

RTA BOARD BUDGET AND ADMINISTRATION COMMITTEE
February 1, 2006

1. CALL TO ORDER:

Committee Chairman Comerchero called the meeting to order at 2:02 p.m., on February 1, 2006, in the RTA Board Room with the following in attendance:

Board Committee Members:

Committee Chairman Jeff Comerchero, City of Temecula Councilmember
Chairman Jeff Fox, City of Beaumont Mayor
Director Roger Meadows, City of Hemet Councilmember
Director John Chlebnik, City of Calimesa Mayor Pro Tem
Director Bob Buster, County of Riverside Supervisor, District I
Director Marion Ashley, County of Riverside Supervisor, District V
Director Frank Kessler, City of Canyon Lake Councilmember
Donna Johnston, Alternate, County of Riverside, District II
Ron Roberts, Alternate, County of Riverside, District III
Jaime Hurtado, Alternate, County of Riverside, District V

RTA Staff:

Larry Rubio, Chief Executive Officer
Tom Franklin, Chief Operating Officer
Craig Fajnor, Chief Financial Officer
Vince Rouzaud, Director of Purchasing and Materials Management
Scott Richardson, Director of Marketing
Rick Kaczerowski, Director of Information Technologies
Laura Murillo, Director of Human Resources
Chris Gallanes, Performance and Analysis Reporting Manager
Beverly Smith, Controller
Brad Weaver, Communications Specialist
Maricela Hernandez, Executive Assistant/Clerk of the Board
Valerie Kelly, Operations Manager
Reggie Faulkner, Interim Training Manager

Other Attendees:

Cyndy Polland, Booz Allen Hamilton

2. SELF-INTRODUCTIONS:

Self-introductions of those in attendance took place.

3. PUBLIC COMMENTS - NON-AGENDA ITEMS:

None.

4. APPROVAL OF MINUTES – NOVEMBER 9, 2005, BOARD BUDGET AND FINANCE COMMITTEE MEETING:

M/S/C (MEADOWS/COMERCHERO) approving minutes of the November 9, 2005, Board Budget and Finance Committee meeting. The motion carried with four affirmative votes and two abstentions (CHLEBNIK/ROBERTS.)

5. APPROVAL OF MINUTES – SEPTEMBER 14, 2005, AND NOVEMBER 9, 2005, BOARD ADMINISTRATIVE COMMITTEE MEETINGS:

M/S/C (FOX/COMERCHERO) approving minutes of the September 14, 2005, and November 9, 2005, Board Administrative Committee meetings. The motion carried unanimously.

6. CASH FLOW PROJECTIONS:

Mr. Craig Fajnor, Chief Financial Officer, presented the Cash Flow Projections Report.

7. FISCAL YEAR 2006 YEAR TO DATE FAREBOX RECOVERY RATIO STATUS:

Mr. Fajnor presented a status of fiscal year 2006 farebox recovery ratio.

8. AGENCY INVESTMENT POLICY UPDATE:

M/S/C (ASHLEY/ROBERTS) approving and recommending this item to the full Board of Directors for their consideration as follows:

- Approve the Agency Investment Policy.

The motion carried unanimously.

9. BOOZ ALLEN HAMILTON FARE ANALYSIS:

Director Buster arrived at the meeting during discussion of item 9.

Mr. Scott Richardson, Director of Marketing, introduced Cyndy Polland from Booz Allen Hamilton to present the results of the fare analysis.

Ms. Polland presented a summary of the fare analysis.

Director Kessler arrived at the meeting during discussion of item 9.

M/S/C (JOHNSTON/BUSTER) approving and recommending this item to the full Board of Directors for their consideration as follows:

- Receive and file.
- Present to the full Board with recommendations on a 7 or 14 day pass.

The motion carried unanimously.

Director Buster requested a breakdown of the types of fare media being purchased by riders.

General Counsel Smart arrived at the meeting during discussion of item 9.

10. POLICY FOR COMPENSATION AND EXPENSE REIMBURSEMENT FOR BOARD MEMBERS; ETHICS TRAINING OF BOARD MEMBERS AND DESIGNATED EMPLOYEES:
M/S/C (ASHLEY/MEADOWS) approving and recommending this item to the full Board of Directors for their consideration as follows:

- Approve revised Human Resource Policies and Procedures, Section 6.3, Travel and Expense Policy.

The motion carried unanimously.

11. AUTHORIZATION TO AWARD AGREEMENT NO. 5-013 TO IBI GROUP FOR A COMPREHENSIVE OPERATIONAL ANALYSIS (COA) OF THE AGENCY'S TRANSIT OPERATIONS:
M/S/C (ROBERTS/ASHLEY) approving and recommending this item to the full Board of Directors for their consideration as follows:

- Authorize staff to enter into an agreement with the IBI Group to conduct a Comprehensive Operational Analysis at a cost not-to-exceed \$299,971.

The motion carried unanimously.

12. AUTHORIZATION TO ENTER INTO A MEMORANDUM OF UNDERSTANDING (MOU) WITH THE CITY OF CALEXICO FOR THE PASS-THROUGH OF SECTION 5309 BUS ALLOCATION FUNDS FOR THE ACQUISITION OF ONE (1) 40-FOOT, CNG TRANSIT BUS:
M/S/C (JOHNSTON/ROBERTS) approving and recommending this item to the full Board of Directors for their consideration as follows:

- Authorize staff to enter into an MOU with the City of Calexico for the pass-through of Section 5309 funds in the amount of \$291,262.00 for the acquisition of one (1) 40-foot, CNG transit bus.

The motion carried unanimously.

13. AUTHORIZATION TO TRAVEL TO ATTEND THE NATIONAL TRANSIT INSTITUTE'S (NTI) WORKSHOP ON MANAGING THE COST OF AMERICANS WITH DISABILITIES ACT (ADA) PARATRANSIT SERVICE:
M/S/C (CHLEBNIK/ASHLEY) approving and recommending this item to the full Board of Directors for their consideration as follows:

- Authorize the Agency's contract operations manager to attend the National Transit Institute's workshop on Managing the Cost of ADA Paratransit Services to be held in Austin, Texas, on March 14-15 at a cost not to exceed \$802.

The motion carried with seven affirmative votes and one abstention (JOHNSTON.)

14. AUTHORIZATION FOR TRAVEL TO ATTEND THE FEDERAL TRANSIT ADMINISTRATION (FTA) FINANCIAL MANAGEMENT OVERSIGHT SEMINAR IN ATLANTA, GEORGIA, MAY 3-4, 2006:
M/S/C (ASHLEY/MEADOWS) approving and recommending this item to the full Board of Directors for their consideration as follows:

- Authorize the Agency's chief financial officer and one (1) additional staff member to attend the FTA Financial Management Oversight Seminar to be held in Atlanta, Georgia, on May 3-4 at a cost not to exceed amount of \$1,870.

The motion carried unanimously.

15. BOARD MEMBER COMMENTS AND REMARKS:
None.

16. OTHER BUSINESS:
None.

17. ADJOURNMENT:
The meeting was adjourned at 2:51 p.m.

Prepared by RTA staff on February 14, 2006