



June 6, 2018
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 – MAY 2, 2018 COMMITTEE MEETING (P.3)

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 – APRIL 2018 (P.6)

RECEIVE AND FILE

B. TRANSPORTATION CENTER MONTHLY REPORT – APRIL 2018 (P.13)

RECEIVE AND FILE

6. APPROVE RESOLUTION AUTHORIZING FILING OF GRANT APPLICATIONS WITH CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS) FOR FISCAL YEAR 2018-2019 (FY19) (P.17)

APPROVE

7. BOARD MEMBER COMMENTS

8. ANNOUNCEMENTS

9. NEXT MEETING

Wednesday, July 11, 2018, 1:00 p.m.
Riverside Transit Agency
1825 Third Street
Riverside, CA 92507

10. MEETING ADJOURNMENT

RTA BOARD ADMINISTRATION AND OPERATIONS COMMITTEE MEETING
Minutes
May 2, 2018

1. **CALL TO ORDER**

Committee Chair Nancy Carroll called the Board Administration and Operations Committee meeting to order at 1:00 p.m., on May 2, 2018, in the RTA Board Room.

2. **SELF-INTRODUCTIONS**

Self-introductions were dispensed with.

Committee Members Attending

1. Nancy Carroll, City of Beaumont
2. Tonya Burke, City of Perris
3. Greg August, City of Menifee
4. David Marquez, City of Moreno Valley
5. Randon Lane, City of Murrieta
6. Andy Melendrez, City of Riverside
7. Alonso Ledezma, City of San Jacinto
8. Bridgette Moore, City of Wildomar
9. ¹Tricia Almiron, County of Riverside, District I

Committee Members Absent

1. Daryl Hickman, City of Lake Elsinore

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. Adam Chavez, Director of Maintenance
9. Rick Majors, Director of Risk Management
10. Natalie Zaragoza, Director of Contracts
11. Rick Kaczerowski, Director of Information Technologies
12. Eric Ustation, Government Affairs Manager
13. Lisa Almilli, Mobility Manager
14. Kristin Warsinski, Grants Manager
15. Joe Forgiarini, Planning & Scheduling Manager

¹Alternate for Kevin Jeffries, County of Riverside, District I

16. Stephanie Sirls, Contract Operations Manager
17. Luz Granados, Buyer
18. Brad Weaver, Media & Public Relations Manager

Other Attendees

1. Eric Lewis, City of Moreno Valley

3. PUBLIC COMMENTS – NON-AGENDA ITEMS

None.

4. APPROVAL OF MINUTES – APRIL 4, 2018 COMMITTEE MEETING

M/S/C (AUGUST/MOORE) approving the minutes of the April 4, 2018 Committee meeting.

The motion carried unanimously.

Director Andy Melendrez arrived to the meeting at 1:01 p.m.

5. CONSENT CALENDAR

M/S/C (MOORE/BURKE) approving the receipt and file of Item 5A – Personnel Report – March 2018.

The motion carried unanimously.

M/S/C (MOORE/BURKE) approving the receipt and file of Item 5B – Transportation Center Monthly Report – March 2018.

The motion carried unanimously.

6. AUTHORIZATION TO RENEW AGREEMENT NO. 18-015 WITH THE CITY OF TEMECULA FOR REIMBURSEMENT OF FARE REVENUE FOR ROUTE 55

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

- Contingent upon approval by the Temecula City Council, authorize staff to renew Agreement No. 18-015 with the City of Temecula for reimbursement of \$20,332 in fare revenue for the operation of Route 55.

The motion carried unanimously.

7. **BOARD MEMBER COMMENTS**

None.

8. **ANNOUNCEMENTS**

None.

9. **NEXT MEETING**

Wednesday, June 6, 2018

1:00 p.m.

Riverside Transit Agency

Board Room

1825 Third Street

Riverside, CA 92507

10. **MEETING ADJOURNMENT**

The meeting was adjourned at 1:07 p.m.

RIVERSIDE TRANSIT AGENCY
1825 Third Street
Riverside, CA 92507

June 6, 2018

TO: BOARD ADMINISTRATION AND OPERATIONS COMMITTEE

THRU: Larry Rubio, Chief Executive Officer

FROM: Laura Camacho, Chief Administrative Services Officer

SUBJECT: Personnel Report - April 2018

Summary: The attached report summarizes personnel activity that occurred in April 2018. 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 - APRIL 2018

DEPARTMENT AND TITLE		FY BUDGETED POSITIONS	FILLED POSITIONS
<u>ADMINISTRATION</u>			
EO	Chief Executive Officer	1	1
AS	Executive Assistant/Clerk of the Board	<u>1</u>	<u>1</u>
	Department Subtotal	2	2
<u>ACCOUNTING</u>			
EO	Chief Financial Officer	1	1
MO	Performance Reporting & Analysis Manager	1	0
MO	Controller	1	1
PF	Grants Financial Administrator	1	1
MO	Accounting Supervisor	1	1
PF	Grants Financial Analyst	1	1
PF	Payroll Administrator	1	1
AS	Revenue Account Coordinator	1	1
AS	Accounts Payable Clerk	1	1
AS	Accounts Receivable Clerk	1	1
AS	Currency Processor	<u>2</u>	<u>2</u>
	Department Subtotal	12	11
<u>HUMAN RESOURCES</u>			
EO	Chief Administrative Services Officer	1	1
MO	Human Resources Manager	1	1
PF	Benefits Administrator	1	1
AS	Human Resources Specialist	2	2
AS	Human Resources Clerk	1	1
AS	Admin Clerk - Human Resources	1	1
AS	Receptionist	<u>2</u>	<u>2</u>
	Department Subtotal	9	9
<u>RISK MANAGEMENT</u>			
MO	Director of Risk Management	1	1
MO	Risk Manager	1	1
MO	Transit Safety & Security Manager	1	1
AS	Risk Management Specialist	<u>1</u>	<u>1</u>
	Department Subtotal	4	4
<u>INFORMATION TECHNOLOGY</u>			
EO	Director of Information Technology	1	1
PF	ITS Administrator	1	1
PF	Systems Administrator	1	1
AS	IT Technician	<u>1</u>	<u>1</u>
	Department Subtotal	4	4
<u>MAINTENANCE</u>			
EO	Director of Maintenance	1	1
MO	Deputy Director of Maintenance	1	0
MO	Maintenance Manager	1	0
MO	Facilities Manager	1	0
PF	Maintenance Quality Control	1	1
PF	Fleet Analyst	1	1
MO	Contract Operations Maintenance Supervisor	1	1
MO	Maintenance Supervisor	6	6
TC	Electronic Technician	2	2
LH	Groundskeeper	1	0
CW	Mechanic	34	30
LH	Property Maintainer	1	1
SW	Tire Servicer	1	2
SW	Servicer	<u>16</u>	<u>14</u>
	Department Subtotal	68	59

DEPARTMENT AND TITLE		FY BUDGETED POSITIONS	FILLED POSITIONS
<u>MARKETING</u>			
EO	Director of Marketing	1	1
MO	Media & Public Relations Manager	1	1
MO	Government Affairs Manager	1	1
AS	Community Engagement Coordinator	1	1
AS	Marketing Coordinator	1	1
MO	Mobility Manager	1	1
AS	Travel Training Specialist	4	3
AS	ADA Certification Specialist	2	2
MO	Customer Information Supervisor	1	1
AS	Customer Information Clerk, Senior Lead	1	1
AS	Customer Information Clerk, Full-Time	2	2
AS	Customer Information Clerk, On-Call	<u>18</u>	<u>16</u>
	Department Subtotal	34	31
<u>OPERATIONS</u>			
EO	Chief Operating Officer	1	1
MO	Operations Manager	1	1
MO	Assistant Operations Manager	1	1
MO	Training Manager	1	1
PF	Training Instructor	2	2
AS	Executive Assistant/Deputy Clerk of the Board	1	1
MO	Operations Supervisor	16	16
PF	Operations Analyst	1	1
MO	Stops/Zones Supervisor	1	1
LH	Stops/Zones ¹ Groundskeeper	10	11
AS	Surveillance Clerk	1	1
AS	Transit Clerk	1	1
OP	Full-Time Coach Operator	298	290
OP	Part-Time Coach Operator ²	<u>0</u>	<u>20</u>
	Department Subtotal	335	348
<u>CONTRACT OPERATIONS</u>			
MO	Contract Operations Manager	1	1
AS	Contract Operations Specialist	3	3
AS	Medi-Cal Administrative Activity (MAA) Coordinator	<u>1</u>	<u>0</u>
	Department Subtotal	5	4
<u>PLANNING</u>			
EO	Director of Planning	1	1
MO	Grants Manager	1	1
MO	Planning & Scheduling Manager	1	1
PF	Project Manager	1	1
PF	Scheduling Analyst	1	1
PF	Planning Analyst	1	1
AS	Planning & Programming Specialist	1	0
AS	Planning & Scheduling Technician	<u>1</u>	<u>1</u>
	Department Subtotal	8	7
<u>PURCHASING</u>			
EO	Chief Procurement & Logistics Officer	1	1
EO	Director of Contracts	1	1
MO	Contracts Manager	0	1
PF	Contracts Administrator	3	2
MO	Storeroom Supervisor	1	1
PF	Buyer	1	2
AS	Parts Clerk	<u>5</u>	<u>4</u>
	Department Subtotal	12	12
	Totals	493	491

¹There are currently two Stops/Zones Groundskeepers on extended leave.

²There are currently 18 Coach Operators on extended leave. PT actuals are equivalent of 10 FT positions.

WORKFORCE DATA - APRIL 2018

POSITION CLASSIFICATION	TOTAL EMPLOYEES	% OF MINORITY EMPLOYEES	% OF FEMALE EMPLOYEES	CENSUS AVAILABILITY		UNDERUTILIZED	
				%MIN	%FEM	MIN	FEM
Executive/First/Mid Level Officials & Managers	52	53.8%	23.1%	38.2%	38.2%	No	Yes
Professionals	18	50.0%	33.3%	42.0%	55.9%	No	Yes
Administrative Support Workers	51	76.5%	76.5%	54.9%	73.5%	No	No
Operatives	310	77.4%	48.1%	74.4%	26.1%	No	No
Craft Workers	30	80.0%	0.0%	61.7%	3.2%	No	Yes
Laborers	12	66.7%	0.0%	79.2%	13.6%	Yes	Yes
Service Workers	16	87.5%	0.0%	65.4%	57.7%	No	Yes
Technicians	2	50.0%	0.0%	50.3%	48.6%	No	Yes
Total	491						

APPLICATIONS - APRIL 2018

POSITION TITLE	TOTAL APPLICANTS	RESPONDENTS TO EEO QUESTIONNAIRE	% OF MINORITY APPLICANTS	% OF FEMALE APPLICANTS
Budget Administrator	17	14	64%	35%
Coach Operator	266	244	84%	52%
Deputy Director of Maintenance	1	1	0%	0%
Maintenance Manager	2	2	50%	0%
Maintenance Supervisor	32	29	48%	3%
Medi-Cal Administrative Activities Coordinator	1	1	0%	100%
Parts Clerk	167	155	85%	37%
Planning & Programming Specialist	11	10	80%	55%
Property Maintainer	22	21	81%	9%
Travel Training Specialist	29	26	73%	48%
Total Applications	548			

DISCIPLINE - APRIL 2018

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	1	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0
Operations	3	7	3	1	7	21	7	1	1	1	2	0	1	3	1	0
TOTALS	53								9							

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

PERSONNEL ACTIVITY - APRIL 2018

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	3	1	2	0	1	0	0	0	0	0	0	0	0	0	0	1
Promotions	1	1	0	0	1	0	0	0	0	0	0	0	0	0	0	1
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	1	1	0	0	1	0	0	0	0	0	0	0	0	0	0	1
Resignations	3	3	0	2	1	0	0	0	0	0	0	0	0	0	0	3
Retirements	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

FOR FISCAL YEAR 07/01/17 THROUGH 06/30/18
FULL-TIME SEPARATIONS

FOR FISCAL YEAR 07/01/16 THROUGH 06/30/17
FULL-TIME SEPARATIONS

	<u>Administration</u>	<u>Bargaining Unit</u>		<u>Administration</u>	<u>Bargaining Unit</u>
Terminations	4	9	Terminations	5	19
Resignations	1	13	Resignations	2	13
Retirements	4	3	Retirements	2	8
Other	0	0	Other	0	0

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

RIVERSIDE TRANSIT AGENCY
1825 Third Street
Riverside, CA 92507

June 6, 2018

TO: BOARD ADMINISTRATION AND OPERATIONS COMMITTEE
THRU: Larry Rubio, Chief Executive Officer
FROM: Jim Kneepkens, Director of Marketing
SUBJECT: Transportation Center Monthly Report – April 2018

Summary: In April 2018, the Customer Information Center answered 27,886 calls, a 13.8% decrease compared to April 2017. Calls included 158 commendations, general comments and valid complaints. The number of calls to Dial-A-Ride was 11,519, a 2% increase compared to April 2017. 39,405 calls were received between the two call centers, which reflects a 9.7% decrease compared to the same period last year.

The attached reports present call volume history and details commendations, general comments and complaints by type.

Recommendation:

Receive and file.

Riverside Transit Agency

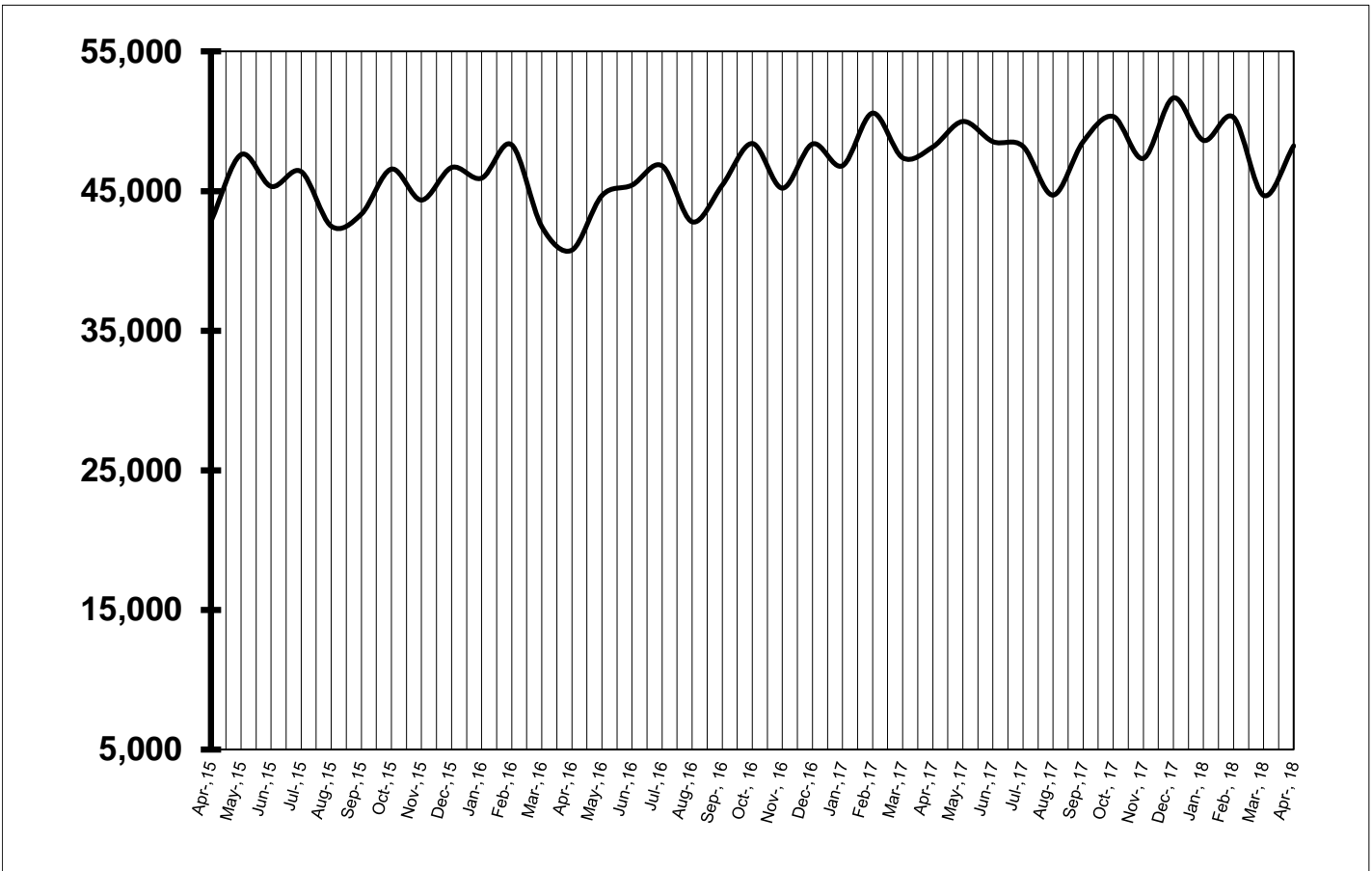
April 2018 Transportation Center Call Totals

Customer Information Center (CIC)	April 2018	April 2017	Percent Change
Information Calls	27,728	32,228	-14.0%
Complaints	87	76	14.5%
Comments	48	33	45.5%
Commendations	23	14	64.3%
Total CIC Calls	27,886	32,351	-13.8%

Dial-A-Ride (DAR)

Total DAR Calls	11,519	11,296	2.0%
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Total Calls	39,405	43,647	-9.7%
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Complaints, Comments & Commendations

Valid Complaints

Category	April 2018	April 2017	12 Month Average per Month	Complaints per 10,000 Passengers
Bus Stop	4	1	2	0.05
Careless Driving	7	9	8	0.10
Conduct	2	4	4	0.03
Crowded	0	0	0	0.00
Customer Service	17	6	11	0.23
Early Bus	5	4	5	0.07
Fare Dispute	2	2	1	0.03
Late Bus	15	14	12	0.21
Missed Transfer	0	2	2	0.00
No Show	3	3	3	0.04
Passed By	8	10	11	0.11
Passenger Conduct	1	1	1	0.01
Reasonable Modification	0	0	0	0.00
Other	23	20	17	0.32
Total	87	76	76	1.19

Ridership

	March 2018	March 2017	12 Month Average per Month
All services	728,507	720,404	713,895

Comments

	March 2018	March 2017	12 Month Average per Month	Comments per 10,000 Passengers
General Comments	48	33	34	0.66

Commendations

	March 2018	March 2017	12 Month Average per Month	Commendations per 10,000 Passengers
General Commendations	23	14	14	0.32

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

June 6, 2018

TO: BOARD ADMINISTRATIONS AND OPERATIONS COMMITTEE
THRU: Larry Rubio, Chief Executive Officer
FROM: Rohan Kuruppu, Director of Planning
SUBJECT: Approve Resolution Authorizing Filing of Grant Applications with California Department of Transportation (Caltrans) for Fiscal Year 2018-2019 (FY19)

Summary: On December 4, 2015, the Fixing America's Surface Transportation (FAST) Act was signed into law, reauthorizing surface transportation programs through FFY 2020. The Federal Transit Administration (FTA) apportions funds to governors of each State annually for Section 5304, 5310 and 5311 grants. Caltrans is the designated recipient of these funds in California which are available for a variety of expenses as outlined below:

- FTA Section 5304 designates funding for planning activities that support economic vitality, increase transportation usage, increase security, promote energy conservation and preserve the existing transportation system.
- FTA Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities makes funds available to improve mobility for seniors and individuals with disabilities by removing barriers to transportation service and expanding transportation mobility options.
- FTA 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.

Grant opportunities for public transit that are offered by the FTA require a resolution authorizing the Agency to apply for funding. Staff does not anticipate any applications in FY19 for 5304 or 5310 funds; however, the attached resolution will allow the Agency to apply should the opportunity for additional funding arise. The Agency is allocated \$478,221 in 5311 funds for

FY20, and this resolution is required in order to submit the grant by the deadline of July 31, 2018.

Fiscal Impact:

None.

Recommendation:

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

- Authorize the Chairman of the Board to execute the Resolution No. 2018-06.
- Authorize the Chief Executive Officer or assigned designee to file and execute related applications with Caltrans.
- Authorize staff to submit related grant applications using the attached Resolution as required by Caltrans and FTA.

RESOLUTION No. 2018-06

RESOLUTION OF THE BOARD OF DIRECTORS OF THE RIVERSIDE TRANSIT AGENCY AUTHORIZING THE FILING OF APPLICATIONS WITH THE CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS) FOR FEDERAL TRANSPORTATION ASSISTANCE GRANTS UNDER SECTIONS 5304, 5310 AND 5311 AS AUTHORIZED BY CHAPTER 53 OF TITLE 49, U.S.C, AS AMENDED BY FIXING AMERICA'S SURFACE TRANSPORTATION (FAST) ACT AND OTHER FEDERAL STATUTES ADMINISTERED BY FTA FOR FISCAL YEAR 2018-2019

WHEREAS, the Secretary of Transportation is authorized to issue grants for mass transportation programs or projects; and

WHEREAS, the Governor of the State of California has delegated the designated recipient responsibilities to Caltrans to administer Section 5304 grants for sustainable transportation planning, Section 5310 grants for transportation projects for seniors and individuals with disabilities and Section 5311 grants to support public transit service in non-urbanized areas which have populations of fewer than 50,000 residents; and

WHEREAS, the grant contract or cooperative agreement for Federal financial assistance will impose certain obligations upon the Applicant, and may require the Applicant to provide the local share of the project cost; and

WHEREAS, it is required by Caltrans in accord with the provisions of Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for assistance under the Federal Transit Act, the applicant gives an assurance that it will comply with the Title VI of the Civil Rights Act of 1964 and Caltrans requirements thereunder; and

WHEREAS, the Riverside Transit Agency agrees to utilize disadvantaged business enterprises (DBEs) to the fullest extent possible in connection with the project(s), has established the procedures and will ensure maximum utilization of contracts or consultants for construction, supplies, equipment and other services; and

WHEREAS, the Riverside Transit Agency is an eligible project sponsor for FTA Section 5304, 5310, and 5311 program assistance.

WHEREAS, the Riverside Transit Agency has or will provide all annual certifications and assurances to Caltrans required for the project.

NOW, THEREFORE, BE IT RESOLVED by the Riverside Transit Agency Board of Directors:

1. That the Chief Executive Officer or assigned designee is authorized to file and execute grant applications on behalf of the Riverside Transit Agency with Caltrans for Federal assistance authorized by Chapter 53 of Title 49, U.S.C., as amended by FAST Act and other Federal statutes administered by FTA.

2. That the Chief Executive Officer or assigned designee is authorized to file and execute grant application certifications and assurances and other documents that Caltrans requires before awarding a grant contract or cooperative agreement.

3. That the Chief Executive Officer or assigned designee is authorized to execute grant and cooperative agreements with Caltrans on behalf of the Riverside Transit Agency.

Passed and approved this 28th day of June 2018.

AGENCY BOARD DESIGNEE:

RIVERSIDE TRANSIT AGENCY

APPROVED AS TO FORM:

Art Welch
Chair, 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 June 28, 2018.

ATTEST:

Tammi Ford
Clerk of the Board of Directors