

RIVERSIDE TRANSIT AGENCY
1825 Third Street
Riverside, CA 92507

March 24, 2005

TO: BOARD OF DIRECTORS

FROM: Larry Rubio, Chief Executive Officer

SUBJECT: Authorization for Travel to Attend the American Public Transportation Association's (APTA) Bus and Paratransit Conference

Summary: Pursuant to the Procedures of the Board of Directors, Section VIII Conference/Workshop Attendance, staff sent a letter to the Board members requesting their interest in attending the American Public Transportation Association's (APTA) Bus and Paratransit Conference, which will be held in Columbus, Ohio on May 15-18, 2005. Two Directors expressed interest in attending this conference. Staff is requesting authorization for Directors Frank Kessler and Jeff Stone to attend this conference. Following are the projected conference costs:

Conference Registration	\$ 950
Airfare	\$ 880
Lodging	\$1,298
Meals	<u>\$ 500</u>
Total (not to exceed) amount	\$3,628

Fiscal Impact:

The cost to attend this conference including registration, airfare, lodging, and meals will not exceed \$3,628. This amount is available in the fiscal year 2004/05 conferences and seminar budget.

Committee Recommendation:

This item was discussed at the Board Budget and Finance Committee meeting of March 16, 2005. The Committee members unanimously approved recommending this item to the full Board of Directors for their consideration.

Recommendation:

Authorize Directors Frank Kessler and Jeff Stone to attend the APTA Bus and Paratransit Conference to be held in Columbus, Ohio on May 15-18, 2005, at a total cost not to exceed \$3,628.