



**CDTA COMMITTEE AGENDA**  
**Strategic and Operational Planning Committee**  
**Thursday, April 24, 2025 | 12:00 PM**  
**Microsoft Teams & 110 Watervliet Ave**

**Committee Item**

**Responsibility**

Call to Order

Mike Criscione

Approve Minutes of Thursday, March 20, 2025

Mike Criscione

**Consent Agenda Items**

- Approve FLEX Service Zone Change

Chris Desany

**Administrative Discussion Items**

- May Pick Changes
- Overview of Fleet Status

Mike Williams  
Lanze Zarcone/Dave Williams

Next Meeting: Thursday, May 22, 2025, 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, March 20, 2025, at 12:01 pm; via Microsoft Teams and 110 Watervliet Ave.**

In Attendance: Michael Criscione, Pat Lance, Peter Wohl, Dave Stackrow; Amanda Avery, Mike Collins, Chris Desany, Lanze Zarcone, Jaime Kazlo, Jon Scherzer, Gary Guy, Mike Williams, Rich Cordero, Trish Cooper, Calvin Young, Kelli Schreivogl, Jack Grogan, Stacy Sansky, Thomas Guggisberg, Jeremy Smith, Dave Williams, Ehtan Warren, Elide Oyanedel, 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 February 20, 2025, meeting were reviewed and approved.

### **Consent Agenda Item**

#### Approve FY2026 Budget

- Patricia Cooper presented the FY2026 operating budget and five-year capital plan. Based on revenue and expense assumptions, the proposed operating plan is balanced at \$147 million. We also propose to approve a five-year capital plan at \$253 million.
- Overall revenue is projected to grow by \$8 million in FY2026 to \$147 million, the major driver being State Operating Assistance (STOA). STOA is anticipated to grow 9%, a total increase of \$5.9 million.
- The federal assistance line includes two funding sources: federal 5307 funds total \$21.9 million and the remaining \$8,750,000 of COVID funds. MRT projections remain flat.
- The principal driver of our expenses is wages and benefits totaling 70% of the budget. This line reflects increases called for in our collective bargaining agreement, the second year of the Glens Falls operation, the Purple Line BRT and FLEX.
- Purchased transportation is increasing 5.1% as manpower issues remain and continue to drive operational increases. The parts line is increasing 9.6% due to inflation, and a larger fleet of buses because of service expansions.
- Professional services expenses are decreasing by about 15% and utilities are projected to decrease by 7% despite the addition of the West Facility.
- The first year of our capital plan is supported by grants and federal assistance. It contains funding for mobility hub designs, expanding CDPHP Cycle!, and an expansion of our video mirror pilot. It also includes a continuation of our fleet replacement plan (we will purchase 33 vehicles).
- The capital plan is a five-year forecast with only the first year fully funded. Years two through five contain some funding for projects, but not all. We continue to pursue financing possibilities for future initiatives.
- A resolution to approve the FY2026 operating plan totaling \$147,030,233, and the five-year capital plan totaling \$253,552,974 will be recommended to the board for approval

### Approve Title VI Update

- The latest version of our Title VI program was approved by the Board in 2023. Due to the recent changes in our service footprint, the Planning Department has completed an update of the Title VI Program (including the Language Assistance Plan). The most noteworthy changes to the program include:
  - The addition of Warren County
  - An increase of the disparate impact threshold from 25% to 30%, based on demographic data
  - Summaries of Title VI analyses, including:
    - Purchase of the Daily Gazette
    - Warren County fare change
    - Addition of the Purple Line
  - Updates to all data and maps, including service monitoring
- A resolution to approve the FY2025-2028 Title VI Program and corresponding Limited English Proficiency Plan will be recommended to the board for approval.

### **Next Meeting**

Thursday, April 24, 2025, at 12:00 pm via Microsoft Teams and at 110 Watervliet Ave.

## Memorandum

April 24, 2025

To: Strategic and Operational Planning Committee

From: Christopher Desany, Vice President of Planning and Infrastructure

Subject: Approval of Title VI Analysis for FLEX Colonie Changes

### Background

CDTA's TDP work found that FLEX (founded in 2020) customers were sometimes unsatisfied with the service. This was mainly due to long and unpredictable wait times. We would like to make adjustments we believe would make wait times shorter and more predictable by limiting FLEX in Guilderland, switching to point-to-point service, and redeploying some of the resource savings to Route #117.

Switching to point-to-point service will allow FLEX vehicles to avoid excessive circulation and consolidate multiple pickups into one, while still operating on a demand-response basis for areas that lack the consistent demand to justify fixed route service.

By making these changes, we expect to save approximately 9,800 vehicle hours (equivalent to six operators) annually.

### Details

We will remove the Colonie-Guilderland zone except for areas in Guilderland and around Washington Avenue Extension. Curb-to-curb service is being replaced by "point-to-point" service with designated pick-up/drop-off locations. Route #117 will no longer cover Western Ave and Fuller Road (still covered by other routes), and it will be extended to Troy Schenectady Road. We also will increase the frequency of #117 and operate it seven days a week.

These proposed changes prompt a Federal Title VI provision. The Title VI statute is implemented by FTA regulations designed to ensure equity when transit systems make major service and operational decisions.

According to our Title VI program, any major service change or fare change shall "trigger" a service or fare equity analysis that requires approval by the CDTA Board of Directors. A major change is defined as "...any other route that exceeds 10,000 annual revenue hours."

Additionally, as per our public outreach plan: "A report of all public comments received will be provided to the Board of Directors. Recommended changes in the proposal as a result of public comment may also be presented. Following completion of this process, the Board of Directors may authorize the implementation of the changes or may direct other action. Final public notice of major changes in service or any changes in the fare structure will be given..."

To solicit this feedback we held a public meeting, issued press releases, published on social media and e-news, and pushed out to infotainment systems on vehicles.

### **Summary of Feedback**

CDTA received 16 comments by email and five written comments. 27 people attended the public meeting, seven of whom attended virtually. The main themes of public feedback were:

1. Request for more service at Albany County Jail and the SHIP Program
2. Request for service on Watervliet Shaker Road for BOCES students
3. A preference for FLEX's higher level of accessibility for people carrying heavy loads or people with disabilities
4. Concern over increased travel times, mainly due to transfers
5. Request for earlier service to get to work by 7 AM in Guilderland
6. Concern over loss of service on Fuller Road and Old Niskayuna Road
7. Reduction of the FLEX area in general

### **Proposed Action**

We recommend adding a southbound trip on Route #117 starting at 5:30 to cover early commutes, and adding two deviations on Route #117 to Albany County Jail. I am *recommending* approval the FLEX equity analysis, *and* authorization to implement the changes. The modifications will go into effect on May 25, 2025, along with other service changes.

## Memorandum

April 24, 2025

To: Strategic and Operational Planning Committee

From: Christopher Desany, Vice President of Planning and Infrastructure

Subject: May 2025 Pick Service Changes

### **Background**

Throughout the course of the year, CDTA makes periodic service adjustments to advance organizational goals, respond to customer and stakeholder needs, maintain and improve on-time performance, and match the level of service to the level of demand on each route.

For the summer months, CDTA generally cuts school trippers, makes seasonal service reductions on routes whose ridership is heavily driven by colleges and universities, and resumes operation of special seasonal service, including trolleys and nature buses.

### **Details**

The pick that will cover the upcoming summer months is planned to operate from May 24, 2025 until August 23, 2025, and will include the following service changes:

- **Seasonal Service Reductions**
  - **#12 (Washington Ave):** Frequency/span reduced on weekdays, Saturdays, and Sundays.
  - **#114 (Madison/Washington):** Frequency/span reduced on weekdays and Saturdays.
  - **#224 (Albany-Troy via I-90):** Frequency reduced on weekdays.
  - **#910 (Purple Line):** Frequency/span reduced on weekdays, Saturdays, and Sundays.
- **Other Seasonal Changes**
  - **School Trippers:** Cut until 2025-26 school year.
  - **#96 (Grafton):** Service resumes for summer in July.
  - **#286 (Troy/Wynantskill):** Late night trips for RPI cut until August.
  - **#452 (Skidmore/Wilton):** Late night trips for Skidmore cut until August.
  - **#872 (Albany Nature Bus):** Service resumes for summer.
  - **#875 (Saratoga Springs Trolley):** Service resumes for summer in July.
  - **#876/877 (Glens Falls Trolleys):** Service resumes for summer (weekend only until July).
- **Other Regular Changes**
  - **Albany Routes:** Weekend schedule re-calibration to improve OTP and efficiency.
  - **#106 (Uptown Belt):** Bus stop consolidations on Allen Street.
  - **#355 (Schenectady/Colonie):** Schedule times re-calibrated on weekdays.
  - **#370 (Schenectady/Troy):** Schedule times re-calibrated on weekdays.
  - **FLEX and #117:**
    - Guilderland/Colonie Zone reduced to only Guilderland & Wash. Ave Extension.
    - Route #117 frequency and span increased to match FLEX service in Colonie.
      - Two additional trips per weekday to Albany County Jail.
      - First trip on weekdays at 5:30am to facilitate connections w/ FLEX.
    - Slight coverage reductions to Southern Saratoga Zone around Stillwater Town.
    - Switch to point-to-point service in Guilderland and Southern Saratoga Zone.

# May 2025 Pick Service Changes

Planning Committee 04.24.2025

# Efficiency Adjustments



## Albany Bus Routes

- **Weekends:** Schedules recalibrated to improve efficiency and on-time performance.
- Phase II of Pilot Project with CSched

106

## Uptown Belt

- Several bus stops on Allen Street consolidated to bring spacing in line with TDP standards

355 370

## Schenectady-Guilderland / Schenectady - Troy

- **Weekdays:** Schedule times re-calibrated to improve on-time performance.



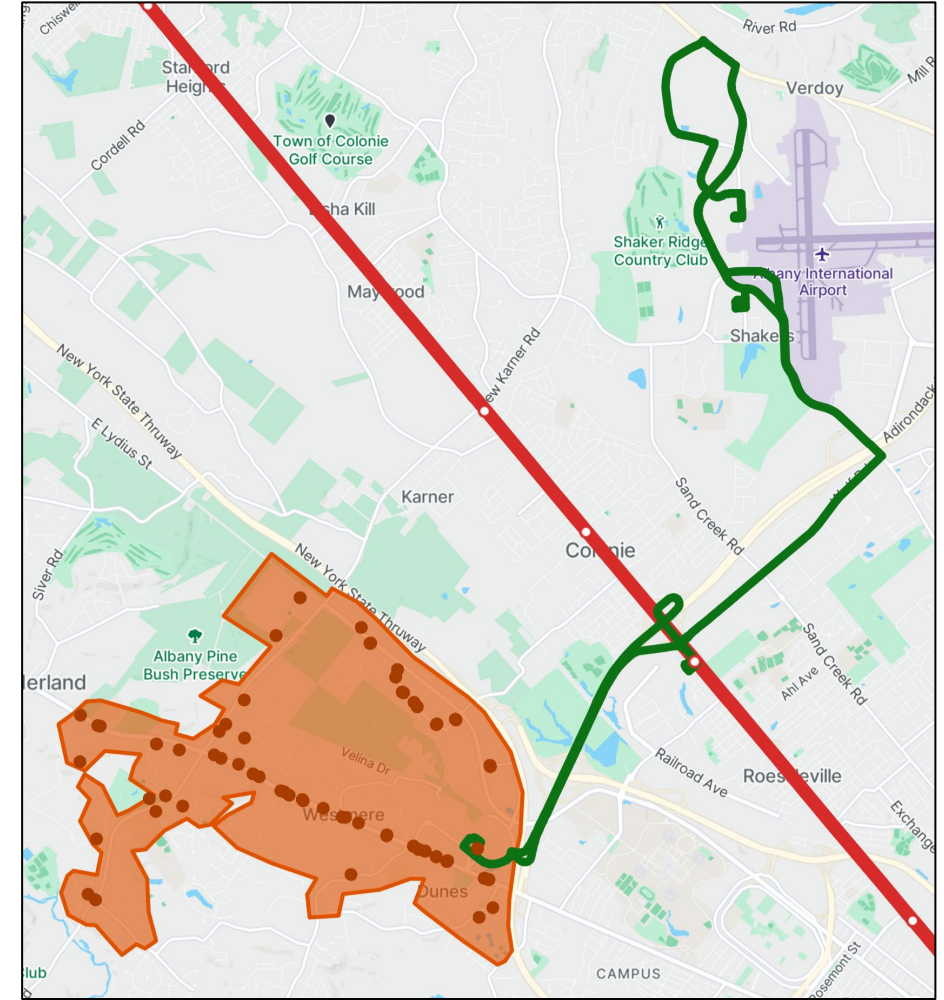
# FLEX / Route #117 (Guilderland/Colonie)

## FLEX Guilderland/Colonie Zone

- Reduce size of zone to cover area around Guilderland and Washington Avenue Extension.
- Switch to point-to-point system.
- >90% of FLEX users currently traveling within new zone or along fixed routes.
- Major resource savings and improved wait times.

## 117 Guilderland-Colonie Crosstown

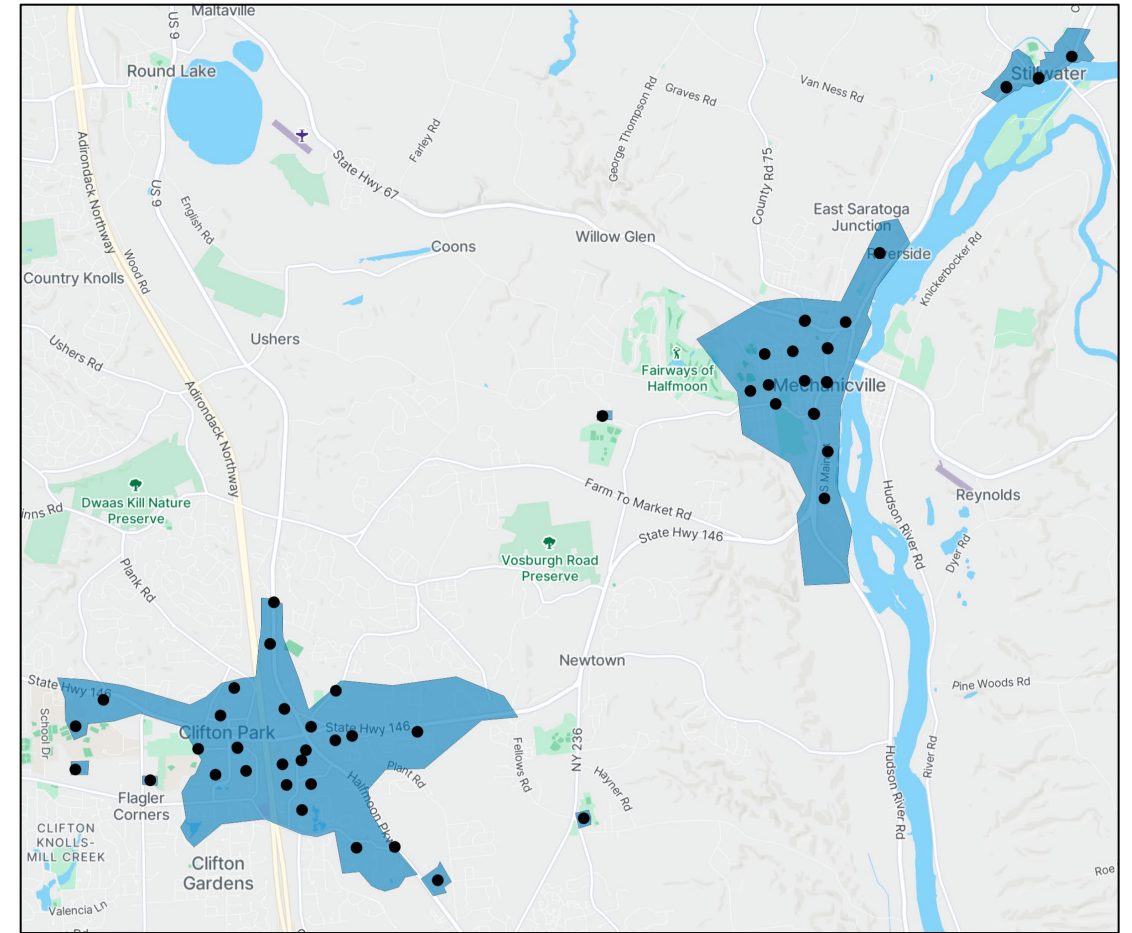
- Frequency and span increased to match FLEX and facilitate existing connections.
- Route follows Northway instead of Fuller Road.
- Extended to Troy-Schenectady Road.
- 2 additional trips / weekday to Jail (SHIP program)



# FLEX (Southern Saratoga)

## FLEX Southern Saratoga Zone

- Switch to point-to-point system.
- Minor coverage reductions within Town of Stillwater.
- Additional resource savings and improved wait times.



# Seasonal Service Changes (Colleges/Schools)

- 12 Washington Avenue (UAlbany)**
- Reduced frequency & span on weekdays, Saturdays, and Sundays.

- 114 Madison Ave / Western Ave (UAlbany)**
- Reduced frequency & span on weekdays and Saturdays.

- 910 BusPlus Purple Line (UAlbany)**
- Reduced frequency & span on weekdays, Saturdays, and Sundays.

- 224 Albany-Troy via I-90 (HVCC)**
- Reduced peak frequency on weekdays.

- 286 Troy/Wynantskill (RPI) Fri/Sat/Sun:** Cut late night trips.

- 452 Skidmore / Downtown Saratoga (Skidmore)**
- Thu/Fri/Sat/Sun: Cut late night trips

**Middle & High School Trippers – Suspended for season (starting late June)**

# Seasonal Service Changes (Other)



**872 Nature Buses:** Service resumes in Albany County starting Memorial Day Weekend

**96 Grafton Park:** Service resumes in early July

**875 Saratoga Trolley**

- Regular service resumes with track opening in early July

**876 877 Lake George Trolleys**

- Route 876 (Glens Falls to Lake George) and 877 (Lake George to Bolton Landing)
- Service starts on Memorial Day Weekend
  - Weekends only until early July
  - 7 days a week from July to Labor Day



# THANK YOU!



Questions? | Comments? | Next Steps.

## Memorandum

April 24, 2025

To: Strategic and Operational Planning Committee

From: Lance Zarcone, Vice President of Operations

Subject: Fleet Composition and Growth

### Overview

I am providing an overview of CDTA's fleet growth and associated service enhancements from 2015 to 2025. It highlights the strategic decisions and operational changes that have driven this growth, improved service delivery, and expanded transportation access across the Capital Region.

Our fleet composition includes a variety of service vehicles and is summarized below. A presentation will also be provided for the committee.

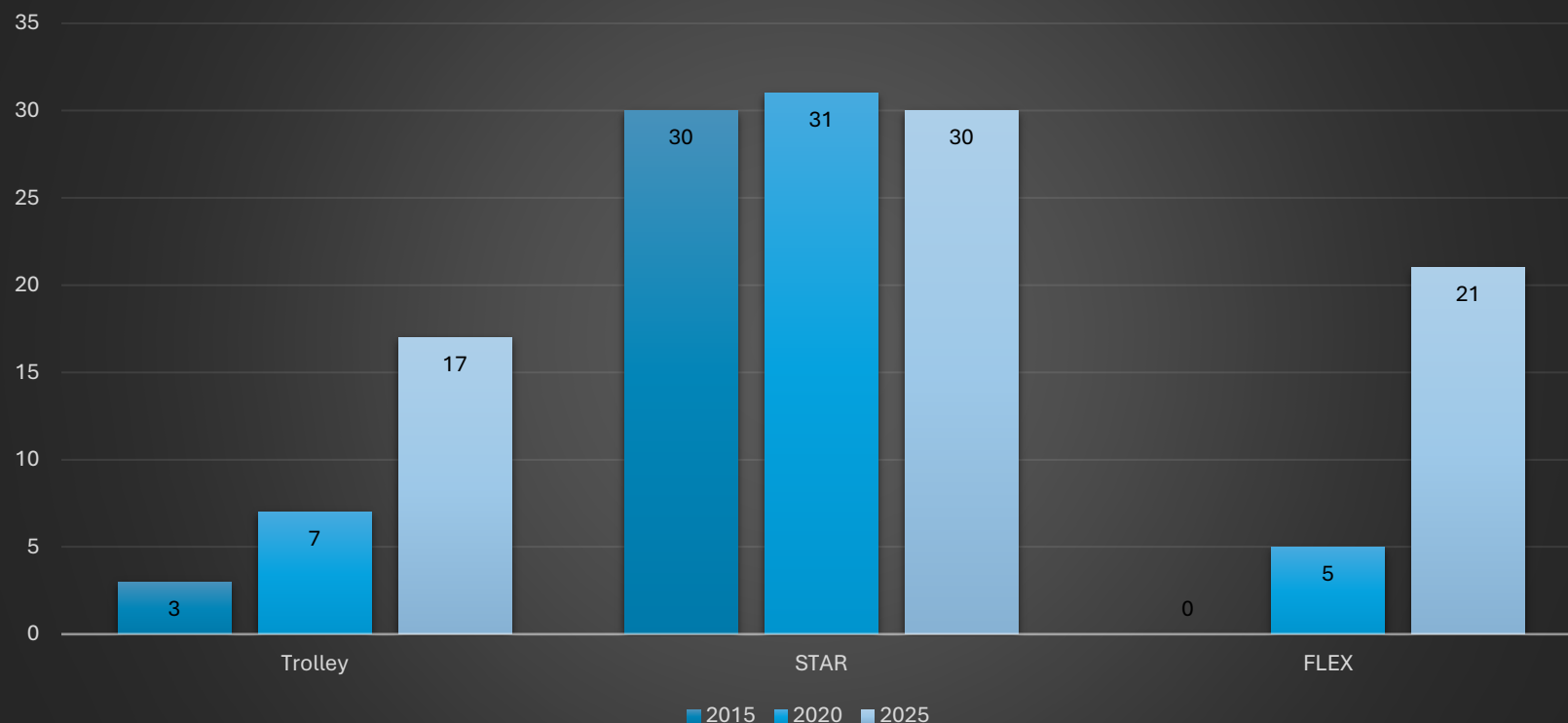
- **Fixed Route Service:** This is the backbone of CDTA's operations, featuring 40 ft and 60 ft buses. In the last five years, we have introduced two additional service areas (Montgomery and Warren counties) and developed two new Bus Rapid Transit lines. These have significantly increased the size of fixed route operations by adding dozens of new vehicles.
- **Paratransit Service (STAR):** The fleet has remained stable over the past decade. Despite overall ridership growth, our total number of STAR vehicles has not grown because of increased contracted services.
- **FLEX Services:** FLEX began service in 2020 as a pilot. The program has served Guilderland, Latham and Colonie, with expansion into southern Saratoga county. As a result of this growth, the fleet has increased to 21 vehicles.
- **Trolley Service:** The trolley fleet has seen growth through expanding service in Schenectady and integrating the former Greater Glens Falls service.
- **Commuter Services:** While ridership levels on the Northway Express (NX) have not fully recovered from COVID declines (in part because of remote work policies of the state), we were able to reallocate resources (buses) to the new commuter service in Montgomery County (the Thruway Express).

# Fleet Composition and Growth (2015 - 2025)

Strategic Operations & Planning Committee 4.24.2025



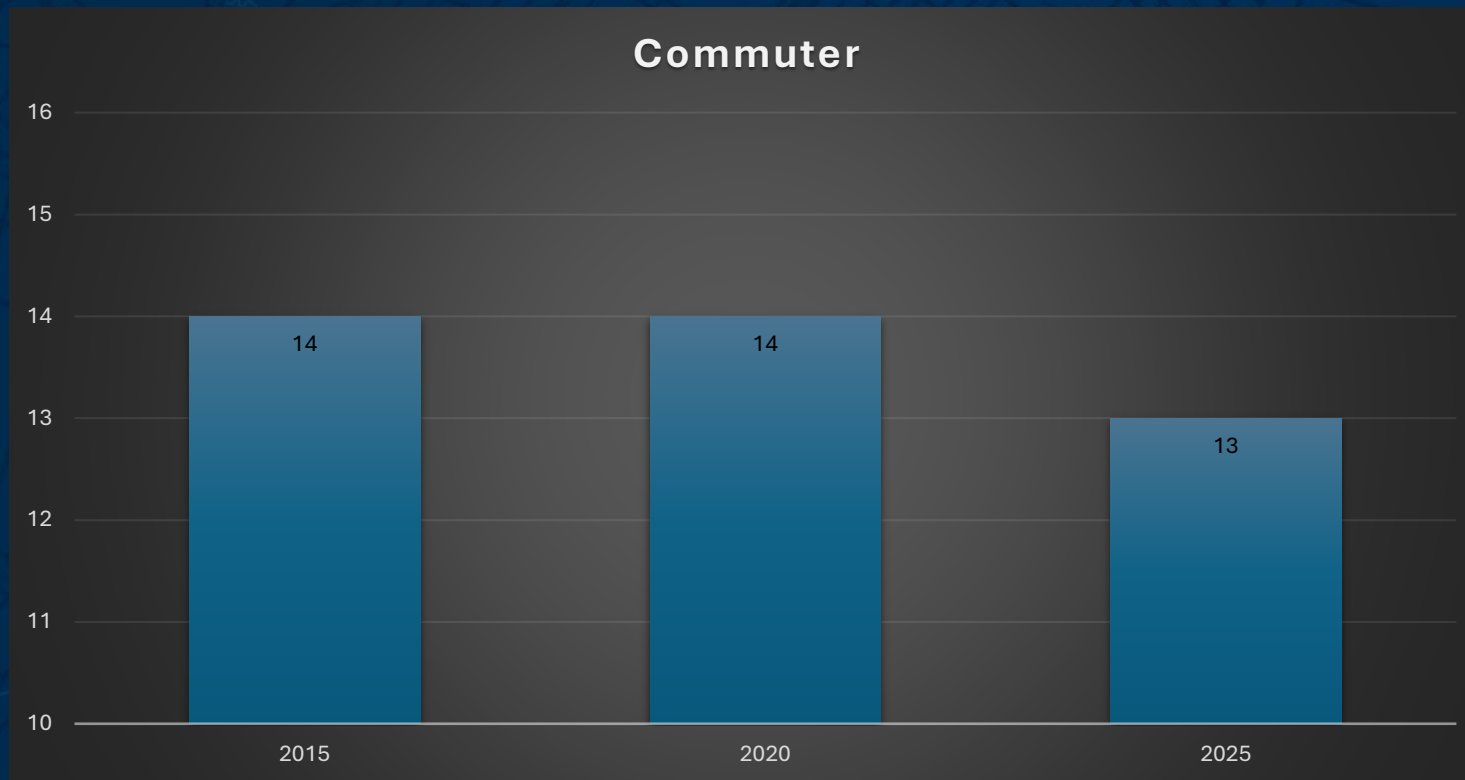
## Trolley/STAR/FLEX



- Trolleys – Saratoga, Schenectady, & Glens Falls
- FLEX – Guilderland, Colonie, Latham, & Southern Saratoga
- STAR – Increased Contracted Services







- **Northway Xpress – Ridership Slow to Return**
- **Thruway Xpress – Addition of Montgomery County**



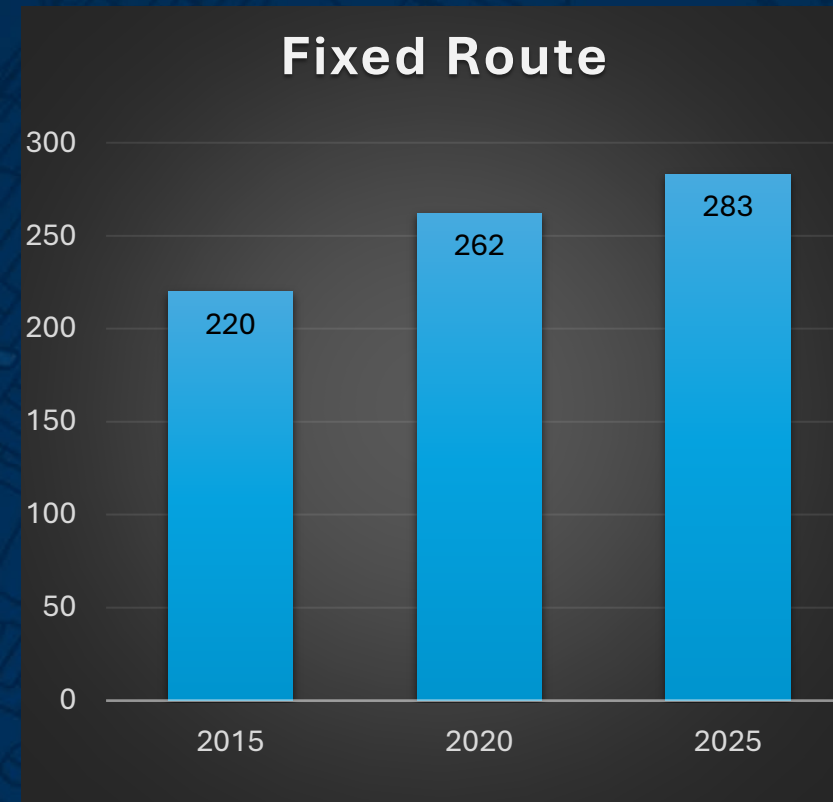
Fixed Route  
Articulated Bus



Fixed Route  
Diesel Bus



Fixed Route  
Electric Bus



Red Line Articulated Bus  
905



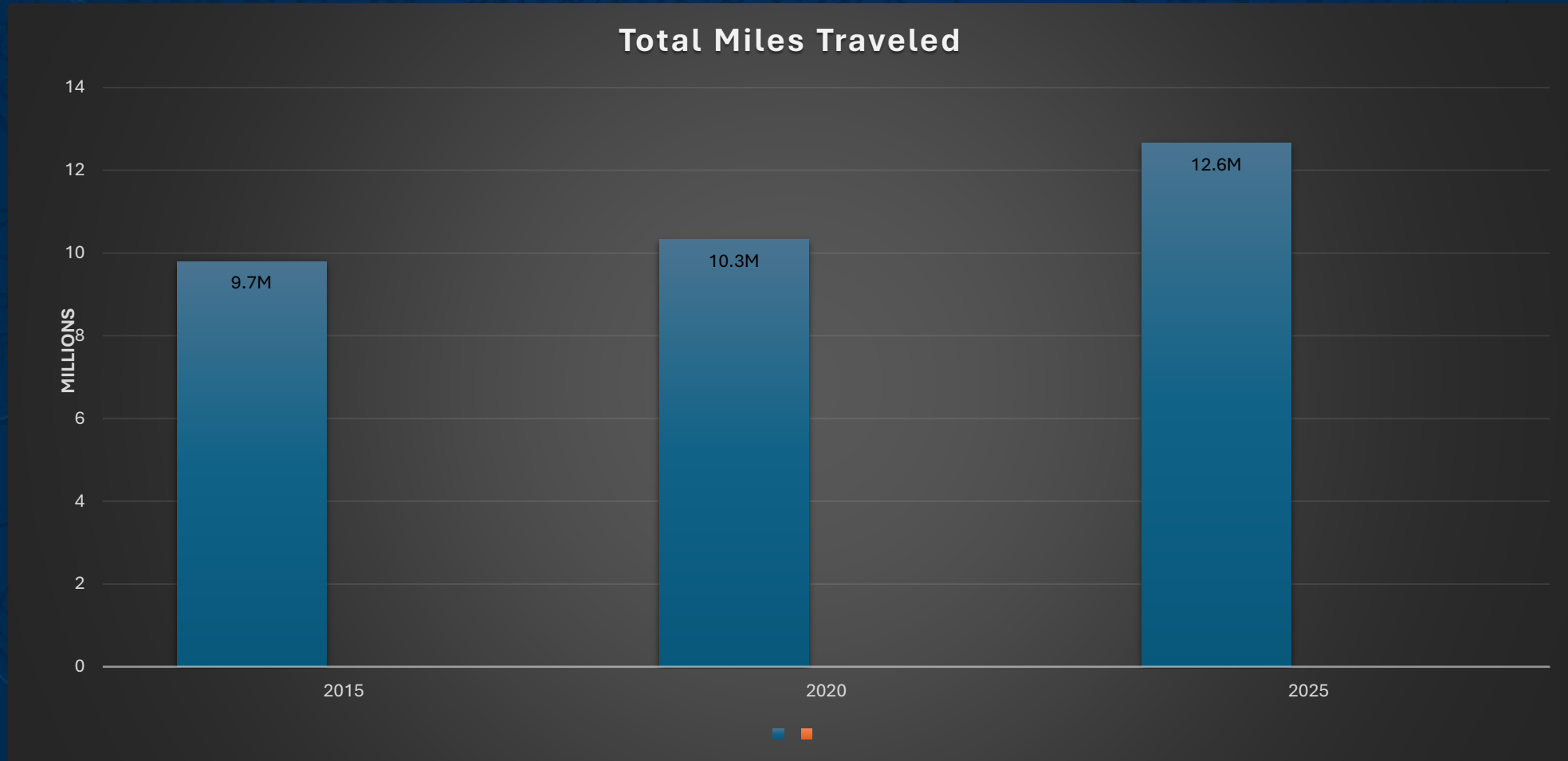
Blue Line Bus  
922/923



Purple Line Articulated Bus  
910

## Key Drivers of Growth:

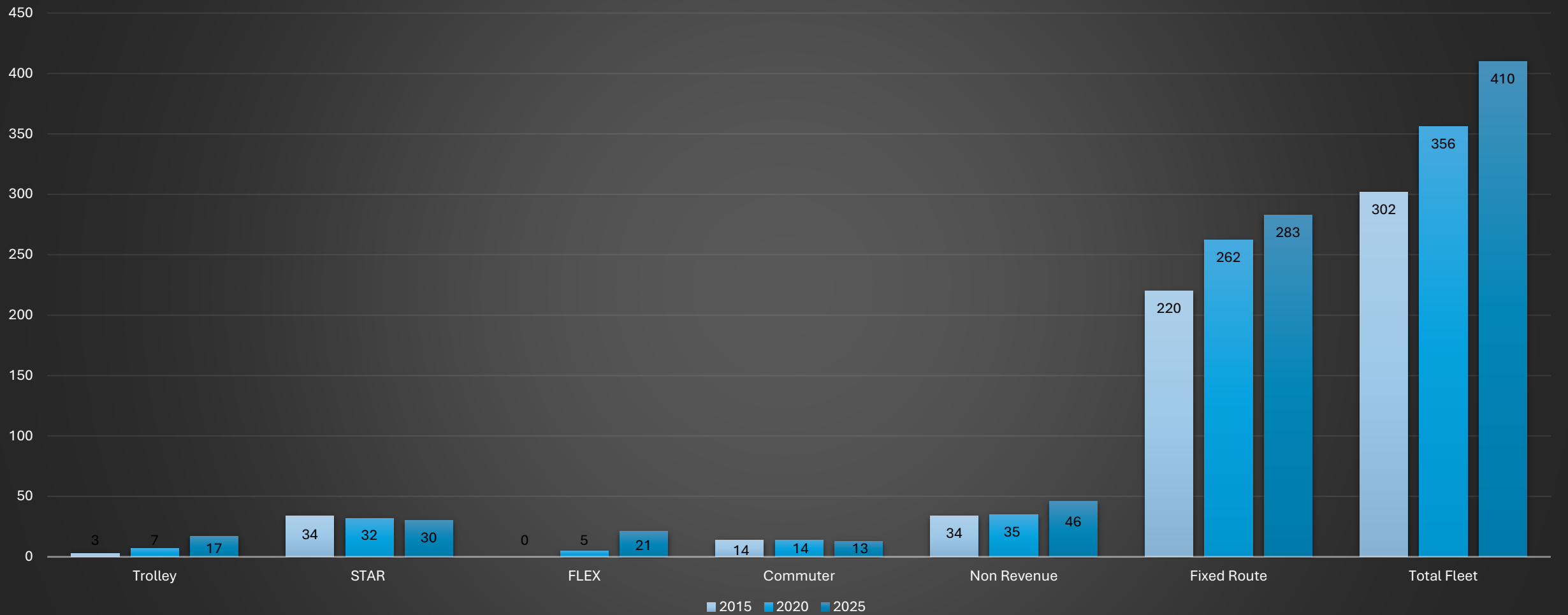
- BusPlus
- Universal Access - OGS, Schools
- Expansion to Montgomery and Warren Counties



- More Miles, More Maintenance



## Fleet Totals





# THANK YOU!

QUESTIONS? | COMMENTS?