

**RED ROSE TRANSIT AUTHORITY  
MINUTES**

DATE: October 16, 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, 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, Michael Townes, Greg Saur, Corinne Donahue, Brian Funkhouser & Cadell Hall – CDM Smith

ORDER OF BUSINESS

1. Call to Order

Chairman, Jeffrey Wibberley, called the meeting to order at 7:02 p.m.

2. Approval of the Minutes of the August 21, 2013 Public Meeting

Upon motion by Ms. Glover, seconded by Ms. Wolf, the minutes of the August 21, 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

None

6. New Business

Chairman, Jeffrey R. Wibberley, announced that an executive session was held immediately prior to the public meeting for the purpose of discussing a personnel matter.

A. TDP Update – CDM Smith

Michael Townes, CDW Smith, gave a presentation of the work plan for the TDP Update. No action was required.

B. Award of Bids for Disposal of Vans and Bus

Mr. Kilmer reported that the staff recommends award of bids for disposal of vans and bus as listed on the bid tabulation for each vehicle.

Upon motion by Ms. Lonergan, seconded by Ms. Glover, the Board awarded the bids as listed.

C. Approval to Assign Obsolete Vans to BARTA

Mr. Kilmer reported that BARTA approached RRTA about the temporary use of four vans that were slated for disposal to assist their shared ride contractor, which is Easton Coach, which is short on vehicles. RRTA would be loaning the vehicles to BARTA and when they are finished with the vehicles, RRTA would receive any funds from the disposal.

Upon motion by Ms. Thompson, seconded by Ms. Love, the Board approved to assign obsolete vans to BARTA.

D. Approval of Toys for Tots Participation

Mr. Kilmer reported that the staff recommends that we again participate in the effort to collect toys for needy children as part of the Marine Corps Toys for

Tots program. New toys will be collected at the Queen Street Station and at the main Operations Center with participants receiving a free All Day Pass.

Upon motion by Ms. Glover, seconded by Mr. Ouellet, the Board approved RRTA's participation in the 2013 Toys for Tots effort.

E. Acceptance of the August and September 2013 Operating Statements

For August, RRTA recorded a decrease in passengers for the month of 2.9%. This included a .6% decrease in fixed route and a 15.3% decrease in shared ride service.

Financially for August, operating revenue of \$961,091 combined with operating grants of \$376,091 for total revenue of \$1,337,182. This compared against expenses of \$1,389,087 for a net loss of \$51,905. The net loss is in the shared ride service due to higher fuel prices and lower ridership for the month.

For September, RRTA recorded an increase in passengers for the month of 3.8%. This included a 4.4% decrease in fixed route and a 0% increase/decrease in shared ride service.

Financially for September, operating revenue of \$728,915 combined with operating grants of \$556,011 for total revenue of \$1,284,926. This compared against expenses of \$1,298,405 for a net loss of \$13,479. The net loss is in the shared ride service due to higher fuel prices and lower ridership for the month.

Upon motion by Mr. Ouellet, seconded by Ms. Love, the Board accepted the August and September 2013 Operating Statements, subject to audit.

7. Public Comment

None

8. Adjournment

With no further business to discuss, the meeting adjourned at 7:45 p.m. upon motion by Ms. Thompson.

Respectfully submitted,

June J. Wolf  
Secretary