

RIVERSIDE TRANSIT AGENCY
Minutes of Meeting No. 2005-10A
Regular Meeting
November 17, 2005

1. CALL TO ORDER

Chairman Ayres called the regular meeting of the Riverside Transit Agency Board of Directors to order at 2:12 p.m., on Thursday, November 17, 2005, in the RTA Conference Room, 1825 Third Street, Riverside, CA.

Present:

1. Brenda Salas, City of Banning
2. Jeff Fox, City of Beaumont
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. Doug McAllister, City of Murrieta
9. Frank Hall, City of Norco
10. Ameal Moore, City of Riverside
11. Jim Ayres, City of San Jacinto
12. Jeff Comerchero, City of Temecula
13. Bob Buster, County of Riverside, Dist. I
- 14.¹John Chlebnik
- 15.²Donna Johnston
- 16.³Ron Roberts

Absent:

- John Motte, City of Perris
Marion Ashley, County of Riverside, Dist. V

2. SELF-INTRODUCTIONS

Self-introductions of those in attendance took place.

3. FLAG SALUTE

Chairman Ayres led the attendees in the flag salute.

4. PUBLIC COMMENTS – NON-AGENDA ITEMS

The clerk of the Board announced that there were no public comments.

¹ Alternate for Director Winningham, City of Calimesa

² Alternate for Director John Tavaglione, County of Riverside, Dist. II

³ Jeff Stone, County of Riverside, Dist. III

5. PRESENTATION

- **TO COACH OPERATOR, RON DICKEY, FOR WINNING REGIONAL BUS ROADEO AND FOR HIS PARTICIPATION IN INTERNATIONAL BUS ROADEO**

Chairman Ayres presented Mr. Dickey with a trophy for having won the Southern California Regional Bus Roadeo and a plaque for his participation in the American Public Transportation Association (APTA) International Bus Roadeo.

Mr. Dickey thanked the Board of Directors for this recognition.

6. APPROVAL OF MINUTES – OCTOBER 27, 2005, BOARD MEETING

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

7. CONSENT CALENDAR

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

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

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

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

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

M/S/C (FLICKINGER/COMERCHERO) approving the receipt and file of item F – Board Administrative Committee Meeting – 9/14/05 Draft Minutes. The motion carried unanimously.

M/S/C (FLICKINGER/COMERCHERO) approving the receipt and file of item G – Board Budget and Finance Committee Meeting – 10/12/05 Minutes. The motion carried unanimously.

M/S/C (FLICKINGER/COMERCHERO) approving the receipt and file of item H – Board Operations Committee Meeting – 9/7/05 Minutes. The motion carried unanimously.

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

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

M/S/C (FLICKINGER/COMERCHERO) approving item K – Authorization for Travel to Attend the American Public Transportation Association’s (APTA) TransITech Information Technology Conference. The motion carried unanimously.

M/S/C (FLICKINGER/COMERCHERO) approving item L – Grant Filing Resolution for Fiscal Year 2006-07 California Department of Transportation (Caltrans) Transportation Planning Grant Application. The motion carried unanimously.

M/S/C (FLICKINGER/COMERCHERO) approving item M – Holiday Events’ Schedule. The motion carried unanimously.

M/S/C (FLICKINGER/COMERCHERO) approving item N – Free Bus Rides on New Year’s Eve. The motion carried unanimously.

M/S/C (FLICKINGER/COMERCHERO) approving item O – Authorization to Award a Contract to Bridgestone/Firestone for Tire Leasing Services. The motion carried unanimously.

8. FISCAL YEAR 2004/2005 FINANCIAL AUDIT RESULTS

Mr. Chris Gallanes, Chief Financial Officer gave an overview of the financial audit results and introduced Steve Starbuck from Brown Armstrong to give a formal presentation.

The Board of Directors unanimously approved the receipt and file of the Agency’s Fiscal Year 2004/2005 Audited Financial Statements and Single Audit Reports as submitted as final documents.

9. FISCAL YEAR 2006 MIDYEAR BUDGET UPDATE/REQUEST FOR SHORT RANGE TRANSIT PLAN (SRTP) AND BUDGET AMENDMENT

M/S/C (ROBERTS/HALL) as to the following:

- Adopt the proposed fiscal year 2006 midyear budget update
- Request additional LTF funding of \$1,584,931 from LTF reserves of \$3,066,713 on hand at the RCTC
- Direct staff to prepare the necessary documentation for an SRTP amendment to reflect these actions

The motion carried unanimously.

10. **REVIEW SETTLEMENT FUNDS ALLOCATION**

Mr. Tom Franklin, Chief Operating Officer, presented a proposed program of projects for the \$1 million settlement from MV Transportation.

M/S/C (KESSLER/MEADOWS) approving the program of projects as follows:

- Trapeze Software/Interactive Voice Response Module – \$382,000
- Americans with Disabilities (ADA) Software and database migration – \$13,000
- Bus Shelters for Senior Centers – \$55,000
- Onboard Video Cameras – \$350,000
- Free Fare Penalty – No Cost to Agency
- Staff to return to the Board with a proposal for the remaining \$200,000
- Submit this program of projects to Federal Transportation Administration (FTA) and Riverside County Transportation Commission (RCTC) for their approval.

The motion carried unanimously.

11. **BOARD MEMBER COMMENTS AND REMARKS**

Director Hickman wished everyone a Happy Thanksgiving.

12. **ANNOUNCEMENTS**

Mr. Rubio made the following announcements:

- You are all invited to join at our Thanksgiving Potluck scheduled for Tuesday, November 22nd from 11 am to 3 pm.
- Due to the Thanksgiving Holiday, the administrative offices will close at 12 noon Wednesday, November 23rd and reopen at 8 am on Monday, November 28th. There will be no bus service on Thanksgiving Day. Regular bus service will resume the day after Thanksgiving.
- An RTA picture that will be part of 2006 APTA's calendar was shown to the Board members.

Chairman Ayres announced that there has been 611 days of no lost workdays due to workers' compensation claims.

13. **NEXT MEETING**

The next regular meeting of the RTA Board of Directors is scheduled for Thursday, December 15, 2005, at 2:00 p.m., in the RTA Conference Room, at 1825 Third Street, Riverside, CA.

14. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957 TO REVIEW THE PERFORMANCE OF THE CHIEF EXECUTIVE OFFICER

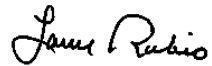
The meeting was adjourned to Closed Session at 2:51 p.m.

This item was continued to next month's Board meeting.

15. ADJOURNMENT

Meeting adjourned at 3:15 p.m.

Respectfully submitted,



Larry Rubio
Chief Executive Officer



Maricela Hernandez
Clerk of the Board

ATTENDANCE SHEET

Page One
November 17, 2005

<u>NAME</u>	<u>ORGANIZATION</u>
1. LARRY RUBIO	CHIEF EXECUTIVE OFFICER
2. KENNARD R. SMART, JR.	AGENCY GENERAL COUNSEL
3. CHRIS GALLANES	CHIEF FINANCIAL OFFICER
4. TOM FRANKLIN	CHIEF OPERATING OFFICER
5. VINCE ROUZAUD	DIRECTOR OF PURCHASING AND MATERIALS MANAGEMENT
6. LAURA MURILLO	DIRECTOR OF HUMAN RESOURCES
7. RICK KACZEROWSKI	DIRECTOR OF INFORMATION TECHNOLOGIES
8. SCOTT RICHARDSON	DIRECTOR OF MARKETING
9. AUGUSTUS AJAWARA	DIRECTOR OF PLANNING
10. BEVERLY SMITH	CONTROLLER
11. MARICELA HERNANDEZ	EXECUTIVE ASSISTANT/CLERK OF THE BOARD
12. VALERIE KELLY	OPERATIONS MANAGER
13. JILES SMITH	RISK MANAGER
14. VIRGINIA WERLY	CONTRACTED OPERATIONS SERVICES MANAGER
15. REGINALD FAULKNER	INTERIM TRAINING MANAGER
16. MIKE MCCOY	SENIOR PLANNER
17. MARY ARDEN	ADMINISTRATIVE ASSISTANT/DEPUTY CLERK OF BOARD
18. BRAD WEAVER	COMMUNICATIONS' SPECIALIST
19. LINDA KELLER	CONTRACTED OPERATIONS FIELD ADMINISTRATOR
20. JOAN HEPWORTH	SENIOR SECRETARY
21. RON DICKEY	COACH OPERATOR
22. VIREN SHAH	CITY OF CORONA
23. STEVE STARBUCK	BROWN ARMSTRONG
24. MRS. AMY HICKMAN	LAKE ELSINORE RESIDENT