

RIVERSIDE TRANSIT AGENCY
Minutes of Meeting No. 2005-2A
Regular Meeting
February 24, 2005

1. CALL TO ORDER

Chairman Ayres called the regular meeting of the Riverside Transit Agency Board of Directors to order at 2:01 p.m., on Thursday, February 24, 2005, in the RTA Conference Room, 1825 Third Street, Riverside, CA.

Present:

1. Brenda Salas, City of Banning
2. Jon Winningham, City of Calimesa
3. Frank Kessler, City of Canyon Lake
4. Karen Spiegel, City of Corona
5. Roger Meadows, City of Hemet
6. Daryl Hickman, City of Lake Elsinore
7. Bonnie Flickinger, City of Moreno Valley
8. John Motte, City of Perris
9. Ameal Moore, City of Riverside
10. Jim Ayres, City of San Jacinto
11. Jeff Comerchero, City of Temecula
12. Bob Buster, County of Riverside, District I
13. ¹Martie Killough
14. ²Donna Johnston
15. ³Ron Roberts
16. ⁴Patty Goodwin

Absent:

1. Warnie Enochs, City of Murrieta
2. Frank Hall, City of Norco

2. SELF-INTRODUCTIONS

Self-introductions of those in attendance took place.

3. FLAG SALUTE

Director Salas led the attendees in the flag salute.

4. PUBLIC COMMENTS - NON-AGENDA ITEMS

The clerk of the Board announced that there was a request to speak pertaining to item 9 of the agenda.

¹Alternate for Director Fox, City of Beaumont

²Alternate for Director Tavaglione, County of Riverside District II

³Alternate for Director Stone, County of Riverside District III

⁴Alternate for Director Ashley, County of Riverside District V

5. PRESENTATION OF PLAQUE TO ANNE PALATINO UPON HER RETIREMENT AS DIRECTOR OF PLANNING

Ms. Anne Palatino was not present for presentation.

6. CHIEF EXECUTIVE OFFICER'S REPORT - Public Comments' Update

Mr. Rubio reported that that all of Ms. Lynn LaMonk's Dial-A-Ride concerns received at last month's Board meeting were addressed in a meeting with staff and MV soon after the Board meeting.

Regarding comments from Ms. Sigel regarding the lack of a microphone system, staff is currently in the process of obtaining quotes. Mr. Rubio reminded the public and Board members that sound enhancers are available.

7. APPROVAL OF MINUTES – JANUARY 27, 2005, BOARD MEETING

M/S/C (MEADOWS/COMERCHERO) approving the January 27, 2005, Board meeting minutes. The motion carried unanimously.

8. CONSENT CALENDAR

Alternate Ron Roberts arrived at the meeting during presentation of the Consent Calendar.

Chairman Ayres recognized Mr. Roberts and Ms. Killough and welcomed them to the meeting.

Director Flickinger pulled item E – On Time Performance Report. Director Flickinger inquired as to why the on time performance on the fixed routes was down but the on time performance on the contracted routes was up.

Mr. Grant Bradshaw, chief operating officer, explained that the contracted routes are written with a 100 percent on time performance although the industry standard is 95 percent. The fixed routes serve a lot more people and usually cross a lot of boundaries and are written with a 95 percent on time performance. Consequently, the contracted routes would indicate a better on time performance than the fixed routes.

Director Spiegel requested that future reports indicate that unusual weather caused the on time performance to go down.

Director Spiegel requested item L – Approval of Position and Salary Upgrades, New Positions, and Funding of Previously Approved Position be pulled. Director Spiegel indicated that a correction needed to be made to page 80 of this report as it relates to physical demands of the customer service specialist, part time to "The employee

must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 50 pounds.”

Ms. Laura Murillo, Director of Human Resources, explained that this was missed when changes were made to the other job descriptions and that it would be corrected.

M/S/C (KESSLER/COMERCHERO) approving the receipt and file of item A – RTA Financial Profile – January 2005. The motion carried unanimously.

M/S/C (KESSLER/COMERCHERO) approving the receipt and file of item B – Ridership Report – January 2005. The motion carried unanimously.

M/S/C (KESSLER/COMERCHERO) approving the receipt and file of item C – Personnel Report – January 2005. The motion carried unanimously.

M/S/C (KESSLER/COMERCHERO) approving the receipt and file of item D – Transportation Center Report – January 2005. The motion carried unanimously.

M/S/C (FLICKINGER/MEADOWS) approving the receipt and file of item E – On Time Performance Report – January 2005. The motion carried unanimously.

M/S/C (KESSLER/COMERCHERO) approving the receipt and file of item F – Board Administrative Committee Meeting – 1/12/05 Minutes. The motion carried unanimously.

M/S/C (KESSLER/COMERCHERO) approving the receipt and file of item G – Board BRT Ad-Hoc Committee Meeting – 9/3/03 and 12/8/04 Minutes. The motion carried unanimously.

M/S/C (KESSLER/COMERCHERO) approving the receipt and file of item H – Board Budget and Finance Committee Meeting – 1/5/05 and 1/24/05 Minutes. The motion carried unanimously.

M/S/C (KESSLER/COMERCHERO) approving the receipt and file of item I – Board Operations Committee Meeting – 1/5/05 Minutes. The motion carried unanimously.

M/S/C (KESSLER/COMERCHERO) approving the receipt and file of item J – Agency Credit Card Statement for January. The motion carried unanimously.

M/S/C (KESSLER/COMERCHERO) approving the receipt and file of item K – Cash Flow Projections. The motion carried unanimously.

M/S/C (KESSLER/HICKMAN) approving item L – Recommendation – Approval of Position and Salary Upgrades, New Positions, and Funding of Previously Approved Position. The motion carried unanimously.

M/S/C (KESSLER/COMERCHERO) approving item M – Authorization for Travel of an Additional Board Member to Attend the American Public Transportation Association’s (APTA) Legislative Conference. The motion carried unanimously.

9. FEDERAL TRANSIT ADMINISTRATION (FTA) SECTION 5310 APPLICATION FOR FEDERAL ASSISTANCE AND RESOLUTION DESIGNATING GRANT AUTHORITY

Chairman Ayres commented that one of the vans being purchased with this grant was on a display early this month.

Keith White, RTA rider, commented that he got a chance to look at the demo van, and he encouraged the Board of Directors to approve this item as he feels these vans would be ideal for short trips.

Director Salas commented that she showed the brochure of this van to the Banning City Council and they will be looking at possibly obtaining some of these vans.

M/S/C (KESSLER/MEADOWS) as to the following:

- Authorize staff to submit a grant application and authorizing resolution for federal assistance under the FY 2005-2006 FTA Section 5310 capital grant program.

The motion carried unanimously.

10. TAXI DEMONSTRATION PROGRAM UPDATE

Director Buster arrived at the meeting during discussion of item 10.

The Board of Directors unanimously approved the receipt and file of this item.

11. AUTHORIZATION TO INSTALL SATELLITE TELEVISION AND WIRELESS FIDELITY (WIFI) INTERNET SERVICE IN THREE (3) MID-SIZE THOMAS BUSES AS A PILOT PROGRAM FOR COMMUTER ROUTE 202

M/S/C (COMERCHERO/FLICKINGER) as to the following:

- Authorize staff to execute a contract with Complete Coach Works for the installation of satellite television on three Thomas, mid-size buses in an amount that shall not exceed \$41,700.
- Authorize staff to execute a contract with MSA Systems, Inc. for the installation of a wireless fidelity WiFi connection on three Thomas, mid-size buses in an amount that shall not exceed \$5,281.95

The motion carried unanimously.

12. BOARD MEMBER COMMENTS AND REMARKS

Director Comerchero presented the Board of Directors with a plaque in recognition of third place award for the Agency's participation in the City of Temecula Christmas parade.

Chairman Ayres recognized Director Kessler for his appointment to the National League of Cities Public Safety Committee.

Chairman Ayres commented that Mr. Rubio; First Vice Chairman of the Board, Fox; Second Vice Chairman of the Board, Hall; and he would be going to Washington, DC to meet with legislators on the federal appropriations request.

Mr. Rubio commented that a letter from the Agency's government relations firm in Washington, DC was distributed to the Board members which explains that there is a discrepancy between the congressional and the senate subcommittee structures that could cause further delays in the reauthorization of TEA-21 to the end of the year.

Director Hickman inquired if any marketing campaigns regarding the fare increase had been implemented.

Mr. Rubio commented that the marketing department has been working around the clock preparing the campaign. Mr. Scott Richardson, director of marketing, commented that all the materials are in the process of being created to be sent out. Riders' Alerts would be going out tomorrow and other brochures are scheduled to go out early next week. Mr. Richardson also reported that a press release has gone out.

Mr. Rubio commented that the public relations process has started and staff would be visiting every community center in our service area.

13. ANNOUNCEMENTS

Mr. Rubio made the following announcements:

- Ms. Anne Palatino, Director of Planning was not able to be here today for her retirement presentation because her mother's health has worsened in the past few days. We hope that Ms. Palatino will be able to come back in a couple of months to be recognized.
- Board Committee meetings for March have been rescheduled as follows:
 - Board Operations Committee, March 9th, 3 p.m.
 - Board Budget and Finance Committee, March 16th, 2 p.m.
 - Board Administrative Committee, March 18th, 1:30 p.m.
- Please save the date for the upcoming Bus Rodeo to be held on Sunday,

April 10th, at our Hemet facility. More details will be forthcoming.

14. NEXT MEETING

The next regular meeting of the RTA Board of Directors is scheduled for Thursday, March 24, 2005, at 2:00 p.m., in the RTA Conference Room, at 1825 Third Street, Riverside, CA.

15. ADJOURNMENT

The meeting was adjourned at 2:32 p.m.

Respectfully submitted,

Larry Rubio
Chief Executive Officer

Maricela Hernandez
Clerk of the Board

ATTENDANCE SHEET

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<u>NAME</u>	<u>ORGANIZATION</u>
1. LARRY RUBIO	CHIEF EXECUTIVE OFFICER
2. KEN SMART	AGENCY GENERAL COUNSEL
3. GRANT BRADSHAW	CHIEF OPERATING OFFICER
4. CHRIS GALLANES	CHIEF FINANCIAL OFFICER
5. SCOTT RICHARDSON	DIRECTOR OF MARKETING
6. VINCE ROUZAUD	DIRECTOR OF PURCHASING AND MATERIALS MANAGEMENT
7. NICK BURRIE	DIRECTOR OF MAINTENANCE
8. LAURA MURILLO	DIRECTOR OF HUMAN RESOURCES
9. MARICELA HERNANDEZ	EXECUTIVE ASSISTANT/CLERK OF THE BOARD
10. VALERIE KELLY	OPERATIONS MANAGER
11. JUDYLYNN GRIES	ADMINISTRATIVE SERVICES MANAGER
12. JILES SMITH	RISK MANAGER
13. MARY ARDEN	ADMINISTRATIVE ASSISTANT/ DEPUTY CLERK OF BOARD
14. CHERI HAGGERTY	COMMUNITY RELATIONS SPECIALIST
15. MIKE MCCOY	SENIOR PLANNER
16. LYNN ROBERTSON	COIN COUNTER
17. VIREN SHAH	CITY OF CORONA
18. PAT FOSTER	TRANSIT WAYS, INC.
19. TODD BAKER	DIVERSIFIED PARATRANSIT
20. AMY HICKMAN	LAKE ELSINORE RESIDENT
21. MR. AND MRS. CAMPBELL	BUS RIDERS
22. KEITH WHITE	BUS RIDER
23. PAUL LENOVER	BUS RIDER