

RIVERSIDE COUNTY TRANSPORTATION COMMISSION

EXECUTIVE COMMITTEE

(COMMISSIONERS STEVE ADAMS, MARION ASHLEY, JOHN BENOIT,
BOB BUSTER, MARY CRATON, TERRY HENDERSON, BOB MAGEE
GREG PETTIS, KAREN SPIEGEL, JEFF STONE, JOHN TAVAGLIONE)

9:00 A.M.

WEDNESDAY, FEBRUARY 10, 2010

**County of Riverside Administrative Center
Conference Room A
4080 Lemon Street, Third Floor, Riverside**

In compliance with the Brown Act and Government Code Section 54957.5, agenda materials distributed 72 hours prior to the meeting, which are public records relating to open session agenda items, will be available for inspection by members of the public prior to the meeting at the Commission office, 4080 Lemon Street, Third Floor, Riverside, CA, and on the Commission's website, www.rctc.org.

In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if you need special assistance to participate in an Executive Committee meeting, please contact the Clerk of the Board at (951) 787-7141. Notification of at least 48 hours prior to meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility at the meeting.

- 1. CALL TO ORDER**
- 2. PUBLIC COMMENTS**
- 3. APPROVAL OF MINUTES – TO BE SUBMITTED AT THE NEXT MEETING**
- 4. ADDITIONS/REVISIONS** - *The Committee may add an item to the Agenda after making a finding that there is a need to take immediate action on the item and that the item came to the attention of the Committee subsequent to the posting of the agenda. An action adding an item to the agenda requires 2/3 vote of the Committee. If there are less than 2/3 of the Committee members present, adding an item to the agenda requires a unanimous vote. Added items will be placed for discussion at the end of the agenda.*

5. PROPOSED COMMITTEE RESTRUCTURING

Overview

This item is for the Committee to:

- 1) Approve the restructuring of the Budget and Implementation Committee;
- 2) Approve disbanding the Plans and Programs Committee;
- 3) Approve the formation of the Eastern Riverside County Programs and Projects Committee and the Western Riverside County Programs and Projects Committee;
- 4) Adopt Ordinance No. 10-001, "An Ordinance of the Riverside County Transportation Commission Amending the Commission's Administrative Code", to reflect the changes to the committee structure; and
- 5) Forward to the Commission for final action.

6. ADJOURNMENT

The next Executive Committee meeting is scheduled to be held at **9:00 a.m., Wednesday, March 10, 2010**, 4080 Lemon Street, Third Floor, Conference Room A, Riverside.

RIVERSIDE COUNTY TRANSPORTATION COMMISSION

DATE:	February 10, 2010
TO:	Executive Committee
FROM:	John Standiford, Deputy Executive Director
THROUGH:	Anne Mayer, Executive Director
SUBJECT:	Proposed Committee Restructuring

STAFF RECOMMENDATION:

This item is for the Committee to:

- 1) Approve the restructuring of the Budget and Implementation Committee;
- 2) Approve disbanding the Plans and Programs Committee;
- 3) Approve the formation of the Eastern Riverside County Programs and Projects Committee and the Western Riverside County Programs and Projects Committee;
- 4) Adopt Ordinance No. 10-001, *"An Ordinance of the Riverside County Transportation Commission Amending the Commission's Administrative Code"*, to reflect the changes to the committee structure; and
- 5) Forward to the Commission for final action.

BACKGROUND INFORMATION:

Upon expansion of the Commission in 1999, the existing committee structure was defined and implemented per the Administrative Code. Budget and Implementation and Plans and Programs have served as two primary Commission committees that provide policy and program direction. A summary of the existing committee responsibilities and 2009 appointments are attached.

The following observations have been made by staff and/or Commissioners regarding these two standing committees.

- Many of the Commission's programs overlap and specific project decisions could come under the purview of either committee;
- There can be an imbalance in the number of agenda items for each committee;
- Committees are occasionally canceled due to lack of substantive items;

- Due to the Coachella Valley Association of Governments (CVAG) active role and authority in administering the Coachella Valley's share of transportation funding, the Commission's committee agenda items are often Western County related; and
- Coachella Valley Commissioners have expressed concern regarding travel and time commitments for committee items unrelated to their geographic area or the county as a whole.

DISCUSSION:

Measure A contains a unique feature in providing a geographic return to source of funding between Western Riverside County, the Coachella Valley, and the Palo Verde Valley. The existence of this provision recognizes the economic importance of the eastern part of Riverside County in spite of its smaller population and fewer municipal jurisdictions. Ten of Riverside County's cities are located in the eastern portion of the county, one county supervisorial district is located entirely in the eastern part of the county, and another supervisorial district is partially located within the Coachella Valley.

The intent of this proposal is to formulate a committee and governance structure to serve the entire county, but to also provide opportunities to receive advice and counsel from all Commissioners and ensure that every Commissioner has an opportunity to fully participate. As mentioned above, there have been times where Commission discussions have often centered on topics that are localized to the western portion of the county. A prime example of this can be seen on discussions regarding the Western Riverside County Transportation Uniform Mitigation Fee (TUMF) program. The main reason for the dichotomy is the specific authority that is granted to CVAG under Measure A to actively participate in the programming of Measure A revenues returned to the Coachella Valley.

Based on the above, staff believes that some slight modifications of the existing committee structure will benefit the Commission as a whole and has explored the following options for discussion:

1. Disband the existing Plans and Programs Committee and form two geographically-based committees.

- **Eastern Riverside County Programs and Projects:**

Responsibilities include air quality, capital projects, communications and outreach programs, Congestion Management Program (CMP), intermodal programs, motorist services (ie. SAFE), new corridors, regional agencies/regional planning, Regional Transportation Improvement Program (RTIP), and State Transportation Improvement

Program (STIP) related to the Coachella and Palo Verde Valleys and other areas as may be prescribed by the Commission.

It is proposed that this committee will meet at 10:30 a.m. or directly following the CVAG Transportation Committee on the first Monday of the month. Membership includes all of the Coachella Valley/Palo Verde Valley representatives including the Fourth and Fifth District Supervisors.

Issues for resolution regarding CVAG Transportation Committee:

- The existing CVAG Committee will adjourn and then the Eastern Riverside County Programs and Projects Committee will convene. Membership and procedural issues can be addressed and a format developed through discussion with respective staff and legal counsel.
- CVAG proposes to move its committee date from second Monday of the month at Noon to the first Monday of the month at 10:00 a.m., except when the first Monday and second Wednesday fall in the same week, in order to meet Commission agenda deadlines.
- **Western Riverside County Programs and Projects:**

Responsibilities include air quality, capital projects, communications and outreach programs, Congestion Management Program (CMP), intermodal programs, motorist services (ie. SAFE/Freeway Service Patrol), new corridors, regional agencies/regional planning, Regional Transportation Improvement Program (RTIP), State Transportation Improvement Program (STIP), and Transportation Uniform Mitigation Fee (TUMF) Program related to Western Riverside County and other areas as may be prescribed by the Commission.

This committee meets on the fourth Monday of the month at 1:30 p.m. Membership is comprised of 10 Western County representatives as appointed by the Chair, including the Fifth District Supervisor.

2. Restructure Budget and Implementation Committee

Responsibilities include annual budget development and oversight, competitive state and federal grant programs, countywide communications and outreach programs, countywide strategic plan, legislation, Measure A

implementation, short range transit plans (SRTP), and other areas as may be prescribed by the Commission.

This Committee will still include members from both the western and eastern portions of the county. This Committee meets on the fourth Monday of each month at 9:30 a.m. (no change).

Membership is comprised of 10 Western County representatives and five Coachella Valley/Palo Verde Valley representatives as appointed by the Chair.

One thing to note is the members from the eastern part of the county will be required to serve on more than one committee because those members will also serve on the Eastern Riverside County Programs and Projects Committee.

IMPLEMENTATION:

This item will be considered by the CVAG Executive Committee on February 8. Staff recommends implementation of new committee structures to begin in late February. Upon direction by the Chair, most committee assignments will closely mirror those existing appointments to minimize impact and inconvenience for Commissioners.

Attachment: Ordinance No. 10-001

ORDINANCE NO. 10-001

AN ORDINANCE OF THE RIVERSIDE COUNTY TRANSPORTATION COMMISSION
AMENDING THE COMMISSION'S ADMINISTRATIVE CODE

WHEREAS, the Riverside County Transportation Commission ("Commission") is a public agency of the state of California formed under the County Transportation Commission Act set forth in California Public Utilities Code Section 130000 et seq.; and

WHEREAS, the Commission has the power to adopt such rules and regulations as it may deem necessary for the conduct of the Commission's affairs; and

WHEREAS, the Commission has enacted an Administrative Code and has amended it; and

WHEREAS, the Commission has determined that it is now necessary to amend its Administrative Code to approve the restructuring of its Budget and Implementation Committee; and

WHEREAS, the Commission has determined that it is now necessary to amend its Administrative Code to approve the disbanding of the Plans and Programs Committee; and

WHEREAS, the Commission has determined that it is now necessary to amend its Administrative Code to approve the formation of the Eastern Riverside County Programs and Projects Committee and the Western Riverside County Programs and Projects Committee.

NOW, THEREFORE, the Riverside County Transportation Commission's Board hereby ordains as follows:

Section 1: Article III, Section H, Paragraph 1(a) shall be deleted in its entirety and shall be replaced with the following:

(a) The Budget and Implementation Committee. This Committee shall be composed of ten (10) Western Riverside County regular members of the Commission and five (5) Eastern Riverside County regular members of the Commission for a total of fifteen (15) regular members of the Commission selected by the Chair. For the purposes of this subsection (a) the Fifth District Supervisor shall be considered a Western Riverside County member. Subject to supervision by the Commission, the jurisdiction of the Committee shall be as follows: annual budget development and oversight, competitive

state and federal grant programs, countywide communications and outreach programs, countywide strategic plan, legislation, Measure A implementation, short range transit plans (SRTP), and other areas as may be prescribed by the Commission. Meetings shall be held at 9:30 a.m. on the fourth Monday of the month at the offices of the Commission, unless otherwise determined by the Committee or the Commission. At any regular meeting not yet convened because of the lack of a quorum, the committee members who are present may constitute themselves a "Committee of the Whole", for purposes of discussing agenda matters or any other matter of interest to the members present. The Committee of the Whole may act to take recommendations to the Commission but may take no final actions. Any recommendation presented to the Commission from a Committee of the Whole and not the whole committee and should state the number of votes for, against and abstaining in reference to the recommendation. The Committee shall automatically cease to exist if a quorum of the Commission is present at the meeting.

(b) Programs and Projects Committees. The following Programs and Projects Committees are hereby created:

(1) The Eastern Riverside County Programs and Projects Committee shall be composed of all of the regular members of the Commission representing the Coachella Valley and Palo Verde Valley areas of the County, including the Fourth and Fifth District Supervisors. Subject to supervision by the Commission, the jurisdiction of the Committee shall be as follows: air quality, capital projects, communications and outreach programs, Congestion Management Program (CMP), intermodal programs, motorist services (ie. SAFE), new corridors, regional agencies/regional planning, Regional Transportation Improvement Program (RTIP), and State Transportation Improvement Program (STIP) related to the Coachella and Palo Verde Valleys, and other areas as may be prescribed by the Commission. Meetings shall be held at 10:30 a.m. or directly following the meeting of the Coachella Valley Association of Governments Transportation Committee on the first Monday of the month, except when the first Monday and second Wednesday fall in the same week, at the offices of the Coachella Valley

Association of Governments, unless otherwise directed by the Committee or the Commission. At any regular meeting not yet convened because of the lack of a quorum, the committee members who are present may constitute themselves a "Committee of the Whole," for purposes of discussing agenda matters or any other matter of interest to the members present. The Committee of the Whole may act to take recommendations to the Commission but may take no final actions. Any recommendation presented to the Commission from a Committee of the Whole and not the whole committee should state the number of votes for, against and abstaining in reference to the recommendation. The Committee shall automatically cease to exist if a quorum of the Commission is present at the meeting.

(2) The Western Riverside County Programs and Projects Committee shall be composed of ten (10) Western Riverside County regular members of the Commission selected by the Chair, including the Fifth District Supervisor. Subject to supervision by the Commission, the jurisdiction of the Committee shall be as follows: air quality, capital projects, communications and outreach programs, Congestion Management Program (CMP), intermodal programs, motorist services (ie. SAFE/Freeway Service Patrol), new corridors, regional agencies/regional planning, Regional Transportation Improvement Program (RTIP), State Transportation Improvement Program (STIP), and Transportation Uniform Mitigation Fee (TUMF) Program related to Western Riverside County, and other areas as may be prescribed by the Commission. Meetings shall be held at 1:30 p.m. on the fourth Monday of the month at the offices of the Commission unless otherwise directed by the Committee or the Commission. At any regular meeting not yet convened because of the lack of a quorum, the committee members who are present may constitute themselves a "Committee of the Whole," for purposes of discussing agenda matters or any other matter of interest to the members

present. The Committee of the Whole may act to take recommendations to the Commission but may take no final actions. Any recommendation presented to the Commission from a Committee of the Whole and not the whole committee should state the number of votes for, against and abstaining in reference to the recommendation. The Committee shall automatically cease to exist if a quorum of the Commission is present at the meeting.

Section 2: Article III, Section H, Paragraph 3(g) shall be amended to read as follows:

(g) Amendments to this Administration Code may be approved by the Executive Committee, subject to review by the Commission as set forth in Paragraph 3(c) above.

This Ordinance shall be effective on February 15, 2010.

APPROVED AND ADOPTED this 10th day of February, 2010.

Bob Buster, Chair
Riverside County Transportation Commission

ATTEST:

Jennifer Harmon
Clerk of the Board