



DATE: November 15, 2024
TO: Authority Members
FROM: Nicholas F. Laino
RE: November 22, 2024

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

AGENDA

- 1- Chairman's Report
 - a. Reading of Minutes, October 25, 2024 – Regular Meeting, CNYRTA & Subsidiaries
 - b. Future Committee Meetings
- 2- Deputy Chief Executive Officer's Report – Christopher Tuff
 - a. Legislative Matters
 - b. Service Matters
- 3- Audit and Finance Committee Report
 - Finance Report – Assistant Vice President of Finance – Melissa Brim
 - a. Resolution – Contract Award for Pension Services (Defined Benefit) – C. MacCollum
 - b. Resolution – Contract Award for Pension Services (Defined Contribution) – C. MacCollum
 - c. Resolution – Authorize Purchase of Three (3) Supervisory Vehicles – J. Smith
- 4- Old Business
- 5- Future 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

Joseph A. Hardick
Member – Onondaga 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 OCTOBER 25, 2024, AUDIT AND FINANCE COMMITTEE MEETING

MEMBERS PRESENT: NICHOLAS LAINO, Chair
 DARLENE LATTIMORE, Secretary
 NEIL BURKE
 MONTY FLYNN
 JOSEPH HARDICK
 JULIUS LAWRENCE
 LOUELLA WILLIAMS
 FRANK SAYA, Non-Voting Member

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

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
 BRUCE FONG, VP of Information Technologies
 MELISSA BRIM, Associate VP of Finance
 CAITLIN MACCOLLUM, Senior Director of Procurement
 CHRIS KING, Manager of Procurement
 BREN DAISS, Senior Director of Special Projects and Planning
 EJ MOSES, Director of Facilities
 DEREK SHERMAN, Director of Accounting
 PAULA CUTRONE, Senior Manager of Transit Data and Equity
 JASON SMITH, Senior Procurement Analyst
 JOSH GARDNER, Spec. Transport Manager & Systems Analyst
 PAULA CUTRONE, Senior Manager of Transit Data and Equity
 CASEY BROWN, Graphic Designer/Media Specialist
 JIMMIE HESTER, Bus Operator Syracuse
 JEANNINE JOHNSON, Executive Assistant

PUBLIC PRESENT: BRAD HUNT, Legal Counsel
 CINDY LAINO

CALL TO ORDER At 9:31 A.M. Chairman Laino called the meeting to order.

- Chairman Laino noted a quorum was present
- The next Committee meeting will be on November 22, 2024

2024-25 SECOND QUARTER FINANCIAL STATEMENTS

Ms. Brim presented a Motion to approve the 2024-25 Second Quarter Financial Statements. A copy of which is attached to these minutes.

A Motion to approve the 2024-25 Second Quarter Financial Statements, Statement of Revenue and Expenditures was raised and forwarded to the Board for approval.

Motion – Louella Williams

Seconded – Julius Lawrence

Carried Unanimously to the Board with a recommendation of approval.

BACKUP GENERATOR PURCHASE

Mr. King, Procurement Manager, presented a Resolution to approve a contract award for Backup Generator Purchase to MEID LLC in the amount of \$188,000 to furnish and install a backup generator. MEID LLC has provided like kind services in the past with positive results. A copy of the Resolution is attached to these Minutes.

A Motion to approve the contract award to MEID LLC as recommended by the Audit and Finance Committee was raised and forwarded to the Board for approval.

Motion – Neil Burke

Seconded – Darlene Lattimore

Carried Unanimously to the Board with a recommendation of approval.

EMAIL SECURITY SOLUTIONS

Mr. Smith, Senior Procurement Analyst., presented a Resolution to approve a contract award for Email Security Solutions to vPrime Tech Inc. for a 3-year term, commencing November 1, 2024. A copy of the Resolution is attached to these Minutes.

A Motion to approve the contract award to vPrime Tech Inc. as recommended by the Audit and Finance Committee was raised and forwarded to the Board for approval.

Motion – Louella Williams

Seconded – Julius Lawrence

Carried Unanimously to the Board with a recommendation of approval.

RTC DOORS INSTALLATION

Ms. MacCollum, Senior Director of Procurement, presented a Resolution to approve a contract award for RTC Doors Installation 2024 to ASSA ABLOY Entrance Systems, Inc. in the amount of \$149,000. A copy of the Resolution is attached to these Minutes.

A Motion to approve the contract award to ASSA ABLOY Entrance Systems, Inc., as recommended by the Audit and Finance Committee was raised and forwarded to the Board for approval.

Motion – Darlene Lattimore

Seconded – Neil Burke

Carried Unanimously to the Board with a recommendation of approval.

HYDROGEN FUEL CELL BUS PURCHASE

Ms. MacCollum, Senior Director of Procurement, presented a Resolution to approve a contract award for Hydrogen Fuel Cell Bus Purchase to Gillig Corporation to purchase (5) hydrogen fuel cell buses to evaluate the technology while developing plans for a zero-emission bus fleet. A copy of the Resolution is attached to these Minutes.

A Motion to approve the contract award to Gillig Corporation, 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.

ADJOURNED

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

Chairman

ATTEST:

Secretary

THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY
(and its Subsidiaries)
200 CORTLAND AVENUE, SYRACUSE, NEW YORK
MINUTES OF THE OCTOBER 25, 2024, BOARD MEETING

MEMBERS PRESENT: NICHOLAS LAINO, Chair
 DARLENE LATTIMORE, Secretary
 NEIL BURKE
 MONTY FLYNN
 JOSEPH HARDICK
 JULIUS LAWRENCE
 LOUELLA WILLIAMS
 FRANK SAYA, Non-Voting Member

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

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
 BRUCE FONG, VP of Information Technologies
 MELISSA BRIM, Associate VP of Finance
 CAITLIN MACCOLLUM, Senior Director of Procurement
 CHRIS KING, Manager of Procurement
 BREN DAISS, Senior Director of Special Projects and Planning
 SUZANNA LEVESQUE, Director of Internal Control
 EJ MOSES, Director of Facilities
 DEREK SHERMAN, Director of Accounting
 PAULA CUTRONE, Senior Manager of Transit Data and Equity
 JASON SMITH, Senior Procurement Analyst
 DAVID CARACCIO, Project Manager Facilities
 JOSH GARDNER, Spec. Transport Manager & Systems Analyst
 PAULA CUTRONE, Senior Manager of Transit Data and Equity
 DAVID CARACCIO, Project Manager Facilities
 JENNIFER GASHI, Manager of Revenue Operations
 CASEY BROWN, Graphic Designer/Media Specialist
 JIMMY HESTER, Bus Operator Syracuse
 JEANNINE JOHNSON, Executive Assistant

PUBLIC PRESENT: BRAD HUNT, Legal Counsel
 JEANNE BARANCOVICH (RETIREE)
 CINDY LAINO

CALL TO ORDER At 10:05 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 JEANNE BARANCOVICH – 25 YEARS OF SERVICE ON HER RETIREMENT

Jeanne Barankovich began her career with Centro on June 28, 1999, when she joined Centro's finance department in a full-time accounts payable/accounting system support role.

Since joining the Cento Team, Jeanne also held the position of staff accountant, until she took on her most recent role as Manager of Revenue Operations, a position she assumed in May 2016. In her latest position, Jeanne was responsible for: managing and training revenue collection staff, managing the sales process for Centro's on-line store, transit HUB, RTC Parking and credit card transactions; including transaction processing and reconciliations. Also, utilizing the GFI software application for research and analytics of revenues and equipment performance, managing the I-81 Parking lots and Centro Park-N-Ride monthly parking, and coordinating and monitoring NYS Fair ticket sales and revenue collection for NYS Fair.

Throughout her career with Centro, Jeanne continuously proved herself to be a valuable member of Centro's finance team. She was often referred to by management and her peers as hard-working, reliable, professional, and personable.

On October 1, 2024, following a 25-year career with Centro, Jeanne said farewell to her coworkers to embark on a new journey – retirement!

Jeanne, we want to express our gratitude for the dedication and hard work you've displayed during your tenure. Thank you! And to say we are proud to have had you as a member of our team for the past 25 years is an understatement. Congratulations on your retirement!

UPCOMING MEETINGS

- Chairman Laino announced the following meetings for November 22, 2024:
 - Audit and Finance Committee – 9:00 AM
 - Board Meeting – 9:30 AM

APPROVAL OF THE SEPTEMBER 27, 2024, BOARD MEETING MINUTES - MOTION NO. 2737

Motion – Julius Lawrence

Seconded – Neil Burke

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:

FALLEN HERO

At the end of September, Central New York suffered the loss of another officer, Deputy Cailee Campbell of Oswego County. During these difficult times Centro has stepped up support these heroes, their families, friends and coworkers. I am extremely proud of our staff for coming together to provide this support. I just want to thank everyone here in Syracuse for their hard work to make this happen both Union and non-union.

NYPTA

At the conference, I had the honor of inducting former Centro Executive Director Joe Calabrese into the NYPTA Hall of Fame. He was inducted along with former RTS CEO Bill Carpenter.

REACHING PRODUCTIVITY MILESTONES (RPM)

This past week the team and I traveled to the outside properties to celebrate the employees for years of service to the community and to announce our quarterly operator, maintenance, and administrative employee of the quarter.

Operator of the Quarter – Bogdan Pecheny– Syracuse – 16-year employee

Maintenance employee of the Quarter – Diana Poli – Syracuse – 16-year employee

Administrative employee of the Quarter – Jim Anderson – Syracuse – 17-year employee

The program continues to grow and looking forward to future years.

OPERATION/TRANSPORTATION REPORT – Mr. Azria

Operations has been very busy over the past month with many events ranging from the World Lacrosse Championships in Utica and Syracuse University Football to the new Oneida rural service. The entire operations team has done a great job managing these events along with the regular daily services.

Last month, the board approved a new uniform contract that will go into effect on 11/1/24. This is a major undertaking with implications for hundreds of employees in the organization and we're working hard to ensure a smooth transition to the new vendor over the coming weeks.

Contract negotiations have started with the United Public Service Employees Union (UPSEU) and are going well. Their current contract expires on 3/31/24.

The recent PTLI (Public Transit Leadership Institute) has just completed with several members of Centro operations graduating from the program.

The APTA Transform Conference occurred in the month of October and members from Centro took part in several committees and councils.

The Centro board and acting CEO Christopher Tuff were thanked by the Operations department for supporting professional development and educational opportunities and called on Mr. Gardner to present the Call-A-Bus Quarterly Report.

CALL-A-BUS QUARTERLY REPORT

Mr. Gardner presented the Call-A-Bus quarterly report. September 30th marked the end of the 2nd quarter for FY '24-25 for specialized transportation statistics. Ridership is up about 9% over prior year. Mr. Gardner added that applications and ridership continue to grow month over month.

HUMAN RESOURCES REPORT – Ms. Musengo

Ms. Musengo reported attending the NYPTA conference this month where she participated on a panel for recruiting and retention. Transit agencies are still struggling to recruit and retain operators. There were discussions on the various strategies that are being used to assist in retaining new operators. This session was very educational and enlightening.

The new operator training class started this month. We currently have 13 operators for Syracuse, 2 operators for Cayuga, 3 operators for Oswego and 2 operators for Oneida, 20 total operators. The training is moving along, and we are discussing recruiting options for the next class.

Lastly, we will be having Ethics training for the board of members in November after the board meeting.

INFORMATION TECHNOLOGIES REPORT – Mr. Fong

UPDATES

We have several equipment upgrades in the works: Our main camera system in Syracuse that manages this location and all the outer properties; our backup appliance here in Syracuse and the one in Utica; and the two firewalls that support our Clever Devices environment.

We're working with the marketing department on a possible replacement for their color printer. What they currently have isn't built for the kind of products they need to generate so we're looking at a production level printer.

The marketing department has also requested assistance in setting up their own helpdesk solution, so we're working with them on that initiative as well.

It was mentioned a few months ago our website was being redesigned, well the design is complete and it's currently going through internal content review. We hope to have it online within a month.

CYBERSECURITY

Last month it was mentioned that we're looking for an enterprise level password manager. We've decided on a solution and we're currently working through the procurement process. Once implemented we'll have another update for you.

Lastly, we continue to look for solutions to help with our segmentation issues. We'll have updates as this progresses.

FLEET AND FACILITIES REPORT – Mr. Hoff

PROJECTS

Mr. Hoff provided status on Bathroom renovations – Second floor admin. estimated completion in December. Maintenance restrooms demolition commencing middle of December. First floor admin demolition commencing middle of January.

Maintenance offices are almost complete with an estimated completion by the middle of December.

BUS BUILD UPDATE

Mr. Hoff discussed progress on the bus build. Eighteen of the nineteen Diesel Buses arrived. Eight of the CNG buses arrived. Mr. Hoff elaborated on issues causing the delay and the solutions to those issues.

Gillig Visit – Mr. Hoff reported the trip to Gillig Bus. Mr. Tuff, Ms. Brim, Ms. MacCollum and Mr. Hoff visited Gillig to witness how buses are built. The plant is located in Livermore CA, in a 600k sq. ft. building. Gillig builds buses for agencies around the country. The plant builds buses around production lines. Each line has a little over one hour to complete specific tasks. Task examples: engine & transmission, windows, flooring and seating, etc. Mr. Hoff also mentioned there are two Centro techs on site to ensure buses are built to specifications and Gillig sends out post-delivery techs to fix issues when buses arrive in Syracuse.

BUSINESS DEVELOPMENT AND CORPORATE COMMUNICATIONS REPORT – Ms. Daiss

Ms. Daiss gave the ridership report for September which showed an overall increase at all properties by 5.9%. She discussed the Oneida County Rural Service with the Board which is doing well and becoming more popular in the few weeks that it's been running.

Ms. Daiss then reviewed the Mattydale/ Airport SY84 Equity Analysis with the Board. After changing the route last year to include the airport, Centro held a Public Hearing in the Mattydale neighborhood. The route was then reviewed and reamended to include both the Florida, Mauldin, Malloy loop and the airport. Ms. Daiss requested a motion to approve a Resolution to Authorize Service Modifications in CNY Centro by the Board.

RESOLUTION TO AUTHORIZE SERVICE MODIFICATIONS IN CNY CENTRO – RESOLUTION NO. 2633

Ms. Daiss presented to the Board a Resolution to authorize Service Modifications in CNY Centro. A copy of the Resolution is attached to these Minutes.

A Resolution to authorize Service Modifications in CNY Centro, as recommended by the Audit and Finance Committee was raised.

Motion – Monty Flynn
Seconded – Louella Williams
Carried Unanimously

Ms. Daiss then gave a planning update. In BRT planning, Centro Staff is working with the City of Syracuse on a Thriving Communities Revitalization grant which is focused on Transit Oriented Development (TOD) around the BRT lines. In addition, staff is in the process of holding Driver Days with drivers at all properties which helps the Service Development team understand what is working and what needs to be done from a driver perspective. Syracuse Driver Days were held this week and staff will visit Auburn, Oswego, Rome, and Utica in the next two weeks.

AUDIT AND FINANCE COMMITTEE REPORT

2024-25 SECOND QUARTER FINANCIAL STATEMENTS – MOTION NO. 2738

Ms. Brim presented a Motion to approve the 2024-25 Second Quarter Financial Statements. A copy of which is attached to these minutes.

A Motion to approve the 2024-25 Second Quarter Financial Statements as recommended by the Audit and Finance Committee was raised.

Motion – Darlene Lattimore
Seconded – Julius Lawrence
Carried Unanimously

BACKUP GENERATOR PURCHASE – RESOLUTION NO. 2629

Mr. King, Procurement Manager, presented a Resolution to approve a contract award for Backup Generator Purchase to MEID LLC in the amount of \$188,000 to furnish and install a backup generator. MEID LLC has provided like kind services in the past with positive results. A copy of the Resolution is attached to these Minutes.

A Motion to approve the contract award to MEID LLC as recommended by the Audit and Finance Committee was raised.

Motion – Louella Williams
Seconded – Darlene Lattimore
Carried Unanimously

EMAIL SECURITY SOLUTIONS – RESOLUTION NO. 2630

Mr. Smith, Senior Procurement Analyst, presented a Resolution to approve a contract award for Email Security Solutions to vPrime Tech Inc. for a 3-year term, commencing November 1, 2024. A copy of the Resolution is attached to these Minutes.

A Motion to approve the contract award to vPrime Inc. as recommended by the Audit and Finance Committee was raised.

Motion – Monty Flynn
Seconded – Julius Lawrence
Carried Unanimously

RTC DOORS INSTALLATION – RESOLUTION NO. 2631

Ms. MacCollum, Senior Director of Procurement, presented a Resolution to approve a contract award for RTC Doors Installation 2024 to ASSA ABLOY Entrance Systems, Inc. in the amount of \$149,000. A copy of the Resolution is attached to these Minutes.

A Motion to approve the contract award to ASSA ABLOY Entrance Systems, Inc as recommended by the Audit and Finance Committee was raised.

Motion – Darlene Lattimore
Seconded – Neil Burke
Carried Unanimously

HYDROGEN FUEL CELL BUS PURCHASE – RESOLUTION NO. 2632

Ms. MacCollum, Senior Director of Procurement, presented a Resolution to approve a contract award for Hydrogen Fuel Cell Bus Purchase Gillig Corporation to purchase (5) hydrogen fuel cell buses to evaluate the technology while developing plans for a zero-emission bus fleet. A copy of the Resolution is attached to these Minutes.

A Motion to approve the contract award to Gillig Corporation as recommended by the Audit and Finance Committee was raised.

Motion – Julius Lawrence
Seconded – Louella Williams
Carried Unanimously

PENSION COMMITTEE REPORT

Mr. Joseph Hardick, Chairman of the Authority's Pension Committee, announced that the Pension Committee met earlier this morning, Tim Tindall and Jim Gould 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 and Rome). After a detailed and lengthy discussion, it was agreed that no action is recommended regarding the respective pension plans at this time.

OLD BUSINESS

Mr. Laino requested communication from the Board to Joe Calabrese congratulating for his Award NYPTA Hall of Fame.

FUTURE BUSINESS

Mr. Joseph Hardick, current Board Member, recently retired from his partnership at work and is looking to retire to a warmer climate. Mr. Hardick announced he will retire from the board effective January 1, 2025. His first year joining the Board was 2014 and December 2024 will be his last meeting.

EXECUTIVE SESSION – MOTION NO. 2739

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

Motion – Neil Burke
Seconded – Darlene Lattimore
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 – November 2024
DATE: November 13, 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
 - \$ 32,087,758 (of \$38.5 Mil)

Meeting with County

On October 28, Rahmin Azria, Kevin Perrin, and I met with Deputy County Executive Ann Rooney, along with staff from the County Health department and other departments to discuss the concerns that we have with non-customers loitering around the hub. The County was appreciative of the conversation and supported a plan we currently are working on with the City of Syracuse. They have also coordinated with Kevin Perrin to provide additional resources at the Hub to assist the city and our Staff.

InterFaith Works of CNY

On November 1, Lynette P., Scott W., and I met with the InterFaith Works resettlement team to kick off the train the trainer program. The meeting included a facility tour and a thorough discussion of a behind the scenes look of Centro. Scott and Lynette conducted the training that also included a trip to the Syracuse Hub.

Cortland County

Over the last few months, the team has been diligently working on plan for Cortland to join the Authority. We have been touring the County to meet with the local stakeholders, following buses to assess routes, and many other tasks. Legal has been assisting with the legislative language and establishing the subsidiary Centro of Cortland, Inc. We have also had conversations with NYSDOT, Department of Budget and the Governor’s Transportation Team.

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
November 22, 2024

Board Actions Motions and Resolutions

MOTIONS:

UMR 2025 Premiums Equivalent – J. Musengo
Delta Dental 2025 Premium Equivalent – J. Musengo
Centro 2025 Stop Loss Insurance Renewal – J. Musengo
October 31, 2024, Statement of Revenue & Expenditures – M. Brim
2025-26 Proposed Operating Budget and Financial Plan – D. Sherman
2025-26 Proposed Capital Budget and Financial Plan – M. Brim

RESOLUTIONS:

Pension Services – Defined Benefit – C. MacCollum
Pension Services – Defined Contribution – C. MacCollum
Supervisory Vehicles Purchase – J. Smith

SUPPLEMENTAL INFORMATION:

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

ITEMS REQUIRING FUTURE BOARD ACTION:

November 30, 2024, Statement of Revenue & Expenditures
2024-25 Third Quarter Financial Statements



STATEMENT OF REVENUES AND EXPENDITURES

Central New York Regional Transportation Authority
Statement of Revenues and Expenditures
From 04/01/2024 through 10/31/2024
(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	2,604,614	2,384,951	219,663	9.21%	2,362,497	242,117	10.24%
Special Line Passenger Revenue	3,867,913	3,841,150	26,763	0.69%	3,666,622	201,291	5.48%
Advertising & Other Revenue	1,370,634	1,336,776	33,858	2.53%	1,215,535	155,099	12.75%
Total Operating Revenue	7,843,161	7,562,877	280,284	3.71%	7,244,654	598,508	8.26%
Total Revenue	7,843,161	7,562,877	280,284	3.71%	7,244,654	598,508	8.26%
Operating Expenses							
Salaries & Wages	21,833,822	24,040,985	2,207,164	(9.18)%	19,931,141	1,902,681	9.54%
Other Employee Benefits & Payroll Taxes	2,216,865	2,563,175	346,311	(13.51)%	2,139,298	77,567	3.62%
Healthcare Benefits	7,901,900	9,197,895	1,295,995	(14.09)%	7,002,582	899,317	12.84%
Workers Compensation	1,352,633	2,059,500	706,867	(34.32)%	1,737,732	(385,098)	(22.16)%
Pension Benefits	2,920,828	2,306,767	(614,062)	26.62%	2,565,273	355,556	13.86%
Risk Management	1,429,280	2,065,380	636,100	(30.79)%	1,783,931	(354,651)	(19.88)%
Purchased Transportation	3,598,184	3,586,600	(11,584)	0.32%	3,302,713	295,471	8.94%
Materials & Supplies	2,799,622	2,879,075	79,453	(2.75)%	2,286,177	513,446	22.45%
Services	3,656,006	4,034,178	378,173	(9.37)%	3,148,871	507,134	16.10%
Fuel	1,208,278	1,287,260	78,982	(6.13)%	1,280,935	(72,658)	(5.67)%
Utilities	358,434	379,680	21,246	(5.59)%	338,001	20,434	6.04%
Other Expenses	239,858	263,778	23,921	(9.06)%	172,422	67,436	39.11%
Total Operating Expenses	49,515,709	54,664,274	5,148,565	(9.42)%	45,689,075	3,826,634	8.38%
Non-Operating Revenue							
Operating Assistance	40,595,985	41,538,667	(942,682)	(2.26)%	37,677,166	2,918,819	7.74%
Mortgage Tax Revenue	4,844,725	4,522,000	322,725	7.13%	4,709,080	135,645	2.88%
Gain/Loss on Disposal of Capital	22,276	29,167	(6,891)	(23.62)%	30,620	(8,344)	(27.25)%
Investment Revenue	926,778	344,169	582,609	169.27%	637,063	289,715	45.47%
Total Non-Operating Revenue	46,389,764	46,434,002	(44,239)	(0.10)%	43,053,929	3,335,834	7.75%
Operating Income (Loss)	4,717,216	(667,394)	5,384,611	(806.81)%	4,609,509	107,708	2.33%
Capital Contributions							
Federal Grants	9,287,962	23,014,600	(13,726,638)	(59.64)%	734,147	8,553,815	1,165.13%
State Grants	6,358,484	13,466,950	(7,108,466)	(52.78)%	3,464,165	2,894,319	83.55%
Total Capital Contributions	15,646,445	36,481,550	(20,835,105)	(57.11)%	4,198,311	11,448,134	272.68%
Non-Operating Expenses							
Depreciation Expense	6,480,568	6,798,750	318,182	(4.68)%	6,905,960	(425,392)	(6.15)%
Total Non-Operating Expenses	6,480,568	6,798,750	318,182	(4.68)%	6,905,960	(425,392)	(6.16)%
Change in Net Position	13,883,094	29,346,356	(15,463,262)	(52.69)%	1,901,860	11,981,234	629.97%
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	(202,104,193)	29,346,356	(231,450,549)	(788.68)%	(222,551,654)	20,447,461	(9.18)%



STATEMENT OF REVENUE AND EXPENDITURES

After seven months ending October 31, 2024, the Authority’s consolidated Operating Income (Loss) before capital contributions and non-operating expenses is \$4.7 million.

Operating Revenues

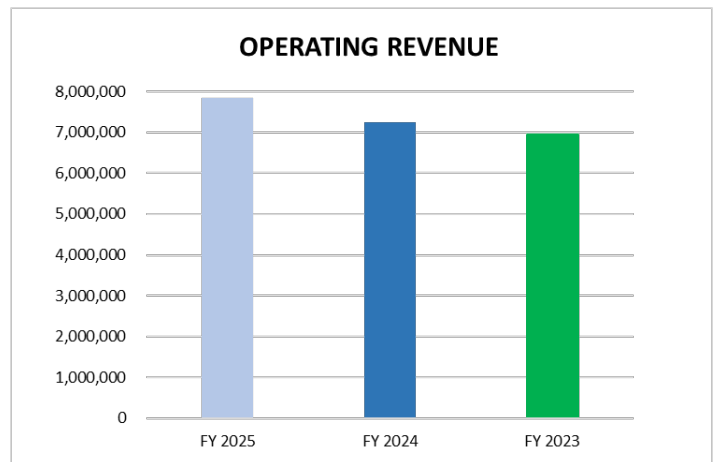
Total operating revenues amount to \$7.8 million, reflecting a \$598 thousand, or a 8% increase from prior year, and performing 3.7% above budget expectations.

	Actual	Budget	Budget Change	% Change to Budget	Prior Year Actual	CY to PY Change	% Change CY to PY
Operating Revenue							
Passenger Revenue	6,472,527	6,226,101	246,426	4%	6,029,119	443,408	7%
Advertising & Other Revenue	1,370,634	1,336,776	33,858	3%	1,215,535	155,099	13%
Total Operating Revenue	7,843,161	7,562,877	280,284	4%	7,244,654	598,507	8%

Passenger revenues are 4% better than budget expectations, and 8% better than prior year.

Regular line passenger revenues is exceeding budget expectations by 9% and is 10% higher than last year. This favorable variance compared to the budget and prior year is driven by increases in farebox revenue, pass sales, and Call-A-Bus Purchased Transportation farebox revenue. Fixed route ridership across the system continues to trend at a 9% increase over the same period last year.

Special line passenger revenues is meeting budget expectations and is 5% higher than last 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 2.5% better than budget expectations, and 12.8% better than prior year.

Lease revenues are performing inline with budget expectations, and 2% better than prior year. The favorable prior year variance is attributed to contractual rent increases and new lease agreements.

Advertising, parking & other revenues are performing 3% better than budget expectations, and 19% better than prior 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.



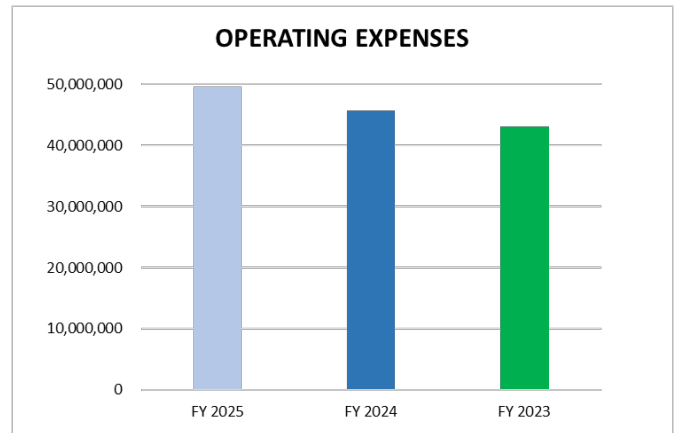
Operating Expenses

Total operating expenses amount to \$49.5 million, reflecting \$3.8 million, or an 8% increase from previous year. Overall, operating expenses are performing 9% under budget.

	Actual	Budget	Budget Change	% Change to Budget	Prior Year Actual	CY to PY Change	% Change CY to PY
Operating Expenses							
Personnel Expenses	36,226,048	40,168,322	3,942,275	-10%	33,376,026	2,850,023	9%
Non-Personnel Expenses	13,289,662	14,495,951	1,206,291	-8%	12,313,050	976,612	8%
Total Operating Expenses	49,515,710	54,664,273	5,148,566	-9%	45,689,076	3,826,635	8%

Personnel expenses are performing \$3.9 million, or 10% below budget expectations, but are \$2.85 million or 9% higher than prior year.

Personnel expenses are trending similarly to previous months, with all categories remaining under budget except for pension benefits. The increased 401a employer match has affected pension costs, along with pension contributions that have been adjusted to meet actuarial recommendations for funding each plan on a 10-year amortization schedule. Based on these recommendations, pension contributions will decrease in the coming months. The personnel budget assumes that all open positions are filled and operational for the entire fiscal year; however, there are currently several vacancies, including roles for bus operators and maintenance staff.



The year-over-year variance in personnel expenses are also trending similarly to previous months with all categories exceeding last year’s expenses except for workers' compensation, which is a result of having 41 fewer open claims in the current year. The largest variances are driven by union wage increases for operators and maintenance staff, a higher 401a employer match, and increased healthcare costs. The rise in healthcare expenses is due to 780 additional claims and 18,722 more services requested in the current fiscal year.

Non-personnel expenses are performing \$1.2 million, or 8% below budget expectations, but are \$976 thousand, or 8% higher than the expenses from previous year.

All non-personnel expense categories remain at or below budget, following established trends, economic factors, and operational needs. Risk management expenses are below both budget and last year’s levels, with claims administration, legal fees, and prior year claims under budget. Although service expenses are under budget, they are higher than last year’s figures. Advertising, marketing, training, and software licensing and maintenance remain under budget due to anticipated costs not yet incurred. Fuel expenses are also below both budget and last year’s levels, as the Authority has secured a lower CNG fuel rate. These expense categories are expected to align more closely with the budget as the year progresses.

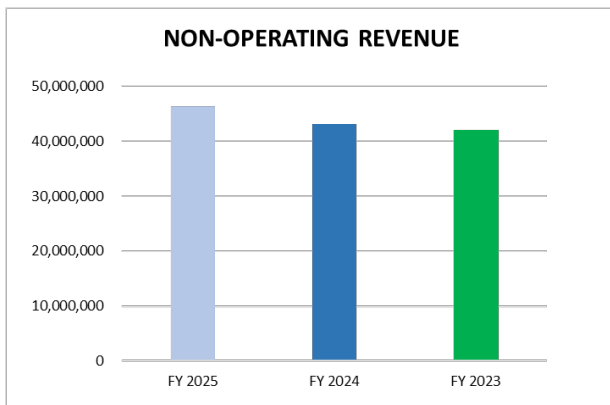
Purchased transportation is the only non-personnel category currently exceeding both budget and last year’s expenses, with increases planned for this fiscal year. Contracted purchased transportation now supports 84% of our paratransit service, as demand for these services continues to grow.



Non-Operating Revenues

Total non-operating revenues amount to \$46.4 million, reflecting a \$3.3 million, or a 8% 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	40,595,985	41,538,667	(942,682)	-2%	37,677,166	2,918,819	8%
Mortgage Tax Revenue	4,844,725	4,522,000	322,725	7%	4,709,080	135,645	3%
Gain/Loss on Disposal of Capital	22,276	29,167	(6,891)	-24%	30,620	(8,344)	-27%
Investment Revenue	926,778	344,169	582,609	169%	637,063	289,715	45%
Total Non-Operating Revenue	46,389,764	46,434,003	(44,239)	0%	43,053,929	3,335,835	8%



Operating assistance is performing 2% under budget expectations, but are 8% higher than prior year. The year-over-year variance is due to an increase in State Transit Operating Assistance (STOA). The budget variance is impacted by Federal Assistance, which is allocated according to expenses. Although we have used less COVID relief funding than anticipated, we remain on track to fully utilize these funds by the fiscal year’s end.

Mortgage tax revenue is performing 7% above budget expectations and slightly below last year. Overall, mortgage tax revenue trends are performing better than anticipated and over prior year.

Investment revenue is performing more than 100% better than budget expectations, and 45% higher than prior year. Investment rates are beginning to dip below 5%. The Authority will continue to monitor investment opportunities and invest idle cash as long as it meets cash flow requirements.



INVESTMENT REPORTS

Central New York Regional Transportation Authority
 Inventory of Existing Investments
 As of 10/31/2024
 (In Whole Numbers)

Cash Investments	Institution	Interest Rate	Amount	Total
Unrestricted - Operating Funds				
Commercial Savings - General Fund	M&T Bank	3.00%	\$2,710,492	<u>\$2,710,492</u>
Board Designated - Funded Reserves				
Commercial Savings - Health Reserve	M&T Bank	3.00%	\$3,161,618	
Commercial Savings - Insurance Reserve	M&T Bank	3.00%	\$2,803	
Commercial Checking - Capital Reserve	JP Morgan	1.85%	\$11,165,349	
Commercial Checking - Paratransit Reserve	JP Morgan	1.85%	\$89,912	<u>\$14,419,682</u>
Total Cash Investment Value				<u>\$17,130,174</u>

Investments	Institution	Yield	Term	Market Value	Purchase Date	Maturity Date	Maturity Value
Board Designated - Funded Reserves							
Treasury Bill - Capital Reserve	JP Morgan	4.59%	1 mo.	\$5,097,668	10/31/2024	11/26/2024	\$5,114,000
Treasury Bill - Insurance Reserve	JP Morgan	4.57%	2 mo.	\$4,168,499	10/24/2024	12/17/2024	\$4,193,00
Treasury Bill - Paratransit Reserve	JP Morgan	4.84%	2 mo.	\$5,068,765	9/16/2024	11/12/2024	\$5,076,000
Total Investment Values				<u>\$14,334,933</u>			<u>\$14,383,000</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>
5,965,428	4,709,080	4,844,725	135,645	2.9%	4,522,000	322,725	7.1%

	<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	885,798	20.1%	1401.2%	700,000	26.5%	7.1%
November	819,898	613,698	0	-100.0%	-1983.1%	580,000		-5.0%
December	567,517	640,840	0	-100.0%	-678.6%	580,000		-14.7%
January	682,916	743,819	0	-100.0%	-442.6%	577,000		-22.6%
February	624,144	547,438	0	-100.0%	-344.4%	568,000		-29.0%
March	734,415	425,398	0	-100.0%	-288.5%	588,000		-34.7%
Total	<u>9,394,319</u>	<u>7,680,275</u>	<u>4,844,725</u>			<u>7,415,000</u>		

<u>County Receipts - Oct</u>	<u>FY-25</u>	<u>FY-24</u>	<u>\$</u>	<u>%</u>
Onondaga	583,854	486,197	97,657	20%
Oswego	100,261	79,685	20,577	26%
Cayuga	52,262	36,718	15,544	42%
Oneida	149,421	134,717	14,704	11%
Total	<u>885,798</u>	<u>737,317</u>	<u>148,481</u>	<u>0.20</u>



STATEMENT OF CASH FLOW

Central New York Regional Transportation Authority
Statement of Cash Flow
As of 10/31/2024
(In Whole Numbers)

Cash Flows From Operating Activities:

Operating Receipts from Fares & Operations	\$ 291,052
Receipts from A/R Billings for Contracts & Other Miscellaneous	843,968
Mortgage Tax Receipts from Counties	668,431
Operating Assistance - Local Match from Counties	22,643
Payments to Vendors & Suppliers	(3,266,247)
Payments of Bank Fees	(1,381)
Payments for Pension Contributions	(382,047)
Payments for Healthcare & Flex Claims-UMR	(768,195)
Payments of Payroll Related Liabilities	(1,208,276)
Payments of Wages	(2,573,154)
Net Cash Provided by (Utilized in) Operating Activities	\$ (6,373,207)

Cash Flows From Capital Activities:

Proceeds from Federal & State Grants Received for Capital Addition:	4,480,161
Proceeds from Federal COVID Emergency Funds	1,543,923
Purchases of Capital Assets	(11,361,344)
Net Cash Provided by (Utilized in) Capital Activities	\$ (5,337,260)

Net Change in Cash from Operating & Capital Activities **\$ (11,710,467)**

General Fund Cash Balances - Beginning of Period **\$ 12,934,085**

General Fund Cash Balances - End of Period* **\$ 1,223,618**

Insurance Reserve Fund **\$ 2,803**

Health Insurance Reserve **\$ 3,161,618**

Capital Reserve Fund **\$ 11,165,349**

ParaTransit Reserve **\$ 89,912**

Invested Funds (Restricted & Unrestricted) **\$ 9,237,234**

Total Cash All Sources - End of Period: **\$ 24,880,533**

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



PROCUREMENT

ACTIVE PROCUREMENTS

The following open contracts actively moving through the process:

- Pension Services – Defined Benefit
- Pension Services – Defined Contribution
- Syracuse Supervisor Highlander Purchase
- TPA for Auto & GL Services
- Trench Drain Repairs
- Real Time/Solar Signage
- Electricity Services
- Vehicle Lift Inspections & Repair Services

FUTURE PROCUREMENTS

Items requiring future board action:

Within 2 months:

- TPA for Auto & GL Services

Within 6 months:

- Trench Drain Repairs
- Real Time/Solar Signage
- Electricity Services
- Vehicle Lift Inspections & Repair Services

REVENUE SERVICE CONTRACTS

- Jury Duty Service

LEASE REVENUE CONTRACTS

- Reviewing proposal for unoccupied space (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 \$32 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.

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).

In the 2024-25 Capital Budget, the Authority planned to complete 32 projects with a total budget of \$62.2 million. The Authority's staff remains dedicated to achieving these capital goals and has successfully completed a substantial portion of the projects. As of October 30, 2024, eight projects totaling \$999 thousand are complete, and an additional 16 projects, valued at \$58.6 million, are on track to be completed by fiscal year-end. Six projects span multiple years and, currently, are in either the execution or planning phases. The remaining two projects, Garage Radiant Heat and Support Vehicle purchase, have been postponed.

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

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

* Executed

** Completed



MOTIONS

Centro Medical Plan Renewal Premiums
November 22, 2024

Centro of Oneida Medical Plan (Oneida/Rome Union Employees):

Centro of Oneida’s current Excellus plan is a group rated plan. The proposed Excellus block rated medical premiums for 2025 for the represented employees in Utica and Rome is a 9.9% increase from the 2024 premium rate. Below are the 2024 medical premiums compared to the proposed 2025 medical premiums.

Coverage	Excellus Monthly Premium <u>2024</u>	Excellus Monthly Premium <u>2025</u>	Employee Weekly Contribution <u>2024</u>	Employee Weekly Contribution <u>2025</u>	Weekly Increase
SINGLE	\$ 1,185.27	\$ 1,302.56	\$ 41.03	\$ 45.09	\$ 4.06
DOUBLE	\$ 2,370.55	\$ 2,605.14	\$ 82.06	\$ 90.17	\$ 8.11
FAMILY	\$ 3,081.70	\$ 3,386.66	\$ 106.67	\$ 117.23	\$ 10.56



MOTIONS

Centro Medical Plan Renewal Premiums
November 22, 2024

UMR 2025 Premium Equivalent

OneGroup calculated the 2025 UMR medical plans premium equivalent rates. The 2025 premium rates are based on the claims experience over the past year Centro has experienced. Based upon the increase in claims this year, enrollment, and prescription costs, the premium rates to cover the expenses for 2025 will increase. Therefore, the recommendation for the 2025 premium equivalent rates is a 3% increase to the 2024 premium equivalent.

PPO 25/40 Coverage	UMR Monthly Premium <u>2024</u>	UMR Monthly Premium <u>2025</u>	Employee Weekly Contribution <u>2024</u>	Employee Weekly Contribution <u>2025</u>	Weekly Increase
SINGLE	\$ 1,069.05	\$ 1,101.12	\$ 37.01	\$ 38.11	\$ 1.10
DOUBLE	\$ 2,077.84	\$ 2,140.18	\$ 71.93	\$ 74.08	\$ 2.15
FAMILY	\$ 2,985.76	\$ 3,075.33	\$ 103.55	\$ 106.45	\$ 2.90

PPO 20/35 Coverage	UMR Monthly Premium <u>2024</u>	UMR Monthly Premium <u>2025</u>	Employee Weekly Contribution <u>2024</u>	Employee Weekly Contribution <u>2025</u>	Weekly Increase
SINGLE	\$ 1,097.57	\$ 1,130.50	\$ 37.99	\$ 39.13	\$ 1.14
DOUBLE	\$ 2,133.30	\$ 2,197.30	\$ 73.85	\$ 76.06	\$ 2.21
FAMILY	\$ 3,065.36	\$ 3,157.32	\$ 106.11	\$ 109.29	\$ 3.18



MOTIONS

Centro Medical Plan Renewal Premiums November 22, 2024

Delta Dental 2025 Premium Equivalent

OneGroup calculated the 2025 Delta Dental plan premium equivalent rates. Claims experience and costs significantly increased in 2024. Therefore, the recommendation for the 2025 Delta Dental premium rate is an 11% increase to the 2024 premium rates.

Coverage	Delta Dental Monthly Premium <u>2024</u>	Delta Dental Monthly Premium <u>2024</u>
SINGLE	\$ 52.88	\$ 58.70
DOUBLE	\$ 102.18	\$ 113.42
FAMILY	\$ 146.56	\$ 162.68



RESOLUTION TO AUTHORIZE CONTRACT AWARD
FOR PENSION SERVICES – DEFINED BENEFIT

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) has the need for a firm(s) to provide Investment Management, Trustee and Custodian Services for the Defined Benefit Retirement Plan; and

WHEREAS, this contract will be paid for using proceeds from the investment fund; and

WHEREAS, the Request for Proposal was publicly let on August 29, 2024, and

WHEREAS, thirty-nine (39) vendors were invited, of which twenty-four (24) were sent to NYS Certified M/WBE firms, and thirty-four (34) proposal packages were downloaded, and

WHEREAS, four (4) proposals were received on September 26, 2024; and

WHEREAS, it was determined by the evaluation committee that Alesco Advisors offered the most advantageous proposal for Investment Management Services and NBT Bank offered the most advantageous proposal for Trustee and Custodian Services; and

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MEMBERS OF THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY, that the Chief Executive Officer or his designee authorize a five (5) year contract with Alesco Advisors to provide Investment Management Services and NBT Bank to provide Trustee and Custodian Services for the Defined Benefit Retirement Plan commencing January 1, 2025 – December 31, 2029.

FACT SHEET
PENSION SERVICES – DEFINED BENEFIT

PROJECT DESCRIPTION: Pension Services for the Defined Benefit Retirement Plan which is comprised of Investment Management Services, Trustee and Custodian Services.

ADVERTISEMENT: A request for proposal was advertised on August 29, 2024, in the NYS Contract Reporter, Post Standard (Onondaga, Cayuga and Oswego County editions), Rome Sentinel, Utica Observer-Dispatch and the Minority Commerce Weekly.

FUNDING: The contract is to be paid for using proceeds from the investment fund.

PROCUREMENT PROCESS: Four (4) proposals were received on September 26, 2024. A selection committee consisting of Chris Tuff, Jackie Musengo, Chris Morreale and Caitlin MacCollum evaluated the proposals. When evaluating proposals, the committee took into consideration: the proposer’s organizational capacity, proposed method of approach to the requested services as well as cost.

PRICING RECEIVED:

Pension Services- Defined Benefit Retirement Plan Annual Fee	Alesco Advisors	NBT Bank	BNY	Russell Investments
Year 1	25 bps	25 bps	23 bps	22 bps
Year 2	25 bps	25 bps	23 bps	22 bps
Year 3	25 bps	25 bps	23 bps	22 bps
Year 4	25 bps	25 bps	23 bps	22 bps
Year 5	25 bps	25 bps	23 bps	22 bps

COMMENTS: Alesco Advisors and NBT are the incumbent vendors for these services through the existing contract. The CNYRTA staff is satisfied with the services currently provided.

M/WBE: A full waiver for MWBE participation was granted by NYS Empire Development.

RECOMMENDATION: Based upon evaluation of the proposal documents, staff recommends contract award to Alesco Advisors for the Investment Management Services and NBT Bank for the Trustee and Custodian Services for the Pension Services- Defined Benefit contract for a five (5) year term commencing January 1, 2025 – December 31, 2029.

**RESOLUTION TO AUTHORIZE CONTRACT AWARD
FOR PENSION SERVICES – DEFINED CONTRIBUTION**

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) has the need for a firm to provide Trustee and Custodian Services for the Defined Contribution Retirement Plan; and

WHEREAS, this contract will be paid for using proceeds from the investment fund; and

WHEREAS, the Request for Proposal was publicly let on August 29, 2024, and

WHEREAS, thirty-six (36) proposal packages were sent out, twenty-four (24) of which were sent to NYS Certified M/WBE firms, and twenty-five (25) proposal packages were downloaded, and

WHEREAS, four (4) proposals were received on September 26, 2024; and

WHEREAS, it was determined by the evaluation committee that NBT Bank offered the most advantageous proposal; and

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MEMBERS OF THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY, that the Chief Executive Officer or his designee authorize a five (5) year contract with NBT Bank to provide Trustee and Custodian Services for the Defined Contribution Retirement Plan commencing January 1, 2025 – December 31, 2029.

FACT SHEET
PENSION SERVICES – DEFINED CONTRIBUTION

PROJECT DESCRIPTION: Pension Services for the Defined Contribution Retirement Plan which is comprised of Trustee and Custodian Services.

ADVERTISEMENT: A request for proposal was advertised on August 29, 2024, in the NYS Contract Reporter, Post Standard (Onondaga, Cayuga and Oswego County editions), Rome Sentinel, Utica Observer-Dispatch and the Minority Commerce Weekly.

FUNDING: The contract is to be paid for using proceeds from the investment fund.

PROCUREMENT PROCESS: Four (4) proposals were received on September 26, 2024. A selection committee consisting of Chris Tuff, Jackie Musengo, Chris Morreale and Caitlin MacCollum evaluated the proposals. When evaluating proposals, the committee took into consideration: the proposer’s organizational capacity, proposed method of approach to the requested services as well as cost.

PRICING RECEIVED:

Pension Services- Defined Contribution Retirement Plan Annual Fee	NBT Bank	Depoian Team	Mission Square	Voya
Year 1	20 bps	15 bps	29 bps	85 bps
Year 2	20 bps	15 bps	29 bps	85 bps
Year 3	20 bps	15 bps	29 bps	85 bps
Year 4	20 bps	15 bps	29 bps	85 bps
Year 5	20 bps	15 bps	29 bps	85 bps

COMMENTS: NBT is the incumbent vendor for these services through the existing contract. The CNYRTA staff is satisfied with the service currently provided.

M/WBE: A full waiver for MWBE participation was granted by NYS Empire Development.

RECOMMENDATION: Based upon evaluation of the proposal, staff recommends contract award to NBT Bank for the Pension Services- Defined Contribution contract for a five (5) year term commencing January 1, 2025 – December 31, 2029.

**RESOLUTION TO AUTHORIZE THE PURCHASE OF
THREE (3) SUPERVISORY VEHICLES**

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) has a need to replace existing pool car vehicles at our Syracuse location; and

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

WHEREAS, purchases of commodities from the purchasing contracts of the New York State Office of General Services is consistent with Authority, State and Federal guidelines and regulations concerning competitive procurement, provided that required Federal clauses are included in the contract; and

WHEREAS, the mini bid request was sent to all five (5) required vendors; and

WHEREAS, one (1) bid was received on October 30, 2024, with the lowest responsive and responsible bid received from The Albany Auto Group; and

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MEMBERS OF THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY, that the Chief Executive Officer or his designee is authorized to issue a purchase order for three (3) Toyota Highlander LEs to The Albany Auto Group for a total of \$126,208.32.

FACT SHEET
THREE (3) SUPERVISORY VEHICLES

PROJECT DESCRIPTION: The CNYRTA has a need to replace existing pool car vehicles at our Syracuse location.

ADVERTISEMENT: No advertisement required for NYS OGS mini bid procurements.

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

PRICING RECEIVED: The pricing received from The Albany Auto Group was in the amount of \$126,208.32.

COMMENTS: The Authority replaces vehicles per the Federal Transit Administration useful life requirements which is four years or 80,000 miles. This keeps the fleet in a state of good repair. These vehicles will be utilized by Syracuse Operations for usage as pool car vehicles. The Albany Auto Group bid a 2% discount on the MSRP price for the Highlander LEs.

RECOMMENDATION: Staff recommends the Board authorize the issuance of a purchase order to The Albany Auto Group for the purchase of three (3) Toyota Highlander LEs.