

RIVERSIDE TRANSIT AGENCY
Minutes of Meeting No. 2005-11A
Regular Meeting
December 15, 2005

1. CALL TO ORDER

Chairman Ayres called the regular meeting of the Riverside Transit Agency Board of Directors to order at 2:00 p.m., on Thursday, December 15, 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. John Chlebnik, City of Calimesa
4. Frank Kessler, City of Canyon Lake
5. Karen Spiegel, City of Corona
6. Roger Meadows, City of Hemet
7. Daryl Hickman, City of Lake Elsinore
8. Doug McAllister, City of Murrieta
9. Frank Hall, City of Norco
10. John Motte, City of Perris
11. Ameal Moore, City of Riverside
12. Jim Ayres, City of San Jacinto
13. Jeff Comerchero, City of Temecula
14. Bob Buster, County of Riverside, Dist. I
15. ¹Donna Johnston
16. ²Patty Goodwin

Absent:

- Bonnie Flickinger, City of Moreno Valley
Jeff Stone, County of Riverside, Dist. III

2. SELF-INTRODUCTIONS

Self-introductions of those in attendance took place.

3. FLAG SALUTE

Director Kessler led the attendees in the flag salute.

Mr. Rubio introduced Mr. Craig Fajnor, the Agency's new Chief Financial Officer.

4. PUBLIC COMMENTS – NON-AGENDA ITEMS

Ms. Laura Baumgartner, RTA rider, thanked the Board for having replaced the bus stop located at Box Springs and Morton, in Moreno Valley, which was previously removed. Ms. Baumgartner also complimented the Board on the politeness and generosity of the Agency's coach operators. She said that they are very nice and helpful in kneeling the bus so physically disabled riders such as her can board easily.

Mr. Robert Kelly, RTA rider, also thanked the Board for the placement of the bus stop located at Box Springs and Morton, in Moreno Valley.

¹ Alternate for Director John Tavaglione, County of Riverside, Dist. II

² Alternate for Director Marion Ashley, County of Riverside, Dist. V

5. PRESENTATIONS

- TO EMPLOYEES OF THE YEAR

Chairman Ayres made the following presentations:

- Virginia Werly – Administrative Employee of the Year.
- Joe Guerra, Body Mechanic – Co-Maintenance Employee of the Year.
- Jack Henry, Body Mechanic – Co-Maintenance Employee of the Year.
- Chuck Monroe, Coach Operator – Coach Operator of the Year.

- TO FIRST VICE CHAIRMAN OF THE BOARD JEFF FOX IN RECOGNITION OF FIVE YEARS OF SERVICE

Chairman Ayres presented Director Fox with an award in recognition of five years of service as a Board member.

Director Fox thanked the Board for this recognition and commented that RTA has been the most professional organization he has worked with in the years he has served in the public sector.

6. APPROVAL OF MINUTES – NOVEMBER 17, 2005, BOARD MEETING

M/S/C (COMERCHERO/AYRES) approving the minutes of the November 17, 2005, Board meeting. The motion carried unanimously.

7. CONSENT CALENDAR

M/S/C (FOX/HALL) approving the receipt and file of item B – Ridership Report – November 2005. The motion carried unanimously.

M/S/C (FOX/HALL) approving the receipt and file of item C – Personnel Report – November 2005. The motion carried unanimously.

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

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

M/S/C (FOX/HALL) approving the receipt and file of item F – Board Administrative Committee Meeting – 11/9/05 Draft Minutes. The motion carried unanimously.

M/S/C (FOX/HALL) approving the receipt and file of item G – Board Budget and Finance Committee Meeting – 11/9/05 Draft Minutes. The motion carried unanimously.

M/S/C (FOX/HALL) approving the receipt and file of item H – Board Operations Committee Meeting – 11/9/05 Draft Minutes. The motion carried unanimously.

M/S/C (FOX/HALL) approving the receipt and file of item I – ADA Committee Meeting – November 3, 2005, Minutes. The motion carried unanimously.

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

M/S/C (FOX/HALL) approving the receipt and file of item K – Agency Credit Card Statement for November. The motion carried unanimously.

M/S/C (FOX/HALL) approving item L – Board Meeting Calendar for 2006. The motion carried unanimously.

Director Salas arrived at the meeting during discussion of item 7.

Director Spiegel requested that Item A be pulled for discussion and inquired if the heading on the first column of page 12 titled, “as of November 06” was correct. Mr. Rubio replied that Fiscal Year '05 is being compared with Fiscal Year '06 and said that staff would look at the report format.

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

8. BOOZ ALLEN HAMILTON BRIEFING

Chairman Ayres reported that ridership has decreased since the fare adjustment in April. Hence, staff is working with the Agency’s consultant, Booz Allen Hamilton to determine why ridership decreased significantly more than was predicted in their model. To provide a more thorough analysis of trends and the effects of adding new fare media, this item will be continued and brought to the Board Budget and Finance Committee and to the full Board in February.

9. FEDERAL APPROPRIATIONS REQUESTS

Mr. Scott Richardson, Director of Marketing, gave an overview of the federal appropriations requests for 2006.

Directors Hickman and McAllister and Alternate Goodwin arrived at the meeting during discussion of item 9.

Mr. David Turch of David Turch and Associates gave a legislative update to the Board.

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

- Authorize staff to pursue \$13,703,571 in requested federal appropriations for the Riverside Transit Center, the Temecula Transit Center, the Corona Transit Center, the Moreno Valley Transit Center and Bus Stop Upgrades, and to program up to \$3,425,893 in TUMF funds for the local match as required according to the appropriations received.

The motion carried unanimously.

10. **REQUEST FOR FISCAL YEAR 2006 BUDGET AND SHORT RANGE TRANSIT PLAN (SRTP) AMENDMENT TO DRAW DOWN AGENCY LOCAL TRANSPORTATION FUND (LTF) RESERVES TO FUND POTENTIAL FISCAL YEAR 2006 OPERATING REVENUE SHORTFALL**

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

- Approve request to draw down \$4,800,000 of allocated unclaimed LTF reserves to fund potential fiscal year 2006 operating revenue shortfall, contingent upon approval by the RCTC Board of Commissioners
- Approve fiscal year 2006 budget and SRTP amendments to reflect these actions
- Discontinue pursuing this action if the fiscal year 2006 Federal grant request is approved prior to the need to draw down the LTF reserves

The motion carried unanimously.

Director Buster left the meeting after discussion of Item 10.

11. **DRAW DOWN OF ALLOCATED UNCLAIMED LOCAL TRANSPORTATION FUND (LTF) RESERVES TO FUND REPROGRAMMED CAPITAL PROJECTS**

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

- Approve staff recommendation to reprogram Federal and match funding remaining on completed capital projects to the new projects identified.
- Authorize a drawdown of \$111,960 of allocated unclaimed LTF Reserve on hand at RCTC to be used for full matching of Federal funds.
- Continue working with the FTA and RCTC to obtain authorization for reprogramming the funds.

The motion carried unanimously.

Chairman Ayres announced that the agenda for this meeting will be taken out of order with item 16 being discussed next.

16. **RIVERSIDE TRANSIT AGENCY YEAR IN REVIEW**

Mr. Bradley Weaver, Communications Specialist, presented the Agency's accomplishments during 2005.

Chairman Ayres commented that one of the Agency's major achievements in 2005 was the "no lost work days due to workers' compensation claims," as this was a phenomenal event that has never been achieved before.

15. **CONTINUED ITEM FROM NOVEMBER 17, 2005, BOARD MEETING – CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957 TO REVIEW THE PERFORMANCE OF THE CHIEF EXECUTIVE OFFICER**

Chairman Ayres stated that this item was carried over from the Closed Session on November 17th when the Board of Directors met to discuss Mr. Rubio's compensation. Chairman Ayres commented that Mr. Rubio's performance has been outstanding as demonstrated by his great leadership.

M/S/C (KESSLER/MEADOWS) approving the following amendments to the Contract of Employment of Chief Executive Officer, Larry Rubio effective November 15, 2005:

1. Extend the term by two years to December 1, 2010.
2. Annual salary to be \$180,000.
3. Annual RTA contribution to deferred compensation plan for Mr. Rubio to be \$20,000.

The motion carried unanimously.

17. **ELECTION OF BOARD OFFICERS**

Mr. Smart gave a brief summary of the voting procedures.

Mr. Smart opened nominations for the office of Chairperson.

Chairman Ayres nominated Director Fox.

Alternate Johnston nominated Director Hall.

Director Hall declined the nomination.

Mr. Smart closed nominations for the office of Chairperson.

Mr. Smart declared Director Fox as Chairperson for 2006.

Director Ayres continued with the election, and he opened nominations for the office of First Vice Chairperson.

Director Kessler nominated Director Hall for the office of First Vice Chairperson.

Director Ayres closed nominations for the office of First Vice Chairperson.

Director Ayres declared Director Hall as First Vice Chairperson for 2006.

Director Ayres opened nominations for the office of Second Vice Chairperson.

Director Ayres nominated Director Kessler.

Alternate Goodwin nominated Director Flickinger.

Director Ayres closed nominations for the office of Second Vice Chairperson.

The Clerk of the Board announced the name of the voting director and his/her nominee.

Twelve votes were received in favor of Director Kessler. Director Ayres declared Director Kessler as Second Vice Chairperson for 2006.

12. BOARD MEMBER COMMENTS AND REMARKS

Director Hickman thanked staff for the bus provided to participate in Lake Elsinore Unity Parade.

Director Comerchero left the meeting during discussion of item 12.

Mr. Rubio reported that the recently approved vehicle donation policy now includes the donation of service trucks. At this time, we have three service trucks available to donate.

Director McAllister thanked staff for the bus provided to participate in the Murrieta Veteran's Day Parade. Additionally, he thanked Senior Planner, Mike McCoy for the presentation he gave to the City of Murrieta regarding design guidelines.

Director Chlebnik thanked staff for the trolley provided to participate in the Calimesa/Yucaipa Christmas parade. Staff was able to arrange this request with very short notice. A very favorable letter to the editor was printed in the Calimesa/Yucaipa News Mirror regarding RTA's quick response.

Director Kessler thanked staff for arranging transportation to the Festival of Lights event and commented that the seats on the bus from Canyon Lake were sold on the first day.

Director Spiegel requested that the election process for Board officers be evaluated to make sure that all areas of the County are represented.

Director Ayres concurred with Director Spiegel and said that he would like to participate in the election process review as well. He commented that with today's election the Agency's representation will be geographically balanced.

Chairman Fox reminded the Board members to sign up for Committees for the upcoming year.

13. ANNOUNCEMENTS

Mr. Rubio made the following announcements:

- Please join us at our Multicultural Potluck and Awards' Presentation scheduled for Thursday, December 22nd 11 – 3 pm.
- I will be out of the office January 10th through January 13th due to ankle surgery.

Director Ayres thanked staff for an outstanding year and congratulated Chairman Fox on his election.

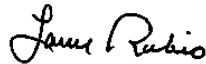
14. NEXT MEETING

The next regular meeting of the RTA Board of Directors is scheduled for Thursday, January 26, 2006, at 2:00 p.m., in the RTA Conference Room, at 1825 Third Street, Riverside, CA.

18. ADJOURNMENT

Meeting adjourned at 3:58 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. KENNARD R. SMART, JR.	AGENCY GENERAL COUNSEL
3. CRAIG FAJNOR	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. CHRISTOPHER GALLANES	INTERIM DIRECTOR OF PLANNING
10. MARICELA HERNANDEZ	EXECUTIVE ASSISTANT/CLERK OF THE BOARD
11. BEVERLY SMITH	CONTROLLER
12. VALERIE KELLY	OPERATIONS MANAGER
13. VIRGINIA WERLY	CONTRACTED OPERATIONS SERVICES MANAGER
14. NATALIE ZARAGOZA	CONTRACTS' ADMINISTRATOR
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. TANYA LOVE	RIVERSIDE COUNTY TRANSPORTATION COMMISSION
22. VIREN SHAH	CITY OF CORONA
23. DAVID TURCH	DAVID TURCH AND ASSOCIATES
24. ZCZ	DEPARTMENT OF TRANSPORTATION
25. MRS. LORI FOX	BEAUMONT RESIDENT
26. MRS. DAVID TURCH	GUEST
27. MRS. AMY HICKMAN	LAKE ELSINORE RESIDENT
28. JACK HENRY	BODY MECHANIC
29. CHUCK MONROE	COACH OPERATOR

ATTENDANCE SHEET

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<u>NAME</u>	<u>ORGANIZATION</u>
30. LAURA R. BAUMGARTNER	RTA RIDER
31. ROBERT KELLY, JR.	RTA RIDER
32. MR. AND MRS. CAMPBELL	RTA RIDERS