

REDDING AREA BUS AUTHORITY
 Regular Meeting
 City Council Chambers
 777 Cypress Avenue
 Redding CA 96001
 December 18, 2006 5:15 p.m.

The meeting was called to order at 5:15 p.m. by Chair Dickerson with the following Board Members present: Bosetti, Jones, Connick, Goekler, Kehoe, Murray, and Stegall.

Also present were City Manager Starman, Assistant City Manager Bachman, City Attorney Duvernay, Transportation and Engineering Director Tippin, 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 Kehoe, seconded by Board Member Stegall, appointing Board Member Connick as Chair and Board Member Stegall 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 - Regular Meeting of October 16, 2006

Approval of Cash Report, Accounts Payable Register and Staff Authorized Expenditures for October 2006

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

It is recommended that the October 2006 Cash Report, including RABA investments totaling \$1,635,788.42, and Accounts Payable Register No. 4, check numbers 111364 through 111386 inclusive, in the amount of \$346,505.43 be approved.

Approval of Cash Report, Accounts Payable Register and Staff Authorized Expenditures for November 2006

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

It is recommended that the November 2006 Cash Report, including RABA investments totaling \$1,672,729.93, and Accounts Payable Register No. 5, check numbers 111387 through 111401 inclusive, in the amount of \$413,488.08 be approved.

First Quarter Financial Performance Indicators

(R-010-090)

It is recommended that the First Quarter Financial Performance Indicators for the first quarter of the fiscal year 2006-2007 be accepted. The total farebox ratio was 16.42%, an improvement over 2005-06 farebox ratio of 14.51%, but less than the required 19% by Regional Transportation Planning Agency (RTPA) for fiscal year 2006-07.

System Report for September 2006

(R-010-800)

It is recommended that the System Report for September 2006 be accepted. Fixed Route ridership totaled 56,291, showing a decrease in fixed ridership of 5% over last month and a 10% decrease over last year. Demand response ridership totaled 5,888, with a paid ridership of 5,349, showing a 9% decrease over August 2006 and 5% over last year. Express Route ridership was as follows: Burney Express Contract - 548 riders.

System Report for October 2006

(R-010-800)

It is recommended that the System Report for October 2006 be accepted. Fixed Route ridership totaled 58,022, showing an increase in fixed ridership of 3% over last month and a 16 rider increase over last year. Demand response ridership totaled 6,573, with a paid ridership of 6,168, showing

a 12% increase over September 2006 and 9% over last year. Express Route ridership was as follows:
Burney Express Contract - 512 riders.

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

RESOLUTION - Amending Purchasing Policy No. 114
(R-010-625)

Transportation and Engineering Director Tippin recalled that on June 6, 2006, the Federal Transit Administration (FTA) conducted its triennial review of RABA, relating that the review is required by Federal regulations and not an audit. He continued that the review is an assessment of grantee management practices and program implementation to evaluate compliance with Federal requirements and is important in establishing eligibility for Federal funds.

Mr. Tippin indicated that of the 23 areas reviewed, RABA was in compliance with 17 and has taken corrective action on three of the items, leaving areas of Procurement, Suspension/Debarment, and Lobbying to be corrected. These three areas have been combined into one action relative to RABA's Purchasing Policy.

Mr. Tippin said that the existing Purchasing Policy is being amended to include the policies and procedures required by the FTA regarding Procurement, Suspension/Debarment, and Lobbying area, being mindful that the document be consistent with the purchasing procedures utilized by the City of Redding. He advised that the draft Procurement Policy has been circulated for public comment, as prescribed by Federal regulations with no comments, to date, from outside sources.

He recommended that the Board adopt the resolution amending Purchasing Policy No. 114, to include additional requirements related to Procurement which will bring RABA into compliance with Federal requirements for utilization of Federal funds.

MOTION: Made by Board Member Murray, seconded by Board Member Jones adopting Resolution No. RABA-158, a Resolution of the Redding Area Bus Authority approving and amending RABA's Policy No. 114, entitled Purchasing Policy, to include additional requirements related to Procurement.

The Vote: Unanimous Ayes

Resolution No. RABA-158 is on file in the Office of the City Clerk.

ADJOURNMENT

There being no further business at the hour of 5:30 p.m., Chair Connick declared the meeting adjourned.

APPROVED:

Chair Connick

ATTEST:

Toni Sherman, Assistant City Clerk