MINUTES OF THE REGULAR MEETING OF
THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY
HELD ON FRIDAY, MARCH 27, 2020 AT 9:00 A.M.
AT THE RTA OFFICES, 200 CORTLAND AVENUE
IN SYRACUSE, NEW YORK

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

MEMBER ABSENT: TINA FITZGERALD

STAFF ALSO PRESENT: RICHARD LEE (Chief Executive Officer); CHRISTINE LoCURTO; ROBERT LoCURTO; CHRISTOPHER TUFF; and BARRY M. SHULMAN and STEPHEN T. HELMER of counsel

The Chairman called the meeting to order at 9:00 A.M., noting that a quorum was present. The Chairman observed that because of provisions included in Governor Cuomo’s Executive Order 202.1, those not in physical attendance were present through telephone as permitted as a result of COVID-19. The Chairman wished to note how proud he is of the Authority staff. During the days, still on going, every morning the various department heads met to work together to keep service on the street as a team. They work together regardless whether issues were in their department or another department. Everyone thought of others and preformed fabulously. Mr. Schultz especially wished to thank Christopher Tuff and Joseph DeGray for keeping the buses and everything else moving properly during the time of this pandemic. He said that he could not be prouder.

The Chairman announced that the next Authority monthly Board meeting will be held on April 24, 2020. The Legal Committee will meet at 9:00 a.m., the Audit and Finance Committee will meet immediately thereafter. Ms. LoCurto reminded the Board that there will be no Financial Statements presented at the April Board Meeting because of the accounting staff’s preparation of year-end financial statements. The Board meeting will follow thereafter as will the Annual Meeting.

APPROVAL OF MONTHLY MINUTES: A Motion was then made, seconded and unanimously carried as Motion No. 2435, that the Minutes of the February 28, 2020 monthly CNYRTA Board meeting be adopted.

CHIEF EXECUTIVE OFFICER’S REPORT: The Chairman then asked Mr. Lee to give the Chief Executive Officer’s Report, which he did.

COVID-19: Mr. Lee then spoke about the World Health Crisis and status of transit budgets both in New York State and Washington D.C. It is hoped that by the April 24, 2020 meeting, facts will
become better known to funders. He spoke about steps being taken for the safety of operators, including creating distances between passengers and operators. He observed that the operators in the Centro Systems are responding wonderfully. He discussed the availability of PPE and preventative steps being taken.

**VICE PRESIDENT OF ADMINISTRATION REPORT:** Mr. Tuff then gave the report as Vice President of Administration.

**TRANSIT AWARENESS DAY:** Mr. Tuff first reported on the Transit Awareness day held March 10, 2020. Chairman Schultz and Mr. Tuff joined with NYPTA leaders from across New York State meeting in Albany. He was especially grateful to the Chair of the Greater Syracuse Tenant’s Network, Sharon Sherman, who traveled from Central New York to attend. He noted that she is especially supportive of mass transit in Central New York. Mr. Tuff described legislative meetings that included discussions with the Senate Finance Committee, the Assembly Ways and Means Committee, and various other State Legislators. The purpose was to discuss the Governor’s Executive budget, electric buses, and NYPTA alternative recommendations for transportation funding. The meetings were cordial and productive. Mr. Tuff and Mr. Schultz also met with several members of the Central New York delegation to discuss Governor Cuomo’s Executive budget and the impact it has on the Centro Systems. Centro’s NYPTA budget recommendations were likewise described, as well as those across the State.

**ZERO EMISSIONS:** Mr. Hoff and Mr. Tuff participated in a call with CalStart staff to discuss the benefits of electric buses. Mr. Tuff described expertise at Centro with regard to CNG technology.

**TRANSIT DRIVER APPRECIATION DAY:** Mr. Tuff discussed the Transit Driver Appreciation Day, scheduled for March 18, 2020. Unfortunately, it was impacted by the Corona Virus Pandemic. Still the appreciation for the bus operators was clearly expressed. Mr. Tuff and the Board wished to thank all of the operators at all Centro locations, emphasizing their great work.

**AUDIT AND FINANCE COMMITTEE REPORT:** Mr. Laino, Chairman of the Audit and Finance Committee, reported on its meeting held earlier this morning.

**FINANCE REPORT:** The first item of business before the Audit and Finance Committee was the Finance Report, presented by Ms. LoCurto.

**CONSOLIDATED STATEMENT OF REVENUES AND EXPENDITURES:** Ms. LoCurto first discussed the Consolidated Statement of Revenues and Expenditures. The various consolidated statements indicate revenues and expense structure consistent with January’s numbers. She reviewed various line items, both revenues and expenses. She also presented items related to the Corona virus. After a detailed discussion, the Consolidated Financial Report was moved, seconded and unanimously adopted, per Motion No. 2436.

Ms. LoCurto then invited Linda Biata to give a report to the Board. Ms. Biata has been carefully watching cash flow, which is being negatively impacted by the Corona virus responses. Ms. Biata viewed the cash position of the Authority, and observed that this disease presents a moving target. Ms. Biata discussed the Authority’s Line of Credit with M&T Bank, which cannot be borrowed against for loss of State revenues, as the Authority is now experiencing. Cash flow to the Authority
was then discussed in depth. The weekly level of expenditures cannot remain static. Cash will be depleted by the end of June if matters do not reverse themselves or State or Federal government does not participate in alleviating this situation. Most local employers impacted on cash flow would include Syracuse University, SUNY Oswego, and the City of Syracuse School System. Staff has done an excellent job gathering information. Mr. Laino asked to be contacted, should emergency steps be required.

Ms. Biata was then excused from the meeting.

The Board then discussed the 2021 Fiscal Year Budget in depth.

FINAL BUDGET AND FINANCIAL PLAN FOR FISCAL YEAR 2020-2021: Thereafter, and upon Motion duly made, seconded, and unanimously carried, and after an in-depth discussion, the final Budget and financial plan for fiscal year 2020-2021 was approved per Motion No. 2437.

RESOLUTION – APPROVAL OF MR. TUFF’S SIGNATURE BEING ADDED TO M&T BANK CHECKING ACCOUNT: Ms. LoCurto explained to the Board why it is important that Christopher Tuff’s name be added as a signatory for financial transaction. Thereafter, and upon Motion duly made, seconded, and unanimously carried, and after further discussion, approval of Mr. Tuff’s name be added as a signatory to the M&T Bank checking account, per Resolution No. 2432, annexed hereto.

RESOLUTION – PARKING REVENUE AND CONTROL EQUIPMENT: Mr. Moses was invited to present a Resolution with regard to RTC parking revenue and control equipment. The purchase of this equipment was the subject of an RFP let by Authority. It is being paid for with 100% State funds. The price of the contract is $153,250 and is awarded to Ber-National Automation, Inc. Motion was then duly made, seconded, and unanimously carried as Resolution No. 2433, annexed hereto.

Mr. Moses was then excused from the meeting.

NOMINATING COMMITTEE: The Chairman announced that the Nominating Committee will be making a report in April. The monthly Board meeting will also serve as the Annual Meeting.

CHIEF OPERATING OFFICER’S REPORT: The Chairman then called upon Robert LoCurto, Chief Operating Officer, to give his report to the Board.

FLEET UPDATE: Last month it was noted that Centro was nearing the end of its bus contract and was close to completing and releasing specifications for the next five-year contract. Authority staff is reaching out to bus manufacturers in the coming days in order to determine the extent to which COVID-19 affects manufacturing schedules.

DIESEL FUEL AND CNG COMMODITY PRICE LOCKING: Mr. Huff and Mr. Tuff are analyzing the recent drop in fuel prices with hopes of taking advantage of lower commodity pricing for diesel and natural gas. They have been successful and locked in through fiscal year 2023. They are pleased with a $0.40 per gallon savings for approximately 300,000 gallons.
COLLECTIVE BARGAINING AGREEMENTS: Mr. LoCurto then asked Mr. DeGray to report on Collective Bargaining Agreements, recently approved for Customer Service Representatives. It is a four-year agreement ratified by membership. Cost to the Authority is approximately $20,000 over four years. Mr. DeGray wanted to thank the Union for its cooperative bargaining. It is an excellent contract for both sides. It was then moved, seconded, and unanimously carried as Motion No. 2438, that the agreement reached with ATU for Customer Service Representatives be approved.

NEW YORK STATE DEC: On March 12, 2020, the New York State Department of Environmental Conservation inspected Centro’s chemical bulk storage program. Mr. LoCurto was pleased to announce that no violations were observed.

PERSONNEL MATTERS: The meeting then went into Executive Session, pursuant to Public Officer’s Law section 105(1)(f), the employment history of a particular person or matters leading to the promotion of a particular person. The vote to go into Executive Session was unanimous as Motion No. 2439. Upon exiting from Executive Session, Mr. Laino indicated that effective March 31, 2020, Mr. Schultz will resign as Chairman and Board Member of the Authority and its Subsidiary Corporations. Effective April 1, 2020 Mr. Schultz will assume the position of Executive Vice President pursuant to the terms of an Employment Agreement explained in detail and approved by the Board as motion duly made, seconded, and unanimously carried as Motion No. 2440. This was approved unanimously, except for Mr. Schultz, who abstained from voting.

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

Chairman

ATTEST:

Secretary
AUTHORIZATION TO ADD SIGNATORY TO CNYRTA/CENTRO BANK ACCOUNTS

WHEREAS, the Central New York Regional Transportation Authority and its subsidiary corporations have duly opened certain accounts with M&T Bank for the deposit of their funds and for the execution of necessary banking transactions in the normal course of business; and

WHEREAS, the Authority and its subsidiary corporations have and maintain certain accounts in the following financial institution in the Syracuse area: Manufacturers and Traders (M&T) Bank;

WHEREAS, it is necessary to add Christopher Tuff, (VP of Administration) as signatory to M&T General Disbursing and M&T Payroll Account in order to ensure timely disbursements and other banking transactions; and

WHEREAS, it is confirmed that there are 6 authorized signatories to the M&T General Disbursing and M&T Payroll Accounts of the Authority and its subsidiary corporations: Richard G. Lee (Chief Executive Officer), Christine Lo Curto (Chief Financial Officer), Robert Lo Curto (Chief Operating Officer), Joseph Michael DeGray (VP Transit Operations), Steve J. Koegel (VP of Service Development & Corporate Communications) and Linda Biata (Director of Accounting).

NOW, THEREFORE, BE IT RESOLVED that Christopher Tuff be hereby authorized to be added as an authorized signatory for the M&T General Disbursing and M&T Payroll Accounts of the Authority and its subsidiary corporations, and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MEMBERS OF THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY, that the Secretary of the Authority and the Chief Executive Officer be and are hereby authorized and directed to furnish said institution with a certified copy of this resolution and any other documentation which they may reasonably require to execute this action.
ACCOUNT NUMBER 1002187316
DEPOSITOR CNY Regional Transportation Authority
CNY Centro Inc General Disbursing

NAME Christopher Tuff
ROLE / TITLE Vice President of Administration
ADDRESS 200 Cortland, Syracuse, NY 13205-0820

TELEPHONE 315-442-3351
EMAIL ADDRESS (if available) christuff@centro.org
U.S. SSN 095-68-7154
COUNTRY(IES) OF CITIZENSHIP United States
COUNTRY OF RESIDENCE United States
DATE OF BIRTH 04-05-1984
SIGNATURE

NAME
ROLE / TITLE
ADDRESS

TELEPHONE
EMAIL ADDRESS (if available)
U.S. SSN
COUNTRY(IES) OF CITIZENSHIP
COUNTRY OF RESIDENCE
DATE OF BIRTH
SIGNATURE

NAME
ROLE / TITLE
ADDRESS

TELEPHONE
EMAIL ADDRESS (if available)
U.S. SSN
COUNTRY(IES) OF CITIZENSHIP
COUNTRY OF RESIDENCE
DATE OF BIRTH
SIGNATURE
I certify that Depositor named above has duly authorized the opening of a deposit account pursuant to the agreement on M&T Bank’s Commercial Deposit Account Opening Request, and that I am duly authorized to act on behalf of Depositor; that Depositor is:

☐ an agency or department of the United States,
☐ an agency, division or department of the State of ______________________.
☐ a State of ______________________ local government entity (county, town, village),
☐ a school district,
☐ a fire district, or
☒ other ______________________

[Public Benefit Corp] duly organized and validly existing under the laws of the State of NY; and, if applicable, that the resolutions set forth below or provided separately to M&T Bank have been duly adopted by the Board of of Depositor, at a meeting duly called and held on March 27, 2020, that each of such resolutions is in full force and effect and none has been rescinded, revoked, or modified; and that none of such resolutions nor any action pursuant thereto will violate any law, rule, regulation, charter, by-law or agreement by which Depositor is governed, constituted or bound.

RESOLVED, that:

1. Manufacturers and Traders Trust Company ("M&T Bank"), a New York banking corporation, is hereby designated a depository for this entity (the "Depositor") and the officers or employees named herein or on a Rider hereto are hereby authorized to open one or more deposit accounts from time to time (each an "Account") on behalf of Depositor.

2. M&T Bank may purchase, give credit for, cash, accept, certify and pay from funds on deposit in the Account, without inquiry, all items signed, drawn, accepted or endorsed on behalf of Depositor, whether under a title, the words “Authorized Signature” or otherwise, with the actual or purported facsimile signature of any one of the officials whose names, capacities and specimen signatures appear above or on a Rider hereto, or his or her successor in office (each an "Authorized Signer"), regardless of the circumstances under which the signature shall have become affixed so long as the signature is the actual signature of an Authorized Signer or resembles the facsimile signature of an Authorized Signer previously certified to M&T Bank. Depositor shall indemnify M&T Bank against all claims, damages, liabilities, costs and expenses (including, but not limited to, attorneys' fees and disbursements) incurred by M&T Bank in connection with honoring any signature of any Authorized Signer (including any facsimile signature that resembles the facsimile signature of an Authorized Signer previously certified to M&T Bank) or any refusal to honor the signature of any person who is not an Authorized Signer. Depositor acknowledges and agrees that any requirement of Depositor that any item or other instrument for the payment of money signed, drawn, accepted or endorsed on behalf of Depositor bear the signature of more than one Authorized Signer is solely an internal requirement of Depositor and imposes no duty of enforcement on M&T Bank.

3. Any Authorized Signer may, on behalf of Depositor, transact with and through M&T Bank all such business as he or she deems advisable upon such terms as he or she deems proper, including, but not limited to, obtaining an undertaking and pledge of collateral for uninsured balances in the Account, entering into custodial agreements concerning such collateral, obtaining such loans and other extensions of credit as may be consistent with applicable law, discounting, selling, assigning, delivering and negotiating items, guaranteeing the obligations of others pursuant to applicable law, applying for letters of credit, electronic funds transfers, capital market products, automated clearing house ("ACH") payments, cash management, trust and investment products and any other services or transactions, and, in compliance with all applicable law and procedures, pledging, hypothecating, assigning, mortgaging, encumbering, granting security interests in and otherwise creating liens upon Depositor's property, whether real or personal, tangible or intangible ("Property"), as security for loans and other extensions of credit, and in connection with any such transaction of business do all acts or other things as he or she shall deem proper including, but not limited to, signing, drawing, accepting, executing and delivering items, guarantees, assignments, pledges, hypothecations, receipts, waivers, releases and other instruments, agreements and documents, making and receiving delivery of Property, accepting, receiving, withdrawing and waiving demands and notices and incurring and paying liabilities, costs and expenses.

4. In the event an Authorized Signer acting on behalf of Depositor shall apply to or contract with M&T Bank for any electronic funds transfer service that M&T Bank may make available to Depositor, including, but not limited to, any service that contemplates M&T Bank's execution of payment orders initiated by Depositor for the wire or ACH transfer of funds to or from an Account of Depositor, such Authorized Signer shall be empowered on behalf of Depositor to designate one or more persons (who may, but need not be, Authorized Signers), each of whom, acting alone, shall be authorized on behalf of Depositor to transmit payment orders to M&T Bank for the transfer of funds to or from Depositor’s Account.

5. Each person identified as an Authorized Signer, and each person or persons designated by an Authorized Signer to act on behalf of Depositor (who may, but need not be, Authorized Signers), shall have the power and authority to transact business and bind Depositor through electronic medium (e.g., the Internet) and M&T Bank may rely on any of the following to the same extent as the actual signature and proof of identity of each such person to bind Depositor: any electronic signature or digital signature, under applicable law, of such person; any identifier issued by M&T Bank, its affiliates or any other party (e.g., Personal Identification Number associated with ATM or other card or any access device) to such person; or any other criteria that M&T Bank may reasonably rely on which may serve as an indicator of authentication for such person.

I further certify that each person whose name appears above or on a Rider hereto opposite an office has been duly elected or appointed to and now holds such office of Depositor; that each such officer whose name thus appears is acting for Depositor in the capacity opposite such other person's name; and that each signature on this certification or a Rider hereto is a true specimen of the signature of the person whose signature it purports to be.

[Signature]
Date
Authorized Signature

[Signature]
Title

Original - Account Services; Copy - Branch
ACCOUNT NUMBER  5013007456
DEPOSITOR  CNY Regional Transportation Authority
CNY Centro Inc  Payroll Account

NAME  Christopher Tuff
ROLE / TITLE  Vice President of Administration
ADDRESS  200 Cortland, Syracuse, NY 13205-0820

TELEPHONE  315-442-3351
EMAIL ADDRESS (if available)  christuff@centro.org
U.S. SSN  095-68-7154
COUNTRY(IES) OF CITIZENSHIP  United States
COUNTRY OF RESIDENCE  United States
DATE OF BIRTH  04-05-1984
SIGNATURE

NAME
ROLE / TITLE
ADDRESS

TELEPHONE
EMAIL ADDRESS (if available)
U.S. SSN
COUNTRY(IES) OF CITIZENSHIP
COUNTRY OF RESIDENCE
DATE OF BIRTH
SIGNATURE

NAME
ROLE / TITLE
ADDRESS

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☐ an agency, division or department of the State of ____________________________
☐ a State of ____________________________ local government entity (county, town, village),
☐ a school district,
☐ a fire district, or
☒ other _______________ Public Benefit Corp

duly organized and validly existing under the laws of the State of NY; and, if applicable, that the resolutions set forth below or provided separately to M&T Bank have been duly adopted by the Board of Depositor, at a meeting duly called and held on Mar 27, 2020, that each of such resolutions is in full force and effect and none has been rescinded, revoked, or modified; and that none of such resolutions nor any action pursuant thereto will violate any law, rule, regulation, charter, by-law or agreement by which Depositor is governed, constituted or bound.

RESOLVED, that:

1. Manufacturers and Traders Trust Company ("M&T Bank"), a New York banking corporation, is hereby designated a depository for this entity (the "Depositor") and the officers or employees named herein or on a Rider hereto are hereby authorized to open one or more deposit accounts from time to time (each an "Account") on behalf of Depositor.

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I further certify that each person whose name appears above or on a Rider hereto opposite an office has been duly elected or appointed to and now holds such office of Depositor; that each other person whose name thus appears is acting for Depositor in the capacity opposite such other person’s name; and that each signature on this certification or a Rider hereto is a true specimen of the signature of the person whose signature it purports to be.

Date 12/30

Authorized Signature

Chairman

Original - Account Services; Copy - Branch
RESOLUTION TO AUTHORIZE THE PURCHASE  
OF REPLACEMENT PARKING CONTROL EQUIPMENT  
FOR THE WILLIAM F. WALSH REGIONAL TRANSPORTATION CENTER  

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) has NYSDOT 100% dedicated capital funds in place for the purchase of parking control equipment; and  

WHEREAS, the Request for Proposals was publicly let on December 12, 2020, 16 rfp packages were distributed electronically; and  

WHEREAS, five (5) proposals were received on January 14, 2020; and  

WHEREAS, after evaluation by committee the best proposal received was from Ber-National Automation, Inc., and  

WHEREAS, the final negotiated price of $153,250 was determined to be fair and reasonable based upon previous procurements and the other proposals received, 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 is authorized to enter a contract with Ber National Automation, Inc. for parking control equipment in the amount of $153,250.
FACT SHEET
RTC PARKING CONTROL EQUIPMENT PURCHASE

PROJECT DESCRIPTION: The existing parking control equipment at the Regional Transportation Center is out of service. The equipment is difficult to maintain and keep in operation. The manufacturer is no longer in business and the equipment is no longer supported.

ADVERTISEMENT: An Invitation to Bid was advertised on May 17, 2019 to be included in the NYS Contract Reporter, Post Standard, Auburn Citizen, Palladium Times, Rome Sentinel, Utica Observer-Dispatch, the Minority Commerce Weekly.

FUNDING: 100% NYSDOT dedicated capital funds

PRICING RECEIVED:

<table>
<thead>
<tr>
<th>COMPANY</th>
<th>BID</th>
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<tbody>
<tr>
<td>Parking Boxx</td>
<td>$159,811</td>
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<tr>
<td>Ber-National Controls</td>
<td>$165,555</td>
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<tr>
<td>Integrated Technical Systems (ITS)</td>
<td>$143,884</td>
</tr>
<tr>
<td>Access Technology Integration</td>
<td>$171,871</td>
</tr>
<tr>
<td>Ber-National Automation</td>
<td>$153,250</td>
</tr>
</tbody>
</table>

The pricing received was determined to be fair and reasonable based upon comparison with pricing received on previous purchases proposal pricing received. The lowest priced proposal from ITS had additional add-on cost that was not included in their base proposal price. Ber-National Automation provided the most complete proposal in equipment, service and price.

COMMENTS: Ber-National Automation, Inc., currently performs repairs on the existing system

RECOMMENDATION: Staff recommends contract award to Ber National Automation, Inc. in an amount of $153,250.00.
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CNY CENTRO, INC  
HELD ON FRIDAY, MARCH 27, 2020 AT 10:00 A.M.  
AT THE RTA OFFICES, 200 CORTLAND AVENUE  
IN SYRACUSE, NEW YORK

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

MEMBER ABSENT:  
TINA FITZGERALD

STAFF ALSO PRESENT:  
RICHARD LEE (Chief Executive Officer);  
CHRISTINE LoCURTO; ROBERT LoCURTO;  
CHRISTOPHER TUFF; and BARRY M.  
SHULMAN and STEPHEN T. HELMER, of  
counsel

The Chairman called the meeting to order at 10:00 A.M., noting that a quorum was present. The Chairman observed that because of provisions included in Governor Cuomo’s Executive Order 202.1, those not in physical attendance were present through telephone as permitted as a result of COVID-19. The Chairman wished to note how proud he is of the Authority staff. During the days, still on going, every morning the various department heads met to work together to keep service on the street as a team. They meet work together regardless whether issues were in their department or another department. Everyone thought of others and performed fabulously. Mr. Schultz especially wished to thank Christopher Tuff and Joseph DeGray for keeping the buses and everything else moving properly during the time of this pandemic. He said that he could not be prouder.

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

COVID-19: Mr. Lee then spoke about the World Health Crisis and status of transit budgets both in New York State and Washington D.C. It is hoped that by the April 24, 2020 meeting, facts will become better known to funders. He spoke about steps being taken for the safety of operators,
including creating distances between passengers and operators. He observed that the operators in the Centro Systems are responding wonderfully. Employers locally should also consider themselves proudly. He discussed the availability of PPE and preventative steps being taken.

VICE PRESIDENT OF ADMINISTRATION REPORT: Mr. Tuff then gave the report as Vice President of Administration.

FINANCIAL REPORT: Ms. LoCurto then gave the Financial Report. Thereafter, and after a full discussion, such Financial Report was adopted as Motion No. 1341, made seconded and unanimously carried.

CHIEF OPERATING OFFICER'S REPORT: Mr. LoCurto gave the Centro Operations Report.

COLLECTIVE BARGAINING AGREEMENTS: Mr. LoCurto called upon Mr. DeGray to discuss a Collective Bargaining Agreement, recently approved for Customer Service Representatives. It is a four-year agreement ratified by membership. Cost to the Authority is approximately $20,000 over four years. Mr. DeGray wanted to thank the Union for its cooperative bargaining. It is an excellent contract for both sides. It was then moved, seconded, and unanimously carried as Motion No. 1342, that the agreement reached with ATU for Customer Service Representatives be approved.

PERSONNEL MATTERS: The meeting then went into Executive Session, pursuant to Public Officer’s Law section 105(1)(f), the employment history of a particular person or matters leading to the promotion of a particular person. The vote to go into Executive Session was unanimous as Motion No. 1343. Upon exiting from Executive Session, Mr. Laino indicated that effective March 31, 2020, Mr. Schultz will resign as Chairman and Board Member of the Authority and its Subsidiary Corporations. Effective April 1, 2020 Mr. Schultz will assume the position of Executive Vice President pursuant to the terms of an Employment Agreement explained in detail and approved by the Board as motion duly made, seconded, and unanimously carried as Motion No. 1344. This was approved unanimously, except for Mr. Schultz, who abstained from voting.
There being no further business to come before the Board, the CNY Centro, Inc Board meeting was thereupon duly adjourned.

Chairman

ATTEST:

Secretary
MINUTES OF THE REGULAR MEETING OF
CENTRO OF CAYUGA, INC
HELD ON FRIDAY, MARCH 27, 2020 AT 10:00 A.M.
AT THE RTA OFFICES, 200 CORTLAND AVENUE
IN SYRACUSE, NEW YORK

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

MEMBER ABSENT:  TINA FITZGERALD

STAFF ALSO PRESENT:  RICHARD LEE (Chief Executive Officer);
CHRISTINE LoCURTO; ROBERT LoCURTO;
CHRISTOPHER TUFF; and BARRY M.
SHULMAN, and STEPHEN T. HELMER, of
counsel

The Chairman called the meeting to order at 10:00 A.M., noting that a quorum was present. The Chairman observed that because of provisions included in Governor Cuomo’s Executive Order 202.1, those not in physical attendance were present through telephone as permitted as a result of COVID-19. The Chairman wished to note how proud he is of the Authority staff. During the days, still on going, every morning the various department heads met to work together to keep service on the street as a team. They met work together regardless whether issues were in their department or another department. Everyone thought of others and preformed fabulously. Mr. Schultz especially wished to thank Christopher Tuff and Joseph DeGray for keeping the buses and everything else moving properly during the time of this pandemic. He said that he could not be prouder.

The Chairman announced that the next Authority monthly Board meeting will be held on April 24, 2020. Ms. LoCurto reminded the Board that there will be no Financial Statements presented at the April Board Meeting because of the accounting staff’s preparation of year-end financial statements. The Board meeting will follow thereafter as will the Annual Meeting.

APPROVAL OF MONTHLY MINUTES: A Motion was then made, seconded and unanimously carried as Motion No. 1232, that the Minutes of the February 28, 2020 Centro of Cayuga, Inc. monthly Board meeting are adopted.

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

COVID-19: Mr. Lee then spoke about the World Health Crisis and status of transit budgets both in New York State and Washington D.C. It is hoped that by the April 24, 2020 meeting, facts will
become better known to funders. He spoke about steps being taken for the safety of operators, including creating distances between passengers and operators. He observed that the operators in the Centro Systems are responding wonderfully. Employers locally should also consider themselves proudly. He discussed the availability of PPE and preventative steps being taken.

**VICE PRESIDENT OF ADMINISTRATION REPORT:** Mr. Tuff then gave the report as Vice President of Administration.

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

**CHIEF OPERATING OFFICER’S REPORT:** Mr. LoCurto gave the Centro of Cayuga, Inc. Operations/Transportation Report.

**PERSONNEL MATTERS:** The meeting then went into Executive Session, pursuant to Public Officer’s Law section 105(1)(f), the employment history of a particular person or matters leading to the promotion of a particular person. The vote to go into Executive Session was unanimous as Motion No. 1234. Upon exiting from Executive Session, Mr. Laino indicated that effective March 31, 2020, Mr. Schultz will resign as Chairman and Board Member of the Authority and its Subsidiary Corporations. Effective April 1, 2020 Mr. Schultz will assume the position of Executive Vice President pursuant to the terms of an Employment Agreement explained in detail and approved by the Board as motion duly made, seconded, and unanimously carried as Motion No. 1235. This was approved unanimously, except for Mr. Schultz, who abstained from voting.

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

[Signature]
Chairman

**ATTEST:**

[Signature]
Secretary

CENTRO OF CAYUGA, INC. MINUTES
MINUTES OF THE REGULAR MEETING OF
CENTRO OF OSWEGO, INC
HELD ON FRIDAY, MARCH 27, 2020 AT 10:00 A.M.
AT THE RTA OFFICES, 200 CORTLAND AVENUE
IN SYRACUSE, NEW YORK

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

MEMBER ABSENT: TINA FITZGERALD

STAFF ALSO PRESENT: RICHARD LEE (Chief Executive Officer);
CHRISTINE LoCURTO; ROBERT LoCURTO;
CHRISTOPHER TUFF; and BARRY M.
SHULMAN and STEPHEN T. HELMER, of
counsel

The Chairman called the meeting to order at 10:00 A.M., noting that a quorum was present. The Chairman observed that because of provisions included in Governor Cuomo’s Executive Order 202.1, those not in physical attendance were present through telephone as permitted as a result of COVID-19. The Chairman wished to note how proud he is of the Authority staff. During the days, still on going, every morning the various department heads met to work together to keep service on the street as a team. They work together regardless whether issues were in their department or another department. Everyone thought of others and preformed fabulously. Mr. Schultz especially wished to thank Christopher Tuff and Joseph DeGray for keeping the buses and everything else moving properly during the time of this pandemic. He said that he could not be prouder.

The Chairman announced that the next Authority monthly Board meeting will be held on April 24, 2020. Ms. LoCurto reminded the Board that there will be no Financial Statements presented at the April Board Meeting because of the accounting staff’s preparation of year-end financial statements. The Board meeting will follow thereafter as will the Annual Meeting.

APPROVAL OF MONTHLY MINUTES: A Motion was then made, seconded and unanimously carried as Motion No. 1248, that the Minutes of the February 28, 2020 Centro of Oswego, Inc. monthly Board meeting are adopted.

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

COVID-19: Mr. Lee then spoke about the World Health Crisis and status of transit budgets both in New York State and Washington D.C. It is hoped that by the April 24, 2020 meeting, facts will become better known to funders. He spoke about steps being taken for the safety of operators, including creating distances between passengers and operators. He observed that the operators in
the Centro Systems are responding wonderfully. Employers locally should also consider themselves proudly. He discussed the availability of PPE and preventative steps being taken.

**VICE PRESIDENT OF ADMINISTRATION REPORT:** Mr. Tuff then gave the report as Vice President of Administration.

**FINANCIAL REPORT:** Ms. LoCurto gave the Centro of Oswego, Inc. Financial Report adoption of which was moved, seconded and unanimously approved as Motion No. 1249.

**CHIEF OPERATING OFFICER’S REPORT:** Mr. LoCurto next gave the Centro of Oswego, Inc. Operations/Transportation Report.

**PERSONNEL MATTERS:** The meeting then went into Executive Session, pursuant to Public Officer’s Law section 105(1)(f), the employment history of a particular person or matters leading to the promotion of a particular person. The vote to go into Executive Session was unanimous as Motion No. 1250. Upon exiting from Executive Session, Mr. Laino indicated that effective March 31, 2020, Mr. Schultz will resign as Chairman and Board Member of the Authority and its Subsidiary Corporations. Effective April 1, 2020 Mr. Schultz will assume the position of Executive Vice President pursuant to the terms of an Employment Agreement explained in detail and approved by the Board as motion duly made, seconded, and unanimously carried as Motion No. 1251. This was approved unanimously, except for Mr. Schultz, who abstained from voting.

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

Chairman

**ATTEST:**

Secretary

CENTRO OF OSWEGO, INC. MINUTES
MINUTES OF THE REGULAR MEETING OF
CENTRO OF ONEIDA, INC
HELD ON FRIDAY, MARCH 27, 2020 AT 10:00 A.M.
AT THE RTA OFFICES, 200 CORTLAND AVENUE
IN SYRACUSE, NEW YORK

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

MEMBER ABSENT: TINA FITZGERALD

STAFF ALSO PRESENT: RICHARD LEE (Chief Executive Officer); CHRISTINE LoCURTO; ROBERT LoCURTO; CHRISTOPHER TUFF; and BARRY M. SHULMAN and STEPHEN T. HELMER, of counsel

The Chairman called the meeting to order at 10:00 A.M., noting that a quorum was present. The Chairman observed that because of provisions included in Governor Cuomo’s Executive Order 202.1, those not in physical attendance were present through telephone as permitted as a result of COVID-19. The Chairman wished to note how proud he is of the Authority staff. During the days, still on going, every morning the various department heads met to work together to keep service on the street as a team. They work together regardless whether issues were in their department or another department. Everyone thought of others and preformed fabulously. Mr. Schultz especially wished to thank Christopher Tuff and Joseph DeGray for keeping the buses and everything else moving properly during the time of this pandemic. He said that he could not be prouder.

The Chairman announced that the next Authority monthly Board meeting will be held on April 24, 2020. Ms. LoCurto reminded the Board that there will be no Financial Statements presented at the April Board Meeting because of the accounting staff’s preparation of year-end financial statements. The Board meeting will follow thereafter as will the Annual Meeting.

APPROVAL OF MONTHLY MINUTES: A Motion was then made, seconded and unanimously carried as Motion No. 375, that the Minutes of the February 28, 2020 Centro of Oneida, Inc. monthly Board meeting be approved.

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

COVID-19: Mr. Lee then spoke about the World Health Crisis and status of transit budgets both in New York State and Washington D.C. It is hoped that by the April 24, 2020 meeting, facts will become better known to funders. He spoke about steps being taken for the safety of operators, including creating distances between passengers and operators. He observed that the operators in
the Centro Systems are responding wonderfully. Employers locally should also consider themselves proudly. He discussed the availability of PPE and preventative steps being taken.

VICE PRESIDENT OF ADMINISTRATION REPORT: Mr. Tuff then gave the report as Vice President of Administration.

FINANCIAL REPORT: Ms. LoCurto then gave the Financial Report. Thereafter, and after a full discussion, such Financial Report was adopted per Motion No. 376, was made, seconded and unanimously carried.

CHIEF OPERATING OFFICER’S REPORT: Mr. LoCurto gave the Chief Operating Officer’s Report for Centro of Oneida.

PERSONNEL MATTERS: The meeting then went into Executive Session, pursuant to Public Officer’s Law section 105(1)(f), the employment history of a particular person or matters leading to the promotion of a particular person. The vote to go into Executive Session was unanimous as Motion No. 377. Upon exiting from Executive Session, Mr. Laino indicated that effective March 31, 2020, Mr. Schultz will resign as Chairman and Board Member of the Authority and its Subsidiary Corporations. Effective April 1, 2020 Mr. Schultz will assume the position of Executive Vice President pursuant to the terms of an Employment Agreement explained in detail and approved by the Board as motion duly made, seconded, and unanimously carried as Motion No. 378. This was approved unanimously, except for Mr. Schultz, who abstained from voting.

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 MARCH 27, 2020 AT 9:30 A.M.
THE RTA OFFICES, 200 CORTLAND AVENUE
IN SYRACUSE, NEW YORK

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

MEMBER ABSENT: TINA FITZGERALD

STAFF ALSO PRESENT: RICHARD LEE (Chief Executive Officer);
LINDA BIATA; JOSEPH DeGRAY;
CHRISTINE LoCURTO; ROBERT LoCURTO;
CAROL LOMBARDO; EJ MOSES; JACKIE
MUSENGO; CHRISTOPHER TUFF; and
BARRY M. SHULMAN and STEPHEN T.
HELMER of counsel

The Chairman opened the Audit and Finance Committee meeting, noting that a quorum was present. The next monthly Audit and Finance Committee meeting will be held April 24, 2020 at 9:30 A.M.

Mr. Schultz noted that because of provisions included in Governor Cuomo’s Executive Order 202.1, those not in physical attendance were present through telephone as permitted as a result of COVID-19. The Chairman wished to note how proud he is of the Authority staff. During the days, still on going, every morning the various department heads met to work together to keep service on the street as a team. They work together regardless whether issues were in their department or another department. Everyone thought of others and performed fabulously. Mr. Schultz especially wished to thank Christopher Tuff and Joseph DeGray for keeping the buses and everything else moving properly during the time of this pandemic. He said that he could not be prouder.

FINANCIAL REPORT: Mr. Laino called upon Ms. LoCurto to give the Financial Report.

CONSOLIDATED STATEMENT OF REVENUES AND EXPENDITURES: Ms. LoCurto first discussed the Consolidated Statement of Revenues and Expenditures. The various consolidated statements indicate revenues and expense structure consistent with January’s numbers. She reviewed various line items, both of revenues and expenses. She also presented items related to the Corona virus. After a detailed discussion, the Consolidated Financial Report was moved, seconded and unanimously adopted and sent onto the Board for approval.

Ms. LoCurto then asked Linda Biata to give a report to the Committee. Ms. Biata has been carefully watching cash flow, which is being negatively impacted by the Corona virus responses. Ms. Biata viewed cash position of the Authority, and observed that this disease presents a moving target. Ms.
Biata discussed the Authority's Line of Credit with M&T Bank, which cannot be borrowed against for loss of State revenues, as the Authority is now experiencing. Cash flow to the Authority was then discussed in depth. The weekly level of expenditures cannot remain positive. Cash will be depleted by the end of June if matters do not reverse themselves or State or Federal government does not participate in alleviating this situation. Most local employers impacting on cash flow would include Syracuse University, SUNY Oswego, and the City of Syracuse School System. Staff has done an excellent job gathering information. Mr. Laino asked to be contacted, should emergency steps be required. Thereafter, and upon Motion duly made, seconded, and unanimously carried, February 29, 2020 Consolidated Statement of Revenues and Expenditures was forwarded onto the Board with recommendation for approval.

FINAL BUDGET AND FINANCIAL PLAN FOR FISCAL YEAR 2020-2021: Thereafter, and upon Motion duly made, seconded, and unanimously carried, and after an in-depth discussion, the final Budget and financial plan for fiscal year 2020-2021 was sent onto the Board with recommendation for approval.

APPROVAL OF MR. TUFF'S SIGNATURE ADDED TO M&T BANK CHECKING ACCOUNT: Ms. LoCurto explained to the Board that it is important that Christopher Tuff's name be added as a signatory for financial transaction. Thereafter, and upon Motion duly made, seconded, and unanimously carried, and after further discussion, approval of Mr. Tuff's name be added as a signatory to the M&T Bank checking account was forwarded onto the Board with recommendation for approval.

PARKING REVENUE AND CONTROL EQUIPMENT: Mr. Moses presented a Resolution with regard to RTC parking revenue and control equipment to the Committee. The purchase of this equipment was the subject of an RFP let by Authority. It is being paid for with 100% State funds. The price of the contract is $153,250 and is awarded to Ber-National Automation, Inc. The approval of the Resolution was unanimously forwarded to the Board with recommendation for approval.

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

Chairman

ATTEST:

Secretary

AUDIT AND FINANCE COMMITTEE MEETING MINUTES