MINUTES OF THE REGULAR MEETING OF
THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY
HELD ON FRIDAY, JUNE 21, 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; DONNA REESE

MEMBER ABSENT: LOUELLA WILLIAMS

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

Chairman Schultz opened the meeting, noting that a quorum was present. He announced that the next Authority monthly Board meeting will be held on July 26, 2019. There will be a Pension Committee meeting at 9:00 A.M., and the Audit and Finance Committee meeting held at 9:30 A.M. The Board meeting will follow.

APPROVAL OF MONTHLY MINUTES: A Motion was then made, seconded and unanimously carried as Motion No. 2382, that the Minutes of the May 17, 2019 CNYRTA monthly Board meeting be adopted.

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

NYPTA MEETING: Mr. Lee attended a NYPTA Board of Directors meeting in May, in Albany, NY. Planning of advocacy for the New York State 2020/2021 Budget has begun.

SELF-ADVOCACY GROUP/CALL-A-BUS SERVICE: Mr. Lee informed the Board that Mr. Tuff, Mr. Gardner and Ms. Paduanano joined him in meeting with Board Member Tina Fitzgerald to discuss outreach efforts to Call-A-Bus customers and potential customers. Ms. Fitzgerald shared Call-A-Bus information on various topics. The Call-A-Bus program is developing strategies to better communicate service capabilities. Much appreciation for being the catalyst for this meeting was extended to Ms. Fitzgerald, who will be kept informed.

TABLE-TOP EXERCISE: Ms. Musengo was invited into the meeting to discuss a table-top exercise coordinated by Michael Walsh and Kevin Perrin. The purpose of the exercise is to simulate how staff would deal with a specific emergency situation. Approximately twenty key Centro personnel were required to participate. Mr. Schultz suggested reaching out to members of the police and fire department communities as a part of these exercises. The Board expressed satisfaction that these exercises were taking place.
ROUTE 81 PRESENTATION: Mr. Lee then noted certain discussion with regard to several public forums on Route 81 development plans being conducted by the New York State Department of Transportation (NYSDOT). The first took place on June 18, 2019 at the Oncenter. Several future programs are being conducted by NYSDOT. Board members were encouraged to attend one of the sessions.

AUDIT AND FINANCE COMMITTEE REPORT: The Chairman then called upon Mr. Laino to give a report, arising out of an Audit and Finance Committee meeting, held earlier this morning.

AUDITED STATEMENTS AND RELATED REPORTS: Gregg Evans and Mary Polimino from the Bonadio Group, Auditors to the authority, presented a detailed and lengthy draft report. Mr. Evans was extremely pleased to inform the Board of an excellent report, no negatives.

Following the in-depth review and summarized Reports distributed to the Board it was reported that the following were adopted upon Motion made, duly seconded, and unanimously carried as Motion No. 2383.

These reports include:
- March 31, 2019 Draft Audited Consolidating Financial Statements
- March 31, 2019 Draft Reports Required under the Uniform Guidance
- March 31, 2019 Draft Reports Required under NY State Single Audit
- March 31, 2019 Draft Reports Required under NY State Public Authorities Law
- March 31, 2019 Draft Investment Report
- March 31, 2019 Draft Required Communication with Governing Bodies

SUMMARY FINANCIAL INFORMATION SECTION OF PAL 2800 ANNUAL REPORT: Ms. LoCurto next presented Summary Financial Information for compliance with Section 2800 of the Public Authorities Law and its Annual Report. Upon Motion duly made, seconded, and unanimously carried as Motion No. 2384, such Report was moved, seconded, and unanimously approved, as is required pursuant to Public Authorities Law 2800.

ANNUAL PUBLIC AUTHORITY LAW 2925 INVESTMENT REPORT: It was further moved, seconded, and unanimously carried as Motion No. 2385, that the Annual Public Authority Law 2925 Investment Report be approved.

ANNUAL PUBLIC AUTHORITY LAW 2879/2824(e) PROCUREMENT REPORT: Next a Motion was duly made, seconded, and unanimously carried as Motion No. 2386, approving of the Annual Public Authorities Law 2879/2824(e) Procurement Report.

CNYRTA PROCUREMENT MANUAL: Also, a Motion was duly made, seconded, and unanimously carried as Motion No. 2387, and approving of the CNYRTA Procurement Manual. The Manual unchanged, since last year’s approval.

GUIDELINES REGARDING THE DISPOSITION OF PROPERTY: Lastly, a Motion was duly made, seconded, and unanimously carried as Motion No. 2388, approving of the Guidelines
regarding the Disposition of Property in which Leases and their status were discussed. Leasing of property is considered disposition of property due to Federal and State guidelines.

Mr. Evans and Ms. Polimino from the Bonadio Group were then excused with the thanks of the Board for such a detailed, well-organized report.

ENVIRONMENTAL LIABILITY INSURANCE: Mr. Laino informed the Board that Mr. Maloff, Insurance Consultant to the Authority, was next on the Agenda, with two recommendations. The first regards the Intermodal Transportation Center and approval of an environmental liability insurance policy for environmental liability. The Company providing this insurance is Greenwich Insurance Company. Last year, the premium was $51,410 and $51,437 for this year. Upon recommendation of the Audit and Finance Committee, this Motion, approving of such insurance contract, was moved, seconded and unanimously approved as Motion No. 2389.

GARAGE KEEPER’S LEGAL LIABILITY COVERAGE: Mr. Maloff then presented a second package of insurance for legal liability at the Inter-Modal Transportation Center covering property liability and garage keeper’s legal coverage. Traveler’s Insurance is providing this coverage. The cost for this Insurance last year was $84,820 and this year will be $87,979. Upon recommendation of the Audit and Finance Committee and upon Motion duly made, seconded and unanimously carried, adoption of this Insurance policy contract was approved as Motion No. 2390.

Mr. Maloff was excused from the meeting.

RESOLUTION – ANNUAL SUBSIDY PAYMENTS: Mr. Laino next informed the Board that the Audit and Finance Committee approved of annual subsidy payments from the Authority to various subsidiary corporations, amounts forwarded by this Resolution are:

- CNY Centro, Inc. $32,942,090
- Centro Call-A-Bus $7,266,600
- Centro of Oswego $3,016,964
- Centro of Cayuga $2,708,006
- Centro of Oneida $11,758,567

Upon recommendation of the Audit and Finance Committee and Motion made, seconded and unanimously carried, such Subsidy Payments were moved, carried and unanimously approved as Resolution No. 2398.

Both Mr. Schultz and Ms. LoCurto thanked the team of financial staff members, who worked day and night to put all of these informational statements and analyses together, which are required by State or Federal mandate. Their detail was so that it will stand the Authority in good stead into the future, very much to the advantage to the Authority.

RESOLUTION – AUBURN AND OSWEGO ROOF REPLACEMENT: Mr. Moses was invited into the meeting to report staff support with regard to two Resolutions. The first is the replacement of a roof both in the Auburn and Oswego properties. The low proposer was Dewald Roofing, Inc., with a bid of $119,700. These are paid for 80% with Federal dollars, 10% with State dollars and
10% local dollars. Thereafter, upon recommendation of the Audit and Finance Committee, this Resolution was moved, seconded and unanimously approved as Resolution No. 2399.

RESOLUTION – OIL AND FLUID ANALYSIS MACHINE: Mr. Moses further discussed a contract award for the purchase of an oil and fluid analysis machine. It will be less expensive in the long run for the Authority to utilize its own machine for testing purposes, rather than going out each time for an analysis. The speed with which results come back is also enhanced with a machine under the control and ownership of the Authority. The low responsive and responsible proposer for this 100% State subsidized expenditure is Spectro Scientific Inc. Mr. Moses explained to Mr. Schultz and the Board why this was a single-source purchase. Thereafter, and upon recommendation of the Audit and Finance Committee, the Resolution annexed to these Minutes, providing for the purchase of the Oil and Fluid Analysis Machine was approved as Resolution No. 2400.

Mr. Moses was excused from the meeting.

ANNUAL REPORT ON INTERNAL CONTROLS: Suzanna Sheard was invited into the meeting to give the Annual Report on Internal Controls. Prior to her commencing her remarks, Ms. Sheard was congratulated by the Board for recently passing all of the necessary requirements to become a CPA. She described to the Board how controls throughout the Centro Systems are part of this report. Nothing negative was found. Mr. Laino asked that the word “material”, with respect to control issues, was defined. At the next Governance Committee, there will be a more in-depth presentation on controls by Ms. Sheard.

QUARTERLY INTERNAL CONTROL NEWSLETTER: Each of the Board members had received, prior to the Board meeting, a new issue of a newsletter published for Centro by Ms. Sheard. It received high Board acclaim. It is called “The Watchdog”. At the next Governance Committee meeting an in-depth report regarding controls will be presented to the Board.

Ms. Sheard was then excused from the meeting.

WORKER’S COMPENSATION PROGRAM UPDATE: John Condon, of Brown and Brown was invited into the meeting. He discussed the Worker’s Compensation Program as existed when the Authority brought Brown and Brown on board, and currently. He reviewed the number of worker’s compensation claims and the value estimated for each. He noted steps being taken to match duties with those basically fit to undertake it, and to create avenues for lighter duties, if need be, allowing staff to return to work. The Traveler’s Company is the participant insurer for this project. Mr. Schultz explored the amount of retention held by Traveler’s, which seems to be costly in levels of reserves. Ms. LoCurto and Mr. Condon asked why costs seem so high. Various trend analyses, as requested by Mr. Schultz, were explained.

Mr. Condon was excused from the meeting.

DISPOSAL OF PROPERTY CONTRACTING OFFICER: Ms. LoCurto explained that while structural changes are not being made in the disposal of property, there was a name change this year, where Ms. LoCurto, as Chief Financial Officer, will also be the Authority Contracting Officer for the disposal of property.

CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY MINUTES
OPERATIONS / TRANSPORTATION REPORT: Mr. DeGray, Mr. Hoff and Mr. Tuff were called upon to give a combined Operations / Transportation Report.

FLEET UPDATE: Mr. Hoff was invited into the meeting to describe the fleet update. Sixteen 40 ft transit buses are being delivered over the next several weeks. Mr. Schultz asked Mr. Hoff the length of time it takes for a bus to be put into service after being delivered to the property. Mr. Hoff said two to three weeks. These new buses should be here for State Fair service. The inspection and clearance process were described by Mr. Hoff to the Board.

MANPOWER /MECHANIC RECRUITMENT: Mr. DeGray then gave the Operations Report with regard to mechanics recruitment. He discussed efforts being taken at the University of Northwestern Ohio (UNOH) to explore the recruitment of mechanics and various technology issues, along with managerial training. Ms. Reese initiated a conversation with regard to mechanics being trained at the local vocational school system. Mr. Lee commented that in the past the Authority has had dialogue with the Syracuse City School District (SCSD) regarding development of a program to assist students and serve as a feeder program for the Authority. He also reminded the Board about the program Authority staff conducts with Onondaga, Cortland Madison BOCES where students spend a day at the Authority learning about the employment opportunities we have and the service we provide. Mr. Hoff and Mr. DeGray reviewed the high level of specialized training required of mechanics, some of whom are specialists and others who are not. Steps are being implemented for those having difficulty finding mechanics. CNYRTA staff will be going to UNOH to further explore mechanic recruitment opportunities and the knowledge gained from educational programs in heavy automotive technology (diesel and alternative fuel). It is hoped that this will be a good opportunity for recruiting future employees.

Mr. Hoff was excused from the meeting.

STATE FAIR PARK-N-RIDES: Mr. Tuff, together with other Authority representatives, met earlier this week with Fair officials to finalize the moving of the Park-N-Ride drop-off and pick-up location from the main gate to the Grey lot. This was an in-depth discussion with regard to ingress and egress gates including as to entrances for pick-up and drop-off locations. A great amount of detail, with regard to potential reconfiguration of the State Fair Lots ensued.

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

ATTEST:

Chairman

Secretary

CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY MINUTES
RESOLUTION TO AUTHORIZE CONTRACT AWARD
FOR THE REPLACEMENT OF THE CENTRO OF CAYUGA AND
CENTRO OF OSWEGO ADDITION ROOFS

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) has a need to replace the roof on the additions at the Centro of Cayuga and Centro of Oswego garages; and

WHEREAS, this contract will be paid for using Federal Transit Administration Section 5311 capital grant funds; and

WHEREAS, the Invitation to Bid was publicly let on May 17, 2019, 49 bid packages were distributed electronically, and

WHEREAS, four (4) bids were received on June 10, 2019, with the low responsive and responsible bid from Dewald Roofing, Inc. in the amount of $119,700; 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, 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 contract with Dewald Roofing, Inc. in the amount of $119,700.00.
RESOLUTION TO AUTHORIZE CONTRACT AWARD
FOR THE PURCHASE OF AN OIL AND
FLUID ANALYSIS MACHINE

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) has a
NYS DOT 100% dedicated capital grant in place for the completion of this project; and

WHEREAS, an invitation for bid was advertised and sent out on May 20, 2019, 10 bid
packages were distributed electronically; and

WHEREAS, a single bid was received from Spectro Scientific, Inc., in the amount of
$116,187.00; and

WHEREAS, the bid price was determined to be fair and reasonable after comparison to
previous quotes received 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 of the Central New York Regional Transportation Authority or
his designee be authorized to issue a purchase order to Spectro Scientific, Inc. in the
amount of $116,187.00.
MINUTES OF THE REGULAR MEETING OF
CNY CENTRO, INC
HELD ON FRIDAY, JUNE 21, 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; DONNA REESE

MEMBER ABSENT: LOUELLA WILLIAMS

STAFF ALSO PRESENT: CHRISTINE LoCURTO; JOSEPH DeGRAY; BARRY M. SHULMAN and IAN S. LUDD 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 July 26, 2019.

APPROVAL OF MONTHLY MINUTES: A Motion was then made, seconded and unanimously carried as Motion No. 1324, that the Minutes of the May 17, 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.

AMTRAK LEASE: Mr. Schultz brought the Board up to date with regard to the Amtrak Lease.

FINANCIAL REPORT: Mr. LoCurto gave the Financial Report for CNY Centro, Inc. Thereafter, and after a full discussion, such financial report was adopted per Motion No. 1325, made, seconded and unanimously carried.

OPERATIONS/TRANSPORTATION REPORT: Joe DeGray, Christopher Tuff and Geoff Hoff gave the CNY Centro, Inc Operations/Transportation Report.

STATE FAIR REPORT: Mr. Tuff then gave an extended State Fair Park and Ride report.
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, JUNE 21, 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; DONNA REESE

MEMBER ABSENT: LOUELLA WILLIAMS

STAFF ALSO PRESENT: RICHARD LEE (Chief Executive Officer);
CHRISTINE LoCURTO; BARRY M.
SHULMAN and IAN S. LUDD 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 July 26, 2019.

APPROVAL OF MONTHLY MINUTES: A Motion was then made, seconded and unanimously
carried as Motion No. 1216, that the Minutes of the May 17, 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.

FINANCIAL REPORT: Ms. LoCurto gave the Centro of Cayuga, Inc. Financial Report which was
moved, seconded and unanimously approved as Motion No. 1217.

OPERATIONS/TRANSPORTATION REPORT: Joe DeGray, Christopher Tuff and Geoff Hoff
gave the Centro of Cayuga, Inc. Operations/Transportation Report.

STATE FAIR REPORT: Mr. Tuff then gave an extensive State Fair Park and Ride report.
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, JUNE 21, 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; DONNA REESE

MEMBER ABSENT: LOUELLA WILLIAMS

STAFF ALSO PRESENT: RICHARD LEE (Chief Executive Officer);
CHRISTINE LoCURTO; BARRY M.
SHULMAN and IAN S. LUDD 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 July 26, 2019.

APPROVAL OF MONTHLY MINUTES: A Motion was then made, seconded and unanimously
carried as Motion No. 1232, that the Minutes of the May 17, 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.

FINANCIAL REPORT: Ms. LoCurto gave a Centro of Oswego, Inc. Financial Report which was
moved, seconded and unanimously approved as Motion No. 1233.

OPERATIONS/TRANSPORTATION REPORT: Joe DeGray, Christopher Tuff and Geoff Hoff
then gave the Centro of Oswego, Inc. Operations/ Transportation Report.

STATE FAIR REPORT: Mr. Tuff then gave an extensive State Fair Park and Ride report.

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

ATTEST:

Chairman

SECRETARY

CENTRO OF OSWEGO, INC. MINUTES
MINUTES OF THE REGULAR MEETING OF
CENTRO OF ONEIDA, INC
HELD ON FRIDAY, JUNE 21, 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; DONNA REESE

MEMBER ABSENT: LOUELLA WILLIAMS

STAFF ALSO PRESENT: RICHARD LEE (Chief Executive Officer);
CHRISTINE LoCURTO; JOSEPH DeGRAY;
BARRY M. SHULMAN and IAN S. LUDD 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 July 26, 2019.

APPROVAL OF MONTHLY MINUTES: A motion was then made, seconded and unanimously
carried as Motion No. 359, that the Minutes of the May 17, 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.

MAYOR IZZO – ROME, NEW YORK: Mr. Tuff, Mr. Koegel and Mr. Lee met with Mayor
Jackie Izzo on June 3, 2019 to discuss transit operations in Rome. Construction of the new
transfer hub being built as part of Rome’s New York State Downtown Revitalization Initiative,
for which a “DRI” grant has been received and was highly complimented. A photographic
rendition of the structure was distributed to all Board members. Leadership in Rome, New York
is very pleased with this development.

FINANCIAL REPORT: Ms. LoCurto gave the Financial Report adoption of which was moved,
seconded and unanimously approved as Motion No. 360.

OPERATIONS/TRANSPORTATION REPORT: Joe DeGray, Christopher Tuff and Geoff Hoff
then gave the Centro of Oneida, Inc. Operations/ Transportation Report.

STATE FAIR REPORT: Mr. Tuff then gave an extensive State Fair Park and Ride report.
There being no further business to come before the Board, the Centro of Oneida, Inc. Board meeting was thereupon duly adjourned.

ATTEST:

[Signature]
Secretary

[Signature]
Chairman
MINUTES OF THE REGULAR MEETING OF
THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY
AUDIT AND FINANCE COMMITTEE
HELD ON FRIDAY JUNE 21, 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; DONNA REESE

STAFF ALSO PRESENT: RICHARD LEE (Chief Executive Officer); LINDA BIATA; CARMEN BRIENZA; CHRISTINE LoCURTO; MELISSA BRIM; CASSANDRA CHEREBIN; JOSEPH DeGRAY; JOSH GARDNER; GEOFF HOFF; STEVEN KOEGEL; CAROL LOMBARDO; CAITLIN MacCOLLUM; LILA MacDOWELL; EJ MOSES; JACKIE MUSENGO; SUZANNA SHEARD; TARA SPRAKER; CHRISTOPHER TUFF; JON MALOFF; JEREMY SMITH; BARRY M. SHULMAN and IAN S. LUDD 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 July 26, 2019 at 9:30 A.M.

RELATED REPORTS: Gregg Evans from the Bonadio Group, Auditors to the authority, presented a detailed and lengthy draft report. Mr. Evans was extremely pleased to inform the Board of an excellent report, no negatives. Upon approval of the Audit and Finance Committee, and upon by Motion duly made, seconded and unanimously carried and forwarded to the Board for approval.

These reports include:
March 31, 2019 Draft Audited Consolidating Financial Statements
March 31, 2019 Draft Reports Required under the Uniform Guidance
March 31, 2019 Draft Reports Required under NY State Single Audit
March 31, 2019 Draft Reports Required under NY State Public Authorities Law
March 31, 2019 Draft Investment Report
March 31, 2019 Draft Required Communication with Governing Bodies

SUMMARY FINANCIAL INFORMATION SECTION OF PAL 2800 ANNUAL REPORT: Ms. LoCurto next presented Summary Financial Information for compliance with Section 2800 of the Public Authorities Law and its Annual Reports. Upon motion duly made, seconded, and unanimously carried the Draft Report was sent to the Board with recommendation for approval.
ANNUAL PUBLIC AUTHORITY LAW 2925 INVESTMENT REPORT: It was further moved, seconded, and unanimously carried that the Annual Public Authority Law 2925 Investment Report be forwarded to the Board with recommendation for approval.

ANNUAL PUBLIC AUTHORITY LAW 2879/2824(e) PROCUREMENT REPORT: Next, a motion was duly made, seconded, and unanimously that the Annual Public Authority Law 2879/2824(e) Procurement Report be sent onto the Board with recommendation for approval.

CNYRTA PROCUREMENT MANUAL: Next, the CNYRTA Procurement Manual, unmodified from prior publications was on recommendation of the Audit and Finance Committee, moved, seconded and unanimously forwarded to the Board for approval.

ENVIRONMENT LIABILITY INSURANCE: Mr. Laino informed the Board that Mr. Maloff, Insurance Consultant to the Authority, was next on the Agenda, with two recommendations. The first regards the Intermodal Transportation Center and approval of an environmental liability insurance policy. The Insurance is Greenwich Insurance Company. Last year, the premium was $51,410 and $51,437 for this year. Upon approval of the Audit and Finance Committee, a Motion, approving of such insurance contract, was moved, seconded and unanimously carried and forwarded to the Board for approval.

GARAGE KEEPER'S LEGAL LIABILITY COVERAGE: Mr. Maloff then presented a second package of insurance for legal liability at the Inter-Modal Transportation Center covering property liability and garage keeper's legal coverage. Traveler's Insurance is providing this coverage. The cost for this Insurance last year was $84,820 and this year will be $87,979. Upon approval of the Audit and Finance Committee and upon Motion duly made, seconded and unanimously carried, adoption of this Insurance policy contract was forwarded to the Board for approval.

ANNUAL SUBSIDY PAYMENTS: Mr. Laino next informed the Board that the Audit and Finance Committee approved of annual subsidy payments from the Authority to various subsidiary corporations, amounts forwarded by this Resolution are:

- CNY Centro, Inc. $32,942,090
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- Centro of Cayuga $2,708,006
- Centro of Oneida $11,758,567

Upon approval of the Audit and Finance Committee and upon Motion duly made, seconded and unanimously carried, adoption of this Resolution was forwarded to the Board for approval.

Both Mr. Schultz and Ms. LoCurto thanked the team of financial staff members, who worked day and night to pull all of these informational statements and analyses together, as they are required by State or Federal mandate. The presentation of Audited Financial Statements was so superior that it will stand the Authority in good stead into the future, very much to the advantage to the Authority.

AUDIT AND FINANCE COMMITTEE MEETING MINUTES
AUDUBN AND OSWEGO ROOF REPLACEMENT: Mr. Moses was invited into the meeting to report staff support with regard to two Resolutions. The first is the replacement of a roof both in the Auburn and Oswego properties. The low Proposer was Dewald Roofing, Inc., with a bid of $119,700. This will be paid for 80% with Federal dollars, 10% with State dollars and 10% local dollars. Thereafter, and upon approval of the Audit and Finance Committee, this Resolution was moved, seconded and unanimously carried and forwarded to the Board for approval.

OIL AND FLUID ANALYSIS MACHINE: Mr. Moses further discussed a contract award for the purchase of and oil and fluid analysis machine. It will be much less expensive in the long run for the Authority to utilize its own machine for testing purposes, rather than going out each time for an analysis. The speed with which results come back is also enhanced with a machine under the control and ownership of the Authority. The low responsive and responsible proposer for this 100% State subsidized expenditure is Spectro Scientific Inc. Mr. Moses explained to Mr. Schultz and the Board why this was a single-source purchase. Thereafter, and upon approval of the Audit and Finance Committee, the Resolution annexed to these Minutes, providing for the purchase of the Oil and Fluid Analysis Machine was forwarded to the Board for approval.

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

Chairman

ATTEST:

Secretary