



CDTA COMMITTEE AGENDA
Strategic and Operational Planning Committee
Thursday, October 24, 2024 | 12:00 PM
Microsoft Teams & 110 Watervliet Ave

Committee Item

Responsibility

Call to Order

Mike Criscione

Approve Minutes of Thursday, September 19, 2024

Mike Criscione

Consent Agenda Items

- Budget Adjustment

Mike Collins

Administrative Discussion Items

- TDP Update (Existing Conditions and Market Analysis)
- West Facility Update

Ethan Warren
Carm Basile

Next Meeting: Thursday, November 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 – Thursday, September 19, 2024, at 12:00 pm; via Microsoft Teams and 110 Watervliet Ave.

In Attendance: Mike Criscione, Pat Lance, Jackie McDonough, Jayme Lahut, Georgie Nugent; Carm Basile, Mike Collins, Lance Zarcone, Jaime Kazlo, Jon Scherzer, Gary Guy, Jeremy Smith, Rich Cordero, Thomas Guggisberg, Sarah Matrose, Jack Grogan, Trish Cooper, Emily Loughlin, Emily DeVito

Meeting Purpose

Regular monthly meeting of the Strategic and Operational Planning Committee. Committee Chair Criscione noted that a quorum was present. Minutes from the June 20, 2024, meeting were reviewed and approved.

Administrative Discussion Items

- Emily Loughlin provided an update on our capital planning work. Before the Facilities department manages construction of our capital projects (BRTs, intersection improvements, mobility hubs, etc.), the Planning department develops the concepts and designs. We have several initiatives underway.
- Launched in 2011, we are now “refreshing” the Red Line with everything from basic shelter updates to TSP improvements, bus lanes, stop relocations, pedestrian islands, road diets, and bus bulbs.
- We are also improving stations at Church and Kellogg, St. Mary’s, and Exit 27 Park and Ride (Montgomery); 80 Broadway (Albany); and Route 50 (Saratoga). Future projects include Warren County upgrades, mobility hubs, and additional phases of the Red Line upgrades.
- Carm Basile provided an update on the West Facility. We have executed a purchase agreement with a scheduled closing on or before November 15.
- We are currently working on a management agreement to accommodate building support services (administration, facilities, landscaping) and a new lease for the existing owner. We are also in the process of collecting the supporting documentation required by the FTA.

Next Meeting

Thursday, October 24, 2024, at 12:00 pm via Microsoft Teams and at 110 Watervliet Ave.

Capital District Transportation Authority

Agenda Action Sheet

Subject: FY2025 Budget Adjustment
Committee: Strategic and Operational Planning Committee
Meeting Date: October 24, 2024

Objective of Purchase or Service:

Adjust the FY2025 operating budget to recognize additional State Operating Assistance (STOA) approved by the state after the fiscal year began. The adjustment will also increase the wage line based on the results of the first half of the fiscal year.

Summary of Staff Proposal:

The budget that the board approved for fiscal year 2025 is \$135.7 million. After six months of operating results, staff is recommending that we make a mid-year adjustment to the budget. The recommendation comes about because the final state budget provided more state operating assistance (STOA) than we included in our budget. Additionally, we are recommending that we increase the customer and facilities revenue lines based on higher-than-expected results.

We are also recommending an adjustment to the wage line. Recruiting and retention challenges continue to cause significant fluctuations in employment levels; our new labor contract contained considerable wage-related changes that were difficult for us to project, and the addition of Warren County services and the associated service hours was new to us. These elements contributed to a unique set of budget complexities that impacted the wage line. We did not capture all of this, and our forecasts were off significantly. For these reasons we are recommending an increase to the wage line.

We propose to make the following changes to the budget:

- Increase the customer revenue line by \$1.6 million to \$21.7 million; this 8% adjustment recognizes the continuing increases in ridership and revenue, mostly from Universal Access accounts.
- Increase the facilities line by \$225,000 to \$3.6 million; this 6.6% adjustment recognizes increases in parking revenue at the JLB Rail Station.
- Increase the state operating assistance (STOA) line by \$1.5 million to \$65.9 million. STOA now represents 47% of our revenue.
- Increase the wage line by \$2.9 million to \$67.1 million. This 4.6% increase recognizes factors in the wage projections that were not accurate when the board approved the budget in late March.
- Increase payroll taxes by \$450,000 to \$4.8 million.

I have attached a composite document with the recommended changes to the budget plan.

Financial Summary/Cost:

The operating budget will increase by \$3.4 million increase (2.5%). The revised spending plan for FY2025 now totals \$139,199,931, with revenues matching expenses.

Proposed Action:

I recommend a \$3.4 million budget adjustment that will increase the FY2025 operating budget to \$139,100,931.

Manager:

Mike Collins, Vice President of Finance & Administration

CDTA Transit Development Plan

Existing Conditions and Market Analysis



 CDTA.ORG

The website icon consists of four colored circles (red, blue, yellow, green) arranged horizontally, connected by thin lines.



TDP Overview

- Comprehensive document outlining strategies, and actions for improving transit service
- Last updated in 2014
- An opportunity to adapt CDTA's service network to regional trends and needs



CDTA Transit Development Plan Update



1



Guiding Principles

CDTA seeks to enhance the quality of life of Capital Region residents by pursuing the following goals:

- Saving people money
- Improving public health
- Reducing greenhouse gas emissions
- Supporting economic development
- Making efficient use of public space & roadways
- Supporting walkability and accessibility
- Providing options for people who are unable to or choose not to drive





Existing Conditions

Inventory of Existing Services

- Establish baselines for CDTA
- Reviewed CDTA Services and other regional transportation services
- Fares, expenses, revenues



Existing Conditions

Budget and Funding – Financial Productivity

- CDTA service productivity is high compared to peers while financial productivity is low
- Relatively low farebox revenue could be due to outdated fares, fare evasion, or higher reliance on Universal Access
- Fares have never been CDTA’s primary funding source

	Cost per Revenue Mile	Cost per Revenue Hour	Cost per Passenger Trip	Fare Revenue per Passenger Trip	Farebox Recovery Ratio
Local Bus	\$11.13	\$130	\$8.55	\$0.71	8.3%
Commuter Bus	\$13.90	\$392	\$43.58	\$3.72	8.5%
Demand Response	\$8.99	\$145	\$77.67	\$2.75	3.5%

Metric	Performance Measure	Peer Average	CDTA	Relative Performance
Service Efficiency	Cost per Revenue Hour	\$187.13	\$132.19	Outperforms Peer Average
Cost Effectiveness	Cost per Passenger Trip	\$21.09	\$10.39	Outperforms Peer Average
Passenger Revenue Effectiveness	Fare Revenue per Passenger Trip	\$1.50	\$0.81	Underperforms Peer Average
	Farebox Recovery Ratio	11.3%	7.8%	Underperforms Peer Average

*Data from National Transit Database, Fiscal Year 2022



Existing Conditions

Fleet and Facilities

The CDTA fleet has changed significantly since 2014:

- Fleet is larger
- Articulated buses are now ~15% of our bus fleet
- Electric vehicles
- New microtransit fleet
- More high tech (APCs, infotainment, WiFi)

Vehicle Type	2014	2024
Local Bus Total	214	277
Commuter	~12	17
Paratransit	40	30
Microtransit	0	21
Total Vehicles	266	345

Local Bus Types	2014	2024
40 Foot ICE Bus	214	220
60 Foot Bus	0	49
40 Foot Electric	0	8

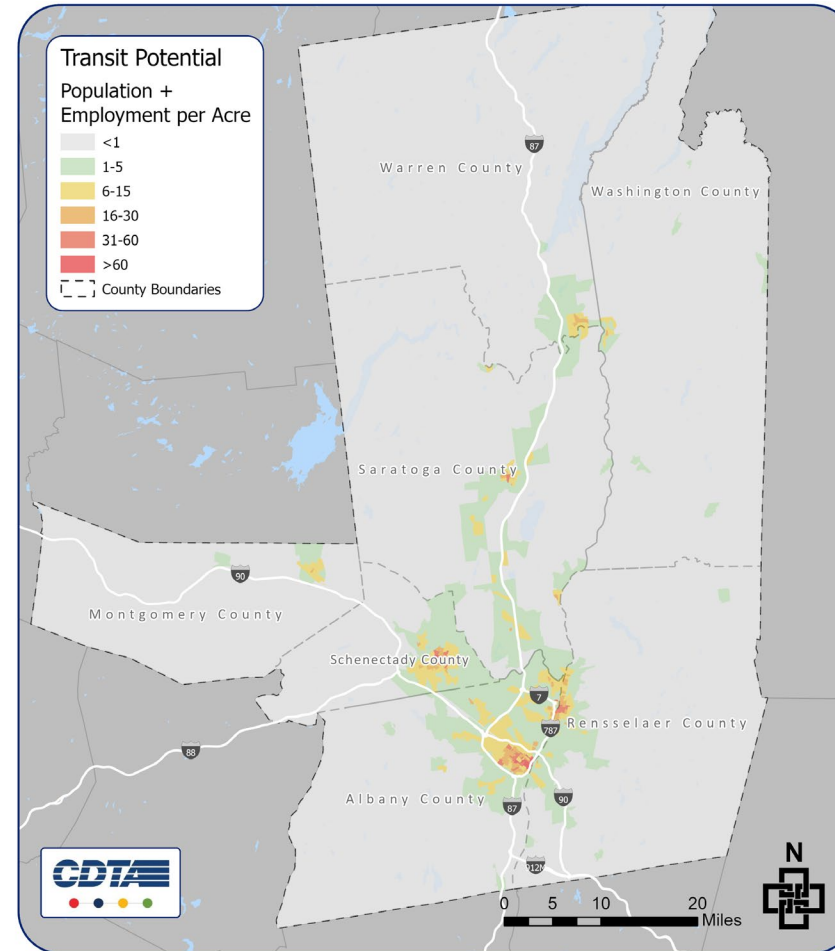


Existing Conditions

Existing Workforce

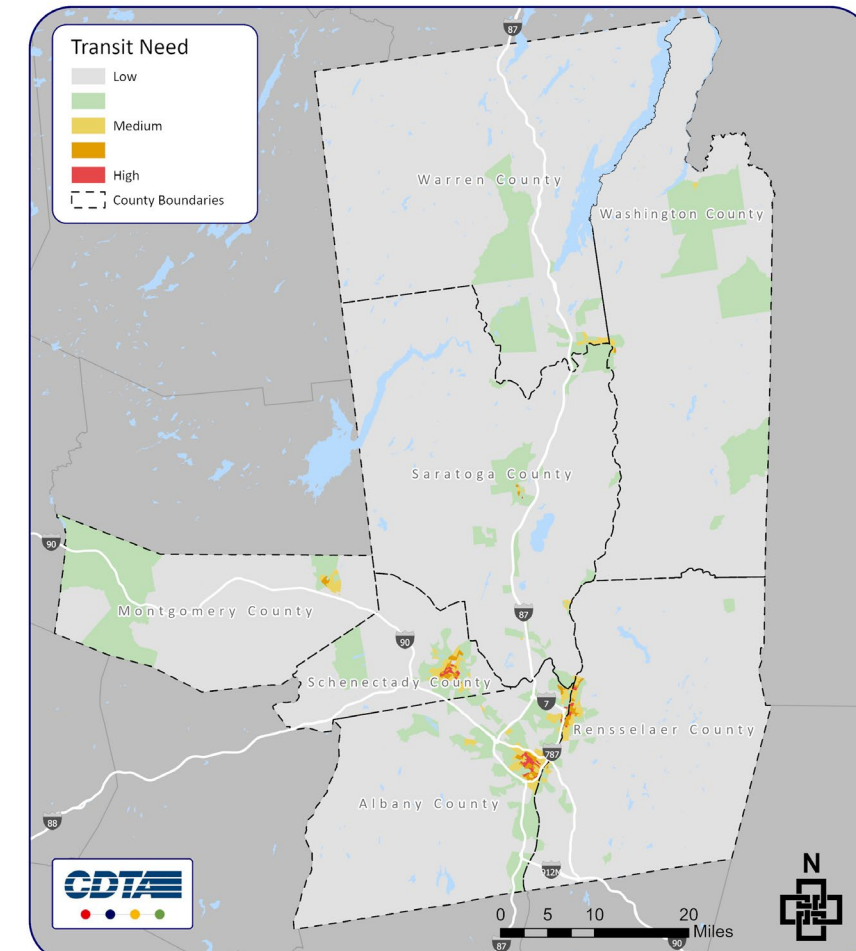
- Operator headcount deficit remains, despite increased recruitment and hiring
- Headcount issue impacts service quality (trip cuts, OTP), makes the job harder for those working, and increases costs (more hours, more overtime)
- Maintenance has recently closed its deficit
- Deficit will play a factor in TDP recommendations

Transit Potential



Population and employment indicate total potential ridership

Transit Need



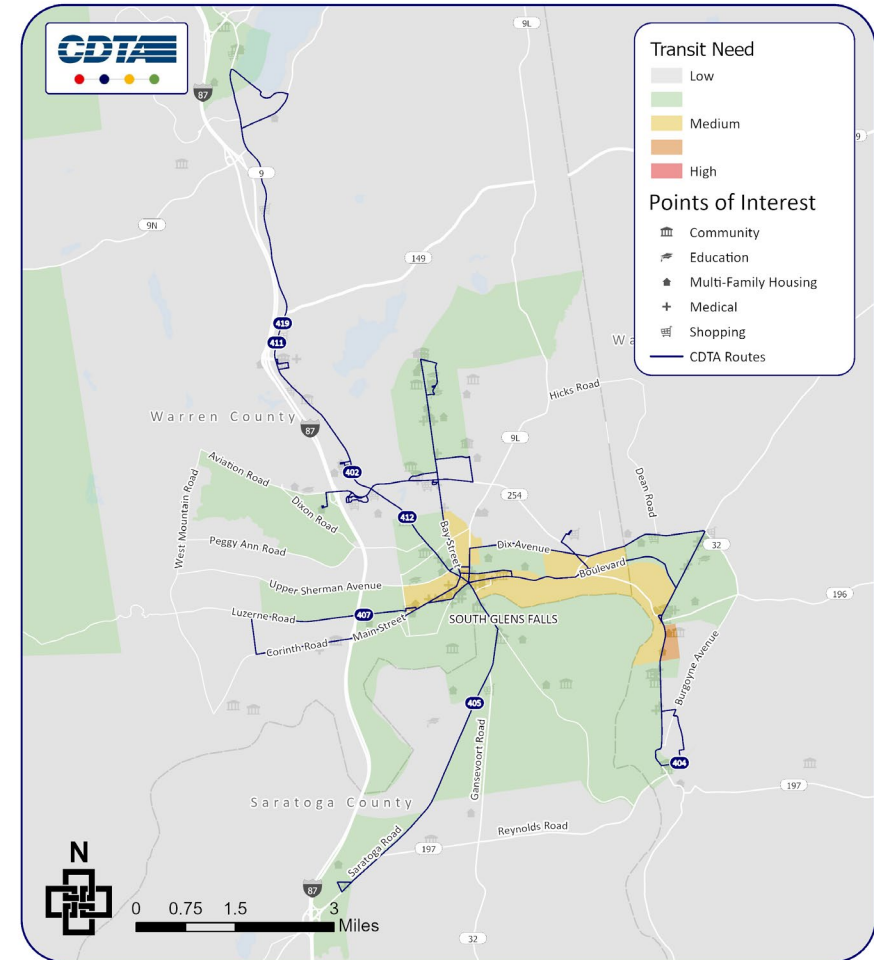
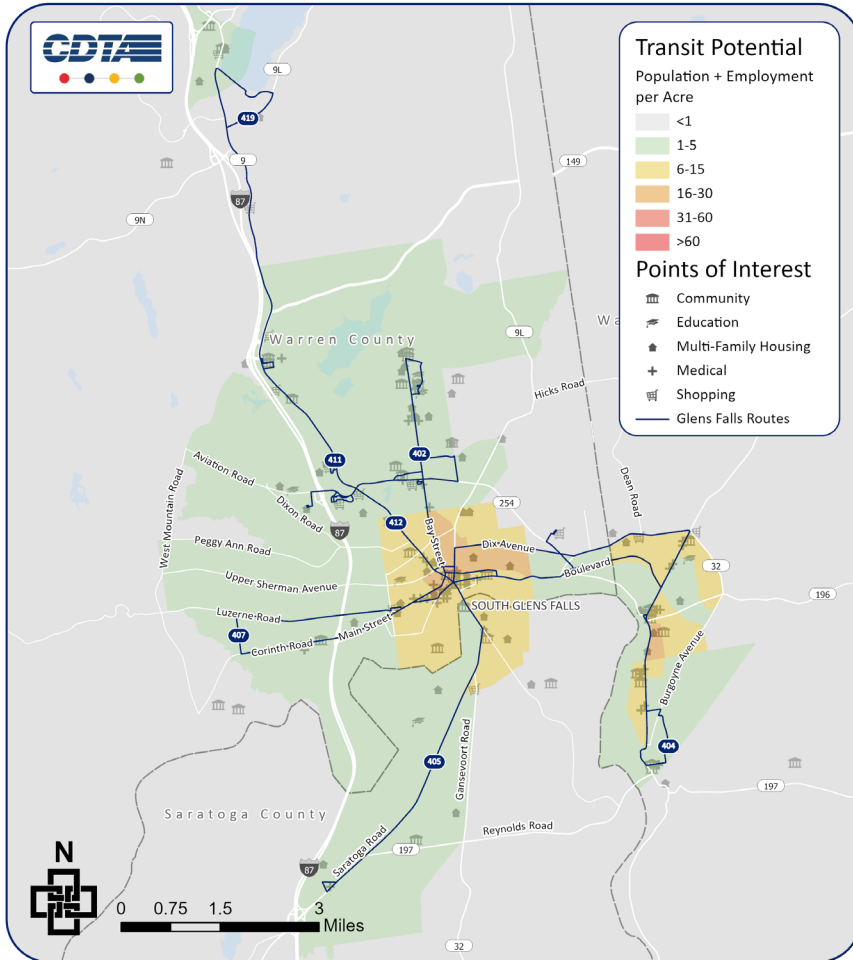
Populations likely to choose the bus:

1. Zero-vehicles
2. Disabled
3. Low income
4. Youth and seniors

Market Analysis

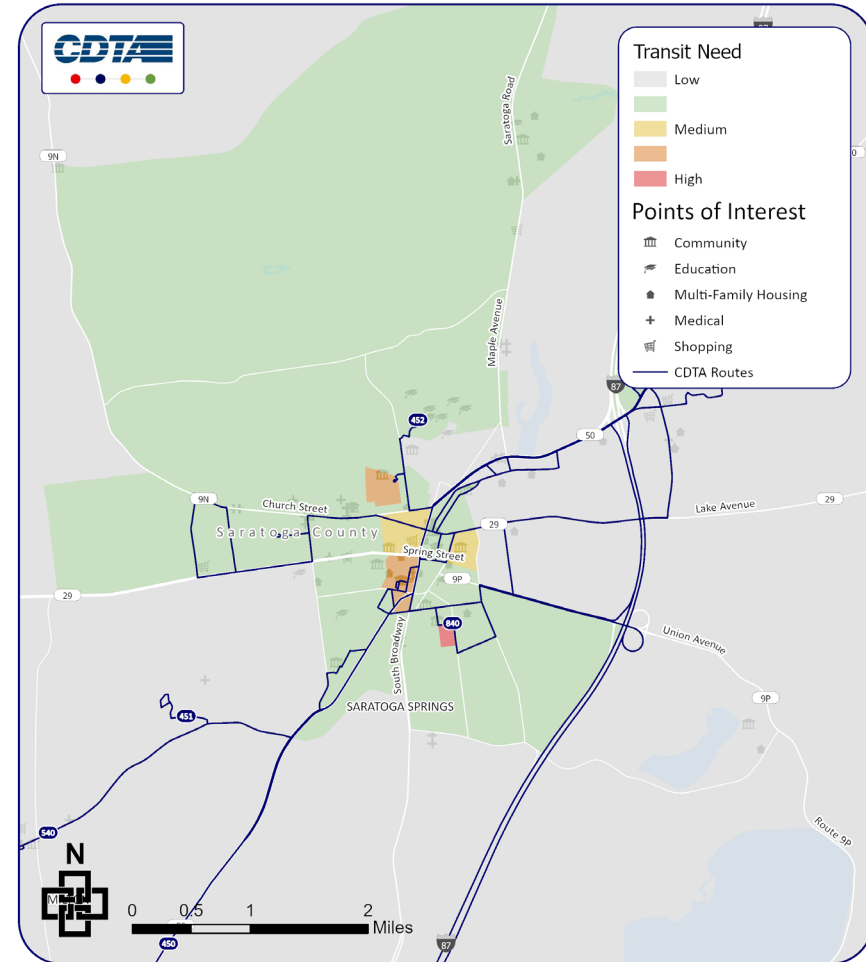
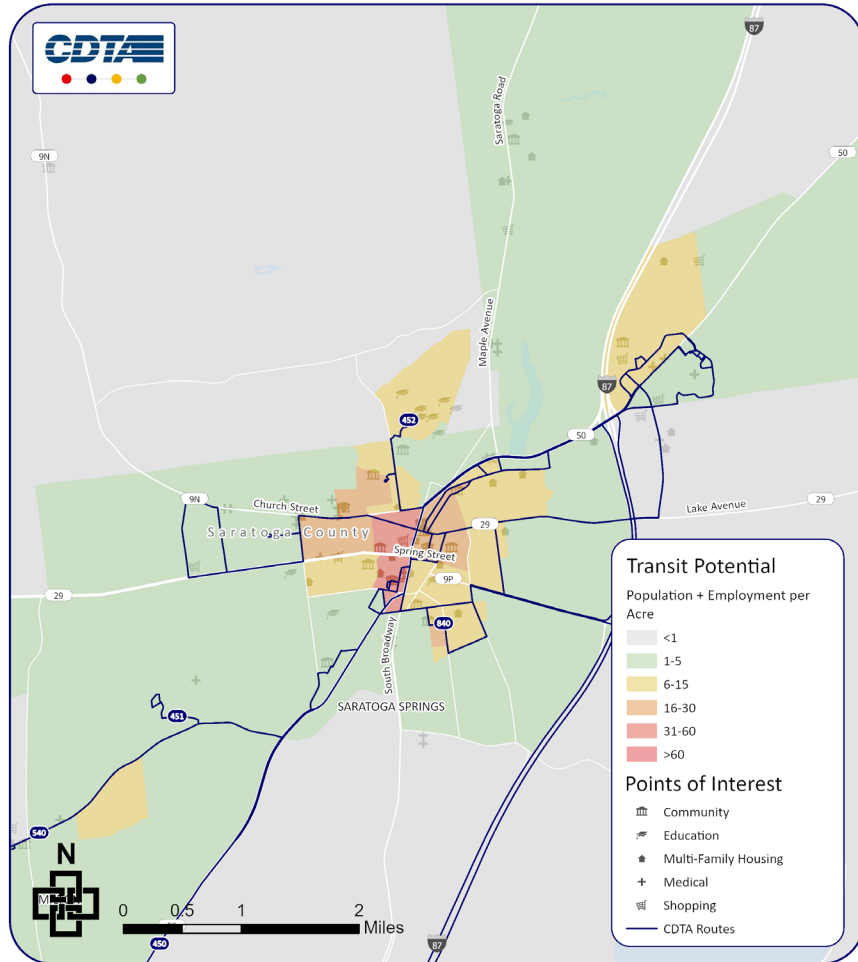
- Census data was mapped to estimate transit suitability
- Services appear well aligned
- More analysis recommended.

Transit Potential and Transit Need – Glens Falls



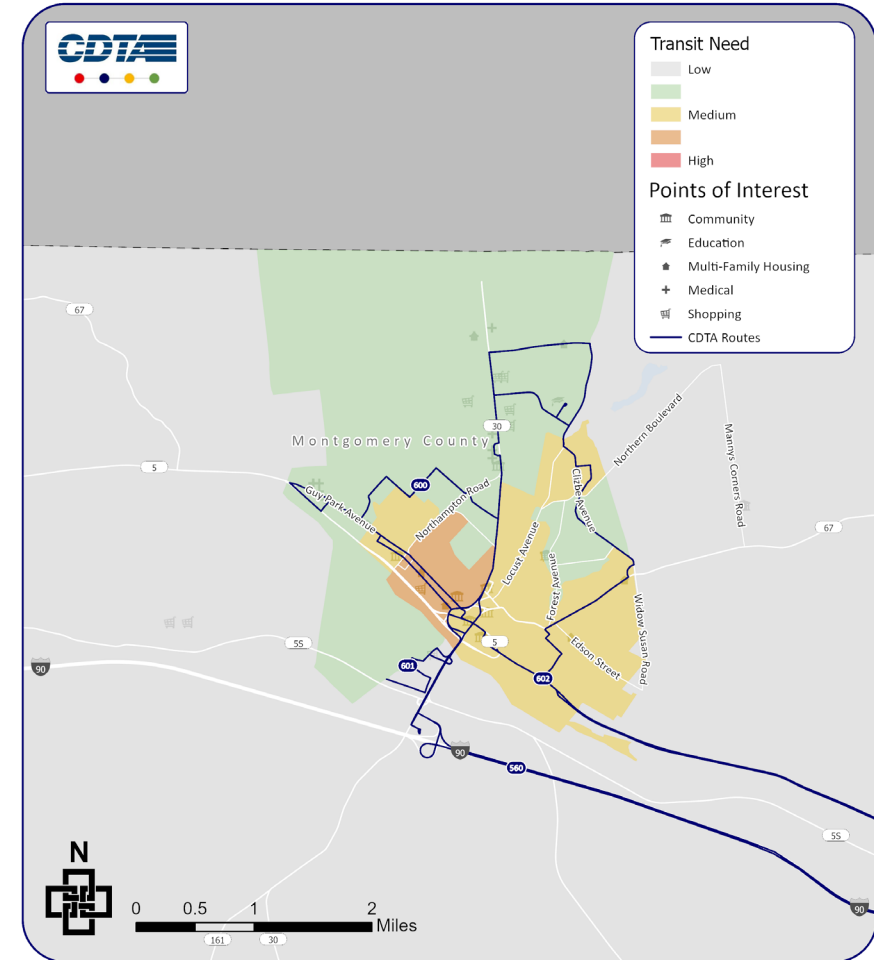
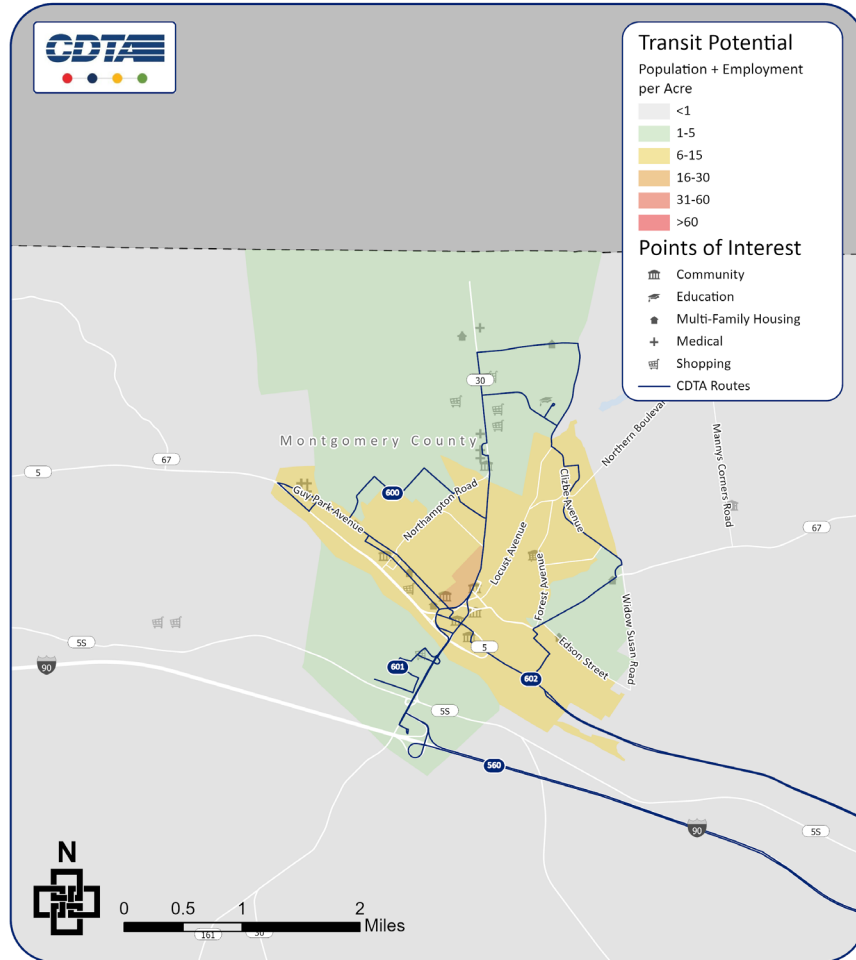
- Transit Potential and Need roughly agree
- Popularity of Route 404 (Hudson Falls / Fort Edward) is correctly predicted by both TP and TN

Transit Potential and Transit Need – Saratoga Springs



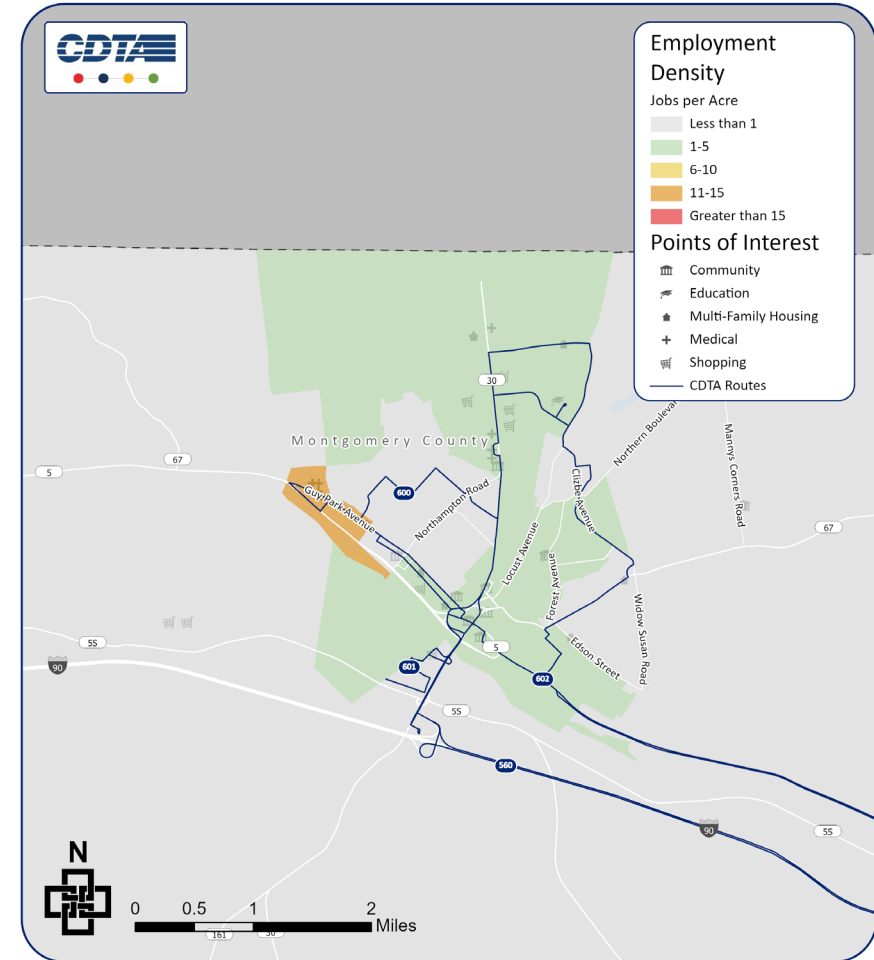
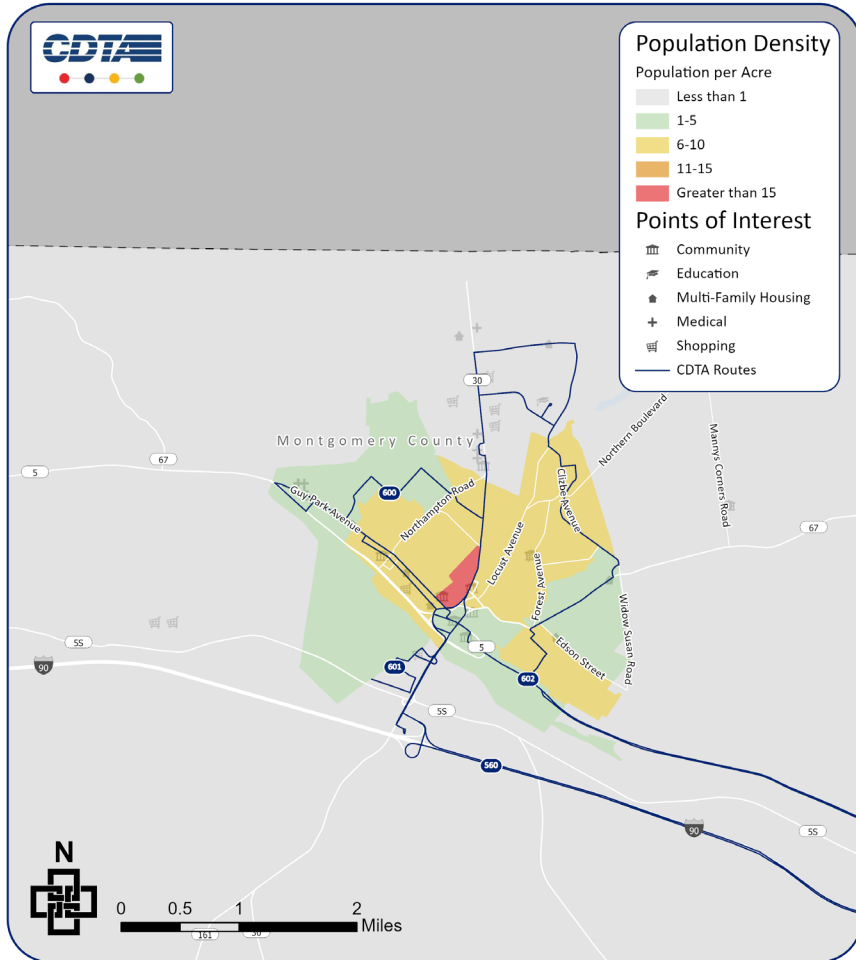
- Transit Potential is higher than Transit Need in Saratoga Springs
- Jobs and population mismatch – far more low income jobs than low income residents

Transit Potential and Transit Need – Amsterdam



- Transit Potential and Transit Need appear roughly equal, although neither is high

Population and Employment Density - Amsterdam



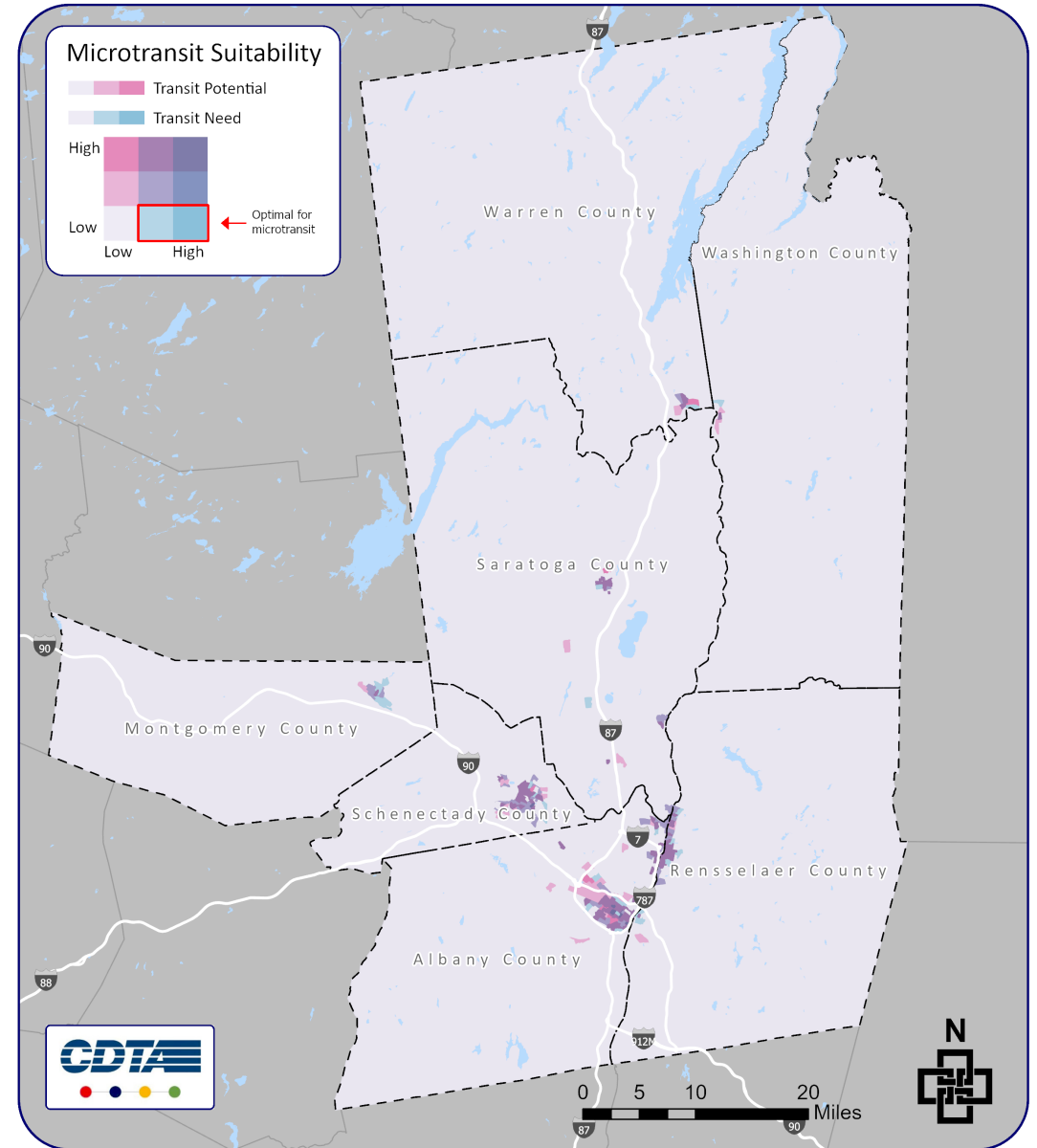
- More people live in Amsterdam than there are jobs. Residents need regional connections

Microtransit Suitability

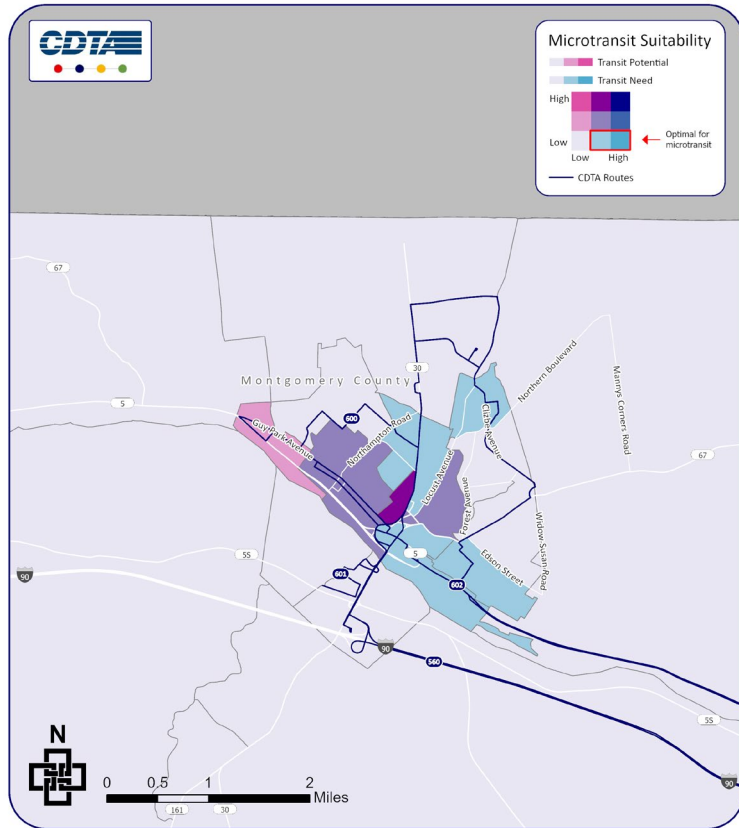
Microtransit may be suitable where transit potential is low but transit need is higher.

Most suitable locations are too small for a FLEX zone, even for feeder service

Public engagement has found the public has concerns about FLEX reliability and wait times

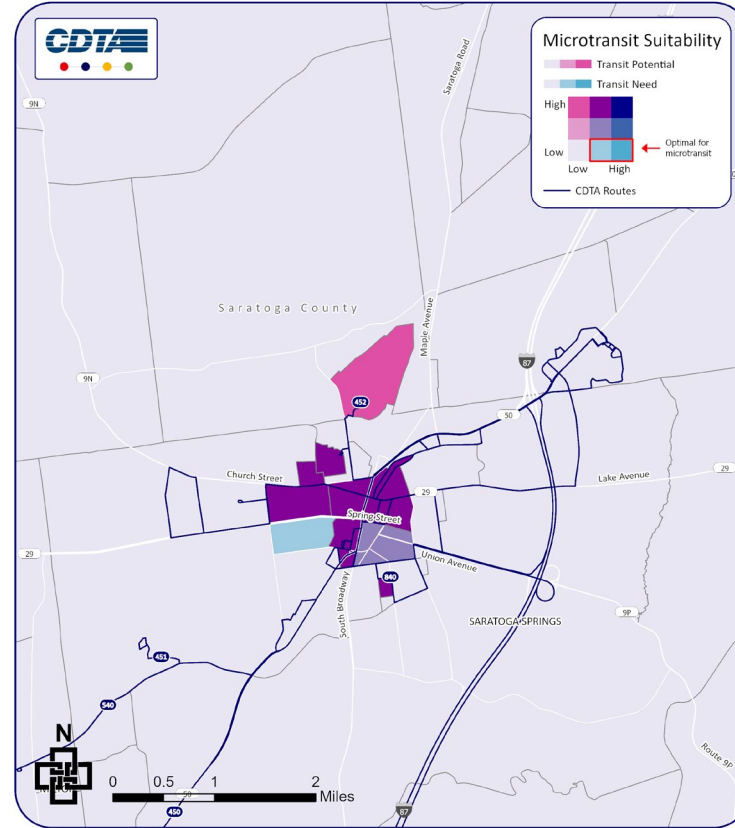


Microtransit Suitability



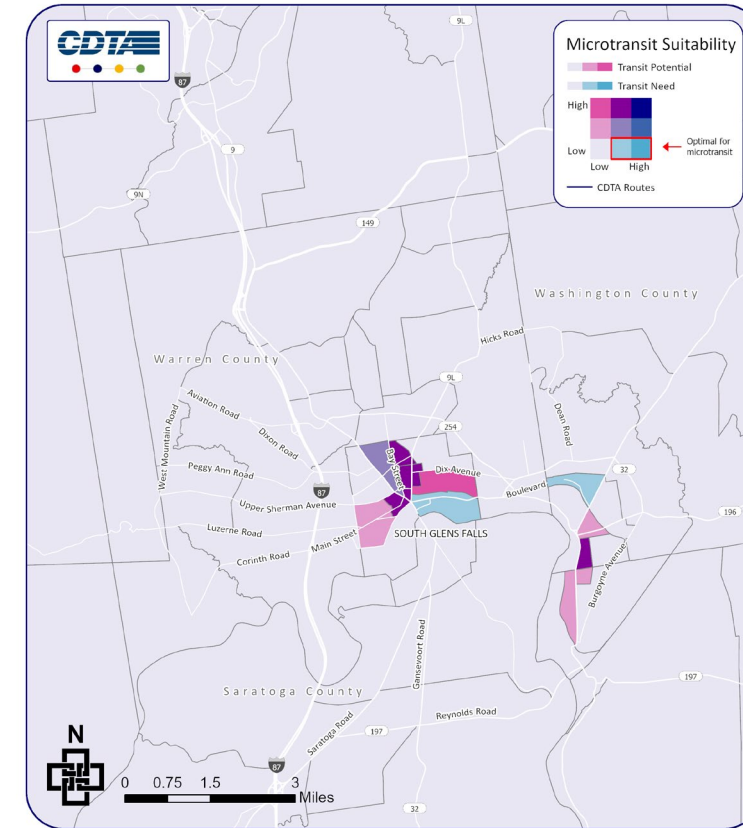
Amsterdam

- About half of the City of Amsterdam is microtransit suitable



Saratoga Springs

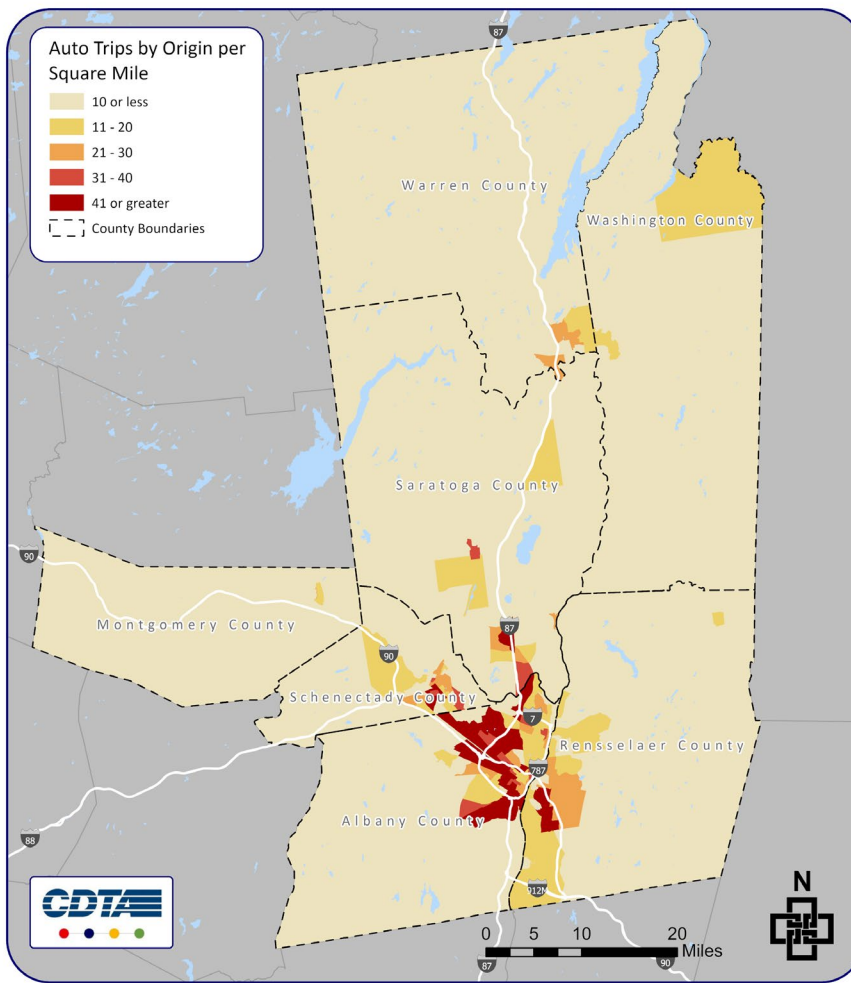
- Indicators suggest high transit potential, actual ridership is low. Low overall demand may also be a microtransit indicator



Glens Falls

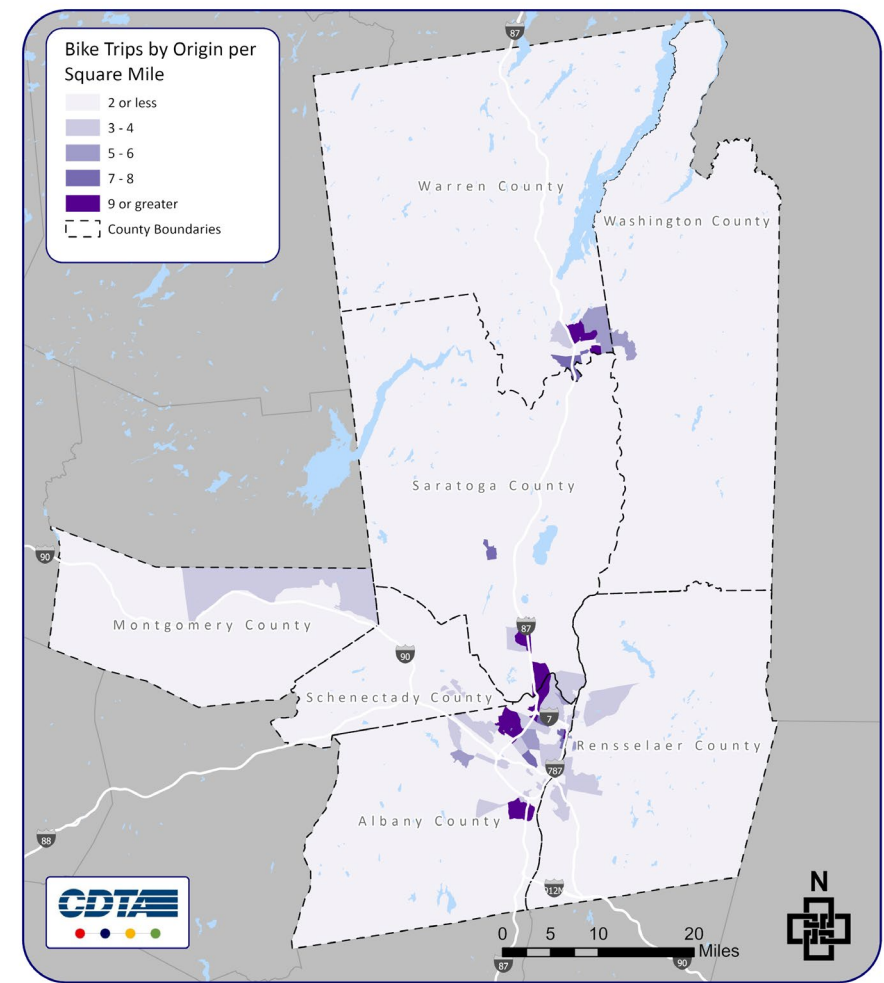
- Similar to Saratoga Springs

Market Analysis



Car Trips of Transit Riders

- Albany County looks to have a much bigger market for Drive than the other counties.
- Lots of red in suburbia. Can Drive succeed there?



Bike Trips of Transit Riders

- Warren County stands out. Given Warren County also has low transit potential, micromobility should play a larger role



Next Steps & Timeline

- **Draft TDP Document complete:** early November '24
- **Phase 3 Engagement:** November '24 – December '24
- **Final TDP edits and adoption:** December '24 – January '25

THANK YOU!

Questions? | Comments? | Next Steps.