



**BOARD BUDGET AND FINANCE COMMITTEE MEETING  
WEDNESDAY, JULY 6, 2011, 2:00 P.M.  
RIVERSIDE TRANSIT AGENCY BOARD ROOM  
1825 THIRD STREET  
RIVERSIDE, CA 92507**

1. **CALL TO ORDER**
2. **SELF-INTRODUCTIONS**
3. **PUBLIC COMMENTS– NON-AGENDA ITEMS** **RECEIVE COMMENTS**  
Members of the public may address the Board regarding any item within the subject matter jurisdiction of the Board; however, no action may be taken on off-agenda items unless authorized by law. Comments shall be limited to matters not listed on the agenda. Members of the public may comment on any matter listed on the agenda at the time that the Board considers that matter. Each person’s presentation is limited to a maximum of three (3) minutes
4. [APPROVAL OF MINUTES – JUNE 1, 2011 COMMITTEE MEETING \(P.2\)](#) **APPROVE**
5. [CASH FLOW PROJECTIONS \(P.4\)](#) **RECEIVE AND FILE**
6. [AUTHORIZATION TO ENTER INTO COOPERATIVE AGREEMENT NO. 10-036 WITH THE CITY OF RIVERSIDE \(CITY\) FOR A TRANSIT SIGNAL PRIORITY \(TSP\) DEMONSTRATION PROJECT \(P.6\)](#) **APPROVE**
7. [AUTHORIZATION TO AMEND AGREEMENT NO. 9-039 WITH BARRY’S SECURITY SERVICES INC. \(BARRY’S\), RIVERSIDE, CA, FOR ON-CALL SECURITY GUARD SERVICES \(P.8\)](#) **APPROVE**
8. [APPROVAL OF RESOLUTION 2011-014 AUTHORIZING THE EXECUTION OF THE CERTIFICATIONS AND ASSURANCES FOR THE PROPOSITION 1B \(PROP 1B\) PUBLIC TRANSPORTATION MODERNIZATION, IMPROVEMENT, AND SERVICE ENHANCEMENT ACCOUNT \(PTMISEA\) BOND PROGRAM \(P.10\)](#) **APPROVE**
10. **BOARD MEMBER COMMENTS AND REMARKS**
11. **OTHER BUSINESS**
12. **ADJOURN**

*Any person with a disability who requires a modification or accommodation in order to participate in this meeting or any person with limited English proficiency (LEP) who requires language assistance to communicate with the RTA Board during the meeting should contact the RTA Clerk of the Board, telephone number (951) 565-5044, no fewer than two business days prior to this meeting to enable RTA to make reasonable arrangements to assure accessibility or language assistance for this meeting. Agenda related writings or documents provided to the Board of Directors are available for public inspection in the office of the Clerk of the Board and at the reception desk while the meeting is in session.*

RTA BOARD BUDGET AND FINANCE COMMITTEE MEETING  
June 1, 2011

1. CALL TO ORDER:

Director Talbot called the Board Budget and Finance Committee meeting to order at 2:00 p.m., on June 1, 2011, in the RTA Board Room.

2. SELF-INTRODUCTIONS:

Self-introductions of those in attendance took place.

Board Committee Members Present:

1. Acting Committee Chairman Barry Talbot, City of Canyon Lake, Mayor
2. Director Joanne Evans, City of Perris Councilmember
3. Director Andy Melendrez, City of Riverside Councilmember
4. Alternate Donna Johnston, County of Riverside, District II
5. Alternate Ron Roberts, County of Riverside, District III
6. Alternate Jaime Hurtado, County of Riverside, District V

RTA Staff:

1. Larry Rubio, Chief Executive Officer
2. Tom Franklin, Chief Operating Officer
3. Craig Fajnor, Chief Financial Officer
4. Vince Rouzard, Chief Procurement and Logistics Officer
5. Jim Kneepkens, Director of Marketing
6. Bob Bach, Director of Maintenance
7. Rick Kaczerowski, Director of Information Technologies
8. Mark Stanley, Director of Planning
9. Laura Murillo, Director of Human Resources
10. Natalie Gomez, Clerk of the Board
11. Brad Weaver, Marketing Manager
12. Natalie Zaragoza, Contracts Manager
13. Virginia Werly, Contract Operations Manager

Other Attendees:

Darrell Thomas, Former L.A. Dodger

3. PUBLIC COMMENTS - NON-AGENDA ITEMS:

None.

4. APPROVAL OF MINUTES MAY 4, 2011, COMMITTEE MEETING:

M/S/C (EVANS/MELENDREZ) approving the May 4, 2011, Committee meeting minutes. The motion carried with four affirmative votes and one abstention (FOX).

5. CASH FLOW PROJECTIONS:

Mr. Fajnor presented the Cash Flow projections.

6. QUARTERLY CAPITAL GRANTS' STATUS

Mr. Fajnor presented the quarterly capital grants' status.

7. AUTHORIZATION TO AMEND AGREEMENT NO. 5-018 WITH SOUTHLAND TRANSIT INC., (SOUTHLAND)

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

- Authorize staff to amend Agreement #5-018 with Southland Transit Inc. and increase the final option year amount from \$9,261,259.95 to \$9,380,874.95. An increase of \$119,615.

The motion carried unanimously.

8. AUTHORIZATION TO EXERCISE THE FINAL OPTION YEAR OF AGREEMENT NO. 7-011 WITH NATURAL GAS SYSTEMS INC., (NGS) FOR PREVENTATIVE MAINTENANCE AND REPAIR SERVICES FOR THE AGENCY'S COMPRESSED NATURAL GAS (CNG) FUELING STATIONS

Alternate Johnston arrived at the meeting during discussion of Item 8.

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

- Authorize staff to exercise the final option year of Agreement No. 7-011 with Natural Gas Systems Inc., for CNG Station Maintenance and Repair Services in the amount of \$222,688.

The motion carried unanimously.

9. BOARD MEMBER COMMENTS AND REMARKS:

None.

10. OTHER BUSINESS:

None.

11. ADJOURN:

The meeting adjourned at 2:21 p.m.

RIVERSIDE TRANSIT AGENCY  
1825 Third Street  
Riverside, CA 92507

July 6, 2011

TO: BOARD BUDGET AND FINANCE COMMITTEE

THRU: Larry Rubio, Chief Executive Officer

FROM: Craig Fajnor, Chief Financial Officer

SUBJECT: Cash Flow Projections

Summary: The Agency develops cash flow projections for the entire fiscal year representing weekly increments. Due to the size of the report, it is difficult to portray the entire fiscal year.

The attached report represents actual cash performance through late-June 2011 with projections through August 2011. This reporting period covers the end of FY11 and the first two months of FY12. There are no cash flow issues anticipated during this reporting period.

Recommendation:

Receive and file.

**Riverside Transit Agency  
FY 2012 Cash Flow Projection**

	Actual											
1	General Account	6/24/2011	7/1/2011	7/8/2011	7/15/2011	7/22/2011	7/29/2011	8/5/2011	8/12/2011	8/19/2011	8/26/2011	9/2/2011
2	Est. Cash, Beg Balance (Book)	2,166	149,888	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
3	<b>Receipts:</b>											
4	LTF Operating - recurring						2,889,144					2,889,144
5	LTF GASB 43/45						71,667					71,667
6	FET Credit (Capital)	87,334				80,000				80,000		
7	CalPERS CERBT Receipt							67,000				
8	Farebox	137,137	130,000	130,000	130,000	130,000	130,000	130,000	130,000	130,000	130,000	130,000
9	Total Other Farebox	2,421	21,752		2,421	45,569	412,446			31,296		208,778
10	Total Other Local	2				3,500						
11	FTA Operating			948,000				895,000	55,000			
12	Capital - Local, State	185,776	291,000	47,000	20,000		50,000		50,000		50,000	
13	Echo - FTA Capital			77,465	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
14	Transfer from Investment to Gen Acct.	150,000	570,575	709,485	850,329	773,481		949,150	645,750	894,854	820,750	
15	<b>Disbursements:</b>											
16	Payroll = Net+Tax	(133)	(705,000)		(555,000)		(565,000)		(565,000)		(565,000)	(13,000)
17	A/P Wires	(231,135)	(20,750)	(1,566,950)	(20,750)	(259,550)	(176,750)	(1,746,150)	(20,750)	(141,150)	(140,750)	(1,426,150)
18	A/P Checks	(123,587)	(200,000)	(235,000)	(235,000)	(235,000)	(235,000)	(235,000)	(235,000)	(235,000)	(235,000)	(235,000)
19	Capital Expenditures	(60,093)	(187,465)	(110,000)	(242,000)	(588,000)	(810,000)	(110,000)	(110,000)	(810,000)	(110,000)	(110,000)
20	Transfer to Investment from Gen Acct.						(1,816,507)					(1,565,439)
20	Transfer to GASB Trust Acct.		(1,000,000)									
21	Actual Ending Book Balance / Targeted Minimum Balance	149,888	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000

22	LAIF Account:											
23	Beginning balance	3,250,000	3,100,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
24	Quarterly Interest Income				3,783							
25	Transfers to/from Gen Acct.	(150,000)	(570,575)	(709,485)	(850,329)	(773,481)	1,816,507	(949,150)	(645,750)	(894,854)	(820,750)	1,565,439
26	Transfers to/from County Pool	-	470,575	709,485	846,546	773,481	(1,816,507)	949,150	645,750	894,854	820,750	(1,565,439)
27	Ending balance	3,100,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000

28	County Pool Account:											
29	Beginning balance	20,705,228	20,705,228	20,234,653	19,525,168	18,699,113	17,925,632	19,742,139	18,792,989	18,147,239	17,252,384	16,431,634
30	Quarterly Interest Income				20,491							
31	Transfers to/from Gen Acct.	-	-	-	-	-	-	-	-	-	-	-
32	Transfers to/from LAIF	-	(470,575)	(709,485)	(846,546)	(773,481)	1,816,507	(949,150)	(645,750)	(894,854)	(820,750)	1,565,439
33	Ending balance	20,705,228	20,234,653	19,525,168	18,699,113	17,925,632	19,742,139	18,792,989	18,147,239	17,252,384	16,431,634	17,997,073

RIVERSIDE TRANSIT AGENCY  
1825 Third Street  
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July 6, 2011

TO: BOARD BUDGET AND FINANCE COMMITTEE

THRU: Larry Rubio, Chief Executive Officer

FROM: Vince Rouzaud, Chief Procurement and Logistics Officer

SUBJECT: Authorization to enter into Cooperative Agreement No. 10-036 with the City of Riverside (City) for a Transit Signal Priority (TSP) Demonstration Project

Summary: One of the Agency's long term priorities is the implementation of a Bus Rapid Transit System (BRT) along the Magnolia corridor in the City of Riverside. The Magnolia corridor was selected for the proposed BRT as the corridor contains the highest ridership in the Agency's system. In preparation for BRT, staff is implementing a TSP demonstration project, the success of which will lay the foundation for future BRT.

This demonstration project utilizes TSP equipment called a 'controller' which is installed on traffic signals at selected intersections and an 'emitter' which is installed on Agency vehicles. This gives the traffic light for that intersection the ability to receive signals from Agency vehicles. Given certain schedule parameters, the emitter will transmit a signal to the controller extending the green signal light a few seconds longer allowing the vehicle to pass through the intersection. Once the controller no longer detects the emitter's signal, normal operation of the intersection resumes.

The travel corridor for this demonstration project is along portions of University Avenue, Market Street and Magnolia Avenue. While many of the intersections already have the required equipment, there are a total of seventeen intersections that will require the installation of these controllers.

The Agency will procure the controllers and City staff will install and maintain the equipment. The cost for the seventeen controllers is \$33,304.69. The Agency will reimburse the City \$4,800.00 for the installation and maintenance of the equipment.

The term of the demonstration project will be for a 12-month period during which the Agency and the City will be able to assess the success and viability of the project. Should the project prove successful, TSP will be a major component of future BRT.

Fiscal Impact:

Sufficient funds were included in the Agency's FY12 capital budget to cover the TSP demonstration project.

Recommendation:

Approve and recommend this item to the full Board of Directors for their consideration as follows:

- Authorize staff to enter into Cooperative Agreement No. 10-036 with the City of Riverside in the amount of \$4,800.00 for a Transit Signal Priority demonstration project.

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July 6, 2011

TO: BOARD BUDGET AND FINANCE COMMITTEE

THRU: Larry Rubio, Chief Executive Officer

FROM: Vince Rouzaud, Chief Procurement and Logistics Officer

SUBJECT: Authorization to Amend Agreement No. 9-039 with Barry's Security Services Inc. (Barry's), Riverside, CA, for On-Call Security Guard Services

Summary: The Agency currently contracts with a local security firm to provide security guard services for the Corona, Perris and Riverside facilities.

The agreement, awarded in November 2009, was amended in November 2010 to provide extended coverage (24/7) for both the Perris and Corona facilities and added limited security at the Agency's corporate offices in Riverside. The original scope of work had anticipated coverage would be limited to the Agency's hours of operation only. However, it was later determined that round the clock coverage was preferred in order to protect the facilities during off hours.

Having security guards posted at Agency facilities has been well received by customers and has deterred vandalism and other criminal activities.

At the May 2011 Board of Directors meeting, the Board received a comprehensive security update from the Agency's risk management department. The update explained the protective measures being taken by the Agency to safeguard employees and Agency assets. Safety and security is the Agency's highest priority.

Additionally, as a public transportation agency, RTA receives daily notifications from the Public Transportation Information Sharing & Analysis Center (PT-ISAC). The PT-ISAC is part of the Transportation Security Administration (TSA) and is responsible for collecting, analyzing and disseminating security awareness reports to the public transportation sector.



On occasion, TSA will recommend to public transit operators to implement additional security measures and/or increase security presence at transportation facilities.

In order for the Agency to be able to respond timely to TSA recommendations, it will be necessary to amend the Agency's contract with Barry's and increase the total not-to-exceed amount by \$40,000. The additional monies will give staff the flexibility to implement precautionary measures as recommended by the TSA.

Fiscal Impact:

Funding for the additional services is available in the Agency's FY12 operating budget.

Board Approved 5-Year Total:                   \$ 1,171,864.20

Additional Service:                               \$ 40,000.00  
(As Needed)

Revised 5-Year Total:                         \$ 1,211,864.20

Recommendation:

Authorize staff to amend Agreement No. 9-039 with Barry's Security Services, Inc., increasing the total not-to-exceed amount for the five year period from \$1,171,864.20 to \$1,211,864.20.

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July 6, 2011

TO: BOARD BUDGET AND FINANCE COMMITTEE

THRU: Larry Rubio, Chief Executive Officer

FROM: Craig Fajnor, Chief Financial Officer

SUBJECT: Approval of Resolution 2011-14 Authorizing the Execution of the Certifications and Assurances for the Proposition 1B (Prop 1B) Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) Bond Program

Summary: The agency received initial funding for revenue vehicles under Prop 1B PTMISEA in June 2008. This funding came near the end of the economic boom and was provided soon after application for the funds. Shortly after this initial funding was received, economic conditions worsened dramatically and funding for other approved Prop 1B projects did not materialize in a timely fashion. The economic downturn reduced the state's ability to sell bonds in support of Prop 1B projects though funding levels were published and project applications were encouraged.

Working closely with Riverside County Transportation Commission (RCTC) and CalTrans staff, agency staff recently submitted an application for FY09 and FY11 Prop 1B PTMISEA funding for revenue vehicle rolling stock. The overall application was for \$22,903,943, which consisted of \$536,921 of FY09 funds and \$22,367,022 of FY11 funds. This application completed the request for all known Prop 1B PTMISEA funding available to agency through FY11.

After the application was submitted, Cal Trans notified staff of a new, one-time requirement of having a board resolution authorizing execution of the certifications and assurances for use of Prop 1B PTMISEA funds. The resolution is attached.

Fiscal Impact:

None at this time. However, if and when the state resumes bond sales in support of Prop 1B PTMISEA, revenues from such sales would provide funding of up to \$27,956,218 for the purchase of revenue vehicles and/or spare parts for revenue vehicles.

Recommendation:

Approve Resolution 2011-14 authorizing the execution of the certifications and assurances in the utilization of Prop 1B PTMISEA funding.

**ATTACHMENT I**

**RESOLUTION # 2011-14**

**AUTHORIZATION FOR THE EXECUTION OF THE  
CERTIFICATIONS AND ASSURANCES  
FOR THE PUBLIC TRANSPORTATION MODERNIZATION, IMPROVEMENT, AND  
SERVICE ENHANCEMENT ACCOUNT BOND PROGRAM**

**WHEREAS**, the Riverside Transit Agency is an eligible project sponsor and may receive state funding from the Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) now or sometime in the future for transit projects; and

**WHEREAS**, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

**WHEREAS**, Senate Bill 88 (2007) named the Department of Transportation (Department) as the administrative agency for the PTMISEA; and

**WHEREAS**, the Department has developed guidelines for the purpose of administering and distributing PTMISEA funds to eligible project sponsors (local agencies); and

**WHEREAS**, the Riverside Transit Agency wishes to delegate authorization to execute these documents and any amendments thereto to the Chief Executive Officer

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Riverside Transit Agency that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances document and applicable statutes, regulations and guidelines for all PTMISEA funded transit projects.

**NOW THEREFORE, BE IT FURTHER RESOLVED** that the Chief Executive Officer be authorized to execute all required documents of the PTMISEA program and any Amendments thereto with the California Department of Transportation.

**AGENCY BOARD DESIGNEE:**

**BY:** \_\_\_\_\_  
**Bob Buster**  
**Chairman of the Board**