



CDTA COMMITTEE AGENDA
Strategic and Operational Planning Committee
Thursday, February 22, 2024 | 12:00 PM
Microsoft Teams & 110 Watervliet Ave

Committee Item

Responsibility

Call to Order

Mike Criscione

Approve Minutes of Thursday, January 25, 2024

Mike Criscione

Administrative Discussion Items

- FY2025 Budget Update
- West Facility Update

Mike Collins

Jeremy Smith

Next Meeting: Thursday, March 21, 2024 at 12:00 pm via Microsoft Teams and 110 Watervliet Ave.

Adjourn

Mike Criscione

Capital District Transportation Authority

Strategic and Operational Planning Committee

Meeting Minutes - January 25, 2024 at 12:03 pm; via Microsoft Teams and 110 Watervliet Ave.

In Attendance: Mike Criscione, Pat Lance, Dave Stackrow, Jackie Falotico, Georgie Nugent; Carm Basile, Mike Collins, Chris Desany, Lance Zarcone, Jaime Kazlo, Emily DeVito, Jon Scherzer, Sarah Matrose, Gary Guy, Patricia Cooper, Kelli Schreivogl, Rich Cordero, Mike Williams, Thomas Guggisberg, Jeremy Smith, Dave Williams, Jack Grogan, Vanessa Fox

Meeting Purpose

Regular monthly meeting of the Strategic and Operational Planning Committee. Committee Chair Criscione noted that a quorum was present. Minutes from the December 14, 2023 meeting were reviewed and approved.

Administrative Discussion Items

BRT/Priority Corridor Feasibility Study

- Mike Williams provided an update on the BRT Priority Corridor Feasibility Study that is currently under way. With the roll out of the Purple Line, our 40 Miles of BRT vision has been completed.
- It is now time to examine the rest of the system and look for opportunities to consider BRT implementations in other corridors, *or at least* priority treatments in those corridors. CDTA is leading a study with our planning partners and a study advisory committee that includes the major urban cities, several municipalities, and other key stakeholders.
- We looked at high potential segments with minimum performance criteria and ranked the top eleven. Five of those were chosen for further development based on cost, need, ridership, travel time, and several other categories. Three of those concepts were advanced for more detailed planning and design.
- Concept #1 identified a potential BRT line between Schenectady and downtown Troy, continuing on to Hudson Valley Community College. Several representative station concept plans were developed, with a focus on transit priority measures, shelters, and pedestrian accessibility/safety.
- Concept #2 involved a new belt priority corridor, similar to the #100. Concept #3 involved a priority corridor originating at Latham Circle, continuing on to the airport, Wolf Road, Central Avenue, Madison Avenue, and terminating at the train station.
- It was noted that these ideas will be accommodated in the TDP, and while they will not specifically be called out, the TDP will not preclude us from pursuing any of them. Next steps include performing a ridership potential analysis, looking at high-level costs, and examining Title VI considerations.

Next Meeting

Thursday, February 22, 2024 at 12:00 pm via Microsoft Teams and at 110 Watervliet Ave.

Memorandum

February 21, 2024

To: Strategic and Operational Planning Committee

From: Mike Collins

Subject: FY2025 Budget Development Update

Background:

Development of the FY2025 operating budget is in full swing and I am providing an update for review (attached). We expect to finish the current year ahead of budget projections and anticipate that we will provide a balanced budget for review and approval in March 2024.

Revenue Highlights

In December, we submitted a preliminary budget to the state based on a 7% increase in State Operating Assistance (STOA). Since then, the Governor's executive budget proposed an 8% increase in STOA. With the addition of Warren County, we are projecting a \$1 million increase to MRT. Our Universal Access (UA) program continues to outperform expectations, and as a result we will increase customer fares by \$1 million. The Joe Bruno Rail Station continues to perform well because we increased parking rates last April and we are seeing more customers park at the station. We are forecasting an additional \$400,000 in revenue.

Because of our good revenue situation, we are reducing the federal assistance line by \$1 million allowing us to lower the reliance on prior COVID funds.

Expense Highlights

We have adjusted the wage line to reflect the addition of the Glens Falls operation, a full year of the Purple Line, and wage increases as called for in our collective bargaining agreement.

The professional services line shows a 14% increase for IT Security and Telecommunications; Ambassadors; and operational expenses for DRIVE. The maintenance service line is projected to increase by 13% based on facility needs including Glens Falls. Manpower issues continue to drive increases in Purchased Transportation. We are projecting a 6% increase but are in the middle of redesigning some service opportunities.

Lingering supply chain issues are causing us to increase the Parts line by 12%. This includes \$400,000 for parts, \$180,000 for tires, and \$170,000 for oil & lubricants.

Summary:

We have a balanced budget that requires a few more tweaks. Our advocacy efforts are in full swing and NYPTA continues to ask for a 15% STOA increase across Upstate properties.

In March, we will have better information about advocacy efforts, and we will bring the final draft to the committee for review and approval.

Capital District Transportation Authority
FY2025 Operating Budget Draft
February 14, 2024

Revenue Item	FY2024 Budget	Budget to Budget Change	FY2025 Budget	% Change
Mortgage Tax	\$11,650,000	\$1,000,000	\$12,650,000	8.6%
Customer Revenue	\$18,924,456	\$1,080,000	\$20,004,456	5.7%
Advertising	\$1,720,827	\$54,173	\$1,775,000	3.1%
RRS and Facilities Income	\$3,012,908	\$410,000	\$3,422,908	13.6%
Other	\$158,500	\$31,000	\$189,500	19.6%
Federal Assistance	\$29,905,923	-\$1,000,000	\$28,905,923	-3.3%
State Operating Assistance	\$59,161,500	\$4,833,599.82	\$63,995,100	8.2%
State Operating Assistance - NX	\$400,000	\$0	\$400,000	0.0%
County Assistance	\$1,917,001	\$0	\$1,917,001	0.0%
Operating Grants	\$2,128,006	\$194,494	\$2,322,500	9.1%
Total Revenue	\$128,979,121	\$6,603,267	\$135,582,388	5.1%
Expense Item	FY2024 Budget	Budget to Budget Change	FY2025 Budget	% Change
Salaries and Wages	\$61,671,462	\$2,466,858	\$64,138,320	4.0%
Payroll Taxes	\$4,203,904	\$210,195	\$4,414,100	5.0%
Health Benefits	\$12,750,871	\$637,544	\$13,388,415	5.0%
Workers' Compensation	\$2,986,718	\$0	\$2,986,718	0.0%
Other Benefits	\$4,865,487	\$150,000	\$5,015,487	3.1%
Professional Services	\$6,125,162	\$850,000	\$6,975,162	13.9%
Materials and Supplies	\$1,994,023	\$61,000	\$2,055,023	3.1%
Miscellaneous	\$974,853	\$125,030	\$1,099,883	12.8%
Maintenance Services	\$4,271,804	\$531,827	\$4,803,631	12.4%
Purchased Transportation	\$12,065,995	\$750,005	\$12,816,000	6.2%
Utilities	\$1,653,210	-\$104,210	\$1,549,000	-6.3%
Fuel	\$7,635,007	\$100,000	\$7,735,007	1.3%
Parts Tires Oil	\$6,278,025	\$753,000	\$7,031,025	12.0%
General Insurance	\$1,102,600	\$110,260	\$1,212,860	10.0%
Claims	\$400,000	\$75,000	\$475,000	18.8%
Total Expenses	\$128,979,121	\$6,716,510	\$135,695,631	5.2%
Surplus/(Deficit)	\$0	(\$113,243)	(\$113,243)	