

RIVERSIDE COUNTY TRANSPORTATION COMMISSION

EXECUTIVE COMMITTEE MEETING AGENDA

TIME: 9:00 a.m.

DATE: Wednesday, September 11, 2013

LOCATION: CONFERENCE ROOM A
County of Riverside Administrative Center
4080 Lemon Street, Third Floor, Riverside

☞ COMMITTEE MEMBERS ☞

Bob Botts, City of Banning
Karen Spiegel, City of Corona
Terry Henderson, City of La Quinta
Rick Gibbs, City of Murrieta
Daryl Busch, City of Perris
Steve Adams, City of Riverside
Kevin Jeffries, County of Riverside, District I
John J. Tavaglione, County of Riverside, District II
Jeff Stone, County of Riverside, District III
John J. Benoit, County of Riverside, District IV
Marion Ashley, County of Riverside, District V

☞ AREAS OF RESPONSIBILITY ☞

Reviews and makes final decisions on personnel issues
and office operational matters.

Comments are welcomed by the Committee. If you wish to provide comments to the Committee, please complete and submit a Speaker Card to the Clerk of the Board.

RIVERSIDE COUNTY TRANSPORTATION COMMISSION

EXECUTIVE COMMITTEE MEETING

9:00 A.M.

**WEDNESDAY, SEPTEMBER 11, 2013
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 – JULY 10, 2013**
- 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. COMMISSION OFFICER ROTATION POLICY

Overview

This item is for the Committee to:

- 1) Amend the Administrative Code to modify the current rotation policy of Commission officers; and
- 2) Forward to the Commission for final action.

6. ADJOURNMENT

AGENDA ITEM 3

MINUTES

RIVERSIDE COUNTY TRANSPORTATION COMMISSION

EXECUTIVE COMMITTEE

JULY 10, 2013

Minutes

1. CALL TO ORDER

The meeting of the Executive Committee was called to order by Chair Karen Spiegel at 9:02 a.m. in Conference Room A at the County of Riverside Administrative Center, 4080 Lemon Street, Third Floor, Riverside, California, 92501.

Commissioners Present

Steve Adams
Marion Ashley
John J. Benoit
Bob Botts
Daryl Busch
Terry Henderson
Kevin Jeffries
Karen Spiegel
John Tavaglione

Commissioners Absent

Rick Gibbs
Jeff Stone

2. PUBLIC COMMENTS

There were no requests to speak from the public.

3. APPROVAL OF MINUTES – April 10, 2013

M/S/C (Henderson/Busch) to approve the minutes of April 10, 2013 as submitted.

4. ADDITIONS/REVISIONS

There were no additions or revisions to the agenda.

5. CONTRACTS RELATED TO THE COMMISSION'S RIGHT OF WAY DEPARTMENT

Anne Mayer, Executive Director, discussed the staffing needs of the Right of Way Department due to the increase in Commission projects and departure of the current right of way manager.

Commissioner John Benoit commended staff for its foresight and well thought out planning to meet the Commission's needs.

M/S/C (Benoit/Ashley) to:

- 1) Approve the replacement of an existing unfilled full-time equivalent (FTE) of Capital Projects Contract and Claims Manager for a Right of Way Senior Staff Analyst position;**
- 2) Approve the Commission's revised Fiscal Year 2013/14 organizational chart; and**
- 3) Approve Agreement No. 14-31-002-00 with Southstar Engineering for Right of Way Management Services in an amount not to exceed \$200,000.**

6. AMENDMENT OF THE EXECUTIVE DIRECTOR'S EMPLOYMENT AGREEMENT

Anne Mayer explained in order to implement the employees' cost sharing of the Employer Paid Member Contribution (EPMC) as part of the new California Public Employees' Pension Reform Act, the executive director's employment agreement must be amended to reflect the change in EPMC and annual salary.

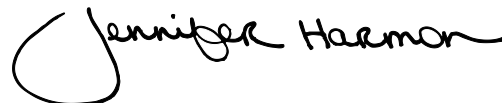
M/S/C (Henderson/Benoit) to approve the fourth amendment to the Executive Director's employment agreement to reflect the change in the Employer Paid Member Contribution (EPMC) and accompanying salary increase.

Abstain: Jeffries

7. ADJOURNMENT

There being no other items to be considered, the Executive Committee meeting adjourned at 9:15 a.m.

Respectfully submitted,



Jennifer Harmon
Clerk of the Board

AGENDA ITEM 5

RIVERSIDE COUNTY TRANSPORTATION COMMISSION

DATE:	September 11, 2013
TO:	Executive Committee
FROM:	John Standiford, Deputy Executive Director
THROUGH:	Anne Mayer, Executive Director
SUBJECT:	Commission Officer Rotation Policy

STAFF RECOMMENDATION:

This item is for the Committee to:

- 1) Amend the Administrative Code to modify the current rotation policy of Commission officers; and
- 2) Forward to the Commission for final action.

BACKGROUND INFORMATION:

In order to ensure active participation from both the city and county levels, the Commission's Administrative Code requires the officer positions of Chair, Vice Chair, and Second Vice Chair alternate on an annual basis between a Commissioner representing a city and a county supervisor. As an example, the Commission's current Chair is the member from of Corona, the Vice Chair is the Fifth District County Supervisor, and the Second Vice Chair is the member from Perris. Assuming a normal rotation and per the requirements of the Commission's Administrative Code, the Vice Chairs will move up and the Second Vice Chair position must be filled by a county supervisor. To be clear, this is mandated in the Commission's Administrative Code.

As Riverside County has grown, a number of cities have incorporated with Wildomar, Menifee, Eastvale, and Jurupa Valley as the most recent examples. The incorporation of new cities has resulted in additional Commissioners on the Commission since California law specifies the Commission be comprised of a city council member from every city in the county, all five county supervisors, and a non-voting member appointed by the Governor.

Given the growing number of city representatives on the Commission, Chair Karen Spiegel directed staff to consider minor changes in the Administrative Code in order to allow additional opportunities for Commissioners from cities to serve in officer positions, but to do so in a way that would not undermine or diminish the involvement and role of the Board of Supervisors.

Possible Changes

Staff values the input and participation from city and county perspectives and suggests the following change to meet a number of goals.

Rather than requiring that city and county members alternate every year in the officer slots, an alternative would be to merely require there be at least one Supervisor and one city councilmember among the three officer positions at all times. The usual rotation of the Vice Chair to Chair and the Second Vice Chair to Vice Chair as it usually does, the only requirement would be the Commission would have to ensure that at least one of the three positions be held by a county supervisor and for another to be held by a member of a city council.

The proposal would change the text in the Administrative Code to read:

“The Chair, the Vice Chair, and the Second Vice Chair shall regularly alternate between regular members of the Commission representing a city and a regular member of the Commission who is a member of the Riverside County Board of Supervisors. At all times, at least one of three officer slots – Chair, Vice Chair, or Second Vice Chair – shall be held by a member of the Riverside County Board of Supervisors. During the time in which the Chair is a regular member of the Commission representing a city, either the Vice Chair or the Second Vice Chair shall be a regular member of the Commission who is a member of the Riverside County Board of Supervisors. During the time in which the Chair is a regular Commission member who is a member of the Riverside County Board of Supervisors, either the Vice Chair or the Second Vice Chair, or both shall be a regular member of the Commission representing a city in order to ensure the participation of both city and county representatives in leadership positions.”

The key advantage to this amendment will be one of flexibility. The Commission will have the latitude to continue the current mandated rotation process or could elect to slightly deviate from it as long as there is some sort of representation from a county supervisor and a city member. This added flexibility could be attained without undermining the desire to ensure collaborative participation from cities and the county.

Geographic Representation

One long-term Commission practice has been to ensure that representatives from the Coachella Valley are provided the opportunity to serve as officers – often with some sort of rotation. Unlike the city/county rotation process, this is not spelled out in the Commission’s Administrative Code but has been followed via an informal custom. There have been a few notable examples of variations in that custom – for example Cathedral City Representative Greg Pettis was immediately followed as the Commission’s Chair by Fourth District County Supervisor John J. Benoit.

It is also important to note the Measure A ordinance recognizes and formalizes a county split that ensures sales tax revenues generated in the Coachella Valley are allocated only to projects in the area. Similar rules are in place for to ensure funding of Coachella Valley from other funding sources such as the State Transportation Improvement Program (STIP) and the federal Congestion Mitigation and Air Quality (CMAQ) program. In addition, approximately three years ago, the Commission reformed its committee structure to create an Eastern Riverside County Project and Programs Committee. Although the committee has not needed to meet on a regular basis, it is an example of recognizing the importance of the Coachella Valley in shaping future projects and policies.

In light of the multiple examples of ensuring Coachella Valley participation and equity, staff does not recommend a formal change in the Administrative Code to ensure a geographic rotation based on geography. As seen in Attachment 2, the Commission has a demonstrated track record of ensuring widespread participation throughout the county for officer positions.

Next Steps

After consideration and discussion by the Executive Committee, this matter would be forwarded to the Commission for final action. Should a change be approved by Executive Committee by this month or in October, it would ensure the amendment is approved and completed prior to the Commission’s next election of officers in December.

Attachments:

- 1) Excerpt from the Current Administrative Code Section B(5)
- 2) Commission Chair History

EXCERPT FROM THE COMMISSION'S ADMINISTRATIVE CODE

SECTION B(5)

The Chair, the Vice Chair, and the Second Vice Chair shall annually alternate between a regular member of the Commission representing a city and a regular member of the Commission who is a member of the Riverside County Board of Supervisors. During the time in which the Chair is a regular member of the Commission representing a city, the Vice Chair shall be a regular member of the Commission who is a member of the Riverside County Board of Supervisors and the Second Vice Chair shall be a regular member of the Commission representing a city. During the time in which the Chair is a regular Commission member who is a member of the Riverside County Board of Supervisors, the Vice Chair shall be a regular member of the Commission representing a city and the Second Vice Chair shall be a regular member of the Commission who is a member of the Riverside County Board of Supervisors.



COMMISSION CHAIRS		
2013	Karen Spiegel	City of Corona
2012	John J. Benoit	County of Riverside – District 4
2011	Greg Pettis	City of Cathedral City
2010	Bob Buster	County of Riverside – District 1
2009	Bob Magee	City of Lake Elsinore
2008	Jeff Stone	County of Riverside – District 3
2007	Terry Henderson	City of La Quinta
2006	Marion Ashley	County of Riverside – District 5
2005	Robin Lowe	City of Hemet
2004	Roy Wilson	County of Riverside – District 4
2003	Ron Roberts	City of Temecula
2002	John Tavaglione	County of Riverside – District 2
2001	Will Kleindienst	City of Palm Springs
2000	Tom Mullen	County of Riverside – District 5
1999	Jack van Haaster	City of Murrieta
1998	Bob Buster	County of Riverside – District 1
1997	Bob Buster	County of Riverside – District 1
1996	Alex Clifford	City of Riverside
1995	Alex Clifford	City of Riverside
1994	Corky Larson	County of Riverside – District 4
1993	Al Lopez	City of Corona
1992	Al Lopez	City of Corona
1991	Kay Cenicerros	County of Riverside – District 3
1990	Kay Cenicerros	County of Riverside – District 3
1989	Jack Clarke	City of Riverside
1988	Don Baskett	City of Hemet
1987	Melba Dunlap	County of Riverside – District 2
1986	Jean Mansfield	City of Riverside
1985	Susan Cornelison	Public Member

1984	Susan Cornelison	Public Member
1983	Roy Wilson	City of Palm Desert
1982	Norton Younglove	County of Riverside – District 5
1981	Jean Mansfield	City of Riverside
1980	Donald Schroeder	County of Riverside – District 2
1979	Donald Schroeder	County of Riverside – District 2
1978	Russell Beirich	City of Palm Springs
1977	Russell Beirich	City of Palm Springs