



DATE: May 23, 2025  
TO: Authority Members  
FROM: Nicholas F. Laino  
RE: May 30, 2025

Legal Committee – 9:00 AM  
Audit & Finance Committee – 9:30 AM  
Board Meeting – 10:00 AM

### **AGENDA**

- 1- Chairman's Report
  - a. Reading of Minutes, April 25, 2025 – Regular Meeting, CNYRTA & Subsidiaries
  - b. Future Committee Meetings
- 2- Deputy Chief Executive Officer's Report – Christopher Tuff
  - a. Legislative Matters
  - b. Service Matters
  - c. Senior Staff Reports
- 3- Audit and Finance Committee Report
  - Finance Report – Vice President of Finance – Melissa Brim
    - a. Resolution – Armored Motor Services – Chris King
    - b. Resolution – Premises Backup 2025-2028 – Jason Smith
- 4- Old Business
- 5- New Business

This agenda may be amended by the addition or deletion of items for discussion.

### **BOARD OF MEMBERS**

**Nicholas F. Laino**  
*Chairman – Oneida County*

**Anthony Q. Davis Sr.**  
*Vice Chairman – City of Syracuse*

**Darlene DeRosa Lattimore**  
*Secretary – Cayuga County*

**Tina M. Fitzgerald**  
*Treasurer – Governor's Office*

**Neil Burke**  
*Member – City of Syracuse*

**Robert F. Cuculich**  
*Member – Onondaga County*

**Monty Flynn**  
*Member – Oswego County*

**Julius L. Lawrence Jr.**  
*Member – City of Syracuse*

**Louella Williams**  
*Member – Onondaga County*

**Francis S. Saya III**  
*ATU 580*

**Christopher Tuff**  
*Deputy Chief Executive Officer*

**THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY**  
**AUDIT AND FINANCE COMMITTEE**  
**200 CORTLAND AVENUE, SYRACUSE, NEW YORK**  
MINUTES OF THE APRIL 25, 2025, AUDIT AND FINANCE COMMITTEE MEETING

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

MEMBERS ABSENT           DARLENE LATTIMORE, Secretary

STAFF PRESENT:           CHRISTOPHER TUFF, Deputy Chief Executive Officer  
                                  JACQUELYN MUSENGO, VP of Human Resources  
                                  GEOFF HOFF, VP of Fleet and Facilities  
                                  RAHMIN AZRIA, VP of Operations  
                                  MELISSA BRIM, VP of Finance  
                                  BREN DAISS, Associate VP Communication & Business Planning  
                                  CAITLIN MACCOLLUM, Sr Director of Procurement  
                                  JORGE BORDONHOS, Director of Fleet Maintenance  
                                  TARA SPRAKER, Director of Capital Programs  
                                  DEREK SHERMAN, Director of Accounting  
                                  JOSH GARDNER, Manager Specialized Transport System Analyst  
                                  CHRISTOPHER KING, Procurement Manager  
                                  JASON SMITH, Sr Procurement Analyst  
                                  EJ MOSES, Director of Facilities and Grants  
                                  JOE DEGRAY, Administrative Advisor  
                                  JIMMY HESTER, Bus Operator Syracuse  
                                  JEANNINE JOHNSON, Executive Assistant

PUBLIC PRESENT:           BRAD HUNT, Legal Counsel  
                                  MARIO COLONE  
                                  BARRY SHULMAN  
                                  DEBBIE SHULMAN  
                                  TRISHA HIEMSTRA  
                                  MELANIE VILARDI  
                                  BEAU HARBIN  
                                  SAVANNAH HEMPSTEAD

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 May 30, 2025

ADMINISTRATIVE SERVICES FOR EMPLOYEE ASSISTANCE PROGRAM

Ms. MacCollum presented a Motion to authorize a contract award for the Employee Assistance Program. A copy of the Motion is attached to these Minutes.

A Motion to approve a contract award for the Employee Assistance Program to Crouse HelpPeople for a five-year term, commencing January 1, 2026 as recommended by the Audit and Finance Committee, was raised and forwarded to the Board for approval.

Motion – Neil Burke

Seconded – Monty Flynn

Carried Unanimously to the Board with a recommendation of approval.

CLEVER DEVICES FOR MULTIYEAR SOFTWARE & DATABASE MANAGEMENT

Ms. MacCollum presented a Motion to authorize a contract award for the Multiyear Software and Database Maintenance Agreement. A copy of the Resolution is attached to these Minutes.

A Motion to authorize a contract award for the Multiyear Software and Database Maintenance Agreement to Clever Devices for software maintenance from April 1, 2025 through March 31, 2030, as recommended by the Audit and Finance Committee, was raised and forwarded to the Board for approval.

Motion – Anthony Davis

Seconded – Monty Flynn

Carried Unanimously to the Board with a recommendation of approval.

CORTLAND COUNTY FUEL FARM AGREEMENT 2025

Ms. MacCollum presented a Resolution to authorize a contract award for Cortland County Fuel Farm Agreement 2025. A copy of the Resolution is attached to these Minutes.

A Motion to authorize a contract award for Cortland County Fuel Farm Agreement 2025 to Cortland County for a period of one (1) year commencing April 1, 2025, as recommended by the Audit and Finance Committee, 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.

#### BUS TRANSFER FROM CNYRTA TO WATERTOWN CITIBUS

Ms. Spraker presented a Resolution to authorize the Deputy Chief Executive Officer to execute the transfer of one (1) 35-foot Low Floor Orion VII bus, in as is where is condition to Watertown Citibus. A copy of the Resolution is attached to these Minutes.

A Motion to authorize the Deputy Chief Executive Officer to execute the transfer of one (1) 35-foot Low Floor Orion VII bus, in as is where is condition to Watertown Citibus, as recommended by the Audit and Finance Committee, was raised and forwarded to the Board for approval.

Motion – Louella Williams

Seconded – Tina Fitzgerald

Carried Unanimously to the Board with a recommendation of approval.

#### BUS DONATION FROM CNYRTA TO THE CITY OF SYRACUSE FIRE DEPARTMENT

Ms. Spraker presented a Resolution to authorize the Deputy Chief Executive Officer to execute the donation of one (1) 35-foot Low Floor Orion VII bus, in as is where is condition to the City of Syracuse Fire Department. A copy of the Resolution is attached to these Minutes.

A Motion to authorize the Deputy Chief Executive Officer, to execute the donation of one (1) 35-foot Low Floor Orion VII bus, in as is where is condition to the City of Syracuse Fire Department as recommended by the Audit and Finance Committee, was raised and forwarded to the Board for approval.

Mr. Neil Burke, Board Member, removed himself from the motion.

Motion – Anthony Davis

Seconded – Monty Flynn

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.

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Chairman

ATTEST:

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Secretary

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

MINUTES OF THE APRIL 25,2025, ANNUAL BOARD MEETING

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MEMBERS PRESENT:

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

MEMBERS ABSENT:

DARLENE LATTIMORE, Secretary

STAFF PRESENT:

CHRISTOPHER TUFF, Deputy Chief Executive Officer  
STEVE KOEGEL, VP of Comm. Business Planning  
JACQUELYN MUSENGO, VP of Human Resources  
GEOFF HOFF, VP of Fleet and Facilities  
RAHMIN AZRIA, VP of Operations  
MELISSA BRIM, VP of Finance  
CAITLIN MACCOLLUM, Senior Director of Procurement  
BREN DAISS, Associate VP Comm. Business Planning  
JOE DEGRAY, Administrative Advisor  
DAVID CARACCIO, Facilities Project Manager  
JORGE BORDONHOS, Director of Fleet Maintenance  
TARA SPRAKER, Director of Capital Programs  
EJ MOSES, Director of Facilities and Grants  
CHRISTOPHER KING, Procurement Manager  
JOSH GARDNER, Manager Specialized System Analyst  
PAULA CUTRONE, Sr Manager of Transit Data and Equity  
DEREK SHERMAN, Director of Accounting  
JASON SMITH, Sr Procurement Analyst  
JIMMY HESTER, Bus Operator Syracuse  
TEDDY KNAFELC, Mechanic Syracuse  
JEANNINE JOHNSON, Executive Assistant

PUBLIC PRESENT:

BRAD HUNT, Legal Counsel  
MARIO COLONE  
BARRY SHULMAN  
DEBBIE SHULMAN  
TRISHA HIEMSTRA  
MELANIE VILARDI  
BEAU HARBIN  
SAVANNAH HEMPSTEAD

CALL TO ORDER At 11:05 A.M. Chairman Laino called the meeting to order. The only order of business for this meeting was to vote on the slate of officers for the 2025-2026 fiscal year commencing April 1, 2025. Mr. Laino called on Ms. Williams to provide the Nominating Committee Report.

SLATE OF OFFICERS FOR FISCAL YEAR 2025/2026 – MOTION NO. 2768

Nicholas Laino, Chair  
Anthony Davis, Vice Chair  
Darlene Lattimore, Secretary  
Tina Fitzgerald, Treasurer

A Motion to Adopt the Slate of Officers for Fiscal Year 2025/2026 as proposed by the Nominating Committee was raised.

Motion – Monty Flynn  
Seconded – Neil Burke  
Carried Unanimously

ADJOURNED

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

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Chairman

ATTEST:

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Secretary

**THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY**  
**(and its Subsidiaries)**  
**200 CORTLAND AVENUE, SYRACUSE, NEW YORK**  
**MINUTES OF THE APRIL 25, 2025, BOARD MEETING**

MEMBERS PRESENT:

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

MEMBERS ABSENT: DARLENE LATTIMORE, Secretary

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  
MELISSA BRIM, VP of Finance  
CAITLIN MACCOLLUM, Senior Director of Procurement  
BREN DAISS, Sr Director of Service Planning & Special Projects  
JOE DEGRAY, Administrative Advisor  
DAVID CARACCIO, Facilities Project Manager  
JORGE BORDONHOS, Director of Fleet Maintenance  
TARA SPRAKER, Director of Capital Programs  
EJ MOSES, Director of Facilities and Grants  
CHRISTOPHER KING, Procurement Manager  
JOSH GARDNER, Manager Specialized Transport System Analyst  
PAULA CUTRONE, Sr Manager of Transit Data and Equity  
DEREK SHERMAN, Director of Accounting  
JASON SMITH, Sr Procurement Analyst  
JIMMY HESTER, Bus Operator Syracuse  
TEDDY KNAFELC, Mechanic Syracuse  
JEANNINE JOHNSON, Executive Assistant

PUBLIC PRESENT:

BRAD HUNT, Legal Counsel  
MARIO COLONE  
BARRY SHULMAN  
DEBBIE SHULMAN  
TRISHA HIEMSTRA  
MELANIE VILARDI  
BEAU HARBIN  
SAVANNAH HEMPSTEAD

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

RECOGNITION OF TEDDY KNAFELC FOR YEARS 36 OF SERVICE ON HIS RETIREMENT

Chairman Laino congratulated Teddy Knafelc. Teddy joined the maintenance department of Centro's Syracuse facility in November of 1988 as a servicer relaying and cleaning buses. Over the next 36 years, Teddy took on additional responsibilities in his roles as a night shift mechanic, dayshift mechanic first class, and in 2004 as the running repairs foreman where he was responsible for overseeing the various aspects of running repairs work, which included brake, suspension, steering, drivetrain, differential, and DOT inspections.

Throughout his career with Centro, Teddy's focus was to ensure that Centro buses were safe for its drivers, mechanics, and the public. He could always be counted on to offer his assistance with many of the obscure project – looking for ways to help the company when needed. And when it came time for DOT inspections, Teddy would make sure the buses were ready.

On April 1, 2025, following a 36-year career with Centro, Teddy closed his toolbox for the final time following his decision to retire and spend time with his family. The Board and staff in attendance applauded Mr. Knafelc for his hard work and dedication over the years.

UPCOMING MEETINGS

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

APPROVAL OF THE MARCH 26, 2025, BOARD MEETING MINUTES - MOTION NO. 2766

Motion – Robert Cuculich  
Seconded – Louella Williams  
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:

### STATE BUDGET UPDATE

As of this report, there is no approved budget, and the legislators are operating under their eighth budget extender, which continues funding until April 29th. NYPTA continues to advocate for our 15% increase in State Operating Assistance (STOA).

### CORTLAND COUNTY UPDATE (CONT'D)

Today, there are a few members of the Cortland County Team who helped make the merger so successful.

- Melanie Vilardi – Cortland Deputy County Administrator
- Beau Harbin – County Legislator and Chairman of the Agriculture, Planning, and Environmental Committee
- Savannah Hempstead – Cortland County Clerk
- Trisha Hiemstra – Director of Planning
- Melissa Potter – Mobility Manager

Our Senior Manager of Cortland, Ryan Reynolds, is also with us. He and most of the staff in Cortland transitioned over from Transdev. Ryan brings with him local knowledge of the area and the team. We are happy to have him and the rest of the Cortland staff as part of the Centro team.

## SENIOR STAFF REPORTS

### HUMAN RESOURCES REPORT – Ms. Musengo

#### OPEN HOUSE AND ONBOARDING

Centro hosted an Open House at the Cortland Works Career Center on March 8, 2025. We had a number of potential candidates stop by to speak with us on the current open positions available and also the service that Centro will be providing to the Cortland community starting March 31, 2025

The HR team also took a few trips to Cortland to onboard (completed all the new hire paperwork and reviewed Centro's policies and procedures) and train all the current staff that will become Centro of Cortland employees on March 31, 2025. Presenting the employees on our required policies for Harassment, Drug & Alcohol, ADA, Ethics, Diversity, Title VI.

#### NEW OPERATOR CLASS

Our new operator class started on April 14, 2025. As of right now we have 12 candidates for Syracuse, 4 Oneida, 5 Oswego = 21 trainees. We recently had 12 Syracuse trainees turn in last week from the previous class.

## REMINDER FOR THE BOARD

As a reminder to the Board of Members and anyone who is required to file a Financial Disclosure with the Ethic Commission it is due on May 15, 2025

## OPERATION/TRANSPORTATION REPORT – Mr. Azria

Operations in Cortland County are going very well as our Syracuse team has been working very closely with the local Cortland team to ensure sufficient staffing levels and services. Operations is happy to report that there has been no lost service over past month even while being short staffed on drivers, thanks to hard work from the local Cortland and Syracuse operations teams.

Operations Continues working closely with community partners to ensure service needs are being met, such as Syracuse University for their Dome events where Centro recently ran over 30 buses for a major concert.

Centro Operations also continues to work on several operational improvements to our services. The most recent example is a new temporary MOU that was just signed with ATU 580 establishing a Call-A-Bus (CAB) Full Time Extra Work List. With the new Via software that Centro rolled out earlier this year for CAB, Centro is now able to better manage and automatically schedule the incoming CAB work. This improvement has allowed us to more easily offer Extra CAB specific work to our CAB operators, effectively allowing Centro to bring a small portion of the previously outsourced work, back in-house and operated by Centro drivers. This has been a welcomed improvement by Centro, our employees and the union alike, as we've all been working together to bring more CAB work in-house. This is another example of Centro working with the union to make some positive improvements for our customers. Centro and ATU 580 will be evaluating this MOU over the next few months in order to determine whether the change will be made permanent.

The Call-A-Bus quarterly report will now be presented.

## CALL-A-BUS QUARTERLY REPORT

March marked the end of the 4<sup>th</sup> quarter for Call-A-Bus statistics. Call-A-Bus ridership continues to increase, it is 4% higher than prior year. Although 4 % seems relatively low, last year was a 12% increase over the previous year. Our telephone access did decline during this quarter, this is attributed to the new Via system going live February 2<sup>nd</sup>. In March that percentage was significantly higher as customers became accustomed to the new system.

Mr. Gardner presented new reports that we get from the VIA system. First, is ride rating 93.2% of the ratings were 5-star reviews. After a customer's trip is performed, the customer has the ability to rate their trip and add some labels such as quick trip, driver conduct, vehicle quality, and many more. The report below ride rating is service operation. This report gives some good graphical views of passengers per day and detailed ride requests. Detailed ride requests is a good graphic to see how many cancels, no-shows, and completed rides on a given day.

## FLEET AND FACILITIES REPORT – Mr. Hoff

### BUS BUILD

Mr. Hoff discussed the new Gillig bus status. All 83 buses have arrived. Some are still going through post-delivery inspections. Centro discovered the roofs leaking. Gillig confirmed a bad batch of adhesive was the cause of the roofs not adhering to the bus. Gillig is diligently working on getting these buses repaired.

### CURRENT PROJECTS

Mr. Hoff then discussed current projects. Restrooms at the Syracuse location are close to completion. Electrical service on the Cortland side of the property has been completed. This is to power the Compressed Natural Gas (CNG) fueling station project. Centro is upgrading the way they compress natural gas from an engine to electric motors. There are three electric compression skids in total. The first skid is to arrive around June/July.

### ONEIDA PROPERTY

Lastly, Mr. Hoff discussed the Oneida property merger. Wendel (Consultant Services) and Centro staff have identified a location for the new property to reside. He discussed the next steps. Which are expected to take around 12 months to complete.

## BUSINESS DEVELOPMENT AND CORPORATE COMMUNICATIONS REPORT – Mr. Koegel

### RIDERSHIP

Mr. Koegel reported that ridership for the month was up about 4% for the month over the previous year. He also reported that ridership for the year was up about 9% over the previous fiscal year.

### CORTLAND

Mr. Koegel reported that service in Cortland is going well and community outreach continues as they assess the current route system, and that some changes may be recommended in the near future.

### RIDES FOR VETERANS

Mr. Koegel informed the board that a new program allowing Veterans to ride Centro buses for free would be rolled out to the public in May.

Mr. Koegel introduced Ms. Daiss to the meeting for her report on special projects.

Bren Daiss updated the Board on the status of Centro's special projects. Better Bus Oswego is a system redesign in Oswego County scheduled to launch in January 2026. The Service Development team has been talking to students and the general public already this year. In the beginning of May, more popup events will start at SUNY Oswego with the official public hearing scheduled for September.

Better Bus Onondaga is going well and will launch in the summer of 2026. The team spent some time with the Arcadis consultants in workshops to discuss various concepts and consider how service might

change to best serve the customer. The team is also looking at best practices throughout the industry and moving the BRT process forward as well in tandem with the system redesign. The process is going well. Both Better Bus system redesigns will be following Rome's model to clean up the system, making it easier to understand, and increasing frequency where possible.

## AUDIT AND FINANCE COMMITTEE REPORT

### ADMINISTRATIVE SERVICES FOR EMPLOYEE ASSISTANCE PROGRAM - RESOLUTION NO. 2653

Ms. MacCollum presented a Motion to authorize a contract award for the Employee Assistance Program. A copy of the Motion is attached to these Minutes.

A Motion to approve a contract award for the Employee Assistance Program to Crouse HelpPeople for a five-year term, commencing January 1, 2026, was raised.

Motion – Anthony Davis  
Seconded – Tina Fitzgerald  
Carried Unanimously

### CLEVER DEVICES FOR MULTIYEAR SOFTWARE & DATABASE MANAGEMENT - RESOLUTION NO. 2654

Ms. MacCollum presented a Motion to authorize a contract award for the Multiyear Software and Database Maintenance Agreement. A copy of the Resolution is attached to these Minutes.

A Motion to authorize a contract award for the Multiyear Software and Database Maintenance Agreement to Clever Devices for software maintenance from April 1, 2025 through March 31, 2030, was raised.

Motion – Tina Fitzgerald  
Seconded – Louella Williams  
Carried Unanimously

### CORTLAND COUNTY FUEL FARM AGREEMENT 2025 - RESOLUTION NO. 2655

Ms. MacCollum presented a Resolution to authorize a contract award for Cortland County Fuel Farm Agreement 2025. A copy of the Resolution is attached to these Minutes.

A Motion to authorize a contract award for Cortland County Fuel Farm Agreement 2025 to Cortland County for a period of one (1) year commencing April 1, 2025, was raised.

Motion – Neil Burke  
Seconded – Julius Lawrence  
Carried Unanimously

BUS TRANSFER FROM CNYRTA TO WATERTOWN CITIBUS - RESOLUTION NO. 2656

Ms. Spraker presented a Resolution to authorize the Deputy Chief Executive Officer to execute the transfer of one (1) 35-foot Low Floor Orion VII bus, in as is where is condition to Watertown Citibus. A copy of the Resolution is attached to these Minutes.

A Motion to authorize the Deputy Chief Executive Officer to execute the transfer of one (1) 35-foot Low Floor Orion VII bus, in as is where is condition to Watertown Citibus, was raised.

Motion – Robert Cuculich  
Seconded – Anthony Davis  
Carried Unanimously

BUS DONATION FROM CNYRTA TO THE CITY OF SYRACUSE FIRE DEPARTMENT-  
RESOLUTION NO. 2657

Ms. Spraker presented a Resolution to authorize the Deputy Chief Executive Officer to execute the donation of one (1) 35-foot Low Floor Orion VII bus, in as is where is condition to the City of Syracuse Fire Department. A copy of the Resolution is attached to these Minutes.

A Motion to authorize the Deputy Chief Executive Officer, to execute the donation of one (1) 35-foot Low Floor Orion VII bus, in as is where is condition to the City of Syracuse Fire Department, was raised.

Mr. Neil Burke, Board Member, removed himself from the motion.

Motion – Monty Flynn  
Seconded – Tina Fitzgerald  
Carried Unanimously

PENSION COMMITTEE REPORT

Chairman Laino 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.

FUTURE BUSINESS

Julius Lawrence requested a projector for the upcoming Centro Presentation at the May 2025 TNT meeting.

EXECUTIVE SESSION – MOTION NO. 2767

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

Motion – Tina Fitzgerald  
Seconded – Louella Williams  
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.

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Chairman

ATTEST:

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Secretary



TO: CNYRTA Board of Members  
FROM: Christopher Tuff, Deputy Chief Executive Officer  
RE: Monthly Summary Report – May 2025  
DATE: May 21, 2025

### **COVID-19 Emergency**

1. C.A.R.E.S. Act – has been fully expended.
    - Total draw to date - \$ 32,666,902
  2. CRRSSA Funds - has been fully expended.
    - Total draw to date \$16,234,568
  3. ARP Funds
    - Fiscal Year 2023 \$15,095,747
    - Fiscal Year 2024 \$10,620,998
    - Q1 FY 2025 \$ 2,051,679
    - Q2 FY 2025 \$ 2,611,511
    - Q3 FY 2025 \$ 3,875,613
    - January 2025 \$ 417,738
    - February 2025 \$ 313,785
    - March 2025 \$ 3,575,310
- \$ 38,562,381 – has been fully expended

### **State Budget Update**

The Governor has announced a budget agreement. The budget provides support to mass transit systems statewide, with a 4.88% percent increase in funding above 2024-2025 STOA numbers for upstate transit. This is a \$5 million increase from the Executive Budget Request. Centro also received an appropriation increase to take over Cortland (this funding was transferred from the existing formula appropriations). There was also an increase of \$80 million in Capital Funding for Non-MTA properties.

### **American Public Transportation Association (APTA) Legislative Conference**

May 17<sup>th</sup> to the 21<sup>st</sup>, Chairman Laino, Mr. Cuculich, Ms. Brim, Ms. Daiss, and I attended the APTA Legislative Conference in Washington, DC. The conference was very informative and provided updates from the new administration. We also met with Senator Schumer's staff, Senator Gillibrand's Staff, Congresswoman Tenney, Congressman Riley's staff, and Congressman Mannion and his staff, thanking them for their continued support for transportation. We updated them on Centro projects and encouraged them to support increased funding and policy updates to support transit in Central New York and nationwide.

### **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, SMTC, Arcadis (Transportation Consultants)

# Audit and Finance Committee Agenda

Presented by Melissa Brim, Vice President of Finance  
May 30, 2025

## Board Actions Motions and Resolutions

### MOTIONS:

Preliminary Financial Statement as of March 31, 2025 – M. Brim  
Excess Liability Policy Renewal – J. Maloff

### RESOLUTIONS:

Armored Motor Services 2026-2031 – C. King  
On Premises Back Up 2025-2028 – J. Smith

### SUPPLEMENTAL INFORMATION:

MRT Statement  
Statement of Cash Flow  
Quarterly Investment Report  
Procurement Summary  
Grant Summary

### ITEMS REQUIRING FUTURE BOARD ACTION:

Draft Audited Financial Statements as of March 31, 2025 (June)  
Summary Financial Information Section of PAL 2800 Annual Report (June)  
Annual PAL 2925 Investment Report & Investment Guidelines (June)  
Annual PAL 2879/2824(e) Procurement Report (June)  
CNYRTA Procurement Manual Updates (June)  
Guidelines Regarding the Disposition of Property (June)  
2025-26 First Quarter Financial Statement (July)





## STATEMENT OF NEW POSTION

Central New York Regional Transportation Authority  
Preliminary Statement of Net Postion  
As of 03/31/2025  
(In Whole Numbers)

	Current Year	Prior Year	Current Year Change	Current Year % Change
<b>Current Assets</b>				
Cash & Cash Equivalents	18,940,815	20,991,546	(2,050,732)	(9.77)
Cash & Cash Equivalents - Designated	18,950,551	17,986,031	964,520	5.36
Trade Accounts Receivable	388,315	1,754,086	(1,365,770)	(77.86)
Mortgage Tax Receivable	636,968	425,398	211,569	49.73
Operating Assistance Receivable	3,459,087	264,760	3,194,327	1,206.50
Grants Receivable	16,290,316	7,430,620	8,859,695	119.23
Lease Receivable	(1)	239,446	(239,447)	(100.00)
Materials & Supplies	3,864,494	4,227,498	(363,004)	(8.59)
Prepaid Expenses & Other Current Assets	3,339,302	5,375,394	(2,036,093)	(37.88)
<b>Total Current Assets</b>	<b>65,869,845</b>	<b>58,694,779</b>	<b>7,175,066</b>	<b>12.22</b>
<b>Non-Current Assets</b>				
Capital Assets - Net of Accumulated Depreciation	127,923,154	81,033,890	46,889,264	57.86
Net Pension Asset	7,125,035	3,505,148	3,619,887	103.27
<b>Total Non-Current Assets</b>	<b>135,048,189</b>	<b>84,539,038</b>	<b>50,509,151</b>	<b>59.75</b>
Deferred Outflows of Resources	6,918,623	8,099,570	(1,180,947)	(14.58)
<b>Total Deferred Outflows of Resources</b>	<b>6,918,623</b>	<b>8,099,570</b>	<b>(1,180,947)</b>	<b>(14.58)</b>
<b>Total Assets</b>	<b>207,836,657</b>	<b>151,333,387</b>	<b>56,503,270</b>	<b>37.34</b>
<b>Current Liabilities</b>				
Accounts Payable and Accrued Expenses	7,575,232	3,379,590	4,195,642	124.15
Accrued Salaried, Liabilities and Benefits	3,657,837	3,184,320	473,517	14.87
Estimated Claims Payable	1,122,193	847,863	274,330	32.36
<b>Total Current Liabilities</b>	<b>12,355,262</b>	<b>7,411,773</b>	<b>4,943,489</b>	<b>66.70</b>
<b>Non-Current Liabilities</b>				
Other Postemployment Benefits	240,492,251	240,492,251	0	-
Net Pension Liability	14,604,705	13,740,965	863,739	6.29
Estimated Claims Payable	1,781,501	3,297,924	(1,516,423)	(45.98)
<b>Total Non-Current Liabilities</b>	<b>256,878,456</b>	<b>257,531,140</b>	<b>(652,684)</b>	<b>(0.25)</b>
Deferred Inflows of Resources	101,757,861	102,381,490	(623,629)	(0.61)
<b>Total Deferred Inflows of Resources</b>	<b>101,757,861</b>	<b>102,381,490</b>	<b>(623,629)</b>	<b>(0.61)</b>
<b>Total Liabilities</b>	<b>370,991,578</b>	<b>367,324,403</b>	<b>3,667,175</b>	<b>1.00</b>
<b>Net assets - Unrestricted</b>				
Unrestricted - Beginning Balance	(297,197,199)	(309,687,181)	12,489,982	(4.03)
Change in Unrestricted	5,945,327	12,489,982	(6,544,655)	(52.40)
<b>Total Net Assets - Unrestricted</b>	<b>(291,251,872)</b>	<b>(297,197,199)</b>	<b>5,945,327</b>	<b>(2.00)</b>
<b>Net Assets - Invested in Capital Assets</b>				
Invested in Capital Assets - Beginning Balance	81,206,183	85,233,667	(4,027,484)	(4.73)
Change in Investment in Capital Assets	46,890,768	(4,027,484)	50,918,252	(1,264.27)
<b>Total Net Assets - Invested in Capital Assets</b>	<b>128,096,950</b>	<b>81,206,183</b>	<b>46,890,768</b>	<b>57.74</b>
<b>Total Liabilities, Deferred Inflows and Net Position</b>	<b>207,836,657</b>	<b>151,333,387</b>	<b>56,503,270</b>	<b>37.34</b>



## STATEMENT OF NEW POSTION

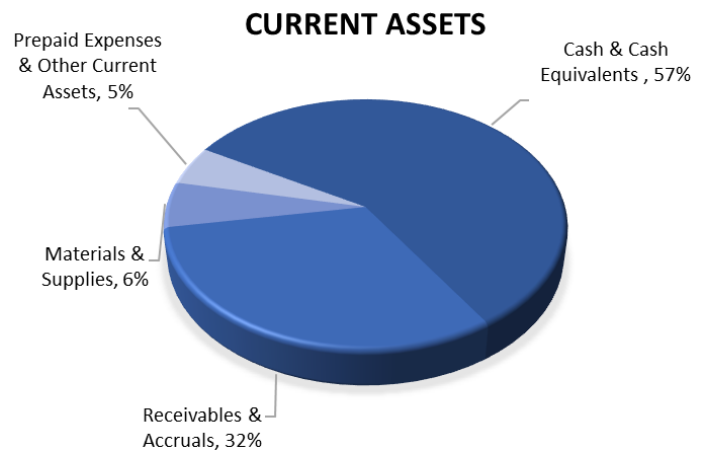
As of March 31, 2025, the quick ratio is 4.75, a decrease compared to the 6.62 reported in March 2024. This indicates that CNYRTA has approximately \$4.75 in current assets for every \$1 in current liabilities.

**Current Assets** total \$65.9 million, reflecting a \$6.9 million, or 12.2%, increase compared to March 2024.

	Current Year	Prior Year	Current Year Change	Current Year % Change
Current Assets				
Cash, Cash Equivalents & Investments	37,891,366	38,977,577	(1,086,211)	-2.8%
Receivables & Accrued Receivables	20,774,684	10,114,310	10,420,927	105.4%
Materials & Supplies	3,864,494	4,227,498	(363,004)	-8.6%
Prepaid Expenses & Other Current Assets	3,339,302	5,375,394	(2,036,092)	-37.9%
Total Current Assets	65,869,846	58,694,779	6,935,620	12.2%

**Cash, Cash Equivalents & Investments** total \$37.9 million, a decrease of \$1.1 million compared to March 2024. The decrease in cash position is due to the local share obligation associated with the purchase of 84 fixed-route buses, which is offset by interest earned on CNYRTA investments. The Authority will continue to prioritize maximizing returns on idle cash by investing in U.S. Treasury bills.

**Receivables & Accrued Receivables** total \$20.8 million, reflecting an increase of \$10.4 million compared to March 2024.



**Trade and Mortgage Tax Receivables** balances total is \$1 million, reflecting a \$1.1 million, or 53%, decrease compared to March 2024. This decrease is attributed to contract service vendors paying invoices timely. Approximately 99% of these receivables are within 30 days of their due date.

**Operating Assistance Receivables** total \$3.5 million, reflecting an increase of \$3.2 million compared to March 2024. This increase is due to New York State's disbursement of COVID relief funds through the APR and CRRSA programs for Cayuga, Oswego, and Rural Onondaga and Oneida Counties

**Grant Receivables** total \$16.3 million, reflecting a \$8.9 million increase compared to March 2024. The increase is attributed to the purchase of 84 buses. CNYRTA received \$5.4 million in federal reimbursements subsequent to the close. Additionally, \$4.5 million has been received from NYSDOT.

**Materials & Supplies** total \$3.8 million, reflecting a decrease of \$363 decrease compared to March 2024.

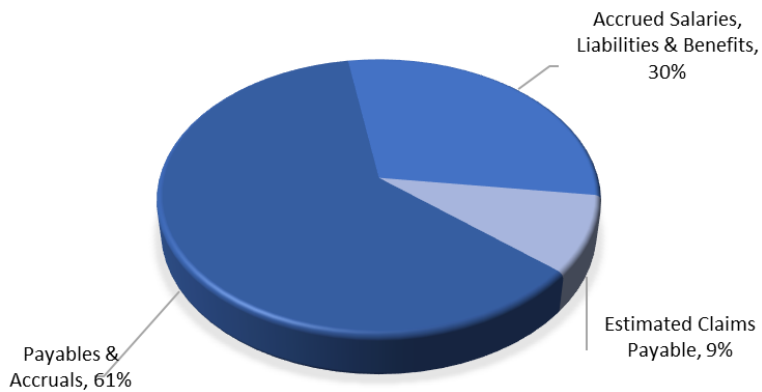
**Prepays Expenses and Other Current Assets** total \$3.3 million, reflecting a decrease of \$2 million compared to March 2024. The decrease is mainly due to a reduction of the workers' compensation cash collateral value.



**Current Liabilities** total \$12 million, reflecting a \$4.9 million, or a 66% increase compared to March 2024.

	Current Year	Prior Year	Current Year Change	Current Year % Change
Current Liabilities				
Accounts Payable & Accrued Expenses	7,575,232	3,379,590	4,195,642	124.1%
Accrued Salaried, Liabilities & Benefits	3,657,837	3,184,320	473,517	14.9%
Estimated Claims Payable	1,122,193	847,863	274,330	32.4%
Total Current Liabilities	12,355,262	7,411,773	4,943,489	66.7%

### CURRENT LIABILITIES



**Accounts Payable & Accrued Expenses** total \$7.6 million, an increase of \$4.2 million compared to March 2024. This increase is primarily due to grant payables as of March 31, related to the final payments for the remaining buses from the 84-bus procurement.

**Accrued Salaries, Liabilities & Benefits** total \$3.7 million, an increase of \$473 thousand compared to March 2024. The higher balance is attributed to increased vacation and sick leave accruals in the current year, as well as additional accruals related to the implementation of GASB Statement No. 101 – Compensated Absences.

**Estimated Claims Payables** total \$1.1 million thousand, reflecting an increase of \$274 thousand compared to March 2024. This increase is due to the adjustment made on March 31, 2025, to the UMR IBNR (Incurred But Not Reported) reserve.



## STATEMENT OF REVENUES AND EXPENDITURES

Central New York Regional Transportation Authority  
Preliminary Statement of Revenues and Expenditures  
From 04/01/2024 through 02/28/2025  
(In Whole Numbers)

	Actual	Budget	Budget Change	% Change to Budget	Prior Year Actual	CY to PY Change	% Change CY to PY
<b>Operating Revenue</b>							
Regular Line Passenger Revenue	4,297,227	4,006,000	291,227	7.26%	4,033,864	263,363	6.52%
Special Line Passenger Revenue	7,412,804	7,600,000	(187,196)	(2.46)%	7,269,956	142,849	1.96%
Advertising & Other Revenue	2,375,419	2,284,000	91,419	4.00%	1,535,131	840,288	54.73%
Total Operating Revenue	14,085,450	13,890,000	195,450	1.41%	12,838,951	1,246,499	9.71%
<b>Operating Expenses</b>							
Salaries & Wages	38,620,298	41,335,000	2,714,702	(6.56)%	35,315,848	3,304,450	9.35%
Other Employee Benefits & Payroll Taxes	4,104,194	4,393,000	288,806	(6.57)%	3,695,814	408,380	11.04%
Healthcare Benefits	13,716,581	15,593,000	1,876,419	(12.03)%	11,033,353	2,683,228	24.31%
Workers Compensation	2,629,177	3,613,000	983,823	(27.23)%	3,373,439	(744,262)	(22.06)%
Pension Benefits	4,569,893	3,930,000	(639,893)	16.28%	4,547,153	22,741	0.50%
Risk Management	3,122,162	3,543,000	420,838	(11.87)%	2,885,600	236,562	8.19%
Purchased Transportation	6,018,844	6,149,000	130,156	(2.11)%	5,882,833	136,011	2.31%
Materials & Supplies	4,638,490	4,956,000	317,510	(6.40)%	4,088,064	550,425	13.46%
Services	6,909,644	6,949,000	39,356	(0.56)%	5,952,134	957,510	16.08%
Fuel	2,011,410	2,257,000	245,590	(10.88)%	2,140,619	(129,210)	(6.03)%
Utilities	799,254	741,000	(58,254)	7.86%	710,347	88,907	12.51%
Other Expenses	477,724	453,000	(24,724)	5.45%	357,596	120,127	33.59%
Total Operating Expenses	87,617,670	93,912,000	6,294,330	(6.70)%	79,982,801	7,634,869	9.55%
<b>Non-Operating Revenue</b>							
Operating Assistance	71,866,644	71,967,000	(100,356)	(0.13)%	65,579,807	6,286,837	9.58%
Mortgage Tax Revenue	8,260,794	7,415,000	845,794	11.40%	7,680,275	580,519	7.55%
Gain/Loss on Disposal of Capital	118,117	50,000	68,117	136.23%	44,295	73,821	166.65%
Investment Revenue	1,402,137	590,000	812,137	137.65%	1,361,841	40,297	2.95%
Total Non-Operating Revenue	81,647,692	80,022,000	1,625,692	2.03%	74,666,218	6,981,474	9.35%
<b>Operating Income (Loss)</b>	8,115,473	0	8,115,473	0.00%	7,522,368	593,105	7.88%
<b>Capital Contributions</b>							
Federal Grants	36,000,934	34,917,600	1,083,334	3.10%	2,120,778	33,880,156	1,597.53%
State Grants	18,384,683	22,926,600	(4,541,917)	(19.81)%	5,280,418	13,104,265	248.16%
Total Capital Contributions	54,385,617	57,844,200	(3,458,583)	(5.98)%	7,401,196	46,984,421	634.82%
<b>Non-Operating Expenses</b>							
OPEB GASB 75	0	0	0	0.00%	(3,091,264)	3,091,264	(100.00)%
Pension Expense GASB 68	(2,135,274)	0	2,135,274	0.00%	(2,134,899)	(375)	0.01%
Depreciation Expense	11,800,269	11,655,000	(145,269)	1.24%	11,687,228	113,041	0.96%
Total Non-Operating Expenses	9,664,995	11,655,000	1,990,005	(17.07)%	6,461,065	3,203,930	49.59%
<b>Change in Net Position</b>	52,836,095	46,189,200	6,646,895	14.39%	8,462,498	44,373,596	524.35%
<b>Net Position - Beginning of Year</b>	(215,991,016)	0	(215,991,016)	0.00%	(224,453,514)	8,462,498	(3.77)%
<b>Total Net Position - Beginning of Year</b>	(215,991,016)	0	(215,991,016)	0.00%	(224,453,514)	8,462,498	(3.77)%
<b>Net Position - End of Year</b>	(163,154,922)	46,189,200	(209,344,122)	(453.23)%	(215,991,016)	52,836,095	(24.46)%



## STATEMENT OF REVENUE AND EXPENDITURES

After twelve months ending March 31, 2025, the Authority reports a consolidated operating income of \$8.1 million, excluding capital contributions and non-operating expenses.

### Operating Revenues

Total operating revenues amount to \$14 million, reflecting a \$1.2 million (10%) increase over prior year, exceeding budget expectations by \$195 thousand (1%).

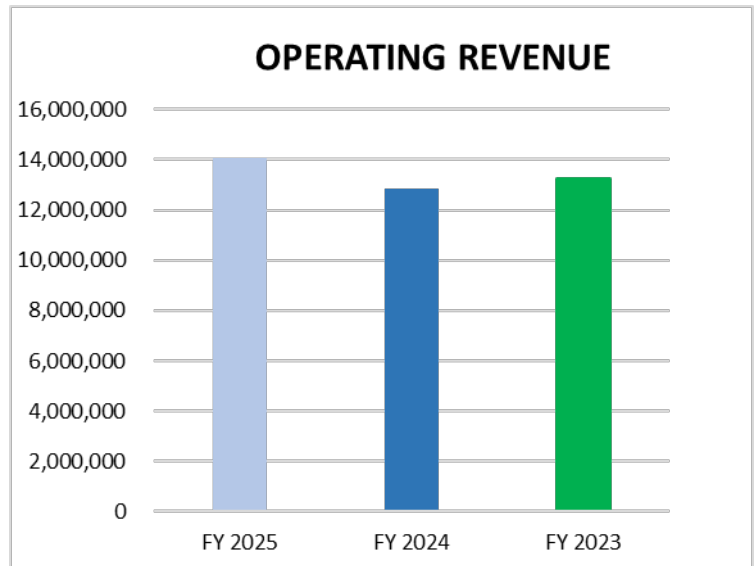
	Actual	Budget	Budget Change	% Change to Budget	Prior Year Actual	CY to PY Change	% Change CY to PY
Operating Revenue							
Passenger Revenues	11,710,031	11,606,000	104,031	1%	11,303,820	436,329	4%
Advertising & Other Revenue	2,375,419	2,284,000	91,419	4%	1,535,131	840,288	55%
Total Operating Revenue	14,085,450	13,890,000	195,450	1%	12,838,951	1,276,617	10%

**Passenger revenues** are performing 1% over budget expectations, and 4% over prior year.

**Regular line passenger revenues** are performing 7% over budget expectations, and 7% over prior year. This positive variance remains consistent with prior months and is driven by increases in farebox revenue, pass sales, and Call-A-Bus revenue. Fixed-route ridership across the system continues to trend 8.7% higher compared to the same period last year.

**Special line passenger revenues** are meeting budget expectations and have increased by 2% year-over-year. This favorable variance is attributed to budgeted contract rate increases, new community partnerships, and increased service levels related to the Syracuse University contract.

**Advertising and other revenues** are performing 4% over budget expectations and 55% over prior year.



**Lease revenues** are performing in line with budget expectations and in line with prior year.

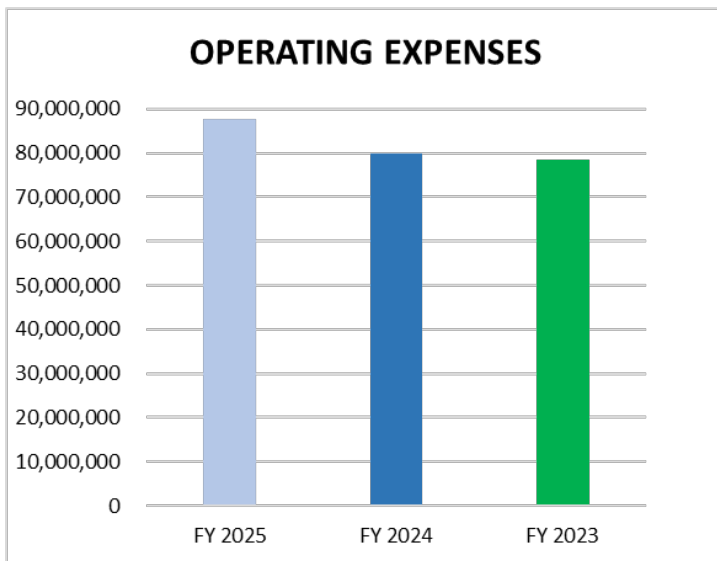
**Advertising, parking & other revenues** are exceeding budget expectations by 4% and are 55% over prior year. The favorable budget variance is due to increased RTC parking revenues and vending revenue, while the year-over-year favorable variance is mainly driven by the minimum guarantee in the transit advertising contract, and parking revenue.



## Operating Expenses

Total operating expenses amount to \$87.6 million, which are \$6.3 million (7%) under budget expectations, and \$7.6 million (10%) increase over the previous year.

	Actual	Budget	Budget Change	% Change to Budget	Prior Year Actual	CY to PY Change	% Change CY to PY
Operating Expenses							
Personnel Expenses	63,640,143	68,864,000	5,223,857	-8%	57,965,607	5,674,536	10%
Non-Personnel Expenses	23,977,528	25,048,000	1,070,472	-4%	22,017,193	1,960,335	9%
Total Operating Expenses	87,617,671	93,912,000	6,294,329	-7%	79,982,800	7,634,871	10%



**Personnel expenses** are performing \$5.2 million (8%) under budget expectations, but are \$5.6 million (10%) over prior year.

Personnel expenses are currently performing \$5.2 million (8%) under budget but are \$5.6 million (10%) higher than the prior year. All personnel expense categories are under budget with the exception of pension benefits. The overage in pension costs is due to an increased 401(a) employer match and updated actuarial recommendations to fund each plan on a 10-year amortization schedule. As a result, pension contributions have decreased for both salaried and non-salaried plans, except for the Utica pension plans. The personnel budget assumes all positions are fully staffed for the entire fiscal year. However, continued vacancies, particularly among bus operators and maintenance personnel are contributing significantly to

the favorable budget variance.

On a year-over-year basis, most personnel expense categories have increased compared to the prior year, with the exception of workers' compensation, which has declined due to a reduced number of open claims. The most significant year-over-year increases are driven by union wage adjustments for operators and maintenance staff, a higher 401(a) employer match, and rising healthcare costs. The increase in healthcare expenses is attributed to 1,660 additional claims and 34,833 more services utilized so far this fiscal year.

**Non-personnel expenses** are \$1 million (4%) under budget expectations but \$1.96 million (9%) over prior year. While most non-personnel categories are performing at or below budget, they are trending above prior-year levels. Exceptions include Fuel, which is under both budget and prior-year expenses.

**Materials & Supplies and Services** expenses are under budget but exceed prior-year levels. Current budget variances are primarily due to timing, as anticipated expenditures for advertising, marketing, training, and software licensing/maintenance that will not be incurred in the current fiscal year. Year-over-year increases align with historical trends and operational demands.

**Fuel** expenses are 11% under budget expectations, and 6% under prior year expense levels, driven by a reduced CNG fuel rate secured by the Authority.



**Purchased Transportation** expenses are 2% under budget expectations and are performing 2.3% over prior year. Purchase Transportation vendors continue to provide 83% of paratransit service, gradually aligning with service levels provided in the same period last year.

## Non-Operating Revenues

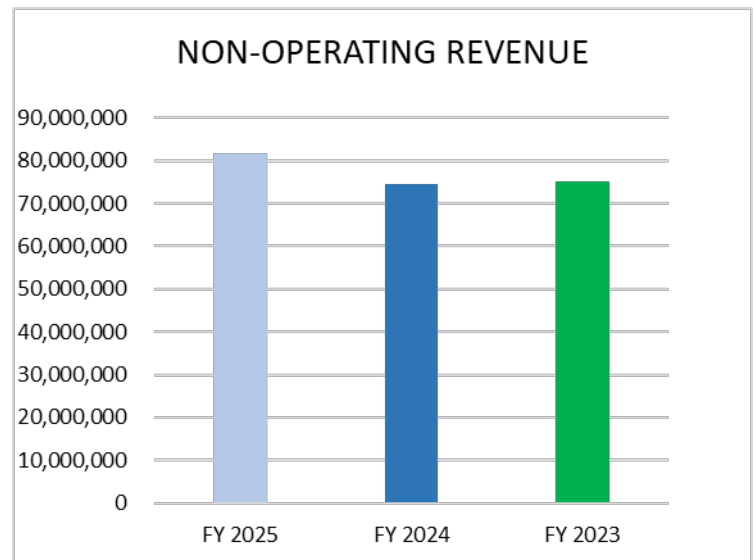
Non-operating revenues total \$81 million, which are \$1.6 million (2%) over budget expectations, and are reflecting a \$6.98 million (9%) increase over the prior year.

	Actual	Budget	Budget Change	% Change to Budget	Prior Year Actual	CY to PY Change	% Change CY to PY
Non-Operating Revenue							
Operating Assistance	71,866,644	71,967,000	(100,356)	0%	65,579,807	6,286,837	10%
Mortgage Tax Revenue	8,260,794	7,415,000	845,794	11%	7,680,275	580,519	8%
Gain/Loss on Disposal of Capital	118,117	50,000	68,117	136%	44,295	73,821	167%
Investment Revenue	1,402,137	590,000	812,137	138%	1,361,841	40,297	3%
Total Non-Operating Revenue	81,647,692	80,022,000	1,625,692	2%	74,666,218	6,981,474	9%

**Operating assistance** revenues are in line with budget expectations, and 10% over prior year. The year-over-year variance is driven by increased State Transit Operating Assistance (STOA), and unanticipated 5311 Operating Assistance for our rural counties.

**Mortgage tax revenues** are exceeding budget expectations by 11% and is 8% over prior year. While this revenue source is performing strongly, its inherent volatility requires ongoing monitoring and conservative planning.

**Investment revenues** are exceeding budget expectations by over 100% and are 3% over the prior year. With current investment yields averaging approximately 4.0%, the Authority will continue to identify opportunities to invest idle cash, while maintaining sufficient liquidity to meet operational needs.





## INVESTMENT REPORT

Central New York Regional Transportation Authority  
Inventory of Existing Investments  
As of 03/31/2025  
(In Whole Numbers)

Cash Investments	Institution	Interest Rate	Amount	Total
Unrestricted - Operating Funds				
Commercial Savings - General Fund	M&T Bank	2.50%	\$14,348,647	<u>\$14,348,647</u>
Board Designated - Funded Reserves				
Commercial Savings - Health Reserve	M&T Bank	2.50%	\$3,195,689	
Commercial Savings - Insurance Reserve	M&T Bank	2.50%	\$2,833	
Commercial Checking - Capital Reserve	JP Morgan	1.65%	\$1,088,305	
Commercial Checking - Paratransit Reserve	JP Morgan	1.65%	\$90,541	<u>\$4,377,368</u>
Total Cash Investment Value				<u>\$18,726,015</u>

Investments	Institution	Yield	Term	Market Value	Purchase Date	Maturity Date	Maturity Value
Operating Funds							
Treasury Bill - Operating Funds	JP Morgan	4.15%	1 mo.	\$7,505,435	03/24/2025	05/01/2025	\$7,532,000
Board Designated - Funded Reserves							
Treasury Bill - Capital Reserve	JP Morgan	4.15%	1 mo.	\$5,187,713	03/06/2025	04/08/2025	\$5,192,000
Treasury Bill - Paratransit Reserve	JP Morgan	4.16%	2 mo.	\$5,156,959	03/04/2025	04/29/2025	\$5,174,000
Treasury Bill - Insurance Reserve	JP Morgan	4.16%	2 mo.	\$4,228,510	03/12/2025	05/06/2025	\$4,246,000
Total Investment Values				<u>\$22,078,617</u>			<u>\$22,144,000</u>





## MORTGAGE RECORDING TAX STATEMENT

<u>Actual Receipts YTD</u>					<u>Budget Variance 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 Bud</u>	<u>\$</u>	<u>%</u>
9,394,319	7,680,275	8,260,794	580,520	7.6%	7,415,000	845,794	11.4%

	<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	807,832	621,109	512,679	-17.5%	-2685.1%	613,000	-16.4%	-3.7%
July	852,081	651,504	878,691	34.9%	1803.7%	680,000	29.2%	5.5%
August	1,213,405	736,644	739,495	0.4%	1852.9%	705,000	4.9%	5.4%
September	755,816	643,528	668,431	3.9%	2791.3%	700,000	-4.5%	3.6%
October	658,916	737,317	880,437	19.4%	1424.9%	700,000	25.8%	7.0%
November	819,898	613,698	824,214	34.3%	908.5%	580,000	42.1%	11.0%
December	567,517	640,840	704,965	10.0%	827.6%	580,000	21.5%	12.1%
January	682,916	743,819	730,141	-1.8%	745.4%	577,000	26.5%	13.4%
February	624,144	547,438	525,142	-4.1%	856.8%	568,000	-7.5%	11.7%
March	734,415	425,398	636,968	49.7%	876.7%	588,000	8.3%	11.4%
Totals	<u>9,394,319</u>	<u>7,680,275</u>	<u>8,260,794</u>			<u>7,415,000</u>		

<u>County Receipts - Mar</u>	<u>FY-25</u>	<u>FY-24</u>	<u>\$</u>	<u>%</u>
Onondaga	379,625	261,791	117,834	45%
Oswego	51,992	44,036	7,956	18%
Cayuga	38,257	34,835	3,423	10%
Cortland	47,304	-	47,304	
Oneida	119,789	84,737	35,052	41%
Total	<u>636,968</u>	<u>425,398</u>	211,569	0.50



## STATEMENT OF CASH FLOW

Central New York Regional Transportation Authority  
Statement of Cash Flow  
As of 03/31/2025  
(In Whole Numbers)

**Cash Flows From Operating Activities:**

Operating Receipts from Fares, Contract Bill & Misc Items	\$ 3,050,424
Mortgage Tax Receipts	525,142
Local Operating Assistance	45,287
Investment Transfer	(7,500,000)
Payments to Vendors, & Bank Fees	(3,651,980)
Payments for Employee Benefits	(806,523)
Payments of Payroll Related Wages & Liabilities	(2,950,869)
<b>Net Cash Provided by (Utilized in) Operating Activities</b>	<b>\$ (11,288,520)</b>

**Cash Flows From Capital Activities:**

Federal & State Grants Proceeds for Capital Additions	3,718,038
Proceeds from Federal Operating Assistance	313,785
Purchases of Capital Assets	(10,919,101)
<b>Net Cash Provided by (Utilized in) Capital Activities</b>	<b>\$ (6,887,279)</b>

<b>Net Change in Cash from Operating &amp; Capital Activities</b>	<b>\$ (18,175,798)</b>
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<b>General Fund Cash Balances - Beginning of Period</b>	<b>\$ 21,750,244</b>
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<b>General Fund Cash Balances - End of Period*</b>	<b>\$ 3,574,445</b>
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**Reserve Funds:**

Insurance Reserve	2,834
Health Insurance Reserve	3,195,689
Capital Reserve Fund	1,088,305
ParaTransit Reserve	90,541
Invested Reserve Funds	22,078,616
<b>Reserve Funds Total</b>	<b>\$ 26,455,985</b>

<b>Total Cash All Sources - End of Period:</b>	<b>\$ 30,030,430</b>
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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:

- Real Time Signage
- Bus Shelter and Parking Lot Janitorial Services
- Specialized Transportation- Minivan Services A
- Armored Motor Services
- On Premises Backup
- Network Segmentation
- TPA for Prescription Services
- Public Relations

### FUTURE PROCUREMENTS

Items requiring future board action:

Within 2 months:

- Specialized Transportation- Minivan Services A

Within 6 months:

- Real Time Signage
- Bus Shelter and Parking Lot Janitorial Services
- Network Segmentation
- TPA for Prescription Services
- Public Relations

### REVENUE SERVICE CONTRACTS

#### LEASE REVENUE CONTRACTS

RTC Unoccupied Space Agreement (Previously Dunkin Donuts)

#### LEASE AGREEMENTS



## CAPITAL PROGRAMS

### COVID RELIEF FUNDS

The ARP Act grant application was submitted to the FTA on November 2, 2021, and the grant was executed on January 25, 2022, in the amount of \$38.5 million. As of March 31, CNYRTA has fully expended the remaining ARP funds for operating assistance.

### FEDERAL GRANT FUNDING

#### PENDING APPLICATIONS

**Section 5307 and 5339 Grant Programs Applications:** The federal fiscal year 2025 draft applications are being developed. They include capital assistance for various projects totaling approximately \$16 million in federal funds.

### STATE GRANT FUNDING

#### NEW OPPORTUNITIES

**Transit Infrastructure Grant Funding Request,** Senator Gillibrand is accepting Congressionally Directed Spending Requests. An application has been submitted in the amount of \$30 million for the Centro of Oneida Consolidated Garage and Office Facility. Applications are under review.

**Zero-Emission Transit Transition Program (ZETT) Application,** \$17.5 million of funding to be administered by New York State DOT. Applications are under review.

#### PENDING APPLICATIONS

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

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

#### AWARDED APPLICATIONS

No new awards at this time.

## CAPITAL PLANNING

The Central New York Regional Transportation Authority's (CNYRTA) Capital Planning Committee continues to meet regularly to evaluate the Authority's capital needs and to plan for both short and long-term improvements in alignment with the Capital Improvement Plan (CIP).

Below are highlights of key projects currently in the execution phase:

- Bus Rapid Transit (BRT) Planning
- Compressed Natural Gas (CNG) Electrical Service Upgrade
- CNG Facility Upgrades
- Oneida Facility Consolidation Planning
- Various Building Improvements and Technology Upgrades



**RESOLUTION TO AUTHORIZE CONTRACT AWARD**  
**ARMORED MOTOR SERVICES 2026-2031**

**WHEREAS**, the Central New York Regional Transportation Authority (CNYRTA) has a need for a qualified vendor to provide Armored Motor Services; and

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

**WHEREAS**, the Invitation for Bid was publicly let on April 3, 2025; and

**WHEREAS**, ten (10) vendors were invited, and seven (7) bid packages were downloaded; and

**WHEREAS**, one (1) bid was received on April 24, 2025, with the lowest responsive and responsible bid received from Loomis Armored US; and

**WHEREAS**, the price was determined to be fair and reasonable based upon comparison with past pricing and the independent cost estimate; and

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

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

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

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

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MEMBERS OF THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY**, that the Chief Executive Officer or his designee is authorized to enter into a five (5) year contract with Loomis Armored US for Armored Motor Services. The contract would commence March 1, 2026.

**FACT SHEET**  
**ARMORED MOTOR SERVICES 2026-2031**

**PROJECT DESCRIPTION:** The CNYRTA has a need for a qualified vendor to provide Armored Motor Services.

**ADVERTISEMENT:** An Invitation for Bid was advertised on April 3, 2025 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 Operating funds.

**PRICING RECEIVED:**

<b>Armored Motor Services</b>	<b>Loomis Armored US</b>
CNY Centro Inc – Rate per Month	\$975.00
Centro of Oneida – Rate per Month	\$390.00
<b>Annual Increases</b>	
Year 2	6%
Year 3	6%
Year 4	6%
Year 5	6%

**COMMENTS:** Loomis Armored US has provided Armored Motor Services in the past for the CNYRTA with positive results.

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

**RECOMMENDATION:** Based upon evaluation of the bid documents staff recommends contract award to Loomis Armored US for a five (5) year term, commencing March 1, 2026.

**RESOLUTION TO AUTHORIZE CONTRACT AWARD FOR**  
**ON PREMISES BACKUP 2025-2028**

**WHEREAS**, the Central New York Regional Transportation Authority (CNYRTA) has a need for a qualified vendor to provide an on premises backup; and

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

**WHEREAS**, the Invitation for Bid was publicly let on March 19, 2025; and

**WHEREAS**, seventy-five (75) vendors were invited, of which forty-two (42) were sent to NYS Certified M/WBE firms and forty-five (45) bid packages were downloaded; and

**WHEREAS**, six (6) bids were received on April 9, 2025, with the lowest responsive and responsible bid received from Maureen Data Systems; and

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

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

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

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

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

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MEMBERS OF THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY**, that the Chief Executive Officer or his designee is authorized to enter into a three (3) year contract with Maureen Data Systems for an on premises backup. The contract would commence November 7, 2025.

**FACT SHEET**  
**ON PREMISES BACKUP 2025-2028**

**PROJECT DESCRIPTION:** The CNYRTA has a need for a qualified vendor to provide an on premise backup.

**ADVERTISEMENT:** An Invitation for Bid was advertised on March 19, 2025, 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 operating funds.

**PRICING RECEIVED:**

<b>Description</b>	<b>Maureen Data Systems</b>	<b>K Systems Solutions</b>	<b>Corporate Computer Solutions</b>	<b>Dox Electronics, Inc</b>	<b>Rusd Solutions</b>	<b>vPrime Tech</b>
On Premises Backup – Year 1	\$63,180.00	\$73,045.80	\$73,170.00	\$78,387.10	\$148,716.00	\$147,970.80
On Premises Backup – Year 1	\$63,180.00	\$73,045.80	\$73,170.00	\$78,387.10	\$148,716.00	No Bid
On Premises Backup – Year 1	\$63,180.00	\$73,045.80	\$73,170.00	\$78,387.10	\$148,716.00	No Bid

**COMMENTS:** Maureen Data Systems has provided software licensing in the past with positive results.

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

**RECOMMENDATION:** Based upon evaluation of the bid documents staff recommends contract award to Maureen Data Systems for a three (3) year term, commencing November 7, 2025.



Lyndon Agency, Inc.  
7000 E. Genesee St., Bldg. E  
Fayetteville, N.Y. 13066-0929  
Phone: 315-446-5444  
Fax: 315-446-5719

Central New York Regional Transportation Authority  
Summary of Automobile and General Liability Coverage  
May 30, 2025

The Authority currently assumes the first \$1,500,000 per occurrence for Automobile Bodily Injury and Property Damage Liability accidents and the first \$1,000,000 per occurrence for General Liability Bodily Injury and Property Damage accidents.

Excess Automobile Liability and General Liability Insurance protection over the self-insured retentions is purchased in an amount of \$15,000,000. For the May 1, 2024 to May 1, 2025 the coverage was provided by three insurance carriers. They remain the same for this year.

- 1) Princeton Excess & Surplus Lines Insurance Co.  
\$5,000,000 per accident in excess of:  
\$1,500,000 Self-Insured Retention-Auto liability  
\$1,000,000 Self-Insured Retention-General Liab.  
\$723,755.63 - 5-1-2024 – 5-1-2025  
\$\$1,128,536.25 - 5-1-2025 – 5-1-2026
- 2) Hudson Excess Insurance Co.  
\$5,000,000 excess of Princeton  
\$493,719.13 – 5-1-2024 – 5-1-2025  
\$666,027.13 – 5-1-2025 – 5-1-2026
- 3) Lexington Insurance Co.

\$5,000,000 excess of Princeton and Hudson  
\$445,474.38 – 5-1-2024 – 5-1-2025  
\$600,943,.75 - 5-1-2025 -5-1-2026

The Authority does purchase first dollar liability insurance coverage for some of its operations. Those operations are the Syracuse and Utica hubs; the Regional Transportation Center; and Centro Parking operations. The three excess liability insurance contracts above apply to these operations in excess of the \$1,000,000 Bodily Injury and Property Damage liability limit provided by their policies.

Risk Placement Services which specializes in our type of business is our broker.

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