

REDDING AREA BUS AUTHORITY
 Special Meeting
 City Council Chambers
 777 Cypress Avenue
 Redding CA 96001
 December 9, 2005 11:00 a.m.

The meeting was called to order at 11:00 a.m. by Chair Murray with the following Board Members present: Comnick, Dickerson, Goekler, Kehoe, Mathena, Pohlmeier, and Stegall.

Also present were City Manager Warren, Assistant City Manager Starman, Deputy City Manager Bachman, City Attorney Duvernay, Assistant City Clerk Sherman and Executive Assistant Stockwell.

REORGANIZATION OF THE BOARD OF DIRECTORS OF THE REDDING AREA BUS AUTHORITY (RABA)

(R-010)

It is recommended that the Redding Area Bus Authority (RABA) Board reorganize by selecting a new Chair and Vice Chair in accordance with RABA policy No. 121.

MOTION: Made by Board Member Stegall, seconded by Board Member Mathena, appointing Board Member Dickerson as Chair and Board Member Comnick as Vice Chair of the Redding Area Bus Authority. The Vote: Unanimous Ayes

CONSENT CALENDAR

The following matters were considered inclusively under the Consent Calendar:

Approval of Minutes - Special Meeting of August 1, 2005

Approval of Cash Report, Accounts Payable Register and Staff Authorized Expenditures for July 2005

(R-010-250-025 & R-010-250-350)

It is recommended that the July 2005 Cash Report, including RABA investments totaling \$147,265.29, and Accounts Payable Register No. 1, check numbers 111023 through 111041 inclusive, in the amount of \$412,298.01 be approved.

Approval of Cash Report, Accounts Payable Register and Staff Authorized Expenditures for August 2005

(R-010-250-025 & R-010-250-350)

It is recommended that the August 2005 Cash Report, including RABA investments totaling \$454,077.22, and Accounts Payable Register No. 2, check numbers 111042 through 111069 inclusive, in the amount of \$471,920.12 be approved.

Approval of Cash Report, Accounts Payable Register and Staff Authorized Expenditures for September 2005

(R-010-250-025 & R-010-250-350)

It is recommended that the September 2005 Cash Report, including RABA investments totaling \$408,920.40, and Accounts Payable Register No. 3, check numbers 111070 through 111089 inclusive, in the amount of \$406,510.38 be approved.

Approval of Cash Report, Accounts Payable Register and Staff Authorized Expenditures for October 2005

(R-010-250-025 & R-010-250-350)

It is recommended that the October 2005 Cash Report, including RABA investments totaling \$459,390.17, and Accounts Payable Register No. 4, check numbers 111090 through 111123 inclusive, in the amount of \$357,963.61 be approved.

System Report for June 2005

(R-010-800)

It is recommended that the System Report for June 2005 be accepted. Fixed Route ridership totaled 55,563, producing a Farebox to Operating Cost Ratio of 15.3%. Demand response ridership totaled 5,686, with a paid ridership of 5,245 producing a Farebox to Operating Cost Ratio of 8.2%. Express Route ridership was as follows: Burney Express Contract - 482 riders producing a Farebox to Operating Cost Ratio of 18.4%. System Farebox revenues amounted to \$42,967.87 and contractor

operating expenses were \$329,692.98, producing a Combined Farebox to Operation Cost Ratio of 13.0%.

System Report for July 2005

(R-010-800)

It is recommended that the System Report for July 2005 be accepted. Fixed Route ridership totaled 56,851, producing a Farebox to Operating Cost Ratio of 15.6%. Demand response ridership totaled 5,696, with a paid ridership of 5,114 producing a Farebox to Operating Cost Ratio of 6.4%. Express Route ridership was as follows: Burney Express Contract - 289 riders producing a Farebox to Operating Cost Ratio of 10.0%. System Farebox revenues amounted to \$41,823.89 and contractor operating expenses were \$328,639.20, producing a Combined Farebox to Operation Cost Ratio of 12.7%.

System Report for August 2005

(R-010-800)

It is recommended that the System Report for August 2005 be accepted. Fixed Route ridership totaled 63,101, producing a Farebox to Operating Cost Ratio of 15.4%. Demand response ridership totaled 6,398, with a paid ridership of 5,802 producing a Farebox to Operating Cost Ratio of 8.9%. Express Route ridership was as follows: Burney Express Contract - 373 riders producing a Farebox to Operating Cost Ratio of 11.9%. System Farebox revenues amounted to \$48,112.23 and contractor operating expenses were \$361,748.54, producing a Combined Farebox to Operation Cost Ratio of 13.3%.

System Report for September 2005

(R-010-800)

It is recommended that the System Report for September 2005 be accepted. Fixed Route ridership totaled 62,524, producing a Farebox to Operating Cost Ratio of 17.2%. Demand response ridership totaled 6,229, with a paid ridership of 5,701 producing a Farebox to Operating Cost Ratio of 9.4%. Express Route ridership was as follows: Burney Express Contract - 354 riders producing a Farebox to Operating Cost Ratio of 11.2%. System Farebox revenues amounted to \$49,369.55 and contractor operating expenses were \$336,168.18, producing a Combined Farebox to Operation Cost Ratio of 14.7%.

System Report for October 2005

(R-010-800)

It is recommended that the System Report for October 2005 be accepted. Fixed Route ridership totaled 56,008, producing a Farebox to Operating Cost Ratio of 19.2%. Demand response ridership totaled 6,015, with a paid ridership of 5,372 producing a Farebox to Operating Cost Ratio of 12.9%. Express Route ridership was as follows: Burney Express Contract - 337 riders producing a Farebox to Operating Cost Ratio of 11.5%. System Farebox revenues amounted to \$57,310.08 and contractor operating expenses were \$333,453.11, producing a Combined Farebox to Operation Cost Ratio of 17.2%.

Authorization to Proceed with Acquisition and/or Design/Construction of Capital Outlay Items

(R-010-900)

It is recommended that the Board authorize staff to proceed with the acquisition and/or design/construction of capital outlay items listed in the 2005-06 Budget and the Federal Transit Administration (FTA) grant approved in July 2005 for FY 2004-05.

The Report to the Board of Directors dated October 4, 2005, incorporated herein by reference, stated that activity on completing the current budget and approved grant items was suspended pending the review of RABA's farebox ratio and the discussions with the Shasta County Regional Transportation Planning Agency's (RTPA) Board of Directors. The result looks to continuing the transit operations in the current configuration.

Approve Fuel and Lubricant Costs Report through October 2005

(R-010)

It is recommended that the Fuel and Lubricant Costs Report through October 2005 be accepted as an informational item stating the budgeted amount for fuel could be expended by March 2006 and adjustments are being made within operational line items to minimize overall budget impacts. Staff will provide an update on the fuel and lubricant costs at the mid-year budget review in January 2006.

Resolution - Approving amendment to RABA Policy No. 121, Quorum Requirements, Voting Requirements and Annual Reorganization of the Board of Directors (R-010-625)

It is recommended that the Board adopt Resolution No. RABA-155, a resolution of the Board of Directors of the Redding Area Bus Authority amending Policy No. 121, Quorum Requirements, Voting Requirements, and Annual Reorganization of the Board of Directors, to allow RABA to hold its annual reorganization of the Board meeting in December or, if cancelled due to the lack of a quorum or for any other reason, the Board of Directors will reorganize at a meeting at such other date and time as the Board may desire.

MOTION: Made by Board Member Stegall, seconded by Board Member Cornick, that all the foregoing items on the Consent Calendar be approved and adopted as recommended.

The Vote: Unanimous Ayes

Resolution No. RABA-155 is on file in the Office of the City Clerk.

RESOLUTION - accepting and appropriating funding for the Short- and Long-Range Public Transit Plan; and

Issue Request for Proposal for a Short- and Long-Range Master Plan Update (R-010-090 & R-010-350)

Deputy City Manager Bachman reviewed the Report to the Board of Directors dated October 3, 2005, incorporated herein by reference, regarding the Shasta County Regional Transportation Planning Agency (RTPA) authorizing \$50,000 to be applied towards a Short- and Long-Range Master Transit Plan update for RABA’s transit system. Mr. Bachman said that some important elements of the plan were to develop a Marketing Strategy and have a constrained version of the One-to-Ten-Year Service and Operating Plan and the Ten-Year Capital Plan.

He recommended that the Board adopt the budget resolution amending the 2005-06 RABA budget for a Short- and Long-Range Master Transit Plan update and authorize staff to issue a Request for Proposal (RFP) for the Transit Plan.

In response to Board Member Pohlmeier’s suggestion, Deputy City Manager Bachman said that he will incorporate into the RFP a component to ascertain consultant’s credentials, success rate and experience with like projects.

MOTION: Made by Board Member Goekler, seconded by Board Member Kehoe, adopting Resolution No. RABA-156, a Resolution of the Redding Area Bus Authority approving and adopting the 1st Amendment to the 2005-06 Redding Area Bus Authority Budget (1) appropriating \$50,000 to update the Short- and Long-Range Master Transit Plan and (2) accept \$50,000 in revenue; and authorizing staff to issue a Request for Proposal (RFP) for the Transit Plan.

The Vote: Unanimous Ayes

Resolution No. RABA-156 is on file in the Office of the City Clerk.

ADJOURNMENT

There being no further business at the hour of 11:10 a.m., Chair Dickerson declared the meeting adjourned.

APPROVED:

Chair Dickerson

ATTEST:

Secretary to the Redding Area Bus Authority
and City Clerk