

**RED ROSE TRANSIT AUTHORITY
MINUTES**

DATE: May 18, 2011

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, Cheryl L. Love, Jeffrey P. Ouellet, 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, Marlene Shaffer – Willow Street bus rider

ORDER OF BUSINESS

1. Call to Order

Chairman, Jeffrey R. Wibberley, called the meeting to order at 7:00 P.M.

2. Approval of the Minutes of the April 20, 2011 Public Meeting

Upon motion by Ms. Glover, seconded by Ms. Thompson, the Minutes of the April 20, 2011 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

Ms. Thompson reported that the recommended Route & Schedule changes for August 29, 2011 and fare increase for July 1, 2011 will be presented under Old Business. A Public Hearing was conducted before the Board meeting.

C. Finance Committee - Jon P. Farrell, Chairman

Mr. Farrell reported that a Public Hearing was held prior to the Board meeting concerning the Program of Projects. No one attended the hearing. The FY 2012 Budget is included under Old Business.

D. Marketing Committee – Anne V. Osborn – Chairwoman

Mr. Kilmer reported that the monthly Marketing Report is included in the Board packet, as well as a copy of the proposed Marketing Plan for FY 2011. The proposed Marketing Plan will be discussed under New Business.

5. Old Business

A. Proposed Route & Schedule Changes and Fare Increase

Mr. Kilmer reported that a public hearing was held prior to the Board meeting, with five attendees. It was recommended that the 8:20 a.m. trip be added back to the Elm/Parkside route; the 8:20 a.m. Willow Street trip be continued; the 5:05 trip on Elizabethtown, and the 8:20 a.m. trip on Manheim be continued. The staff recommends approval with the add backs.

Upon motion by Ms. Thompson, seconded by Mr. Ouellet, the Board approved the proposed route & schedule changes as and recommended, effective August 29, 2011.

Mr. Kilmer noted that there were no comments on the Fixed Route and Shared Ride fare increases. The staff recommends approval.

Upon motion by Ms. Glover, seconded by Ms. Denlinger, the Board approved the fare increases as proposed, effective July 1, 2011.

B. Proposed FY 2012 Budget Approval

Mr. Kilmer reported that the proposed Operating Budget Summary was presented at the April Board meeting for both the fixed route and shared ride services. As noted at the April meeting, the budget does require an increase in fares for fixed route service, due to the higher price of fuel and the state funding crisis. The shared ride budget includes a fare increase due to new contracts for both carriers. The staff recommends adoption of the budget.

Upon motion by Ms. Glover, seconded by Ms. Denlinger, the Board approved the FY 2012 Operating Budget.

C. Proposed Program of Projects

Mr. Kilmer reported that a public hearing was held before the Board meeting on the federal Program of Projects for FY 2012. No one attended the hearing. A revised budget was developed based on the final appropriation number published by the FTA.

Upon motion by Mr. Ouellet, seconded by Mr. Farrell, the Board approved the proposed Program of Projects.

6. New Business

A. Approval of Change Order – Queen Street Station II

Mr. Kilmer reviewed the change order submitted by Reynolds Construction Management for Queen Street Station II. The staff recommends approval.

Upon motion by Mr. Farrell, seconded by Mr. Ouellet, the Board approved the change order for Reynolds Construction Management.

B. Acceptance of the April 2011 Operating Statement

Mr. Kilmer reported that total ridership increased for the month by 2.3%. This included a 3.2% increase in fixed route passengers and a 2.6% decrease in shared rides. Overall, fixed route ridership has increased 2.5% and shared rides have increased 4.1%. Overall ridership is up 2.7% compared to last year which was a 11% decrease from the previous year.

Financially, operating revenues of \$728,133 combined with grants of \$628,632, for total revenues of \$1,356,765. This compares to expenses of \$1,342,938, for a surplus of \$13,827 for the month. The surplus was in the shared ride service.

Upon motion by Ms. Thompson, seconded by Ms. Wolf, the Board accepted the April 2011 Operating Statement, subject to audit.

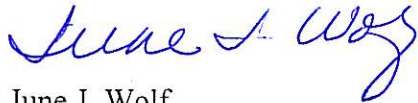
7. Public Comment

None

8. Adjournment

With no further business to discuss, the meeting adjourned at 7:35 p.m.
upon motion by Ms. Thompson.

Respectfully submitted,



June J. Wolf
Secretary