

RIVERSIDE TRANSIT AGENCY
Minutes of Meeting No. 2006-1A
Regular Meeting
January 26, 2006

1. CALL TO ORDER

Chairman Fox called the regular meeting of the Riverside Transit Agency Board of Directors to order at 2:06 p.m., on Thursday, January 26, 2006, in the RTA Board 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. Bonnie Flickinger, City of Moreno Valley
9. Doug McAllister, City of Murrieta
10. Frank Hall, City of Norco
11. John Motte, City of Perris
12. Ameal Moore, City of Riverside
13. Jim Ayres, City of San Jacinto
14. Jeff Comerchero, City of Temecula
15. Bob Buster, County of Riverside, Dist. I
16. John Tavaglione, County of Riverside, Dist. II
17. Jeff Stone, County of Riverside, Dist. III
18. ¹Patty Goodwin

2. SELF-INTRODUCTIONS

Self-introductions of those in attendance took place.

3. FLAG SALUTE

Director Moore led the attendees in the flag salute.

4. PUBLIC COMMENTS – NON-AGENDA ITEMS

Mr. Larry SSettuba suggested that bus stop shelters be constructed to protect passengers from the rain and sun. Mr. Ssettuba also suggested that the shelters be constructed of recycled materials.

¹ Alternate for Director Marion Ashley, County of Riverside, Dist. V

5. PRESENTATIONS

- TO DIRECTOR JIM AYRES IN RECOGNITION OF HIS SERVICE AS CHAIRMAN OF THE BOARD

Chairman Fox presented Director Ayres with a gavel plaque in recognition of his service as Chairman of the Board for 2005.

Director Ayres thanked the Board for this recognition.

- TO DIRECTOR AMEAL MOORE IN RECOGNITION OF HIS YEARS OF SERVICE AS A BOARD MEMBER

Chairman Fox presented Director Moore with a plaque in recognition of his years of service as a Board member.

Director Moore thanked the Board for this recognition.

6. TRANSPORTATION UNIFORM MITIGATION FEE (TUMF) PROGRAM 2005 UPDATE OVERVIEW

Mr. Rick Bishop, Executive Director, Western Riverside Council of Governments (WRCOG), presented a TUMF update.

7. APPROVAL OF MINUTES – DECEMBER 15, 2005, BOARD MEETING

Director Spiegel requested that Item 17, Election of Board Officers be changed to reflect that she nominated Director Kessler as Second Vice Chairman of the Board.

M/S/C (GOODWIN/AYRES) approving the minutes of the December 15, 2005, Board meeting, with the correction stated above. The motion carried unanimously.

8. CONSENT CALENDAR

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

M/S/C (TAVAGLIONE/GOODWIN) approving the receipt and file of item B – Ridership Report – December 2005. The motion carried unanimously.

M/S/C (TAVAGLIONE/GOODWIN) approving the receipt and file of item C – Personnel Report – December 2005. The motion carried unanimously.

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

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

M/S/C (TAVAGLIONE/GOODWIN) approving the receipt and file of item F – Transportation NOW Meeting Attendees – October – December 2005. The motion carried unanimously.

M/S/C (TAVAGLIONE/GOODWIN) approving the receipt and file of item G – Agency Credit Card Statement for December 2005. The motion carried unanimously.

M/S/C (TAVAGLIONE/GOODWIN) approving the receipt and file of item H – Cash Flow Projections. The motion carried unanimously.

M/S/C (TAVAGLIONE/GOODWIN) approving the receipt and file of item I – Investment Report – Period Ending 12/31/05. The motion carried unanimously.

M/S/C (TAVAGLIONE/GOODWIN) approving the receipt and file of item J – Quarterly Performance Standards – Period Ending 12/31/05. The motion carried unanimously.

M/S/C (TAVAGLIONE/GOODWIN) approving the receipt and file of item K – Farebox Recovery Ratio Report – Period Ending 12/31/05. The motion carried unanimously.

M/S/C (TAVAGLIONE/GOODWIN) approving item L – Tuition Reimbursement Authorization for Executive Assistant/Clerk of the Board. The motion carried unanimously.

9. UPDATE ON THE AGENCY'S BUDDY FARE PROGRAM

Mr. Vince Rouzaud, Director of Purchasing and Materials Management, presented an update on the Buddy Fare Program.

Alternate Goodwin inquired if staff had been in contact with the Office of Aging regarding this program. Mr. Rouzaud replied that staff has not, but he will make certain that this agency is contacted.

Director McAllister commented that the Colony, which is mentioned in the staff report, is not a mobile home park and inquired if staff had been in contact with the correct community. Ms. Virginia Werly, Contract Operations Services Manager, replied that staff had been in contact with the Colony as instructed by Director McAllister's office. Director McAllister requested that staff contact the mobile home park on Murrieta Hot Springs to inform them about this program.

Director Hickman inquired about the transition progress with the new contractor. Mr. Rubio replied that bids were received and a vendor has been identified for this service. Mr. Rubio commented that the performance of the old contractor is becoming unstable, as their employees are not sure if they will be hired by the new contractor. Staff would like to request that the Chairman of the Board consider holding a special meeting of the Board of Directors next week to have staff present this item.

Mr. Rubio announced that the meeting would be held on Wednesday, February 1st, at 3:00 p.m.

10. **REQUEST RIVERSIDE COUNTY TRANSPORTATION COMMISSION (RCTC) TO FUND ADDITIONAL \$12.5K FOR WESTERN RIVERSIDE COUNTY OF GOVERNMENTS (WRCOG) COMMUNITY BASED TRANSPORTATION PLANNING SURVEY**

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

- Authorize staff to request RCTC to fund the Agency's \$12,500 supplement to WRCOG's Community Based Transportation Planning Survey Grant with Western County Apportionment LTF.

The motion carried unanimously.

11. **BOARD MEMBER COMMENTS AND REMARKS**

Director McAllister presented a Resolution to the Board of Directors from the City of Murrieta's Council for the Agency's assistance in providing transport at the funeral of Fire Chief, Phil Armentrout. Director McAllister said that the City of Murrieta is very grateful by the Agency's gesture.

Director Spiegel presented the Board with a first place trophy for the Agency's participation in the Corona Christmas parade and thanked staff for all their hard work during the holidays.

Chairman Fox presented the Board with a plaque received from the Red Cross for staff and Agency's contributions towards Hurricane Katrina relief fund and evacuees.

Chairman Fox announced that the Board Administrative Committee was combined with the Budget and Finance Committee.

12. **ANNOUNCEMENTS**

Mr. Rubio made the following announcements:

- There is still one utility truck available for donation. It has a bad transmission, but low mileage. Please let us know if you know of an entity who might be interested in receiving this truck donation. There is also one SuperBus available. Please let us know if someone in your jurisdiction is interested in this bus.
- Please save the date for the upcoming Bus Roadeo to be held on Sunday, March 19th, at our Hemet Facility.

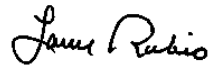
13. NEXT MEETING

Special meeting of the RTA Board of Directors is scheduled for Wednesday, February 1, 2006, at 3:00 p.m., in the RTA Board Room, at 1825 Third Street, Riverside, CA.


14. ADJOURNMENT

Meeting adjourned at 3:00 p.m.

Respectfully submitted,



Larry Rubio
Chief Executive Officer



Maricela Hernandez
Clerk of the Board

ATTENDANCE SHEET

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January 26, 2006

<u>NAME</u>	<u>ORGANIZATION</u>
1. LARRY RUBIO	CHIEF EXECUTIVE OFFICER
2. KENNARD R. SMART, JR.	AGENCY GENERAL COUNSEL
3. TOM FRANKLIN	CHIEF OPERATING OFFICER
4. CRAIG FAJNOR	CHIEF FINANCIAL 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. NICK BURRIE	DIRECTOR OF MAINTENANCE
10. CHRISTOPHER GALLANES	INTERIM DIRECTOR OF PLANNING
11. MARICELA HERNANDEZ	EXECUTIVE ASSISTANT/CLERK OF THE BOARD
12. BEVERLY SMITH	CONTROLLER
13. VALERIE KELLY	OPERATIONS MANAGER
14. VIRGINIA WERLY	CONTRACT OPERATIONS SERVICES MANAGER
15. JILES SMITH	RISK MANAGER
16. NATALIE ZARAGOZA	CONTRACTS ADMINISTRATOR
17. REGINALD FAULKNER	INTERIM TRAINING MANAGER
18. MIKE MCCOY	SENIOR PLANNER
19. MARY ARDEN	ADMINISTRATIVE ASSISTANT/DEPUTY CLERK OF BOARD
20. BRAD WEAVER	COMMUNICATIONS SPECIALIST
21. LINDA KELLER	CONTRACT OPERATIONS FIELD ADMINISTRATOR
22. NATALIE GOMEZ	COMMUNITY RELATIONS SPECIALIST
23. JOAN HEPWORTH	SENIOR SECRETARY
24. TANYA LOVE	RIVERSIDE COUNTY TRANSPORTATION COMMISSION
25. RICK BISHOP	WESTERN RIVERSIDE COUNCIL OF GOVERNMENTS
26. MARIA ARANGUIZ	CITY OF CORONA
27. JERRY TRIOLO	MCDONALD TRANSIT

ATTENDANCE SHEET

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<u>NAME</u>	<u>ORGANIZATION</u>
28. PAT FOSTER	MCDONALD TRANSIT
29. ROYCE PARKER	PSOMAS
30. MRS. AMY HICKMAN	LAKE ELSINORE RESIDENT
31. MRS. NANCY AYRES	SAN JACINTO RESIDENT
32. MR. AND MRS. CAMPBELL	RTA RIDERS
33. LARRY SSETTUBA	RTA RIDER

RIVERSIDE TRANSIT AGENCY
Minutes of Meeting No. 2006-2A
Special Meeting
February 1, 2006

1. CALL TO ORDER

Chairman Fox called the special meeting of the Riverside Transit Agency Board of Directors to order at 3:00 p.m., on Wednesday, February 1, 2006, in the RTA Board Room, 1825 Third Street, Riverside, CA.

Present:

1. Jeff Fox, City of Beaumont
2. John Chlebnik, 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. Doug McAllister, City of Murrieta
9. Frank Hall, City of Norco
10. John Motte, City of Perris
11. Jeff Comerchero, City of Temecula
12. Bob Buster, County of Riverside, Dist. I
- 13.¹Donna Johnston
- 14.²Ron Roberts
- 15.³Jaime Hurtado

Absent:

- Brenda Salas, City of Banning
Ameal Moore, City of Riverside
Jim Ayres, City of San Jacinto

2. SELF-INTRODUCTIONS

Self-introductions of those in attendance took place.

3. FLAG SALUTE

Director Chlebnik led the attendees in the flag salute.

Director Hickman arrived at the meeting after the flag salute.

4. PUBLIC COMMENTS – NON-AGENDA ITEMS

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

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

²Alternate for Director Jeff Stone, County of Riverside, Dist. III

³Alternate for Director Marion Ashley, County of Riverside, Dist. V

5. **AUTHORIZATION TO AWARD AGREEMENT #5-018 TO SOUTHLAND TRANSIT INC. (SOUTHLAND) FOR ADA/DIAL-A-RIDE TRANSPORTATION AND CALL CENTER SERVICES**

Director Hall arrived at the meeting during discussion of Item 5.

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

- Authorize staff to execute an agreement with Southland Transit Inc. for ADA/Dial-a-Ride Transportation and Call Center Services for a two-year base period with three, one-year options in an amount that will not exceed \$36,915,846.

The motion carried unanimously.

6. **BOARD MEMBER COMMENTS AND REMARKS**

Chairman Fox commented that a copy of the Governor's Strategic Growth Briefing Packet was distributed to each of the Board members.

7. **ANNOUNCEMENTS**

None.

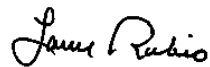
8. **NEXT MEETING**

Regular meeting of the RTA Board of Directors is scheduled for Thursday, February 23, 2006, at 2:00 p.m., in the RTA Board Room, at 1825 Third Street, Riverside, CA.

9. **ADJOURNMENT**

Meeting adjourned at 3:36 p.m.

Respectfully submitted,



Larry Rubio
Chief Executive Officer



Maricela Hernandez
Clerk of the Board

ATTENDANCE SHEET

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February 1, 2006

<u>NAME</u>	<u>ORGANIZATION</u>
1. LARRY RUBIO	CHIEF EXECUTIVE OFFICER
2. KENNARD R. SMART, JR.	AGENCY GENERAL COUNSEL
3. TOM FRANKLIN	CHIEF OPERATING OFFICER
4. CRAIG FAJNOR	CHIEF FINANCIAL OFFICER
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7. RICK KACZEROWSKI	DIRECTOR OF INFORMATION TECHNOLOGIES
8. SCOTT RICHARDSON	DIRECTOR OF MARKETING
9. NICK BURRIE	DIRECTOR OF MAINTENANCE
10. CHRISTOPHER GALLANES	PERFORMANCE ANALYSIS AND REPORTING MANAGER
11. MARICELA HERNANDEZ	EXECUTIVE ASSISTANT/CLERK OF THE BOARD
12. BEVERLY SMITH	CONTROLLER
13. VALERIE KELLY	OPERATIONS MANAGER
14. VIRGINIA WERLY	CONTRACT OPERATIONS SERVICES MANAGER
15. JILES SMITH	RISK MANAGER
16. NATALIE ZARAGOZA	CONTRACTS ADMINISTRATOR
17. REGINALD FAULKNER	INTERIM TRAINING MANAGER
18. MARY ARDEN	ADMINISTRATIVE ASSISTANT/DEPUTY CLERK OF BOARD
19. BRAD WEAVER	COMMUNICATIONS SPECIALIST
20. DAVE DALEY	SOUTHLAND TRANSIT, INC.
21. CINDY POLLAN	BOOZ ALLEN HAMILTON
22. PHIL PITCHFORD	THE PRESS-ENTERPRISE
23. DONALD WADE	RTA RIDER