

RIVERSIDE TRANSIT AGENCY
1825 Third Street
Riverside, CA 92507

June 23, 2005

TO: BOARD OF DIRECTORS

FROM: Larry Rubio, Chief Executive Officer

SUBJECT: Authorization for Travel to Attend the American Public Transportation Association's (APTA) Annual Meeting and EXPO

Summary: Pursuant to the Procedures of the Board of Directors, Section VIII Conference/Workshop Attendance, staff requested interest from Board members to attend the APTA Annual Meeting and EXPO to be held in Dallas, TX on September 25-28, 2005. Director Jon Winningham expressed interest in attending this conference. Staff is requesting authorization for Director Jon Winningham to attend this conference. Following are the projected conference costs:

Conference Registration	\$ 545
Airfare	\$ 350
Lodging	\$ 857
Meals	<u>\$ 300</u>
Total (not to exceed) amount	\$2,052

Fiscal Impact:

The cost to attend this conference including registration, airfare, lodging, and meals will not exceed \$2,052. This amount has been included in the proposed FY 2006 operating budget that was presented to the Board of Directors last month.

Committee Recommendation:

This item was discussed at the Board Budget and Finance Committee meeting of June 1, 2005. The Committee members unanimously approved recommending this item to the full Board of Directors for their consideration.

Recommendation:

Authorize Director Jon Winningham to attend the APTA Annual Meeting and EXPO to be held in Dallas, TX on September 25-28, 2005, at a total cost not to exceed \$2,052.