



CDTA COMMITTEE AGENDA

Strategic and Operational Planning Committee

Thursday, February 17, 2022 | 12PM | Microsoft Teams & 110 Watervliet Ave

Committee Item	Responsibility
Call to Order	Mike Criscione
Approve Minutes of Thursday, January 20, 2022	Mike Criscione
Administrative Discussion Items	
• FY2023 Budget Planning Update	Mike Collins
• Bus Lane Feasibility Study Update	Brent Irving

Next Meeting: March 24, 2022 at 12:00pm via Microsoft Teams and 110 Watervliet Ave.

Adjourn Mike Criscione

**Additional materials will be attached separately or provided prior to the meeting*

Capital District Transportation Authority

Strategic and Operational Planning Committee

Meeting Minutes – January 20, 2022 at 12:00pm; via Microsoft Teams and 110 Watervliet Ave.

In Attendance: Georgie Nugent, Peter Wohl, Mark Schaeffer, Jayme Lahut, Mike Criscione, Pat Lance; Carm Basile, Amanda Avery, Mike Collins, Chris Desany, Lance Zarccone, Thomas Guggisberg, Jaime Kazlo, Phil Parella, Vanessa Salamy, Jon Scherzer, Gary Guy, Allie Schreffler, Ross Farrell, Jeremy Smith, Kelli Schreivogl, Sarah Matrose, Dave Williams

Meeting Purpose

Regular monthly meeting of the Strategic and Operational Planning Committee. Committee Chair Mike Criscione noted that a quorum was present. Minutes from the December 16, 2021 meeting were reviewed and approved.

Administrative Discussion Items

FY2023 Budget Planning Update -

- Mike Collins provided an update on the FY2023 budget process. We expect to finish the current year in a good position. Revenue is outperforming expectations and will permit us to increase projections for FY2023, specifically for MRT, customer, and rail station revenue. We are also incorporating American Recovery Plan funding into next year's budget.
- The Governor just released her Executive Budget that indicates a 13% increase in state operating assistance. It also includes some funding for a potential expansion into Montgomery County.
- We are keeping expenses in check this year as most expense lines are performing below projections. We are currently 1.5% under budget for the year.
- Overall, our budget planning is coming along, and we will fine tune the preliminary budget for our February and March committee meetings.

BRT Set-Aside Review -

- CDTC is the local Metropolitan Planning Organization (MPO) responsible making decisions about Federal transportation funding through the Transportation Improvement Program (TIP).
- Part of the TIP is the "BRT Set-Aside" whose purpose is for funding planning, concept design, and preliminary engineering of BRT-related projects. These funds are also used as local match for larger grant opportunities.

- \$162M in capital grant funds have been awarded over the last several years which was allocated to buses, garage expansions, BRT shelters & amenities, street/intersection reconstruction, new/upgraded traffic signals, new/replaced sidewalks, and other pedestrian infrastructure.
- We plan to continue supporting this important program with the progression of mobility hubs, Red Line Upgrades, and new BRT lines.
- Another TIP line item known as the Multimodal Set-Aside assists us in implementing microtransit, bikeshare, vanpool, carshare, and scooter programs

Next Meeting

Thursday, February 17, 2022, at 12:00pm via Microsoft Teams and at 110 Watervliet Ave.

Memorandum

February 17, 2022

To: Strategic and Operational Planning Committee
From: Mike Collins, VP of Finance & Administration
Subject: Fiscal Year 2023 Budget Update

Background:

The FY2023 budget development continues, and I am providing the committee with an update and want to highlight some of the changes we are recommending as we move forward. The composite budget is attached.

We are currently in a very good budget position and expect to finish the current fiscal year ahead of projections. Our revenue is strong, and our expenses, are under budget.

Budget Revenue

We are recommending an increase to Mortgage Recording Tax (MRT) projections by \$1.3 million based on the year we are having and the continued strength of the real estate market. At some point, this will slow, and we will need to adjust projections, but we think this projection is valid. Customer revenue is outperforming budget expectations as we continue to see increasing ridership numbers. We recommend a \$6.1 million increase to this line. Amtrak rail traffic has significantly picked up at the Rensselaer Rail Station and we recommend increasing that line by \$1 million. Remember, all of these lines were forecasted during the middle (or worst) of the pandemic; our information is better now, and we are confident in these projections.

We increased State Operating Assistance (STOA) by \$7.6 million because of the Governor's executive budget, which included additional STOA for Montgomery County. Although this is a good start, we continue our advocacy efforts with elected and state officials to provide the same STOA increases that downstate non-MTA properties are projected to receive. If we are successful, we will need to bump STOA levels accordingly.

Budget Expenses

We are budgeting for a \$3.2 million wage increase, most of this accommodate expansion of our service into Montgomery County. Other benefit increases include health care, workers' compensation insurance and a pension increase for additional headcounts. Purchased Transportation is increasing for two reasons; there was a significant increase to hourly rates for vendors to perform outsourced service and additional services needed for Montgomery County.

Summary

We continue to have internal discussions to develop the best possible budget and will provide a additional drafts and recommendations to the committee, much of this hinges on the state budget and further revisions to our operating plans and headcount requirements.

Copy: Chief Executive Officer
Director of Finance

**Capital District Transportation Authority
FY2023 Draft Operating Budget
February 9, 2022**

Revenue Item	FY2022 Budget	Budget to Budget Change	FY2023 Budget	% change
Mortgage Tax	\$11,250,000	\$1,300,000	\$12,550,000	11.6%
Customer Revenue	\$8,469,000	\$6,100,000	\$14,569,000	72.0%
Advertising	\$1,292,500	\$100,000	\$1,392,500	7.7%
RRS and Facilities Income	\$912,908	\$1,000,000	\$1,912,908	109.5%
Other	\$108,500	\$50,000	\$158,500	46.1%
Federal Assistance	\$35,773,269	(\$3,998,150)	\$31,775,119	-11.2%
State Operating Assistance	\$41,108,000	\$7,629,600	\$48,737,600	18.6%
State Operating Assistance - NX	\$400,000	\$0	\$400,000	0.0%
County Assistance	\$1,917,000	\$0	\$1,917,000	0.0%
Grants	\$2,978,715	(\$1,172,929)	\$1,805,786	-39.4%
Total Revenue	\$104,209,892	\$11,008,521	\$115,218,413	10.6%
Expense Item	FY2022 Budget	Budget to Budget Change	FY2023 Budget	% change
Wages	\$52,645,356	\$3,201,197	\$55,846,553	6.1%
FICA	\$3,722,434	\$240,421	\$3,962,855	6.5%
Health Benefits	\$10,970,892	\$1,257,123	\$12,228,015	11.5%
Workers' Comp	\$2,848,725	\$183,991	\$3,032,716	6.5%
Other Benefits	\$4,449,931	\$487,408	\$4,937,339	11.0%
Professional Services	\$4,189,745	\$470,000	\$4,659,745	11.2%
Materials and Supplies	\$1,836,346	\$210,236	\$2,046,582	11.4%
Miscellaneous	\$736,853	\$0	\$736,853	0.0%
Maintenance Services	\$3,115,258	\$250,000	\$3,365,258	8.0%
Purchased Transportation	\$6,665,359	\$3,070,313	\$9,735,672	46.1%
Utilities	\$1,031,220	\$0	\$1,031,220	0.0%
Fuel	\$5,411,270	\$714,639	\$6,125,909	13.2%
Parts Tires Oil	\$5,243,775	\$875,000	\$6,118,775	16.7%
General Insurance	\$963,853	\$48,193	\$1,012,046	5.0%
Claims	\$378,875	\$0	\$378,875	0.0%
Total Expenses	\$104,209,892	\$11,008,521	\$115,218,413	10.6%
Revenue over Expense	\$0	\$0	\$0	



Capital Region Bus Lane Feasibility Study Status Update

*CDTA Planning Committee
February 17, 2022*



Bus Lanes Overview

What are bus lanes?

- Roadway space dedicated exclusively or primarily to bus operations

Purpose

- Avoid congestion and reduce bus travel times
- Improve reliability and on-time performance
- Make transit competitive with automobile
- Reduce operating costs
- Attract new riders

Application

- Urban areas with high volume of bus and general traffic
- Corridors with BRT
- Fully exclusive or part-time

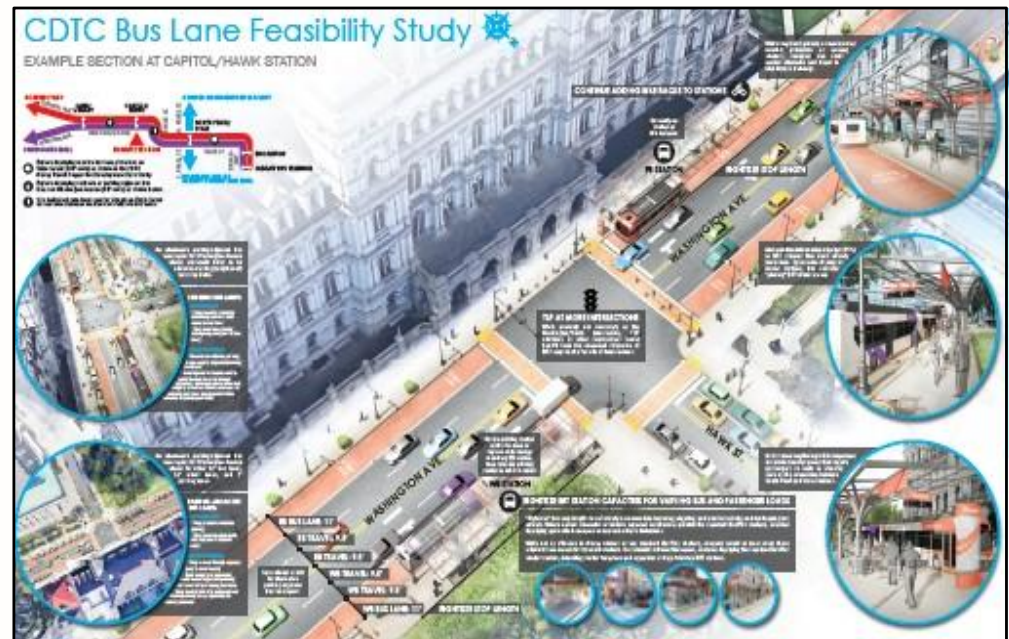


*Bus Only Lanes and future BRT Station in Downtown Indianapolis
(IndyGo)*



Bus Lane Feasibility Study

- Began in May 2021
- Co-managed by CDTA and CDTC
- CDTA system-wide assessment screening
- Determine corridor segments feasible for bus-only lanes
- Assessment based on ridership, bus volumes, travel times, roadway capacity, and public feedback
- Create conceptual designs for up to five corridors and determine capital costs



Foursquare Concept Art for Bus Lanes on Lower Washington Avenue



Public Outreach

Phase 1

- Define need for bus lanes and determine locations for improvement
- Dedicated website, online survey, pop-up events, and virtual public meetings
- By CDTC, CDTA, & municipalities



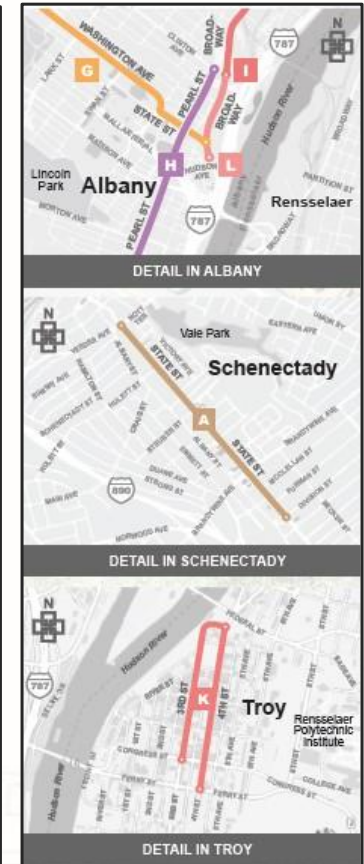
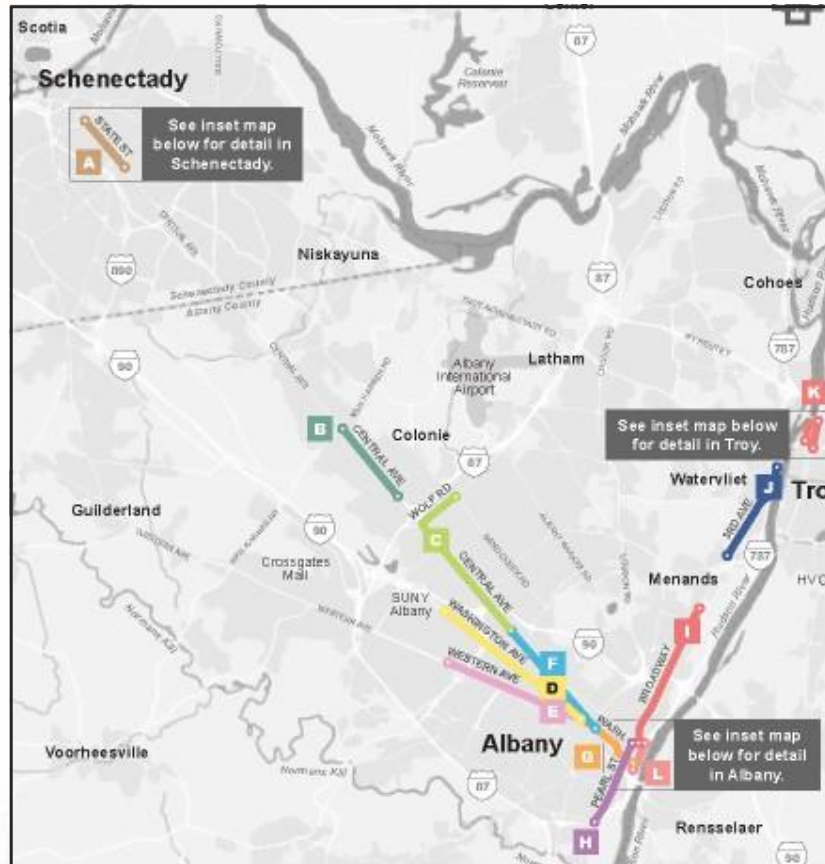
Survey Results

- **836 total responses**
- Respondents polled on:
 - Why people take transit
 - Perceptions of existing service
 - Need for transit priority at intersections
- **33% of respondents believe buses regularly stuck in traffic congestion**
- **Comments identifying location of bus congestion match operational data**



Corridor Assessment

- Initial assessment of CDTA route system for potential bus lane corridors
- Selection based upon ridership, bus delay, congestion, equity and future growth
- 12 corridors identified
- Most are located on BRT lines and/or in downtown areas



Final Corridor Selection

- Up to 5 corridors chosen for conceptual design
- Ranked based on scoring of ridership, delay, future growth and equity
- Selection based on score as well as feasibility
- Wider the roadway, more ability to implement bus lanes

METRIC EVALUATION RESULTS					
Rank	Corridor	Municipality	Score	Segment ID	Further Concept Development?
1	Washington Ave / State Street <i>Dove Street to Broadway</i>	Albany	88	G	Yes
2	Central Avenue <i>from Colvin Ave to Lark Street</i>	Albany	61	F	Yes
3	3rd / 4th Street <i>from Grand St to Congress/Ferry</i>	Troy	58	K	TBD <i>Narrow Roadway</i>
4	Broadway <i>Hudson Ave to Clinton Ave</i>	Albany	53	L	Yes
5	Pearl Street <i>Clinton Ave to McCarty Ave</i>	Albany	49	H	No <i>Narrow Roadway</i>
6	State Street <i>Welder Ave / Natl St to Division St</i>	Schenectady	43	A	Yes
7	Western Avenue <i>Hillcrest Ave to Sprague Pl</i>	Albany	32	E	No
8	Washington Avenue <i>LAAlbany to Sprague Pl</i>	Albany	26	D	No
9	Broadway <i>Clinton Ave to Riverview Center</i>	Albany Menands	21	I	No
10	Central Avenue / Wolf Rd <i>Sand Creek Rd to Colvin Ave</i>	Colonie Albany	20	C	No
11	Central Avenue <i>New Kamer Rd to Woolard Ave</i>	Colonie	19	B	No
12	3rd Avenue / Broadway <i>Harts Ln to 16th St</i>	Watervliet	15	J	No



Project Timeline

Phase 2: Selection and Corridor Concept Design

- Final corridor selection (February)
- Concept design of corridors (February – May)

Final Report: June 2022

Continuation of Bus Lane Design: Summer 2022 – 2023

