



March 2, 2016
1:00 p.m.

AGENDA

**Board Administration and Operations Committee Meeting
Riverside Transit Agency – Board Room
1825 Third Street
Riverside, CA 92507**

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 Riverside Transit Agency Board of Directors during the meeting, should contact the Riverside Transit Agency Clerk of the Board, telephone number (951) 565-5044, no fewer than two business days prior to this meeting to enable the Riverside Transit Agency to make reasonable arrangements to assure accessibility or language assistance for this meeting.

Agenda item descriptions are intended to provide members of the public a general summary of business to be conducted or discussed. Posting of any recommended action on an agenda item does not indicate what action will be taken. The Board of Directors may take any action it believes is appropriate on the agenda item and is not limited in any way by the notice of any recommendation.

All documents related to any agenda item are available for public inspection at www.riversidetransit.com or through the Clerk of the Board's office at the Riverside Transit Agency, 1825 Third Street, Riverside, CA 92507.

ITEM

RECOMMENDATION

- 1. CALL TO ORDER**
- 2. SELF-INTRODUCTIONS**

ITEM

RECOMMENDATION

3. **PUBLIC COMMENTS – NON-AGENDA ITEMS**

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.

RECEIVE COMMENTS

4. [APPROVAL OF MINUTES – FEBRUARY 3, 2016 COMMITTEE MEETING \(P.4\)](#)

APPROVE

5. **CONSENT CALENDAR**

All items on the Consent Calendar will be approved by one motion and there will be no discussion on individual items unless a board member or member of the public requests a specific item to be pulled from the calendar for separate discussion.

A. [PERSONNEL REPORT – JANUARY 2016 \(P.7\)](#)

RECEIVE AND FILE

B. [TRANSPORTATION CENTER MONTHLY REPORT – JANUARY 2016 \(P.14\)](#)

RECEIVE AND FILE

6. [APPROVE RESOLUTION AUTHORIZING THE FY16 FEDERAL FUNDING UNDER FEDERAL TRANSIT ADMINISTRATION \(FTA\) SECTION 5311 \(49 U.S.C. SECTION 5311\) WITH CALIFORNIA DEPARTMENT OF TRANSPORTATION \(CALTRANS\) \(P.18\)](#)

APPROVE

7. [PERMANENTLY HONORING FORMER BOARD MEMBER JEFF FOX \(P.22\)](#)

APPROVE

8. **BOARD MEMBER COMMENTS**

9. **ANNOUNCEMENTS**

ITEM

RECOMMENDATION

10. NEXT MEETING

Wednesday, April 6, 2016, 1:00 p.m.
Riverside Transit Agency
1825 Third Street
Riverside, CA 92507

11. MEETING ADJOURNMENT

RTA BOARD ADMINISTRATION AND OPERATIONS COMMITTEE MEETING
Minutes
February 3, 2016

1. **CALL TO ORDER**

Chairman Frank Johnston called the Board Administration and Operations Committee meeting to order at 1:01 p.m., on February 3, 2016, in the RTA Board Room.

2. **SELF-INTRODUCTIONS**

Self-introductions of those in attendance took place.

Committee Members Attending

1. Chairman Frank Johnston, City of Jurupa Valley
2. Director Art Welch, City of Banning
3. Director Ike Bootsma, City of Eastvale
4. Director Daryl Hickman, City of Lake Elsinore
5. Director Greg August, City of Menifee
6. Director Jesse Molina, City of Moreno Valley
7. Director Tonya Burke, City of Perris
8. Director Andy Melendrez, City of Riverside
9. Director Bridgette Moore, City of Wildomar
10. Alternate Jerry Sincich, County of Riverside, District I
11. Alternate Donna Johnston, County of Riverside, District II

Committee Members Absent

1. Committee Chair Randon Lane, City of Murrieta

RTA Staff

1. Larry Rubio, Chief Executive Officer
2. Tammi Ford, Clerk of the Board of Directors
3. Tom Franklin, Chief Operating Officer
4. Craig Fajnor, Chief Financial Officer
5. Vince Rouzaud, Chief Procurement and Logistics Officer
6. Laura Camacho, Chief Administrative Services Officer
7. Jim Kneepkens, Director of Marketing
8. Bob Bach, Director of Maintenance
9. Rohan Kuruppu, Director of Planning
10. Rick Kaczerowski, Director of Information Technologies
11. Natalie Zaragoza, Director of Contracts
12. Brad Weaver, Marketing Manager
13. Eric Ustation, Government Affairs Manager
14. Luciano Rose, Operations Manager
15. Joan Hepworth, Deputy Clerk of the Board of Directors

Other Attendees:

1. Eric Lewis, City of Moreno Valley
2. Berwin Hanna, City of Norco

3. PUBLIC COMMENTS – NON-AGENDA ITEMS

None.

4. APPROVAL OF MINUTES – JANUARY 13, 2016 COMMITTEE MEETING

M/S/C (HICKMAN/MOORE) approving the minutes of the January 13, 2016 Committee meeting.

The motion carried unanimously.

5. CONSENT CALENDAR

M/S/C (BOOTSMA/WELCH) approving the receipt and file of Item A – Personnel Report – December 2015.

The motion carried unanimously.

M/S/C (BOOTSMA/WELCH) approving the receipt and file of Item B – Transportation Center Monthly Report – December 2015.

The motion carried unanimously.

6. ADOPT DRUG AND ALCOHOL POLICY

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

- Approve and recommend to the full Board of Directors for their consideration the adoption of the updated Drug and Alcohol Policy.

The motion carried unanimously.

7. BOARD MEMBER COMMENTS

Comments were made by the following Board members: Director Bridgette Moore, Directory Daryl Hickman, Chairman Frank Johnston, Director Ike Bootsma, Director Greg August and Second Vice-Chair Art Welch.

8. ANNOUNCEMENTS

None.

9. **NEXT MEETING**

Wednesday, March 2, 2016, 1:00 p.m.
Riverside Transit Agency
1825 Third Street
Riverside, CA 92507

10. **MEETING ADJOURNMENT**

The meeting was adjourned at 1:12 p.m.

DRAFT

RIVERSIDE TRANSIT AGENCY
1825 Third Street
Riverside, CA 92507

March 2, 2016

TO: BOARD ADMINISTRATION AND OPERATIONS COMMITTEE

THRU: Larry Rubio, Chief Executive Officer

FROM: Laura Camacho, Chief Administrative Services Officer

SUBJECT: Personnel Report - January 2016

Summary: The attached report summarizes personnel activity that occurred in January 2016. The following information is outlined in the report:

- Number of budgeted positions versus number of filled positions by department and position.
- Percentage of minority and female employees by position classification.
- Number of disciplinary actions by gender.
- Percentage of minority and female applicants by position.
- Number of minority and female employees by personnel actions.

Recommendation:

Receive and file.

PERSONNEL ACTIVITY - January 2016

DEPARTMENT AND TITLE	BUDGETED POSITIONS	FILLED POSITIONS
<u>ADMINISTRATION</u>		
Chief Executive Officer	1	1
Executive Assistant/Clerk of the Board	<u>1</u>	<u>1</u>
Department Subtotal	2	2
<u>ACCOUNTING</u>		
Chief Financial Officer	1	1
Performance Reporting & Analysis Manager	1	1
Controller	1	1
Grants Financial Administrator	1	1
Accounting Supervisor	1	1
Grants Financial Analyst	1	1
Payroll Coordinator	1	1
Revenue Account Coordinator	1	1
Accounts Payable Clerk	1	1
Accounts Receivable Clerk	1	1
Currency Processor	<u>2</u>	<u>2</u>
Department Subtotal	12	12
<u>HUMAN RESOURCES</u>		
Chief Administrative Services Officer	1	1
Human Resources Manager	1	1
Labor Relations Officer	1	1
Benefits Administrator	1	1
Human Resources Specialist	1	1
Human Resources Clerk	1	1
Admin Clerk - Human Resources	1	1
Receptionist	<u>1</u>	<u>1</u>
Department Subtotal	8	8
<u>RISK MANAGEMENT</u>		
Risk Manager	1	1
Safety & Security Officer	1	0
Risk Management Specialist	1	1
Claims Clerk	<u>1</u>	<u>0</u>
Department Subtotal	4	2
<u>INFORMATION TECHNOLOGY</u>		
Director of Information Technology	1	1
ITS Administrator	1	1
Systems Administrator	1	1
IT Technician	<u>1</u>	<u>1</u>
Department Subtotal	4	4
<u>MAINTENANCE</u>		
Director of Maintenance	1	1
Deputy Director of Maintenance	0	0
Maintenance Manager	1	1
Facilities Manager	1	1
Maintenance Quality Control	1	1
Contract Operations Maintenance Supervisor	1	1
Maintenance Supervisor	6	6
Electronic Technician	2	2
Groundskeeper	1	1
Mechanic	29	28
Property Maintainer	1	1
Tire Servicer	1	1
Servicer	<u>15</u>	<u>12</u>
Department Subtotal	60	56

DEPARTMENT AND TITLE	BUDGETED POSITIONS	FILLED POSITIONS
MARKETING		
Director of Marketing	1	1
Marketing Manager	1	1
Government Affairs Manager	1	1
Community Engagement Coordinator	0	0
Customer Information Supervisor	1	1
Customer Information Clerk, Senior Lead	1	1
Customer Information Clerk, On-Call	<u>20</u>	<u>18</u>
Department Subtotal	25	23
OPERATIONS		
Chief Operating Officer	1	1
Operations Manager	1	0
Training Manager	1	1
Training Instructor	2	1
Executive Assistant/Deputy Clerk of the Board	1	1
Operations Supervisor	15	15
Operations Analyst	1	1
Stops/Zones Supervisor	1	1
Stops/Zones Groundskeeper	10	8
Surveillance Clerk	0	0
Transit Clerk	1	1
Full-Time ¹ Coach Operator	266	261
Part-Time Coach Operator	<u>0</u>	<u>8</u>
Department Subtotal	300	299
CONTRACT OPERATIONS		
Director of Operations	1	1
Contract Operations Manager	1	1
Contract Operations Specialist	2	2
ADA Certification Specialist	2	2
Travel Training Supervisor	1	1
Travel Training Specialist	4	4
Medi-Cal Administrative Activity (MAA) Coordinator	1	1
Contract Operations Administrative Clerk	<u>1</u>	<u>1</u>
Department Subtotal	13	13
PLANNING		
Director of Planning	1	1
Grants Manager	1	1
Planning & Scheduling Manager	1	1
Project Manager	1	1
Scheduling Analyst	2	1
Planning Analyst	1	1
Planning & Programming Specialist	2	2
Scheduling & Planning Specialist	0	0
Planning Technician	<u>0</u>	<u>0</u>
Department Subtotal	9	8
PURCHASING		
Chief Procurement & Logistics Officer	1	1
Director of Contracts	1	1
Contracts Manager	2	1
Storeroom Supervisor	1	0
Buyer	1	1
Parts Clerk	<u>5</u>	<u>3</u>
Department Subtotal	11	7
Totals	448	434

¹The Agency currently has 09 Coach Operators on extended leaves of absences due to work related injuries or due to disability

WORKFORCE DATA - January 2016

POSITION CLASSIFICATION	TOTAL EMPLOYEES	% OF MINORITY EMPLOYEES	% OF FEMALE EMPLOYEES	CENSUS AVAILABILITY		UNDERUTILIZED	
				%MIN	%FEM	MIN	FEM
Executive/First/Mid Level Officials & Managers	34	47%	24%	38.2%	38.2%	No	Yes
Professionals	13	38.5%	30.8%	42.0%	55.9%	No	Yes
Administrative Support Workers	45	66.7%	77.8%	54.9%	73.5%	No	No
Operatives	269	76.6%	47.2%	74.4%	26.1%	No	No
Craft Workers	28	67.9%	0.0%	61.7%	3.2%	No	Yes
Laborers	10	60.0%	0.0%	79.2%	13.6%	No	Yes
Service Workers	15	93.3%	13.3%	65.4%	57.7%	No	Yes
Technicians	20	22.0%	30.0%	50.3%	48.6%	Yes	Yes
Total	434						

DISCIPLINE - January 2016

Gender EEO Categories**	COUNSELINGS, WARNINGS & WRITTEN REPRIMANDS								SUSPENSIONS & TERMINATIONS							
	MALE				FEMALE				MALE				FEMALE			
	C	AA	H	O	C	AA	H	O	C	AA	H	O	C	AA	H	O
Maintenance	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0
Operations	10	5	7	0	1	17	11	0	1	4	1	0	0	0	1	0
TOTALS	54								7							

**EEO Category Codes: C = Caucasian, AA = African American, H = Hispanic, O = Other

POSITION TITLE	TOTAL APPLICANTS	RESPONDENTS TO EEO QUESTIONNAIRE	% OF MINORITY APPLICANTS	% OF FEMALE APPLICANTS
A Mechanic	1	1	0%	0%
Claims Clerk	29	29	34%	79%
Coach Operator (Part-Time)	57	55	53%	47%
Community Engagement Coordinator	11	11	36%	18%
Contract Operations Manager	2	2	0%	50%
Contract Operations Specialist	1	1	0%	0%
Contracts Manager	10	10	20%	10%
Customer Information Clerk (On Call)	38	35	46%	79%
Deputy Director of Maintenance	4	3	33%	0%
Grants Manager	27	27	11%	30%
Operations Supervisor	10	10	40%	20%
Safety and Security Officer	96	89	18%	23%
Scheduling Analyst	8	8	13%	38%
Storeroom Supervisor	65	58	10%	12%
Surveillance Clerk	11	11	27%	64%
Training Instructor	19	17	29%	37%

PERSONNEL ACTIVITY - January 2016

Full-Time and Part-Time Employees

Personnel Activity	All Employees			Minority Employees Male						Minority Employees Female						Total
	Total	Male	Female	AA	HISP	API	AIAN	NHOPI	MULTI	AA	HISP	API	AIAN	NHOPI	MULTI	
New Hires	8	3	5	1	2	0	0	0	0	4	1	0	0	0	0	8
Promotions	2	2	0	0	1	0	0	0	1	0	0	0	0	0	0	2
Transfers	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Demotions	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Terminations	5	3	2	2	1	0	0	0	0	1	1	0	0	0	0	5
Resignations	1	1	0	0	1	0	0	0	0	0	0	0	0	0	0	1
Retirements	1	1	0	0	0	0	0	0	1	0	0	0	0	0	0	1
Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

FOR FISCAL YEAR 07/01/15 THROUGH 06/30/16
FULL-TIME SEPARATIONS

	Administration	Other
Terminations	3	16
Resignations	4	12
Retirements	1	2
Other	0	0

FOR FISCAL YEAR 07/01/14 THROUGH 06/30/15
FULL-TIME SEPARATIONS

	Administration	Other
Terminations	4	24
Resignations	11	20
Retirements	0	10
Other	1	0

AA = African American
HISP = Hispanic
API = Asian/Pacific Islander
AIAN = American Indian or Alaskan Native
NHOPI = Native Hawaiian or Other Pacific Islander
MULIT = Two or More Races

RIVERSIDE TRANSIT AGENCY
1825 Third Street
Riverside, CA 92507

March 2, 2016

TO: BOARD ADMINISTRATION AND OPERATIONS COMMITTEE

THRU: Larry Rubio, Chief Executive Officer

FROM: Jim Kneepkens, Director of Marketing

SUBJECT: Transportation Center Monthly Report – January 2016

Summary: In January 2016, the Customer Information Center answered 34,850 calls, a 9.8% decrease compared to January 2015. Calls included 86 commendations, general comments and valid complaints. The number of calls to Dial-A-Ride was 11,270, a 2.8% decrease compared to January 2015. 46,120 calls were received between the two call centers, which reflects a 8.2% decrease compared to the same period last year.

The attached report presents call volume history and details commendations, general comments and complaints by type.

Recommendation:

Receive and file.

Riverside Transit Agency

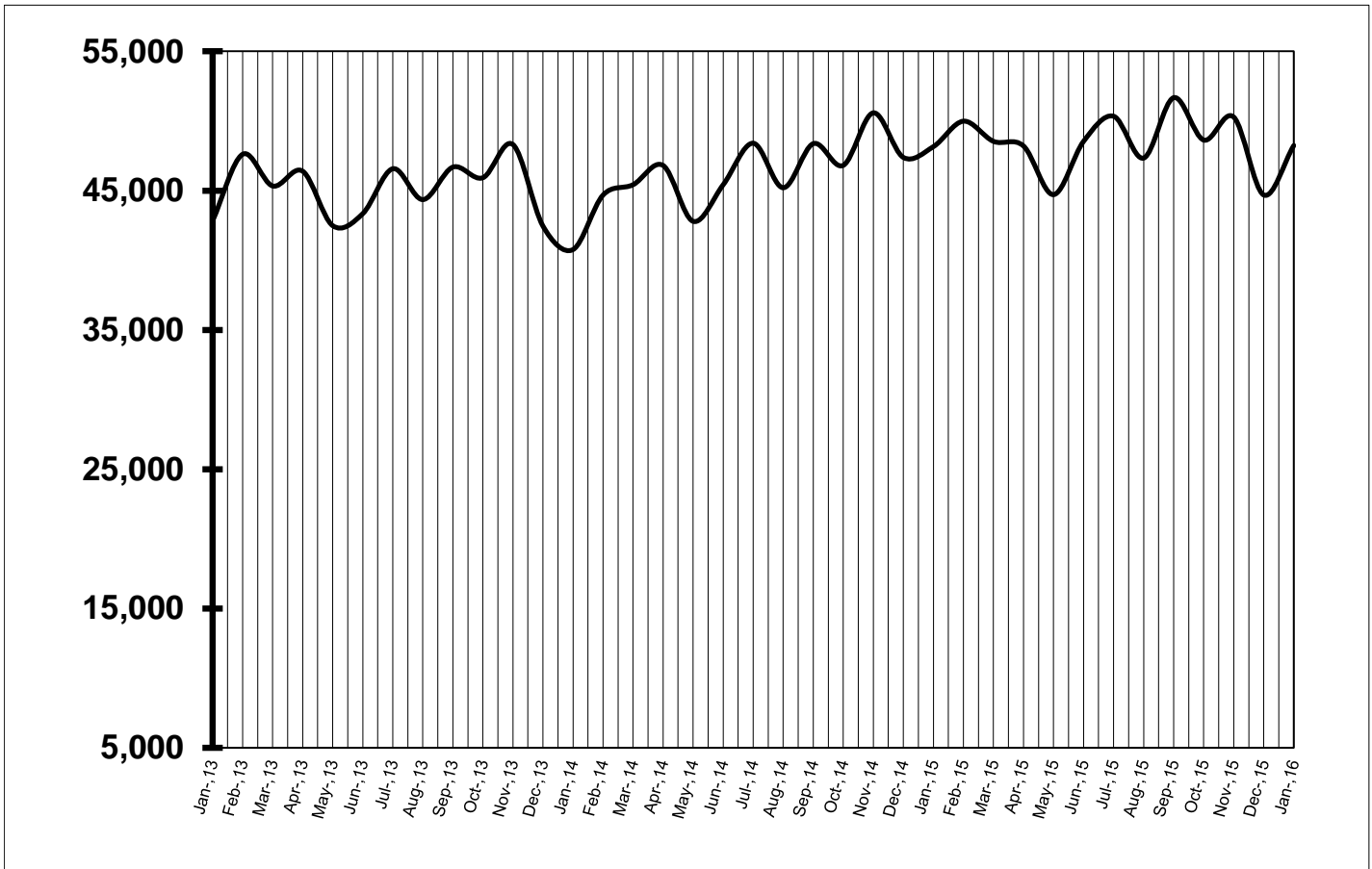
January 2016 Transportation Center Call Totals

Customer Information Center (CIC)	January 2016	January 2015	Percent Change
Information Calls	34,764	38,438	-9.6%
Complaints	58	147	-60.5%
Comments	20	44	-54.5%
Commendations	8	19	-57.9%
Total CIC Calls	34,850	38,648	-9.8%

Dial-A-Ride (DAR)

Total DAR Calls	11,270	11,591	-2.8%
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Total Calls	46,120	50,239	-8.2%
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Complaints, Comments & Commendations

Valid Complaints

Category	January 2016	January 2015	12 Month Average per Month	Complaints per 10,000 Passengers
Bus Stop	1	5	2	0.01
Careless Driving	5	12	11	0.07
Conduct	6	10	8	0.09
Crowded	0	1	1	0.00
Customer Service	7	22	15	0.10
Early Bus	6	8	7	0.09
Fare Dispute	0	4	2	0.00
Late Bus	10	19	20	0.14
Missed Transfer	2	5	5	0.03
No Show	2	6	5	0.03
Passed By	8	29	17	0.11
Passenger Conduct	0	3	2	0.00
Reasonable Modification	0	0	0	0.00
Other Total	11	23	18	0.16
Total	58	147	113	0.82

Ridership

	January 2016	January 2015	12 Month Average per Month
All services	703,119	762,213	790,890

Comments

	January 2016	January 2015	12 Month Average per Month	Comments per 10,000 Passengers
General Comments	20	44	34	0.28

Commendations

	January 2016	January 2015	12 Month Average per Month	Commendations per 10,000 Passengers
General Commendations	8	19	24	0.11

Complaints, Comments and Commendations

Category Descriptions

Complaints

Bus Stops: Stop needs cleaning, nearby landscape needs cleaning, stop equipment broken or not working properly.

Driving Concerns: Driver makes inappropriate lane change, brakes too hard, drives too slow, accelerates too fast, stops too far from stop or curb, blocks traffic, bus temperature too hot.

Driver Conduct: Driver provided poor customer service, does not assist customers needing help, rushes customer.

Crowded: Customer is uncomfortable due to bus being too full, customer unable to find a seat.

Customer Service: Customer provided with wrong information, employee provided poor customer service.

Early Bus: Bus arrives or departs bus stop ahead of schedule.

Fare Dispute: Pass stuck in farebox, college ID card not working, customer overpaid and requests a refund, customer not provided appropriate discount.

Late Bus: Bus arrives or departs bus stop behind schedule.

Missed Transfer: Early or late bus causes customer to miss transfer with another bus.

No Show: Bus does not arrive as scheduled.

Passed By: Bus passes stop without picking up customer

Passenger Conduct: Fellow customer plays music too loud, talks too loud, uses profanity, uses extra seat for personal belongings.

Reasonable Modification: Request from person with disability for modification of Agency practice or policy.

Other: Bike rack full, pass outlet out of passes, bus displays the wrong headsign.

Comments

Request for new, later or more frequent bus service; request for restroom at transfer facility; request for new fare category; request for bus stop amenities; request for new bus stop.

Commendations

Customer appreciates new buses, commends driver for courtesy, assisting customer with special needs, providing great customer service or returning lost item.

RIVERSIDE TRANSIT AGENCY
1825 Third Street
Riverside, CA 92507

March 2, 2016

TO: BOARD BUDGET AND FINANCE COMMITTEE

THRU: Larry Rubio, Chief Executive Officer

FROM: Rohan Kuruppu, Director of Planning

SUBJECT: Approve Resolution Authorizing the FY16 Federal Funding under Federal Transit Administration (FTA) Section 5311 (49 U.S.C. Section 5311) with California Department of Transportation (Caltrans)

Summary: Under title 49 of the United States Code (U.S.C.) Section 5311 authorizes federal formula grant funds for public transit agencies in rural areas. A rural area is an area encompassing a population of less than 50,000 people that has not been designated in the most recent decennial census as an 'urbanized area' by the Secretary of Commerce. The Federal Transit Administration (FTA) apportions funds to governors of each State annually. The Governor of California has designated the California State Department of Transportation (Caltrans) as the designated recipient of these funds. The goal of the 5311 program is to provide the following services to rural areas:

- Enhance the access of people in non-urbanized areas to health care, shopping, education, employment, public services, and recreation; and
- Assist in the maintenance, development, improvement, and use of public transportation systems in rural areas; and
- Encourage and facilitate the most efficient use of all transportation funds used to provide passenger transportation in rural areas through the coordination of programs and services; and
- Assist in the development and support of intercity bus transportation; and
- Provide for the participation of private transportation providers in rural areas.

The Riverside Transit Agency (Agency) was apportioned an estimated sum of \$550,261 in FTA Section 5311 funds (actual amount will be provided to the full Board of Directors for their approval) by the Riverside County Transportation Commission (RCTC). This allocation will be used to fund transit operations in the rural areas of RTA's Network. RTA's

annual ridership increased by more than 2 million passengers within the past 15 years from 7 million to 9.5 million passengers, resulting partially from FTA's Section 5311 Program.

A Resolution authorizing the Federal Funding under FTA Section 5311 (49 U.S.C. Section 5311) with California Department of Transportation is the next step in applying for these funds.

Fiscal Impact:

Receipt of FTA's 5311 FY16 funds will allow RTA to continue to fund transit operations in rural areas of the network.

Recommendation:

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

- Approve Resolution No. 2016-04 authorizing the Chief Executive Officer or his designee to file and execute applications with the California Department of Transportation to aid in the financing of operating assistance projects pursuant to FTA Section 5311.

RESOLUTION NO. 2016-04

RESOLUTION AUTHORIZING THE FEDERAL FUNDING
UNDER FEDERAL TRANSIT ADMINISTRATION (FTA)
SECTION 5311 (49 U.S.C. SECTION 5311) WITH
CALIFORNIA DEPARTMENT OF TRANSPORTATION
(CALTRANS)

WHEREAS, the U. S. Department of Transportation is authorized to make grants to states through the Federal Transit Administration to support capital/operating assistance projects for non-urbanized public transportation systems under Section 5311 of the Federal Transit Act (**FTA C 9040.1G**); and

WHEREAS, the California Department of Transportation (Department) has been designated by the Governor of the State of California to administer Section 5311 grants for transportation projects for the general public for the rural transit and intercity bus; and

WHEREAS, Riverside Transit Agency desires to apply for said financial assistance to permit operation of service in Western Riverside County; and

WHEREAS, the Riverside Transit Agency has, to the maximum extent feasible, coordinated with other transportation providers and users in the region (including social service agencies).

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the Board of Directors does hereby Authorize the Chief Executive Officer or assigned designee of the Riverside Transit Agency, to file and execute applications on behalf of the Board with the Department to aid in the financing of operating assistance projects pursuant to Section 5311 of the Federal Transit Act (**FTA C 9040.1G**), as amended.

That the Chief Executive Officer or assigned designee of the Riverside Transit Agency is authorized to execute and file all certification of assurances, contracts or agreements or any other document required by the Department.

That the Chief Executive Officer or assigned designee of the Riverside Transit Agency is authorized to provide additional information as the Department may require in connection with the application for the Section 5311 projects.

That the Chief Executive Officer or assigned designee of the Riverside Transit Agency is authorized to submit and approve request for reimbursement of funds from the Department for the Section 5311 project(s).

Passed and approved this 24th day of March, 2016.

AGENCY BOARD DESIGNEE:

RIVERSIDE TRANSIT AGENCY

APPROVED AS TO FORM:

Frank Johnston
Chairman, Board of Directors

James Donich
Agency General Counsel

CERTIFICATION

The undersigned duly qualified Clerk of the Board of Directors of the Riverside Transit Agency certifies that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the Riverside Transit Agency held on March 24, 2016.

ATTEST:

Tammi Ford
Clerk of the Board of Directors

RIVERSIDE TRANSIT AGENCY
1825 Third Street
Riverside, CA 92507

March 2, 2016

TO: BOARD ADMINISTRATION AND OPERATIONS COMMITTEE
THRU: Larry Rubio, Chief Executive Officer
FROM: Jim Kneepkens, Director of Marketing
SUBJECT: Permanently Honoring Former Board Member Jeff Fox

Summary: On December 15, 2015, former Board Member and Beaumont Councilmember Jeff Fox passed away. Jeff was elected to the Beaumont City Council in 2000 and served on the Riverside Transit Agency (RTA) Board of Directors from 2000 to 2013. In 2006, Jeff served as Chairman of the Board. He was a member of RTA's Administration and Operations Committee and also a longtime member of the San Geronio Pass Transportation NOW chapter. In 2013, Jeff stepped down as a Director but remained the alternate Director until his death.

Jeff's commitment was obvious and his passion was without match. Thanks to his lobbying efforts in Washington D.C., Jeff was instrumental in helping RTA obtain much-needed federal funding to build transit centers in Perris and Corona. While Jeff was Chairman of the Board, RTA introduced the U-Pass program to UC Riverside students which gave them unlimited bus rides with their student ID's. Since then, the program has exceeded our expectations and expanded to colleges across the region. In 2013, Jeff was instrumental in launching CommuterLink Route 210/220, which connected Riverside to Palm Desert.

RTA is a better agency today because of Jeff's leadership, vision and dedication to the residents not only of his own city of Beaumont, but to the people of this region as a whole.

At the January 21, 2016 Board of Directors meeting, Director Brenda Knight requested a bus stop be dedicated in Jeff's honor. Chairman Frank Johnston concurred and asked RTA staff to bring a formal request back to the Board. Since that meeting, staff has worked with City of Beaumont staff to identify a bus stop location and develop an event at the stop to honor Jeff.

The stop identified for the dedication is on 2nd Street in Beaumont between Commerce Way and S. Highland Springs Avenue in front of Walmart. The bus stop, which has three bus shelters, serves RTA, Pass Transit and Sunline Transit Agency bus routes. The City of Beaumont is in the process of purchasing three new bus shelters, one of which will be used for the dedication. RTA has offered to purchase a plaque to be placed on the shelter. As soon as the shelters are installed, an event will be scheduled.

Fiscal Impact:

Purchase and installation of a bronze plaque would cost approximately \$500.

Recommendation:

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

- Authorize Agency staff to work with the City of Beaumont to identify and dedicate a bus stop honoring former Board Member Jeff Fox and to assist with a public event unveiling the bus stop.
- Authorize the purchase and installation of a bronze plaque honoring Jeff Fox in an amount not to exceed \$500.