

**RED ROSE TRANSIT AUTHORITY
MINUTES**

DATE: May 15, 2013

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, Sandra M. Thompson, June J. Wolf

Solicitor: Brad Zuke – Appel & Yost

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

Guests: Mark Glatz – Easton Coach, Bernie Harris – Lancaster
Newspapers

ORDER OF BUSINESS

1. Call to Order

Chairman, Jeffrey R. Wibberley, called the meeting to order at 7:05 P.M.

2. Approval of the Minutes of the April 17, 2013 Public Meeting

Upon motion by Ms. Glover, seconded by Ms. Denlinger, the Minutes of the April 17, 2013 public meeting were approved as written.

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 – Jeffrey P. Ouellet, Chairman

No report

- D. Marketing Committee – Bonnie Glover – Chairwoman

Ms. Glover stated the Marketing Report is included in the packet.

5. Old Business

- A. Approval of Operating and Capital Budget for FY 2014

Mr. Kilmer reported that no comments were received regarding the draft budget presented for review at the April meeting. The budget does require a shared ride fare increase in order to balance the budget for that service. No major changes are planned for the fixed route service. The Capital budget was revised to provide more money for bus replacements.

Upon motion by Ms. Glover, seconded by Ms. Lonergan, the Board approved the Operating and Capital Budgets for FY 2014.

- B. Approval of Program of Projects for FY 2014

Mr. Kilmer reported that a Public Hearing was held prior to the meeting. No one attended and no comments were received. The list of projects includes operating assistance, preventive maintenance and bus replacements as the major items.

Upon motion by Ms. Wolf, seconded by Ms. Love, the Board approved the Program of Projects for FY 2014.

- C. Approval of Shared Ride Fare Increase

Mr. Kilmer reported that a Public Hearing was held prior to the meeting. No one attended and no comments were received. It has been two years since shared ride fare were increased, but due to the decrease in riders and increasing operating costs from carriers, the fares are proposed to increase in order to balance the budget. The staff recommends the fare increase as proposed.

Upon motion by Ms. Thompson, seconded by Ms. Wolf, the Board approved shared ride increase, effective July 1, 2013.

6. New Business

- A. Resolution 7-13, Award of Pension Advisory Services

Mr. Kilmer reported that RRTA received seven proposals for advisory investment services for both pensions. Proposals were reviewed by the pension committee, and PFM Group was ranked the highest by the committee. The staff recommends approval.

Upon motion by Ms. Thompson, seconded by Ms. Denlinger, the Board approved PFM Group for Pension Advisory Services.

B. Approval of Resolution 8-13, Award of Fuel Management Software

Mr. Kilmer reported requested this resolution be tabled until June's Board meeting.

Upon motion by Ms. Lonergan, seconded by Ms. Denlinger, the Board approved tabling Resolution 8-13 until June's meeting.

C. Approval of Resolution 9-13, Certifying the Local Match for State Operating Financial Assistance

Mr. Kilmer reported that this resolution certifies that the operating financial assistance of \$5,096,730 is needed in Fiscal Year 2014 to help pay for projected operating expenses and that the required local match funds of \$283,335 will be secured from local contributors no later than the end of Fiscal Year 2014 to match the requested Section 1513 funds.

Upon motion by Ms. Denlinger, seconded by Ms. Glover, the Board approved Resolution 9-13.

D. Acceptance of the April 2013 Operating Statement

Mr. Kilmer reported that total ridership increased for the month by 4.5%. This included a 4.9% increase in fixed route passengers and a 2.0% increase in shared rides. Overall, fixed route ridership has increased 4.1% and shared rides have decreased 1.2%. Overall, ridership on the fixed route service has decreased 2.2% and shared rides have decreased 8.2%. Ridership is down 3.1% compared to last year.

Financially, operating revenues of \$742,304 combined with grants of \$410,071, for total revenues of \$1,152,375. This compares to expenses of \$1,047,952, for a surplus of \$104,423 for the month. The surplus was in the shared ride service.

Upon motion by Ms. Thompson, seconded by Ms. Love, the Board accepted the April 2013 Operating Statement, subject to audit.

7. Public Comment

None

8. Adjournment

With no further business to discuss, the meeting adjourned at 7:25 p.m. upon motion by Ms. Thompson.

Respectfully submitted,

A handwritten signature in blue ink that reads "June J. Wolf". The signature is written in a cursive style with a large, stylized "W" at the end.

June J. Wolf
Secretary