variance is primarily attributed to increased STOA, leading to a reduced requirement for Federal Operating Assistance (ARP). The draw on Federal Operating Assistance is contingent on operational needs.

Mortgage Tax Revenue is currently trending \$927 thousand, or 13% under budget and \$1.4 million, or 19% under prior year. The decline in mortgage tax receipts is attributed to increases in interest rates.

Investment Revenue is currently \$859 thousand over budget and \$900 thousand over prior year. The Authority continues to maximize investment opportunities, with favorable performance in interest for US Treasury Bills contributing to this positive outcome.

NON-OPERATING REVENUE



INVESTMENT REPORT

CNYRTA Investment Statement As of December 31, 2023

<u>Cash & Investments</u>	<u>Institution</u>	<u>Interest Rate</u>	<u>Amount</u>	<u>Total</u>
Unrestricted--Operating Funds				
Commercial Money Market Savings-General Funds	M&T Bank	3.50%	\$14,831,835	
Total Operating Cash & Investments				<u>\$14,831,835</u>
3279+A8:H1907.88				
Money Market Account - Health Insurance Reserve	M&T Bank	3.50%	\$3,072,262	
Money Market Account - Insurance Reserve	M&T Bank	3.50%	\$2,724	
Commercial Checking With Interest - Capital Reserve	JP Morgan Chase Bank	2.10%	\$327,908	
Commercial Checking With Interest - Paratransit Reserve	JP Morgan Chase Bank	2.10%	\$85,267	
Total Restricted Reserves				<u>\$3,488,160</u>
				<u>\$18,319,996</u>

CNYRTA Investment Statement Term Investments As of December 31, 2023

<u>Cash & Investments</u>	<u>Institution</u>	<u>Discount Rate</u>	<u>Term</u>	<u>Invested</u>	<u>Value as of 12/31/23</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Investment at Maturity</u>
Designated--Funded Reserves--Board Designated								
Treasury Bill Purchase - Capital Reserve	JP Morgan Chase Bank	5.25%	6 months	\$4,999,682	\$5,082,704	9/13/2023	3/14/2024	\$5,136,000
Treasury Bill Purchase - Insurance Reserve	JP Morgan Chase Bank	5.18%	3 months	\$3,999,064	\$4,100,635	7/13/2023	1/11/2024	\$4,106,000
Treasury Bill Purchase - Paratransit Reserve	JP Morgan Chase Bank	5.26%	6 months	\$3,299,374	\$3,357,143	9/7/2023	3/7/2024	\$3,389,000
Treasury Bill Purchase - Operating Fund	JP Morgan Chase Bank	5.20%	1 month	\$4,999,513	\$5,020,541	12/1/2023	1/1/2024	\$5,022,000
Total Restricted Reserves				<u>\$17,297,633</u>				<u>\$17,653,000</u>

MORTGAGE RECORDING TAX STATEMENT

<u>Actual Receipts YTD</u>					<u>Budget Variance YTD</u>		
<u>FY-22</u>	<u>FY-23</u>	<u>FY-24</u>	<u>\$ vs PY</u>	<u>% vs PY</u>	<u>FY-24 Bud</u>	<u>\$</u>	<u>%</u>
8,428,815	7,352,843	5,963,618	(1,389,225)	-18.89%	6,891,000	(927,382)	-13.5%

	<u>Actual</u> <u>FY-22</u>	<u>Actual</u> <u>FY-23</u>	<u>Actual</u> <u>FY-24</u>	<u>Actual</u> <u>vs PY</u>	<u>YTD</u> <u>vs PY</u>	<u>Budget</u> <u>FY 24</u>	<u>Actual Vs</u> <u>Budget</u>	<u>YTD</u> <u>variance</u>
April	859,319	899,181	761,875	-15.3%	-11.3%	572,000	33.2%	33.2%
May	790,924	778,198	557,104	-28.4%	-20.1%	628,000	-11.3%	9.9%
June	739,222	807,832	621,109	-23.1%	-18.8%	656,000	-5.3%	4.5%
July	1,222,151	852,081	651,504	-23.5%	-28.2%	802,000	-18.8%	-2.5%
August	813,367	1,213,405	736,644	-39.3%	-24.8%	846,000	-12.9%	-5.0%
September	999,661	755,816	643,528	-14.9%	-26.8%	840,000	-23.4%	-8.6%
October	1,007,648	658,916	737,317	11.9%	-26.8%	852,000	-13.5%	-9.4%
November	1,005,212	819,898	613,698	-25.1%	-28.4%	849,000	-27.7%	-11.9%
December	991,311	567,517	640,840	12.9%	-29.2%	846,000	-24.3%	-13.5%
January	1,067,066	682,916	0	-100.0%	-37.2%	688,000	-100.0%	-21.3%
February	746,366	624,144	0	-100.0%	-41.8%	608,000	-100.0%	-27.2%
March	923,157	734,415	0	-100.0%	-46.6%	613,000	-100.0%	-32.2%
	<u>11,165,404</u>	<u>9,394,319</u>	<u>5,963,618</u>			<u>8,800,000</u>		

<u>County Receipts - December</u>	<u>FY-24</u>	<u>FY-23</u>	<u>\$</u>	<u>%</u>
Onondaga	464,223	328,696	135,527	0.41
Oswego	43,843	52,674	(8,831)	(0.17)
Cayuga	37,170	37,282	(113)	(0.00)
Oneida	95,604	148,864	(53,260)	(0.36)
Total	<u>640,840</u>	<u>567,517</u>	<u>73,323</u>	<u>0.13</u>

STATEMENT OF CASH FLOW

As of 12/31/2023

Cash Flows From Operating Activities:

Operating Receipts from Fares & Operations	\$ 220,767
Receipts from A/R Billings for Contracts & Other Miscellaneous	1,049,395
Mortgage Tax Receipts from Counties	613,698
Investment Transfer	(5,000,000)
Payments to Vendors & Suppliers	(2,280,658)
Payments of Bank Fees	(1,266)
Payments for Pension Contributions	(166,061)
Payments for Healthcare & Flex Claims-UMR	(560,453)
Payments of Payroll Related Liabilities	(904,976)
Payments of Wages	(1,919,728)

Net Cash Provided by (Utilized in) Operating Activities	\$ (8,949,282)
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Cash Flows From Capital Activities:

Proceeds from Federal & State Grants Received for Capital Additions	142,040
Proceeds from Federal COVID Emergency Funds	314,617
Purchases of Capital Assets	(752,381)

Net Cash Provided by (Utilized in) Capital Activities	\$ (295,724)
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Net Change in Cash from Operating & Capital Activities	\$ (9,245,006)
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General Fund Cash Balances - Beginning of Period	\$ 24,264,835
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General Fund Cash Balances - End of Period*	\$ 15,019,829
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Insurance Reserve Fund End of Period	\$ 2,724
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Health Insurance Reserve Fund End of Period	\$ 3,072,262
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Capital Reserve Fund End of Period	\$ 327,908
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ParaTransit Reserve Fund End of Period	\$ 85,267
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Invested Funds End of Period (Restricted)	\$ 17,561,022
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Total Cash All Sources - End of Period:	\$ 36,069,011
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*General Fund Cash Includes General Disbursing and Money Market Accounts Only



PROCUREMENT

ACTIVE PROCUREMENTS

The following open contracts actively moving through the process:

- Syracuse Facility Janitorial Services
- Utica Facility Janitorial Services
- Ultrasonic Parts Cleaner Purchase
- Transit Advertising Services
- CNG Facility Upgrade
- Sedan & Lift Equipped Vehicle Services B
- RTC Doors Installation
- Pest Control- Buses
- Legal Services
- Trench Drain Repairs

FUTURE PROCUREMENTS

Items requiring future board action:

Within 2 months:

- Sedan & Lift Equipped Vehicle Services B
- RTC Doors Installation

Within 6 months:

- CNG Facility Upgrade
- Pest Control- Buses
- Legal Services
- Trench Drain Repairs

REVENUE SERVICE CONTRACTS

New York State Fair- Orange Lot and Willis Ave Lot

LEASE REVENUE CONTRACTS

There are no agreements actively moving through the process.

CAPITAL PROGRAMS

COVID RELIEF FUNDS

CARES ACT Grant, 5311 funds converted into 5307 funds, approved on July 24, 2020, in the amount of \$5.5 million for operating assistance and capital improvements has a current balance of \$59 thousand. A total of \$4.9 million of operating assistance, and \$583 thousand for capital improvements is fully expended. The remaining balance of this grant will be used for capital purchases.

CRRSAA Act Grant, Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA) approved on December 27, 2020, allocated funds to the a support the transit industry. The Authority received operating and capital funds in the amount of \$16.6 million. The remaining \$178 thousand was transferred to operating assistance and expanded in December 2023.

ARP Act Grant, American Rescue Plan Act, approved On March 11, 2021, which includes \$ 1.9 trillion in supplemental appropriations for COVID-19 relief, \$30.5 billion of which will be allocated to support the transit industry during the COVID-19 public health emergency, was signed into law. The ARP Act grant application was submitted to FTA on November 2, 2021. The ARP grant was executed on January 25, 2022, in the amount of \$38.5 million. To date, a total of \$23.4 million of operating assistance has been expended.

FEDERAL GRANT FUNDING

Section 5307 and 5339 Grant Programs Application, the federal fiscal year 2024 draft application is being developed. The application includes capital assistance for various projects totaling approximately \$38M in federal funds.

STATE GRANT FUNDING

NEW GRANT OPPORTUNITIES

No new opportunities actively moving through the process at this time.

PENDING APPLICATIONS

Congestion Mitigation and Air Quality Improvement Program (CMAQ), Administered by NYSDOT, a reimbursement program to help support bicycle, pedestrian, multi-use path, access to public transportation and transportation-related projects, as well as projects that reduce congestion and greenhouse gas emissions from the transportation sector. CMAQ funding eligibility in the Syracuse metropolitan area requires a project to be located in Onondaga County. An application was submitted for Pre-Review on November 27, 2023, with the final application is due on January 9, 2024.

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

Transit Infrastructure Grant Funding Request, Senator Schumer and Senator Gillibrand are accepting Congressionally Directed Spending Requests under the Infrastructure Investment and Jobs Act (IIJA) formerly known as Bipartisan Infrastructure Law (BIL) for fiscal year 2024. Applications were submitted in the amount of \$5,000,000 for the Centro of

Oneida Consolidated Garage and Office Facility and \$1,000,000 for Solar Powered Bus Stops for CNYRTA City Bus Stops. Updates will be provided to the Board as they become available.

AWARDED APPLICATIONS

Accelerated Transit Capital Program (ATC), Administered by NYSDOT and provides 100% NYS capital funding for upstate public transportation sponsors to rehabilitate, restore and modernize public transit assets. Program funds are apportioned. The FY2022 and FY2023 applications, each request \$3,282,600 in apportioned funding. Applications were combined and approved on November 28, 2023. Currently, we're awaiting the Grant Agreement for final approval and execution. Updates will be provided to the Board as they become available.

Modernization and Enhancement Program (MEP), Administered by NYSDOT and provides 100% NYS capital funding for counties, cities, and regional authorities to upgrade and enhance their public transportation services. Program funding is included in the enacted State Fiscal Year Budget. The FY2023 application, \$4,009,074 in apportioned funding, was approved on November 28, 2023. Currently, we're awaiting the Grant Agreement for final approval and execution. Updates will be provided to the Board as they become available.

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

CAPITAL PLANNING

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

Updates will be provided to the Board as they become available.

RESOLUTION NO. 2592

DATE: January 26, 2024

AUTHORIZING RESOLUTION FOR SECTION 5307 AND 5339 GRANT PROGRAMS

RESOLUTION AUTHORIZING THE FILING OF (AN) APPLICATION WITH THE DEPARTMENT OF TRANSPORTATION, UNITED STATES OF AMERICA, FOR SECTION 5307 AND SECTION 5339 GRANT UNDER THE URBAN MASS TRANSPORTATION ACT OF 1964, AS AMENDED.

WHEREAS, the Secretary of Transportation is authorized to make grants for a mass transportation program of projects;

WHEREAS, the contract for financial assistance will impose certain obligations upon the applicant, including the provision by it of the local share of the project costs in the program:

WHEREAS, the Authority will follow the terms and conditions included in the new FTA Master Agreement;

WHEREAS, it is required by the U.S. Department of Transportation in accord with the provisions of Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for assistance under the Urban Mass Transportation Act of 1964, as amended, the applicant give an assurance that it will comply with Title VI of the Civil Rights Act of 1964 and the U.S. Department of Transportation requirements there under; and

WHEREAS, it is the goal of the applicant that minority business enterprise be utilized to the fullest extent possible in connection with these projects, and that definite procedures shall be established and administered to ensure that minority business shall have the maximum construction contracts, supplies, equipment contracts, or consultant and other services.

WHEREAS, the Authority files all grant applications electronically;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY:

- (1) That the Chief Executive Officer or his designee is authorized to execute and file an application on behalf of the Central New York Regional Transportation Authority with the U.S. Department of Transportation to aid in the financing of capital and operating assistance projects pursuant to Section 9 of the Urban Mass Transportation Act of 1964, as amended.

- (2) That the Chief Executive Officer or his designee is authorized to execute and file with such applications the annual certification and assurances and any other document required by the U.S. Department of Transportation effectuating the purposes of Title VI of the Civil Rights Act of 1964.
- (3) That the Chief Executive Officer or his designee is authorized to furnish such additional information as the U.S. Department of Transportation may require in connection with the application for the project.
- (4) That the Chief Executive Officer or his designee is authorized to set forth and execute affirmative minority business policies in connection with the project's procurement needs.
- (5) That the Chief Executive Officer or his designee is authorized to execute grant agreements on behalf of the Central New York Regional Transportation Authority with the U.S. Department of Transportation for aid in the financing of the operating and capital assistance projects.

FACT SHEET
AUTHORIZING RESOLUTION FOR SECTION 5307 AND 5339 GRANT
PROGRAMS

Federal Fiscal Year 2024 (CNYRTA Fiscal Year 2025)

Section 5307 Capital Assistance for the following projects:

Onondaga County UZA:

Bus Route Signing	\$500,000 Total (\$400,000 Federal – \$100,000 Local)
Computer Hardware/Equipment	\$222,000 Total (\$177,600 Federal – \$44,400 Local)
Computer Software	\$125,000 Total (\$100,000 Federal – \$25,000 Local)
Facility Maintenance Projects	\$4,280,000 Total (\$3,424,000 Federal – \$856,000 Local)
Replacement CNG Transit Buses Local)	\$28,880,018 Total (\$23,104,014 Federal – \$5,776,004
Replacement Paratransit Vehicles	\$1,170,000 Total (\$936,000 Federal – \$234,000 Local)
Replacement Service Vehicles	\$100,000 Total (\$80,000 Federal – \$20,000 Local)
Replacement Shop Equipment	\$70,000 Total (\$56,000 Federal – \$14,000 Local)

Section 5307 Capital Assistance for the following projects:

Oneida County UZA:

Replacement Diesel Transit Buses Local)	\$7,742,000 Total (\$6,193,600 Federal – \$1,548,400
Computer Hardware/Equipment	\$6,000 Total (\$4,800 Federal – \$1,200 Local)

Section 5339 Capital Assistance for the following projects:

Onondaga County UZA:

Replacement CNG Transit Buses	\$1,992,000 Total (\$1,593,600 Federal – \$398,400 Local)
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Section 5339 Capital Assistance for the following projects:

Oneida County UZA:

Replacement Diesel Transit Buses	\$3,430,000 Total (\$2,744,000 Federal – \$686,000 Local)
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**RESOLUTION TO AUTHORIZE CONTRACT AWARD FOR
SYRACUSE FACILITY JANITORIAL SERVICES 2024-2029**

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) has a need for janitorial services at the Syracuse facility; and

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

WHEREAS, the current Janitorial Services contract with Human Technologies, a NYS Preferred source, expires March 31, 2024; and

WHEREAS, all State agencies, political subdivisions and public benefit corporations (which includes most public authorities), are required to purchase approved products and services from preferred sources when available; and

WHEREAS, a price proposal was requested from Human Technologies Corporation (HTC), an official New York State Industries for the Disabled (NYSID) preferred source organization in New York State; and

WHEREAS, the price submitted by HTC is determined to be fair and reasonable based on the published prevailing wages rates and past pricing; and

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MEMBERS OF THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY, that the Chief Executive Officer or his designee is authorized to enter into a contract with Human Technologies to provide janitorial services at the Syracuse Facility for the contract period April 1, 2024, to March 31, 2029.

FACT SHEET
SYRACUSE FACILITY JANITORIAL SERVICES 2024-2029

PROJECT DESCRIPTION: The CNYRTA has a need for a qualified vendor to provide janitorial services for the Syracuse facility, which includes consumables.

ADVERTISEMENT: New York State Industries for the Disabled distributes work to Preferred Sources. Human Technologies is the Preferred Source for the Syracuse area. Preferred sources have the first right of refusal for services performed at New York State Agencies. Purchases from preferred sources take precedence over all other sources of supply and competitive procurement methods.

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

PRICING RECEIVED:

COMPANY	PRICE
Human Technologies Corporation	\$228,581.45/ annually *Annual increase on labor rate per NYS published prevailing wage rates

COMMENTS: Currently Human Technologies Corporation, a NYS Preferred Source, performs the janitorial services at the ITC, Syracuse Transfer Hub, Utica Facility, and Utica Transfer Hub. Pricing for this contract is based on published NYS prevailing wage rates. HTC has a proven track record.

RECOMMENDATION: Staff recommends contract award to Human Technologies Corporation, the NYS Preferred Source for janitorial services at the Syracuse Facility.

RESOLUTION TO AUTHORIZE CONTRACT AWARD FOR
UTICA FACILITY JANITORIAL SERVICES 2024-2029

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) has a need for janitorial services at the Utica facility; and

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

WHEREAS, the current Janitorial Services contract with Human Technologies, a NYS Preferred source, expires March 31, 2024; and

WHEREAS, all State agencies, political subdivisions and public benefit corporations (which includes most public authorities), are required to purchase approved products and services from preferred sources when available; and

WHEREAS, a price proposal was requested from Human Technologies Corporation (HTC), an official New York State Industries for the Disabled (NYSID) preferred source organization in New York State; and

WHEREAS, the price submitted by HTC is determined to be fair and reasonable based on the published prevailing wages rates and past pricing; and

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MEMBERS OF THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY, that the Chief Executive Officer or his designee is authorized to enter into a contract with Human Technologies to provide janitorial services at the Utica Facility for the contract period April 1, 2024, to March 31, 2029.

FACT SHEET
UTICA FACILITY JANITORIAL SERVICES 2024-2029

PROJECT DESCRIPTION: The CNYRTA has a need for a qualified vendor to provide janitorial services for the Utica facility, which includes consumables.

ADVERTISEMENT: New York State Industries for the Disabled distributes work to Preferred Sources. Human Technologies is the Preferred Source for the Syracuse area. Preferred sources have the first right of refusal for services performed at New York State Agencies. Purchases from preferred sources take precedence over all other sources of supply and competitive procurement methods.

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

PRICING RECEIVED:

COMPANY	PRICE
Human Technologies Corporation	\$51,218.63/ annually *Annual increase on labor rate per NYS published prevailing wage rates

COMMENTS: Currently Human Technologies Corporation, a NYS Preferred Source, performs the janitorial services at the ITC, Syracuse Transfer Hub, Syracuse Facility, and Utica Transfer Hub. Pricing for this contract is based on published NYS prevailing wage rates. HTC has a proven track record.

RECOMMENDATION: Staff recommends contract award to Human Technologies Corporation, the NYS Preferred Source for janitorial services at the Utica Facility.

RESOLUTION TO AUTHORIZE CONTRACT AWARD FOR
ULTRASONIC PARTS CLEANER PURCHASE

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) has a need to purchase an ultrasonic parts cleaner for the maintenance department; and

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

WHEREAS, the Invitation for Bid was publicly let on November 21, 2023; and

WHEREAS, eight (8) vendors were invited and twelve (12) bid packages were downloaded; and

WHEREAS, three (3) bids were received on December 13, 2023, with the lowest responsive and responsible bid received from Sharper Tek; and

WHEREAS, the price was determined to be fair and reasonable based upon comparison with the other bids and independent cost estimate; and

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MEMBERS OF THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY, that the Chief Executive Officer or his designee is authorized to issue a purchase order for an ultrasonic parts cleaner to Sharper Tek for a total of \$71,040.

FACT SHEET
ULTRASONIC PARTS CLEANER PURCHASE

PROJECT DESCRIPTION: The CNYRTA has a need for a qualified vendor to provide an ultrasonic parts cleaner for the maintenance department.

ADVERTISEMENT: An Invitation for Bid was advertised on November 21, 2023, in the NYS Contract Reporter, Post Standard (Onondaga, Cayuga and Oswego County editions), Rome Sentinel, Utica Observer-Dispatch, and the Minority Commerce Weekly.

FUNDING: This contract is to be paid for using grant funds with an 80% Federal share, 10% State share and 10% local share.

PRICING RECEIVED:

	Sharper Tek	Technology International	Safety Kleen
Ultrasonic Parts Cleaner	\$71,040	\$71,096	\$77,302

COMMENTS: This ultrasonic cleaning technology was first piloted with a third-party vendor to ensure it effectively cleared out embedded debris. Since verifying the effectiveness of this process, it was determined to be more advantageous due to cost and timeframe to perform inhouse. This machine will be used to clean engine blocks, venturis, catalysts, EGR coolers and numerous other engine parts, mitigating the need for replacement.

RECOMMENDATION: Staff recommends the Board authorize the issuance of a purchase order to Sharper Tek for the purchase of an ultrasonic parts cleaner for a total of \$71,040.

RESOLUTION TO AUTHORIZE CONTRACT AWARD FOR
TRANSIT ADVERTISING SERVICES 2024-2029

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) has a need to hire a qualified sales representative to maximize advertising sales on its buses, shelters and properties; and

WHEREAS, this is a revenue contract, and

WHEREAS, the Request for Proposal was publicly let on October 12, 2023, and

WHEREAS, nine (9) vendors were invited and thirty-one (31) proposal packages were downloaded, and

WHEREAS, four (4) proposals were received on November 13, 2023; and

WHEREAS, it was determined by the evaluation committee that Lamar Transit Advertising offered the most advantageous proposal; and

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MEMBERS OF THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY, that the Chief Executive Officer or his designee authorize contract with Lamar Transit Advertising to provide transit advertising services for a five (5) year period, that would commence April 1, 2024.

FACT SHEET
TRANSIT ADVERTISING SERVICES 2024-2029

PROJECT DESCRIPTION: The CNYRTA has a need to hire a qualified sales representative to maximize advertising sales on its buses, shelters and properties.

ADVERTISEMENT: A Request for Proposal was advertised on October 12, 2023, in the NYS Contract Reporter, Post Standard (Onondaga, Cayuga and Oswego County editions), Rome Sentinel, Utica Observer-Dispatch, and Minority Commerce Weekly.

FUNDING: This is a revenue contract.

PROCUREMENT PROCESS: four (4) proposals were received on November 13, 2023. A selection committee consisting of Steve Koegel, Lynette Paduano and Caitlin MacCollum evaluated the proposals. When evaluating proposals, the committee took into consideration: organizational capacity and experience, method of approach and revenue share proposal.

PROPOSALS RECEIVED: Proposals were received from the following vendors:

- Lamar Transit Advertising
- Adsposure
- HFT Management
- On The Move Contracting

COMMENTS: Lamar Transit Advertising is the current contractor for Capital District Transportation Authority (CDTA). Lamar proposes to prepay the minimum annual guarantee up front, within 30 days of contract execution and 30 days prior to contract commencement in each of the remaining 4 years.

MWBE: This contract is exempt from MWBE utilization as it is a revenue contract.

RECOMMENDATION: Based upon evaluation of the proposals, staff recommends contract award to Lamar Transit Advertising for the Transit Advertising Services contract for a five (5) year period.

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

MINUTES OF THE JANUARY 26, 2024, AUDIT AND FINANCE COMMITTEE MEETING

MEMBERS PRESENT:

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

MEMBERS ABSENT: ANTHONY DAVIS

STAFF PRESENT:

CHRISTOPHER TUFF, Deputy Chief Executive Officer
LINDA BIATA, VP of Finance
JACKIE MUSENGO, VP of Human Resources
GEOFFREY HOFF, VP of Fleet and Facilities
RAHMIN AZRIA, Associate VP of Operations
BRUCE FONG, Associate VP of Information Technologies
MELISSA BRIM, Associate VP of Finance
CAITLIN MACCOLLUM, Senior Director of Procurement
BREN DAISS, Senior Director of Planning & Capital Projects
TARA SPRAKER, Director of Capital Programs
EJ MOSES, Director of Facilities
CHRISTOPHER KING, Procurement Manager
MALLORY LAGUZZA, Internal Control Analyst
JASON SMITH, Senior Procurement Analyst
CASEY BROWN, Communications Coordinator

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

- Chairman Laino noted a quorum was present
- The next Committee meeting will be on February 23, 2024

ONEIDA HUB LIABILITY COVERAGE RENEWAL

Jon Maloff presented the renewal for Centro of Oneida Inc's property insurance for the Oneida Hub. The renewal of this coverage is February 1st each year. Centro currently covers up to \$1 million dollars per occurrence for property damage and bodily injury at the two hubs. The Northfield Insurance Company quote was for \$51,239, which was an increase from the previous year at \$47,761.

A Motion to approve Oneida Hub liability Coverage Renewal was raised and forwarded to the Board for approval.

Motion – Tina Fitzgerald
Seconded – Darlene Latimore
Carried Unanimously

SUBSTANCE ABUSE POLICY MODIFICATION

As mentioned last month, an independent consulting company (Cahill Swift, LLC) was hired by the Federal Transit Administration (FTA) to conduct drug and alcohol process and procedure reviews for FTA recipients. Centro qualifies as a direct recipient under FTA because we receive federal funding. One aspect of the audit was for the independent consultant to review Centro's substance policy for regulatory updates to be compliant with the Federal Transit Administration (FTA) Drug and Alcohol Testing Regulations 49 CFR Part 40. The consultant proposed some minor changes to Centro's substance abuse policy. The FTA recommended revisions requiring clarification to Centro's current procedures. There were no substantive changes to the Centro's substance abuse policy and how it is administered.

The updated revised Substance Abuse policy was emailed to the board of members with the changes highlighted to comply with FTA requirements. We will need a motion from the Board of Members to adopt the revised Centro Substance Abuse policy.

A Motion to approve Substance abuse policy modification was raised and forwarded to the Board for approval.

Motion – Julius Lawrence
Seconded – Tina Fitzgerald
Carried Unanimously

FINANCIAL REPORT

Ms. Biata presented the Financial Report, for quarter ending December 31, 2023.

STATEMENT OF NET POSITION

The Quick Ratio is 7.01%. The Authority's current assets increased by \$11.9 million or 26% compared to December 2022. Receivables increased by 12%, or \$1.2 million compared to December 2022. Cash and cash equivalents have increased by 40% compared to December 2022. Current liabilities increased by \$2 million or 43% compared to December 2022. Accounts payables and accruals increased by \$577k or 32% compared to December 2022.

STATEMENT OF REVENUE AND EXPENDITURES

After nine months ending December 31, 2023, the consolidated Operating Income (loss) before capital contributions and Non-Operating Expenses is \$5.5 million. Operating Revenues are 2% over budget and 8% over prior year. Fixed route and paratransit ridership is trending 13% and 18% respectively over prior year. Operating Expenses are \$8.7 million under budget and 8% over prior year. Non-Operating revenues are 6% under budget and 4% over prior year.

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

Motion – Luella Williams

Seconded – Monty Flynn

Carried Unanimously to the Board with a recommendation of approval.

SUPPLEMENTAL INFORMATION

Additional supplemental information, including the MRT, Statement of Cash Flows and the Quarterly Investment Report, required to be provided to the Board was briefly reviewed.

SECTION 5307/5339 GRANT APPLICATION

Ms. Spraker presented a proposal for filing an Application with the Department of Transportation USA, for Section 5307 and Section 5339 Grant Program funds. Therefore, it is our recommendation that the Board approve the Application filing for Section 5307 and 5339 Grant Program funds.

A Motion to approve the Application filing for Section 5307 and 5339 Grant Program funds was raised and forwarded to the Board for approval.

Motion – Rober Cuculich

Seconded – Darlene Lattimore

Carried Unanimously to the Board with a recommendation of approval.

SYRACUSE FACILITY JANITORIAL SERVICES

Ms. MacCollum presented a contract for Syracuse Facility Janitorial Services with New York State Industries for the Disabled. New York State Industries for the Disabled distributes work to Preferred Sources. Human Technologies is the Preferred Source for the Syracuse area. Preferred sources have the first right of refusal for services performed at New York State Agencies. Purchases from preferred sources take precedence over all other sources of supply and competitive procurement methods.

A Motion to award a five-year contract to Human Technologies Corporation, the NYS Preferred Source for janitorial services at the Syracuse Facility was raised and forwarded to the Board for approval.

Motion – Tina Fitzgerald

Seconded – Darlene Lattimore

Carried Unanimously to the Board with a recommendation of approval.

UTICA FACILITY JANITORIAL SERVICES

Ms. MacCollum presented a contract for Utica Facility Janitorial Services with New York State Industries for the Disabled. New York State Industries for the Disabled distributes work to Preferred Sources. Human Technologies is the Preferred Source for the Syracuse area. Preferred sources have the first right of refusal for services performed at New York State Agencies. Purchases from preferred sources take precedence over all other sources of supply and competitive procurement methods.

A Motion to award a five-year contract to Human Technologies Corporation, the NYS Preferred Source for janitorial services at the Utica Facility was raised and forwarded to the Board for approval.

Motion – Neil Burke

Seconded – Tina Fitzgerald

Carried Unanimously to the Board with a recommendation of approval.

TRANSIT ADVERTISING SERVICES

Ms. MacCollum presented a contract for Transit Advertising Services with Lamar Transit Advertising. The Request for Proposal was publicly let on October 12, 2023, nine vendors were invited to propose, and 31 proposal packages were downloaded. On November 13, 2023, four proposals were received. The most advantageous proposal being Lamar Transit Advertising. The transit advertising contract is a revenue contract. Therefore, it is our recommendation that the Board award a five-year contract to Lamar Transit Advertising.

A Motion to award a five-year contract to Lamar Transit Advertising was raised and forwarded to the Board for approval.

Motion – Julius Lawrence

Seconded – Darlene Lattimore

Carried Unanimously to the Board with a recommendation of approval.

ULTRASONIC PARTS CLEANER PURCHASE

Ms. MacCollum presented a contract for purchase of an Ultrasonic Parts Cleaner with Sharper Tek. The Invitation for Bid was publicly let on November 21, 2023, eight vendors were invited to bid, and 12 bid packages were downloaded. On December 13, 2023, three bids were received. The lowest, responsive, responsible bid being Sharper Tek. The Ultrasonic Parts Cleaner will be paid for with grant funds. Therefore, it is our recommendation that the Board approve the purchase of the Ultrasonic Parts cleaner totaling \$71,040 from Sharper Tek.

A Motion purchase the Ultrasonic Parts cleaner totaling \$71,040 from Sharper Tek was raised and forwarded to the Board for approval.


Motion – Darlene Lattimore

Seconded – Neil Burke

Carried Unanimously to the Board with a recommendation of approval.

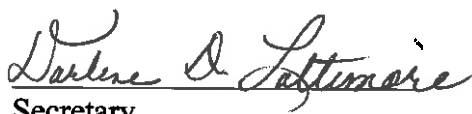
ADJOURNED

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



Chairman

ATTEST:



Secretary