

# **RIVERSIDE COUNTY TRANSPORTATION COMMISSION**

## **EXECUTIVE COMMITTEE**

(COMMISSIONERS MARION ASHLEY, JOHN BENOIT,  
BOB BUSTER, RICK GIBBS, TERRY HENDERSON, DARCY KUENZI  
GREG PETTIS, RON ROBERTS, KAREN SPIEGEL, JEFF STONE, JOHN TAVAGLIONE)

## **PLEASE NOTE TIME CHANGE**

**8:30 A.M.**

**WEDNESDAY, MAY 11, 2011**

**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](http://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 – APRIL 13, 2011**
- 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. CLOSED SESSION**

**Conference with Labor Negotiators Pursuant to Section 54957.6**

Agency Designated Representatives: Executive Director

Unrepresented Employees: All Commission Employees

**6. ADJOURNMENT**

# **AGENDA ITEM 3**

## **MINUTES**



# **RIVERSIDE COUNTY TRANSPORTATION COMMISSION**

## **EXECUTIVE COMMITTEE**

**April 13, 2011**

### **Minutes**

#### **1. CALL TO ORDER**

The meeting of the Executive Committee was called to order by Chair Greg Pettis at 8:46 a.m. in Conference Room A at the County of Riverside Administrative Center, 4080 Lemon Street, Third Floor, Riverside, California, 92501.

#### **Commissioners Present**

Marion Ashley\*  
John J. Benoit  
Bob Buster  
Rick Gibbs  
Terry Henderson  
Darcy Kuenzi\*  
Greg Pettis  
Ron Roberts\*  
Karen Spiegel  
Jeff Stone\*

#### **Commissioners Absent**

John Tavaglione

\* Arrived after the meeting was called to order.

#### **2. PUBLIC COMMENTS**

There were no requests to speak from the public.

#### **3. APPROVAL OF MINUTES**

**M/S/C (Henderson/Gibbs) to approve the minutes of March 9, 2011, as submitted.**

#### **4. ADDITIONS/REVISIONS**

There were no additions or revisions to the agenda.

## 5. ADMINISTRATIVE CODE AMENDMENTS

John Standiford, Deputy Executive Director, presented the proposed changes to the Commission's Administrative Code.

At the Committee's request, Anne Mayer explained the purpose and need of the procedures for design immunity.

Commissioner Bob Buster recommended adding that the provision of a weighted vote does not apply to the election of officers.

Steve DeBaun, legal counsel, concurred with this recommendation and will incorporate into the document.

**M/S/C (Gibbs/Benoit) to adopt Ordinance No. 11-001, "An Ordinance Amending the Riverside County Transportation Commission's Administrative Code".**

## 6. NEW STAFF POSITION

Anne Mayer, Executive Director, presented the request to establish a Capital Projects Contracts and Claims Manager position. She provided detailed information on the need, benefit, qualifications, and job duties of this position.

At Commissioners Jeff Stone and John Benoit's request, Anne Mayer provided information regarding the Commission's employee pension program.

Commissioners Benoit and Stone expressed concern for hiring this new position until a review of the pension program can be conducted by the Executive Committee and asked staff to agendaize this matter for its next meeting.

Commissioner Rick Gibbs expressed strong support for establishing this position.

**M/S/C (Kuenzi/Gibbs) to:**

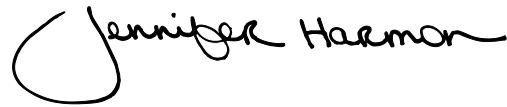
- 1) Establish a Capital Projects Contracts and Claims Manager position on Range 11 (\$7,910 - \$10,678 per month) for budgeting purposes. This position will be responsible for construction contracts and claims administration;**

- 2) **Hiring for the new position is contingent upon the Committee's review and direction regarding the Commission's employee pension program; and**
- 3) **Approve the revised organization chart to reflect the proposed change.**

**7. ADJOURNMENT**

There being no other items to be considered, the Executive Committee meeting adjourned at 9:25 a.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Jennifer Harmon". The signature is written in a cursive style with a large, looping initial "J".

Jennifer Harmon  
Clerk of the Board