

RTA BOARD BUDGET AND FINANCE COMMITTEE  
January 5, 2005

1. CALL TO ORDER:

Committee Chairman Comerchero called the meeting to order at 2:00 p.m., on Wednesday, January 5, 2005, in the RTA Conference Room with the following in attendance:

Board Committee Members:

Mayor Jeff Comerchero, Committee Chairman  
Councilmember Jon Winningham, Board Member  
Councilmember Roger Meadows, Board Member  
Patty Goodwin, Board Alternate

RTA Staff:

Larry Rubio, Chief Executive Officer  
Grant Bradshaw, Chief Operating Officer  
Chris Gallanes, Chief Financial Officer  
Vince Rouzaud, Director of Purchasing and Materials Management  
Scott Richardson, Director of Marketing  
Rick Kaczerowski, Director of Information Technologies  
Maricela Hernandez, Executive Assistant/Clerk of The Board

2. SELF-INTRODUCTIONS:

None.

3. PUBLIC COMMENTS - NON-AGENDA ITEMS:

None.

4. APPROVAL OF MINUTES – DECEMBER 1, 2004, COMMITTEE MEETING:

The Committee continued the approval of the December 1, 2004, Committee meeting minutes to February due to no quorum present to approve.

With the change of Committee members, Committee Chairman Comerchero directed Mr. Rubio to contact Agency General Counsel Smart to inquiry if it would be acceptable for the new members to listen to the audiotape of the December 1<sup>st</sup> meeting so they can approve the minutes.

5. FISCAL YEAR 2005 FAREBOX RECOVERY RATIO STATUS:

Mr. Gallanes, Chief Financial Officer, presented an update on the Fiscal Year 2005 Farebox Recovery Ratio Status.

Director Winningham arrived at the meeting during discussion of item 5.  
Alternate Goodwin left the meeting during discussion of item 5.

6. CASH FLOW PROJECTIONS:

Mr. Gallanes, Chief Financial Officer, presented the Cash Flow Projections Report.

Alternate Goodwin returned to the meeting during discussion of item 6.

7. REQUEST FOR FISCAL YEAR 2005 BUDGET AND SHORT RANGE TRANSIT PLAN (SRTP) AMENDMENT TO DRAW DOWN ALLOCATED BUT UNCLAIMED LOCAL TRANSPORTATION FUND (LTF) RESERVES TO FUND POTENTIAL FISCAL YEAR 2005 OPERATING REVENUE SHORTFALL:

M/S/C (WINNINGHAM/MEADOWS) approving and recommending this item to the full Board of Directors for their consideration as follows:

- Approve request to draw down \$5,830,000 of allocated but unclaimed LTF reserves to fund potential fiscal year 2005 operating revenue shortfall, contingent upon approval by the RCTC Board of Commissioners.
- Approve fiscal year 2005 budget and SRTP amendments to reflect this action.
- Discontinue pursuing this action if the fiscal year 2005 Federal grant request is approved prior to the need to draw down the LTF reserves.
- Submit to Riverside County Transportation Commission for approval.

The motion carried unanimously.

8. RIVERSIDE TRANSIT AGENCY (RTA) INVESTMENT POLICY UPDATE:

M/S/C (WINNINGHAM/MEADOWS) approving and recommending this item to the full Board of Directors for their consideration as follows:

- Approve the Agency Investment Policy.

The motion carried unanimously.

9. AUTHORIZATION TO AWARD A CONTRACT TO CREATIVE BUS SALES, INC., FOR EIGHT (8) REPLACEMENT PARATRANSIT VEHICLES

M/S/C (MEADOWS /WINNINGHAM) approving and recommending this item to the full Board of Directors for their consideration as follows:

- Authorize staff to award a contract to Creative Bus Sales, Inc., for a quantity of eight (8), 12-passenger, ADA compliant, paratransit vehicles in an amount that shall not exceed \$408,966.16.

The motion carried unanimously.

10. AUTHORIZATION TO AWARD A CONTRACT TO MERCURY TECHNOLOGY GROUP FOR THE UPGRADE OF THE AGENCY'S SOFTWARE SYSTEM FROM ORACLE 11.0.3 TO ORACLE 11I (VERSION 11.5.9)

M/S/C (WINNINGHAM/MEADOWS) approving and recommending this item to the full Board of Directors for their consideration as follows:

- Authorize staff to enter into an agreement with Mercury Technology Group to upgrade the Agency's Oracle Information Management System from release 11.0.3 to release 11i and implement the Grants and Projects Management module at a cost not-to-exceed \$593,680 plus \$7,846 to be used as a contingency.

The motion carried unanimously.

11. AUTHORIZATION TO AWARD A CONTRACT TO WEAVER ELECTRIC FOR THE CONSTRUCTION OF A NEW COMPRESSED NATURAL GAS (CNG) FUELING FACILITY IN RIVERSIDE; AUTHORIZATION TO CONTRACT WITH THE SOUTHERN CALIFORNIA GAS COMPANY FOR THE NATURAL GAS CONNECTION; APPROVE A BUDGET AND SHORT RANGE TRANSIT PLAN (SRTP) AMENDMENT FOR ADDITIONAL PROJECT FUNDING; AUTHORIZE A POTENTIAL DRAW DOWN OF ALLOCATED BUT UNCLAIMED LOCAL TRANSPORTATION FUND (LTF) RESERVES

M/S/C (GOODWIN/WINNINGHAM) approving and recommending this item to the full Board of Directors for their consideration as follows:

- Authorize staff to award a contract to Weaver Electric for the construction of a CNG fueling station in an amount that will not exceed \$1,589,669.
- Authorize staff to award a contract to the Southern California Gas Company in the amount of \$118,959 for the installation of approximately 610 feet of four-inch gas line from Third Street to the new CNG facility site.
- Authorize a potential \$97,136 draw down of Allocated/Unclaimed LTF reserves held on account at RCTC to cover a possible federal funding shortfall.
- Authorize budget and SRTP amendments to reflect these actions.

The motion carried unanimously.

12. BOARD MEMBER COMMENTS AND REMARKS:

None.

13. OTHER BUSINESS:

None.

14. ADJOURNMENT:

The meeting was adjourned at 2:48 p.m.

Prepared by RTA staff on January 19, 2005.

RTA BOARD BUDGET AND FINANCE COMMITTEE  
January 24, 2005

1. CALL TO ORDER:

Chairman Ayres called the meeting to order at 12:02 p.m., on January 24, 2005, in the RTA Conference Room with the following in attendance:

Board Committee Members:

Councilmember Jim Ayres, Chairman of the Board  
Mayor Roger Meadows, Board Member  
Rick Hoffman, Board Alternate

RTA Staff:

Larry Rubio, Chief Executive Officer  
Grant Bradshaw, Chief Operating Officer  
Chris Gallanes, Chief Financial Officer  
Vince Rouzaud, Director of Purchasing and Materials Management  
Scott Richardson, Director of Marketing  
Anne Palatino, Director of Planning  
Rick Kaczerowski, Director of Information Technologies  
Maricela Hernandez, Executive Assistant/Clerk of The Board

Other Attendees:

Cyndy Pollan, Booz Allen Hamilton  
Mark Chang, Booz Allen Hamilton

2. SELF-INTRODUCTIONS:

Self-introductions of those in attendance took place.

3. PUBLIC COMMENTS - NON-AGENDA ITEMS:

None.

4. APPROVAL OF MINUTES – JANUARY 5, 2005, COMMITTEE MEETING:

The Committee members continued the approval of the January 5, 2005, meeting minutes to February due to no quorum present to approve.

5. UPDATE ON PROPOSED FARE STRUCTURE MODIFICATION:

Mr. Gallanes, Chief Financial Officer, introduced Cyndi Pollan and Mark Chang from Booz Allen Hamilton to present an additional analysis performed to determine the financial impact on ridership, fare revenue, and farebox recovery as requested by the Board of Directors at their meeting of December 16, 2004.

Cyndy Pollan presented the findings of the analysis and provided additional data to give the Committee members a better understanding of the implications involved with the proposed fare structure modification.

The Committee members unanimously agreed to forward this item to the full Board of Directors with the following recommendations:

- Adopt the proposed fare structure modification and authorize an

- implementation date of March 1, 2005, as presented to the Board of Directors on December 16, 2004.
- Booz Allen Hamilton consultants to perform an analysis of potential Dial-A-Ride trip savings for passengers traveling to/from the same destination.

6. BOARD MEMBER COMMENTS AND REMARKS:

None.

7. OTHER BUSINESS:

Discussion took place regarding the postponement of the Committee meeting scheduled for March 2<sup>nd</sup> due to the Legislative Conference in Washington, DC. Mr. Rubio stated that the Committee members would be polled for other available dates.

8. ADJOURNMENT:

The meeting was adjourned at 1:00 p.m.

Prepared by RTA staff on January 25, 2005.