

THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY
(and its Subsidiaries)
200 CORTLAND AVENUE, SYRACUSE, NEW YORK
MINUTES OF THE DECEMBER 20, 2024, BOARD MEETING

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

STAFF PRESENT: CHRISTOPHER TUFF, Deputy Chief Executive Officer
 STEVE KOEGEL, VP of Communication and Business Planning
 JACQUELYN MUSENGO, VP of Human Resources
 GEOFF HOFF, VP of Fleet and Facilities
 RAHMIN AZRIA, VP of Operations
 BRUCE FONG, VP of Information Technologies
 MELISSA BRIM, VP of Finance
 CAITLIN MACCOLLUM, Senior Director of Procurement
 BREN DAISS, Senior Director of Special Projects and Planning
 TARA SPRAKER, Director of Capital Programs
 SUZANNA LEVESQUE, Director of Internal Control
 CHRISTOPHER KING, Procurement Manager
 JOSH GARDNER, Manager Specialized Transport System Analyst
 PAULA CUTRONE, Senior Manager of Transit Data and Equity
 DEREK SHERMAN, Director of Accounting
 JASON SMITH, Senior Procurement Analyst
 CASEY BROWN, Graphic Designer/Media Specialist
 JIMMY HESTER, Bus Operator Syracuse
 ANDRESA HURD, Bus Operator Syracuse
 CASEY BROWN, Graphic Designer & Media Specialist

PUBLIC PRESENT: BRAD HUNT, Legal Counsel

CALL TO ORDER At 10:01 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

RETIREMENT PRESENTATION TO BOARD MEMBER – JOSEPH HARDICK

Today, we are saying farewell to one of our board members Joe Hardick following his 8-year term of service with the Central New York Regional Transportation Authority.

Mr. Hardick was appointed to Centro's Board on June 19, 2016, to represent the interests of the Onondaga County community. During his time on the Board, Mr. Hardick served as a member of the Audit & Finance, and Nominating Committees. In addition, he served as the Chairman of the Legal, Personnel, and Pension Committees.

Mr. Hardick has contributed so much to the Authority, and we're grateful to have had his insight, skills, and experience during his time with us. We hope this new chapter is filled with joy, relaxation and all the things you love. Thank you for everything.

UPCOMING MEETINGS

- Chairman Laino announced the following meetings for January 24, 2025:
 - Pension Committee – 9:00 AM
 - Audit and Finance Committee – 9:30 AM
 - Board Meeting – 10:00 AM

APPROVAL OF THE NOVEMBER 22, 2024, BOARD MEETING MINUTES - MOTION NO. 2747

Motion – Neil Burke

Seconded – Tina Fitzgerald

Carried Unanimously

DEPUTY CHIEF EXECUTIVE OFFICER'S REPORT – Mr. Tuff

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

RECRUITMENT

We will see recruitment commercials launch this week to welcome people to open houses in January. January 4, 2025, we will be hosting an open house in Syracuse, NY. For the first time, we are hosting an open house in Utica on January 11, 2025.

SYSTEM REDESIGN OUTREACH

The team is working with Arcadis (transportation consultant) on the System redesign for Onondaga County. To obtain feedback we are holding eight (8) outreach sessions around Onondaga County with the first one on January 20, 2025. The sessions will be located in each quadrant of the City of Syracuse as well as some suburban locations and an online session. We will also have session to obtain driver feedback. These sessions will discuss analyses on ridership, service efficiency, on-time performance, costs, route design, and transit propensity (likelihood that an individual will use transit based on a range of factors). We are continuing to work towards a System redesign that will launch in 2026.

WEBSITE LAUNCH

On December 20th, we launched the newly designed Centro website. The team made up of marketing and IT worked together and with departments to update the website to allow easier access for the public to navigate key items that they are looking for (i.e. routes/schedules, careers and passes/fares). We are excited to see this go live and building a better user experience.

PUBLIC TRANSPORTATION AGENCY SAFETY PLAN 2024 – MOTION NO. 2748

Mr. Azria presented a Motion to approve the Public Transportation Agency Safety Plan 2024. The master copy is available for review at the CNYRTA office.

A Motion to approve the Public Transportation Agency Safety Plan 2024 was raised.

Motion – Neil Burke
 Seconded – Tina Fitzgerald
 Carried Unanimously

AUDIT AND FINANCE COMMITTEE REPORTNOVEMBER 30, 2024, STATEMENT OF REVENUE & EXPENDITURES – MOTION NO. 2749

Ms. Brim presented a Motion to approve the November 30, 2024, Statement of Revenue & Expenditures. A copy of which is attached to these minutes.

A Motion to approve the November 30, 2024, Statement of Revenue & Expenditures as recommended by the Audit and Finance Committee was raised.

Motion – Tina Fitzgerald
 Seconded – Julius Lawrence
 Carried Unanimously

2025 STOP LOSS RENEWAL - MOTION NO. 2750

Ms. Musengo, VP of Human Resources, presented a Motion to approve the 2025 Stop Loss Renewal. A copy of which is attached to these minutes.

A Motion to approve the 2025 Stop Loss Renewal as recommended by the Audit and Finance Committee was raised.

Motion – Tina Fitzgerald
 Seconded – Julius Lawrence
 Carried Unanimously

PARATRANSIT PURCHASE – RESOLUTION NO. 2637

Mr. King presented a Resolution to authorize the purchase of nine paratransit vehicles. The pricing received from New York State contract holder Coach & Equipment Bus Sales was determined to be fair and reasonable. A copy of the Resolution is attached to these Minutes.

A Motion to approve a contract award to Coach Equipment & Bus Sales in the amount of \$129,622 per vehicle and \$1,166,598 total, for nine paratransit vehicles as recommended by the Audit and Finance Committee was raised.

Motion – Tina Fitzgerald
 Seconded – Anthony Davis
 Carried Unanimously

VIA REMIX SOFTWARE PURCHASE – RESOLUTION NO. 2638

Ms. MacCollum presented a Resolution to approve payment to Via Transportation, Inc, to purchase a transit planning software system. A copy of the Resolution is attached to these Minutes.

A Motion to approve payment to Via Transportation, Inc. totaling \$268,100 as recommended by the Audit and Finance Committee was raised.

Motion – Darlene Lattimore
 Seconded – Monty Flynn
 Carried Unanimously

NYS DOT GRANT AGREEMENT #C005965 ATT#1 – RESOLUTION NO. 2639

Ms. Spraker presented a Resolution authorizing the Deputy Chief Executive Officer to Sign Attachment#1 to Contract #C005965 with the New York State Department of Transportation. A copy of the Resolution is attached to these Minutes.

A Motion authorizing the Deputy Chief Executive Officer to Sign Attachment #1 to New York State Contract #C005965, in the amount of \$108,607.00 as recommended by the Audit and Finance Committee was raised

Motion – Monty Flynn
 Seconded – Robert Cuculich
 Carried Unanimously

LEGAL COMMITTEE REPORT/EXECUTIVE SESSION

The Chairman then asked Mr. Burke, Chairman of the Legal Committee to give his report. The Legal Committee met in Executive Session on Motion made.

Motion – Monty Flynn
 Seconded – Neil Burke
 Carried Unanimously

MOTION 2751, pursuant to public officer's law section 105 (1) (d) (discussion regarding litigation). Upon exiting the Legal Committee Meeting, The Chairman announced no action was taken.

OLD BUSINESS

Chairman Laino expressed his gratitude to the Board members that have participated in the selection process for the CEO. Four candidates have been selected for interviews and at the next Board meeting interview dates will be announced.

FUTURE BUSINESS

Chairman Laino provided information on an interview that he was asked to participate in, with Senator Schumer's office about the traffic lights in Utica on Genessee Street

Chairman Laino also thanked Suzanna Levesque for her service at CNYRTA and wished her well on her, new employment endeavors.

Mr. Lawrence revisited the idea of the three-wheeled scooters and testing them out. All members agreed that it would be a good idea.

Ms. Fitzgerald relayed to the Board that she received a letter from Mr. Saya that was forwarded to him from an agency called CAB V. A meeting will take place to discuss response to the letter, with Ms. Fitzgerald and Deputy CEO Christopher Tuff.

Mr. Flynn requested clarification on the EEO Officer position. Ms. Musengo clarified who holds the position and who holds the coordinator position.

Ms. Williams reiterated that any concerns regarding CNYRTA should be brought to the Deputy CEO first and then passed along to Board Members if necessary.

EXECUTIVE SESSION – MOTION NO. 2752

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

Motion – Monty Flynn

Seconded – Neil Burke

Carried Unanimously

No action was taken in Executive Session.

ADJOURNED

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


Chairman

ATTEST:


Secretary



TO: CNYRTA Board of Members
FROM: Christopher Tuff, Deputy Chief Executive Officer
RE: Monthly Summary Report – December 2024
DATE: December 11, 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 \$16,234,568
3. ARP Funds
 - Fiscal Year 2023 \$15,095,747
 - Fiscal Year 2024 \$10,620,998
 - Q1 FY 2025 \$ 2,051,679
 - Q2 FY 2025 \$ 2,611,511
 - October 2024 \$ 1,707,823
 - November 2024 \$ 1,002,241
 - \$ 33,089,999 (of \$38.5 Mil)

New York Public Transit Association (NYPTA)

Over the past few months NYPTA leadership met virtually throughout the state to discuss our budget priorities. We have compiled this information for presentations to the Governor's office as well as to our NYS Assembly and Senate delegations. The current NYPTA ask is for a 15% increase in State Transit Operating Assistance (STOA) to support the enhancements already made and the ones we are looking to expand. We are scheduling appointments in the coming weeks with our elected officials that represent our service area.

Meeting with Senator Schumer's staff

On December 11th, I met virtually with staff from Senator Schumer's office. We discussed the status of BRT and the future miles stones of construction. We committed to keeping the lines of communication open on these and other topics.

Assemblymember Kelles

On December 12th, Steve Koegel and I met virtually with Assemblymember Kelles. The meeting was to introduce ourselves and update her on the status of the Cortland Transit merge with the Authority. We reviewed with her the State Fiscal year 2026 funding requests specific to Cortland County and the NYPTA Statewide ask.

Holiday Season Events

During the holiday seasons, we have partnered with several organization to provide food, gifts and access

to lights on the lake. On December 7th, we have partnered with the Lamar Transit Advertising, Walmart, Cicero Police Department to collect holiday gifts for kids of all ages for the Salvation Army Syracuse Area Christmas Bureau Distribution Day. Through December we also started the Lights on the Lake partnership with Galaxy radio, City and County Parks and Rec. to allow children to experience Lights on the Lake that might not have others means or opportunity to.

Various Meetings

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

Audit and Finance Committee Agenda

Presented by Melissa Brim, Vice President of Finance
December 20, 2024

Board Actions Motions and Resolutions

MOTIONS:

November 30, 2024, Statement of Revenue & Expenditures – M. Brim
2025 Stoploss Renewal – J. Musengo

RESOLUTIONS:

Paratransit Purchase – C. King
Via Remix Software Purchase – C. MacCollum
NYS DOT Grant Agreement C005965 Attachment #1 – T. Spraker

SUPPLEMENTAL INFORMATION:

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

ITEMS REQUIRING FUTURE BOARD ACTION:

2024-25 Third Quarter Financial Statements
January 31, 2025, Statement of Revenue & Expenditures



STATEMENT OF REVENUES AND EXPENDITURES

Central New York Regional Transportation Authority
Statement of Revenues and Expenditures
From 04/01/2024 through 11/30/2024
(In Whole Numbers)

	Actual	Budget	Budget Change	% Change to Budget	Prior Year Actual	CY to PY Change	% Change CY to PY
Operating Revenue							
Regular Line Passenger Revenue	2,915,002	2,709,059	205,942	7.60%	2,705,927	209,075	7.72%
Special Line Passenger Revenue	4,656,667	4,622,400	34,267	0.74%	4,424,105	232,562	5.25%
Advertising & Other Revenue	1,565,030	1,525,784	39,246	2.57%	1,395,750	169,280	12.12%
Total Operating Revenue	9,136,699	8,857,243	279,455	3.16%	8,525,782	610,917	7.17%
Total Operating Revenue	9,136,699	8,857,243	279,455	3.16%	8,525,782	610,917	7.17%
Operating Expenses							
Salaries & Wages	24,941,639	27,171,373	2,229,734	(8.20)%	22,664,179	2,277,460	10.04%
Other Employee Benefits & Payroll Taxes	2,535,350	2,983,910	448,560	(15.03)%	2,474,609	60,742	2.45%
Healthcare Benefits	8,636,111	10,535,530	1,899,419	(18.02)%	7,993,303	642,808	8.04%
Workers Compensation	1,602,445	2,417,700	815,255	(33.72)%	2,053,711	(451,266)	(21.97)%
Pension Benefits	3,234,006	2,631,233	(602,773)	22.90%	2,787,974	446,032	15.99%
Risk Management	1,691,934	2,360,720	668,786	(28.32)%	1,998,276	(306,342)	(15.33)%
Purchased Transportation	4,157,109	4,099,000	(58,109)	1.41%	3,910,041	247,068	6.31%
Materials & Supplies	3,169,549	3,306,055	136,506	(4.12)%	2,579,690	589,859	22.86%
Services	4,180,160	4,601,409	421,249	(9.15)%	3,669,384	510,775	13.91%
Fuel	1,380,321	1,462,330	82,009	(5.60)%	1,477,490	(97,169)	(6.57)%
Utilities	406,537	436,410	29,873	(6.84)%	391,945	14,592	3.72%
Other Expenses	297,436	298,542	1,106	(0.37)%	197,682	99,754	50.46%
Total Operating Expenses	56,232,597	62,304,212	6,071,615	(9.75)%	52,198,285	4,034,313	7.73%
Non-Operating Revenue							
Operating Assistance	46,455,948	47,641,333	(1,185,385)	(2.48)%	42,417,046	4,038,902	9.52%
Mortgage Tax Revenue	5,663,253	5,102,000	561,253	11.00%	5,322,778	340,475	6.39%
Gain/Loss on Disposal of Capital	32,332	33,333	(1,001)	(3.00)%	30,620	1,713	5.59%
Investment Revenue	1,027,035	393,336	633,703	161.10%	810,105	216,934	26.77%
Total Non-Operating Revenue	53,178,572	53,170,003	8,570	0.02%	48,580,549	4,598,023	9.46%
Operating Income (Loss)	6,082,674	(276,966)	6,359,640	(2,296.18)%	4,908,046	1,174,627	23.93%
Capital Contributions							
Federal Grants	15,711,362	33,866,900	(18,155,538)	(53.60)%	768,923	14,942,439	1,943.29%
State Grants	7,191,284	15,656,800	(8,465,516)	(54.06)%	4,204,153	2,987,131	71.05%
Total Capital Contributions	22,902,645	49,523,700	(26,621,055)	(53.75)%	4,973,076	17,929,569	360.53%
Non-Operating Expenses							
Depreciation Expense	7,434,119	7,770,000	335,881	(4.32)%	7,851,134	(417,016)	(5.31)%
Total Non-Operating Expenses	7,434,119	7,770,000	335,881	(4.32)%	7,851,134	(417,016)	(5.31)%
Change in Net Position	21,551,201	42,800,534	(21,249,333)	(49.64)%	2,029,988	19,521,213	961.64%
Net Position - Beginning of Year	(215,987,287)	0	(215,987,287)	0.00%	(224,453,514)	8,466,227	(3.77)%
Total Net Position - Beginning of Year	(215,987,287)	0	(215,987,287)	0.00%	(224,453,514)	8,466,227	(3.77)%
Net Position - End of Year	(194,436,087)	42,800,534	(237,236,621)	(554.28)%	(222,423,526)	27,987,440	(12.58)%



STATEMENT OF REVENUE AND EXPENDITURES

After eight months ending November 30, 2024, the Authority's consolidated Operating Income (Loss) before capital contributions and non-operating expenses is \$6 million.

Operating Revenues

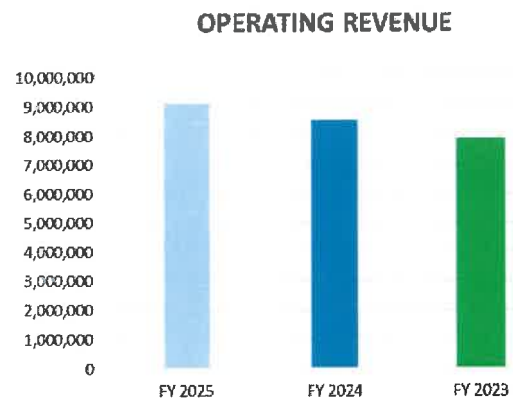
Total operating revenues amount to \$9 million, reflecting a \$610 thousand, or a 7% increase from prior year, and performing 3% above budget expectations.

	Actual	Budget	Budget Change	% Change to Budget	Prior Year Actual	CY to PY Change	% Change CY to PY
Operating Revenue							
Passenger Revenues	7,571,669	7,331,459	240,210	3%	7,130,032	441,637	6%
Advertising & Other Revenue	1,565,030	1,525,784	39,246	3%	1,395,750	169,280	12%
Total Operating Revenue	9,136,700	8,857,244	279,456	3%	8,525,782	610,917	7%

Passenger revenues are 3% better than budget expectations, and 6% better than prior year.

Regular line passenger revenues are exceeding budget expectations by 7.6% and is 7.2% higher than last year. This positive variance is driven by increases in farebox revenue, pass sales, and Call-A-Bus Purchased Transportation farebox revenue. Fixed-route ridership across the system is trending 9% higher compared to the same period last year.

Special line passenger revenues are meeting budget expectations and have increased by 5% year-over-year. This favorable year-over-year variance is attributed to budgeted contract rate increases, new community partnerships, and increased service levels pertaining to the Syracuse University contract.



Advertising and other revenues are performing 3% better than budget expectations, and 12% better than prior year.

Lease revenues are performing inline with budget expectations, and 3% better than prior year. The favorable prior year variance is attributed to contractual rent increases and new lease agreements.

Advertising, parking & other revenues are exceeding budget expectations by 8% and are 3% higher than the previous year. The favorable budget variance is due to increased RTC parking revenues, while the year-over-year improvement is driven by both RTC parking revenue and the minimum guarantee in the transit advertising contract.



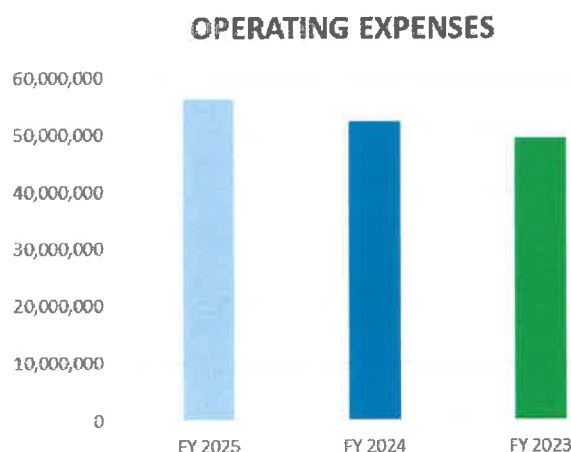
Operating Expenses

Total operating expenses amount to \$56 million, reflecting \$4 million, or an 8% increase from the previous year. Overall, operating expenses are performing 10% under budget.

	Actual	Budget	Budget Change	% Change to Budget	Prior Year Actual	CY to PY Change	% Change CY to PY
Operating Expenses							
Personnel Expenses	40,949,551	45,739,746	(4,790,195)	-10%	37,973,776	2,975,775	8%
Non-Personnel Expenses	15,283,046	16,564,466	(1,281,420)	-8%	14,224,508	1,058,538	7%
Total Operating Expenses	56,232,598	62,304,213	(6,071,614)	-10%	52,198,285	4,034,314	8%

Personnel expenses are \$4.79 million, or 10% below budget expectations, but are \$2.98 million or 8% higher than prior year.

Personnel expenses are trending similarly to previous months with all categories under budget except for pension benefits. The increased 401a employer match has contributed to higher pension costs, alongside adjusted pension contributions based on actuarial recommendations to fund each plan on a 10-year amortization schedule. As a result, pension contributions are expected to decrease in the coming months. The personnel budget assumes all open positions are filled for the entire fiscal year; however, current vacancies, including bus operator and maintenance staff roles, are contributing to the budget variance.



Year-over-year, personnel expenses remain consistent with previous trends, with all categories exceeding last year's levels except for workers' compensation, which reflects 36 fewer open claims compared to the prior year. The largest year-over-year increases are driven by union wage adjustments for operators and maintenance staff, a higher 401a employer match, and rising healthcare costs. The increase in healthcare expenses is attributed to 1,105 additional claims and 21,555 more services requested during the current fiscal year.

Non-personnel expenses are \$1.28 million, or 8% below budget expectations, but \$1.06 million, or 7% higher than the expenses from previous year.

All non-personnel categories remain at or below budget, following established trends, economic factors, and operational requirements. Risk management expenses are below both budget and last year's levels, with claims administration, legal fees, and prior year claims contributing to this favorable variance. While Materials & Supplies and Services expenses are under budget, they are higher than last year's levels. Advertising, marketing, training, and software licensing and maintenance remain under budget due to anticipated costs not yet incurred. Fuel expenses are below both budget and prior year levels, as the Authority has secured a lower CNG fuel rate. These categories are expected to align more closely with the budget by year-end.

Purchased transportation is the only non-personnel category exceeding both budget and prior year levels. This increase aligns with planned expenditures for the fiscal year, as contracted purchased transportation supports 84% of the paratransit service, reflecting growing demand.



Non-Operating Revenues

Total non-operating revenues amount to \$53.2 million, reflecting a \$4.6 million, or a 9% increase from prior year. Overall, non-operating revenues are performing inline with budget expectations.

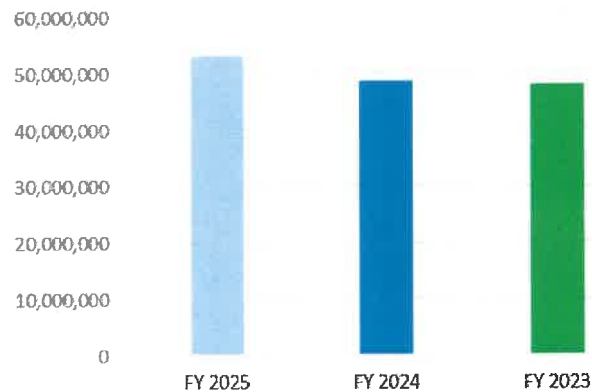
	Actual	Budget	Budget Change	% Change to Budget	Prior Year Actual	CY to PY Change	% Change CY to PY
Non-Operating Revenue							
Operating Assistance	46,455,948	47,641,333	(1,185,385)	-2%	42,417,046	4,038,902	10%
Mortgage Tax Revenue	5,663,253	5,102,000	561,253	11%	5,322,778	340,475	6%
Gain/Loss on Disposal of Capital	32,332	33,333	(1,001)	-3%	30,620	1,713	6%
Investment Revenue	1,027,039	393,336	633,703	161%	810,105	216,934	27%
Total Non-Operating Revenue	53,178,571	53,170,002	8,570	0%	48,580,549	4,598,024	9%

Operating assistance is 2% under budget expectations, but are 10% higher than prior year. The year-over-year variance is due to an increase in State Transit Operating Assistance (STOA). The year-over-year increase is driven by higher State Transit Operating Assistance (STOA). The budget variance reflects lower-than-anticipated use of Federal Assistance, which is allocated based on expenses. We continue to anticipate that the remaining COVID relief funds will be fully utilized by the end of the fiscal year.

Mortgage tax revenue is 11% above budget expectations and is not trending 6% over prior year. Despite outperforming expectations, this revenue source is closely monitored due to its inherent unpredictability.

Investment revenue is exceeding budget expectations by over 100% and is 27% higher than last year. Current investment rates are averaging around 4.5%. The Authority continues to evaluate investment opportunities and will invest idle cash as long as it aligns with cash flow requirements.

NON-OPERATING REVENUE



INVESTMENT REPORT

Central New York Regional Transportation Authority
Inventory of Existing Investments
As of 11/30/2024
(in Whole Numbers)

Cash Investments	Institution	Interest Rate	Amount	Total
Unrestricted - Operating Funds				
Commercial Savings - General Fund	M&T Bank	2.75%	\$17,019,730	<u>\$17,019,730</u>
Board Designated - Funded Reserves				
Commercial Savings - Health Reserve	M&T Bank	2.75%	\$3,168,924	
Commercial Savings - Insurance Reserve	M&T Bank	2.75%	\$2,810	
Commercial Checking - Capital Reserve	JP Morgan	1.81%	\$1,072,063	
Commercial Checking - Paratransit Reserve	JP Morgan	1.79%	\$90,043	<u>\$4,333,839</u>
Total Cash Investment Value				<u>\$21,353,569</u>

Investments	Institution	Yield	Term	Market Value	Purchase Date	Maturity Date	Maturity Value
Board Designated - Funded Reserves							
Treasury Bill - Capital Reserve	JP Morgan	4.47%	1 mo.	\$5,116,729	11/26/2024	12/24/2024	\$5,131,000
Treasury Bill - Insurance Reserve	JP Morgan	4.57%	2 mo.	\$4,185,067	10/24/2024	12/17/2024	\$4,193,000
Treasury Bill - Paratransit Reserve	JP Morgan	4.44%	1 mo.	\$5,086,880	11/13/2024	12/10/2024	\$5,092,000
Total Investment Values				<u>\$14,388,675</u>			<u>\$14,416,000</u>



MORTGAGE RECORDING TAX STATEMENT

Actual Receipts YTD

Budget Variance YTD

<u>FY-23</u>	<u>FY-24</u>	<u>FY-25</u>	<u>\$ vs PY</u>	<u>% vs PY</u>	<u>FY-25 Bud</u>	<u>\$</u>	<u>%</u>
6,785,326	5,322,778	5,663,253	340,475	6.4%	5,102,000	561,253	11.0%

	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>YTD</u>	<u>Budget</u>	<u>Actual Vs</u>	<u>YTD</u>
	<u>FY-23</u>	<u>FY-24</u>	<u>FY-25</u>	<u>vs PY</u>	<u>vs PY</u>	<u>FY 25</u>	<u>Budget</u>	<u>Variance</u>
April	899,181	761,875	537,226	-29.5%	-1299.9%	582,000	-7.7%	-7.7%
May	778,198	557,104	622,405	11.7%	3154.6%	542,000	14.8%	3.2%
June	807,332	621,109	512,679	-17.5%	-2685.1%	613,000	-16.4%	-3.7%
July	852,081	651,504	878,691	34.9%	1803.7%	680,000	29.2%	5.5%
August	1,213,405	736,644	739,495	0.4%	1852.9%	705,000	4.9%	5.4%
September	755,816	643,528	668,431	3.9%	2791.3%	700,000	-4.5%	3.6%
October	658,916	737,317	880,437	19.4%	1424.9%	700,000	25.8%	7.0%
November	816,898	613,698	823,389	34.3%	909.0%	580,000	42.0%	11.0%
December	567,517	640,840	0	-100.0%	-30309.1%	580,000		-0.3%
January	682,916	743,819	0	-100.0%	-1050.6%	577,000		-9.5%
February	624,144	547,438	0	-100.0%	-586.6%	568,000		-17.0%
March	734,415	425,398	0	-100.0%	-423.3%	588,000		-23.6%
Totals	9,394,319	7,680,275	5,663,253			7,415,000		

County Receipts - Nov

	<u>FY-25</u>	<u>FY-24</u>	<u>\$</u>	<u>%</u>
Onondaga	586,712	387,165	199,547	52%
Oswego	47,404	59,747	(12,342)	-21%
Cayuga	42,954	57,486	(14,532)	-25%
Oneida	146,819	109,300	37,520	34%
Total	823,889	613,698	210,192	0.34



STATEMENT OF CASH FLOW

Central New York Regional Transportation Authority
Statement of Cash Flow
As of 11/30/2024
(In Whole Numbers)

Cash Flows From Operating Activities:

Operating Receipts from Fares & Operations	\$ 206,943
Receipts from A/R Billings for Contracts & Other Miscellaneous	1,676,113
Mortgage Tax Receipts from Counties	833,536
Operating Assistance - NYS (STOA)	13,451,025
Operating Assistance - Local Match from Counties	643,068
Payments to Vendors & Suppliers	(2,818,991)
Payments of Bank Fees	(1,322)
Payments for Pension Contributions	(202,260)
Payments for Healthcare & Flex Claims-UMR	(490,533)
Payments of Payroll Related Liabilities	(1,001,926)
Payments of Wages	(2,112,860)

Net Cash Provided by (Utilized in) Operating Activities	\$ 10,182,794
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Cash Flows From Capital Activities:

Proceeds from Federal & State Grants Received for Capital Additions	5,878,302
Proceeds from Federal COVID Emergency Funds	1,707,823
Purchases of Capital Assets	(7,922,364)

Net Cash Provided by (Utilized in) Capital Activities	\$ (336,238)
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Net Change in Cash from Operating & Capital Activities	\$ 9,846,555
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General Fund Cash Balances - Beginning of Period	\$ 1,223,618
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General Fund Cash Balances - End of Period*	\$ 11,070,173
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Insurance Reserve Fund	\$ 2,810
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Health Insurance Reserve	\$ 3,168,924
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Capital Reserve Fund	\$ 1,072,063
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ParaTransit Reserve	\$ 90,043
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Invested Funds (Restricted & Unrestricted)	\$ 14,388,675
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Total Cash All Sources - End of Period:	\$ 29,792,687
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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:

- TPA for Auto & GL Services
- Trench Drain Repairs
- Real Time Signage
- Electricity Services
- Vehicle Lift Inspections & Repair Services
- Shelter Truck Box Purchase

FUTURE PROCUREMENTS

Items requiring future board action:

Within 2 months:

- TPA for Auto & GL Services
- Vehicle Lift Inspections & Repair Services

Within 6 months:

- Trench Drain Repairs
- Real Time Signage
- Electricity Services
- Shelter Truck Box Purchase

REVENUE SERVICE CONTRACTS

- Jury Duty Service

LEASE REVENUE CONTRACTS

- RTC Unoccupied Space Agreement (Previously Dunkin Donuts)



CAPITAL PROGRAMS

COVID RELIEF FUNDS

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 \$33 million in operating assistance has been expended.

FEDERAL GRANT FUNDING

PENDING APPLICATIONS

AWARDED APPLICATIONS

STATE GRANT FUNDING

PENDING APPLICATIONS

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

AWARDED APPLICATIONS

Innovative Mobility Transit Pilot Program, the legislative initiative allocated \$1 million to the CNYRTA. CNYRTA's project plan was submitted to NYSDOT on November 17, 2023. Approval was received on May 20, 2024, awaiting grant agreement.

Clean Mobility Program, NYSDOT awarded \$100 thousand (with no cost-share requirement) to the CNYRTA for a Planning Track project aimed at shared transportation options and zero-emission transportation.

CAPITAL PLANNING

CNYRTA's Capital Planning Committee continues to meet bi-weekly to discuss 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).

The projects listed are highlights of projects currently being executed and completed.

- | | |
|-----------------------------------|-------------------------------|
| • Bathroom Renovation* | • New Fixed Route Buses* |
| • CNG Electrical Service Upgrade* | • Oneida Vehicle Purchase** |
| • CNG Facility Upgrade* | • Syracuse Paving** |
| • Gas Sensor Upgrade* | • Ultra Sonic Parts Cleaner** |
| • Maintenance Offices* | |

* Executed

** Completed




MOTIONS

2025 Centro Stop Loss Renewal

Stop Loss insurance is an additional insurance policy Centro purchases to cover self-insured medical claims and prescription costs over \$250,000 per member that occur in a 12-month calendar period. Stop Loss Insurance is effective from January 1 through December 31 with an additional 6-month reimbursement period for the employer.

OneGroup canvased the insurance market and requested quotes from five stop loss insurance carriers. Attached are the market results for the 2025 stop loss renewal insurance to be effective January 1, 2025. One carrier refused to quote, and another did not provide sufficient information to be considered. The remaining three carriers: SunLife, Symetra, and HM provided a quote for the insurance. Out of the three quotes, SunLife's is the most beneficial for Centro with a 23.5% increase and no lasered members. Even though HM responded with a 5% decrease to our current rate, once you factor in the lasered case it results in a 32.6% increase. Centro has utilized the stop loss insurance this current year 2024 with two members. Unfortunately, the industry is seeing significant increases with all clients regardless of the group's experience this year.

Stop Loss Marketing Results Effective January 1, 2025

CARRIERS				Deductible		COMMENTS
				\$250,000	\$275,000	
Sun Life	Current	Terms	Composite	\$127.64	N/A	No lasers
		12/18	Total Annual	\$539,151		
	Renewal	12/18	Composite	\$171.93	\$155.49	No new lasers rate cap 50%
			Total Annual	\$726,232	\$656,790	
			Increase %	34.7%	21.8%	
	Last and Final	12/18	Composite	\$157.58	\$145.52	
			Total Annual	\$665,618	\$614,676	
			Increase %	23.5%	14.0%	
Symetra	Quote	12/18	Composite	\$161.21	\$145.18	No lasers/ No new lasers at renewal
			Total Annual	\$680,951	\$613,240	
			Increase %	26.3%	13.7%	
HM	Quote	12/18	Single	\$64.16	\$56.33	One Employee, lasered at \$435,000
			Family	\$161.00	\$143.37	
			Total Annual	\$511,562	\$454,145	
			Increase %	-5.1%	-15.8%	
MRM	Declined to Quote - not competitive					
QBE	Quoted with insufficient information, not competitive					
<div></div>						



**RESOLUTION TO AUTHORIZE THE PURCHASE OF
NINE (9) PARATRANSIT VEHICLE PURCHASE**

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) has a need to purchase replacement paratransit vehicles; 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 current New York State contract is with Coach & Equipment Bus Sales for dual rear cutaway eleven (11) passenger paratransit vehicles; and

WHEREAS, the pricing received in the amount of \$129,622 per vehicle was deemed fair and reasonable based upon NYS contract pricing and past purchasing history; and

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MEMBERS OF THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY, that the Chief Executive Officer or his designee is authorized to issue a purchase order to Coach & Equipment Bus Sales for nine (9) dual rear cutaway eleven (11) passenger paratransit vehicles in accordance with current purchasing contracts issued by the New York State Office of General Services in an amount of \$1,166,598.

FACT SHEET
NINE (9) PARATRANSIT VEHICLE PURCHASE

PROJECT DESCRIPTION: The Central New York Regional Transportation Authority (CNYRTA) has a need to purchase replacement paratransit vehicles. The current paratransit vehicles have reached the end of their four (4) year useful life as defined by the Federal Transit Administration.

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

PRICING RECEIVED: The pricing received from current New York State contract holder Coach & Equipment Bus Sales was determined to be fair and reasonable based upon comparison with pricing received on previous purchases and adjusted for inflation.

COMMENTS: These buses are constructed in the Coach and Equipment, Inc. facility in Penn Yan, NY.

RECOMMENDATION: Staff recommends contract award to Coach & Equipment Bus Sales in the amount of \$129,622 per vehicle and \$1,166,598 total for nine (9) buses.

Resolution No. 2639

Date: December 20, 2024

**RESOLUTION AUTHORIZING THE DEPUTY CHIEF EXECUTIVE OFFICER
TO SIGN ATTACHMENT #1 TO CONTRACT #C005965 WITH THE NEW
YORK STATE DEPARTMENT OF TRANSPORTATION**

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) has received a funding commitment from New York State for \$108,607 in federal CARES Act funds for payment of costs of mass transportation operating assistance per the attached Project Agreement Schedule A, Attachment #1;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MEMBERS OF THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY, that the Deputy Chief Executive Officer is authorized to sign Attachment #1 to New York State contract #C005965, in the amount of \$108,607.00.

RESOLUTION CERTIFICATION

I, Nicholas F. Laino, Chairman of the Central New York Regional Transportation Authority, do hereby certify that the attached resolution is a true and correct copy of a resolution adopted by the Central New York Regional Transportation Authority on December 20, 2024, and of the whole thereof, and that same is a true and correct copy of said resolution as same appears in the original minutes of the meeting of the Central New York Regional Transportation Authority held on December 20, 2024.

Nicholas F. Laino
Chairman

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

On this 20th day of December, 2024 before me personally came Nicholas F. Laino, to me known, who being by me duly sworn, did depose and say that he/she resides at 9 Oakwood Drive, New Hartford, NY; that he/she is the Chairman of the Central New York Regional Transportation Authority, as described in and who executed the forgoing instrument; and that he/she duly acknowledged to me that he/she executed the same.

Notary Public

(SEAL)

Attachment 1 to Schedule A

Dated:

PROJECT DESCRIPTION, FUNDING AND DEVELOPMENT SCHEDULE

Contractor/Grantee:

Central New York Regional Transportation Authority

Comptroller's Contract #: C005965 Contract period: 1/1/2023 to 3/31/2029

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

GENERAL PROJECT DESCRIPTION

Section 5311 Operating - 2023

PROJECT LOCATION/JURISDICTION or SERVICE AREA

Central New York Regional Transportation District

PIN	Project	Award ID:	DOT Rev	Estimated Project Cost	Federal Share	Admin/ Direct - %*	*State Share %	Local Share %	Source State Approp	Project End Date	Useful Life	
2790.01.406	CARES Funding	NY-2020-026-00	1 - 1	\$108,607	\$108,607	Admin 100	\$0	0	0	Omnibus	12/2024	0
Attachment Total:				\$108,607	\$108,607		\$0		\$0			

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

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

Amount of the Grant is for the State and Federal shares
Maximum Payable amount for Contract C005965 - \$5,755,414.00
Current Encumbered Amount - \$1,574,799.00

RESOLUTION TO AUTHORIZE CONTRACT AWARD FOR
THE PURCHASE OF VIA REMIX SOFTWARE

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

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

WHEREAS, the cost of the three-year software licensing, implementation and support for the Remix software is \$268,400; and

WHEREAS, CNYRTA entered into an agreement with Via Transportation, Inc. in December 2023 to provide transit scheduling software.

WHEREAS, Remix is a Via Transportation, Inc. software that will assist CNYRTA in transit route planning. This software is proprietary to Via Transportation, Inc., classifying this as a sole source procurement for consistency purposes; 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 a designee is authorized to make payments in accordance with the contract with Via Transportation, Inc. totaling \$268,400.

FACT SHEET
VIA REMIX SOFTWARE PURCHASE

PROJECT DESCRIPTION: The Central New York Regional Transportation Authority (CNYRTA) has a need to purchase a transit planning software system.

METHOD OF PROCUREMENT: This is a sole source procurement.

FUNDING: The purchase will be paid using grant funds with an 80% Federal share, 10% State share and 10% local share.

PRICING RECEIVED:

Planning License- Year 1	\$86,000
Installation Fee	\$2,500
Planning License- Year 2	\$88,600
Planning License- Year 3	\$91,300
Total	\$268,400

COMMENTS: Remix is planning, scheduling, and consulting software, allowing users to easily visualize and solve their community's mobility challenges. This is a tool to make it easy to access and visualize demographic, operational, ridership, and origin-destination data.

RECOMMENDATION: Staff recommends payment in accordance with the contract with Via Transportation, Inc. totaling \$268,100.

THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY
AUDIT AND FINANCE COMMITTEE
200 CORTLAND AVENUE, SYRACUSE, NEW YORK
MINUTES OF THE DECEMBER 20, 2024, AUDIT AND FINANCE COMMITTEE MEETING

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

STAFF PRESENT: CHRISTOPHER TUFF, Deputy Chief Executive Officer
STEVE KOEGEL, VP of Communication and Business Planning
JACQUELYN MUSENGO, VP of Human Resources
GEOFF HOFF, VP of Fleet and Facilities
RAHMIN AZRIA, VP of Operations
BRUCE FONG, VP of Information Technologies
MELISSA BRIM, VP of Finance
CAITLIN MACCOLLUM, Senior Director of Procurement
BREN DAISS, Senior Director of Special Projects and Planning
TARA SPRAKER, Director of Capital Programs
CHRISTOPHER KING, Procurement Manager
SUZANNA LEVESQUE, Director of Internal Control
DEREK SHERMAN, Director of Accounting
PAULA CUTRONE, Senior Manager of Transit Data and Equity
JASON SMITH, Senior Procurement Analyst
DAVID CARACCIO, Project Manager Facilities
LEONARD SUITS, Accounting Manager
ANN MARIE BRENNAN, Payroll Manager
JIMMY HESTER, Bus Operator Syracuse
ANDRESA HURD, Bus Operator Syracuse
KIM BURKE, Bus Operator Syracuse

PUBLIC PRESENT: BRAD HUNT, Legal Counsel

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 January 24, 2025

NOVEMBER 30, 2024, STATEMENT OF REVENUE AND EXPEDITURES

Ms. Brim presented a Motion to approve the November 30, 2024, Statement of Revenue and Expenditures. Total operating expenses amount to \$9 million, reflecting \$610 thousand, or an 7% increase from previous year. Overall, operating expenses are performing 3% above budget expectations. A copy of which is attached to these minutes.

A Motion to approve the November 30, 2024, Statement of Revenue and Expenditures was raised and forwarded to the Board for approval.

Motion – Tina Fitzgerald

Seconded – Louella Williams

Carried Unanimously to the Board with a recommendation of approval.

2025 STOP LOSS RENEWAL

Ms. Musengo presented a Motion to approve the 2025 Stop Loss Renewal. A copy of which is attached to these minutes.

A Motion to approve the 2025 Stop Loss Renewal was raised and forwarded to the Board for approval.

Motion – Neil Burke

Seconded – Julius Lawrence

Carried Unanimously to the Board with a recommendation of approval

PARATRANSIT PURCHASE

Mr. King presented a Resolution to approve the purchase of nine paratransit vehicles. The pricing received from current New York State contract holder Coach & Equipment Bus Sales was determined to be fair and reasonable. A copy of which is attached to these minutes.

A Motion to approve the contract award to Coach & Equipment Bus Sales in the amount of \$129,622 and \$1,166,598 total for nine buses was raised and forwarded to the Board for approval.

Motion – Tina Fitzgerald

Seconded – Julius Lawrence

Carried Unanimously to the Board with a recommendation of approval

VIA REMIX SOFTWARE PURCHASE

Ms. MacCollum presented a Resolution to authorize payment to Via Transportation, Inc to purchase a transit planning software system. A copy of the Resolution is attached to these Minutes.

A Motion to authorize payment to Via Transportation, Inc in the amount of \$268,100 was raised and forwarded to the Board for approval.

Motion – Anthony Davis

Seconded – Louella Williams

Carried Unanimously to the Board with a recommendation of approval

NYS DOT GRANT AGREEMENT #C005965 ATT#1

Ms. Spraker presented a Resolution authorizing the Deputy Chief Executive Officer to Sign Attachment#1 to Contract #C005965 with the New York State Department of Transportation. A copy of the Resolution is attached to these Minutes.

A Motion authorizing the Deputy Chief Executive Officer to Sign Attachment #1 to New York State Contract #C005965, in the amount of \$108,607.00 as recommended by the Audit and Finance Committee was raised and forwarded to the Board for approval.

Motion – Monty Flynn

Seconded – Louella Williams

Carried Unanimously to the Board with a recommendation of approval

ADJOURNED

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


Chairman

ATTEST:



Secretary