

CENTRE AREA TRANSPORTATION AUTHORITY
REGULAR BOARD MEETING

MINUTES
April 28, 2005
4:00 PM

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

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

BOARD MEMBER ABSENT: 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
Joe Gilbert, Director of Transportation

OTHERS PRESENT: Tim Geibel, CRPA, Transportation Planner
Jolly Harris, Bellefonte area resident

I. CALL TO ORDER

Chairman Spychalski called the meeting to order at 4:06 PM and announced that there had been an Executive Session on 4/27/05 to discuss Personnel issues.

II PUBLIC COMMENT

None

III. OLD BUSINESS

A. *Approval of Minutes of March 28, 2005 Board Meeting*

Chairman Spychalski entertained a motion to approve the minutes. Richard Kipp moved to approve the minutes of the March 28, 2005 Board Meeting as presented. Gary Powers seconded. The motion carried unanimously.

B. *Approval of March 2005 Finance Reports*

Chairman Spychalski entertained a motion to accept the March 2005 Finance Reports. Joe Davidson moved to accept the February 2005 Finance Reports as presented. Richard Kipp seconded.

Judi Minor reported that we should be ending the fiscal year reasonably close to the estimated budget. Gary Powers asked Ms. Minor how far in advance she has purchased natural gas. Judi reported that she had bought for the month of May on 4/27/05, but while the price had dropped it is still higher than budgeted.

Mr. Mose reported that Ride For Five pass sales are down by 12% and overall ridership continues to decline.

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

C. Service Planning Update

Eric Bernier reviewed the memo that was included in the Board packet. He noted that the changes are grouped into two categories: Changes Staff Are Prepared to Recommend (A, W, B, C, P) and Changes Still Being Considered (N, R, V, P, LINK, and X). Changes are scheduled to be implemented with the start of Full Service on 8/29/05.

There was extended discussion by the Board and Jolly Harris, a Bellefonte area resident, about proposed changes to the X Route which includes elimination of three weekday trips and all Saturday service to Bellefonte. Mr. Mose stated that this process will be a challenge because Spring Township is willing to pay for all of the services to Pleasant Gap, yet Bellefonte Borough is unwilling to pay maintain current service levels to Bellefonte.

Chairman Spychalski stated that these cutbacks would also affect Centre Ride. Richard Kipp asked if Bellefonte Borough Council members are aware of the paratransit changes that will result from the Centre Line changes, if not, would they be contacted. Joe Davidson asked when the changes would be in effect. Judi Minor reported that all changes are normally effective at the end of August even though the budget is effective July 1. Mr. Mose stated that once the budget is approved, Bellefonte Borough Council will be notified what services they will be receiving based on their local share.

Hugh Mose explained that these are proposed changes and that staff will come back to the Board in May with final recommendations for consideration.

D. APTS and Security System Update

Tim Geibel reported to the Board that several milestones have occurred. First, on 4/1/05 we executed an agreement with Avail Technologies and we've held several kick-off meetings with staff for information gathering. Mr. Geibel stated that once the information is compiled and a technology plan created, it will be presented to the Board.

Mr. Geibel also reported on the Facility Security System and said that there is no contractual agreement signed yet but this should take place shortly. He stated that there will be 20+ cameras and motion detectors and Vigilant should be on-site within the next two weeks to begin installation. Mr. Geibel said that the system should take 6-8 weeks to fully install.

E. Budget Update

Hugh Mose and Judi Minor reported that the COG Finance Committee made three recommendations as they forwarded the budget to the COG General Forum to be next considered by individual municipalities. The recommendations are: (1) make a request to the County Commissioners for funds to subsidize the X route service; (2) reconsider the use of state and federal funding to run the LINK on campus; and (3) to look into the cost of the "nonproductive" miles on the H Route.

Mr. Mose noted that the relationships between municipalities seem to be more of a topic this year than the funding issues at hand. Mr. Mose thanked Judi Minor, Terri Quici, Eric Bernier and others who contributed to the budget process for a job well-done and Chairman Spychalski echoed the same, stating it is a well-presented document.

IV. NEW BUSINESS

- A. *Resolution Authorizing the Filing of FY 2005/2006 State Operating Assistance Grant*
Chairman Spychalski entertained a motion to adopt the resolution authorizing the filing and execution of the FY 2005/2006 State Operating Assistance grant application. Richard Kipp moved to adopt the resolution. Gary Powers seconded. The motion carried unanimously.
- B. *FY 2005/2006 Shared Ride Grant Application*
Chairman Spychalski entertained a motion to authorize the filing of execution of the FY 2005/2006 Shared Ride Grant application.

Judi Minor explained that the Shared Ride program benefits senior citizens and is highly subsidized by the PA Lottery. She also stated that the service is provided through the Centre Ride program under the subcontract with Handy Delivery, Inc.

With no further discussion, Joe Davidson moved to authorize the filing. Gary Powers seconded. The motion carried unanimously.

- C. *FY 2005/2006 Marketing Plan*
Jackie Sheader reviewed the Marketing Plan, noting three areas of interest: a grand opening downtown for the new office at Schlow Memorial Community Library; Communities in Motion Week in October, and the Wage Works Program (a pre-tax benefit). Chairman Spychalski said that he would like to see a survey conducted, if it is cost effective to do so, of the Ride For Five participants. Chairman Spychalski stated that he is interested in finding out why participants are not renewing in the program (the budget reflects a decrease). Joe Davidson asked how the Smart Commute program was coming along. Ms. Sheader reported that no one had applied for it in two years. She explained that CATA was responsible for the marketing and the banks for getting the information to the prospective buyers. Ms. Sheader didn't feel that the banks and realtors were doing their part; therefore, CATA will have to take a more active role in this program. Joe Davidson asked if Fannie Mae supported any of the costs and Ms. Sheader indicated they reimbursed for marketing materials.
- D. *Centre Ride Contract for FY 2005/2006*
Joe Gilbert explained that the operation of ADA and senior citizen paratransit services is contracted out. Our current contract with Handy Delivery was awarded in 2003 and has an option to renew each year until 2008. Mr. Gilbert noted that the rates will increase only slightly; however, the owners are also asking for consideration for additional rate increases if there is a significant rise in fuel costs.

Joe Davidson moved to authorize the General Manager to extend the current contract with Handy Delivery for the FY 2005/2006 with new rates of \$8.95 per ambulatory and \$13.70 per non-ambulatory passenger. Gary Powers seconded. The motion carried unanimously.

V. OTHER BUSINESS

- A. *General Manager's Report*
Mr. Mose asked Terri Quici to provide a report on the recent RideShare promotions. Ms. Quici stated that in the month of May there will be paid newspaper advertising, radio interviews, letters sent to businesses and municipalities, electronic signs and billboard advertising. Ms. Quici also noted the receipt of 27 applications after the PSU Newswire ran an article a few weeks ago.

Mr. Mose next reported on the Reauthorization Bill, which is being considered by the Senate for which they may take action the week of May 9th. Mr. Mose noted that the annual Employee Breakfast is 5/11, the annual Open House is 5/12, and the CNG Celebration event is 5/13. Mr.

Mose stated that the interviews have concluded for Operations Supervisor. Mr. Gilbert said there was to be an offer made today. Mr. Gilbert also reported that Pete Gettig is doing well after extensive surgery.

B. *Service Development Report*

Eric Bernier provided the Board with a written report in the Board packet. Of note, Mr. Bernier stated that the Interior Bus Advertising RFP is due Friday, 4/29/05. He also stated that the proposed Service Standards Performance Review will be advertised as a Public Hearing to receive public input at the May meeting.

VI. ADJOURNMENT

With no further business to discuss, Chairman Spsychalski adjourned the meeting at 5:40 PM.

VII. EXECUTIVE SESSION

The Board recessed to Executive Session to discuss personnel matters.