MINUTES OF THE REGULAR MEETING OF
THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY
HELD ON FRIDAY, MAY 17, 2019 AT 10:00 A.M.
AT THE RTA OFFICES, 200 CORPLAND AVENUE
IN SYRACUSE, NEW YORK

MEMBERS PRESENT: BRIAN SCHULTZ (Chairman); ROBERT
CUCULICH; TINA FITZGERALD; JOSEPH
HARDICK; NICHOLAS LAINO; DARLENE
LATTIMORE

MEMBERS ABSENT: DONNA REESE; LOUELLA WILLIAMS

STAFF ALSO PRESENT: RICHARD LEE (Chief Executive Officer);
CHRISTINE LoCURTO; ROBERT LoCURTO;
BARRY M. SHULMAN of counsel

The Chairman called the meeting to order, noting that a quorum was present. He announced that
the next Authority monthly Board meeting will be held on June 21, 2019, immediately following
the Audit and Finance Committee meeting scheduled for 9:00 A.M.

APPROVAL OF MONTHLY MINUTES: A Motion was then made, seconded and unanimously
carried as Motion No. 2378, that the Minutes of the April 26, 2019 monthly CNYRTA Board
meeting be adopted.

CHIEF EXECUTIVE OFFICER’S REPORT: Mr. Lee was called upon to give the Chief
Executive Officer’s report.

NEW YORK STATE BUDGET CAPITAL FUNDING: Mr. Lee first noted that the Authority has
received additional State operating dollars, which have helped it with regard to financing
operations now and into the future. Capital planning throughout New York State is being
addressed by the State Legislature, together with the Division of the Budget. Amounts should be
available by the end of June. Of the additional $20m being sought for capital needs to Upstate
transportation authorities, $3.8m will go to the Authority. Mr. Lee discussed a number of meetings
he is holding with New York State Legislative Representatives to secure future financing.

LEGISLATIVE MEETINGS: Mr. Lee is continuing meetings with members of the State
Legislative delegation to continue discussions on several topics including Operational Funding for
fiscal year 2021. He discussed possible planning for Route 81 construction impacts during and
after construction. He informed the Board as to the timing of these meetings.

BUS RAPID TRANSIT REPORT: Mr. Lee then reported on meetings with Senator Schumer’s
staff with regard to the SMART 1 study - Bus Rapid Transit System. They discussed both capital
and annual operational funding. It was acknowledged that securing ongoing operational funding
of the program was much more difficult than securing capital funding of the program.

CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY MINUTES
REPORT ON LEASES: The Chairman called upon Ms. Spraker to give a report on the status of leasing at the Intermodal Transportation Center. A full discussion was held but no action taken.

AUDIT AND FINANCE COMMITTEE REPORT: The Chairman then called upon Mr. Laino to give the report of the Audit and Finance Committee, which met earlier this morning.

FINANCIAL REPORT: Ms. LoCurto gave the Financial Report. She discussed draft financial statements comprised of non-audited numbers and related supplemental reports, Consolidated Statement of Revenues and Expenditures from April 1, 2018 – March 31, 2019 Accounts Receivable and Investment Reports and Consolidated Statement of Net Positions as of March 31, 2019, all of which had been distributed to the Board prior to the meeting. Thereafter, and upon Motion duly made, seconded and unanimously carried, adoption of the Finance Report was moved, seconded and unanimously carried by the Board, this being Motion No. 2379.

RESOLUTION – ANNUAL TRAPEZE LICENSE, SUPPORT AND MAINTENANCE: Ms. MacCollum was invited in to the meeting to present, as she had at the Audit and Finance Committee meeting, a Contract for the purchase of Trapeze Software. This is for license maintenance and support fees. The cost of the annual software licensing maintenance and support for all of the Trapeze modules combined equals $277,213. This is a sole source procurement utilizing operating dollars. Thereafter, and upon Motion duly made, seconded and unanimously carried, Resolution No. 2397, annexed to these minutes, authorizing Trapeze Software for such coverage was moved, seconded and unanimously carried.

Ms. MacCollum was excused from the meeting.

CONTRACT AGREEMENT WITH THE STUDENT ASSOCIATION AT OSWEGO STATE UNIVERSITY: Mr. Koegel then presented a proposal for a contract with the Student Association at Oswego State University. The contract is with Centro of Oswego, Inc. It regards a fare-free student transit on Oswego City routes, as well as other discounted routes. The Term is for one year from June 1, 2019 through May 31, 2020. The anticipated revenue to Centro of Oswego will be $75,538, based on ridership. This is a renewal of prior contracts. After a Motion duly made, seconded and unanimously carried, such contract was approved as Motion No. 2380. A Fact Sheet representative of this arrangement was directed by the Chairman, to be attached to the Centro of Oswego minutes.

Mr. Koegel was excused from the meeting.

OPERATIONS/TRANSPORTATION REPORT: An Operations/Transportation Report was then given to the Board by Robert LoCurto and Christopher Tuff. It dealt with questions raised by the Public Transportation Safety Board as to driver hours, and similar topics. After this, there was a lengthy discussion with regard to same.

The APTA Bus and Paratransit conference is to be held in Louisville, Kentucky later this month, and a fleet update for all systems was given. Mr. LoCurto indicated how pleased he is with the current quality and quantity of the Authority's fleet of vehicles in the constituent counties. He considered this to be good news.

CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY MINUTES
PERSONNEL COMMITTEE REPORT: Mr. Hardick, Chairman of the Personnel Committee gave the report of a meeting held earlier this morning. There were three items discussed in Executive Session which was entered into by Motion No. 2381, pursuant to Section 105(1)(f) of the New York State Public Officer’s Law (the employment history of a particular person). Mr. Hardick informed the Board that there were three items presented. The first was a discussion of a particular employee but no action was taken. The second was a review of the CEO’s job performance and the third was an extension of the Chief Executive Officer’s Employment Agreement agreed to but subject to counsel review. The terms and conditions were set by the Board, indicating the excellent performance of Mr. Lee.

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

[Signature]
Chairman

ATTEST:
[Signature]
Secretary
AUTHORIZATION FOR PAYMENT TO TRAPEZE FOR
ANNUAL SUPPORT COVERAGE FOR ALL MODULES/USER
LICENSES/MAINTENANCE/SUPPORT FEES

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) entered into an
agreement with Trapeze Software Group (Trapeze) in April 1998, to procure fixed route (FX), operations
(OPS), ridership (PLAN), paratransit (PASS) scheduling and the overall database (FX-MON) software
programs and has established a good working relationship over the past twenty years; and

WHEREAS, the payment for these fees will be made from operating funds; and

WHEREAS, the cost of the annual software licensing, maintenance and support for all the modules
combined is $277,213; and

WHEREAS, Trapeze software supports the Authority’s core functions of fixed route planning, run
costing, paratransit scheduling, and establishes work time for drivers that is submitted for payroll weekly
and therefore is used by several departments; and

WHEREAS, the covered time period for this billing cycle is from June 1, 2019 through May 31, 2020;
and

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MEMBERS OF THE CENTRAL
NEW YORK REGIONAL TRANSPORTATION AUTHORITY that the Chief Executive Officer or a
designee is authorized to make a payment in accordance with the contract with Trapeze Software Group,
Inc. totaling $277,213 for all software modules and the database, for maintenance and support from June
MINUTES OF THE REGULAR MEETING OF
CNY CENTRO, INC
THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY HELD
ON FRIDAY, MAY 17, 2019 AT 10:00 A.M.
AT THE RTA OFFICES, 200 CORTLAND AVENUE
IN SYRACUSE, NEW YORK

MEMBERS PRESENT: BRIAN SCHULTZ (Chairman); ROBERT CUCULICH; TINA FITZGERALD; JOSEPH HARDICK; NICHOLAS LAINO; DARLENE LATTIMORE

MEMBERS ABSENT: DONNA REESE; LOUELLA WILLIAMS

STAFF ALSO PRESENT: RICHARD LEE (Chief Executive Officer); CHRISTINE LoCURTO; ROBERT LoCURTO; BARRY M. SHULMAN of counsel

The Chairman opened the CNY Centro, Inc. Board meeting, noting that a quorum was present. He announced that the next monthly Board meeting will be held on May 17, 2019.

APPROVAL OF MONTHLY MINUTES: A Motion was then made, seconded and unanimously carried as Motion No. 1322, that the Minutes of the April 26, 2019 CNY Centro, Inc. monthly Board meeting be adopted.

CHIEF EXECUTIVE OFFICER’S REPORT: The Chairman then called upon Mr. Lee to give the Chief Executive Officer’s report.

BOCES STUDENTS: He noted that on April 23, 2019, approximately forty BOCES students attended an informational session and tour of the Syracuse Centro facility. The purpose of this program is to help students determine if a career in vehicle maintenance or transit operations might interest them. This is an important recruitment program for Centro.

SOUTHEAST GATEWAY INITIATIVE MEETING HELD ON MONDAY, APRIL 29, 2019: Mr. Lee and Christopher Tuff attended the Southeast Gateway Initiative meeting, held on Monday, April 29, 2019. Mr. Lee discussed details of this meeting and predicted that actual development of the district would soon commence.

MEETING WITH MAYOR BENJAMIN WALSH: Mr. Lee met with staff from Mayor Walsh’s office on May 8, 2019, to discuss several issues including community outreach. The SMART ONE study has been the subject of several meetings with regard to Route 81 planning. Mr. Lee has been meeting with the Mayor and his staff on a regular basis to communicate on community issues affecting Syracuse and Onondaga County residents.

CNY CENTRO, INC. MINUTES
FINANCE REPORT: Ms. LoCurto gave a Financial Report which was moved, seconded and unanimously approved as Motion No. 1323.

OPERATIONS/TRANSPORTATION REPORT: The Operations/Transportation Report was presented to the Board by Robert LoCurto and Christopher Tuff. It included PTSB related issues, the APTA Bus and Paratransit Conference; and a Fleet update.

HONOR FLIGHT: On April 27, Centro assisted Honor Flight Syracuse with a shuttle service to move Veterans, Volunteers and Special Guests from the Airport Employee Parking lot to Terminal A. This was the 4th time Centro has provided this shuttle service at Hancock Airport. Honor Flight Syracuse has already started planning its next mission for September 28, 2019. It has also inquired about providing the next shuttle service for this mission together with the possibility of utilizing a large vehicle. Centro is proud to participate in this important, honoring and honored event.

There being no further business to come before the Board, the CNY Centro, Inc Board meeting was thereupon duly adjourned.

[Signature]
Chairman

ATTEST:
[Signature]
Secretary

CNY CENTRO, INC. MINUTES
MINUTES OF THE REGULAR MEETING OF
CENTRO OF CAYUGA, INC
HELD ON FRIDAY, MAY 17, 2019 AT 10:00 A.M.
AT THE RTA OFFICES, 200 CORTLAND AVENUE
IN SYRACUSE, NEW YORK

MEMBERS PRESENT: BRIAN SCHULTZ (Chairman); ROBERT CUCULICH; TINA FITZGERALD; JOSEPH HARDICK; NICHOLAS LAINO; DARLENE LATTIMORE

MEMBERS ABSENT: DONNA REESE; LOUELLA WILLIAMS

STAFF ALSO PRESENT: RICHARD LEE (Chief Executive Officer); CHRISTINE LoCURTO; ROBERT LoCURTO; BARRY M. SHULMAN of counsel

The Chairman called the Centro of Cayuga, Inc. Board meeting to order, noting that a quorum was present. He announced that the next monthly Board meeting will be held on June 21, 2019.

APPROVAL OF MONTHLY MINUTES: A Motion was then made, seconded and unanimously carried as Motion No. 1214, that the Minutes of the April 26, 2019 Centro of Cayuga, Inc. monthly Board meeting be adopted.

CHIEF EXECUTIVE OFFICER’S REPORT: The Chairman called upon Mr. Lee to give the Chief Executive Officer’s report.

FINANCE REPORT: Ms. LoCurto gave a Centro of Cayuga, Inc. Financial Report which was moved, seconded and unanimously approved as Motion No. 1215.


There being no further business to come before the Board, the Centro of Cayuga, Inc. Board meeting was thereupon duly adjourned.

Chairman

ATTEST:

Secretary

CENTRO OF CAYUGA, INC. MINUTES
MINUTES OF THE REGULAR MEETING OF
CENTRO OF OSWEGO, INC
HELD ON FRIDAY, MAY 17, 2019 AT 10:00 A.M.
AT THE RTA OFFICES, 200 CORTLAND AVENUE
IN SYRACUSE, NEW YORK

MEMBERS PRESENT: BRIAN SCHULTZ (Chairman); ROBERT
CUCULICH; TINA FITZGERALD; JOSEPH
HARDICK; NICHOLAS LAINO; DARLENE
LATTIMORE

MEMBERS ABSENT: DONNA REESE; LOUELLA WILLIAMS

STAFF ALSO PRESENT: RICHARD LEE (Chief Executive Officer);
CHRISTINE LoCURTO; ROBERT LoCURTO;
BARRY M. SHULMAN of counsel

The Chairman opened the Centro of Oswego, Inc. Board meeting, noting that a quorum was present. He announced that the next monthly Board meeting will be held on June 21, 2019.

APPROVAL OF MONTHLY MINUTES: A Motion was then made, seconded and unanimously carried as Motion No. 1230, that the Minutes of the April 26, 2019 Centro of Oswego, Inc. monthly Board meeting be adopted.

CHIEF EXECUTIVE OFFICER’S REPORT: Mr. Lee was called upon to give the Chief Executive Officer’s report.

CONTRACT AGREEMENT WITH THE STUDENT ASSOCIATION AT OSWEGO STATE UNIVERSITY: Mr. Koegel then presented a proposal for a contract with the Student Association at Oswego State University. The contract is with Centro of Oswego, Inc. It regards a fare-free student transit on Oswego City routes, as well as other discounted routes. The Term is for one year from June 1, 2019 through May 31, 2020. The anticipated revenue to Centro of Oswego will be $75,538, based on ridership. This is a renewal of prior contracts. After a Motion duly made, seconded and unanimously carried. A fact sheet representative of this arrangement was directed by the Chairman, to be attached to these minutes.

Mr. Koegel was excused from the meeting.

FINANCE REPORT: Ms. LoCurto gave a Centro of Oswego, Inc. Financial Report which was moved, seconded and unanimously approved as Motion No. 1231.

OPERATIONS/TRANSPORTATION REPORT: Robert LoCurto and Christopher Tuff then gave the Centro of Oswego, Inc. Operations/Transportation Report.
There being no further business to come before the Board, the Centro of Oswego, Inc. Board meeting was thereupon duly adjourned.

Chairman

ATTEST:

Secretary
To: Board of Members
From: Steven Koegel
Date: May 17, 2019
Re: 2019/2020 Student Association at Oswego State Contract

CONTRACT AGREEMENT

WITH: Student Association at Oswego State University

PROPERTY: Centro of Oswego, Inc.

DESCRIPTION: Fare-free student transit on Oswego City routes. $3 discount on the $5 one-way #246 fare. Student Association to pay $114.28 per hour, 3 hour minimum for any additional service to accommodate loads.

TERM: June 1, 2019 through May 31, 2020

REVENUE: $75,538 based on ridership

RENEWAL / NEW: Renewal

LEGAL REVUE: Corporate counsel has reviewed & approved past contracts.
MINUTES OF THE REGULAR MEETING OF
CENTRO OF ONEIDA, INC
HELD ON FRIDAY, MAY 17, 2019 AT 10:00 A.M.
AT THE RTA OFFICES, 200 CORTLAND AVENUE
IN SYRACUSE, NEW YORK

MEMBERS PRESENT: BRIAN SCHULTZ (Chairman); ROBERT
CUCULICH; TINA FITZGERALD; JOSEPH
HARDICK; NICHOLAS LAINO; DARLENE
LATTIMORE

MEMBERS ABSENT: DONNA REESE; LOUELLA WILLIAMS

STAFF ALSO PRESENT: RICHARD LEE (Chief Executive Officer);
CHRISTINE LoCURTO; ROBERT LoCURTO;
BARRY M. SHULMAN of counsel

The Chairman called the Centro of Oneida, Inc. Board meeting to order, noting that a quorum was
present. The next meeting will be held on June 21, 2019.

APPROVAL OF MONTHLY MINUTES: A motion was then made, seconded and unanimously
carried as Motion No. 357, that the Minutes of the April 26, 2019, Centro of Oneida, Inc. monthly
Board meeting be approved.

CHIEF EXECUTIVE OFFICER’S REPORT: The Chairman then called upon Mr. Lee to give the
Chief Executive Officer’s report.

FINANCE REPORT: Ms. LoCurto gave a Financial Report which was moved, seconded and
unanimously approved as Motion No. 358.

OPERATIONS/TRANSPORTATION REPORT: The Centro of Oneida, Inc. Operations/Transportation Report was given to the Board by Robert LoCurto and Christopher Tuff.

There being no further business to come before the Board, the Centro of Oneida, Inc. Board
meeting was thereupon duly adjourned.

Chairman

ATTEST:

Secretary

CENTRO OF ONEIDA, INC. MINUTES
MINUTES OF THE REGULAR MEETING OF
THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY
AUDIT AND FINANCE COMMITTEE
HELD ON FRIDAY MAY 17, 2019 AT 9:30 A.M.
THE RTA OFFICES, 200 CORTLAND AVENUE
IN SYRACUSE, NEW YORK

MEMBERS PRESENT: BRIAN SCHULTZ (Chairman); ROBERT CUCULICH; TINA FITZGERALD; JOSEPH HARDICK; NICHOLAS LAINO; DARLENE LATTIMORE

STAFF ALSO PRESENT: RICHARD LEE (Chief Executive Officer); CHRISTINE LoCURTO; ROBERT LoCURTO; MELISSA BRIM; MICHAEL FITZGIBBONS; GEOFF HOFF; STEVEN KOEGEL; CAROL LOMBARDO; CAITLIN MacCULLUM; LILA MacDOWELL; LYNETTE PADUANO; SUZANNA SHEARD; TARA SPRAKER; CHRISTOPHER TUFF; BARRY M. SHULMAN of counsel

The Chairman opened the Committee meeting, noting that a quorum was present. The next monthly Audit and Finance Committee meeting will be held June 21, 2019.

FINANCIAL REPORT: Ms. LoCurto gave the Financial Report. She discussed draft financial statements comprised of non-audited numbers and related supplemental reports, Consolidated Statement of Revenues and Expenditures from April 1, 2018 – March 31, 2019 Accounts Receivable and Investment Reports and Consolidated Statement of Net Positions as of March 31, 2019, all of which had been distributed to the Board prior to the meeting. Thereafter, and upon Motion duly made, seconded and unanimously approved and sent to the Board for adoption.

ANNUAL TRAPEZE LICENSE, SUPPORT AND MAINTENANCE: Ms. MacCollum was invited in to the meeting to present, as she had at the Audit and Finance Committee meeting, a contract for the purchase of Trapeze Software. This is for licenses/maintenance and support fees. The cost of the annual software licensing maintenance and support for all of the modules combined is $277,213. It is a sole source procurement utilizing operating dollars. Thereafter, and upon Motion duly made, seconded and unanimously carried that such coverage was sent to the Board for adoption.

CONTRACT AGREEMENT WITH THE STUDENT ASSOCIATION AT OSWEGO STATE UNIVERSITY: Mr. Koegel then presented a proposal for a contract with the Student Association at Oswego State University. The contract is with Centro of Oswego, Inc. It regards a fare-free student transit on Oswego City routes, as well as other discounted routes. The Term is for one year from June 1, 2019 through May 31, 2020. The anticipated revenue to Centro of Oswego will be
$75,538, based on ridership. This is a renewal of prior contracts. After a Motion duly made, seconded and unanimously carried, such contract was approved and sent to the Board for adoption.

With no further business to come before the CNYRTA Audit and Finance Committee meeting was thereupon duly adjourned.

Chairman

ATTEST:

Secretary