

# Board of Directors Monthly Meeting

Tuesday, November 25, 2025 | 12:00pm  
Board Room at 110 Watervliet Ave.

# CDTA BOARD OF DIRECTORS MEETING AGENDA

**Tuesday, November 25, 2025 | 12:00pm | 110 Watervliet Ave**

<b>Item</b>	<b>Responsibility</b>	<b>Page</b>
Call to Order	Jayme Lahut	
Approve Minutes from Wednesday, October 29, 2025		3
<b>Recognitions</b>	Frank & Jayme	
20 Years – Albany Operator Keith Levans		
25 Years – Troy Operator Jefferson Young		
<b>Committee Reports: (Action Items Listed)</b>		
Board Operations Committee (11/12/25)	Jayme Lahut	
Performance Monitoring/Audit Committee (11/19/25)	Denise Figueroa	
• Resolution 50 – Award Contract to Accept State Funding		9
Community & Stakeholder Relations Committee (11/20/25)	Patrick Lance	
Strategic & Operational Planning Committee (11/20/25)	Michael Criscione	
<b>Chief Executive Officer's Report</b>	Frank Annicaro	15
<b>Board Member Comments</b>	All	
<b>Executive Session</b>	Jayme Lahut	
<b>Upcoming Meetings</b>		
January 28, 2025, at 12:00 PM via Microsoft Teams and at 110 Watervliet Ave.		
<b>Adjourn</b>	Jayme Lahut	

**CAPITAL DISTRICT TRANSPORTATION AUTHORITY  
(And its Subsidiaries)  
110 Watervliet Avenue, Albany, New York and Microsoft Teams**

**MINUTES OF WEDNESDAY, OCTOBER 29, 2025, BOARD MEETING**

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**MEMBERS PRESENT**

Jayme B. Lahut, Chair  
Michael J. Criscione, Vice-Chair  
Denise A. Figueroa, Treasurer  
Jaclyn L. Falotico, Secretary  
Peter D. Wohl

David M. Stackrow  
Patrick M. Lance  
Georgeanna M. Nugent  
Jackie McDonough

**MEMBERS PRESENT REMOTELY**

**MEMBERS NOT PRESENT**

**OTHERS PRESENT**

Frank Annicaro, CEO  
Amanda Avery, General Counsel  
Chris Desany, COO  
Jonathan Scherzer, Director of Business Dev.  
Emily DeVito, Communications Manager  
Jeremy Smith, Director of Facilities  
Stacy Sansky, Director of Procurement  
Thomas Guggisberg, Director of IT  
Jaime Kazlo, Chief of Staff  
Michael Williams, Director of Planning  
Kelli Schreivogl, Sr. Director of HR  
Calvin Young, Manager of Oper. Performance

Sarah Matrose, Internal Audit  
Jeanette Stumbaugh, Comptroller  
Dave Williams, Director of Maintenance  
Keosha Miles, Executive Assistant  
Ethan Warren, Senior Planner  
Patricia Cooper, CFO  
Richard Cordero, Director of Service Quality  
Elide Oyanedel, Communications Coordinator  
Jack Grogan, Director of Safety and Training  
Zach Stever, ATU

**CALL TO ORDER** - At 12:01 PM, Board Chair, Jayme B. Lahut, called the meeting to order and noted a quorum was present.

**APPROVAL OF THE SEPTEMBER 24, 2025, BOARD MEETING MINUTES**

Motion – Ms. Falotico  
Seconded – Ms. Figueroa  
Carried Unanimously

**RECOGNITIONS**

Frank Annicaro and Board Chair, Jayme B. Lahut, presented the following awards and members offered their congratulations:

- 25 Years – Roger Thompson, Albany Operator
- 25 Years – Jose George, Troy Operator

**COMMITTEE REPORTS**

**BOARD OPERATIONS COMMITTEE** - Report from Jayme B. Lahut.

Committee met on Wednesday, October 15, 2025, at 9:15 AM via Microsoft Teams and at 110 Watervliet Ave.

**Administrative Discussion Items**

- We previewed the agendas for October committee meetings and October's Board meeting.
- Lisa Marelllo briefed us on scheduling the regular advocacy meetings with legislators and key stakeholders in what we expect to be a knotty budget season next year. Frank and Jaime are

working with our state transit association to develop messaging for the next legislative season. Meetings with legislators and agency staff have begun. More to follow on this.

- Next meeting of the Committee will be on Wednesday, November 12, 2025, at 9:15 AM via Microsoft Teams and at 110 Watervliet Avenue.

PERFORMANCE MONITORING COMMITTEE - Report from Peter Wohl

Performance Monitoring Committee met on Thursday, October 23, 2025, at 11:00 AM at 110 Watervliet Avenue, Albany and via Microsoft Teams.

Consent Agenda Item

*Resolution 46-2025 – Approve Advocacy Services*

- CDTA uses a professional firm to help us advocate at the state level. The current contract is set to expire in November, and a new one is required to maintain services.
- The RFP requested firm qualifications including their transportation experience and familiarity with the Capital Region landscape. Two proposals were received, based on proposal reviews, consideration of the work required, and the work of the incumbent.
- The Authority hereby approves a three-year contract with two optional one-year renewals for Advocacy Services to Park Strategies, LLC of Albany, NY for an amount not to exceed Annual Cost: \$84,800; Five Year Cost: \$424,000.

Motion – Mr. Criscione

Seconded – Ms. McDonough

Carried Unanimously

*Resolution 47-2025 – Approve Auto Physical Damage Insurance Renewal*

- Auto Physical Damage provides insurance for vehicles in the event of fire, theft, vandalism, collision and natural perils. It is rated and priced based on the dollar value of our fleet. The current value of our fleet is about \$96 million with our fleet garaged at four separate locations.
- We received three proposals with three insurance layers that will, in conjunction, provide \$60 million in coverage
- The Authority hereby approves a one-year contract to become effective November 10, 2025 to
  - Lexington Insurance Company of Boston, MA for the first \$25 million layer for Auto Physical Damage coverage for \$307,030.48.
  - Ascot Insurance Company of New York, NY for the \$15 million excess of \$25 million layer of Auto Physical Damage coverage for \$98,958.00.
  - Starr Surplus Lines Insurance Company of New York, NY for the \$20 million excess of \$35 million layer of Auto Physical Damage coverage for \$75,956.42.

Motion – Ms. Figueroa

Seconded – Ms. McDonough

Carried Unanimously

*Resolution 48-2025 – Approve Auto and General Liability Insurance Renewal*

- Auto & General Liability provides insurance protection for claims of injury and damage to people and property of others caused by the operation of our business. NFP Corp, formally Rose & Kiernan (R&K), pursued several markets to obtain competitive proposals for this insurance. We have a \$2 million self-insured retention (SIR) policy with \$13 million in excess coverage above our SIR. The SIR is like a deductible, and we pay the first \$2 million of any claim.
- Excess coverage is typically purchased in two layers above our \$2 million SIR. The first layer is an excess policy of \$8 million, and the second layer is a \$5 million policy, for total excess coverage of \$13 million. This year, however, we are proposing three levels.
- The Authority hereby approves a contract for the first \$5 million layer of excess coverage to American Alternative for \$442,000; a contract for the second layer of excess coverage of \$3 million to Gemini Insurance Company for \$177,308; a contract for the third layer of excess coverage of \$5 million to Allied World Assurance for \$202,312; and a contract for Non-Certified Acts of Terrorism coverage to Lloyds of London Insurance at a cost of \$16,473.

Motion – Mr. Wohl

Seconded – Mr. Stackrow

Carried Unanimously

Administrative Discussion Items

**Monthly Management Report**

- Patricia Cooper provided the Monthly Management Report for September.
- MRT is 47% over budget for the month due to \$700k in from Albany. It is 23% over budget YTD.
- Fares are 6.4% under budget in September which is shorter month and had a holiday.
- YTD customer fares are down 5.7 %
- Facilities income is over budget 5.7% for the month and 6.9% YTD.
- On the expense side, wages were under budget 6% for the month and year. Professional services are 13% under budget in for the month and year.
- Purchased transportation was slightly over budget in August (2.36%) but remains 9% over budget for the year. Other Benefits are over budget 15% in September due to timing but are only 1.4% over budget YTD.
- Overall, we are in a satisfactory budget position.

**Monthly Non-Financial (performance) Report**

- Richard Cordero provided the non-financial report for September.
- Fixed route ridership increased by 1.4% higher YTD than the prior fiscal year, reflecting modest growth in overall system usage. OTP improved slightly (+1.5% YOY, +0.3% YTD), signaling continued stability and reliable service delivery.
- Preventable accidents declined by 44% YOY, though up 4.9% YTD Non-preventable

accidents increased by 26% YOY and 24% YTD.

- **STAR paratransit services** saw a 2% ridership increase month-over-month and 8.4% growth year-to-date.

STAR ridership increased 11% YOY and 9% YTD. On time performance improved YOY and YTD.

- Next meeting of the Committee will be on Wednesday, November 19, 2025, at 12:00 pm via Microsoft Teams and at 110 Watervliet Ave.

COMMUNITY AND STAKEHOLDER RELATIONS COMMITTEE - Report from David Stackrow  
Community and Stakeholder Relations Committee met on Thursday, October 23, 2025, at 12:46 PM at 110 Watervliet Avenue, Albany and via Microsoft Teams.

#### Administrative Discussion Items

Staff provided reports on internal town hall meetings and our earned media and community engagement report.

- Jonathan Scherzer gave an overview of our Scooter pilot program that ran September 5 through October 5 in the city of Albany. The program was branded as “Scootember” and promoted on social media and in the community.
- The pilot was a way to gauge community interest in this mobility option and provide another way for people to get around. The pilot consisted of 75 scooters at 10 different hubs throughout the city of Albany. Overall, more than 1,000 trips were taken by 514 customers. The mobile app was downloaded 1,080 times.
- The most used hubs were Clinton Square, Western at Quail, and Nine Pin. The least used hubs were at St. Peters Hospital, Route 9W at Holland Avenue and the warehouse District end.
- Looking ahead, we will determine future operational opportunities and various ways to enhance the branding and on boarding for customers.
- Jaime Kazlo gave the earned media and community engagement report. Over the last month we sent one press release to promote our involvement with the American Cancer Society’s Men Wear Pink campaign and the unveiling of our two pink buses to mark the 10th anniversary of the campaign.
- We participated in several community engagement activities, including providing service for our local veterans for the Leatherstocking honor flight and welcomed guests from the liberty ARC to tour our facility.
- Looking ahead, we will host our annual Veterans luncheon and prepare for the holiday season by unveiling a brand-new gingerbread house design and welcoming students from local schools to provide holiday music at the Joseph L. Bruno Rail station in partnership with Questar BOCES three
- Next meeting of the Committee will be on Thursday, November 20, 2025, at 11:15 AM via Microsoft Teams and at 110 Watervliet Avenue.

STRATEGIC AND OPERATIONAL PLANNING COMMITTEE - Report from Mike Criscione  
The Strategic and Operational Planning Committee met on Thursday, October 23, 2025, at 12:00 PM via Microsoft Teams and at 110 Watervliet Avenue.

Consent Agenda Item

*Resolution 49-2025 – Approve November Service Changes*

- Chris Desany provided a review of the next phase of changes for the realignment campaign. We continue to monitor the progress of the August changes, which based on initial feedback, are going very well. The ongoing themes are adjustments to service levels and coverage, while reinvesting some of those savings to improve service reliability and address operator feedback.
- Mike Williams provided details of the changes: they include a near-total replacement of routes #451 and #452 with a new FLEX zone. The Saratoga Springs FLEX change is expected to save approximately 2,100 hours a year and to provide better service. Operating hours will be 6 AM to 9 PM six days a week, and 8 AM to 7 PM Sundays. Pickup and drop-off points will primarily consist of existing bus stops. We will follow up with Board members to do a deeper dive into using the FLEX application.
- We are adjusting frequencies on the #18, #22, #100 and #922/923. We will also be removing services on #190 and #352. We will be reinvesting savings into the #100, #106, #370, and #713 to make service more reliable and in response to operator feedback. A detailed listing was provided to the Committee.
- The November pick is planned to run from November 30, 2025 to May 24, 2026.
- The Authority hereby approves the November service changes.

Motion – Mr. Wohl

Seconded – Mr. Stackrow

Carried Unanimously

- Next meeting of the Committee will be on Thursday, November 20, 2025, at 12:00 PM via Microsoft Teams and at 110 Watervliet Avenue.

CHIEF EXECUTIVE OFFICER’S REPORT – Frank Annicaro

- The Chief Executive Officer provided his report for October 2025.

EXECUTIVE SESSION

Entered Executive Session: 12:37 pm

Motion –Ms. Figueroa

Seconded – Mr. Stackrow

Carried Unanimously

- An update on an internal investigation.

Exited Executive Session: 12:40 PM

Motion – Mr. Stackrow

Seconded – Ms. Figueroa

Carried Unanimously

UPCOMING MEETINGS

- Subject to the call of the Chair, Chairman Lahut announced the following meeting date:
  - Tuesday, November 25, 2025, at 12:00pm at 110 Watervliet Avenue.

ADJOURNMENT - 12:42 PM

Motion – Ms. Figueroa

Seconded – Ms. McDonough

Carried Unanimously

Respectfully submitted,

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Jaclyn L. Falotico, Secretary

Dated: November 25, 2025



**CAPITAL DISTRICT TRANSPORTATION AUTHORITY**

**RESOLUTION NO. 50 - 2025**

Accept State Funding

**WHEREAS**, the purposes of the Capital District Transportation Authority (Authority) as set forth in Public Authorities Law Section 1304 include the continuance, further development and improvement of transportation and other services related thereto within the Capital District Transportation District, and

**WHEREAS**, the Authority receives Federal Transit Administration (“FTA”) funds through Section 5307 and Section 5339 programs, and

**WHEREAS**, Section 5339 funds the purchase of Vehicles and Lifts, while Section 5307 will fund Preventative Maintenance, Shelters, Safety Barriers, Vehicle Maintenance Software, Video Mirrors and IT Replacements included in the Authority FY2026 Capital Plan, and

**WHEREAS**, the FTA funds 80% of these grants with the remaining 20% split between the New York State Department of Transportation (“NYSDOT”) and the Authority, and

**WHEREAS**, the NYSDOT 10% match to support the 5307 and 5339 funded projects is \$2,920,741, and

**WHEREAS**, NYSDOT has agreed to provide the Authority with the aforementioned funds, and

**NOW, THEREFORE**, by action of the Capital District Transportation Authority Board, duly convened it is hereby

**RESOLVED**, that the Authority Board hereby authorizes the acceptance of the aforementioned funds from NYSDOT Agreement K007548 Attachment #2 in the amount of Two Million Nine Hundred Twenty Thousand, Seven Hundred and Forty-One Dollars (\$2,920,741.00), and it is hereby further

**RESOLVED**, that a certified copy of this resolution shall be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the projects, and it is further

**RESOLVED**, this Resolution shall take effect immediately.

**CERTIFICATION**

The undersigned, duly qualified and acting as Secretary of the Capital District Transportation Authority, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Capital District Transportation Authority held on 25th day of November, 2025.

Dated: November 25, 2025

\_\_\_\_\_  
Jaclyn L. Falotico, Secretary

STATE OF NEW YORK                    )  
  ) SS.:  
COUNTY OF ALBANY                 )

On this \_\_\_\_\_ day of November, 2025 before me personally came \_\_\_\_\_  
to me known, who, being by me duly sworn did depose and say that he/she resides at  
\_\_\_\_\_; that he/she is the \_\_\_\_\_  
of the Municipal/Sponsor Corporation described in and which executed the above instrument;  
and that he/she signed his/her name to thereto by like order.

\_\_\_\_\_  
Notary Public, State of New York

## **Capital District Transportation Authority Agenda Action Sheet**

**Subject:** Resolution to Accept State Funding  
**Committee:** Performance Monitoring/Audit  
**Meeting Date:** November 19, 2025

### **Objective of Purchase or Service:**

New York State Department of Transportation (NYSDOT) requires a CDTA Board resolution prior to being reimbursed for expenses incurred as part of this agreement. The resolution allows us to execute an agreement with NYSDOT to accept \$2,920,741.

### **Summary of Staff Proposal:**

CDTA receives Federal Transit Administration (FTA) funds through Section 5307 and Section 5339 programs. Section 5339 funds the purchase of vehicles and lifts; Section 5307 will fund Preventive Maintenance, Shelters, Safety Barriers, Vehicle Maintenance Software, Video Mirrors, and IT Replacements included in the CDTA FY 2026 Capital Plan. The FTA funds 80% of these grants with the remaining 20% split between NYSDOT and CDTA. The NYSDOT 10% match to support 5307/5339 funded projects is \$2,920,741.

### **Financial Summary and Source of Funds:**

NYSDOT Contract K007548 Attachment #2 will fund a total of \$2,920,741.

### **Proposed Action:**

I recommend that we provide a Board resolution to NYSDOT to execute an agreement to accept \$2,920,741 in funding.

**Manager:**  
Melissa Shanley, Grants Manager

# Attachment 2 to Schedule A

Dated:

## PROJECT DESCRIPTION, FUNDING AND DEVELOPMENT SCHEDULE

Contractor/Grantee:

### Capital District Transportation Authority

Comptroller's Contract #: K007548

Contract period: 4/1/2023 to 3/31/2028

AGREEMENT PURPOSE: ☐ Main Agreement ☐ Administrative Correction ☒ Additional Available Funds

#### GENERAL PROJECT DESCRIPTION

SFY 2324 Urban Master Grant Agreement

#### PROJECT LOCATION/JURISDICTION or SERVICE AREA

### Capital District Transportation District

PIN	Project	Award ID:	DOT Rev	Estimated Project Cost	Federal Share	Admin/ Direct - %*	*State Share %	Local Share %	Source State Approp	Project End Date	Useful Life
1820.48.007	Purchase (4) Replacement (40 Ft) Clean Diesel Buses	NY-2025-036-00	0 - 0	\$528,566	\$422,853	Direct 80	\$52,857 10	\$52,856 10	Omnibus	12/2027	12
1820.48.007	Purchase (4) Replacement (40 Ft) Clean Diesel Buses	NY-2025-036-00	0 - 0	\$893,675	\$714,940	Direct 80	\$89,368 10	\$89,367 10	Omnibus	12/2027	12
1820.48.007	Purchase (4) Replacement (40 Ft) Clean Diesel Buses	NY-2025-036-00	0 - 0	\$1,931,400	\$1,545,120	Direct 80	\$193,140 10	\$193,140 10	Omnibus	12/2027	12
1822.19.003	Preventive Maintenance - Glens Falls	NY-2025-034-00	0 - 0	\$368,897	\$295,118	Direct 80	\$36,890 10	\$36,889 10	Omnibus	12/2026	N/A
1822.19.004	Preventive Maintenance - Glens Falls	NY-2025-050-0	0 - 0	\$2,231,103	\$1,784,882	Direct 80	\$223,111 10	\$223,110 10	Omnibus	10/2027	N/A
1824.95.001	Bus Shelters	NY-2025-050-0	0 - 0	\$250,000	\$200,000	Direct 80	\$25,000 10	\$25,000 10	Omnibus	10/2027	10
1824.97.001	Preventive Maintenance	NY-2025-050-0	0 - 0	\$18,000,000	\$14,400,000	Direct 80	\$1,800,000 10	\$1,800,000 10	Omnibus	10/2027	N/A
1824.98.001	Preventive Maintenance	NY-2025-050-0	0 - 0	\$2,661,000	\$2,128,800	Direct 80	\$266,100 10	\$266,100 10	Omnibus	10/2027	N/A
1825.08.001	Purchase Misc Communication Equip: ITS, APTS, Far	NY-2025-050-0	0 - 0	\$60,000	\$48,000	Direct 80	\$6,000 10	\$6,000 10	Omnibus	10/2027	10
1825.09.001	Purchase (2) Replacement Trolleys (Gas Powered)	NY-2025-036-00	0 - 0	\$430,000	\$344,000	Direct 80	\$43,000 10	\$43,000 10	Omnibus	12/2027	7
1825.10.001	Transit Support Vehicle Replacement (6) Gas	NY-2025-036-00	0 - 0	\$300,000	\$240,000	Direct 80	\$30,000 10	\$30,000 10	Omnibus	12/2027	5
1825.28.001	Bus Shelters	NY-2025-050-0	0 - 0	\$50,000	\$40,000	Direct 80	\$5,000 10	\$5,000 10	Omnibus	10/2027	10
CDTA.10.001	Purchase Bus Operator Safety Barriers	NY-2025-050-0	0 - 0	\$200,000	\$160,000	Direct 80	\$20,000 10	\$20,000 10	Omnibus	10/2026	6
CDTA.11.001	Purchase (3) Replacement Lifts	NY-2025-036-00	0 - 0	\$750,000	\$600,000	Direct 80	\$75,000 10	\$75,000 10	Omnibus	12/2027	5
CDTA.12.001	Purchase: Vehicle Maintenance Software	NY-2025-050-0	0 - 0	\$250,000	\$200,000	Direct 80	\$25,000 10	\$25,000 10	Omnibus	10/2027	7

\* With NYSDOT concurrence, the state shares may be interchanged among PINs within the Schedule and total State share

\*\* If DOT-PAY is listed under the Admin/Direct column, then the Federal Dollars for that row is not included in the Federal Share of the Agreement.

Amount of the Grant is for the State share only

Maximum Payable amount for Contract K007548 - \$56,931,559.00

Current Encumbered Amount - \$30,629,977.00

## Attachment 2 to Schedule A

**Dated:**

PROJECT DESCRIPTION, FUNDING AND DEVELOPMENT SCHEDULE

Contractor/Grantee:

### Capital District Transportation Authority

**Comptroller's Contract #: K007548**

**Contract period: 4/1/2023 to 3/31/2028**

**AGREEMENT PURPOSE:** ☐ Main Agreement ☐ Administrative Correction ☒ Additional Available Funds

#### GENERAL PROJECT DESCRIPTION

**SFY 2324 Urban Master Grant Agreement**

**PROJECT LOCATION/JURISDICTION or SERVICE AREA**

### **Capital District Transportation District**

PIN	Project	Award ID:	DOT Rev	Estimated Project Cost	Federal Share	Admin/ Direct - %*	*State Share %	Local Share %	Source State Approp	Project End Date	Useful Life
CDTA.13.001	Purchase Bus Support Equip: Video Mirror Implement	NY-2025-050-0	0 - 0	\$302,750	\$242,200	Direct	80 \$30,275	10 \$30,275	10 Omnibus	10/2027	7
Attachment Total:				\$29,207,391	\$23,365,913		\$2,920,741	\$2,920,737			

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Amount of the Grant is for the State share only

Maximum Payable amount for Contract K007548 - \$56,931,559.00

Current Encumbered Amount - \$30,629,977.00

## Urban Addition of Available Funds Check List

Required of all Sponsors and Sub-Recipients	
Two (2) Attachments, <b>each</b> with Original Signatures and Notarized	
Two (2) Resolutions, each with Original Signatures, Official Seals and Notarized	

Helpful Links	
The Form A Reimbursement Request can be found at the following link: <a href="https://www.dot.ny.gov/divisions/policy-and-strategy/public-transportation/funding-sources/modernization-enhancement">https://www.dot.ny.gov/divisions/policy-and-strategy/public-transportation/funding-sources/modernization-enhancement</a>	



## Memorandum

November 25, 2025

To: Chairman of the Board  
Board Members

From: Frank Annicaro, Chief Executive Officer

Subject: CEO Report for November 2025 Board Meeting

I am pleased to present this month's CEO Report as we enter the holiday season—my first with CDTA. The spirit of the season is reflected every day in our team of more than 750 employees, whose commitment to the community we serve continues to inspire me.

Under COO Chris Desany's leadership, our operations team remains fully engaged in preparing for the next phase of our service rebalancing initiatives, scheduled to begin Sunday, November 30, 2025. I want to recognize the significant work of Jonathan Scherzer's team and of Emily DeVito; their community engagement and public outreach efforts continue to be critical to this transition.

We are also making strong progress across our strategic priorities through focused, collaborative work streams and dedicated working groups. This month, the team will launch an Instacart pilot for select STAR customers and host our first Maintenance Commendation Breakfast.

I would like to highlight Rich Cordero, who has stepped into the role of Director of Service Quality and Mobility Operations. Rich will continue to champion high-quality, reliable, and cost-effective fixed-route services while expanding his leadership to include innovation and oversight of our STAR (paratransit) and FLEX (on-demand) mobility programs. His proven dedication to service excellence makes me confident that he will excel in these expanded responsibilities and advance the mobility options we offer our community.

Development of CDTA's Organizational Success Plan is progressing well, including a refreshed set of CDTA Core Values. Ensuring these values are lived throughout the organization is my responsibility, and I look forward to discussing them further at the Board Retreat on Friday, December 12, 2025.

Finally, I am proud to share a major achievement announced this month: CDTA has been awarded a 31.7M federal grant through the FY25–26 Low or No Emission Grant Program and the FY25 Buses & Bus Facilities Program. This investment will fund the acquisition of partially zero-emission hybrid buses and the replacement of critical enterprise asset-management systems—both vital to advancing CDTA's commitment to climate sustainability and efficient transportation services for the Capital Region. Congratulations to the entire CDTA team for this accomplishment, an excellent example of what we achieve when we are aligned and focused on success.

## **October 2025 Performance Summary**

### **Revenue:**

- Customer fares are .03% under budget for October and 4.90% under budget YTD.
- MRT is over budget 25% YTD.
- New York State Operating Assistance is 3.78% under budget YTD due to the variance between our 9% budgeted projection and the actual 4.88% enacted in the final state budget.

### **Expenses:**

- Wages are 5.61% under budget YTD
- Professional Services are 13.4% under budget YTD
- Purchased Transportation is 8.1% over budget YTD.
- Overall Expenses: 3.4% under budget YTD

Overall, CDTA remains in a satisfactory budget position as we continue to drive efficiency and service rebalancing in alignment with our TDP and in response to the FY2027 budget challenges.

### **Ridership:**

- Total Ridership (October 2025): 1.722M (-5.0% vs. October 2024)
- YTD Ridership: 11.1M (+.03% vs. YTD 2024)
- STAR (October 2025): 36,053 riders (+6.7%) vs. October 2024)
- FLEX (October 2025): 6,028 riders (+12.0%) vs. October 2024)
- NX (October 2025): 7,948 riders (-50.6%) vs October 2024)

### **Operations:**

- Trip Completion Rate: 99.93%
- Accidents: 44 total; 21 preventable
- Scheduled Maintenance Compliance: 80.2 %

Preventive Maintenance Inspections (PMI): 98.8% on-time

- MDBSI: 20,259 miles
- Employee Availability: 90.1%
- On-Time Performance:
  - Fixed Route: 69.5%
  - STAR: 72.3% (within 10-minute window)

### **Customer Experience:**

- Customer Comments: 212 total (106 related to STAR)
- Fixed Route Complaints: 106
- Other Complaints: 10
- Website Traffic: 756,002 page views

### **CEO Activity:**

I continued my outreach across the Capital Region, meeting with elected officials, community leaders, and partners to strengthen relationships and explore collaboration opportunities.

### **October 27-28, 2025**

I attended the New York Public Transit Association's Annual Conference & Expo. I, along with several CDTA employees, presented or were on panels at the conference. It was great to connect with leadership from other New York transit agencies. Congratulations to Justin Gregaydis and



Jessica Montesanti for graduating from NYPTA's PTLI class. Warranty Manager Katie Mozes and ADA Certification Manager Alexis Soto are part of the new PTLI class.

**October 31, 2025**

I met with Skidmore College leadership to discuss FLEX changes coming to Saratoga Springs.

**November 10, 2025**

I met with leaders at Empire State Development to discuss the potential Albany City Bus Terminal.

I attended CDTA's Annual Veterans Luncheon with more than 60 employees and retirees. Board member Pat Lance was also in attendance as well as ATU leadership.

**November 12, 2025**

I met with the United Way of the Greater Capital Region CEO Peter Gannon to discuss the upcoming 2025 Workplace Campaign.

**November 14, 2025**

I met with Hudson Valley Community College President Dr. Michael Brophy to discuss CDTA's partnership with HVCC and how we can build off it.

**November 17, 2025**

I met with Troy Mayor Carmella Mantello and Troy Chief of Police Daniel DeWolf. We discussed our continued partnership and ways to combat bus shelter concerns.

I, along with Lisa Mareello, met with Assembly Member Bill Magnarelli who is the Chair of the Transportation Committee. We discussed the upcoming legislative session and CDTA's funding needs.

**November 19, 2025**

I, along with other CDTA employees, cooked a meal for families staying at the Ronald McDonald House of the Capital Region. We're working to strengthen our partnership with them and offer this volunteer activity to all employees.

**November 20, 2025**

I attended the Capital Region Transportation Council's Administrative and Financial subcommittee meeting.

**Upcoming Items & Events:**

- The next phase of service rebalancing will take place on Sunday, November 30, 2025. We will be monitoring these changes to support employees and assist with anything that may have been overlooked.
- The board retreat will be held Friday, December 12, 2025, at Broadview Federal Credit Union. We will be discussing CDTA's organizational success plan.
- CDTA will once again partner with Questar III BOCES to bring holiday cheer and festivities to the Joseph L. Bruno Rail Station beginning Friday, December 5.

Happy Thanksgiving to all and thank you for allowing me the honor of leading such a remarkable organization!