

THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY
(and its Subsidiaries)
200 CORTLAND AVENUE, SYRACUSE, NEW YORK
MINUTES OF THE SEPTEMBER 26, 2025, BOARD MEETING

MEMBERS PRESENT:

ANTHONY DAVIS, Vice Chair
TINA FITZGERALD, Treasurer
DARLENE LATTIMORE, Secretary
NEIL BURKE
ROBERT CUCULICH
JULIUS LAWRENCE
LOUELLA WILLIAMS
FRANK SAYA, Non-Voting Member

MEMBERS ABSENT:

NICHOLAS LAINO, Chair
HEATHER SNOW

STAFF PRESENT:

CHRISTOPHER TUFF, Chief Executive Officer
JACQUELINE MUSENGO, VP of Human Resources
GEOFF HOFF, VP of Fleet and Facilities
RAHMIN AZRIA, VP of Operations
STEVE KOEGEL, VP of Communication and Business Planning
BRUCE FONG, VP of Information Technologies
MELISSA BRIM, VP of Finance
BREN DAISS, Sr Director of Service Planning & Special Projects
CHRIS MORREALE, Director of Human Resources
DEREK SHERMAN, Director of Accounting
CHRISTOPHER KING, Procurement Manager
PAULA CUTRONE, Sr Manager of Transit Data and Equity
JASON SMITH, Sr Procurement Analyst
SUZANN HENSLEY, Internal Control Manager
JEANNINE JOHNSON, Executive Assistant
THOMAS GAINES, Procurement Analyst
DAVE CARACCIO, Facilities Project Manager
BILLY GREENE, Desktop Support Specialist

PUBLIC PRESENT:

BRAD HUNT, Legal Counsel
ANDREW PEASE, Arcadis
PETER KING, Moving People Transportation Coalition

CALL TO ORDER At 10:01 A.M. Vice Chairman Davis called the meeting to order.

- Vice Chairman Davis and the Board Members recited the Pledge of Allegiance
- Vice Chairman Davis noted a quorum was present

UPCOMING MEETINGS

- Vice Chairman Davis announced the following meetings for October 24, 2025:
 - Pension Committee Meeting – 9:00 AM
 - Audit and Finance Meeting – 9:30 AM
 - Board Meeting – 10:00 AM

APPROVAL OF THE AUGUST 22, 2025, BOARD MEETING MINUTES - MOTION NO. 2798

Motion – Neil Burke

Seconded – Darlene Lattimore

Carried Unanimously

DEPUTY CHIEF EXECUTIVE OFFICER'S REPORT – Mr. Tuff

The following was mentioned, in addition to Mr. Tuff's written report that is attached to these Minutes.

TOMPKINS COUNTY AREA TRANSIT (TCAT)

On September 19th, I participated in a discussion at TCAT with Senator Cooney and Senator Webb. We discussed funding concerns with TCAT and Cortland County. The discussion was positive and concluded with a request for us to discuss ideas for a funding mechanism with NYPTA to support counties joining authorities.

COMMUNITY INVOLVEMENT

Tunnels to Towers

On August 17th, we provided transportation for the Tunnels to Towers 5 K run/walk. This is the 5th year we have provided transportation for the event, and every year, participation has grown. This year, we provided transportation for almost 1,100 participants.

Breast Cancer Awareness Month

On September 24th, we launched our pink bus in partnership with the American Cancer Society Men Wear Pink Campaign. We are pleased to launch this bus for the second consecutive year, continuing to raise awareness for this cause. The bus will be on the road and at various events in Central New York.

SENIOR STAFF REPORTS

INFORMATION TECHNOLOGIES REPORT – Mr. Fong

PROJECT UPDATES

Cortland County Relocation Project: Successful Migration

Over the weekend of September 6th, the IT team successfully completed the relocation of all IT equipment from the Cortland County Highway Department to the new Grant Street facility.

This comprehensive project involved:

- Establishment of a new Internet circuit.
- Installation of over 70 cable drops supporting critical infrastructure, including 15 door readers, 17 cameras, 5 phones & PCs, two servers, three printers (including a large multifunction device), and multiple wireless access points.

The final outstanding item is the re-establishment of the Driver's Internet system at the new location, which was central to the previous highway department operations.

Acknowledgement

Special thanks are extended to Bob Boni, IT Manager, for his exceptional project management, vendor coordination, and schedule adherence. Recognition is also given to Carlos Galindo for his expertise in network configurations and troubleshooting.

Active Directory Infrastructure Upgrade: Near Completion

The extensive Active Directory infrastructure upgrade is now substantially complete. The final phase involves the decommissioning of legacy servers.

CYBERSECURITY INITIATIVES

Windows 11 Upgrade Progress

- The deadline for Windows 11 upgrades is October 14th. Out of over 200 workstations, 34 devices remain to be upgraded.
- Automation tools have significantly streamlined this process. The primary challenge continues to be the upgrade of "mobile" devices.
- The team remains committed to meeting the October 14th deadline.

Network Segmentation Project Underway

- The network segmentation project is progressing rapidly, with the team actively collaborating with the vendor to establish policies for blocking undesirable network traffic. Further updates will be provided as this project advances.

UPCOMING INITIATIVES

Clever Devices On-Premise Solution

- Following the successful resolution of funding, the requisition process for keeping Clever Devices on-premise will now commence. Further updates will be provided as this project moves forward.

Strategic Financial Note: Microsoft Licensing

- We are currently in the final year of our Microsoft licensing agreement. Discussions are underway with the vendor to determine future licensing requirements.
- To meet evolving cybersecurity objectives, a change in our licensing structure will be necessary. This will likely result in a significant increase in costs compared to our current three-year agreement, which totaled over \$300,000. The board is advised to anticipate a potential substantial adjustment in future licensing expenditures.

OPERATION/TRANSPORTATION REPORT – Mr. Azria

THE GREAT NEW YORK STATE FAIR

The New York State Fair has concluded and by all measures it was a very successful Fair for Centro. As we anticipated, Centro saw significant increases in ridership, especially at our park and ride locations. This is due to a combination of factors including but not limited to increased parking rates at the Fairgrounds while Centro's fares remained flat, as well as an increased awareness of the ease and convenience of using our park and rides to get to the Fair. In fact, there was even a news story about park and ride being the best way to the Fair that aired during the Fair.

However, this increased ridership did cause some delays due to processing speeds at our fareboxes not being able to keep up with the volume of riders. As a result, we are already working on plans to improve our boarding speeds to make next year's Fair even better.

DOMES OVERFLOW SERVICE

The Board was provided with an update to our Dome Overflow service, which is also something that Mr. Azria has personally been working on it for over 5 years, even before his time at Centro when he worked for Syracuse University. Centro has entered an MOU with ATU 580 and an amendment to the service agreement with Syracuse University and strongly believe it will be mutually beneficial for all parties.

For decades Centro has operated "overflow service" for Dome events, often adding upwards of 30, 40 or 50 buses to support these major events. This overflow service was made possible through a service agreement with Syracuse University and by the hundreds of Centro staff that voluntarily work overtime to fill these extra service needs.

Because of the size of these events, past staffing shortages, and some of the conditions of our labor agreement, the University has had to increasingly rely on several other transportation vendors to support these events, which has created logistical and operational challenges when managing these events and

ultimately affects the fan experience, as transit buses are better suited for major events than school buses or charter buses.

The MOU with ATU provides additional financial incentives for all Centro staff working to support Dome events.

The Amendment with Syracuse University provides more advanced notice to the University regarding fulfillment of "overflow service" needs so that they can better manage vendor orders if needed and will ultimately result in more Centro buses at events, which will improve the rider/fan experience, while providing a higher billable rate to support the financial incentives being offered to Centro staff.

This is a great example of how Centro is working to better serve our community and stakeholder needs, while also working to improve the lives of our employees.

HUMAN RESOURCES – Ms. Musengo

RECRUITMENT

Centro had fifty-five (55) candidates attend the Syracuse open house on Saturday, September 6, 2025. Thanks to the success of the open house and our ongoing recruitment efforts, we are pleased to share that we will be launching one of our largest operator training classes to date. The new operator training program is scheduled to begin on Monday, September 29, 2025. Currently, we have twenty-five (25) candidates from Syracuse and five (5) from Utica enrolled in the class. Additionally, we are in the process of hiring two (2) mechanics for the Syracuse location.

WELLNESS FAIR

Centro in Syracuse recently hosted a Wellness Fair, which saw strong participation from employees. The event was a great success and featured several local vendors from the area.

ETHICS TRAINING

In-person ethics training was completed for Board Members last year; this year they are only required to complete a 30-minute online ethics training course. A link to the training has been emailed to all board members, and it must be completed by the end of the year.

Ms. Musengo informed the Board Members that if they did not receive the email or encounter any issues accessing the training, please let her know, so in turn she can assist them or connect them with someone at the NYS Commission on Ethics Office for further support.

BUSINESS DEVELOPMENT AND CORPORATE COMMUNICATIONS REPORT – Mr. Koegel

RIDERSHIP

Mr. Koegel reported on ridership from the Month of August and the New York State Fair. Mr. Koegel reported that State Fair ridership was up 18% over the previous year, attributable to the increase in on-site parking fees at the fair and better weather compared to 2024. He also reported that fixed route ridership continues to show gains in all properties. In total, ridership was up about 6% when factoring in the number of weekdays compared to last year. Mr. Koegel invited Ms. Cutrone to the table to present the Authority's Title VI report.

Ms. Cutrone presented the following Resolution, which required a Motion to approve.

ENDORISING CNYRTA 2025 TITLE VI PROGRAM – RESOLUTION NO. 2664

Ms. Cutrone presented a Resolution to authorize Endorsing CNYRTA Title VI Program.

A Motion to authorize Endorsing CNYRTA Title VI Program was raised. A copy of Title VI Program September 2025 is attached to these Minutes.

Motion – Tina Fitzgerald
Seconded – Darlene Lattimore
Carried Unanimously

Mr. Koegel then invited Ms. Daiss to the table to provide updates on Better Bus Projects in Oswego County and Onondaga County.

BETTER BUS SYSTEM REDESIGN

Oswego

Ms. Daiss spoke with the Board about the Better Bus Oswego system redesign. Public outreach is going well; the Service Development team made some changes based on earlier feedback and went back out to the public this month in Fulton and Oswego to discuss adjustments. The team is excited to be moving that system redesign forward to launch in 2026.

Onondaga

Ms. Daiss also discussed the Better Bus Onondaga system redesign. In earlier public outreach, the public said they were willing to walk further for better frequency, so Centro is increasing frequency where possible. The public said they didn't always want to connect into the hub, so Centro is removing the pulse system and large line-ups and proposing five to six routes that don't connect through the hub but elsewhere in the system. The public gave feedback that bus schedules were confusing, so Centro is streamlining routes and making the entire system easier to understand.

Ms. Daiss introduced Mr. Andrew Pease, of Arcadis, Centro's transit planning consultant. After today, Centro and the consultant team will have hosted 21 public events this week, including two operator outreach sessions and several rides on Centro routes to chat with riders. Discussion revolved around some of the proposed changes to the system and how to find details on Centro's website and give feedback.

AUDIT AND FINANCE COMMITTEE REPORT

AUGUST 31, 2025, STATEMENT OF REVENUE AND EXPEDITURES – MOTION NO. 2799

Ms. Brim presented a Motion to approve the August 31, 2025, Statement of Revenue and Expenditures. A copy of the Statement and Motion are attached to these Minutes.

A Motion to approve the August 31, 2025, Statement of Revenue and Expenditures, was raised.

Motion – Julius Lawrence
Seconded – Tina Fitzgerald
Carried Unanimously

GASOLINE BULK DELIVERY 2026-2031 – RESOLUTION NO. 2665

Mr. King presented a Resolution to authorize a contract award for Gasoline Bulk Delivery – 2026-2031. A copy of the Resolution is attached to these Minutes.

A Motion to authorize a contract award for Gasoline Bulk Delivery –2026-2031 to Mirabito Energy Products as recommended by the Audit and Finance Committee was raised.

Motion – Neil Burke
Seconded – Darlene Lattimore
Carried Unanimously

OLD BUSINESS

Mr. Julius Lawrence wanted to remind the Board Members that the Southwest Community Center is having a 50th anniversary celebration on November 1, 2025, and encouraged everyone to attend.

NEW BUSINESS

Mr. Peter King from the Moving People Transportation Coalition asked to speak to the Board Members and attendees. He informed everyone that Monday September 29th through October 4th, 2025, is a week without driving week. A kickoff event will take place at Centro's Syracuse HUB on September 29th and all are invited to attend.

Mr. Tuff also reminded Board Members and attendees that the next Board meeting in October will be Wear Pink Day in honor of Breast Cancer Awareness Month.

ADJOURNED

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


Chairman

ATTEST:


Secretary

Audit and Finance Committee Agenda

Presented by Melissa Brim, Vice President of Finance
September 26, 2025

Board Actions Motions and Resolutions

MOTIONS:

August 31, 2025, Statement of Revenues & Expenditures – M. Brim

RESOLUTIONS:

Gasoline – Bulk Delivery – C. King

SUPPLEMENTAL INFORMATION:

Statement of Revenues and Expenditures by Company
Investment Report
Mortgage Recording Tax (MRT) Statement
Statement of Cash Flow
Procurement Summary
Capital Program and Capital Planning Summary

ITEMS REQUIRING FUTURE BOARD ACTION:

September 30, 2025, Quarterly Financial Statements
October 31, 2025, Statement of Revenues & Expenditures



STATEMENT OF REVENUES AND EXPENDITURES

Central New York Regional Transportation Authority
Consolidated Statement of Revenues and Expenditures
From 04/01/2025 through 08/31/2025
(In Whole Numbers)

	Actual	Budget	Budget Change	% Change to Budget	Prior Year Actual	CY to PY Change	% Change CY to PY
Operating Revenue							
Regular Line Passenger Revenue	1,978,811	1,890,110	88,701	4.7%	1,840,265	138,545	7.5%
Special Line Passenger Revenue	2,185,439	2,122,401	63,038	3.0%	1,976,888	208,551	10.5%
Advertising & Other Revenue	980,807	983,219	(2,412)	-0.2%	979,835	972	0.1%
Total Operating Revenue	5,145,056	4,995,730	149,326	3.0%	4,796,988	348,068	7.3%
Operating Expenses							
Salaries & Wages	16,850,298	18,673,757	1,823,459	-9.8%	15,078,287	1,772,011	11.8%
Other Employee Benefits & Payroll Taxes	1,674,952	1,885,553	210,601	-11.2%	1,557,828	117,124	7.5%
Healthcare Benefits	5,277,136	6,626,540	1,349,404	-20.4%	5,565,306	(288,170)	-5.2%
Workers Compensation	1,253,351	1,322,600	69,249	-5.2%	843,027	410,324	48.7%
Pension Benefits	1,723,847	2,122,363	398,516	-18.8%	2,069,424	(345,577)	-16.7%
Risk Management	4,308,459	1,858,392	(2,450,067)	131.8%	1,001,456	3,307,002	330.2%
Purchased Transportation	2,482,481	2,830,000	347,519	-12.3%	2,580,538	(98,057)	-3.8%
Materials & Supplies	1,905,118	2,054,853	149,736	-7.3%	2,143,354	(238,236)	-11.1%
Services	2,602,353	3,349,827	747,474	-22.3%	2,574,666	27,687	1.1%
Fuel	844,834	1,200,177	355,343	-29.6%	789,847	54,987	7.0%
Utilities	264,994	310,165	45,171	-14.6%	264,411	583	0.2%
Other Expenses	143,242	277,347	134,104	-48.4%	148,129	(4,886)	-3.3%
Total Operating Expenses	39,331,065	42,511,575	3,180,509	-7.5%	34,616,274	4,714,791	13.6%
Non-Operating Revenue							
Operating Assistance	30,254,721	31,948,500	(1,693,779)	-5.3%	28,125,002	2,129,719	7.6%
Mortgage Tax Revenue	4,330,577	3,280,000	1,050,577	32.0%	3,290,496	1,040,082	31.6%
Gain/Loss on Disposal of Capital	50,406	20,833	29,573	142.0%	16,063	34,344	213.8%
Investment Revenue	501,600	208,435	293,165	140.7%	684,034	(182,434)	-26.7%
Total Non-Operating Revenue	35,137,305	35,457,768	(320,464)	-0.9%	32,115,593	3,021,711	9.4%
Operating Income (Loss)	951,295	(2,058,077)	3,009,372	-146.2%	2,296,307	(1,345,012)	-58.6%
Capital Contributions							
Federal Grants	855,865	0	855,865	0.0%	971,765	(115,900)	-11.9%
State Grants	145,991	0	145,991	0.0%	405,374	(259,384)	-64.0%
Total Capital Contributions	1,001,855	0	1,001,855	0.0%	1,377,139	(375,284)	-27.3%
Non-Operating Expenses							
Depreciation Expense	5,940,990	0	(5,940,990)	0.0%	4,686,552	1,254,439	26.8%
Total Non-Operating Expenses	5,940,990	0	(5,940,990)	0.0%	4,686,552	1,254,439	26.8%
Change in Net Position	(3,987,840)	(2,058,077)	(1,929,764)	93.8%	(1,013,105)	(2,974,735)	293.6%
Net Position - Beginning of Year	(125,571,224)	0	(125,571,224)	0.0%	(215,991,016)	90,419,792	-41.9%
Total Net Position - Beginning of Year	(125,571,224)	0	(125,571,224)	0.0%	(215,991,016)	90,419,792	-41.9%
Net Position - End of Year	(129,559,064)	(2,058,077)	(127,500,988)	6195.2%	(217,004,122)	87,445,057	-40.3%



STATEMENT OF REVENUE AND EXPENDITURES

After five months ending August 31, 2025, the Authority reports a consolidated operating income of \$951 thousand, excluding capital contributions and non-operating expenses. This positive result reflects strong operating performance in the this early part of the fiscal year.

Operating Revenues

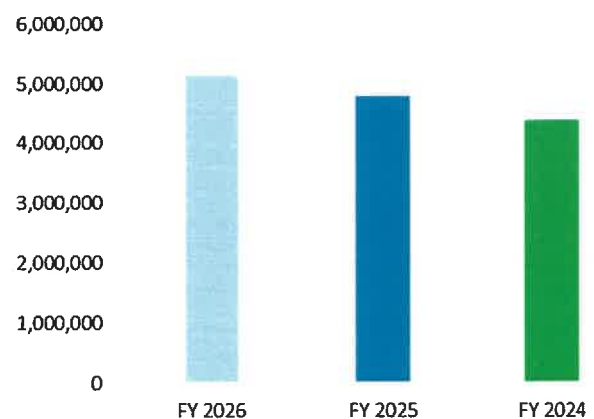
Total operating revenues amount to \$5.1 million, representing a \$348 thousand (7.3%) increase compared to the same period in the prior year. Revenues also exceeded budget projections by \$149 thousand (3%), driven by higher-than-anticipated service demand and revenue recovery efforts.

	Actual	Budget	Budget Change	% Change to Budget	Prior Year Actual	CY to PY Change	% Change CY to PY
Operating Revenue							
Passenger Revenues	4,164,250	4,012,511	151,739	3.8%	3,817,153	347,097	9.1%
Advertising & Other Revenue	980,807	983,219	(2,412)	-0.2%	979,835	972	0.1%
Total Operating Revenue	5,145,056	4,995,730	149,326	3.0%	4,796,988	348,068	7.3%

Passenger revenues are performing 3.8% over budget expectations, and 9.1% over prior year.

Regular line passenger revenues are performing 4.7% above budget expectations and 7.5% higher than the same period last year. This positive trend is primarily supported by stronger-than-expected farebox collections and increased revenue from Mobility On Demand (MOVE) services, which continue to see steady growth in utilization. Total ridership across both fixed-route and demand-response services has increased 7.6% year-over-year, highlighting the community's growing reliance on public transit as a convenient and affordable option. These gains, however, are being partially offset by lower-than-expected pass sales, suggesting that while more customers are riding, fewer are purchasing multi-ride or monthly passes, opting instead for single-ride or on-demand options.

OPERATING REVENUE



Special line passenger revenues are performing 3.0% above budget expectations and 10.5% higher than prior year. This strong performance is largely attributable to scheduled contract rate increases and higher demand for contracted services. In addition, ridership during the Great New York State Fair exceeded projections, and prior year's totals. These results underscore the importance of community partnerships, and seasonal services in diversifying revenue sources and enhancing overall financial performance.

Advertising and other revenues are performing in line with both budget expectations and prior year results. While not showing the same level of growth as passenger revenues, these sources continue to provide a stable and predictable contribution to the Authority's overall revenue base. This consistency helps offset volatility in other areas and supports long-term financial planning.



Operating Expenses

As of August 31, 2025, operating expenses total \$39.3 million, representing a \$4.7 million (13.6%) increase compared to prior year. Current year expense are performing \$3.2 million (7.5%) under the budgeted expectations.

	Actual	Budget	Budget Change	% Change to Budget	Prior Year Actual	CY to PY Change	% Change CY to PY
Operating Expenses							
Personnel Expenses	26,779,584	30,630,813	3,851,229	-12.6%	25,113,872	1,665,712	6.6%
Non-Personnel Expenses	12,551,481	11,880,761	(670,720)	5.6%	9,502,401	3,049,080	32.1%
Total Operating Expenses	39,331,065	42,511,575	3,180,509	-7.5%	34,616,274	4,714,791	13.6%

Personnel expenses are performing \$3.9 million (12.6%) below budget expectations and are \$1.7 million (6.6%) higher than the same period last year. All major personnel expense categories are under budget, reflecting favorable variances across wages, benefits, and related costs.

It is important to note that the personnel budget is developed on the assumption of full staffing for the entire fiscal year. Ongoing vacancies, most notably among bus operators and administrative staff, continue to be the primary driver of the favorable budget variance. While these vacancies reduce immediate expenses, they also create operational challenges, including reliance on overtime and pressure on existing staff to maintain service levels.

On a year-over-year basis, most personnel-related costs have increased due to contractual wage adjustments and normal benefit growth. However, healthcare and pension expenses are trending below prior year levels. Healthcare costs have declined significantly, driven by 1,754 fewer claims and 6,063 fewer services provided compared to the prior year. Excellus premiums are under budget due to fewer enrolled members, particularly in Cortland County.

Pension expenses remain below prior year levels as well. This favorable performance is primarily the result of the most recent actuarial valuation and lower 401(a) plan costs, with the majority of May contributions funded through available forfeited funds. Together, these trends have helped offset rising costs in other personnel-related categories and continue to support overall expense control.

Non-personnel expenses are \$671 thousand (5.6%) below budget expectations but \$3 million (32.1%) higher than the same period last year.

All non-personnel expense categories are currently at or below budget, with the sole exception of Risk Management. Most categories are performing in line with, or slightly below, prior year levels, reflecting stable expense trends across areas such as fuel, materials and supplies, utilities, and contracted services. These results demonstrate effective cost containment and continued focus on expense management.

Risk Management expenses are more than 100% over budget and more than 100% higher than last year. This unfavorable variance is driven primarily by two factors: higher policy premiums and elevated self-insurance claim costs under CNYRTA's Auto General Liability (GL) policy. A significant portion of these claim costs stem from incidents that occurred in prior years but are being settled or paid in the current fiscal period.

The combination of rising insurance premiums and legacy claim activity has created sustained pressure on this category, making it the largest non-personnel cost variance year-to-date. Management continues to closely monitor claim developments, evaluate reserve levels, and work with insurers to control premium increases. In addition, efforts are underway to strengthen safety programs, improve risk assessment practices, and reduce the frequency and severity of future claims.



Non-Operating Revenues

Non-operating revenues total \$35.1 million, which are \$320 thousand under budget expectations, and are reflecting a \$3 million (9.4%) increase over prior year.

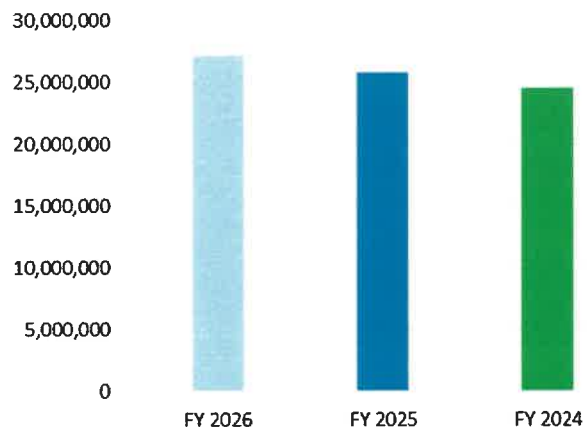
	Actual	Budget	Budget Change	% Change to Budget	Prior Year Actual	CY to PY Change	% Change CY to PY
Non-Operating Revenue							
Operating Assistance	30,254,721	31,948,500	(1,693,779)	-5.3%	28,125,002	2,129,719	7.6%
Mortgage Tax Revenue	4,330,577	3,280,000	1,050,577	32.0%	3,290,496	1,040,082	31.6%
Gain/Loss on Disposal of Capital	50,406	20,833	29,573	142.0%	16,063	34,344	213.8%
Investment Revenue	501,600	208,435	293,165	140.7%	684,034	(182,434)	-26.7%
Total Non-Operating Revenue	35,137,305	35,457,768	(320,464)	-0.9%	32,115,593	3,021,711	9.4%

Operating assistance revenues are currently 5.3% below budget expectations but remain 7.6% higher than the same period last year. This variance is largely the result of a strategic approach to revenue recognition. While State Transit Operating Assistance (STOA) has increased, the Authority has strategically conserved federal and state Preventive Maintenance (PM) funds, utilizing funds only as needed. The use of these PM funds is evaluated on a month-to-month basis and applied during periods of higher operating costs to help balance overall financial performance. This approach ensures flexibility and preserves resources for future operating needs.

Mortgage tax revenues are performing exceptionally well, 32% above budget expectations and 31.6% higher than last year. This growth reflects continued strength in the real estate market. However, given the inherent volatility of this revenue source, the Authority will maintain a cautious outlook, closely monitoring market trends and applying conservative planning practices to guard against potential fluctuations.

Investment revenues are exceeding budget expectations by more than 100% but are 26.7% below prior-year levels. Current investment yields are performing in the range of 4.18% to 4.30%, providing strong returns compared to budget assumptions. The Authority will continue to pursue opportunities to strategically invest idle cash in a manner that maximizes earnings while maintaining sufficient liquidity to meet ongoing operational and capital funding needs.

NON-OPERATING REVENUE



Central New York Regional Transportation Authority
 Statement of Revenues and Expenditures by Company
 From 04/01/2025 through 08/31/2025

	Total	CNVRTA	ITC	CNY Centro	Oswego	Cayuga	Cotland	Centro Call-A-Bus	Centro Oneida	Centro Parking
Operating Revenue										
Passenger Revenue	4,164,249	0	0	3,291,376	190,088	75,872	29,225	221,038	356,650	0
Advertising & Other Revenue	980,807	0	453,155	349,499	4,580	8,769	0	4,375	79,561	80,868
Total Operating Revenue	5,145,056	0	453,155	3,640,875	194,668	84,641	29,225	225,413	436,211	80,868
Operating Expenses										
Personnel Expenses	26,779,585	176,477	92,075	15,690,365	1,629,005	1,132,259	547,499	1,922,706	5,589,199	0
Non-Personnel Expenses	12,551,479	144,640	434,785	6,934,495	441,772	297,999	579,059	2,676,294	970,338	72,097
Total Operating Expenses	39,331,065	321,117	526,860	22,624,860	2,070,777	1,430,258	1,126,558	4,599,000	6,559,537	72,097
Non-Operating Revenue										
Operating Assistance	30,254,721	0	0	17,218,694	1,671,242	1,345,619	413,750	4,373,334	5,232,082	0
Mortgage Tax Revenue	4,330,577	4,330,577	0	0	0	0	0	0	0	0
Gain/Loss on Disposal of Capital	50,406	0	0	50,406	0	0	0	0	0	0
Investment Revenue	501,600	492,718	0	8,882	0	0	0	0	0	0
Total Non-Operating Revenue	35,137,305	4,823,295	0	17,277,982	1,671,242	1,345,619	413,750	4,373,334	5,232,082	0
Operating Income (Loss)	951,295	4,502,178	(73,705)	(1,706,003)	(204,867)	2	(683,583)	(253)	(891,244)	8,771



INVESTMENT REPORT

Central New York Regional Transportation Authority
Inventory of Existing Investments
As of 08/31/2025
(In Whole Numbers)

Cash Investments	Institution	Interest Rate	Amount	Total
Unrestricted – Operating Funds				
Commercial Savings – General Fund	M&T Bank	2.50%	\$18,200,098	
Commercial Savings – Farebox Collection	JP Morgan	1.65%	\$144,256	
				<u>\$18,344,354</u>
Board Designated - Funded Reserves				
Commercial Savings - Health Reserve	M&T Bank	2.50%	\$3,229,353	
Commercial Savings - Insurance Reserve	M&T Bank	2.50%	\$2,863	
Commercial Checking - Capital Reserve	JP Morgan	1.65%	\$834,314	
Commercial Checking - Paratransit Reserve	JP Morgan	1.65%	\$91,169	
				<u>\$4,157,699</u>
Total Cash Investment Value				<u>\$22,502,053</u>

Investments	Institution	Yield	Term	Market Value	Purchase Date	Maturity Date	Maturity Value
Operating Funds							
Treasury Bill - Operating Funds	JP Morgan	4.18%	2 mo.	\$5,034,477	07/31/2025	09/23/2025	\$5,050,000
Board Designated - Funded Reserves							
Treasury Bill - Capital Reserve	JP Morgan	4.19%	2 mo.	\$3,035,489	07/15/2025	09/09/2025	\$3,038,000
Treasury Bill - Capital Reserve	JP Morgan	4.19%	2 mo.	\$2,009,661	07/22/2025	09/16/2025	\$2,013,000
Treasury Bill - Insurance Reserve	JP Morgan	4.19%	3 mo.	\$4,304,434	06/13/2025	09/11/2025	\$4,309,000
Treasury Bill - Paratransit Reserve	JP Morgan	4.30%	2 mo.	\$5,250,276	08/19/2025	09/16/2025	\$5,259,000
Total Investment Values				<u>\$19,634,337</u>			<u>\$19,669,000</u>



MORTGAGE RECORDING TAX STATEMENT

<u>Actual Receipts YTD</u>					<u>Budget Variance YTD</u>		
<u>FY-24</u>	<u>FY-25</u>	<u>FY-26</u>	<u>\$ vs PY</u>	<u>% vs PY</u>	<u>FY-26 Bud</u>	<u>\$</u>	<u>%</u>
3,328,236	3,290,496	4,330,577	1,040,082	31.6%	3,280,000	1,050,577	32.0%

	Actual <u>FY-24</u>	Actual <u>FY-25</u>	Actual <u>FY-26</u>	Actual <u>vs PY</u>	YTD <u>vs PY</u>	Budget <u>FY 26</u>	Actual Vs <u>Budget</u>	YTD <u>Variance</u>
April	761,875	537,226	690,885	28.6%	373.6%	545,000	26.8%	26.8%
May	557,104	622,405	884,530	42.1%	266.0%	600,000	47.4%	37.6%
June	621,109	512,679	971,182	89.4%	227.9%	625,000	55.4%	43.9%
July	651,504	878,691	1,032,746	17.5%	241.1%	760,000	35.9%	41.5%
August	736,644	739,495	751,235			750,000		
September	643,528	668,431	0			725,000		
October	737,317	880,437	0			775,000		
November	613,698	824,214	0			760,000		
December	640,840	704,965	0			660,000		
January	743,819	730,141	0			630,000		
February	547,438	525,142	0			625,000		
March	425,398	636,968	0			635,000		
Totals	<u>7,680,275</u>	<u>8,260,794</u>	<u>4,330,577</u>			<u>8,090,000</u>		

<u>County Receipts - August</u>	<u>FY-26</u>	<u>FY-25</u>	<u>\$</u>	<u>%</u>
Onondaga	463,477	501,980	(38,503)	-8%
Oswego	80,808	57,669	23,139	40%
Cayuga	54,813	47,588	7,224	15%
Cortland	27,138	-	27,138	
Oneida	125,000	132,258	(7,258)	-5%
Total	<u>751,235</u>	<u>739,495</u>	11,740	0.02



STATEMENT OF CASH FLOW

Central New York Regional Transportation Authority
Statement of Cash Flow
As of 08/31/2025
(In Whole Numbers)

Cash Flows From Operating Activities:

Operating Receipts from Fares, Contract Bill & Misc Items	\$ 824,547
Mortgage Tax Receipts	842,420
State Operating Assistance	14,327,568
Local Operating Assistance	643,040
Payments to Vendors & Bank Fees	(5,400,995)
Payments for Employee Benefits	(1,036,287)
Payments of Payroll Related Wages & Liabilities	(3,139,726)
Net Cash Provided by (Utilized in) Operating Activities	\$ 7,060,567

Cash Flows From Capital Activities:

Federal & State Grants Proceeds for Capital Additions	0
Proceeds from Federal Operating Assistance	0
Purchases of Capital Assets	(10,000)
Net Cash Provided by (Utilized in) Capital Activities	\$ (10,000)

Net Change in Cash from Operating & Capital Activities	\$ 7,050,567
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General Fund Cash Balances - Beginning of Period	\$ 10,301,090
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General Fund Cash Balances - End of Period*	\$ 17,351,657
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Reserve Funds:

Insurance Reserve	2,863
Health Insurance Reserve	3,229,353
Capital Reserve Fund	834,314
Paratransit Reserve	91,169
Invested Reserve Funds	19,637,338
Reserve Funds Total	\$ 23,795,037

Total Cash All Sources - End of Period:	\$ 41,146,694
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*General Fund Cash Includes General Disbursing and Money Market Accounts Only



PROCUREMENT

Active Procurements

The following open contracts actively moving through the process:

- Real Time Signage
- Bus Shelter and Parking Lot Janitorial Services
- Specialized Transportation- Minivan Services A
- TPA for Prescription Services
- Public Relations
- Term Design and Engineering
- Building Pest Control Services
- HVAC Inspection & Repair Services
- Shelter Truck Purchase

Future Procurements

Items requiring future board action:

Within 2 months:

- TPA for Prescription Services
- Real Time Signage
- Specialized Transportation- Minivan Services A

Within 6 months:

- Bus Shelter and Parking Lot Janitorial Services
- Public Relations
- Term Design and Engineering
- Building Pest Control Services
- HVAC Inspection & Repair Services
- Shelter Truck Purchase

Revenue Service Contracts

Lease Revenue Contracts

RTC Unoccupied Space Agreement (Previously Dunkin Donuts)

Lease Agreements



CAPITAL PROGRAMS AND CAPITAL PLANNING

Capital Program

Under FTA guidance for the Low or No Emission Grant Program, the Grants for Buses and Bus Facilities Competitive Program (Low-No), and the Congestion Mitigation and Air Quality (CMAQ) Program Awards, grantees were invited to request project scope modifications, specifically related to vehicle propulsion types.

CNYRTA requested a change from hydrogen fuel cell buses to compressed natural gas (CNG), which FTA approved on September 5, 2025. Staff will prepare and submit the grant application, valued at more than \$15 million, in federal fiscal year 2026.

Federal Grant Funding

Pending Applications

Low or No Emission Grant Program and the Grants for Buses and Bus Facilities Competitive Program: FTA's FY2025 solicitation for projects to be funded through Section 5339(c) are underway. Applications are under review.

Awarded Applications

Section 5307 and 5339 Grant Programs Applications: The federal fiscal year 2025 applications are executed. Together they include operating and capital assistance for various projects totaling approximately \$8.6 million in federal funds.

State Grant Funding

Pending Applications

Section 5311 Grant Program Applications: New York State's 2024-2025 solicitation for projects to be funded via FTA Section 5311 Formula Grants for Rural Areas are underway. Applications are under review.

Supplemental Funds for the Innovative Mobility Initiative: \$9.1 million of state-dedicated funds from the federal Carbon Reduction Program (CRP) for *capital expenditures* to support innovative On-Demand transit services. Plans are under review.

Zero-Emission Transit Transition Program (ZETT) Application, \$17.5 million of funding to be administered by New York State DOT. Applications are under review.

Capital Planning

The Central New York Regional Transportation Authority's (CNYRTA) Capital Planning Committee continues to meet regularly to assess the Authority's capital needs and to guide both short- and long-term investments in alignment with the Capital Improvement Plan (CIP). The Committee's work ensures that capital resources are prioritized effectively, addressing immediate operational requirements while also supporting the Authority's long-range strategic goals.

Key projects currently in the execution phase include:

- Bus Rapid Transit (BRT) Planning
- Compressed Natural Gas (CNG) Electrical Service
- CNG Facility Upgrades
- Oneida Facility Consolidation Planning
- Various Building Improvements and Technology

The Authority remains focused on leveraging available funding to advance these initiatives while positioning CNYRTA to meet the mobility and infrastructure needs of the community well into the future.





TO: CNYRTA Board of Members
FROM: Christopher Tuff, Chief Executive Officer
RE: Monthly Summary Report – September 2025
DATE: September 17, 2025

South Side Community Growth Foundation

On September 5, Steve, Bren, and I met with the leadership of the South Side Community Growth Foundation to discuss their goals for the South Side Community. We provided an update on the system redesign and the Bus Rapid Transit (BRT) project. Together, our plans will help the South Side community continue to see improvements and growth.

Low-No & CMAQ Awards update

Under FTA guidance for the Low or No Emission Grant Program, the Grants for Buses and Bus Facilities Competitive Program (Low-No), and the Congestion Mitigation and Air Quality (CMAQ) Program Awards, grantees were invited to request project scope modifications, specifically related to vehicle propulsion types. CNYRTA requested a change from hydrogen fuel cell buses to compressed natural gas (CNG), which FTA approved on September 5, 2025. Staff will prepare and submit the grant application, valued at more than \$15 million, in federal fiscal year 2026.

Cortland Facility

On September 8, we proudly opened our newly renovated location on Grant Street in Cortland, NY. The improvements to our facility are significant and nearly complete, with just a few minor punch list items remaining. We're excited to welcome our staff to their new, permanent space where they can make it their own.

American Public Transit Association (APTA) Conference

On September 13th Several Staff members, the Chairman and I attended the APTA conference in Boston, MA. The week was full of various learning sessions and keynote speakers. We also took time to walk the vendor floor to meet with current vendors and explore new products that are coming into the market.

Various Meetings

Continued meetings to discuss the following items and move these projects forward. The topics include, but are not limited to, Capital Planning, Recruiting, RPM Program, NYPTA, SMTC, Arcadis (Transportation Consultants)

RESOLUTION
ENDORISING CNYRTA 2025 TITLE VI PROGRAM

WHEREAS, The Central New York Regional Transportation Authority (CNYRTA) is dedicated to uphold the principals and provisions of Title VI of the Civil Rights Act of 1964 prohibiting discrimination on the basis of race, color, and national origin, including the denial of meaningful access for limited English proficient persons, and

WHEREAS, CNYRTA is further dedicated to environmental justice for minority and low-income populations, and

WHEREAS, Federal Transit Administration regulations require the CNYRTA to submit a Title VI Program approved by the Board of Members every three years, and

WHEREAS, CNYRTA must submit a 2025 Title VI Program to the Federal Transit Administration in September 2025, and

WHEREAS, CNYRTA's 2025 Title VI Program includes previously approved updates to Service Standards and Policies, the Public Participation Plan, the Language Assistance Plan, and Title VI Policies related to major service changes, and

WHEREAS, CNYRTA's 2025 Title VI Program contains various equity analyses related to service and fare changes in compliance with the Title VI and environmental justice goals of the Federal Transit Administration, and

WHEREAS, the Board of Members has considered CNYRTA's 2025 Title VI Program and the policies and procedures embodied therein regarding public participation, language assistance for limited English proficient persons, service standards and policies, equity analysis for major service and fare changes, customer and general system demographics, and all other facets of the Program.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MEMBERS OF THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY that it adopts the 2025 Title VI Program and authorizes the Chief Executive Officer to submit the Program to the Federal Transit Administration and implement its provisions.

RESOLUTION TO AUTHORIZE CONTRACT AWARD FOR
GASOLINE- BULK DELIVERY 2026-2031

WHEREAS, the Central New York Regional Transportation Authority (CNYRTA) has a need for a qualified vendor to provide bulk deliveries of gasoline; and

WHEREAS, this contract will be paid for with operating funds; and

WHEREAS, the Invitation for Bid was publicly let on July 23, 2025; and

WHEREAS, eighteen (18) vendors were invited, of which one (1) was sent to a NYS Certified M/WBE firm and fourteen (14) bid packages were downloaded; and

WHEREAS, one (1) bid was received on August 13, 2025, with the lowest responsive and responsible bid received from Mirabito Energy Products; and

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MEMBERS OF THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY, that the Chief Executive Officer or his designee is authorized to enter into a five (5) year contract with Mirabito Energy Products to provide bulk gasoline deliveries. The contract would commence June 1, 2026.

FACT SHEET
GASOLINE- BULK DELIVERY 2026-2031

PROJECT DESCRIPTION: The CNYRTA has a need for a qualified vendor to provide bulk deliveries of gasoline.

ADVERTISEMENT: An Invitation for Bid was advertised on July 23, 2025, in the NYS Contract Reporter, Post Standard (Onondaga, Cayuga and Oswego County editions), Rome Sentinel, Utica Observer-Dispatch and the Minority Commerce Weekly.

FUNDING: This contract will be paid for using operating funds.

PRICING RECEIVED:

Description	Mirabito Energy Products
87 Octane Gasoline- JOC + Differential	\$2.1269

COMMENTS: Mirabito Energy Products has performed like kind services in the past with positive results.

M/WBE: A partial waiver for M/WBE participation was approved by NYS Empire State Development on this contract amending the total goal to reflect 15% WBE participation.

RECOMMENDATION: Based upon evaluation of the bid documents, staff recommends contract award to Mirabito Energy Products for a five (5) year term, commencing June 1, 2026.

**THE CENTRAL NEW YORK REGIONAL TRANSPORTATION AUTHORITY
AUDIT AND FINANCE COMMITTEE**

200 CORTLAND AVENUE, SYRACUSE, NEW YORK

MINUTES OF THE SEPTEMBER 26, 2025, AUDIT AND FINANCE COMMITTEE MEETING

MEMBERS PRESENT: ANTHONY DAVIS, Vice Chair
TINA FITZGERALD, Treasurer
DARLENE LATTIMORE, Secretary
NEIL BURKE
ROBERT CUCULICH
JULIUS LAWRENCE
LOUELLA WILLIAMS
FRANK SAYA, Non-Voting Member

MEMBERS ABSENT: NICHOLAS LAINO, Chair
HEATHER SNOW

STAFF PRESENT: CHRISTOPHER TUFF, Chief Executive Officer
JACQUELYN MUSENGO, VP of Human Resources
RAHMIN AZRIA, VP of Operations
BRUCE FONG, VP of Information Technology
MELISSA BRIM, VP of Finance
BREN DAISS, Sr Director of Service Planning & Special Projects
CHRIS MORRALE, Director of Human Resources
DAVID CARACCIO, Facilities Project Manager
CHRISTOPHER KING, Procurement Manager
THOMAS GAINES, Procurement Analyst
JASON SMITH, Sr Procurement Analyst
SUZANN HENSLEY, Internal Control Manager
JEANNINE JOHNSON, Executive Assistant
BILLY GREENE, Desktop Support Specialist

PUBLIC PRESENT: BRAD HUNT, Legal Counsel

CALL TO ORDER At 9:08 A.M. Vice Chairman Davis called the meeting to order.

- Vice Chairman Davis noted a quorum was present
- The next Committee meeting will be on October 24, 2025

AUGUST 31, 2025, STATEMENT OF REVENUE AND EXPENDITURES

Ms. Brim presented a Motion to approve the August 31, 2025, Statement of Revenue and Expenditures. A copy of the Motion is attached to these Minutes.

A Motion to approve the August 31, 2025, Statement of Revenue and Expenditures, was raised and forwarded to the Board for approval.

Motion – Tina Fitzgerald

Seconded – Louella Williams

Carried Unanimously to the Board with a recommendation of approval.

GASOLINE – BULK DELIVERY

Mr. King presented a Resolution to authorize the contract award for Gasoline - Bulk Delivery 2026-2031. A copy of the Resolution is attached to these Minutes.

A Motion to authorize the contract award for Gasoline Bulk Delivery 2026-2031 to Mirabito Energy Products, was raised and forwarded to the Board for approval.

Motion – Neil Burke

Seconded – Tina Fitzgerald

Carried Unanimously to the Board with a recommendation of approval.

ADJOURNED

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


Chairman

ATTEST:


Secretary