

September 13, 2006

1. CALL TO ORDER:

Committee Chairman Comerchero called the meeting to order at 2:00 p.m., on September 13, 2006, in the RTA Conference Room.

2. SELF-INTRODUCTIONS:

Self-introductions of those in attendance took place.

Board Committee Members:

Committee Chairman Jeff Comerchero, City of Temecula Councilmember

Director Bob Buster, County of Riverside, District I

Director John Chlebnik, City of Calimesa Mayor Pro Tem

Director Roger Meadows, City of Hemet Councilmember

Andrea Puga, Alternate, County of Riverside, District II

Ron Roberts, Alternate, County of Riverside, District III

Jaime Hurtado, Alternate, County of Riverside, District V

Other Attendees:

Director Frank Kessler, City of Canyon Lake Councilmember

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

Laura Murillo, Director of Human Resources

Mark Stanley, Director of Planning

Scott Richardson, Director of Marketing

Jiles Smith, Risk Manager

Natalie Zaragoza, Contracts Administrator

Brad Weaver, Communications Specialist

Maricela Hernandez, Executive Assistant/Clerk of the Board

3. PUBLIC COMMENTS - NON-AGENDA ITEMS:

None.

Committee Chairman Comerchero announced that Item 10 would be discussed after Item 15 at the request of staff.

4. APPROVAL OF MINUTES – JULY 12, 2006, MEETING:

M/S/C (PUGA/CHLEBNIK) approving the July 12, 2006, Committee meeting minutes. The motion carried unanimously.

5. CASH FLOW PROJECTIONS:

Mr. Fajnor presented the Cash Flow Projections Report.

6. PRODUCTIVITY IMPROVEMENT PROGRAM (PIP) REPORT:

Mr. Fajnor presented the Productivity Improvement Program (PIP) report.

7. QUARTERLY CAPITAL GRANTS' STATUS:

Mr. Fajnor presented an update on the status of Capital Grants.

8. AUTHORIZATION TO AWARD A CONTRACT TO CREATIVE BUS SALES, INC., FOR FOUR (4) AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANT, CAL TRANS TYPE (VII), 26-PASSENGER VEHICLES; AND, AUTHORIZATION TO WORK WITH THE FEDERAL TRANSIT ADMINISTRATION (FTA) AND THE RIVERSIDE COUNTY TRANSPORTATION COMMISSION (RCTC) TO OBTAIN AUTHORIZATION TO REPROGRAM RESIDUAL CAPITAL GRANT FUNDS:

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

- Authorize staff to reprogram Federal and local match funding remaining on FTA capital grant CA-90-Y337 towards the purchase of four (4), 26-passenger ADA compliant vehicles.
- Authorize staff to work with the FTA and the Riverside County Transportation Commission (RCTC) to obtain authorization to reprogram the subject funding.
- Contingent upon approval of the above, authorize staff to award a contract to Creative Bus Sales, Inc., for a quantity of four (4), 26-passenger, ADA compliant vehicles in an amount that shall not exceed \$373,008.
- Contingent upon approval of the above, authorize staff to issue a purchase order to the State of California in the amount of \$7,500.00 to cover the State's administrative handling fee.

The motion carried unanimously.

9. AUTHORIZATION TO AWARD A CONTRACT TO VILLA FORD FOR THREE (3), HEAVY DUTY, MODEL YEAR 2007, STAKE-BED SERVICE SUPPORT VEHICLES:

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

- Authorize staff to award a contract to Villa Ford for the purchase of three (3) service support vehicles in an amount that shall not exceed \$138,895.05.

The motion carried unanimously.

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

11. AUTHORIZATION TO ENTER INTO AGREEMENT WITH CITIES OF MORENO VALLEY AND SAN JACINTO FOR BUS SHELTER ADVERTISING PROGRAM:

M/S/C (HURTADO/PUGA) 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 cities of Moreno Valley and San Jacinto for RTA to administer a bus shelter advertising program in their jurisdictions where RTA receives all revenue generated from the program.

The motion carried unanimously.

12. UPDATE ON THE STATUS OF RELOCATING THE DOWNTOWN RIVERSIDE TRANSIT CENTER TO MARKET PLACE ON VINE STREET:

Mr. Rouzaud provided an update on the relocation of the downtown terminal to Market Place on Vine Street.

13. AUTHORIZATION TO UPDATE THE EMPLOYEE TRAINING & TUITION REIMBURSEMENT POLICY:

Committee Chairman Comerchero inquired if it would be appropriate for the Agency to reimburse half the tuition cost at the time employees incur the charges and half six months after the course is completed. Ms. Murillo replied that tuition costs are not reimbursed until employees complete a course or training and proper documentation is submitted. Committee Chairman Comerchero requested that staff include language notifying employees of their repayment responsibility before presenting this item to the full Board.

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

- Authorize staff to update the Employee Training & Tuition Reimbursement Policy.

The motion carried unanimously.

14. AUTHORIZATION TO JOIN CALIFORNIA STATE ASSOCIATION OF COUNTIES EXCESS INSURANCE AUTHORITY (CSAC-EIA), JOINT POWERS AUTHORITY EXCESS WORKERS' COMPENSATION PROGRAM:

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

- Authorize the Agency to join California State Association of Counties Excess Insurance Authority (CSAC-EIA), Joint Powers Authority Excess Workers' Compensation Program.

The motion carried unanimously.

15. TRANSPORTATION UNIFORM MITIGATION FEE (TUMF) PROGRAM OF PROJECTS (POP) FISCAL YEAR 2007 THROUGH 2011 UPDATE AND SHORT RANGE TRANSIT PLAN (SRTP) AMENDMENT:

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

- Adopt the fiscal year 2007 through 2011 TUMF Program of Projects and authorize transmittal to WRCOG and RCTC for inclusion in the transit facilities portion of the TUMF POP document.
- Approve an SRTP amendment to reflect this action.
- Authorize staff to execute WRCOG's Reimbursement Agreement for the Corona transit centers.

The motion carried unanimously.

10. AUTHORIZATION TO AWARD A CONTRACT TO PSOMAS FOR ARCHITECTURAL, ENGINEERING AND CONSTRUCTION MANAGEMENT SERVICES FOR THE DEVELOPMENT OF THE CORONA TRANSIT TERMINAL:

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

- Authorize staff to award a contract to Psomas for architectural, engineering and construction management services for the development of the Corona Transit Terminal at a cost that shall not exceed \$1,072,659.

The motion carried unanimously.

16. MODIFICATIONS TO PROCEDURES OF THE BOARD OF DIRECTORS:

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

- To leave the Procedures of the Board of Directors unchanged.

The motion carried unanimously.

17. BOARD MEMBER COMMENTS AND REMARKS:

None.

18. OTHER BUSINESS:

Mr. Rubio made the following announcements:

- Route 23 is exceeding capacity at Chaparral and Murrieta Valley High Schools.
- Buses were added to Route 206 from Lake Elsinore to Corona because the route continues to exceed capacity. A public meeting was held in Lake Elsinore on September 7th where staff received positive comments regarding the quick response of adding additional buses to this route.

The clerk of the Board reminded the Committee members that on Friday, September 22nd, County of Riverside and RTA staffs will be taking a tour of Otay Ranch in San Diego. Also, the Agency's employee picnic will be held on Saturday, September 23rd.

Mr. Roberts commented that he has received a lot of complaints regarding the possible elimination of Route 61 and recommended that staff look at other alternatives prior to making recommendations to the Board. Mr. Rubio commented that staff will analyze the route, but we should not set an expectation level beyond what is reasonable because of the PIP requirements.

19. ADJOURN:

The meeting adjourned at 2:50 p.m.