MINUTES OF THE REGULAR MEETING OF
THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY
HELD ON FRIDAY, MARCH 26, 2021 AT 10:00 A.M.
AT 200 CORTLAND AVENUE IN SYRACUSE, NEW YORK

MEMBERS PRESENT: NICHOLAS LAINO (Chairman); ROBERT
CUCULICH (Vice Chair); LOUELLA
WILLIAMS;

TINA FITZGERALD; DARLENE
LATTIMORE (Via Teleconference)

MEMBER ABSENT: JOSEPH HARDICK;

STAFF ALSO PRESENT: BRIAN M. SCHULTZ (Chief Executive Officer);
CHRISTOPHER TUFF (Deputy Chief Executive
Officer); MELISSA BRIM; GEOFF HOFF;
BARRY M. SHULMAN and STEPHEN
HELMER, of counsel;

BRANDAN E. RAY, of counsel (Via
Teleconference)

Chairman Laino opened the meeting noting that a quorum was present. The next monthly Board
Meeting will be held on April 23, 2021, commencing with a Pension Committee Meeting at 9:00
A.M., followed by an Audit and Finance Committee Meeting at 9:30 A.M. and the Authority
Meeting at 10:00 A.M.

APPROVAL OF MONTHLY MINUTES: A Motion was then made, seconded and unanimously
carried as Motion No. 2507, that the Minutes of the February 26, 2021 regular Authority Board
meeting be adopted.

CHIEF EXECUTIVE OFFICER’S REPORT: The Chairman then called upon Mr. Schultz who
gave the Chief Executive Officer’s Report.

COVID-19 EMERGENCY: Mr. Schultz provided an update on the use of C.A.R.E.S Act funds.
For February 2021, the withdrawal amount was $0 making the total draw to date $27,835,581. As
of March 25, 2021, 15 employees were not working because they either tested positive for COVID-
19 or because they came into close contact with someone who had.

NYPTA: Mr. Schultz next stated that over the past several weeks, the New York Public Transit
Association (NYPTA) Board met virtually with several members of NYS Senate and Assembly or
their staff including Assembly Speaker Carl Heastie, Senate Majority Leader Andrea Stewart-
Cousins, Senator Tim Kennedy, Senator Leroy Comrie and Assemblyman Fred Thiele regarding
matters related to State Operating Assistance (STOA). He noted that NYPTA requested to bring
STOA back to the 2020-2021 funding level and to increase such assistance by 10% while providing
a 50% STOA increase over the next five years. Mr. Schultz stated the New York State budget is now being negotiated between the NYS legislative and executive branches and presently includes $38.5 million in funding for public transportation.

**SYRCULATOR:** Mr. Schultz noted that he and Mr. Laino joined Mayor Ben Walsh, Onondaga County Executive Ryan McMahon and other community leaders for rolling out the Authority’s new Syrculator service. He stated this service will run on a constant 12-15-minute loop through downtown Syracuse. The service will run from 11:00 A.M to 7:00 P.M Monday through Saturday. Mr. Laino indicated that he was proud of the program and believes that as things begin to improve, the Syrculator will be even more popular.

**CMAO – NORTHERN BOULEVARD:** Mr. Schultz continued stating the Authority has added a Monday through Friday bus service to the Molloy Road, Schuyler Road and Taft Road corridors beginning March 1. He stated that these routes will serve businesses that employ thousands of Central New York workers. Mr. Schultz next noted that the new “20 James Street Molloy - Airpark” bus route will provide morning, late afternoon, and late-night commuter trips along the corridors from the Centro Transit Hub and culminating at the Hancock Airpark off East Taft Road.

**REACHING PRODUCTIVITY MILESTONES:** Mr. Schultz called on Mr. Tuff to discuss this exciting new program that rolls out on April 1, 2021. Mr. Tuff informed the Board that the RPM replaces the productivity program for the Maintenance department and the Driver of the Month program for the bus operators. The beefed up program gives staff an opportunity to go above and beyond, to increase productivity company-wide and provide incentive to all employees; including an administration bonus, salary staff, customer services reps, as well as maintenance staff and bus operators. It will build morale, build the program and provide understanding of what we want to produce. Our goal is to have the program eventually fund itself. Staff longevity will also be recognized. Mr. Laino stated his approval for the program as it encompasses all staff members.

**EXPO CENTER SERVICE:** Mr. Schultz stated that on March 15, the Authority began offering free round-trip service from the Centro Transit Hub to the EXPO Center at the New York State Fairgrounds. This was used to provide residents with easier access to the EXPO Center which is currently being used for a COVID-19 vaccination site.

**WORKERS COMPENSATION INSURANCE:** Mr. Schultz then called on Jackie Musengo to provide the news that Travelers Insurance, the Authority’s workers compensation insurer, has agreed to a $1.18 million refund of our cash collateral account the Authority has had to provide. She explained the refund was owed in part to the Authority’s efforts to settling out old claims and efforts to reduce the number of days employees are out of work. Ms. Musengo thanked the consulting services of Brown & Brown throughout the process of obtaining the refund and the Authority’s HR staff in implementing the changes to the workers compensation program. Mr. Laino praised the efforts of the HR team on behalf of the Board, noting the significant amount of the refund.

**TITLE VI:** Mr. Schultz then called on Steve Koegel to discuss a prepared Title VI Equity Analysis as required by the Federal Transit Authority, assessing the service change’s, regarding the expansion to Hancock Air Park and industrial Employment area, and impact on members of the community to the Board for its review. The report was provided to all Board Members prior to the CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY MINUTES
meeting, Mr. Koegel indicated that the new route is not expected to have a negative impact on the community.

SELF-EVALUATION FORMS: Mr. Schultz confirmed that self-evaluation forms will be included in the next mailing to the members of the Board for completion by the Board Members.

AUDIT AND FINANCE COMMITTEE: Chairman Laino then commenced a detailed discussion on what took place at the Audit and Finance Committee which met earlier this morning.

CONSOLIDATED FINANCE REPORT: Ms. Brim, Director of Accounting, then presented the Financial Report ending February 28, 2021. This included a Consolidated Statement of Revenues and Expenditures, Mortgage Recording Tax Statement, Cash Flow Statement, Reserve Statement, and Statement of Borrowings. Ms. Brim noted operating income was approximately $7.7 million and both revenue and expenses are under budget, with operational revenues are 55% 54.8% under budget and expenses are 8.74% under budget. Ms. Brim noted that there was no current need to draw from the C.A.R.E.S Act fund in February. The Authority received a 4th quarter State Operating Assistance (STOA) payment from the State, in early March, which included a catch-up payment from the previous reduced amount. Ms. Brim stated the mortgage recording tax remains high for the month. Mr. Laino enthusiastically noted that the increase in mortgage recording tax revenue is a strong indicator of the region’s economy improving. Ms. Brim noted that net cash flow as of February 28, 2021 is $2.8 million, which is a decrease from last month. We anticipate receiving another STOA payment in March. Thereafter on Motion duly made, seconded and unanimously confirmed, and on the recommendation of the Audit and Finance Committee, the Consolidated Finance Report was approved as Motion No. 2508.

FINAL BUDGET AND FINANCIAL PLAN FOR FISCAL YEAR 2021-2022: Ms. Brim next presented the 2021-22 Final Budget and Financial Plan. Ms. Brim stated that the budget remains balanced at $0 operating income/loss. The major changes between the preliminary budget and the final budget included a reduction in operating revenues across all lines due to current restrictions on the NYS Fair and COVID-19 pandemic, as well as a reduction in advertising revenue. Expenses increased $3 million, including a new employee incentive program, proposed union contract increases, NYS Fair service, COLA, health care costs, pensions, and workers compensation, which was offset by decreases in purchased transportation contracts. Ms. Brim further noted the Authority expects to receive a fair amount of additional federal funding into the next several fiscal years. Mr. Laino complimented Ms. Brim’s hard work in presenting the finalized budget. Thereafter on Motion duly made, seconded and unanimously confirmed, and on the recommendation of the Audit and Finance Committee, the Final Budget was approved as Motion No. 2509.

FUNDING FOR FUTURE FISCAL YEARS: Ms. Brim next presented the Authority’s funding expectations for the next three fiscal years. She noted that the Authority expects to receive federal relief funds through fiscal year 2024. In fiscal year 2024 we will start using the conserved funds for preventive maintenance and operating assistance. Ms. Brim stated that beginning in fiscal year 2025, the Authority will begin to draw on its preventive maintenance conserved funds, prior to it receiving newly allocated operating assistance.

CAPITAL BUDGET: Mr. Moses was next called on to present on the changes to capital projects involving the new budget. Mr. Moses noted the budget increased from $500,000 to $784,428 for CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY MINUTES
the contactless fare collection system, which would be 100% federally funded. Also, a facilities project of $500,000 to replace the bus washer and renovate the maintenance locker room in Syracuse, which will be funded with 80% federal funds, 10% state funds and 10% operating funds.

RESOLUTION – TERM DESIGN AND ENGINEERING SERVICES CONTRACT: Ms. MacCollum next presented a contract to provide term design and engineering services paid for with operating and grant funds, depending on the project. She noted this was publicly let on February 2, 2021. Ms. MacCollum noted the Authority received three proposals on February 24, 2021, after evaluation, it was determined that C&S Engineers offered the most advantageous proposal. Ms. MacCollum noted that there is a full 30% Minority and/or Women-Owned Business Enterprise (MWBE) goal on this contract. She stated the contract would be for five years commencing June 1, 2021. Mr. Shulman noted for the record that his firm, Mackenzie Hughes LLP, represents C&S Engineers but did not represent them in this matter.

Thereafter on Motion duly made, seconded and unanimously confirmed, and on the recommendation of the Audit and Finance Committee, the Resolution was approved as Resolution No. 2476, and annexed to these Minutes.

Mr. Laino further noted a discussion occurred involving future funding for fiscal years which had a positive outlook. He further noted that Mr. Moses brought up slight changes in the budget involving capital projects including improvements to the Authority’s facilities and for the installation of a 100% federally funded contactless fare collection system.

OPERATIONS REPORT: Geoff Hoff, Senior Vice President of Fleet and Facilities, gave the operations report.

LED LIGHTING PROJECT: Mr. Hoff stated that recently, the Authority has been working with National Grid to upgrade the lighting in their facilities located in Cayuga, Oswego, and Oneida counties as well as the Syracuse Transit Hub. He noted that National Grid has a program that would be able to provide the Authority with significant savings by allowing the Authority to purchase LED lighting and replace the current lighting fixtures located on Authority property. Mr. Hoff continued, stating that due to the size of the Syracuse Transit Hub, the Hub did not qualify for the National Grid program. He stated that regardless, the Authority has begun replacing the lights at the Syracuse Transit Hub with LED lights and the employees are happy with the brighter and safer workspace these LED lights provide.

ATU580: Mr. Hoff continued stating the Authority is continuing to negotiate with the American Transit Local Union Local 580 (ATU580) regarding the Collective Bargaining Agreement for CNY Centro, Centro of Cayuga and Centro of Oswego employees. He noted that progress is being made on the Agreement, but that there is still work to be done.

NEW BUS OPERATORS: Mr. Hoff noted the Authority’s Bus Operator manpower is improving due to the recent graduation of 13 bus operators. He stated that all bus operators receive an 11-week training course which includes 7 weeks of supervised training while behind the wheel of a Centro Bus. Mr. Hoff noted the Authority intends to continue having classes for Bus Operators in training in May, June, and September.
NEW YORK STATE FAIR: Mr. Hoff finished by stating the Authority has begun to meet with representatives from the State Fair on providing transportation to Fair-goers and will update the Board as discussions continue.

LEGAL COMMITTEE REPORT/EXECUTIVE SESSION: Mr. Laino then asked for a Legal Committee Report to be given in Executive Session on Motion made, seconded and unanimously carried as Motion No. 2510, pursuant to New York State Public Officer’s Law section 105 (1) (d) (discussion regarding current litigation). Upon exiting the Legal Committee Meeting, Mr. Laino announced that pending litigation was discussed and the financial history of employees, but no action had been taken.

NOMINATING COMMITTEE: Mr. Laino called on Ms. Williams, Chair of the Nominating Committee, to provide the Nominating Committee’s recommendations on the officer positions of the Authority’s Board Members for the upcoming year. It was recommended that all officers would continue to hold their current positions. She stated that Tina Fitzgerald would continue to act as Board Treasurer, Darlene Lattimore would continue to act as Board Secretary, Robert Cuculich would continue to act as Vice Chairman and Nicholas Laino would continue to act as Chairman. All were so installed upon Motion duly made, seconded and unanimously approved as Motion No. 2511.

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

ATTEST:

Chairman

Secretary
RESOLUTION TO AUTHORIZE CONTRACT AWARD FOR
TERM DESIGN AND ENGINEERING SERVICES 2021-2026

WHEREAS, the Central New York Regional Transportation Authority has the need for a firm to provide Term Design and Engineering Services; and

WHEREAS, this contract will be paid for with operating and grant dollars, and

WHEREAS, the Request for Proposal was publicly let on February 2, 2021, and

WHEREAS, twenty-five (25) proposal packages were sent out and eighty-two (82) additional proposal packages were requested, and

WHEREAS, three (3) proposals were received on February 24, 2021; and

WHEREAS, it was determined by the evaluation committee that C&S Engineers offered the most advantageous proposal; and

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

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

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

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MEMBERS OF THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY, that the Chief Executive Officer or his designee is authorized to enter into a contract with C&S Engineers for Term Design and Engineering Services for a five (5) year contract period, that would commence June 1, 2021.
FACT SHEET
TERM DESIGN AND ENGINEERING SERVICES 2021-2026

PROJECT DESCRIPTION: The CNYRTA is seeking a qualified firm to provide it Term Design and Engineering services.

ADVERTISEMENT: A Request for Proposal was advertised on February 2, 2021 in the NYS Contract Reporter, Post Standard (Onondaga, Cayuga and Oswego County editions), Rome Sentinel, Utica Observer-Dispatch, the Minority Commerce Weekly and CNY Vision.

FUNDING: This contract is to be paid for using operating and grant dollars.

PROCURMENT PROCESS: The CNYRTA publically let a Request for Proposal for these services. This contract is to be awarded based upon evaluation criteria set forth in the RFP. The evaluation committee, consisting of Brian Schultz, Chris Tuff, Geoff Hoff, EJ Moses, Nathen Dow, Dave Ryan and Caitlin MacCollum evaluated the proposals. When evaluating proposals, the committee took into consideration: experience, the proposer's technical and human capacity to accomplish services and the proposer's past performance in regard to similar contracts (where applicable).

PROPOSALS RECEIVED:
- C&S Engineers
- Creighton Manning
- SWBR

COMMENTS: The current contract for Term Design and Engineering Services is serviced by C&S Engineers. The CNYRTA staff is more than satisfied with the service currently provided.

M/WBE: There is a 30% MWBE goal on this contract.

RECOMMENDATION: Based upon evaluation of the proposal, staff recommends contract award to C&S Engineers for a period of five (5) years commencing June 1, 2021.
MINUTES OF THE REGULAR MEETING OF
CNY CENTRO, INC
HELD ON FRIDAY, MARCH 26, 2021 AT 10:00 A.M.
AT 200 CORTLAND AVENUE IN SYRACUSE, NEW YORK

MEMBERS PRESENT: NICHOLAS LAINO (Chairman); ROBERT
CUCULICH (Vice Chair); LOUELLA
WILLIAMS;
TINA FITZGERALD; DARLENE
LATTIMORE (Via Teleconference)

MEMBER ABSENT: JOSEPH HARDICK;

STAFF ALSO PRESENT: BRIAN M. SCHULTZ (Chief Executive Officer);
CHRISTOPHER TUFF (Deputy Chief Executive
Officer); MELISSA BRIM; GEOFF HOFF;
BARRY M. SHULMAN and STEPHEN
HELMER, of counsel;
BRANDAN E. RAY, of counsel (Via
Teleconference)

Chairman Laino opened the meeting noting that a quorum was present. The next monthly Board
Meeting will be held on April 23, 2021 at 10:00 a.m.

APPROVAL OF MONTHLY MINUTES: A Motion was then made, seconded and unanimously
carried as Motion No. 1368, that the Minutes of the February 26, 2021, regular CNY Centro, Inc.
Board meeting be adopted.

CHIEF EXECUTIVE OFFICER’S REPORT: The Chairman then called upon Mr. Schultz who
gave the Chief Executive Officer’s Report.

SYRCULATOR: Mr. Schultz noted that he and Mr. Laino joined Mayor Ben Walsh, Onondaga
County Executive Ryan McMahon and other community leaders for rolling out the Authority’s
new Syrculator service. He stated this service will run on a constant 12-15-minute loop through
downtown Syracuse. The service will run from 11:00 A.M to 7:00 P.M Monday through Saturday.
Mr. Laino indicated that he was proud of the program and believes that as things begin to improve,
the Syrculator will be even more popular.

CMAQ – NORTHERN BOULEVARD: Mr. Schultz continued stating the Authority has added a
Monday through Friday bus service to the Molloy Road, Schuyler Road and Taft Road corridors
beginning March 1. He stated that these routes will serve businesses that employ thousands of
Central New York workers. Mr. Schultz next noted that the new “20 James Street Molloy -
Airpark” bus route will provide morning, late afternoon, and late-night commuter trips along the corridors from the Centro Transit Hub and culminating at the Hancock Airport off East Taft Road.

**TITLE VI:** Mr. Schultz then called on Steve Koegel to discuss a prepared Title VI Equity Analysis as required by the Federal Transit Authority, assessing the service change’s, regarding the expansion to Hancock Air Park and industrial Employment area, and impact on members of the community to the Board for its review. The report was provided to all Board Members prior to the meeting. Mr. Koegel indicated that the new route is not expected to have a negative impact on the community.

**EXPO CENTER SERVICE:** Mr. Schultz stated that on March 15, the Authority began offering free round-trip service from the Centro Transit Hub to the EXPO Center at the New York State Fairgrounds. This was used to provide residents with easier access to the EXPO Center which is currently being used for a COVID-19 vaccination site.

**CONSOLIDATED FINANCE REPORT:** Melissa Brim, Director of Accounting, next presented the Financial Report after which, it was reviewed, moved, seconded and unanimously adopted as Motion No. 1369.

**OPERATIONS REPORT:** Geoff Hoff, Senior Vice President of Fleet and Facilities, gave the operations report.

**LED LIGHTING PROJECT:** Mr. Hoff stated that recently, CNY Centro has been working with National Grid to upgrade the lighting in their facilities including the Syracuse Transit Hub. He noted that National Grid has a program that would be able to provide the Authority with significant savings by allowing the Authority to purchase LED lighting and replace the current lighting fixtures located on CNY Centro property. Mr. Hoff continued stating that due to the size of the Syracuse Transit Hub, the Hub did not qualify for the National Grid program. He stated that regardless, the Authority has begun replacing the lights at the Syracuse Transit Hub with LED lights and the employees are very happy with the brighter and safer workspace these LED lights provide.

**ATU580:** Mr. Hoff continued stating the Authority is continuing to negotiate with the American Transit Local Union Local 580 (ATU580) regarding the Collective Bargaining Agreement for CNY Centro employees. He noted that progress is being made on the Agreement, but that there is still work to be done.

**NEW YORK STATE FAIR:** Mr. Hoff finished by stating the Authority has begun to meet with representatives from the State Fair on providing transportation to Fair-goers and will update the Board as discussions continue.
There being no further business to come before the Board, the CNY Centro, Inc. Board meeting was thereupon duly adjourned.

Chairman

ATTEST:

Secretary

CNY CENTRO, INC. MINUTES
MINUTES OF THE REGULAR MEETING OF  
CENTRO OF CAYUGA, INC  
HELD ON FRIDAY, MARCH 26, 2021 AT 10:00 A.M.  
AT 200 CORTLAND AVENUE IN SYRACUSE, NEW YORK  

MEMBERS PRESENT:  
NICHOLAS LAINO (Chairman); ROBERT  
CUCULICH (Vice Chair); LOUELLA  
WILLIAMS;  
TINA FITZGERALD; DARLENE  
LATTIMORE (Via Teleconference)  

MEMBER ABSENT:  
JOSEPH HARDICK;  

STAFF ALSO PRESENT:  
BRIAN M. SCHULTZ (Chief Executive Officer);  
CHRISTOPHER TUFF (Deputy Chief Executive  
Officer); MELISSA BRIM; GEOFF HOFF;  
BARRY M. SHULMAN and STEPHEN  
HELMER, of counsel;  
BRANDAN E. RAY, of counsel (Via  
Teleconference)  

Chairman Laino opened the meeting noting that a quorum was present. The next monthly Board  
Meeting will be held on April 23, 2021 at 10:00 a.m.  

APPROVAL OF MONTHLY MINUTES: A Motion was then made, seconded and unanimously  
carried as Motion No. 1259, that the Minutes of the February 26, 2021, regular Centro of Cayuga,  
Inc. Board meeting be adopted.  

CHIEF EXECUTIVE OFFICER’S REPORT: The Chairman then called upon Mr. Schultz who  
gave the Chief Executive Officer’s Report.  

CONSOLIDATED FINANCE REPORT: Melissa Brim, Director of Accounting, then presented  
the Financial Report. after which, it was reviewed, moved, seconded and unanimously adopted as  
Motion No. 1260.  

OPERATIONS REPORT: Geoff Hoff, Senior Vice President of Fleet and Facilities, gave the  
operations report.  

LED LIGHTING PROJECT: Mr. Hoff stated that recently, Centro of Cayuga has been working  
with National Grid to upgrade the lighting in their facilities located in Cayuga County. He noted  
that National Grid has a program that would be able to provide Centro of Cayuga with significant
savings by allowing it to purchase LED lighting and replace the current lighting fixtures located on Centro of Cayuga property.

**ATU580**: Mr. Hoff finished by stating the Authority is continuing to negotiate with the American Transit Local Union Local 580 (ATU580) regarding the Collective Bargaining Agreement for Centro of Cayuga employees. He noted that progress is being made on the Agreement, but that there is still work to be done.

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 26, 2021 AT 10:00 A.M.
AT 200 CORTLAND AVENUE IN SYRACUSE, NEW YORK

MEMBERS PRESENT: NICHOLAS LAINO (Chairman); ROBERT
CUCULICH (Vice Chair); LOUELLA
WILLIAMS;
TINA FITZGERALD; DARLENE
LATTIMORE (Via Teleconference)

MEMBER ABSENT: JOSEPH HARDICK;

STAFF ALSO PRESENT: BRIAN M. SCHULTZ (Chief Executive Officer);
CHRISTOPHER TUFF (Deputy Chief Executive Officer); MELISSA BRIM; GEOFF HOFF;
BARRY M. SHULMAN and STEPHEN
HELMER, of counsel;
BRANDAN E. RAY, of counsel (Via
Teleconference)

Chairman Laino opened the meeting noting that a quorum was present. The next monthly Board Meeting will be held on April 23, 2021 at 10:00 a.m.

APPROVAL OF MONTHLY MINUTES: A Motion was then made, seconded and unanimously carried as Motion No. 1275, that the Minutes of the February 26, 2021, regular Centro of Oswego, Inc. Board meeting be adopted.

CHIEF EXECUTIVE OFFICER'S REPORT: The Chairman then called upon Mr. Schultz who gave the Chief Executive Officer’s Report.

CONSOLIDATED FINANCE REPORT: Melissa Brim, Director of Accounting, next presented the Financial Report after which, it was reviewed, moved, seconded and unanimously adopted as Motion No. 1276.

OPERATIONS REPORT: Geoff Hoff, Senior Vice President of Fleet and Facilities, gave the operations report.

LED LIGHTING PROJECT: Mr. Hoff stated that recently, Centro of Oswego has been working with National Grid to upgrade the lighting in their facilities located in Oswego County. He noted that National Grid has a program that would be able to provide Centro of Oswego with significant savings by allowing it to purchase LED lighting and replace the current lighting fixtures located on Centro of Oswego property.
Mr. Hoff finished by stating the Authority is continuing to negotiate with the American Transit Local Union Local 580 (ATU580) regarding the Collective Bargaining Agreement for Centro of Oswego employees. He noted that progress is being made on the Agreement, but that there is still work to be done.

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

ATTEST:

Chairman

Secretary
MINUTES OF THE REGULAR MEETING OF
CENTRO OF ONEIDA, INC
HELD ON FRIDAY, MARCH 26, 2021 AT 10:00 A.M.
AT 200 CORTLAND AVENUE IN SYRACUSE, NEW YORK

MEMBERS PRESENT: NICHOLAS LAINO (Chairman); ROBERT CUCULICH (Vice Chair); LOUELLA WILLIAMS;

TINA FITZGERALD; DARLENE LATTIMORE (Via Teleconference)

MEMBER ABSENT: JOSEPH HARDICK;

STAFF ALSO PRESENT: BRIAN M. SCHULTZ (Chief Executive Officer);
CHRISTOPHER TUFF (Deputy Chief Executive Officer); MELISSA BRIM; GEOFF HOFF;
BARRY M. SHULMAN and Stephens HELMER, of counsel;

BRANDAN E. RAY, of counsel (Via Teleconference)

Chairman Laino opened the meeting noting that a quorum was present. The next monthly Board Meeting will be held on April 23, 2021 at 10:00 a.m.

APPROVAL OF MONTHLY MINUTES: A Motion was then made, seconded and unanimously carried as Motion No. 403, that the Minutes of the February 26, 2021, regular Centro of Oneida, Inc. Board meeting be adopted.

CHIEF EXECUTIVE OFFICER’S REPORT: The Chairman then called upon Mr. Schultz who gave the Chief Executive Officer’s Report.

CONSOLIDATED FINANCE REPORT: Melissa Brim, Director of Accounting, next presented the Financial Report after which, it was reviewed, moved, seconded and unanimously adopted as Motion No. 404.

OPERATIONS REPORT: Geoff Hoff, Senior Vice President of Fleet and Facilities, gave the operations report.

LED LIGHTING PROJECT: Mr. Hoff stated that recently, Centro of Oneida has been working with National Grid to upgrade the lighting in their facilities located in Oneida County. He noted that National Grid has a program that would be able to provide Centro of Oneida with significant savings by allowing it to purchase LED lighting and replace the current lighting fixtures located on Centro of Oneida property.
LEGAL COMMITTEE REPORT/EXECUTIVE SESSION: Mr. Laino then asked for a Legal Committee report to be given in Executive Session on Motion made, seconded and unanimously carried as Motion No. 405, pursuant to New York State Public Officer's Law section 105 (1) (d) (discussion regarding current litigation). Upon exiting the Legal Committee Meeting, Mr. Laino announced that pending litigation was discussed and no action had been taken.

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

ATTEST:

Chairman

Secretary
MINUTES OF THE REGULAR MEETING OF
THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY
AUDIT AND FINANCE COMMITTEE
HELD ON FRIDAY, FEBRUARY 26, 2021 AT 9:30 A.M.
AT 200 CORTLAND AVENUE IN SYRACUSE, NEW YORK

MEMBERS PRESENT:  NICHOLAS LAINO (Chairman); ROBERT
CUCULICH (Vice Chair); LOUELLA
WILLIAMS;

TINA FITZGERALD; DARLENE
LATTIMORE (Via Teleconference);

MEMBER ABSENT:  JOSEPH HARDICK;

STAFF ALSO PRESENT:  BRIAN M. SCHULTZ (Chief Executive Officer);
CHRISTOPHER TUFF (Deputy Chief Executive
Officer); MELISSA BRIM; GEOFF HOFF;
CAROL LOMBARDO; CAITLIN
MacCOLLUM; BARRY M. SHULMAN and
STEPHEN HELMER, of counsel;

STEVEN KOEGEL; EJ MOSES; JACKIE
MUSENGO; TARA SPRAKER; BRANDAN E.
RAY, of counsel (Via Teleconference)

Chairman Laino called the meeting to order noting that a quorum was present. He announced that
the next Audit and Finance Committee meeting will be held on April 23, 2021 at 9:30 a.m.

CONSOLIDATED FINANCE REPORT: Ms. Brim, Director of Accounting, then presented the
Financial Report ending February 28, 2021. This included a Consolidated Statement of Revenues
and Expenditures, Mortgage Recording Tax Statement, Cash Flow Statement, Reserve Statement,
and Statement of Borrowings. Ms. Brim noted operating income was approximately $7.7 million
and both revenue and expenses are under budget, with operational revenues are 54.8% under
budget and expenses are 8.74% under budget. Ms. Brim noted that there was no current need to
draw from the C.A.R.E.S Act fund in February. The Authority received a 4th quarter State
Operating Assistance (STOA) payment from the State, in early March, which included a catch-up
payment from the previous reduced amount. Ms. Brim stated the mortgage recording tax remains
high for the month. Mr. Laino enthusiastically noted that the increase in mortgage recording tax
revenue is a strong indicator of the region’s economy improving. Ms. Brim noted that net cash
flow as of February 28, 2021 is $2.8 million, which is a decrease from last month. We anticipate
receiving another STOA payment in March. Thereafter, a Motion to adopt the Financial Report
was moved, seconded, and unanimously carried to the Board with recommendation for adoption.
FINAL BUDGET AND FINANCIAL PLAN FOR FISCAL YEAR 2021-2022: Ms. Brim next presented the 2021-22 Final Budget and Financial Plan. Ms. Brim stated that the budget remains balanced at $0 operating income/loss. The major changes between the preliminary budget and the final budget included a reduction in operating revenues across all lines due to current restrictions on the NYS Fair and COVID-19 pandemic, as well as a reduction in advertising revenue. Expenses increased $3 million, including a new employee incentive program, proposed union contract increases, NYS Fair service, COLA, health care costs, pensions, and workers compensation, which was offset by decreases in purchased transportation contracts. Ms. Brim further noted the Authority expects to receive a fair amount of additional federal funding into the next several fiscal years. Mr. Laino complimented Ms. Brim’s hard work in presenting the finalized budget. Thereafter, a Motion to approve Final Budget and Fiscal Plan for Fiscal Year 2021-2022 was moved, seconded, and unanimously carried to the Board with recommendation for adoption.

FUNDING FOR FUTURE FISCAL YEARS: Ms. Brim next presented the Authority’s funding expectations for the next three fiscal years. She noted that the Authority expects to receive federal relief funds through fiscal year 2024. In fiscal year 2024 we will start using the conserved funds for preventive maintenance and operating assistance. Ms. Brim stated that beginning in fiscal year 2025, the Authority will begin to draw on its preventive maintenance conserved funds, prior to it receiving newly allocated operating assistance.

CAPITAL BUDGET: Mr. Moses was next called to present on the changes to capital projects involving the new budget. Mr. Moses noted the budget increased from $500,000 to $784,428 for the contactless fare collection system, which would be 100% federally funded. Also, a facilities project of $500,000 to replace the bus washer and renovate the maintenance locker room in Syracuse, which will be funded with 80% federal funds, 10% state funds and 10% operating funds.

TERM DESIGN AND ENGINEERING SERVICES CONTRACT: Ms. MacCollum next presented a contract to provide term design and engineering services paid for with operating and grant funds, depending on the project. She noted this was publicly let on February 2, 2021. Ms. MacCollum noted the Authority received three proposals on February 24, 2021, after evaluation, it was determined that C&S Engineers offered the most advantageous proposal. Ms. MacCollum noted that there is a full 30% Minority and/or Women-Owned Business Enterprise (MWBE) goal on this contract. She stated the contract would be for five years commencing June 1, 2021. Mr. Shulman noted for the record that his firm, Mackenzie Hughes LLP, represents C&S Engineers but did not represent them in this matter. Thereafter and on Motion made, seconded and unanimously carried, a Resolution approving such services was moved to the Board for approval.
There being no further business to come before the Committee, the CNYRTA Audit and Finance Committee was duly adjourned.

ATTEST:

[Signature]
Secretary

Chairman