

**Stark Area Regional Transit Authority
Board Of Trustees Meeting
April 25, 2007 @ 6:00PM
Gateway Board Room**

Call To Order

Mr. DeGraff called the meeting to order @ 6:00PM.

Attendance (Quorum was present)

Charles DeGraff (President), Nancy Johnson (Vice-President), Jerry Bixler, Randy Bond, Amanda Fletcher, Phyllis Beyers, Chet Warren

Excused

William Rudner, Fred Moore

Staff

Charles Odingbe (Executive Director/CEO), Linda Stutler (Customer Service Supervisor), Kelly Huston (Procurement/Budget Administrator), Mark Finnicum (Director, Maintenance), Kelly Zachary (HR & Safety Manager), Jerry Shilling (Director, Transportation), Carole Kuczynski (Director, Finance & Administration), Donna Davis (Transit Supervisor), Tammy Marie Chavers (Executive Director)

Legal Counsel

Gust Callas (Black McCuskey)

Other

Karl Lucas (SCATS), Robert Wang (Canton Repository), Lindsay Menapace (WHBC)

<p>***Executive Session*** Discussion of Pending Litigation & Negotiations Mr. Bond motioned for the Executive Session. Mr. Bixler seconded the motion. Roll Call was taken. Began at 6:05PM.</p>

The meeting was reconvened at 6:27PM.

Approval/Correction of Minutes (March 21, 2007)

Mr. Bond moved for the approval of the minutes. Mr. Warren seconded the motion; motion passed unanimously.

Departmental Reports

- **Transportation** – Jerry Shilling (As submitted)
Ms. Beyers inquired if SARTA has or would reach out to the Spanish community. She added that we have a large Spanish community and that we should reach out to them by providing materials/services such as: schedules, brochures, rides to and from work, etc. Mr. Odingbe

responded that SARTA would explore avenues to reach out to the Spanish community. Discussion followed.

- **Maintenance** – Mark Finnicum (As submitted)
- **Finance** – Carole Kuczynski (As submitted)
Ms. Kuczynski informed the Board that the Auditor was coming in next week to finish the audit. They are preparing for the exit interview. Mr. DeGraff asked if it would be easy to list the Vendor Check Register by vendor names instead of the check number. He indicated that it is difficult to read the register. Mr. Odingbe stated that he does not encourage the reproduction of financial records. He promised that the finance department would present different formats that would not require manually reproducing this information to present to the Board at our next meeting.
- **HR & Safety** – Kelly Zachary (As submitted)
- **Planning & Community Outreach** – Charles Odingbe (As submitted)

Communication from the Executive Director/CEO...

Ridership

Mr. Odingbe stated that ridership numbers are increasing month to month but is still down in comparison to last year. Some of the ridership increases could be attributable to the new fare boxes and bus operators not counting their passengers accurately. Also, the rising and falling of gas prices could be another factor to consider. Mr. Odingbe further outlined some of his efforts to encourage increased ridership.

- Conduct an aggressive campaign urging our drivers to count their passengers to record accurate numbers. It may involve re-training some bus drivers on the new fare boxes.
- New advertisement. Mr. Odingbe stated that he would provide the board with a formal request with an outline of new advertisement including impact on budget and revenue for the year.
- Review the current Special Event Transportation to see if it is contributing to the decrease in ridership.

Alliance Project

Construction has begun for the Alliance Transit Project. Clearing at the site has taken place along with the delivery of the construction trailer. Ms. Beyers requested a groundbreaking ceremony. Mr. Odingbe agreed. SARTA's current time line for project completion is within the next six months.

Wal-Mart Pull Out

SARTA sent a letter to Wal-Mart regarding the Harmont Pull-Out project. In the letter we indicated to Wal-Mart that we would commence construction on the sidewalk portion of the project beginning June 4, 2007. We advised a Wal-Mart representative to respond to us in writing if they have any objections to this new timeline. Copies of the letter were sent to Mr. Joe Concatto, Canton City Safety Director and Dave Daugherty, the Councilman for the ward on this correspondence.

Trapeze

The Trapeze project continues to progress. There are still some challenges but Trapeze expects to complete by August 2007. Mr. Odingbe also informed the Board that some of our staff would be attending the Trapeze Users Conference in Arizona.

Transit Corridor

Mr. Odingbe stated that he attended APTA's legislative conference in Washington, DC and submitted a grant application for a transit corridor project in the amount of \$3.5 million. He further informed the Board of his wish to secure the services of a lobbyist to assist with pushing this grant through the legislative process. SARTA is considering retaining the same lobbyist currently used by Akron Metro for this process. Furthermore, he informed the Board that the agency is preparing a \$9.7 million grant for Transit Oriented Developments (TOD) as part of the Mahoning Road Economic Development Project. This application will not be ready until spring of 2008. If successful, there will be no local match requirement for SARTA. The City of Canton who is partnering with SARTA on this project will pick up all of the local match requirements for this project.

10th Anniversary

Mr. Odingbe reported that the 10th Anniversary event was a success. He encouraged the Board to participate in other planned activities for the year. Plans are posted on the SARTA website.

Update

Mr. Odingbe updated the Board on Clarence Snyder's current health state. He has sustained long-term injuries stemming from a car accident in November 2006.

Annual Report

Mr. Odingbe asked each Board member to select from a list of categories used by APTA to evaluate SARTA for the Outstanding Transit of the year award deliberations and provide us with information regarding why they felt that category was the reason we were selected for this award. Staff will then build a collage around the statement issued by each Board member.

Presentation Of The Proposed Corridor Project

A Resolution To Authorize The Executive Director/CEO To Amend And Increase The current Contract With Gillig Corporation For The Purchase Of Heavy Duty 30 And 40 Foot Low Floor Transit Vehicles In The Amount Of Twenty-Three Thousand Two Hundred Seventy-Three Dollars (\$23,273) Per Vehicle For A New Per Bus Cost Of Three Hundred Twenty-Three Thousand One Hundred Eleven Dollars (\$323,111) For The Initial Order Of Four (4) Vehicles

Mr. Bond moved for the adoption of this resolution. Mr. Bixler seconded the motion; motion passed unanimously.

A Resolution Authorizing The Executive Director To Purchase Three (3), Seven (7) Passenger Compact Vans Using The State Of Ohio Cooperative-Purchasing Program For A Total Cost Of Fifty-Four Thousand, Two-Hundred Sixty-Three Dollars and Sixty-One Cents (\$54,263.61)

Mr. Bixler moved for the adoption of this resolution. Ms. Beyers seconded the motion; motion passed unanimously.

Mr. DeGraff thanked Jerry Shilling for his service to SARTA. Mr. Shilling expressed gratitude the board for the opportunity to work for SARTA.

Mr. Bond commended Mr. DeGraff on representing the Board well at the 10th Anniversary Celebration. Mr. Bond also commended Ms. Chavers for doing a wonderful job informing the Board on meetings and events.

Mr. Warren moved for the adjournment of the meeting @ 7:12PM. Ms Fletcher seconded.