

**RED ROSE TRANSIT AUTHORITY
MINUTES**

DATE: April 16, 2014

TIME: 7:00 p.m.

PLACE: RRTA Operations Center
45 Erick Road
Lancaster, PA 17601

PURPOSE: Regular Monthly Public Board Meeting

ATTENDANCE: **Members:** Jeffrey R. Wibberley, Rebecca S. Denlinger, Bonnie Glover, Cynthia M. Lonergan, Cheryl L. Love, Leo S. Lutz, Jeffrey P. Ouellet, June J. Wolf

Solicitor: Brad Zuke, Appel & Yost

Staff: David W. Kilmer, Susan L. Darby, Jeffrey H. Glisson, Semia L. Hackett

Guests: Mark Glatz, Easton Coach

ORDER OF BUSINESS

1. Call to Order

Chairman, Jeffrey Wibberley, called the meeting to order at 7:00 p.m.

2. Approval of the Minutes of the March 19, 2014 Public Meeting

Upon motion by Ms. Wolf, seconded by Ms. Lonergan, the minutes of the March 19, 2014 public meeting were approved as written.

3. Bills and Communications

Mr. Wibberley reported that the Board met in Executive Session prior to the meeting to discuss personnel matters.

4. Reports of Committees

A. Personnel Committee – June J. Wolf, Chairwoman

No report.

- B. Operations Committee – Sandra M. Thompson, Chairwoman

No report.

- C. Finance Committee – Jeffrey P. Ouellet, Chairman

No report.

- D. Marketing Committee – Bonnie Glover, Chairwoman

Ms. Glover stated the Marketing Report is included in the Board packets.

5. Old Business

None

6. New Business

- A. Proposed FY 2015 Operating and Capital Budget

Mr. Kilmer distributed the draft proposed budget. He noted that the proposed budget keeps the level of service and fares at the current levels for fixed route, but a fare increase will be needed for the shared ride service in order to balance the budget.

No action required.

- B. Proposed FY 2015 Program of Projects

Mr. Kilmer distributed the draft of the Program of Projects. A Public Hearing will be held to receive comments on the proposed federal Program of Projects prior to the May Board meeting.

No action required.

- C. Approval of Contract Extension for Easton Coach

Mr. Kilmer requested this be tabled until next month's meeting.

- D. Approval of Contract Extension for Eschbach's Bus Service

Mr. Kilmer reported that Eschbach's will be in the fourth year of a five year contract to provide shared ride service for the southern end of the county. After negotiations with Eschbach's Bus Service, it is recommended that they receive a 2.5% rate increase.

Upon motion by Mr. Ouellet, seconded by Ms. Lonergan, the Board approved the contract extension for Eschbach's Bus Service with a 2.5% rate increase.

E. Proposed Shared Ride Fare Increase

Mr. Kilmer distributed a proposal and reported that based on the final contract numbers for both shared ride carriers, a fare increase for this service will be necessary to balance the budget. A Public Hearing will be scheduled prior to the May Board meeting.

No action required.

F. Renewal and Amendment of Management Agreement

Mr. Kilmer distributed a proposed draft of a Renewal and Amendment of Management Agreement between RRTA and BARTA. The original agreement will terminate on April 30, 2014. This Renewal agreement will be for three months, ending July 31, 2014.

Upon motion by Ms. Glover, seconded by Mr. Ouellet, the Board approved the Renewal and Amendment of Management Agreement.

G. Proposed Service Additions

Mr. Kilmer distributed proposed minor service additions for August 25, 2014. Route 10 – Lititz – change first trip start time from 5:25AM to 5:15 AM, weekdays. Route 16 – Millersville – add trip at 2:35 PM, weekdays to fill gap in service. Also, Millersville – add trip on Sundays at 5:55 PM to make a complete shift. Route 19 – Manheim – add trip at 5:40 AM – 7:00 AM weekdays. Change 6:30 AM trip inbound to operate on Manheim Pike, no Commerce St. deviation weekdays.

No action required.

H. Acceptance of the March 2014 Operating Statement

Mr. Kilmer reported that total ridership increased by 1.2% compared to March 2013. This included a .5% increase in bus rides and a 6.5% increase in shared ride customers. For the year, bus rides have decreased .2% and shared rides have decreased 4.6%, for a .8% decrease in total rides compared to last fiscal years.

Financially, operating revenues of \$782,573 combined with grants of \$573,690 for total revenues of \$1,356,263. This compared with expenses of \$1,364,867, for a net loss of \$8,604 attributed to the shared ride service due to the bad winter.

Upon motion by Mr. Ouellet, seconded by Ms. Denlinger, the Board accepted the March 2014 Operating Statement, subject to audit.

I. RRTA/BARTA Joint Committee

Mr. Wibberley reported that as a result of the combined RRTA/BARTA Board Retreat, both Boards are to appoint two Board members to form a committee to further discuss consolidation of the two transit authorities. Mr. Wibberley appointed Mr. Ouellet and himself, plus Ms. Wolf, as an alternate, in case someone cannot make a meeting.

7. Public Comment

None

8. Adjournment

With no further business to discuss, the meeting adjourned at 7:27 PM upon motion by Ms. Lonergan.

Respectfully submitted,



June J. Wolf
Secretary