

CENTRE AREA TRANSPORTATION AUTHORITY  
REGULAR BOARD MEETING

MINUTES

January 24, 2005

4:00 PM

STATE COLLEGE BOROUGH BUILDING  
Conference Room 241, 243 S. Allen Street

BOARD MEMBERS PRESENT: John Spychalski, Chairman  
Joe Davidson, Vice-Chairman  
Richard Kipp, Treasurer  
Gary Powers  
Kathryn Bittner

STAFF PRESENT: Hugh Mose, General Manager  
Judith Minor, Director of Administration  
Eric Bernier, Service Development Manager  
Jacqueline Sheader, Marketing Manager  
Terri Quici, Executive Assistant  
Sherry Snyder, Operations Manager

OTHERS PRESENT: Tim Geibel, CRPA, Transportation Planner  
Craig Humphrey, State College Borough Liaison  
Dave Matta, Avail Technologies  
Mike Flynn, Avail Technologies

I. **CALL TO ORDER**

Chairman Spychalski called the meeting to order at 4:03 PM.

II. **ELECTION OF OFFICERS 2004**

Chairman Spychalski entertained a motion to receive nominations for the election of officers for 2005. Gary Powers moved that the following be considered: John Spychalski, Chairman; Joe Davidson, Vice-Chairman; Richard Kipp, Treasurer; Judith Minor, Asst. Treasurer; and Hugh Mose, Secretary. Kathryn Bittner seconded the motion. There being no other nominations, Chairman Spychalski called for a vote, and the motion passed unanimously.

III. **PUBLIC COMMENTS**

None

IV. **OLD BUSINESS**

A. *Approval of Minutes of December 13, 2004 Board Meeting*

Chairman Spychalski entertained a motion to approve the minutes. Kathryn Bittner moved to approve the minutes of the December 13, 2004 Board Meeting. Richard Kipp seconded. The motion carried unanimously.

**B.** *November and December 2004 Finance Reports*

Chairman Spychalski entertained a motion to receive the November and December 2004 Finance Reports. Richard Kipp moved to receive the Finance Reports. Joe Davidson seconded.

A short discussion ensued regarding CNG prices and ridership. With no further discussion, Chairman Spychalski called for a vote. The motion carried unanimously.

**V. NEW BUSINESS**

**A.** *Resolution Authorizing Filing of FY 2004/05 Federal Formula Assistance Grant*

Chairman Spychalski entertained a motion that the Board adopt the resolution. Joe Davidson moved that the Board adopt the resolution authorizing the filing of CATA's FY 2004/05 federal formula assistance grant. Kathryn Bittner seconded. With no further discussion, the motion carried unanimously.

**B.** *Strategic Plan*

Chairman Spychalski entertained a motion to adopt the Strategic Plan. Richard Kipp moved that the Board adopt the CATA Strategic Plan as prepared by Abrams-Cherwony and Associates. Joe Davidson seconded.

Tim Geibel noted that the Board had received the final version of the CATA Strategic Plan previously. Mr. Geibel explained that this document took 1½ years to prepare, and it addresses 17 issues facing CATA in the upcoming years and identifies strategies to meet these issues. Mr. Geibel stated that the Plan contains an appendix that provides comments received from municipalities and the general public. He further stated that the timeframe to receive comments was extended so that municipalities had ample time to respond. Mr. Geibel also noted that the Strategic Plan will be placed on the CATA website. Chairman Spychalski commended those involved on putting together a much needed and excellent Plan.

With no further discussion, Chairman Spychalski called for a vote. The motion carried unanimously.

**C.** *Advanced Public Transportation Systems (APTS) Initiative*

Tim Geibel provided a review of the APTS Initiative and the solicitation of consultant services for the development of a 10-year deployment plan. Mr. Geibel reported that out of 22 RFP's that were mailed out, CATA received 5 proposals and staff invited three companies to give presentations. Staff is recommending the Board's acceptance of the proposal submitted by Avail Technologies and noted their experience with small and medium sized transit companies.

Gary Powers asked what cost savings did other transit systems experience. Mr. Geibel noted that other locations he visited realized about a 10% savings. Joe Davidson indicated he was in favor of the initiative, but wondered how the team came to the conclusion of a 10-year deployment planning horizon, when it seems like too many years in this age of technology.

Tim Geibel explained that it will be a slow process of introducing each component of the APTS Initiative. The Congressional earmark currently in-hand is only enough to secure a baseline system. Dave Matta, Avail Technologies Project Manager, stated that existing software/hardware would be updated throughout the 10-year period, and that he is looking forward to working with CATA and providing their services locally.

Gary Powers moved that the Board accept the proposal from Avail Technologies for Technical

Planning and Systems Integration Assistance, with the express understanding that no contract is authorized until determination is made regarding the use of federal grant funding. Joe Davidson seconded. The motion carried unanimously.

**D.** *FY 2005/06 Budget Timetable*

Hugh noted that the timetable is relatively the same as past years' schedules and that it is required by the Authority. Joe Davidson moved to adopt the FY 2005/06 Budget Timetable as presented. Richard Kipp seconded. The motion was carried unanimously.

Judi Minor asked if the March Work Session date could be determined at this time. The date chosen was March 9, 2005 at 4:00 PM in the CATA Board Room. Joe Davidson asked that Terri Quici send a reminder to the Board members.

**VI. OTHER BUSINESS**

**A.** *General Manager's Report*

Hugh Mose noted the recent article in the Daily Collegian about Chris Deck, a CATA bus driver. Mr. Mose also shared a copy of an email he sent to Jim Steff, COG, regarding State transit funding. Mr. Mose also applauded Tim Geibel's efforts in pursuing the APTS Initiative.

**B.** *Service Development Report*

Eric Bernier referred to his written report, and also noted that the Annual Public Hearing will be held on 2/28/05 in the Borough Council Chambers. The Public Hearing is intended to receive comments from the public with regard to service levels and possible revisions.

**VII. ADJOURNMENT**

With no further business to discuss, Richard Kipp moved that the meeting be adjourned. Chairman Spsychalski seconded and adjourned the meeting at 4:55 PM

**VIII. EXECUTIVE SESSION**

The Board reconvened in Executive Session to discuss personnel matters.