



CDTA COMMITTEE AGENDA

Strategic and Operational Planning Committee

Thursday, April 20, 2023 | 12:00 PM | Microsoft Teams & 110 Watervliet Ave

Committee Item	Responsibility
Call to Order	Mike Criscione
Approve Minutes of Thursday, March 23, 2023	Mike Criscione
Administrative Discussion Items	
• Ridership Update	Carm Basile
• Cybersecurity Update*	Thomas Guggisberg
Next Meeting: Thursday, May 25, 2023 at 12:00 pm via Microsoft Teams and 110 Watervliet Ave.	
Adjourn	Mike Criscione

**Additional Materials will be attached separately and/or emailed before the meeting.*

Capital District Transportation Authority

Strategic and Operational Planning Committee

Meeting Minutes – March 23, 2023 at 12:02 pm; via Microsoft Teams and 110 Watervliet Ave.

In Attendance: Mike Criscione, Jayme Lahut, Pat Lance, Dave Stackrow, Dan Lynch, Georgie Nugent, Denise Figueroa; Carm Basile, Amanda Avery, Mike Collins, Chris Desany, Lance Zarccone, Jaime Kazlo, Vanessa Fox, Jon Scherzer, Emily DeVito, Dave Williams, Trish Cooper, Thomas Guggisberg, Sarah Matrose, Ross Farrell, Jeremy Smith, Rich Cordero

Meeting Purpose

Regular monthly meeting of the Strategic and Operational Planning Committee. Committee Member Jayme Lahut noted that a quorum was present. Minutes from the February 16, 2023 meeting were reviewed and approved.

Consent Agenda Items

Approve Fiscal Year 2024 Budget

- The proposed operating plan is balanced at \$126 million based on our revenue and expense assumptions. The five-year capital plan provides a vision of projects and opportunities, including a new facility on the west side of our service network.
- Customer revenue is up, in part due to our Universal Access program and marketing efforts to develop more relationships. We project to increase this line by \$4.3 million.
- Revenue at Rensselaer Rail Station is improving. Amtrak customers are using our parking facilities, leases are restored, and we will implement new parking rates on April 3, 2023. We project \$1.1 million in new revenue this year.
- We have budgeted a 7.1% increase in State Operating Assistance based on the Governor's Executive Budget.
- Included is a 4.1% increase in wages to accommodate our Purple Line BRT service that will start this fall. The line also includes a modest increase in employee wages. The health insurance line will increase by 6% based on premium renewals.
- We are adjusting professional services by moving carshare, bikeshare, and marketing services to the operating budget. This is a \$1.4 million increase with a corresponding decrease to the capital plan.
- Purchased transportation is projected to increase by 16%. Most of this covers paratransit services but also includes express Northway and Thruway Express services.
- Fuel costs will increase by 30%. Current and future conditions remain unclear, so pricing remains elevated. The budget increase is \$1.8 million.

- The first year of our Capital Plan includes construction of the Gateway Mobility Hub, upgraded shelters and improvements on the BRT Red Line, and a new parking information system at RRS.
- Thanks to funding from our LOWNO grant we will buy buses and construct infrastructure to increase charging capacity at 110 Watervliet Avenue. The capital plan also includes fleet replacements that total \$20 million.
- Approving the FY2024 operating plan totaling \$126,020,418, and the five-year capital plan totaling \$274,828,798 will be recommended to the board for approval.

Administrative Discussion Items

Capital Projects Updates

- Jeremy Smith provided an update on the construction of the Washington-Western BRT. Previously completed projects include the relocation of the Crossgates shelter, construction of the Harriman West/ETEC station, and the station at the University at Albany downtown campus.
- The garage expansion has also been completed, which includes 25,000 ft² of additional storage space, bus washes and lifts, and a new kitchen/break room.
- The gardenway at the University at Albany is more than half complete and includes a semi-dedicated bus lane and multi-use path. We are creating new stations and making roadway improvements at Brevator (which is substantially complete). Other improvements include rebranding of stations, and traffic signal priority infrastructure. Soon we will break ground on a new roundabout at Crossgates Mall Road and I87.
- We are on time and on budget for a fall 2023 rollout.

Next Meeting

Thursday, April 20, 2023, at 12:00 pm via Microsoft Teams and at 110 Watervliet Ave.