

**RED ROSE TRANSIT AUTHORITY
MINUTES**

DATE: July 18, 2012

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, Jon P. Farrell,
Bonnie Glover, Cynthia M. Lonergan, Sandra M. Thompson, June J. Wolf

Solicitor: Brad Zuke, Appel & Yost

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

Guests: Jane Kochenash – Easton Coach, Bernie Harris – Lancaster
Newspapers

ORDER OF BUSINESS:

1. Call to Order

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

2. Approval of Minutes of the June 20, 2012 Public Meeting

Upon motion by Ms. Glover, seconded by Mr. Lonergan, the minutes of the June 15, 2011 public meeting were approved as written. Ms. Denlinger abstained.

3. Bills and Communications

None

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 – Jon P. Farrell, Chairman

No report.

D. Marketing Committee – Bonnie Glover – Chairwoman

Marketing report is included in packet, which includes a copy of the letter from this years' Dump the Pump winner, David Goodnow.

5. Old Business

None

6. New Business

A. Approval of UPWP Agreement for FY 2013

Mr. Kilmer reported that this agreement is the annual planning grant for federal funds to conduct transit planning with the Lancaster County Planning Commission.

Upon motion by Mr. Farrell, seconded by Ms. Wolf, the Board approved the UPWP Agreement for FY 2013..

B. Adoption of Resolution 8-12, Queen Street Station Fit-Out, General Construction Contract

Mr. Kilmer reported that RRTA received two bids for the general construction portion of this project. The low bidder was Paul Risk Associates, Inc. with a bid of \$249,000. There was also an alternate bid to deduct the glass and aluminum railing system for the stairs from the first floor, at a price of \$50,000. The staff recommends that the alternate be approved, making the total contract to be awarded of \$199,000.00.

Upon motion by Ms. Glover, seconded by Ms. Thompson, the Board adopted Resolution 8-12.

C. Adoption of Resolution 9-12, Queen Street Station Fit-Out, Plumbing/Fire Protection Contract

Mr. Kilmer reported that only one bid was received to perform this work from TMI Commercial, at a bid price of \$63,970.00. This bid is \$3,000 less than the price quote from one of the prior prime contractors on the project to do the same work. The staff recommends approval.

Upon motion by Ms. Wolf, seconded by Ms. Lonergan, the Board adopted Resolution 9-12.

D. Resolution 10-12, Queen Street Station Fit-Out – HVAC Contract

Mr. Kilmer reported that RRTA received two bids to perform this work. The low bidder was Worth & Company, Inc., with a bid of \$343,000.00. The staff recommends approval.

Upon motion by Ms. Thompson, seconded by Ms. Denlinger, the Board adopted Resolution 10-12.

E. Approval of Queen Street Station Phase II Change Orders

Mr. Kilmer reviewed the change orders and recommends approval.

Upon motion by Ms. Lonergan, seconded by Ms. Denlinger, the Board approved the change orders for Queen Street Station Phase II.

F. Acceptance of the June 2012 Operating Statement

Mr. Kilmer reported that ridership decreased by 6,914 passengers, or 3.9% over last June. Fixed route ridership had a 1.0% decrease compared to last year, while shared ride showed a 17.4% decrease, or 5,367 passengers due to summer camps starting later this year. For the fiscal year, overall ridership increased 2.8% or 62,188 passengers. For fixed-route, ridership increased 3.9% or 72,267 riders and shared ride decreased 2.9% or 10,079 riders compared to June 2011, mostly due to reductions in the MATP program.

Financially, operating revenues of \$683,728 combined with operating grants of \$541,641, for total revenues of \$1,225,369. This compares with expenses of \$1,232,759, for a loss of \$7,390 for the month. The loss was in the shared ride service, due to the later start of summer camps and lower ridership on MATP.

For the Fiscal Year, operating revenues of \$9,382,142 combined with grants of \$6,347,988, for total revenues of \$15,730,1264. This compares to expenses of \$15,715,901, for a net gain of \$14,227. The gain is all for the shared ride service, due to the overall stability of fuel for the year.

Upon motion by Ms. Thompson, seconded by Ms. Glover, the Board accepted the June 2012 Operating Statement, subject to audit.

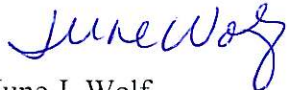
7. Public Comment

None

8. Adjournment

With no further business to discuss, the meeting adjourned at 7:18 p.m. upon motion by Ms. Thompson.

Respectfully submitted,



June J. Wolf,
Secretary