



# MEETING AGENDA

## Budget and Implementation Committee

**Time:** 9:30 a.m.

**Date:** April 28, 2025

**Location:** BOARD ROOM  
County of Riverside Administration Center  
4080 Lemon St, First Floor, Riverside, CA 92501

### TELECONFERENCE SITES

COUNCIL CHAMBER CONFERENCE ROOM  
City of Palm Desert  
73510 Fred Waring Drive, Palm Desert, CA 92260

LARGE CONFERENCE ROOM  
French Valley Airport  
37600 Sky Canyon Drive, Murrieta, CA 92563

## COMMITTEE MEMBERS

Linda Molina, **Chair** / Eric Cundieff, City of Calimesa  
Valerie Vandever, **Vice Chair** / Alonso Ledezma, City of San Jacinto  
Jeremy Smith / Kasey Castillo, City of Canyon Lake  
Raymond Gregory / Mark Carnevale, City of Cathedral City  
Denise Delgado / To Be Appointed, City of Coachella  
Scott Matas / Dirk Voss, City of Desert Hot Springs  
Bob Magee / Natasha Johnson, City of Lake Elsinore  
Bob Karwin / Dean Deines, City of Menifee

Ulises Cabrera / Edward Delgado, City of Moreno Valley  
Cindy Warren / Lisa DeForest, City of Murrieta  
Jan Harnik / To Be Appointed, City of Palm Desert  
David Ready / Grace Garner, City of Palm Springs  
James Stewart / Brenden Kalfus, City of Temecula  
Chuck Washington, County of Riverside, District III  
Yxstian Gutierrez, County of Riverside, District V

## STAFF

Aaron Hake, Executive Director  
David Knudsen, Deputy Executive Director

## AREAS OF RESPONSIBILITY

Annual Budget Development and Oversight  
Competitive Federal and State Grant Programs  
Countywide Communications and Outreach Programs  
Countywide Strategic Plan  
Legislation  
Public Communications and Outreach Programs  
Short Range Transit Plans



**RIVERSIDE COUNTY TRANSPORTATION COMMISSION  
BUDGET AND IMPLEMENTATION COMMITTEE**

[www.rctc.org](http://www.rctc.org)

**AGENDA\***

*\*Actions may be taken on any item listed on the agenda*

**9:30 a.m.**

**Monday, April 28, 2025**

**BOARD ROOM**

**County of Riverside Administrative Center  
4080 Lemon Street, First Floor  
Riverside, California 92501**

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**French Valley Airport**

**37600 Sky Canyon Drive, Murrieta, California**

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*In compliance with the Americans with Disabilities Act, Government Code Section 54954.2, and the Federal Transit Administration Title VI, please contact the Clerk of the Board at (951) 787-7141 if special assistance is needed to participate in a Commission meeting, including accessibility and translation services. Assistance is provided free of charge. Notification of at least 48 hours prior to the meeting time will assist staff in assuring reasonable arrangements can be made to provide assistance at the meeting.*

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. PLEDGE OF ALLEGIANCE**

**4. PUBLIC COMMENTS** – *Each individual speaker is limited to speak three (3) continuous minutes or less. The Committee may, either at the direction of the Chair or by majority vote of the Committee, waive this three minute time limitation. Depending on the number of items on the Agenda and the number of speakers, the Chair may, at his/her discretion, reduce the time of each speaker to two (2) continuous minutes. Also, the Committee may terminate public comments if such comments become repetitious. In addition, the maximum time for public comment for any individual item or topic is thirty (30) minutes. Speakers may not yield their time to others without the consent of the Chair. Any written documents to be distributed or presented to the Committee shall be submitted to the Clerk of the Board. This policy applies to Public Comments and comments on Agenda Items.*

*Under the Brown Act, the Board should not take action on or discuss matters raised during public comment portion of the agenda which are not listed on the agenda. Board members may refer such matters to staff for factual information or to be placed on the subsequent agenda for consideration.*

5. **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.)*

6. **CONSENT CALENDAR** - *All matters on the Consent Calendar will be approved in a single motion unless a Commissioner(s) requests separate action on specific item(s). Items pulled from the Consent Calendar will be placed for discussion at the end of the agenda.*

**6A. APPROVAL OF MINUTES – MARCH 24, 2025**

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**6B. SINGLE SIGNATURE AUTHORITY REPORT**

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***Overview***

This item is for the Committee to recommend the Commission take the following action(s):

- 1) Receive and file the Single Signature Authority report for the third quarter ended March 31, 2025.

**6C. MONTHLY INVESTMENT REPORT**

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***Overview***

This item is for the Committee to recommend the Commission take the following action(s):

- 1) Receive and file the Monthly Investment Report for the month ended March 31, 2025.

**6D. STATE AND FEDERAL LEGISLATIVE UPDATE**

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***Overview***

This item is for the Committee to recommend the Commission take the following action(s):

- 1) Receive and file a state and federal legislative update.



**7. PROPOSED BUDGET FOR FISCAL YEAR 2025/26**

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***Overview***

This item is for the Committee to recommend the Commission take the following action(s):

- 1) Discuss, review, and provide guidance on the proposed Fiscal Year 2025/26 Budget; and
- 2) Conduct a public hearing to receive input and comments on the proposed FY 2025/26 Budget on May 14 and June 11, 2025, and thereafter close the public hearing.

**8. 2025 TITLE VI PROGRAM REPORT UPDATE FOR THE FEDERAL TRANSIT ADMINISTRATION**

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***Overview***

This item is for the Committee to recommend the Commission take the following action(s):

- 1) Approve the 2025 Title VI Program Report, including the Public Participation Plan and Language Assistance Plan in compliance with Federal Transit Administration (FTA) requirements.

**9. TRANSIT POLICIES MANUAL, RESOLUTION NO. 25-001 POLICY TO ACT AS LEAD AGENCY PURSUANT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT FOR FIXED GUIDEWAY PROJECTS SEEKING STATE OR FEDERAL DISCRETIONARY GRANTS**

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***Overview***

This item is for the Committee to recommend the Commission take the following action(s):

- 1) Approve revisions to existing transit policies as presented in the Transit Policies Manual;
- 2) Adopt Resolution No. 25-001, "*Policy to act as Lead Agency Pursuant to the California Environmental Quality Act for Fixed Guideway Projects Seeking State or Federal Discretionary Grants*", establishing the Commission be the lead agency for all fixed guideway projects in Riverside County; and
- 3) Direct staff to review and recommend changes to the Transit Policies Manual every five years or as necessary.

**10. ITEM(S) PULLED FROM CONSENT CALENDAR AGENDA**

**11. EXECUTIVE DIRECTOR REPORT**

**12. COMMISSIONER COMMENTS**

***Overview***

This item provides the opportunity for brief announcements or comments on items or matters of general interest.

**13. ADJOURNMENT**

The next Budget and Implementation Committee meeting is scheduled to be held at **9:30 a.m., July 28, 2025.**

# **AGENDA ITEM 6A**

## **MINUTES**



# **RIVERSIDE COUNTY TRANSPORTATION COMMISSION**

## **BUDGET AND IMPLEMENTATION COMMITTEE**

Monday, March 24, 2025

### **MINUTES**

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

The meeting of the Budget and Implementation Committee was called to order by Chair Linda Molina at 9:30 a.m. in the Board Room at the County of Riverside Administrative Center, 4080 Lemon Street, First Floor, Riverside, California 92501 and at the teleconference sites: Council Chamber Conference Room, City of Palm Desert, 73510 Fred Waring Drive, Palm Desert, California 92260, and the Large Conference Room, French Valley Airport, 37600 Sky Canyon Dr., Murrieta, California 92563.

#### **2. ROLL CALL**

##### **Members/Alternates Present**

Raymond Gregory\*\*  
Bob Karwin  
Bob Magee  
Linda Molina  
David Ready\*\*  
Jeremy Smith  
James Stewart  
Valerie Vandever  
Cindy Warren\*  
Chuck Washington\*

\*Joined the meeting at French Valley.

\*\*Joined the meeting at Palm Desert.

\*\*\*Arrived after the meeting was called to order.

##### **Members Absent**

Ulises Cabrera  
Yxstian Gutierrez  
Jan Harnik  
Steven Hernandez  
Scott Matas

#### **3. PLEDGE OF ALLEGIANCE**

Chair Molina led the Budget and Implementation Committee in a flag salute.

#### **4. PUBLIC COMMENTS**

There were no requests to speak from the public.

**5. ADDITIONS / REVISIONS**

There were no additions or revisions to the agenda.

- 6. CONSENT CALENDAR** - *All matters on the Consent Calendar will be approved in a single motion unless a Commissioner(s) requests separate action on specific item(s). Items pulled from the Consent Calendar will be placed for discussion at the end of the agenda.*

**M/S/C (Vandever/Smith) to approve the following Consent Calendar item(s):**

**6A. APPROVAL OF MINUTES – FEBRUARY 24, 2025**

**6B. MONTHLY INVESTMENT REPORT**

This item is for the Committee to recommend the Commission take the following action(s):

- 1) Receive and file the Monthly Investment Report for the month ended February 28, 2025.

**7. AGREEMENTS FOR VANCLUB VEHICLE LEASING SERVICE**

Hanan Sawalha, Senior Management Analyst, provided a detailed overview for the award of agreements for the VanClub Vehicle Leasing Service.

Commissioner Raymond Gregory asked about the current VanClub participants and what areas of the county or outside of the county they were from.

Hanan Sawalha replied that they currently have 50 active vanpools, they have 31 vanpools traveling to Moreno Valley, 6 vanpools traveling to Riverside, 5 vanpools traveling to Blythe, 3 vanpools traveling to Indio, 3 vanpools traveling to Palm Springs, 1 vanpool traveling to Perris, and 1 vanpool traveling to Norco.

Commissioner Jeremy Smith asked if there are any penalties on miles.

Hanan Sawalha replied yes, they must qualify so they can be an eligible participant and sometimes do not qualify month to month. They do have to log their trips daily when traveling and RCTC's van coordinator checks those monthly and determines if the vanpool is eligible for the subsidy. They would have to meet the minimum mileage as well as the occupancy rate, so they must have that minimum 50 percent occupancy in the vehicle, travel 12 days, and at least 30 miles round trip.

Aaron Hake, Executive Director, stated that these vans drive a lot of miles, these are folks coming into Riverside County to work. This is a transit service RCTC provides, the miles

driven that are logged the way Hanan Sawalha described end up accruing transit dollars back to RCTC, so they are getting federal revenue from these miles. Although there is a cost to leasing these services RCTC gets money back as it adds to their transit formula.

Chair Molina asked if the vanpools have a maximum mile like the transit systems do.

Hanan Sawalha replied yes, they do but she does not have that number with her.

Aaron Hake replied staff will get that information to Chair Molina and as Hanan Sawalha stated some of these vans go out to Blythe, so they are putting a significant number of miles on them.

Hanan Sawalha replied there is years and miles, but she will get that information.

**M/S/C (Smith/Stewart) for the Committee to recommend the Commission take the following action(s):**

- 1) Award the following agreements to provide VanClub Vehicle Leasing Services, for a five-year term, in an amount not to exceed an aggregate value of \$3,573,000;**
  - a) Agreement No. 25-41-038-00 with Enterprise Rent-a-Car Company; and**
  - b) Agreement No. 25-41-075-00 with Green Commuter.**

**8. AGREEMENT NO. 25-31-044-00 FOR SOFTWARE AS A SERVICE WITH REPLICA FOR AGENCY WIDE USE**

Erik Galloway, Project Delivery Director, presented an update for the Replica for Software as a Service (SaaS) agreement award, highlighting the following areas:

- Traffic modeling and transportation modeling
  - Past: Physical Traffic Counts
  - Present/Future: Cameras, Sensors, Cell Phones, Connected Vehicles
  - Big Data: Location Based Services data
- Replica – Who is Replica?
  - Nationwide technology company with their Headquarters in Kansas City
  - Gather and Process the Big Data and present it in an easy-to-use platform
  - Have over 200 government agencies as clients
  - Support various project types including:
    - ✓ Active Transportation Planning
    - ✓ Model Calibration
    - ✓ Equity and Accessibility Analyses
    - ✓ Grant-Application Writing
    - ✓ Infrastructure Planning (TRP support)

- ✓ Community Outreach
  - ✓ Road Network and Public Transit Network Design
  - ✓ VMT Reporting and Monitoring
  - ✓ Multi-modal Travel Trend Monitoring
- Sole source
  - Procurement process
    - ✓ Unsolicited Proposal
    - ✓ Other platform review
  - Sole source
    - ✓ Other platforms reviewed
    - ✓ Reasons for recommending Replica
      - Agency wide access to software platform
      - Ability to allow access to Commission consultants
      - Ability to use data across all projects
      - Data provided for the whole state of California and Nevada
      - Easy-to-use web-based platform with ability to perform queries on various data
- SaaS agreement
  - The agreement will allow unlimited users
  - Web based application no need to install on Commission network
  - Ability to share access with Commission Consultants and member agencies
  - Seasonal data including consumer spending and merchant transaction data
  - Access to reference datasets including land uses, census geographics, network links, transit routes and stops
  - Access to various Replica applications including:
    - ✓ TMC Explorer – signalized intersection data
    - ✓ Transit Demand and Equity Score
    - ✓ Network VMT calculator
    - ✓ Gate Origin Destination Analyzer
  - Three-year term

Erik Galloway stated during the SaaS demonstration they looked at State Route 79 and had Replica highlight a section of the corridor. They pulled up a dataset in the background and identified the number of trips that were less than a mile or two miles and that people were using a vehicle to travel that short trip. He stated what Replica said is they could capture that as a bike path so if they were to implement a bike trail at that location, they could pull those people out of their car and put them on a bike, or it may also provide evidence to push for a bus system there.

Chair Molina clarified they do not have to download the software and if it is an advantage or disadvantage.



Erik Galloway replied that it is a big advantage, the problem with having software installed on their system there is an added cost for IT support. This is just logging into the browser and getting right into the system, and they can do their own searches and queries.

In response to Chair Molina's question whether they have access to that information at any time, Erik Galloway replied yes, and staff can give the consultants access so they can utilize it instead of RCTC paying extra for it.

In response to Commissioner Bob Karwin's question about what the funding source for this is, Erik Galloway replied that it will be Measure A.

Commissioner Karwin stated in the staff report it seems there is a lot of overlapping benefit over various agencies as Erik Galloway mentioned Western Riverside Council of Governments (WRCOG) contracted with StreetLight and then the one that stood out was this consumer spending and merchant data which would seem to be economic development interest. RCTC traffic to and from a commercial zone is fine so how much of this could be resolved by sharing data and cost over other agencies.

Erik Galloway stated going back to his discussions with StreetLight one thing they relied on is from a cellphone a few years ago they did not ask to accept cookies as cookies track their actions. Once they started asking for that it blocks that data set and that is what StreetLight was very focused on and they have transitioned now to other data, but it did limit it. He stated that when they are getting it from StreetLight or Replica there are two different data sets and Replica expands with the cell phone ping data at the cell towers, and it provides connected vehicle data. Regarding Commissioner Karwin's question about the economic data, an example RCTC staff did was an origin designation and looked at Lake Elsinore to see where everyone is going and where the high number of trips are. They found the origins were from all their homes, getting on the freeway going to a certain area they were able to drill down to that location and found they were going to a store. Then in the background they could pull data in terms of the tax revenue and sales data which gives them an idea of where people are going and what they are going for. He stated the question would be are they building a bus route or a train to go there.

Aaron Hake stated that Commissioner Karwin's question also dealt with other agencies having access to this information and sort of economies of scale there.

Commissioner Karwin replied it appears they are duplicating efforts among agencies. WRCOG is using StreetLight, RCTC is using Replica but the diagram of those two programs is very similar set of data and assumed economic development is using their own data program.

Erik Galloway replied this agreement gives RCTC unlimited access, including their consultants and any of their member agencies.

In response to Commissioner Karwin's question whether RCTC would be charging them to access that data, Erik Galloway replied RCTC is already covering the costs, and this software package is unlimited and there is a cost benefit in that RCTC staff can share it across the different agencies.

Commissioner Karwin expressed that when there is construction, and they are going to be closing areas he does not need data from Kansas City to tell him that people are not going to be able to get down SR-91 if it is closed for construction. It is a lot of money for what it seems like benefits they do not really need or that other agencies already have.

Aaron Hake replied he hears Commissioner Karwin and stated a big reason for him in asking Erik Galloway to look into this was because RCTC is already paying to get data like this from consultants who are working on their individual projects, so they are paying for it repeatedly on each project and they do not have direct access to it. They are paying consultant time to run each query through whatever software they have, and staff have a disadvantage in that they do not have the ability to customize their own queries or searches. He sees efficiency in cost savings versus what they are doing now in some cases, they may have to ask the consultant to purchase a software or add something into a contract.

Commissioner Karwin replied he was missing that in the report, which is how much they are spending acquiring this data on a project basis. He stated that between projects they do not need this data and if they are doing it that way now where they get a project and pull the data how much are they spending doing that versus having access. He used a legal software research program as an example, he does not need to do legal software research everyday but the cost of doing individual searches versus subscribing for a year is less for a year than doing a per search cost.

Aaron Hake stated there is also situations staff comes across where a query is not tied to a project for instance there was a city concerned that a certain project in another jurisdiction did not benefit them. If RCTC had a service like Replica, staff could answer a public affairs question about the impact of a certain project, a certain freeway or a certain facility that RCTC is not working on today so they could answer public questions or Commissioners' questions without tying it to a project that may not be in that jurisdiction.

Commissioner Karwin asked what the mechanical process is of getting that data in that do they submit a query to Replica, or do they have people internally who are going to be able to log into the Replica system and answer those questions.

Erik Galloway replied that the way it is set up is they are not going to go to Replica and ask unless they want to have Replica create a specific data set. He stated they will go into the database highlight a point start and a point end then they can pull the data up from there which can be origin destination data, bus trips, and they can do multiple data sets and sub information.

In response to Commissioner Karwin's clarification they would not be required to retain additional staff, they can train their current staff to be able to do that, Erik Galloway replied yes.

Commissioner James Stewart asked if this is real time data.

Erik Galloway replied that it is historical and as near real time as the data comes from phones and vehicles.

Commissioner Stewart asked if they wanted something that is current as far as modeling is concerned Replica would be able to provide them with that and does the city of Temecula including their traffic engineers and people who work for the city have access to this program.

Erik Galloway replied that the way it is written in the agreement is unlimited access for RCTC, its consultants, and member agencies.

Second Vice Chair Jeremy Smith concurred with Commissioner Karwin's comments and stated RCTC relies on grant funding so significantly this data allows RCTC to continue to have the data they need to apply for certain grants and funding year around, so the data is being used constantly. He appreciates that staff are on top of it about software changes because they are now in a data-minded world where even the governments are wanting that data to apply for certain things.

Commissioner Bob Magee appreciated Commissioner Karwin's inquiries and requested RCTC staff invite all the economic development departments and chambers of commerce to participate in this and include them in a workshop to teach them how to use the tool. Their chambers are getting more sophisticated anyway they can reduce their overhead and give them tools that will impress businesses to come their way is a positive.

Aaron Hake concurred with Commissioner Magee's comments and stated before they made this recommendation, they investigated different options and had extensive conversations with WRCOG. Chris Gray, WRCOG, was very open about sharing their tools with RCTC staff and anytime they needed something they did not have access to WRCOG at no charge to RCTC was providing what they had. He stated that led staff to the conclusion they want to supplement what they have with this program, and he envisions RCTC being just as generous as WRCOG has been with other member agencies. He thanked WRCOG for educating RCTC staff and sharing as they want to reduce overhead and costs and to share and have access to this not just for transportation but for economic development purposes.

Commissioner David Ready stated since this is a sole source he assumed through staff's due diligence that this expenditure amount over the three years is reasonable and what it should be.

Erik Galloway replied yes and as he noted earlier when they talked to StreetLight at that time it was cost-prohibitive so when he started the discussions with Replica, he was quite surprised at how low their cost was.

Commissioner Ready stated many times these technology packages do not deliver what they promise so by the end of year one there is a termination for convenience on the contract and asked if staff if it does not do what it is supposed to then they can cancel at their convenience.

Erik Galloway stated he will defer to legal counsel.

Haviva Shane, Legal Counsel, replied that is correct there is a termination for convenience clause that would allow RCTC to do that.

Aaron Hake clarified that Measure A is such a precious resource he has no interest in continuing to spend money on something that could otherwise go into a project.

**M/S/C (Smith/Stewart) for the Committee to recommend the Commission take the following action(s):**

- 1) Award Agreement No. 25-31-044-00, a sole source procurement, to Replica for Software as a Service (SaaS) for the Project in the amount \$772,725;**
- 2) Authorize the Chair or Executive Director, pursuant to legal counsel review, to execute the agreements on behalf of the Commission; and**
- 3) Authorize the Executive Director or designee, pursuant to legal counsel review, to execute non-funding amendments to the agreements on behalf of the Commission.**

## **9. AGREEMENT FOR CALL BOX REMOVAL SERVICES**

Hanan Sawalha presented the call box removal contract award update, highlighting the following:

- Call Box Program background
  - 1986 – Commission became Riverside County Service Authority for Freeway Emergencies (RC SAFE)
  - RC SAFE Motorist Aid Programs:
    - ✓ Call Boxes
    - ✓ Freeway Service Patrol
    - ✓ 511 Traveler Information System
  - Call Boxes provide communication access using cellular technology
  - SAFE funding generated via Department of Motor Vehicles (DMV) fee
- Usage decline graph of call volume over the last 15 years

- Peak of call boxes was mid-1990s
  - Call box usage has consistently declined over the years with popularity of cell phone use
  - By FY 24, 136 call boxes remain installed with just over 300 calls annually
  - FY 24 operating costs exceeding \$82,000
- Call Box reductions and sunset including a call box map
  - Remaining 136 call boxes are primarily along rural highways in the county
  - In October 2016, the Commission approved significant reductions to the system
  - In March 2019, the Commission approved further reductions as well as an overall sunset of the program
- Procurement process
  - Current contractor challenges
    - ✓ Limited providers
    - ✓ Limited capability
    - ✓ Expiring contracts
  - External contractor needed to be engaged for the removal services
  - Invitation for bid (IFB) most efficient and cost-effective solution
  - IFB release February 4, 2025, for call box removal services
  - Public notice advertised in the Press Enterprise and on the Commissions PlanetBids website
  - Five bids were received and publicly opened
  - The basis of this award is lowest responsive and responsible bidder
  - Staff concluded Global Builders Inc. was the lowest responsible bidder, with a bid of \$149,888

Chair Molina stated she grew up with call boxes, it was a sense of security when passing them on the freeways but in her whole life she used a call box once. She thanked Hanan Sawalha for a great report. It is kind of sad they are losing something iconic, but it does not work anymore.

Commissioner Magee asked to put the call boxes map slide up and stated he remembered the conversation back in 2016 about the incremental removal of these call boxes and the elected official most impacted is Commissioner V. Manuel Perez. He remembered Commissioner Perez's concerns about his constituency in the desert areas so if staff have not had a conversation already, he recommends they meet with Commissioner Perez about his concerns for removing the call boxes specifically on Interstate 10.

Commissioner Karwin referred to the call boxes map slide and stated that he did not see any data on where those 300 calls annually are coming from. Comparing his concerns from the last agenda item to this one, they are spending \$225,000 per year to see where people are going but it is \$82,000 a year if they get stranded on the roadways to monitor and assist. It seems like the people who would need this the most are the lowest income who either do not have a cellphone or minutes, things like that. He also saw that in an

area where the cellphone service is the least consistent if somebody is stranded out by Joshua Tree that is where the cellphone coverage is most likely to not exist which is the reason for call boxes. This seems like a public benefit for people who are most vulnerable, most in need in the most rural remote areas. He understands the Commission is held by this contract date in June 2025. He noted that there is a note in the staff report at its next Budget and Implementation Committee they are going to talk about alternative assistance programs so there is going to be this gap with these call boxes removed before they have a plan in place to assist these motorists seems irresponsible of the Commission.

Hanan Sawalha replied that as far as no cellular coverage there are not complete dead zones in Riverside County according to the maps staff has seen so maybe there is a dead zone for certain providers but if a motorist were stranded and they called 911 regardless of provider they will be connected to a cell tower for an emergency call.

In response to Commissioner Karwin's question if that works for 511, Hanan Sawalha replied she does not think so but for emergency calls that is the case. She stated as far as the calls that RCTC gets a third of the calls no assistance is provided meaning they do not want to be connected to the California Highway Patrol (CHP), private assistance, or they do not want to be connected to friends or family.

Commissioner Karwin clarified if somebody breaks down on the side of the road, they go to a call box, but they do not want any assistance.

Hanan Sawalha replied that the caller may assume that RCTC will send them some service either free of cost or outside of what their private assistance would provide.

In response to Commissioner Karwin's clarification they thought a free tow truck would arrive, Hanan Sawalha replied potentially.

Commissioner Karwin clarified they do need this service, but they are not willing to pay for the service.

Hanan Sawalha replied yes, they decline whatever service RCTC may be able to assist them with. The other third of the calls received are provided rotation tow trucks or reporting a road hazard, things that are probably faster to do if they called 911 and get connected to CHP directly. Currently the cost of the program is relatively low but the agreement with Knightscope Inc., is expiring and from experiences of other agencies they are negotiating contracts in which they are providing lower service level and asking for three times the price. They are already seeing year over year decline and there would be better use of the funds for other services considering the cost is going up.

Aaron Hake stated the Commission and all the SAFEs in California are in a difficult position because there is one contractor in California who does this, and this contractor is eliminating its field staff and relying on subcontractors who do not know how to do this

work. This is why San Bernardino County Transportation Authority's (SBCTA) Board voted to sunset their program. They are in a situation with a contractor who is not going to service the call boxes so someone could go to a call box expecting to receive a service that will not be provided. He recommends the Commission does not invest in a program that would be that unreliable.

Commissioner Karwin asked if they have looked at the cost of putting an out of service sign out there versus paying \$1100 per call box.

Aaron Hake replied that it is the discussion he is having with staff which is public signage that could do that and/or if they are able to identify areas that do not have good cell coverage or even if they do have informational signage that may direct someone to how they can receive services.

Commissioner Karwin stated that a giant sign costs more than clipping the wires and it is \$1100 to \$1200 to remove a call box. It just seems like going out there and clipping these things then throwing them in the recycling and whoever gets the boxes makes the money off the recycling of the metal.

Aaron Hake replied that they would still end up with abandoned infrastructure on the state highway system and would not recommend the Commission be responsible for that.

Hanan Sawalha stated per state guidelines they are in Caltrans right of way so if they do decide to sunset the program they have to remove the call boxes.

Aaron Hake stated they are in a very tough spot not their choosing in this case. He has even asked staff what if they put this out for a request for proposal and see if a contractor responds that they will maintain the call boxes since this is the only contractor out there.

Commissioner Raymond Gregory stated being somewhat surprised to see this presented in this way he was not around for the 2016 discussion but was around for the 2019 discussion and understood there was a recognition the service would eventually sunset. Instead, the decision has already been made to sunset the service now and they need to add a contract to remove the call boxes as he thought staff were going to come back with some in-depth analysis of the usage data. He heard Hanan Sawalha explain the type of calls being received and asked if staff had specific data as to how many of those were emergencies and if there was a cluster location where most of the emergency calls came from which might warrant some further analysis in that if it makes sense to have some alternatives in specific locations.

Hanan Sawalha replied they have that data she just does not have it with her, but she can bring it to the Commissioners. The calls are sporadic because it is an emergency service so they cannot predict where somebody will be, but staff can provide that information as well as which categories these calls fall under.

Aaron Hake stated staff has all that data and it has been consistent over the years when they presented this item in 2016 proposing an eventual sunset to the program, the trends really have not changed it is a very small percentage of calls that result in some sort of service provided and apologized for not having that data here today.

Commissioner Gregory stated this was kind of specific also to have some type of review so they can feel comfortable and was not making a decision that was potentially a life and death situation, as his colleague shared especially with people that may have limitations, or anybody can run out of battery power or those types of things on their phones. He suggested the committee table this item until this type of analysis can be provided by staff.

Aaron Hake stated he supports the idea that they defer this to the next committee meeting and staff will present more data. He clarified the contract with Knightscope Inc. expires in June 2025 so May is the latest they could go before making a final decision on this. He clarified that if the Commission chooses to extend the Knightscope Inc. contract the expectations will be lower than the expectations that are there today the contractor simply cannot perform and will likely charge the Commission more. Staff will come back to its May Budget and Implementation Committee with that information.

Commissioner Chuck Washington stated he is not necessarily proposed to table this but as an elected official his prospective would be what does he expect the outcome of tabling it to be if there was an opportunity there might be significant change in the direction the committee chooses to go, he is likely to be more supportive of that, but he does not see that opportunity here. They realize the call box system is dying, they have some liability at risk if they do not do anything and has concern if they push this another month to get the same result. He is prepared to support staff recommendation on this since he has not heard the reason yet why not to support staff recommendation.

Commissioner Karwin stated he had also raised the issue about clustering and things like that. In hearing the discussion, he is trying to be open it seems if the data bears out to what they think it is going to be that does not change the analysis at all. If all 300 calls were coming from the same call box he would say put a tow truck out there 24 hours a day instead of a call box if it turns out the 300 calls are disbursed across the 136 call boxes that does not help them, but if they are clustered they could provide directed service in the field more effectively then it sounds like the boxes. Although he does not know the clustering data would change the analysis for that reason, he opposes tabling the item since the contract expires soon and the Commissioners need to make decisions faster.

Commissioner Gregory appreciated his colleagues' comments but is concerned they have not laid out if there are alternatives and just really done an analysis of locations and usage that would warrant an alternative. They may come to the same conclusion but since they are talking about something potentially of life and death, they owe it to the Commission to do that analysis so they could look at it carefully when they are making that decision.



Commissioner Jeremy Smith clarified with Chair Molina if there is a second on tabling it.

Commissioner David Ready seconded tabling it.

Commissioner Smith suggested doing a vote.

Chair Molina asked Aaron Hake if staff has time to do an analysis by the April Commission meeting.

Aaron Hake replied that if the committee votes to forward this to the Commission, staff has enough time to provide the data and speak to the elected officials that are most impacted by this. If this is continued to the next meeting, he suggested if there is going to be a motion to not have a vote today that the committee would continue it to its April Budget and Implementation Committee.

Chair Molina clarified that she had a motion.

Commissioner Ready clarified yes there was a second to the motion.

Commissioner Gregory clarified that technically they were requesting the Chair and staff to table it if they did not have answers to the analysis.

Chair Molina clarified that everyone has heard the recommendation and asked if they have a motion and a second.

Commissioner Gregory made the motion and Commissioner Ready seconded.

Commissioner Smith clarified whether this committee is taking a vote to table it or to move this forward as the same Commissioners who requested to table it voted in favor of moving the item forward.

Commissioner Karwin clarified they are saying that they are not voting to approve the program they are voting to recommend it to the full Commission and the additional data will be included in that staff report for the Commission to vote on.

Commissioner Gregory clarified that was not correct, it was the motion to table it to do the analysis and to contact the elected officials as Aaron Hake outlined.

Chair Molina clarified are they all in agreement that they are voting to table it until the next Commission meeting, they just want consensus that they are going to move forward to the full Commission.

Commissioner Magee replied to Chair Molina, she said two different things either they are moving it forward or tabling it.

Commissioner Karwin clarified what he heard was table it to the Commission meeting, so they are just taking it off the agenda.

Commissioner Smith clarified the motion and the second currently is to table this item and that is why Aaron Hake is indicating to this body that he must hurry because they have a timeline here to bring it back to them. It is going to the full body regardless but the motion currently on the floor is to table the item.

Lisa Mobley, Administrative Services Director/Clerk of the Board, clarified that she has a motion from Cathedral City and the second from Palm Springs to table this item.

Commissioner Washington asked are they tabling their discussion eventually to have a recommendation that goes to the Commission while all of that happens within the timeframe as Aaron Hake stated is needed prior to their contract expiring.

Aaron Hake asked for clarification from Commissioner Washington.

Commissioner Washington clarified they are moving this decision by tabling out another month then it still needs to go to the Commission for final approval does that occur in enough time for all of that to happen prior to the contract expiring on June 30, 2025.

Aaron Hake stated that if the motion passes where this would be tabled until its April Budget and Implementation Committee meeting that means this committee would make a recommendation to the Commission to be considered in May 2025, which will occur before the Knightscope Inc. contract expires. He stated that if the ultimate approval of the Commission is to not approve staff recommendation and extend the Knightscope Inc. contract, he is uncertain whether he can have a contract in front of the Commission in June 2025 prior to the expiration of the contract as staff has not explored that yet.

Commissioner Washington stated to Chair Molina that his vote for this is no.

Commissioner James Stewart concurred as he understands where Commissioners Washington and Karwin are going he is more in favor of moving the item forward to the full Commission and having the additional information provided by staff so that the full Commission votes in April. He concurred with Commissioner Karwin it is not going to change the outcome of their decision by delaying this vote today. He made an alternative motion that the committee move this forward to the full Commission with the additional data and information necessary to make the full Commission in April.

Commissioner Magee seconded the motion.

Commissioner Gregory stated he is unclear how they do an alternate motion after they started voting.

Commissioner Smith stated Robert's Rules of Order they are currently in the middle of a vote they already had a motion and a second and a third vote outside of that.

Haviva Shane clarified that the Commission has not formally adopted Robert's Rules of Order, she would recommend complete voting on the first motion and then they could go back to the alternate motion.

Lisa Mobley clarified that they are still currently voting on tabling the item with a no vote from District 3.

District 3-No, Calimesa-No, Canyon Lake-No, Cathedral City-Yes, Lake Elsinore-No, Menifee-No, Murrieta-No, Palm Springs-Yes, San Jacinto-No, Temecula-No

Lisa Mobley announced that motion does not pass.

Chair Molina stated that the next motion moved by Commissioner Stewart and seconded by Commissioner Magee is to move this item forward to the full Commission meeting.

**M/S/C (Stewart/Magee) for the Committee to approve moving this forward to the full Commission with the additional data and information necessary to make the full Commission in April.**

**District-Yes, Calimesa-Yes, Canyon Lake-Yes, Cathedral City-No, Lake Elsinore-Yes, Menifee-Yes, Murrieta-Yes, Palm Springs-Yes, San Jacinto-Yes, Temecula-Yes**

At this time, Commissioner Washington left the meeting.

## **10. STATE AND FEDERAL LEGISLATIVE UPDATE**

Andrew Sall, Senior Management Analyst, provided an update for the state and federal legislative activities including adopting a support position on AB 334 (Petrie-Norris).

**M/S/C (Karwin/Stewart) for the Committee to recommend the Commission take the following action(s):**

- 1) Receive and file a state and federal legislative update.**
- 2) Adopt the following bill position:**
  - a) AB 334 (Petrie-Norris) —Support.**

## **11. ITEM(S) PULLED FROM CONSENT CALENDAR AGENDA**

There were no items pulled from the consent calendar.

**12. EXECUTIVE DIRECTOR REPORT**

There were no reports from the Executive Director.

**13. COMMISSIONER COMMENTS**

- 13A.** Commissioner Karwin stated regarding the call box issue that currently there is a \$1 DMV fee that supports the program will that \$1 DMV fee end when there are no more call boxes.

Aaron Hake replied that the program goes to the overall SAFE which also funds their Freeway Service Patrol on the more urban corridors and most of it goes to the tow trucks.

Commissioner Karwin asked if that could be addressed in the report that goes to the full Commission.

Aaron Hake replied yes.

**14. ADJOURNMENT**

There being no further business for consideration by the Budget and Implementation Committee, the meeting was adjourned at 10:47 a.m.

Respectfully submitted,

A handwritten signature in cursive script, reading "Tara S. Byerly".

Tara S. Byerly  
Deputy Clerk of the Board

# **AGENDA ITEM 6B**



<b><i>RIVERSIDE COUNTY TRANSPORTATION COMMISSION</i></b>	
<b>DATE:</b>	April 28, 2025
<b>TO:</b>	Budget and Implementation Committee
<b>FROM:</b>	Linda Fakhouri, Senior Procurement Analyst Jose Mendoza, Procurement Manager
<b>THROUGH:</b>	Matthew Wallace, Deputy Director of Administrative Services
<b>SUBJECT:</b>	Single Signature Authority Report

**STAFF RECOMMENDATION:**

This item is for the Committee to recommend the Commission take the following action(s):

- 1) Receive and file the Single Signature Authority report for the third quarter ended March 31, 2025.

**BACKGROUND INFORMATION:**

Certain contracts are executed under single signature authority as permitted in the Commission's Procurement Policy Manual adopted in March 2021. The Executive Director is authorized to sign services contracts that are less than \$250,000 individually and in an aggregate amount not to exceed \$2 million in any given fiscal year. Additionally, in accordance with Public Utilities Code Section 130323(c), the Executive Director is authorized to sign contracts for supplies, equipment, materials, and construction of all facilities and works under \$50,000 individually.

The attached report details all contracts that have been executed for the third quarter ended March 31, 2025, under the single signature authority granted to the Executive Director. The unused capacity of single signature authority for services and goods as of March 31, 2025, is \$924,421.

Attachment: Single Signature Authority Report as of March 31, 2025





**SINGLE SIGNATURE AUTHORITY  
AS OF March 31, 2025**

CONTRACT #	CONSULTANT	DESCRIPTION OF SERVICES	ORIGINAL CONTRACT AMOUNT	PAID AMOUNT	REMAINING CONTRACT AMOUNT
	AMOUNT AVAILABLE July 1, 2024		\$2,000,000.00		
25-33-001-00	SCRRRA	Cooperative Agreement for Design of the Downtown Riverside Metrolink Station at Grade Crossing Upgrade	125,063.00	125,063.00	0.00
21-31-067-01	Caltrans	71/91 Interchange Projct RCTC/Caltrans Construction Coop - Department Furnished Materials	30,000.00	25,626.13	4,373.87
24-31-004-01	Parsons	I-15 Ingress Study	250,000.00	0.00	250,000.00
25-18-039-00	ACA Compliance Solution Services, INC	ACA Compliance Reporting	3,000.00	0.00	3,000.00
23-31-109-01	Caltrans	I-15 Smart Freeway Project- RCTC/Caltrans Construction Coop (23-31-109-01) – Department Furnished Materials	51,500.00	0.00	51,500.00
PO 3578	INNOVATIVE TRAFFIC PRODUCTS	Attenuator for 91 Express Lanes	31,996.00	31,995.18	0.82
19-31-058-05	WSP	I-10 Toll Feasibility Study	120,000.00	0.00	120,000.00
25-18-058-00	GALLAGHER BENEFIT SERVICES, INC.	Classification/Compensation Studies	15,000.00	0.00	15,000.00
25-18-062-00	Ralph Andersen & Associates	Professional recruitment search for External Affairs Director	30,000.00	8,475.00	21,525.00
25-18-068-00	Eagle Leadership Group	Eagle Leadership Group -Training Academy	45,000.00	0.00	45,000.00
22-19-093-02	DebtBook	Add DebtBook Premium Support Services for three threes through June 2027.	7,500.00	0.00	7,500.00
10-31-099	Stantec Consulting Services, Inc.	Traffic and revenue studies to support the 15/91 Express Transit Connector project.	200,000.00	0.00	200,000.00
16-31-023-02	IERCD	SR-91 CIP- one more season of habitat restoration	166,520.00	0.00	166,520.00
	AMOUNT USED		1,075,579.00		
	AMOUNT REMAINING through June 30, 2025		\$924,421.00		
Agreements that fall under Public Utilities Code 130323 (C)					
None	N/A		\$-	\$-	\$-
Linda Fakhouri Prepared by	Matthew Wallace Reviewed by				
Note: Shaded area represents new contracts listed in the third quarter.					



# **AGENDA ITEM 6C**



<b><i>RIVERSIDE COUNTY TRANSPORTATION COMMISSION</i></b>	
<b>DATE:</b>	April 28, 2025
<b>TO:</b>	Budget and Implementation Committee
<b>FROM:</b>	Amy Weston, Accounting Supervisor
<b>THROUGH:</b>	Sergio Vidal, Chief Financial Officer
<b>SUBJECT:</b>	Monthly Investment Report

**STAFF RECOMMENDATION:**

This item is for the Committee to recommend the Commission take the following action(s):

- 1) Receive and file the Monthly Investment Report for the month ended March 31, 2025.

**BACKGROUND INFORMATION:**

The Commission's investment reports generally reflect investments primarily concentrated in the Riverside County Pooled Investment Fund as well as investments in mutual funds for sales tax revenue bonds debt service payments.

As a result of significant project financings such as the State Route 91 Corridor Improvement Project (91 Project) and the Interstate 15 Express Lanes Project (I-15 ELP), the Commission engaged MetLife Investment Management, LLC, formerly Logan Circle Partners, L.P. (MetLife), as the investment manager for the bond proceeds and other required funds. Additionally, the Commission engaged Payden & Rygel Investment Management to make specific investments for Commission operating funds. The Commission approved initial agreements with the investment managers in May 2013 following a competitive procurement and has extended the agreements through the annual recurring contracts process.

MetLife invested the debt proceeds and subsequent other required contributions for the 91 Project and I-15 ELP in separate accounts of the Short-Term Actively Managed Program (STAMP). The Commission completed the 91 Project financing in 2013, the I-15 ELP and 91 Project completion financing (2017 Financing) in July 2017 and the 2021 91 Project refinancing (2021 Financing) in October 2021. Consistent with financing expectations, the Commission expended all 91 Project debt proceeds and equity contributions, except for the toll revenue bonds debt service reserve, and subsequent to commencement of operations, established other required accounts. Additionally, the Commission has fully expended the 2017 Financing bond proceeds for the I-15 ELP.

The monthly investment report for March 2025, as required by state law and Commission policy, reflects the investment activities resulting from the 91 Project, 2021 Financing and available

operating cash. As of March 31, 2025, total cash and investments in the Commission’s portfolio totaled approximately \$1.78 billion and were comprised of the following:

CASH AND INVESTMENTS PORTFOLIO		AMOUNTS <sup>1</sup>
Operating		\$ 1,147,860,837
Trust		356,212,320
Commission-managed		212,530,842
STAMP for 91 CIP		60,109,261
Total		\$ 1,776,713,260
Note: <sup>1</sup> Unreconciled and unaudited		

As of March 31, 2025, the Commission’s cash and investments are in compliance with both the Commission’s investment policy adopted on December 11, 2024, and permitted investments described in the indenture for the Commission’s sales tax revenue bonds and the master indenture for the Commission’s toll revenue bonds. Additionally, the Commission has adequate cash flows for the next six months.

**FISCAL IMPACT:**

This is an information item. There is no fiscal impact.

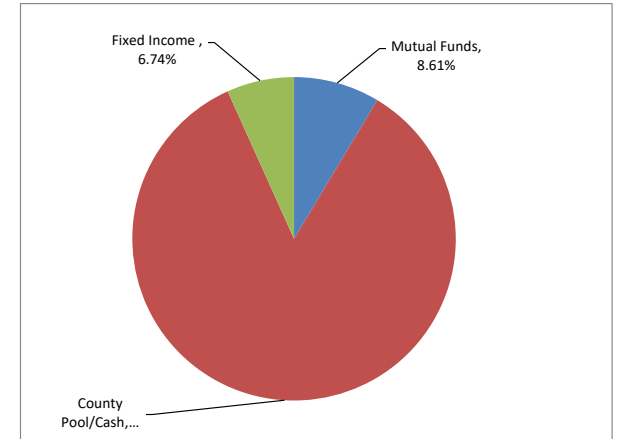
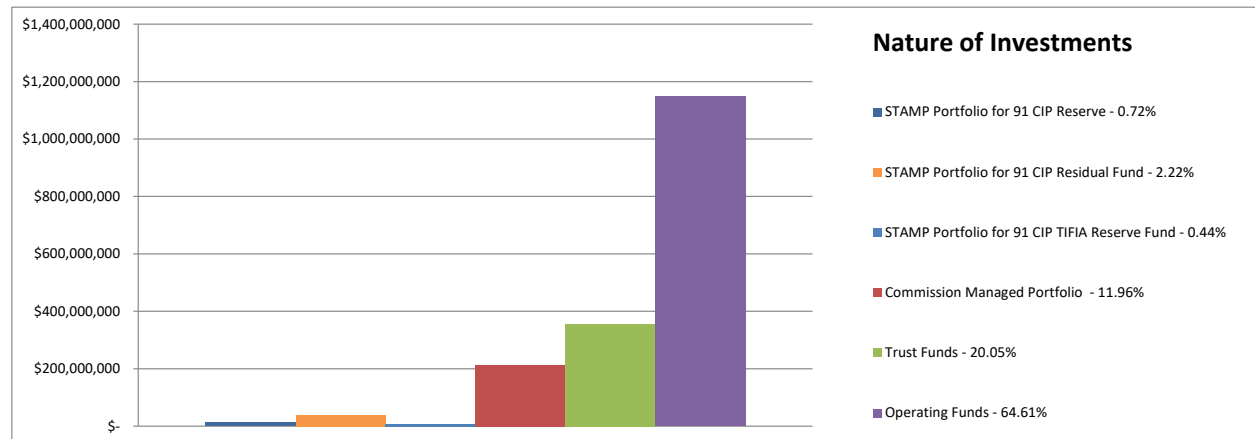
Attachment: Investment Portfolio Report

Riverside County Transportation Commission  
Investment Portfolio Report  
Period Ended: March 31, 2025

	STATEMENT BALANCE <sup>1</sup>	FINANCIAL INSTITUTION	STATEMENTS	RATING MOODYS / S&P	COUPON RATE	PAR VALUE	PURCHASE DATE	MATURITY DATE	YIELD TO MATURITY	PURCHASE COST	MARKET VALUE	UNREALIZED GAIN (LOSS)
<b>OPERATING FUNDS</b>												
City National Bank Deposits	38,743,219	City National Bank	Available upon request	A3/BBB+	N/A				N/A			
County Treasurer's Pooled Investment Fund	1,109,117,619	County Treasurer	Available upon request	Aaa-bf								
<b>Subtotal Operating Funds</b>	<b>1,147,860,838</b>											
<b>FUNDS HELD IN TRUST</b>												
County Treasurer's Pooled Investment Fund:												
Local Transportation Fund	356,212,320	County Treasurer	Available upon request					Available upon request				
<b>Subtotal Funds Held in Trust</b>	<b>356,212,320</b>											
<b>COMMISSION MANAGED PORTFOLIO</b>												
US Bank Payden & Rygel Operating	59,561,158	US Bank	Available upon request					Available upon request				
First American Government Obligation Fund	152,969,684	US Bank	Available upon request	N/A	N/A				N/A			
<b>Subtotal Commission Managed Portfolio</b>	<b>212,530,842</b>											
<b>STAMP PORTFOLIO for 91 CIP</b>												
2013 Series A & Series B Reserve Fund	12,846,999	US Bank	Available upon request					Available upon request				
2021 Series B Reserve Fund	39,408,911	US Bank	Available upon request					Available upon request				
2021 Series C Reserve Fund	7,853,350	US Bank	Available upon request					Available upon request				
<b>Subtotal STAMP Portfolio - 91 CIP</b>	<b>60,109,260</b>											
<b>TOTAL All Cash and Investments</b>	<b>\$ 1,776,713,260</b>											

Notes:

<sup>1</sup> Unreconciled and unaudited







# **AGENDA ITEM 6D**



<b><i>RIVERSIDE COUNTY TRANSPORTATION COMMISSION</i></b>	
<b>DATE:</b>	April 28, 2025
<b>TO:</b>	Budget and Implementation Committee
<b>FROM:</b>	Andrew Sall, Senior Management Analyst, Legislative Affairs Tyler Madary, Legislative Affairs Manager
<b>THROUGH:</b>	David Knudsen, Deputy Executive Director
<b>SUBJECT:</b>	State and Federal Legislative Update

**STAFF RECOMMENDATION:**

This item is for the Committee to recommend the Commission take the following action(s):

- 1) Receive and file a state and federal legislative update.

**BACKGROUND INFORMATION:**

**State Update**

***Assembly Bill 334 (Petrie-Norris)***

On April 16, RCTC submitted a letter of support for Assembly Bill (AB) 334 by Assemblymember Cottie Petrie-Norris (Irvine), following the Commission's vote to support the bill on April 9. If enacted, AB 334 would enable the future participation of toll operators in California, including RCTC, in a national interoperability program. AB 334 is anticipated to be heard in the Assembly Committee on Privacy and Consumer Protection on May 6.

**Federal Update**

***Fiscal Year 2026 Appropriations***

As part of the Fiscal Year (FY) 2026 appropriations process, staff submitted applications to Riverside County's legislative delegation for Community Project Funding (CPF)/Congressionally Directed Spending (CDS), otherwise known as earmarks. These requests include:

- \$5 million for the 15 Express Lanes Project Southern Extension, submitted to Senator Alex Padilla, Senator Adam Schiff, and Representative Ken Calvert;
- \$4 million for the State Route 91 Eastbound Corridor Operations Project, submitted to Representative Young Kim;
- \$3 million for the Metrolink Double Track Project: Moreno Valley to Perris, submitted to Senator Alex Padilla, Senator Adam Schiff, and Representative Mark Takano; and

- \$3 million for the Mead Valley Metrolink Station/Mobility Hub Project, submitted to Representative Mark Takano.

The Senators and Members of Congress must now review the applications received and determine if they wish to submit those funding requests to the appropriate Appropriations subcommittees for their consideration for potential inclusion in FY 2026 appropriations legislation. Staff will keep Commissioners apprised of progress as the process advances.

### ***Surface Transportation Reauthorization***

In November 2021, Congress approved the Infrastructure Investments and Jobs Act (IIJA), funding the nation's surface transportation programs through September 30, 2026. As the expiration of the IIJA nears, Congress has begun to hold hearings and request policy proposals from transportation stakeholders for inclusion in the next surface transportation reauthorization legislation. The House Transportation and Infrastructure Committee, with jurisdiction over many of the nation's surface transportation programs, has formally requested the submission of legislative proposals for consideration in legislation by April 30.

Recognizing an opportunity to further the Commission's objectives, RCTC prepared and submitted legislative language on the following priorities:

- Maximize formula grant funding for county transportation commissions;
- Ensure RCTC is an eligible recipient for all U.S. Department of Transportation discretionary grant programs that may fund RCTC projects;
- Support the Coachella Valley Rail Project, through prioritization of the project in federal grant programs for rail projects and streamlining the planning and environmental review process;
- Maximize eligibility and competitiveness for the 15 Express Lanes Project Southern Extension and other multimodal tolled managed lanes projects; and
- Make permanent with adequate funding the Wildlife Crossing Pilot Program, while enabling Habitat Conservation Plan land acquisition as an eligible use of funding.

Furthermore, RCTC has developed a list of additional priorities that the Commission may offer support for as the surface transportation reauthorization process continues. These priorities broadly include, but are not limited to:

- Protect and recognize the role of self-help counties in addressing critical transportation needs;
- Provide flexibility in the administration of Federal Transit Administration grant funding;
- Support national freight funding programs and policies to recognize and address impacts on the economy and local transportation systems;
- Improve and streamline the process to program federal funds towards projects; and

- Protect vital federal financing options, including Transportation Infrastructure Finance and Innovation Act (TIFIA) and Railroad Rehabilitation and Improvement Financing (RRIF).

RCTC staff will continue to engage Congress as the surface transportation reauthorization process unfolds to elevate the Commission's federal legislative priorities.

**FISCAL IMPACT:**

This is a policy and information item. There is no fiscal impact.

Attachments:

- 1) Legislative Matrix – May 2025
- 2) AB 334 (Petrie-Norris) Support Letter



## RIVERSIDE COUNTY TRANSPORTATION COMMISSION - POSITIONS ON STATE AND FEDERAL LEGISLATION – MAY 2025

Legislation/ Author	Description	Bill Status	Position	Date of Board Adoption
<b>AB 334 (Petrie- Norris)</b>	Current state law limits the sharing of toll customer data necessary for interoperability with other states, limiting toll operators' ability to collect toll revenue from out-of-state drivers in an efficient manner. The existing process is cumbersome, requires significant staff time, and may lead to penalties on customers that may otherwise be avoided. AB 334 enables toll operators in California, such as RCTC, to participate in a future national interoperability program, enhancing service to customers and streamlining the transaction process.	Passed out of the Assembly Transportation Committee on 3/24/25.  In the Assembly Privacy and Consumer Protection Committee.	<i>Support</i>	4/9/2025







4080 Lemon St. 3rd Fl. Riverside, CA 92501  
Mailing Address: P.O. Box 12008 Riverside, CA 92502-2208  
951.787.7141 • [rctc.org](http://rctc.org)

April 16, 2025

The Honorable Cottie Petrie-Norris  
Assembly District 73  
1021 O Street, Suite 8120  
Sacramento, CA 95814

**Subject: Support for Assembly Bill 334**

Dear Assemblymember Petrie-Norris:

On behalf of the Riverside County Transportation Commission (RCTC), I write to support Assembly Bill (AB) 334, which would enable toll operators in California, such as RCTC, to participate in a future national interoperability program, enhancing service to customers and streamlining the transaction process.

RCTC's first toll lanes, the 91 Express Lanes, were opened in 2017 and are operated jointly with the Orange County Transportation Authority. RCTC also operates Riverside Express, which includes the 15 Express Lanes, 15/91 Express Lanes Connector, and any future express lanes that may be developed in Riverside County. Collectively, the 15 Express Lanes and 91 Express Lanes serve millions of customers annually, including thousands from out-of-state.

As you know, California is not currently interoperable with other states, limiting toll operators' ability to collect toll revenue from out-of-state drivers in an efficient manner. The existing process is cumbersome, requires significant staff time, and may lead to penalties on customers that may otherwise be avoided.

AB 334 represents an important step towards California's future participation in national interoperability that would improve customer experience for Californians and out-of-state drivers alike. RCTC appreciates your leadership and introduction of AB 334 to better serve toll customers across the nation. Should you have any questions regarding RCTC's support, please contact Legislative Affairs Manager Tyler Madary at [tmadary@rctc.org](mailto:tmadary@rctc.org) or (951) 787-7141.

Sincerely,

A handwritten signature in blue ink, appearing to read "Aaron Hake".

Aaron Hake  
Executive Director



# **AGENDA ITEM 7**



<b><i>RIVERSIDE COUNTY TRANSPORTATION COMMISSION</i></b>	
<b>DATE:</b>	April 28, 2025
<b>TO:</b>	Budget and Implementation Committee
<b>FROM:</b>	Sergio Vidal, Chief Financial Officer Michele Cisneros, Deputy Director of Finance Daniel Hernandez, Financial Budget Manager
<b>THROUGH:</b>	David Knudsen, Deputy Executive Director
<b>SUBJECT:</b>	Proposed Budget for Fiscal Year 2025/26

**STAFF RECOMMENDATION:**

This item is for the Committee to recommend the Commission take the following action(s):

- 1) Discuss, review, and provide guidance on the proposed Fiscal Year 2025/26 Budget; and
- 2) Conduct a public hearing to receive input and comments on the proposed FY 2025/26 Budget on May 14 and June 11, 2025, and thereafter close the public hearing.

**BACKGROUND INFORMATION:**

In accordance with Section 7(A) of the Riverside County Transportation Commission (RCTC) administrative code, an annual budget is required to be considered and subsequently adopted annually by June 15 after holding public hearings.

The initial step in the development of the proposed FY 2025/26 budget is the Commission's Policy Goals and Objectives which were approved by the Commission on March 12. The next step in the annual budget development process is the consideration of the Executive Summary, which represents the core elements and funding priorities of the proposed budget, along with the opening of the public hearing during the May Commission meeting.

The long-term policy goals that support the Commission's objectives considered during the preparation of the budget relate to promoting quality of life; achieving operational excellence; connecting the economy; being a responsible partner; and maintaining fiscal accountability. Staff completed the initial budget preparation process culminating with the attached Executive Summary (Attachment 1) for the proposed FY 2025/26 Budget. A public hearing to allow for public comment on the proposed budget is required prior to the adoption of the proposed budget. Accordingly, staff recommends the Commission open the public hearing on May 14 through June 11, followed by adoption of the proposed FY 2025/26 Budget.

The Commission's budget is primarily project-driven and includes service-driven enterprise operations such as Interstate 15 and State Route 91 Express Lanes. As a project-driven agency, the Commission accumulates funds or reserves over multiple fiscal years for specific projects and programs, resulting in the flexibility to adjust project development or programs in the event of an economic downturn.

The proposed FY 2025/26 Budget (Attachment 1-Table 18) anticipates that total uses will exceed sources by approximately \$155.9 million. Similar to prior years, accumulated reserves will fund the deficiency, largely related to the anticipated use of fund balance for the following projects:

- Transit and Intercity Rail Capital Program (TIRCP) - SB 125 funding
- Transit operating and capital disbursements utilizing both Local Transportation Funds (LTF) and State Transit Assistance (STA) funds
- Regional Arterial projects funded by both Transportation Uniform Mitigation Fees (TUMF) and Measure A regional arterial funds (Western County and Coachella Valley)
- Mid County Parkway Projects
- Capital projects and station maintenance and rehabilitation (e.g., Mead Valley and Riverside Downtown Stations)

Furthermore, Tables 18-20 (Attachment 1) provides a summary of budgeted sources and uses from multiple perspectives (comparative, operating and capital, and fund type).

#### **FY 2025/26 Proposed Budget – Sources**

The proposed budget for FY 2025/26 reflects sources (revenues/transfers in - Table 2) at approximately \$1.25 billion, including transfers in, a 9 percent overall increase from the prior year revised budget. The break-out is as follows:

<b>FY 2025/26 – Proposed Budget (Sources)</b>	
Revenues	\$ 953,382,400
<u>Transfers In</u>	<u>298,363,700</u>
<b>Total Sources</b>	<b>\$1,251,746,100</b>

The increase in revenues is largely attributable to higher intergovernmental revenues related to local reimbursements for projects (e.g., SR-60/Potrero Boulevard Interchange Phase II and SR-79 Realignment), gains in investment income due to higher investment yields and cash balances, and toll related revenue due to increased traffic demand within the corridors.

Measure A and Local Transportation Fund (LTF) revenues reflect revenue projections approved by the Commission in February 2025. Because of uncertain economic conditions associated with trade tension and geopolitical events, the Commission will maintain the conservative forecast for these sales tax revenues, remain fiscally prudent, and continue to monitor trends.

State Transit Assistance reflects estimates provided by the State Controller’s Office and is estimated to decline in comparison to the prior year’s revised budget, signaling a reduction in the demand for diesel fuel.

The increase in transfers in, is largely due to the repayment of the inter-fund loan from the 15 Express Lanes to Measure A (Western County) funds; transfers within the Enterprise funds to fund future repair and rehabilitation obligations for the 91 Express Lanes along with the anticipated surplus funding generated in the recently completed FY 2024/25.

The staff’s estimate of total sources represents a cautiously optimistic outlook to the County’s economic activity. Key trends to be monitored by staff impacting our estimates include the unemployment rate, interest, and inflation rates.

#### **FY 2025/26 Proposed Budget - Uses**

FY 2025/26 uses (expenditures/transfers out - Table 3) are estimated to be approximately \$1.40 billion, representing a six percent decrease from the prior year revised budget. The break-out is as follows:

<b>FY 2025/26 – Proposed Budget (Uses)</b>	
Expenditures/Expenses	\$1,109,266,700
Transfers Out	<u>\$ 298,363,700</u>
<b>Total Uses</b>	<b>\$1,407,630,400</b>

The decrease is largely related to reductions in the following categories: Capital Highway, Rail, and Regional Arterials; Debt Service; and Public and Specialized Transit, offset by increases in Management Services, Rail Maintenance and Operations, and Toll Operations.

The decrease in Capital Highway, Rail, and Regional Arterials is primarily attributed to project activity winding down or nearing completion in the upcoming fiscal year for the following projects: 71/91 Connector, Smart Freeways, and various grade separation projects.

The decrease in debt service is attributed to the Transportation Infrastructure Finance Innovation Act (TIFIA) Loan pay off for the 15 Express Lanes in October 2024 which is a one-time event, and no other Commission existing debt is anticipated to be extinguished in the upcoming fiscal year. The decrease in Public and Specialized Transit budgeted expenditures is due to a reduction in the anticipated operating and capital allocation needs by transit operators, including SB 125 transit capital projects.

Increases in Management Services are largely due to funding for the Commission approved Traffic Relief Plan (TRP) and related outreach; increases in risk and insurance management costs, along with an increased funding transfer for debt service payments related to the Commission’s existing Measure A Sales Tax debt.

Increases in Rail Maintenance and Operations are largely due to the Coachella Valley Rail (CV Rail) Tier II environmental work (preliminary engineering) along with planned station development.

As noted above, the increase to Toll Operations is due to enhanced funding for surplus projects for each Express Lanes such as:

#### **91 Express Lanes**

- 15/91 Express Lanes Connector
- 91 Eastbound Corridor Operations
- 15/91 Express Lanes Transit Connector

#### **I-15 Express Lanes**

- I-15 Express Lanes-Southern Extension

Furthermore, increases in Toll Operations also include transfers out for repayment of the inter-fund loan between the I-15 Express Lanes and Measure A (Western County) funds along with funding for anticipated future repair and rehabilitation (\$20 million) and projected surplus for FY 2024/25.

Since the Commission is primarily project-driven, total personnel costs (salaries and benefits) represent less than two percent of the overall budgeted expenditures. The Commission's personnel costs are allocated agency-wide between various programs such as Public and Specialized Transit, Toll Operations, Regional Conservation, and directly to various projects. Furthermore, administrative salaries and benefits subject to the Measure A ordinance total 0.62 percent of projected Measure A revenue for the upcoming fiscal year, meeting the 1 percent maximum threshold.

As approved by the Executive Committee on March 12, 2025, budgeted personnel costs also reflect the following changes for the upcoming fiscal year:

#### **Changes in Personnel Costs - FY 2025/26:**

- The 1.0 full-time equivalent (FTE) position increase is related to the recruitment of an additional Planning and Programming Manager;
- Reclassification and salary adjustments of one FTE (Human Resources Specialist);
- Four (4) percent pool for performance merit-based salary increases; and  
Three (3) percent annual salary range cost of living adjustment (COLA). COLA only applies to the Commission's salary range structure and is not automatically applied to the current employees' salaries. The COLA adjustment is based on the percent change to the Consumer Price Index (CPI) – covering Riverside, CA for the 12-month period ending December 31, rounded to the nearest half a percent, with a maximum adjustment of 4 percent. This is based on Board policy. Therefore, the COLA will be equal to the CPI, but no less than 0 percent and no greater than 4 percent. The CPI for the All-Urban Wage



Earners, covering Riverside, CA for the most recent 12-month period ending December 31, 2024, was 2.6 percent. In accordance with the Board's previous action, CPI was rounded to 3 percent and applied to the Commission's salary range structure for FY 2025/26.

With the FY 2025/26 Budget, the Commission will continue to move forward current capital projects to construction, thereby providing a stimulus to the local economy. Significant capital projects budgets by phase include:

**Engineering:**

- **Highway**
  - 91 eastbound Corridor Operations Project
  - 15/91 Express Lanes Transit Connector
  - SR-79 Realignment
  - I-10 Toll Feasibility
- **Regional Arterial**
  - I-15/Franklin Interchange
  - Riverside County Cajalco Road Widening
- **Rail**
  - Coachella Valley Rail Corridor
  - Perris Valley Line Double Track
  - Perris - Mead Valley Station
- **Public and Specialized Transit**
  - SB 125 Formula Funding - Grade Separation
    - City of Banning-Hargrave Avenue
    - City of Beaumont-Pennsylvania Avenue
    - County of Riverside-Broadway

**Construction:**

- **Highway**
  - 71/91 Connector
  - Mid County Parkway projects
  - Smart Freeways
- **Regional Arterial**
  - SR-60/Potrero Boulevard
  - Menifee Bundy Canyon Road Scott Road Widening
- **Rail**
  - Perris Valley Line Station Layover Facility
- **Public and Specialized Transit**
  - SB 125 Formula Funding - Grade Separation
    - City of Corona-McKinley Street
    - County of Riverside-Jurupa Avenue

**Design-Build:**

- **Highway**

- I-15 Express Lanes - Southern Extension

**Right of Way and Land:**

- **Highway**
  - Mid County Parkway projects
- **Regional Arterial**
  - Various Western County MARA and TUMF regional arterial projects

**Other major capital projects:**

- Pass-through funding for Measure A local streets and roads

Table 21 in the executive summary presents a complete summary of highway, regional arterial, rail, and regional conservation program projects.

A summary of the proposed FY 2025/26 Budget is as follows:

	<b><u>Proposed FY 2025/26</u></b>
	<b><u>Budget</u></b>
<b>Revenues and other financing sources:</b>	
Measure A	\$ 262,000,000
Local Transportation Funds	148,000,000
Intergovernmental (i.e., federal, state, and local)	286,300,200
Transportation Uniform Mitigation Funds	30,000,000
State Transit Assistance	33,882,500
Tolls, penalties, and fees	147,857,700
Other revenues	949,900
Investment income	44,392,100
Transfers in	298,363,700
<b>Total revenues and other financing sources</b>	<b>1,251,746,100</b>
<b>Expenditures and other financing uses:</b>	
Personnel salaries and benefits	20,963,400
Professional services and Support costs	56,312,800
Projects and operations	926,937,100
Capital outlay	8,132,200
Debt service (principal and interest)	96,921,200
Transfers out	298,363,700
<b>Total expenditures and other financing uses</b>	<b>1,407,630,400</b>
<b>Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses</b>	<b>(155,884,300)</b>
<b>Beginning fund balance (projected)</b>	<b>1,805,547,000</b>
<b>Ending fund balance (projected)</b>	<b>\$ 1,649,662,700</b>

At its June 11 Commission meeting, staff will present the entire budget document with detailed narratives and the FY 2025/26 salary schedule.

Attachment: Executive Summary for the Proposed FY 2025/26 Budget



# EXECUTIVE SUMMARY

## INTRODUCTION

The budget for Fiscal Year (FY) 2025/26 is presented to the Board of Commissioners (Board) and the residents of Riverside County. The budget outlines the projects and programs the Commission plans to undertake during the year and appropriates expenditures to accomplish these tasks. The budget also shows the funding sources and fund balances for these projects and programs. This document serves as the Commission's monetary guideline for the fiscal year. To provide the reader a better understanding of the projects and programs, staff included descriptive information regarding each department and major programs and projects. This budget is presented based on the best available economic information. The Board and staff will continuously monitor, assess, and re-prioritize the budgeted revenues and expenditures as necessary. The discussion in each department includes a review of accomplishments, major initiatives, and key assumptions.

## POLICY GOALS AND OBJECTIVES

As approved at its March 12, 2025 meeting, the Commission is driven by four core mission statements and underlying goals for the residents of Riverside County and the transportation system upon which they rely:

QUALITY OF LIFE	
RCTC is focused on improving life for the people of Riverside County and empowering them to live life at their pace.	
Choice	RCTC empowers the residents of Riverside County to choose how to safely and efficiently get to where they are going.
Environmental Stewardship	RCTC supports environmental protection by implementing sustainable practices for its capital projects, as well as designing and operating energy efficient water conserving facilities. As the managing agency of the Western Riverside County Regional Conservation Authority and a permittee of the Multiple Species Habitat Conservation Plan, RCTC protects open space for county residents and conserves habitat of threatened and endangered species.
Mobility	RCTC provides access, equity, and choice in transportation; RCTC is a multimodal mobility partner.
Equity	RCTC supports transportation services and projects that address inequities, especially those in rural, low income, and disadvantaged communities.
Access	RCTC projects and programs are the connection to employment, housing, schools, community institutions, parks, medical facilities, and shopping in the region, and should be equitably accessible to all communities served.
Goods Movement	RCTC facilitates the funding and delivery of projects that mitigate the impact of increased goods movement flow through Riverside County and advocates for a reasonable balance between the need to maintain the supply chain and to protect public health. RCTC identifies solutions to reduce truck congestion and community impacts from the flow of goods from nearby ports.
Public Engagement	RCTC is dedicated to engaging Riverside County residents through ongoing two-way public communication and outreach.

## OPERATIONAL EXCELLENCE

**RCTC is a responsible and conservative steward of taxpayer dollars.**

State of Good Repair	RCTC provides funding for road safety and maintenance within its residents' neighborhoods as well as sustainable practices to maintain its stations and facilities.
Promises Fulfilled	Projects are completed on-time and on-budget; RCTC delivers on its promises as a steward of Riverside County residents' investment.
Efficiency	RCTC operates in an efficient and cost-effective manner.
Innovation	RCTC seeks to implement innovative transportation solutions.
Information	RCTC seeks to provide timely, transparent, and easily accessible information to the public; ensuring residents receive prompt, dependable, and quality service.

## CONNECTING THE ECONOMY

**RCTC is a driver of economic growth in Riverside County.**

Workforce Mobility	RCTC improves the economy by creating a robust workforce-to-workplace system; RCTC fosters workforce development by improving transportation access from housing to employment and education centers.
Population Growth	Riverside County's population has quadrupled from 550,000 to nearly 2.5 million since 1976. RCTC has been responsible for anticipating and accommodating this growth while supporting the County's economy. RCTC is mindful of and strives to be responsive to each geographic area's unique needs.
Economic Impact	RCTC has invested over \$5.2 billion in the County's economy in both Measure A and toll revenues, which has a multiplier impact in terms of jobs and economic opportunity throughout Riverside County.

## RESPONSIBLE PARTNER

**RCTC partners with local, tribal, regional, and state governments to deliver transportation projects and programs.**

Streets and Roads	RCTC has invested over \$1.5 billion in local priorities for maintaining streets and roads and fixing potholes.
Transit	RCTC partners with transit operators to provide residents mobility choices, flexibility, intercity and inter-county connectivity, and access.
Active Transportation Facilities	RCTC continually improves its stations for better bicycle and pedestrian access and partners with agencies within the County to promote active transportation alternatives, including the building of regional trails and bicycle and pedestrian facilities in accordance with local general plans and active transportation plans.
Grants	RCTC is a steward of state and federal grants to leverage Measure A dollars and improve mobility for our communities.
Local Value of Measure A	RCTC invests Measure A dollars into projects and programs that benefit local communities throughout the County.
Partnerships	RCTC strives to form collaborative partnerships with key stakeholders in both the public and private sector to ensure support for projects and programs, relief from regulations, and to find solutions for shared challenges.

Staff used these core mission statements and goals to prepare this budget and develop the following short-term objectives to further guide the planning for the FY 2025/26 budget.

## **CAPITAL AND TOLL PROJECT DEVELOPMENT AND DELIVERY**

- Continue preliminary engineering, design, right of way acquisition, and/or construction of projects included in the Western County Highway Delivery Plan and development of those projects that improve operations of Metrolink commuter rail service.
- Continue as the lead agency for delivering the Coachella Valley Rail corridor (CV Rail corridor) project .
- Finalize Project Approval and Environmental Document (PA&ED) and begin preliminary design of the I-15 Express Lanes-Southern Extension (ELPSE) project.
- Commence Plans, Specifications, and Estimates (PS&E) and right of way acquisition for the SR-79 corridor project, segment 3.
- Commence construction of the Mid County Parkway (MCP) 3 project.
- Commence PS&E and right of way acquisition for the SR-91 Eastbound Corridor Operations (91 ECOP) project.
- Continue to support operations planning and design of projects led by other agencies.
- Continue as lead agency for partner agency projects, continue preliminary engineering of the I-10/Highland Springs Avenue Interchange project, continue environmental clearance, design, and construction efforts for the Santa Ana River Trail, continue final design and begin construction on the SR-60/Potrero Boulevard interchange phase II project, commence design of the I-15/Franklin interchange project, and commence development of project study reports for I-15/Wildomar Trail and I-15/Bundy Canyon Road interchanges.
- Consider opportunities to implement technology-based strategies, or smart freeway projects, to manage traffic, reduce congestion and pollution, increase safety, and improve the quality of commutes. Continue implementation of the Smart Freeway project on I-15 in Temecula.
- Maintain and enhance communication and collaboration with the California State Transportation Agency (CalSTA), California Transportation Commission (CTC), and California Department of Transportation (Caltrans) to improve the Commission's ability to deliver critical projects.
- Collaborate with local jurisdictions to implement Transportation Uniform Mitigation Fee (TUMF) regional arterial program projects and facilitate the delivery of eligible arterial improvements in western Riverside County (Western County).
- Continue active engagement in state and federal efforts to streamline and modernize the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA) to improve the Commission's ability to deliver critical projects.

## **OPERATIONS**

- Efficiently operate the 91 and 15 Express Lanes and achieve high customer satisfaction through reduction in congestion, mobility improvements, and management of demand.
- Efficiently and cost effectively operate the nine Commission owned and operated commuter rail stations and 91/Perris Valley Line (PVL) rail corridor to ensure reliable high quality commuter rail service.
- Efficiently provide motorist assistance services so that motorists can conveniently travel and use transportation facilities as safely as possible.

## **REGIONAL PROGRAMS**

- Proactively engage state and federal legislators and agencies to advance principles identified in the adopted Legislative Platform to ensure that the Commission receives due consideration for transportation projects and funding for key regional needs and mobility choice.
- Monitor transit trends and the associated economic, social, and public health factors that impact ridership and create barriers to transit growth.
- Continue to subsidize reliable and cost-effective Metrolink commuter rail service, operated by SCRRA, to and from Riverside County.
- Provide continued leadership in the planning and development for the CV Rail corridor.

- Support innovative programs that provide transit assistance in rural areas as well as for riders with specialized transit needs.
- Promote cost controls and operating efficiency for transit operators as well as supporting regional goals to reduce congestion and improve air quality and mobility options for all users.
- Maintain effective partnerships among commuters, employers, and government to increase the efficiency of our transportation system by encouraging and promoting telework and motorized and non-motorized transportation alternatives such as vanpools.

## MANAGEMENT SERVICES

- Maintain close communication with Commissioners and educate policy makers on all issues of importance to the Commission including Measure A and key Commission funding sources.
- Develop and execute a communication, public information, and community engagement strategy for the purposes of education, partnership building, information sharing, and customer service.
- Maintain administrative program delivery costs below the policy threshold of 4% of Measure A revenues; the FY 2025/26 Management Services budget is 2.00% of Measure A revenues.
- Maintain administrative salaries and benefits at less than 1% of Measure A revenues; the FY 2025/26 administrative salaries and benefits is 0.62% of Measure A revenues.
- Maintain prudent cash reserves to provide for unplanned expenditures or economic downturns.
- Continue communicating current and anticipated financial performance for RCTC issued debt financings ensuring the corresponding rating is achieved and issued by the applicable rating agencies.
- Establish and maintain revenues and related reserves generated from toll operations to be available for debt service in accordance with toll supported debt agreements, maintenance, repair and rehabilitation, administration, operations, and capital projects within the corridor.

## LINKING COMMISSION AND DEPARTMENTAL MISSION STATEMENTS

The following matrix (Table 1) illustrates the linkage of the Commission's core mission statements described in this section to the individual departmental mission statements included in each department's section.

**TABLE 1 – RELATIONSHIP BETWEEN COMMISSION AND DEPARTMENTAL MISSION STATEMENTS**

Department	Quality of Life	Operational Excellence	Connecting the Economy	Responsible Partner
<b>Management Services</b>				
Executive Management	X	X	X	X
Administration		X		
External Affairs	X	X	X	X
Finance		X		
<b>Regional Programs</b>				
Planning and Programming	X	X	X	X
Rail Maintenance and Operations	X	X	X	X
Public and Specialized Transit	X	X	X	X
Commuter Assistance	X	X	X	X
Motorist Assistance	X	X	X	X
Regional Conservation	X	X	X	X
Capital Project Development and Delivery	X	X	X	X
Toll Operations	X	X	X	X



## BUDGET OVERVIEW

The FY 2025/26 budget includes revenues of \$953,382,400 and transfers in of \$298,363,700 for total sources of \$1,251,746,100 (Table 2). The FY 2025/26 budget includes expenditures/expenses of \$1,109,266,700 and transfers out of \$298,363,700 for total uses of \$1,407,630,400 (Table 3).

The upcoming FY 2025/26 budget anticipates utilizing \$155,884,300 in fund balance reserves. Specifically, the use of fund balance is projected to fund multi-year projects as follows: Regional Arterial projects funded by both Transportation Uniform Mitigation Fees (TUMF) and Measure A regional arterial funds (Western county and Coachella Valley; Transit operating and capital disbursements utilizing both Local Transportation Funds (LTF) and State Transit Assistance (STA) funds; Mid County Parkway (MCP) projects; capital projects and station maintenance and rehabilitation (e.g., Mead Valley and Riverside Downtown stations); and programmed SB 125 transit capital and grade separation projects.

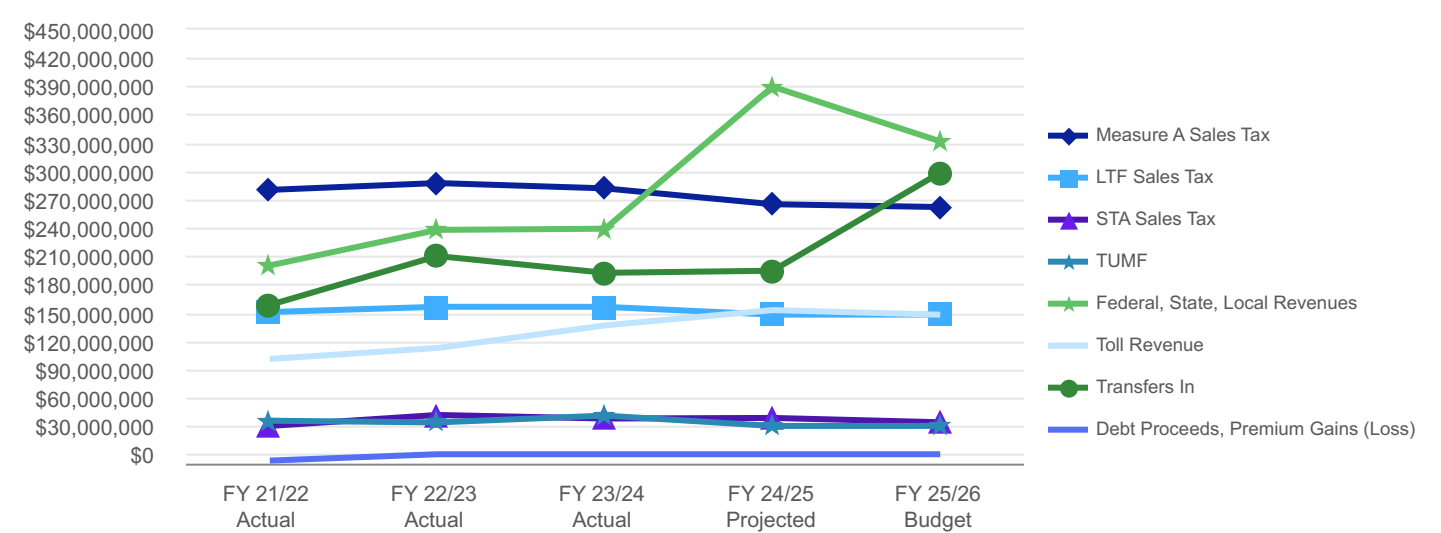
Total Sources (Table 2) are budgeted at \$1,251,746,100, a 9% increase over FY 2024/25 budget. The increase is a result of higher intergovernmental revenues related to the following projects: SR-79 realignment, MCP #3, Smart Freeway, 15 Express Lanes — Southern Extension, eastbound 91 Express Lanes to McKinley Avenue, eastbound 91 Express Lanes corridor operations project (COP), Santa Ana River Trail, rail station rehabilitation, Coachella Valley rail station planning and development, I-10 Highland Springs interchange, I-15/Franklin Street interchange, I-15 Bundy Canyon Road interchange, I-15 Wildomar Trail interchange, SR-60/Potrero Boulevard interchange phase II, and SB 125 projects, offset by a decrease in reimbursements for the SR-71/91 interchange project due to the near completion of the project; increase in Toll, Penalties, and Fees for the RCTC 91 Express Lanes and 15 Express Lanes due to continued out-performance of traffic and revenue expectations; and anticipated investment income due to projected higher investment yields and cash balances. Total sources are comprised of revenues of \$953,382,400 and transfers in of \$298,363,700.

**TABLE 2 – SOURCES FY 2024-2026**

		FY 23/24 Actual	FY 24/25 Revised Budget	FY 24/25 Projected	FY 25/26 Budget	Dollar Change	Percent Change
Measure A Sales Tax	\$	281,794,700	\$ 265,000,000	\$ 265,000,000	\$ 262,000,000	\$ (3,000,000)	-1%
LTF Sales Tax		156,212,500	148,000,000	148,000,000	148,000,000	–	0%
STA Sales Tax		37,842,500	38,916,600	38,480,400	33,882,500	(5,034,100)	-13%
Intergovernmental		162,910,700	277,348,300	325,748,800	286,300,200	8,951,900	3%
TUMF Revenue		40,959,800	29,610,000	30,000,000	30,000,000	390,000	1%
Tolls, Penalties, and Fees		136,556,800	119,373,000	152,776,700	147,857,700	28,484,700	24%
Other Revenue		1,352,800	767,500	4,799,000	949,900	182,400	24%
Investment Income		74,755,400	33,880,600	59,031,400	44,392,100	10,511,500	31%
Contribution		–	9,000,000	11,727,300	–	(9,000,000)	-100%
Transfers In		192,278,300	224,429,100	194,510,400	298,363,700	73,934,600	33%
<b>TOTAL Sources</b>	<b>\$</b>	<b>1,084,663,500</b>	<b>\$ 1,146,325,100</b>	<b>\$ 1,230,074,000</b>	<b>\$ 1,251,746,100</b>	<b>\$ 105,421,000</b>	<b>9%</b>

Riverside County has specific competitive advantages over nearby coastal counties (Los Angeles, Orange, and San Diego), including housing that is more available and affordable, as well as plentiful commercial real estate and land available for development at lower costs. Riverside County's economy is benefiting from employment gains that are a function of the County's ability to attract businesses with lower commercial rents and a skilled labor force. Population migration to the Inland Empire (i.e., Riverside and San Bernardino counties) occurred due to these employment opportunities and a lower cost of living compared to the coastal counties. Stability in the local labor and housing markets have contributed to sales tax revenue stability as noted on Chart 3.

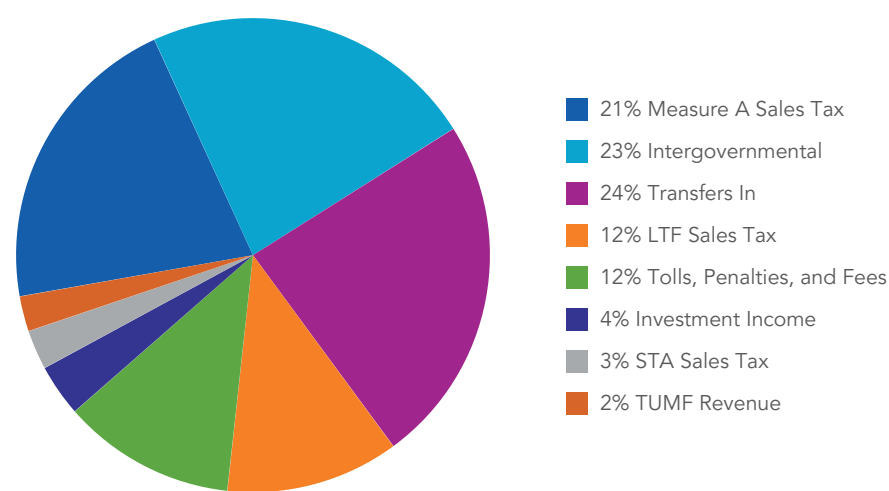
CHART 3 – SOURCES: FIVE-YEAR TREND



Regardless of current and future economic conditions, the Commission faces formidable ongoing challenges in providing needed infrastructure enhancements to support a population and an economy that has outgrown the capacity of its existing infrastructure. The foundation of the regional economy continues to retain many of the fundamental positive attributes that fueled its earlier growth, including more affordable real estate with proximity to coastal communities, a large pool of skilled workers, and increasing wealth and education levels.

While the Commission’s primary revenues are the Measure A and LTF sales taxes, other revenues and financing sources are required to fund the Commission’s programs and projects as illustrated in Chart 4. The Commission receives Measure A and LTF sales tax revenues from the California Department of Tax and Fee Administration (CDTFA).

CHART 4 – SOURCES: MAJOR CATEGORIES



After considering the state of the local economy, staff projects Measure A sales tax revenues of \$262,000,000 for FY 2025/26. This is 1% decrease from the FY 2024/25 projection of \$265,000,000. Generally, the Commission reassesses its sales tax revenue projections at midyear based on the economy and revenue trends; however, the Commission anticipates more frequent reviews throughout FY 2025/26 as other key economic indicators become known such as the region’s inflation and unemployment rate, along with impacts (if any) resulting from macro economic factors which affect the local economy.

On behalf of the County, the Commission administers the LTF for public transportation needs, local streets and roads, and bicycle and pedestrian facilities. The majority of LTF funding received by the County and available for allocation is distributed to all public transit operators in the County. The Commission receives allocations for administration, planning, and programming in addition to funding for Western County rail operations included in the commuter rail Short Range Transit Plan (SRTP). LTF sales tax revenue is budgeted at \$148,000,000, and remains unchanged from the FY 2024/25 \$148,000,000 projection.

A statewide sales tax on motor vehicle diesel fuel generates STA funds, which the State Controller allocates by formula to the Commission for allocations to the County's public transit operators. SB 1 provides additional STA revenues, including State of Good Repair (SGR) funds for transit maintenance, rehabilitation, and capital projects. The FY 2025/26 STA/SGR allocations, based on recent State estimates, is \$33,882,500.

Intergovernmental revenues include reimbursement revenues from federal sources of \$82,643,100, state sources of \$116,380,100, and local agencies of \$87,277,000 for highway and rail capital projects, rail operations and station maintenance, commuter assistance, and motorist assistance programs as well as planning and programming activities. The increase of 3% in FY 2025/26 compared to the FY 2024/25 budget is related to state reimbursements primarily related to the MCP projects, SR-60/Potrero Boulevard interchange phase II project, south Perris station layover facility expansion, and SB 125 grade separation and transit projects. Other state reimbursements will fund Regional Early Action Plan (REAP 2.0), Freeway Service Patrol (FSP), Service Authority for Freeway Emergencies (SAFE), and station rehabilitation and improvement projects. Federal reimbursements provide funding for the I-15 Express Lanes — Southern Extension, 91 ECOP, MCP, Smart Freeways, CV Rail planning and station development, and station rehabilitation and improvement projects. Local reimbursements will fund the 91 ECOP, 91 Express Lanes eastbound to McKinley project, SR-79 project, Santa Ana River Trail Extension, SR-60/Potrero Boulevard interchange phase II project, I-15/Franklin Street interchange project, I-15 Bundy Canyon Road interchange, I-15 Wildomar trail interchange, continued funding for prior year approved regional arterial projects, rideshare services, and regional conservation. Reimbursement revenues vary from year to year depending on project activities and funding levels.

Based on an amended Memorandum of Understanding (MOU) with the WRCOG, the Commission receives 45.7% of TUMF revenues (as updated by the most recent Nexus study). TUMF represents fees assessed on new residential and commercial development in Western County. The Commission projects FY 2025/26 TUMF fees at \$30,000,000.

Toll, Penalties, and Fees are anticipated to increase \$28,484,700 or 24% percent in the FY 2025/26 budget when compared to the FY 2024/25 revised budget. The increase is due to both the SR-91 and I-15 Express Lanes exceeding expectations from a revenue perspective following increased traffic within the corridors.

FY 2024/25 marked the eighth complete fiscal year of toll operations for the RCTC 91 Express Lanes following substantial completion of the 91 Project in March 2017. Since opening and through February 2020, the RCTC 91 Express Lanes traffic and toll revenues surpassed initial 2013 financing assumptions and an updated Riverside County 91 Express Lanes Extension Investment Grade Traffic and Revenue Study approved by the Commission in December 2018. The Commission estimates FY 2025/26 toll revenues, penalties and fees of \$94,751,000, a decrease from the FY 2024/25 projected revenues of \$99,748,300, due to the implementation of dynamic pricing. However, the FY 2025/26 increase from the FY 2024/25 budget by \$14,057,000 is due to increased traffic within the corridor.

FY 2024/25 marked the fourth full year of toll operations for the 15 Express Lanes following substantial completion of the I-15 Express Lanes project and opening of the 15 Express Lanes in April 2021. For FY 2025/26, the Commission projects \$53,106,700 in toll revenues, penalties and fees for the 15 Express Lanes and reflects an increase from the FY 2024/25 projected revenues of \$53,028,400. The FY 2025/26 budget is an increase from the FY 2024/25 budget by \$14,427,700 due largely to higher congestion within the southern corridor of the enterprise.

Other revenue of \$949,900 includes property management generated from properties acquired in connection with various highway and rail properties.

The Commission anticipates a 31% increase in FY 2025/26 investment income from the FY 2024/25 budget due to higher investment yields and cash balances. The FY 2025/26 budget conservatively estimates investment income at a 3% investment yield.

Contributions in FY 2025/26 reflects an 100% decrease when compared to FY 2024/25, related to the one-time payment of the I-15 Express Lanes initial Transportation Infrastructure Finance and Innovation Act (TIFIA) Loan which was paid off in October 2024. Specifically, FY 2024/25 Contributions resulted from a loan and accrued interest funded by Measure A and payable by the I-15 Express Lanes, as required by TIFIA, which was waived in connection with pay off of I-15 TIFIA Loan.

Transfers in of \$298,363,700 primarily relate to the transfer of Transit funding (funded by LTF and STA) for general administration, planning and programming, rail operations, and rail station rehabilitation and development projects; approved interfund allocations for specific projects and administrative cost allocations; Inter-fund loan repayment by the I-15 Express Lanes to Western County Measure A funds; and debt service requirements from highway, new corridors, and TUMF CETAP funds.

Total uses (Table 3), including transfers out of \$298,363,700, are budgeted at \$1,407,630,400 a 6% decrease from the prior year budget amount of \$1,501,201,400. Program expenditures and transfers out totaling \$1,268,564,100 represent 90% of total budgeted uses in FY 2025/26. Program costs increased 6% from \$1,197,081,800 in FY 2024/25 due to projects and programs identified below.

**TABLE 3 – USES FY 2024-2026**

	FY 23/24 Actual	FY 24/25 Revised Budget	FY 24/25 Projected	FY 25/26 Budget	Dollar Change	Percent Change
Capital Highway, Rail, and Regional Arterials	\$ 362,601,100	\$ 556,960,000	\$ 359,301,600	\$ 507,961,300	\$ (48,998,700)	-9%
Capital Local Streets and Roads	85,026,800	79,969,200	80,117,000	78,891,900	(1,077,300)	-1%
Commuter Assistance	3,622,900	7,846,200	4,703,200	8,017,600	171,400	2%
Debt Service	91,416,000	272,686,800	272,673,400	96,921,200	(175,765,600)	-64%
Management Services	20,583,800	31,432,800	23,519,700	42,145,100	10,712,300	34%
Motorist Assistance	4,942,400	6,655,500	5,285,800	7,648,500	993,000	15%
Planning and Programming	11,073,100	23,731,300	16,064,000	23,221,600	(509,700)	-2%
Public and Specialized Transit	172,821,800	388,793,100	225,685,500	365,881,900	(22,911,200)	-6%
Rail Maintenance and Operations	32,545,700	66,935,300	50,032,800	76,285,200	9,349,900	14%
Regional Conservation	8,863,200	14,213,700	10,907,300	13,441,500	(772,200)	-5%
Toll Operations	65,714,100	51,977,500	39,682,900	187,214,600	135,237,100	260%
<b>TOTAL Uses</b>	<b>\$ 859,210,900</b>	<b>\$ 1,501,201,400</b>	<b>\$ 1,087,973,200</b>	<b>\$ 1,407,630,400</b>	<b>\$ (93,571,000)</b>	<b>-6%</b>

*Note: Management Services includes Executive Management, Administration, External Affairs, and Finance.*

Capital highway, rail, and regional arterials budgeted uses of \$507,961,300 are 9% lower compared to the FY 2024/25 budget due to decreases in project activities related to the 71/91 Connector, SR-60 Truck Lanes, and Smart Freeways projects. Additionally the 15/91 Express Lanes connector and I-15 Express Lanes — southern extension projects that have been moved to the Toll Operations program effective FY 2025/26; offset by increases in project activity for the SR-79 project activities, MCP, Western County 2009 Measure A and TUMF regional arterial projects, and rail station development and rehabilitation projects.

Local streets and roads expenditures of \$78,891,900 reflect a decrease of \$1,077,300 over the FY 2024/25 budget and represent the disbursement of 2009 Measure A sales tax revenues to local jurisdictions for the construction, repair, and maintenance of local streets and roads.

Commuter assistance budgeted expenditures of \$8,017,600 are 2% higher than the FY 2024/25 budget due to launching of a new transit trainer program and potential strategic Transportation Demand Management (TDM) Plan.

Debt service of \$96,921,200 is less than the FY 2024/25 budget due to the one-time pay off in October 2024 for the TIFIA Loan related to the 15 Express Lanes.

Management services expenditures of \$42,145,100 increased 34% due to county-wide transportation relief planning, increases in risk and insurance management, and a funding transfer for debt service payments related to the Commission's Measure A Sales Tax debt obligation.

Motorist assistance expenditures of \$7,648,500 increased 15% primarily due to anticipated FSP towing cost increases.

Planning and programming budgeted expenditures of \$23,221,600 decreased 2% due to decreased projects and operation activities in connection with LTF disbursements for planning and programming, and special studies related to REAP 2.0 and toll lanes.

Public and specialized transit budgeted expenditures of \$365,881,900 are 6% lower than the FY 2024/25 budget due to anticipated operating and capital allocation needs by transit operators, including SB 125 transit capital projects. The FY 2025/26 budget reflects SB 125 funding for engineering in the amount of \$21,800,000, construction of \$45,000,000, and right of way of \$231,000 approved through an amendment to the Budget Act of 2023, which provided formula Transit and Intercity Rail Capital Program (TIRCP) and Zero-Emission Transit Capital Program (ZETCP) to funding agencies such as the Commission. TIRCP funds are eligible for transit operations and capital improvements as well as other grade separations. ZETCP funds are only available to public transit operators eligible to receive STA funds.

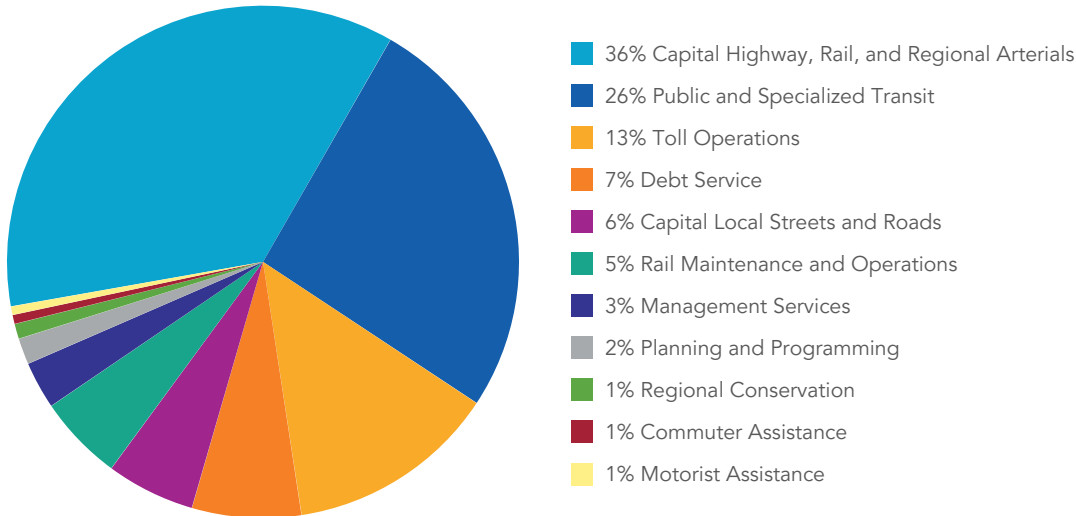
The rail maintenance and operations budgeted expenditures of \$76,285,200 are 14% higher than the FY 2024/25 budget due to CV Rail service development plan, rail station security guards, maintenance and repairs, utilities, and a transfer to rail operations for the Metrolink Perris Valley line from Measure A.

Regional conservation budgeted expenditures of \$13,441,500 reflects a fourth full year serving as the managing agency for the RCA. FY 2025/26 reflects an decrease of \$772,200 or 5% due to monitoring and management contracts. RCA will reimburse the Commission 100% of the costs incurred to manage the RCA.

Toll operations expenses are budgeted at \$187,214,600 reflects a 260% increase when compared to the FY 2024/25 Budget primarily due to the following operating transfers: SR-91 Express Lanes transfers for projected surplus for FY 2024/25 and required repair and rehabilitation (R&R) funding; I-15 Express Lanes transfers for repayment of the inter-fund loan to Measure A in connection with the pay off of the TIFIA Loan. Other cost increases are related to management of operations, maintenance, and capital support of the RCTC 91 Express Lanes and 15 Express Lanes. The increase is also related to the inclusion of the 15/91 Express Lanes Connector and I-15 Express Lanes Southern Extension project from the Measure A Western County highway fund. Professional costs increased \$4,128,500 related to the 91 Express Lanes Toll Feasibility project, 91 Express Lanes pavement rehabilitation, and traffic and revenue study for the 15 Express Lanes project Southern Extension. Projects and operations increased 108% due to program management, engineering, right of way, and design build expenses for the 91 ECOP, 15/91 Express Lanes Connector, 15/91 Express Transit Connector, 91 Express Lanes pavement rehabilitation, 91 Express Lanes roadway repair and rehabilitation, and 15 Express Lanes Southern Extension project. Capital outlay increased \$1,182,000 for office and property improvements.

Chart 5 is an illustration of total uses included in the FY 2025/26 budget by major categories.

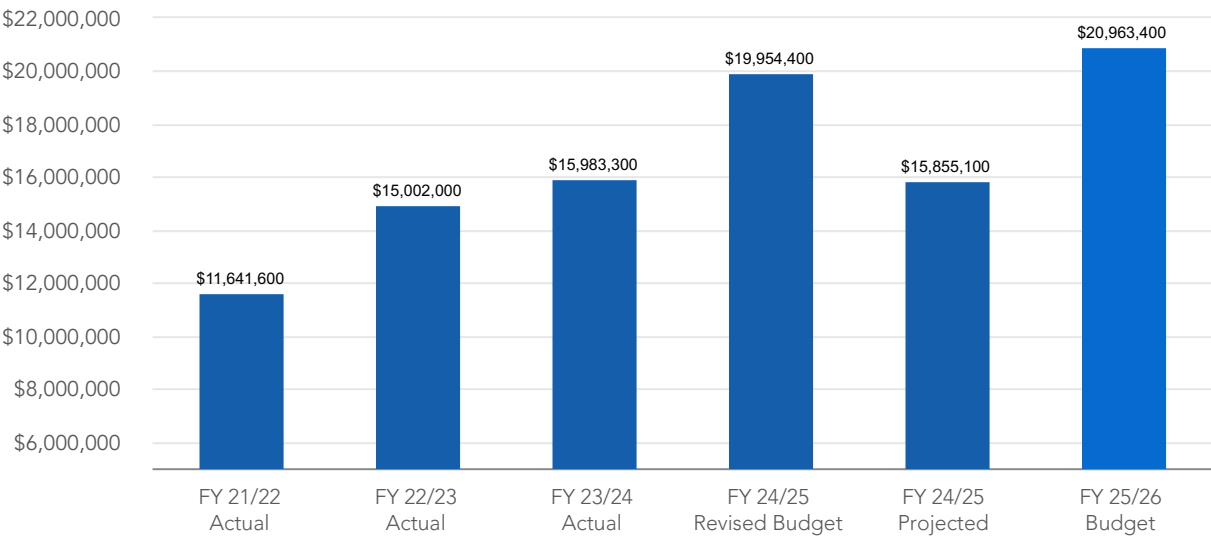
**CHART 5 – USES: MAJOR CATEGORIES**



COMMISSION PERSONNEL

The Commission’s salaries and benefits total \$20,963,400 for FY 2025/26. This represents an increase of \$1,009,000 or 5% over the FY 2024/25 budget of \$19,954,400 (Chart 6). The increase is reflective of a 1.0 full-time equivalent (FTE) position related to the addition of a Planning and Programming Manager; reclassification and salary adjustments of one FTE for the Human Resources Specialist from a Human Resources Assistant; a 4% pool for performance merit-based salary increases; and a 3% annual salary range structure cost of living adjustment (COLA). The COLA only applies to the to the Commission’s salary range structure and is not automatically applied to the current employees’ salaries. In June 2019, the Board approved the COLA will be predicated on the percent change in the Consumer Price Index (CPI) – All Urban Wage Earners, covering Riverside, CA for the 12-month period ending December 31, rounded to the nearest half percent, with a maximum adjustment of 4%. The COLA will be equal to the CPI, but no less than 0% and no greater than 4%. The CPI for the All Urban Wage Earners, covering Riverside, CA for the 12-month period ending December 31, 2024 was 2.6%. In accordance with the Board’s action, CPI was rounded up to 3% and applied to the Commission’s salary range structure for FY 2025/26. Significant variances in prior years (Chart 6) are primarily due to reorganization of the toll program, the addition of three new positions, and a full year serving as the managing agency for the RCA in FY 2021/22; an increase to the Commission’s contribution to employee health benefits in FY 2022/23; a 4% pool for performance merit-based salary increases; and a 3% annual salary range structure COLA in FY 2023/24; and the addition of three new FTE positions, and the reclassification of four existing positions in FY 2024/25. The Commission’s salary schedule for FY 2025/26 is included in Appendix B and complies with Government Code §20636 “Compensation Earnable” and California Code of Register §570.5, “Requirements for a Publicly Available Pay Schedule.”

CHART 6 – SALARIES AND BENEFITS COST: FIVE-YEAR COMPARISON

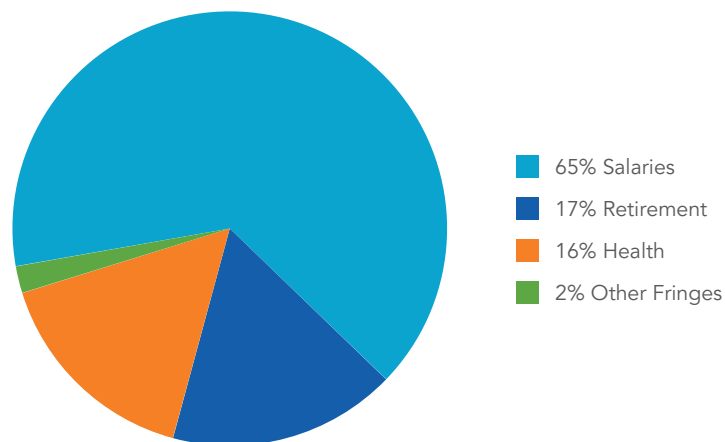


The 85 FTE positions included in the FY 2025/26 budget (Table 4) reflects an increase of one FTE for a Planning and Programming Manager and the reclassification of one FTE for the Human Resources Specialist from a Human Resources Assistant from the FY 2024/25 budget. Management continues its commitment with its intent for the Commission’s enabling legislation requiring a lean organization. The Commission will continue providing staff the tools needed to ensure an efficient and productive work environment. However, small should not be viewed in an absolute context; it is relative to the required tasks and the demands to be met.

**TABLE 4 – FULL-TIME EQUIVALENTS BY DEPARTMENT FY FY 2024 - 2026**

	FY 23/24 Actual	FY 24/25 Projected	FY 25/26 Budget
Executive Management	0.6	0.9	2.1
Administration	7.8	11.3	10.2
External Affairs	4.0	4.1	3.6
Finance	12.9	11.1	11.5
Planning and Programming	5.8	6.4	6.3
Rail Maintenance and Operations	3.9	4.5	4.7
Public and Specialized Transit	2.8	3.0	3.3
Commuter Assistance	1.4	1.2	1.4
Motorist Assistance	0.8	1.2	1.0
Regional Conservation	16.9	17.6	16.7
Capital Project Development and Delivery	12.4	13.7	12.1
Toll Operations	7.7	9.0	12.1
<b>TOTAL</b>	<b>77.0</b>	<b>84.0</b>	<b>85.0</b>

The Commission provides a comprehensive package of benefits to employees. The package includes health, dental, vision, life insurance, short and long-term disability, workers' compensation, tuition assistance, sick and vacation leave, retirement benefits in the form of participation in CalPERS, postretirement health care, deferred compensation, and employee assistance program. Chart 7 illustrates the compensation components.

**CHART 7 – PERSONNEL SALARIES AND BENEFITS**

## DEPARTMENT INITIATIVES

Staff prepared each department's budget based on key assumptions, accomplishments in FY 2024/25, major initiatives for FY 2025/26, and department goals and related objectives. Tables 5 through 16 present the key initiatives and summary of expenditures/expenses for each department. The department budgets section contains detailed discussions about each department.

## EXECUTIVE MANAGEMENT

- Continue project development and delivery as the key Measure A priority.
- Foster growth in usage of express lanes and ensure their optimal financial performance.
- Continue planning efforts to advance passenger rail service in the CV Rail corridor.
- Advocate for state and federal investments in transportation to fund needed transportation priorities in the County and stimulate the local economy.
- Maintain regional cooperation and collaboration as a significant effort consistent with the philosophy and mission of the Commission.
- Support a comprehensive digital, in-person, and community-based public outreach program to build awareness of the Commission and its role in the community.
- Maintain an effective mid-sized transportation agency with dedicated staff.

**TABLE 5 – EXECUTIVE MANAGEMENT**

		FY 23/24 Actual		FY 24/25 Revised Budget		FY 24/25 Projected		FY 25/26 Budget		Dollar Change		Percent Change
Personnel	\$	611,000	\$	622,700	\$	622,200	\$	690,800	\$	68,100		11%
Professional		73,700		2,300,000		200,000		3,220,000		920,000		40%
Support		85,000		231,400		183,800		637,600		406,200		176%
TOTAL	\$	769,700	\$	3,154,100	\$	1,006,000	\$	4,548,400	\$	1,394,300		44%

## ADMINISTRATION

- Provide high quality support services to the Commission and to internal and external customers.
- Maintain an accurate and efficient electronic records management system.
- Provide timely communications and high-quality support services to Commissioners.
- Update technology to improve internal processes and interaction with the public.
- Support and develop a motivated workforce with a framework of activities and practices that comply with employment laws and regulations.
- Manage a centralized procurements process in order to strengthen controls and ensure consistency in the application of procurement policies and procedures and adherence to applicable laws and regulations.
- Support outreach activities to encourage disadvantaged business enterprise (DBE) and small business enterprise (SBE) participation in various contracts.

**TABLE 6 – ADMINISTRATION**

		FY 23/24 Actual		FY 24/25 Revised Budget		FY 24/25 Projected		FY 25/26 Budget		Dollar Change		Percent Change
Personnel	\$	1,203,900	\$	2,051,300	\$	1,766,600	\$	1,990,300	\$	(61,000)		-3%
Professional		1,162,400		2,208,000		1,838,900		2,320,000		112,000		5%
Support		1,109,400		3,956,600		2,984,300		4,055,800		99,200		3%
Capital Outlay		53,500		2,150,000		880,000		1,300,000		(850,000)		-40%
TOTAL	\$	3,529,200	\$	10,365,900	\$	7,469,800	\$	9,666,100	\$	(699,800)		-7%



## EXTERNAL AFFAIRS

- Develop effective partnerships with transportation providers and community stakeholders to communicate a unified message to Congress, State Legislature, and to other state and federal officials regarding mobility and transportation funding needs.
- Advocate on behalf of Riverside County's interests and local authority associated with the planning, programming, and delivery of transportation improvements, especially as it relates to the State's continued incorporation of competing priorities, ranging from climate goals to housing goals, into transportation policies and funding programs.
- Advocate policy positions in the State Legislature and in Congress that advance the County's transportation interests.
- Continue a leadership role in formulating a countywide direction on federal and state transportation policies.
- Use latest platforms to support a robust public communication and engagement effort focusing on accessible and transparent communication of the Commission's projects and programs.
- Engage with and seek understanding of the Riverside County's community-based stakeholders to build trust and gain support to inform the decision-making process.
- Build awareness and support for the RCA and the implementation of the MSHCP.

**TABLE 7 – EXTERNAL AFFAIRS**

		FY 23/24 Actual	FY 24/25 Revised Budget	FY 24/25 Projected	FY 25/26 Budget	Dollar Change	Percent Change
Personnel	\$	824,700	\$ 955,400	\$ 955,300	\$ 850,800	\$ (104,600)	-11%
Professional		532,700	950,500	797,000	976,300	25,800	3%
Support		44,500	286,500	113,100	307,800	21,300	7%
<b>TOTAL</b>	\$	<b>1,401,900</b>	<b>\$ 2,192,400</b>	<b>\$ 1,865,400</b>	<b>\$ 2,134,900</b>	<b>\$ (57,500)</b>	<b>-3%</b>

## FINANCE

- Proactively monitor, assess, manage, and minimize financial impacts on the Commission's programs and projects to the maximum extent possible.
- Continue appropriate uses of long- and short-term financing to advance the Commission's 2009 Measure A projects.
- Provide support to the RCTC 91 Express Lanes and 15 Express Lanes toll operations contractor back offices to ensure the proper accounting of toll revenues and operations and maintenance costs.
- Keep abreast of Governmental Accounting Standards Board (GASB) technical activities affecting the Commission's accounting and financial reporting activities and implement new pronouncements.
- Upgrade the Enterprise Resource Planning (ERP) system to benefit all staff in the management of accounting and project information to facilitate automation of a paperless workflow system.
- Continue software implementations and updates that enhance process improvements and streamline efficiencies.
- Protect the Commission's cash resources by regular monitoring of short and long-term investment practices to ensure consistency with Commission approved investment policy.

**TABLE 8 – FINANCE**

		<b>FY 23/24 Actual</b>	<b>FY 24/25 Revised Budget</b>	<b>FY 24/25 Projected</b>	<b>FY 25/26 Budget</b>	<b>Dollar Change</b>	<b>Percent Change</b>
Personnel	\$	2,195,100	\$ 2,080,700	\$ 1,589,000	\$ 2,400,500	\$ 319,800	15%
Professional		1,124,700	2,021,500	1,142,100	1,739,300	(282,200)	-14%
Support		1,496,700	466,600	350,800	530,700	64,100	14%
Capital Outlay		49,100	1,058,000	70,000	1,055,000	(3,000)	0%
Transfers Out		10,017,400	10,093,600	10,026,600	20,070,200	9,976,600	99%
<b>TOTAL</b>	<b>\$</b>	<b>14,883,000</b>	<b>\$ 15,720,400</b>	<b>\$ 13,178,500</b>	<b>\$ 25,795,700</b>	<b>\$ 10,075,300</b>	<b>64%</b>

**PLANNING AND PROGRAMMING**

- Monitor funding authority and responsibility related to the State Transportation Improvement Program (STIP).
- Ensure administration and implementation of STIP/Regional Improvement Program (RIP), Active Transportation Program (ATP), and other funded projects consistent with California Transportation Commission (CTC), Caltrans, and Southern California Association of Governments (SCAG) policies.
- Continue to strategically program projects for all local agencies countywide into the Federal Transportation Improvement Program (FTIP) and obligate funds in an expeditious manner for the maximum use of all available funding, including monitoring the use of such funding to prevent from lapsing.
- Monitor all projects programmed to receive 2009 Measure A, TUMF, state, and federal funds to ensure timely delivery and prevent funds from lapsing.
- Focus on interregional concerns and maintain effective working relationships involving various multi-county transportation issues.
- Coordinate planning efforts with regional and local agencies relating to the development of Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) and greenhouse gas reduction (GHG) implementation guidelines.
- Administer the Bicycle and Pedestrian Facilities Program (SB 821).
- Monitor and track local, state, and federal funding sources in a customized database system including assisting in the administration of 2009 Measure A local streets and roads and LTF SB 821 programs.

**TABLE 9 – PLANNING AND PROGRAMMING**

		<b>FY 23/24 Actual</b>	<b>FY 24/25 Revised Budget</b>	<b>FY 24/25 Projected</b>	<b>FY 25/26 Budget</b>	<b>Dollar Change</b>	<b>Percent Change</b>
Personnel	\$	1,571,500	\$ 1,687,300	\$ 917,800	\$ 1,706,800	\$ 19,500	1%
Professional		1,078,800	640,000	295,100	143,000	(497,000)	-78%
Support		476,300	117,500	63,800	57,900	(59,600)	-51%
Projects and Operations		7,265,000	18,085,600	13,329,500	18,839,700	754,100	4%
Capital Outlay		117,000	80,000	23,900	–	(80,000)	-100%
Transfers Out		564,500	3,120,900	1,433,900	2,474,200	(646,700)	-21%
<b>TOTAL</b>	<b>\$</b>	<b>11,073,100</b>	<b>\$ 23,731,300</b>	<b>\$ 16,064,000</b>	<b>\$ 23,221,600</b>	<b>\$ (509,700)</b>	<b>-2%</b>

## RAIL MAINTENANCE AND OPERATIONS

- As a member of the SCRRA, continue active participation in the governance and operations of the Metrolink commuter rail system.
- Continue the planning and implementation of capital improvements at the commuter rail stations in the County, including security and rehabilitation projects and meeting parking requirements.
- Continue to support and evaluate activities related to the PVL service, such as promoting ridership especially for weekend service.
- Establish the best approach to build, maintain, and operate cost effective and environmentally sustainable facilities that meet the public's transportation needs.
- Lead the service development process and actively coordinate with all stakeholders along the CV Rail corridor for intercity passenger rail service.
- Advance the next generation rail feasibility study to evaluate future growth opportunities for passenger rail in the County.

**TABLE 10 – RAIL MAINTENANCE AND OPERATIONS**

		<b>FY 23/24 Actual</b>	<b>FY 24/25 Revised Budget</b>	<b>FY 24/25 Projected</b>	<b>FY 25/26 Budget</b>	<b>Dollar Change</b>	<b>Percent Change</b>
Personnel	\$	877,400	\$ 1,128,800	\$ 916,200	\$ 1,244,600	\$ 115,800	10%
Professional		428,600	926,600	656,200	6,123,500	5,196,900	561%
Support		2,624,000	3,771,100	3,343,900	3,888,800	117,700	3%
Projects and Operations		28,032,900	59,402,500	44,383,100	60,088,500	686,000	1%
Capital Outlay		30,800	60,000	8,000	10,000	(50,000)	-83%
Transfers Out		552,000	1,646,300	725,400	4,929,800	3,283,500	199%
<b>TOTAL</b>	\$	<b>32,545,700</b>	\$ <b>66,935,300</b>	\$ <b>50,032,800</b>	\$ <b>76,285,200</b>	\$ <b>9,349,900</b>	<b>14%</b>

## PUBLIC AND SPECIALIZED TRANSIT

- Coordinate the operation of all public transportation services, especially for disadvantaged communities and essential workers, within the County by promoting program efficiency between transit operators.
- Monitor and coordinate state and federal apportionment and regulations for operating and/or capital impacts with transit operators.
- Continue public transit operator oversight and fiduciary responsibilities to ensure completion of annual fiscal audits and state triennial performance audits in accordance with TDA regulations.
- Support innovative programs that provide transit assistance in hard to serve rural areas or for riders having very special transit needs and monitor funding of these programs.
- Continue long-range planning activities to ensure that anticipated revenues are in line with projected levels of service by transit operators.

**TABLE 11 – PUBLIC AND SPECIALIZED TRANSIT**

		FY 23/24 Actual	FY 24/25 Revised Budget	FY 24/25 Projected	FY 25/26 Budget	Dollar Change	Percent Change
Personnel	\$	552,200	\$ 696,500	\$ 619,300	\$ 779,100	\$ 82,600	12%
Professional		218,300	3,222,100	836,600	1,482,600	(1,739,500)	-54%
Support		121,300	254,200	163,500	245,500	(8,700)	-3%
Projects and Operations		136,128,000	327,673,900	177,950,600	300,620,400	(27,053,500)	-8%
Capital Outlay		84,000	150,000	65,000	217,200	67,200	45%
Transfers Out		35,718,000	56,796,400	46,050,500	62,537,100	5,740,700	10%
<b>TOTAL</b>	<b>\$</b>	<b>172,821,800</b>	<b>\$ 388,793,100</b>	<b>\$ 225,685,500</b>	<b>\$ 365,881,900</b>	<b>\$ (22,911,200)</b>	<b>-6%</b>

**COMMUTER ASSISTANCE**

- Operate a comprehensive regional Commuter Assistance Program (CAP) promoting sustainable commuting options to reduce single-occupant vehicle use, vehicle trips, vehicle miles traveled (VMT), and emissions.
- Administer and grow the IE Commuter Program, in partnership with San Bernardino County Transportation Authority (SBCTA), to deliver rideshare services to Riverside and San Bernardino residents and regional employers.
- Operate and expand the VanClub program to subsidize vanpools, enhancing accessibility and affordability for both traditional work commuters and agricultural workers commuting to Riverside County worksites.
- Administer a Low Carbon Transit Operations Program (LCTOP) funded program offering free Metrolink passes for Riverside and San Bernardino residents to “Experience Metrolink” for both work and discretionary trips.
- Pilot a Transit Training Program concept designed to assist new or inexperienced public transit users by pairing them with seasoned commuters at a worksite (i.e., coworkers) or providing consultant led ride-a-longs for discretionary trips.
- Explore options to assess CAP and develop a strategic Transportation Demand Management (TDM) plan that will serve as a blueprint for a next generation TDM program and inform the next procurement for CAP consultant services.
- Administer the leased Park & Ride program to support CAP initiatives, providing convenient, multi-modal parking options that connect commuters to carpools, vanpools, and transit networks.

**TABLE 12 – COMMUTER ASSISTANCE**

		FY 23/24 Actual	FY 24/25 Revised Budget	FY 24/25 Projected	FY 25/26 Budget	Dollar Change	Percent Change
Personnel	\$	301,400	\$ 317,200	\$ 316,100	\$ 338,600	\$ 21,400	7%
Professional		158,300	648,000	130,300	1,096,400	448,400	69%
Support		33,900	105,600	25,900	106,400	800	1%
Projects and Operations		2,951,500	6,432,100	3,955,000	6,106,100	(326,000)	-5%
Capital Outlay		–	–	–	10,000	10,000	N/A
Transfers Out		177,800	343,300	275,900	360,100	16,800	5%
<b>TOTAL</b>	<b>\$</b>	<b>3,622,900</b>	<b>\$ 7,846,200</b>	<b>\$ 4,703,200</b>	<b>\$ 8,017,600</b>	<b>\$ 171,400</b>	<b>2%</b>

## MOTORIST ASSISTANCE

- Operate a cost-effective Freeway Service Patrol program to assist stranded or disabled motorists on Riverside County's most congested highways, improving traffic flow and safety.
- Provide 24/7 access to real-time traffic updates, transportation resources, and services through the SoCal 511 regional traveler information platform in partnership with Los Angeles Metropolitan Authority (Metro), Orange County Transportation Authority (OCTA), SBCTA, and Ventura County Transportation Commission (VCTC).
- Operate transportation demand management programs and services in eastern Riverside County via the CAP, ensuring consistent and equitable service countywide.
- Conduct a forward-looking motorist aid study to explore innovative technologies and solutions that address current challenges and future needs.

**TABLE 13 – MOTORIST ASSISTANCE**

		FY 23/24 Actual		FY 24/25 Revised Budget		FY 24/25 Projected		FY 25/26 Budget		Dollar Change		Percent Change
Personnel	\$	105,700	\$	196,100	\$	122,600	\$	191,900	\$	(4,200)		-2%
Professional		165,000		268,000		172,500		305,000		37,000		14%
Support		107,100		213,500		106,100		196,700		(16,800)		-8%
Projects and Operations		4,329,100		5,291,500		4,547,200		6,272,300		980,800		19%
Capital Outlay		400		10,000		6,500		10,000		–		0%
Transfers Out		235,100		676,400		330,900		672,600		(3,800)		-1%
<b>TOTAL</b>	\$	<b>4,942,400</b>	\$	<b>6,655,500</b>	\$	<b>5,285,800</b>	\$	<b>7,648,500</b>	\$	<b>993,000</b>		<b>15%</b>

## REGIONAL CONSERVATION

- Maintain commitment to protecting sensitive habitat and ensuring open space is a key component in enhancing the quality of life for local residents.
- Enhance communications to stakeholders, members of the public, and elected officials to be transparent about the RCA's conservation efforts, funding, and collaboration opportunities.
- Build upon relationships with local, tribal, state, and federal agencies to acquire and manage lands purchased or controlled by the RCA.

**TABLE 14 – REGIONAL CONSERVATION**

		FY 23/24 Actual		FY 24/25 Revised Budget		FY 24/25 Projected		FY 25/26 Budget		Dollar Change		Percent Change
Personnel	\$	3,152,200	\$	3,994,100	\$	2,988,800	\$	3,825,300	\$	(168,800)		-4%
Professional		3,312,500		5,051,400		3,963,200		4,877,300		(174,100)		-3%
Support		393,300		624,300		553,400		712,000		87,700		14%
Projects and Operations		840,000		1,357,900		987,800		858,400		(499,500)		-37%
Capital Outlay		–		5,000		–		5,000		–		0%
Transfers Out		1,165,200		3,181,000		2,414,100		3,163,500		(17,500)		-1%
<b>TOTAL</b>	\$	<b>8,863,200</b>	\$	<b>14,213,700</b>	\$	<b>10,907,300</b>	\$	<b>13,441,500</b>	\$	<b>(772,200)</b>		<b>-5%</b>

## CAPITAL PROJECT DEVELOPMENT AND DELIVERY

- Continue 71/91 connector, SR-79 realignment, MCP, Smart Freeway projects, Perris Valley Line station layover facility, and rail station rehabilitation and improvements. Including projects on behalf of other agencies, including the I-15/Franklin Interchange, I-10/Highland Springs Road Interchange, SR-60/Potrero Boulevard Interchange Phase II, and I-15/Wildomar Trail and Bundy Canyon Interchanges projects.
- Procure an environmental consultant to commence pre-NEPA station feasibility study document for the Coachella Valley Rail corridor project.
- Commence construction of the South Perris Station Expansion and MCP 3 projects.
- Complete design of the Perris Valley Line Double Track project.
- Continue design and development led by other agencies related to the I-15 Express Lanes—Northern Extension.
- Provide 2009 Measure A funding to the incorporated cities and the County for local streets and roads maintenance, repair, and construction and to the Coachella Valley Association of Governments (CVAG) for highways and regional arterials.
- Provide TUMF regional arterial funding and support to local jurisdictions for regional arterial project engineering, right of way acquisition, and construction.
- Maintain a right of way acquisition and management program in support of capital projects and in the most cost-effective manner within project schedules, while adhering to federal and state regulations.
- Maintain and manage the access, use, safety, and security of Commission-owned properties including commuter rail stations, properties in acquisition process, and income-generating properties.
- Develop strategies to implement alternative financing structures including public express lanes.

**TABLE 15 – CAPITAL PROJECT DEVELOPMENT AND DELIVERY**

		FY 23/24 Actual		FY 24/25 Revised Budget		FY 24/25 Projected		FY 25/26 Budget		Dollar Change		Percent Change
Personnel	\$	2,830,000	\$	3,809,700	\$	3,021,600	\$	3,330,900	\$	(478,800)		-13%
Professional		3,076,700		6,288,800		4,831,500		3,888,200		(2,400,600)		-38%
Support		639,300		1,032,200		864,500		1,344,100		311,900		30%
Projects and Operations		325,693,500		477,855,600		297,124,600		478,772,300		916,700		0%
Capital Outlay		5,456,100		9,107,000		8,311,100		3,975,000		(5,132,000)		-56%
Debt Service		69,215,000		69,158,300		69,158,300		69,185,200		26,900		0%
Transfers Out		109,932,300		138,835,900		125,265,300		95,542,700		(43,293,200)		-31%
<b>TOTAL</b>	\$	<b>516,842,900</b>	\$	<b>706,087,500</b>	\$	<b>508,576,900</b>	\$	<b>656,038,400</b>	\$	<b>(50,049,100)</b>		<b>-7%</b>

## TOLL OPERATIONS

- Continue project work on the 91 ECOP, I-15 Express Lanes—Southern Extension, 15/91 Express Lanes Connector, 15/91 Express Lanes Transit Connector, 91 Express Lanes eastbound lane to McKinley Avenue.
- Manage the operations of the RCTC 91 Express Lanes and 15 Express Lanes adhering to the Commission's Express Lanes toll policies.
- Manage toll operations in an effective manner which provides superior customer service while achieving projected revenue and cost assumptions used in the financial plans specific to each express lane facility.
- Maintain the Express Lanes to provide a safe and pleasant experience to customers.
- Develop a long-term repair and rehabilitation plan for the express lanes and its operating systems.
- Provide timely and effective reporting of toll operation metrics including revenue, transactions, carpool usage, and performance indicators.

- Support the design and development led by other agencies related to the 241/91 Express Lanes connector and I-15 Express Lanes—Northern Extension.
- Participate in the California Toll Operators Committee (CTOC) to advance regional and statewide tolling initiatives, technology, interoperability, and coordination among California toll agencies.

**TABLE 16 – TOLL OPERATIONS**

		<b>FY 23/24 Actual</b>		<b>FY 24/25 Revised Budget</b>		<b>FY 24/25 Projected</b>		<b>FY 25/26 Budget</b>		<b>Dollar Change</b>	<b>Percent Change</b>
Personnel	\$	1,757,900	\$	2,414,600	\$	2,019,600	\$	3,613,800	\$	1,199,200	50%
Professional		1,340,500		2,656,600		1,808,900		6,785,100		4,128,500	155%
Support and Maintenance		8,000,100		10,164,300		8,403,800		11,272,800		1,108,500	11%
Projects and Operations		20,646,900		26,638,700		19,376,800		55,379,400		28,740,700	108%
Capital Outlay		52,700		368,000		86,000		1,550,000		1,182,000	321%
Debt Service		22,201,000		203,528,500		203,515,100		27,736,000		(175,792,500)	-86%
Transfers Out		33,916,000		9,735,300		7,987,800		108,613,500		98,878,200	1016%
<b>TOTAL</b>	\$	87,915,100	\$	255,506,000	\$	243,198,000	\$	214,950,600	\$	(40,555,400)	-16%

## FUND BALANCES

The projected total fund balance as of June 30, 2025 is \$1,805,547,000. The available amount for expenditures/expenses (excluding amounts restricted for debt service of \$14,164,800 and advances receivable of \$13,335,000) is \$1,778,047,200. After revenues of \$953,382,400, total funding available for the FY 2025/26 budget totals \$2,731,429,600. The Commission expects the FY 2025/26 budgeted activities to result in a \$155,884,300 decrease of total fund balance at June 30, 2026 to \$1,649,662,700. The primary cause of the decrease are project activities in FY 2025/26 related to the I-15 Express Lanes — Southern Extension, 91 eastbound COP, MCP, SR-79 projects, Smart Freeways, Coachella Valley Rail corridor, rail station rehabilitation and maintenance, Western County Measure A and TUMF regional arterial projects, and public transit allocations. Table 17 presents the components of the projected fund balance by program at June 30, 2026.

**TABLE 17 – PROJECTED FUND BALANCES BY FUND TYPE AND PROGRAM AT JUNE 30, 2026**

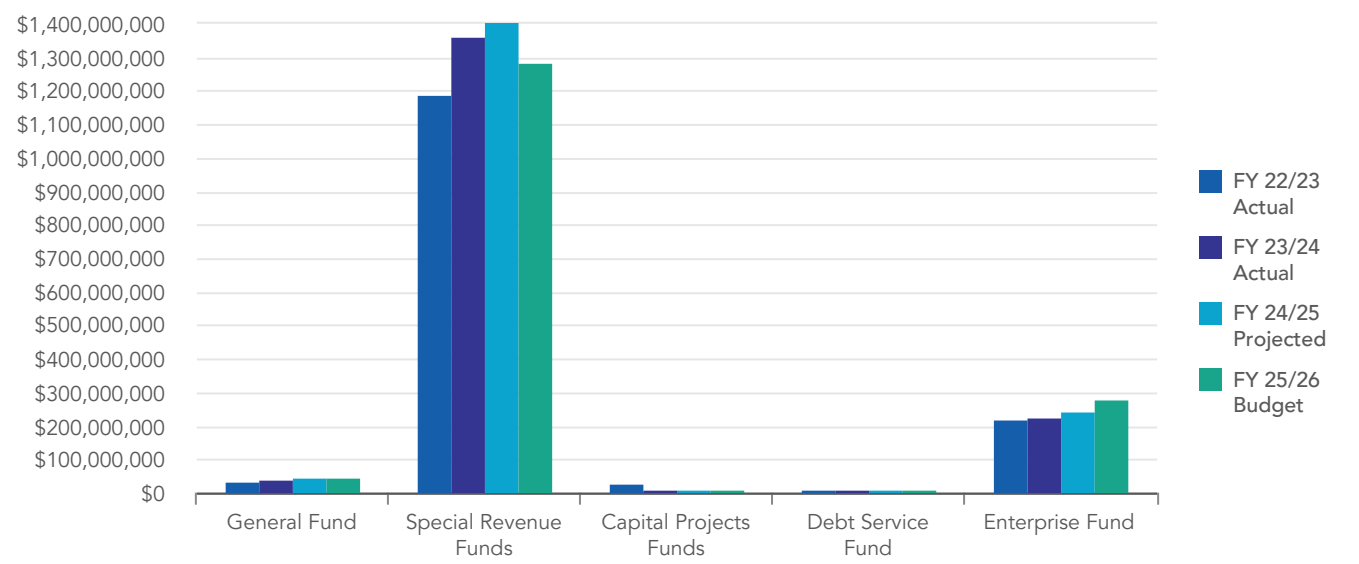
	Measure A Sales Tax				Other	Total
	Western County	Coachella Valley	Palo Verde			
Restricted:						
Bond Financing	\$ 68,663,200	\$ –	\$ –	\$ –	\$ 68,663,200	
Commuter Assistance	27,048,800	–	–	–	27,048,800	
Debt Service	–	–	–	14,589,800	14,589,800	
Economic Development	22,684,300	–	–	–	22,684,300	
Highways	97,121,100	28,687,200	–	18,724,600	144,532,900	
New Corridors	88,516,000	–	–	–	88,516,000	
Planning and Programming	–	–	–	4,645,700	4,645,700	
Public and Specialized Transit	27,727,700	1,162,600	–	680,371,900	709,262,200	
Rail	55,990,200	–	–	44,907,900	100,898,100	
CETAP	–	–	–	100,186,700	100,186,700	
Regional Conservation	–	–	–	51,600	51,600	
Regional Arterials	46,871,000	–	–	70,610,300	117,481,300	
Motorist Assistance	–	–	–	13,529,400	13,529,400	
Toll Operations	–	–	–	234,767,900	234,767,900	
Assigned:						
Management Services	–	–	–	2,804,800	2,804,800	
<b>TOTAL Fund Balance<sup>1</sup></b>	<b>\$ 434,622,300</b>	<b>\$ 29,849,800</b>	<b>\$ –</b>	<b>\$ 1,185,190,600</b>	<b>\$ 1,649,662,700</b>	

<sup>1</sup>Fund balance includes primarily current assets less current liabilities. Restricted fund balance may include limitations imposed by creditors (debt covenants, reserves), contributions, laws or regulations of other governments, and constraints imposed by law through constitutional provisions or through enabling legislation (TDA, SB 132, SB 125, FSP, SAFE, Toll Operations).

Chart 8 illustrates the actual and projected trends in fund balances for each governmental and enterprise fund type from FY 2022/23 through FY 2025/26.



CHART 8 – PROJECTED FUND BALANCE TRENDS BY FUND TYPE FY FY 2023 - 2026



## BUDGET SUMMARY

The overall budget for FY 2025/26 is presented in Table 18 by summarized line items, Table 19 by operating and capital classifications, and Table 20 by fund type. Highway, regional arterial, rail, and regional conservation program projects expenditures are summarized in Table 21.

**TABLE 18 – BUDGET COMPARATIVE BY SUMMARIZED LINE ITEM FY FY 2024 - 2026**

	FY 23/24 Actual	FY 24/25 Revised Budget	FY 24/25 Projected	FY 25/26 Budget	Dollar Change	Percent Change
<b>Revenues</b>						
Measure A Sales Tax	\$ 281,794,700	\$ 265,000,000	\$ 265,000,000	\$ 262,000,000	\$ (3,000,000)	-1%
LTF Sales Tax	156,212,500	148,000,000	148,000,000	148,000,000	–	0%
STA Sales Tax	37,842,500	38,916,600	38,480,400	33,882,500	(5,034,100)	-13%
Federal Reimbursements	66,087,300	75,121,600	61,018,200	82,643,100	7,521,500	10%
State Reimbursements	70,357,500	128,027,600	233,020,600	116,380,100	(11,647,500)	-9%
Local Reimbursements	26,465,900	74,199,100	31,710,000	87,277,000	13,077,900	18%
TUMF Revenue	40,959,800	29,610,000	30,000,000	30,000,000	390,000	1%
Tolls, Penalties, and Fees	136,556,800	119,373,000	152,776,700	147,857,700	28,484,700	24%
Other Revenue	1,352,800	767,500	4,799,000	949,900	182,400	24%
Investment Income	74,755,400	33,880,600	59,031,400	44,392,100	10,511,500	31%
<b>TOTAL Revenues</b>	<b>892,385,200</b>	<b>912,896,000</b>	<b>1,023,836,300</b>	<b>953,382,400</b>	<b>40,486,400</b>	<b>4%</b>
<b>Expenditures/Expenses</b>						
Personnel Salaries and Benefits	15,983,300	19,954,400	15,855,100	20,963,400	1,009,000	5%
Professional and Support						
Professional Services	12,672,600	27,181,500	16,672,300	32,956,700	5,775,200	21%
Support Costs	15,131,000	21,223,800	17,156,900	23,356,100	2,132,300	10%
<b>TOTAL Professional and Support Costs</b>	<b>27,803,600</b>	<b>48,405,300</b>	<b>33,829,200</b>	<b>56,312,800</b>	<b>7,907,500</b>	<b>16%</b>
Projects and Operations						
Program Operations	39,191,900	55,225,500	50,620,400	53,266,800	(1,958,700)	-4%
Engineering	16,083,600	60,120,700	27,456,400	73,795,700	13,675,000	23%
Construction	110,873,200	258,200,000	118,932,100	296,772,900	38,572,900	15%
Design Build	23,868,700	19,143,000	4,214,400	12,719,100	(6,423,900)	-34%
Right of Way/Land	23,098,800	81,701,500	21,897,800	65,411,000	(16,290,500)	-20%
Operating and Capital Disbursements	161,704,400	328,846,900	218,888,500	278,980,900	(49,866,000)	-15%
Special Studies	4,435,800	9,531,000	9,528,000	7,098,800	(2,432,200)	-26%
Local Streets and Roads	85,026,800	79,969,200	80,117,000	78,891,900	(1,077,300)	-1%
Regional Arterials	61,603,700	30,000,000	30,000,000	60,000,000	30,000,000	100%
<b>TOTAL Projects and Operations</b>	<b>525,886,900</b>	<b>922,737,800</b>	<b>561,654,600</b>	<b>926,937,100</b>	<b>4,199,300</b>	<b>0%</b>
Debt Service						
Principal Payments	32,635,000	212,537,500	212,524,100	40,690,000	(171,847,500)	-81%
Interest Payments	58,781,000	60,149,300	60,149,300	56,231,200	(3,918,100)	-7%
<b>TOTAL Debt Service</b>	<b>91,416,000</b>	<b>272,686,800</b>	<b>272,673,400</b>	<b>96,921,200</b>	<b>(175,765,600)</b>	<b>-64%</b>
Capital Outlay	5,843,500	12,988,000	9,450,500	8,132,200	(4,855,800)	-37%
<b>TOTAL Expenditures/Expenses</b>	<b>666,933,300</b>	<b>1,276,772,300</b>	<b>893,462,800</b>	<b>1,109,266,700</b>	<b>(167,505,600)</b>	<b>-13%</b>
Excess (deficiency) of Revenues over (under) Expenditures/Expenses	225,451,900	(363,876,300)	130,373,500	(155,884,300)	207,992,000	-57%
Other Financing Sources (Uses)						
Transfers In	192,278,300	224,429,100	194,510,400	298,363,700	73,934,600	33%
Transfers Out	(192,278,300)	(224,429,100)	(194,510,400)	(298,363,700)	(73,934,600)	33%
Contribution	–	9,000,000	11,727,300	–	(9,000,000)	-100%
<b>Net Financing Sources (Uses)</b>	<b>–</b>	<b>9,000,000</b>	<b>11,727,300</b>	<b>–</b>	<b>(9,000,000)</b>	<b>-100%</b>
Excess (deficiency) of Revenues over (under) Expenditures/Expenses and Other Financing Sources (Uses)	225,451,900	(354,876,300)	142,100,800	(155,884,300)	198,992,000	-56%
Beginning Fund Balance	1,437,994,300	1,663,446,200	1,663,446,200	1,805,547,000	142,100,800	9%
<b>ENDING FUND BALANCE</b>	<b>\$ 1,663,446,200</b>	<b>\$ 1,308,569,900</b>	<b>\$ 1,805,547,000</b>	<b>\$ 1,649,662,700</b>	<b>\$ 341,092,800</b>	<b>26%</b>

**TABLE 19 – OPERATING AND CAPITAL BUDGET FY 2025/26**

	FY 25/26 Operating Budget	FY 25/26 Capital Budget	FY 25/26 TOTAL Budget
Revenues			
Measure A Sales Tax	\$ 36,127,000	\$ 225,873,000	\$ 262,000,000
LTF Sales Tax	148,000,000	–	148,000,000
STA Sales Tax	33,882,500	–	33,882,500
Federal Reimbursements	15,922,000	66,721,100	82,643,100
State Reimbursements	71,741,600	44,638,500	116,380,100
Local Reimbursements	31,134,800	56,142,200	87,277,000
TUMF Revenue	–	30,000,000	30,000,000
Tolls, Penalties, and Fees	–	147,857,700	147,857,700
Other Revenue	3,300	946,600	949,900
Investment Income	25,896,400	18,495,700	44,392,100
<b>TOTAL Revenues</b>	<b>362,707,600</b>	<b>590,674,800</b>	<b>953,382,400</b>
Expenditures/Expenses			
Personnel Salaries and Benefits	14,018,700	6,944,700	20,963,400
Professional and Support			
Professional Services	22,283,400	10,673,300	32,956,700
Support Costs	10,739,200	12,616,900	23,356,100
<b>TOTAL Professional and Support Costs</b>	<b>33,022,600</b>	<b>23,290,200</b>	<b>56,312,800</b>
Projects and Operations			
Program Operations	17,982,400	35,284,400	53,266,800
Engineering	32,284,000	41,511,700	73,795,700
Construction	54,525,000	242,247,900	296,772,900
Design Build	–	12,719,100	12,719,100
Right of Way and Land	5,076,000	60,335,000	65,411,000
Operating and Capital Disbursements	278,980,900	–	278,980,900
Special Studies	3,937,100	3,161,700	7,098,800
Local Streets and Roads	–	78,891,900	78,891,900
Regional Arterials	–	60,000,000	60,000,000
<b>TOTAL Projects and Operations</b>	<b>392,785,400</b>	<b>534,151,700</b>	<b>926,937,100</b>
Debt Service			
Principal Payments	–	40,690,000	40,690,000
Interest Payments	–	56,231,200	56,231,200
<b>TOTAL Debt Service</b>	<b>–</b>	<b>96,921,200</b>	<b>96,921,200</b>
Capital Outlay	2,607,200	5,525,000	8,132,200
<b>TOTAL Expenditures/Expenses</b>	<b>442,433,900</b>	<b>666,832,800</b>	<b>1,109,266,700</b>
Excess (deficiency) of Revenues over (under) Expenditures/Expenses	(79,726,300)	(76,158,000)	(155,884,300)
Other Financing Sources (Uses)			
Transfers In	96,815,600	201,548,100	298,363,700
Transfers Out	(94,207,500)	(204,156,200)	(298,363,700)
<b>Net Financing Sources (Uses)</b>	<b>2,608,100</b>	<b>(2,608,100)</b>	<b>–</b>
Excess (deficiency) of Revenues over (under) Expenditures/Expenses and Other Financing Sources (Uses)	(77,118,200)	(78,766,100)	(155,884,300)
Beginning Fund Balance	1,140,696,400	664,850,600	1,805,547,000
<b>ENDING FUND BALANCE</b>	<b>\$ 1,063,578,200</b>	<b>\$ 586,084,500</b>	<b>\$ 1,649,662,700</b>

**TABLE 20 – BUDGET BY FUND TYPE FY 2025/26**

	General Fund	Special Revenue	Capital Projects	Debt Service	Enterprise	TOTAL Budget
<b>Revenues</b>						
Measure A Sales Tax	\$ –	\$ 262,000,000	\$ –	\$ –	\$ –	\$ 262,000,000
LTF Sales Tax	–	148,000,000	–	–	–	148,000,000
STA Sales Tax	–	33,882,500	–	–	–	33,882,500
Federal Reimbursements	10,500,000	52,514,000	–	2,812,100	16,817,000	82,643,100
State Reimbursements	4,322,300	112,057,800	–	–	–	116,380,100
Local Reimbursements	2,000	77,886,000	–	–	9,389,000	87,277,000
TUMF Revenue	–	30,000,000	–	–	–	30,000,000
Tolls, Penalties, and Fees	–	–	–	–	147,857,700	147,857,700
Other Revenue	–	843,600	–	–	106,300	949,900
Investment Income	1,463,100	37,456,400	432,700	425,000	4,614,900	44,392,100
<b>TOTAL Revenues</b>	<b>16,287,400</b>	<b>754,640,300</b>	<b>432,700</b>	<b>3,237,100</b>	<b>178,784,900</b>	<b>953,382,400</b>
<b>Expenditures/Expenses</b>						
Personnel Salaries and Benefits	8,603,500	8,746,100	–	–	3,613,800	20,963,400
Professional and Support						
Professional Services	9,097,000	17,074,600	–	–	6,785,100	32,956,700
Support Costs	6,076,000	6,007,300	–	–	11,272,800	23,356,100
<b>TOTAL Professional and Support Costs</b>	<b>15,173,000</b>	<b>23,081,900</b>	<b>–</b>	<b>–</b>	<b>18,057,900</b>	<b>56,312,800</b>
<b>Projects and Operations</b>						
Program Operations	–	26,500,100	–	–	26,766,700	53,266,800
Engineering	–	62,954,500	–	–	10,841,200	73,795,700
Construction	–	292,518,400	–	–	4,254,500	296,772,900
Design Build	–	280,100	–	–	12,439,000	12,719,100
Right of Way/Land	–	65,141,000	–	–	270,000	65,411,000
Operating and Capital Disbursements	45,487,000	233,493,900	–	–	–	278,980,900
Special Studies	3,937,100	2,353,700	–	–	808,000	7,098,800
Local Streets and Roads	–	78,891,900	–	–	–	78,891,900
Regional Arterials	–	60,000,000	–	–	–	60,000,000
<b>TOTAL Projects and Operations</b>	<b>49,424,100</b>	<b>822,133,600</b>	<b>–</b>	<b>–</b>	<b>55,379,400</b>	<b>926,937,100</b>
<b>Debt Service</b>						
Principal Payments	–	–	–	35,815,000	4,875,000	40,690,000
Interest Payments	–	–	–	33,370,200	22,861,000	56,231,200
<b>TOTAL Debt Service</b>	<b>–</b>	<b>–</b>	<b>–</b>	<b>69,185,200</b>	<b>27,736,000</b>	<b>96,921,200</b>
Capital Outlay	2,572,200	4,010,000	–	–	1,550,000	8,132,200
<b>TOTAL Expenditures/Expenses</b>	<b>75,772,800</b>	<b>857,971,600</b>	<b>–</b>	<b>69,185,200</b>	<b>106,337,100</b>	<b>1,109,266,700</b>
Excess (deficiency) of Revenues over (under) Expenditures/ Expenses	(59,485,400)	(103,331,300)	432,700	(65,948,100)	72,447,800	(155,884,300)
<b>Other Financing Sources (Uses)</b>						
Transfers In	63,476,800	91,238,700	–	69,185,200	74,463,000	298,363,700
Transfers Out	(4,417,900)	(182,520,200)	–	(2,812,100)	(108,613,500)	(298,363,700)
<b>Net Financing Sources (Uses)</b>	<b>59,058,900</b>	<b>(91,281,500)</b>	<b>–</b>	<b>66,373,100</b>	<b>(34,150,500)</b>	<b>–</b>
Excess (deficiency) of Revenues over (under) Expenditures/ Expenses and Other Financing Sources (Uses)	(426,500)	(194,612,800)	432,700	425,000	38,297,300	(155,884,300)
Beginning Fund Balance	50,671,100	1,481,123,800	14,416,700	14,164,800	245,170,600	1,805,547,000
<b>ENDING FUND BALANCE</b>	<b>\$ 50,244,600</b>	<b>\$ 1,286,511,000</b>	<b>\$ 14,849,400</b>	<b>\$ 14,589,800</b>	<b>\$ 283,467,900</b>	<b>\$ 1,649,662,700</b>

**TABLE 21 – HIGHWAY, REGIONAL ARTERIAL, RAIL, AND REGIONAL CONSERVATION PROGRAM PROJECTS FY 2025/26**

Description	
HIGHWAY ENGINEERING	
I-10 Toll Feasibility	\$ 3,000,000
15/91 Express Lanes Transit Connector	2,269,000
71/91 Connector	1,544,000
71/91 Habitat Mitigation and Monitoring	324,000
91 eastbound COP	5,506,000
91 Express Lanes roadway repair and rehabilitation	1,416,200
I-15 Express Lanes	133,000
I-15 Express Lanes — Southern Extension	1,650,000
MCP	30,000
MCP construction package	980,000
Riverside County — Santa Ana River Trail Extension (details presented in Section 3.2 Planning and Programming)	234,000
SR-74 corridor — Ethanac Road	155,000
SR-79 realignment	75,000
SR-79 segment 3 realignment	4,044,000
SR-79/I-10 study	320,000
SR-60 Trust Lanes Habitat Mitigation	128,000
SUBTOTAL HIGHWAY ENGINEERING	21,808,200
REGIONAL ARTERIAL ENGINEERING	
I-10/Highland Springs Avenue Interchange	600,000
Various Western County Measure A regional arterial (MARA) and TUMF regional arterial projects	12,448,000
SUBTOTAL REGIONAL ARTERIAL ENGINEERING	13,048,000
RAIL ENGINEERING	
Coachella Valley rail corridor — Tier II	10,250,000
Perris Valley Line double track	2,044,200
Perris Valley Line layover facility	242,300
Perris — Mead Valley Station	4,403,000
Riverside Downtown station grade crossing	200,000
SUBTOTAL RAIL ENGINEERING	17,139,500
PUBLIC AND SPECIALIZED TRANSIT	
SB 125 Formula Funds	21,800,000
<b>TOTAL HIGHWAY, REGIONAL ARTERIAL, RAIL, AND PUBLIC AND SPECIALIZED TRANSIT ENGINEERING</b>	<b>\$ 73,795,700</b>
HIGHWAY CONSTRUCTION	
15/91 Express Lanes Connector	\$ 5,000
71/91 Connector	7,650,000
91 Express Lanes (details presented in Section 3.4 Toll Operations)	3,849,500
I-15 Express Lanes — Southern Extension	400,000
MCP construction package	67,030,000
Riverside County — Santa Ana River Trail (details presented in Sections 5.2 Planning and Programming and 5.3 Capital Projects)	9,525,000
Riverside Quite Zone	2,800,000
SR-60 Truck Lanes	753,000
Smart Freeways	8,477,000
General (details presented in Section 3.3 Capital Projects)	2,083,700
SUBTOTAL HIGHWAY CONSTRUCTION	102,573,200
REGIONAL ARTERIAL CONSTRUCTION	
Various Western County MARA and TUMF regional arterial projects	133,104,700
SUBTOTAL REGIONAL ARTERIAL CONSTRUCTION	133,104,700
RAIL CONSTRUCTION	
Perris Valley Line double track	175,000
Perris Valley Line station layover facility	14,520,000

**TABLE 21 – HIGHWAY, REGIONAL ARTERIAL, RAIL, AND REGIONAL CONSERVATION PROGRAM PROJECTS  
FY 2025/26 (continued)**

Description	
Riverside Downtown station grade crossing	1,400,000
SUBTOTAL RAIL CONSTRUCTION	16,095,000
PUBLIC AND SPECIALIZED TRANSIT	
SB 125 Formula Funds	45,000,000
<b>TOTAL HIGHWAY, REGIONAL ARTERIAL, AND RAIL CONSTRUCTION</b>	<b>\$ 296,772,900</b>
HIGHWAY DESIGN-BUILD	
15/91 Express Lanes Connector	\$ 220,000
91 Express Lanes <i>(details presented in Section 3.4 Toll Operations)</i>	440,000
91 Project	10,000
I-15 Express Lanes — Northern Extension	270,100
I-15 Express Lanes — Southern Extension	11,779,000
<b>TOTAL HIGHWAY DESIGN-BUILD</b>	<b>\$ 12,719,100</b>
HIGHWAY RIGHT OF WAY AND LAND	
15/91 Express Lanes connector	\$ 20,000
71/91 Connector	150,000
91 eastbound COP	250,000
91 Project	2,020,000
McKinley Avenue grade separation	1,200,000
MCP	100,000
MCP I-215/Placentia Avenue Interchange	50,000
MCP Sweeney mitigation	170,000
MCP construction package	7,836,000
Riverside County — Santa Ana River Trail Extension <i>(details presented in Section 3.2 Planning and Programming)</i>	4,085,000
SR-60 Truck Lanes	30,000
General <i>(details presented in Section 3.3 Capital Projects)</i>	10,000
SUBTOTAL HIGHWAY RIGHT OF WAY AND LAND	15,921,000
REGIONAL ARTERIAL RIGHT OF WAY AND LAND	
I-10/Highland Springs Avenue Interchange	35,000
SR-79 realignment	100,000
Various Western County MARA and TUMF regional arterial projects	47,887,000
SUBTOTAL REGIONAL ARTERIAL RIGHT OF WAY AND LAND	48,022,000
RAIL RIGHT OF WAY AND LAND	
Perris Valley Line double track	91,000
Perris — Mead Valley Station	129,000
General	257,000
SUBTOTAL RAIL RIGHT OF WAY AND LAND	477,000
PUBLIC AND SPECIALIZED TRANSIT	
SB 125 Formula Funds	231,000
REGIONAL CONSERVATION RIGHT OF WAY AND LAND	
Regional Conservation acquisition consultant costs <i>(details presented in Section 3.2 Regional Conservation)</i>	760,000
<b>TOTAL HIGHWAY, REGIONAL ARTERIAL, RAIL, AND REGIONAL CONSERVATION RIGHT OF WAY AND LAND</b>	<b>\$ 65,411,000</b>
<b>GRAND TOTAL HIGHWAY, REGIONAL ARTERIAL, RAIL, AND REGIONAL CONSERVATION PROGRAMS</b>	<b>\$ 448,698,700</b>

# **AGENDA ITEM 8**





<b><i>RIVERSIDE COUNTY TRANSPORTATION COMMISSION</i></b>	
<b>DATE:</b>	April 28, 2025
<b>TO:</b>	Budget and Implementation Committee
<b>FROM:</b>	Sandra Salgado, Management Analyst
<b>THROUGH:</b>	Lorelle Moe-Luna, Multimodal Services Director
<b>SUBJECT:</b>	2025 Title VI Program Report Update for the Federal Transit Administration

**STAFF RECOMMENDATION:**

This item is for the Committee to recommend the Commission take the following action(s):

- 1) Approve the 2025 Title VI Program Report, including the Public Participation Plan and Language Assistance Plan in compliance with Federal Transit Administration (FTA) requirements.

**BACKGROUND INFORMATION:**

Title VI of the Civil Rights Act of 1964 and subsequent amendments protect persons in the United States from being excluded from participation in, denied the benefits of, or subjected to discrimination on the basis of race, color, or national origin in any program or activity receiving federal financial assistance.

The Commission's commitment to ensuring that its services are delivered and implemented in accordance with Title VI is described in the Non-Discrimination notice and procedures that were adopted by the Commission on October 10, 2012. The Commission fulfills its Title VI obligations with a Title VI Implementation Plan as required by the Federal Highway Administration and a Title VI Program Report as required by FTA. Although the core requirements for the two federal agencies are similar, there are some reporting differences as they pertain to highway- or transit-related projects. For example, FTA requires the Title VI Program Report to be approved by the agency's governing board. As such, the purpose of this item is for the Commission to review and approve an update to the Title VI Program for its transit-related activities.

**DISCUSSION:**

Title VI requirements for transit-related programs are set forth in FTA Circular 4702.1B, *Title VI Requirements and Guidelines for Federal Transit Administration Recipients*. The Commission's Title VI Program was last updated in 2022 and is required to be updated every three years, or as necessary, when guidelines are revised or as compliance reviews require.

The Commission is unique in that it is not a traditional transit operator or a Metropolitan Planning Organization (MPO), but receives FTA funds for vanpool, station rehabilitation, and rail capital. FTA emphasizes an institution-wide application of Title VI, asserting that, *“Title VI covers all of the operations of covered entities without regard to whether specific portions of the covered program or activity are federally funded...Recipients are responsible for ensuring that all of their activities are in compliance with Title VI. In other words, a recipient may engage in activities not described in the Circular, such as ridesharing program, roadway incident response program, or other programs not funded by FTA, and those programs must also be administered in a nondiscriminatory manner.”* (p. II-1)

The Circular has general requirements and guidelines for all recipients and additional requirements for fixed route transit providers, states, and MPOs. As the regional transportation planning agency and county transportation commission, only the general requirements and guidelines, as listed below, are applicable to the Commission.

- 1) **Title VI Notice to the Public** – A notice shall be posted in public locations and website, including language that the recipient complies with Title VI and instructions on how to file a Title VI complaint to the Commission and directly to the FTA.
- 2) **Title VI Complaint Procedures and Complaint Form** – Procedures on filing a complaint shall be developed for investigating and tracking Title VI complaints. A complaint form must also include the necessary information and questions to conduct an investigation.
- 3) **List of transit-related Title VI investigations, complaints, or lawsuits** – FTA requires that files of investigations, complaints, or lawsuits that pertain to allegations of discrimination on the basis of race, color, or national origin in transit-related activities and programs be maintained for three years and a list of cases be held for five years.
- 4) **Public Participation Plan** – An established process or plan shall promote inclusive public participation and describe the proactive strategies, procedures, and desired outcomes of a recipient’s public participation activities.
- 5) **Language Assistance Plan** – Recipients are required to take reasonable steps to ensure meaningful access to benefits, services, information, and other important portions of its programs or activities for persons who are limited-English proficient.
- 6) **A table depicting the membership on non-elected committees and councils, broken down by race** – This pertains to transit-related, non-elected planning boards, advisory councils or committees.
- 7) **Monitoring procedures for subrecipients** – Metrolink is the only subrecipient during this reporting period. Since Metrolink is also a direct recipient of FTA funds and submits a Title VI report directly, the Commission is not required to monitor their Title VI procedures.
- 8) **Title VI equity analysis for the site and location of facilities** – “Facilities” included in this provision include, but are not limited to, storage facilities, maintenance facilities, operations centers, etc. Recipients are required to complete an equity analysis, including the impacts of various siting alternatives, during the planning stage with regard to where

a project is located or sited to ensure that the location is selected without regard to race, color, or national origin.

- 9) **Documentation that the governing board has reviewed and approved the Title VI Program** – A copy of meeting minutes or a resolution must be submitted with the Title VI Program Report.

These sections have been reviewed and updated in the 2025 Title VI Program Report (Attachment 1). Upon approval of the Title VI Program, staff will submit the report to FTA via the Transit Award Management System and will post the updated documents on RCTC's website. Concurrence and approval of the report by the FTA Regional Civil Rights Office is anticipated within 30 days.

**FISCAL IMPACT:**

There is no financial impact to the Commission budget with the adoption of this program.

Attachment: 2025 Title VI Program Report



# 2025 TITLE VI PROGRAM REPORT



In accordance with the Federal Transit Administration guidelines.

If information is needed in another language, please call (951) 787-7141 for free translation services. Si se necesita este documento en Español, llame al 951-787-7141 para servicios de traducción gratuitos.

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## Appendices

Appendix A: Non-Discrimination Notice, Complaint Procedures, and Complaint Form

Appendix B: Public Participation Plan

Appendix C: Language Assistance Plan

## I. Introduction and Purpose

Title VI of the Civil Rights Act of 1964 protects persons in the United States from being excluded from participation in, denied the benefits of, or subjected to discrimination on the basis of race, color, or national origin in any program or activity receiving federal financial assistance.

The Riverside County Transportation Commission (RCTC or Commission) is committed to ensuring that its services are delivered and implemented in accordance with Title VI and other non-discriminatory regulations from the state and federal levels.

As a state and federal recipient, RCTC complies with the guidelines set forth by the State of California's (State) Department of Transportation (Caltrans), Federal Highway Administration (FHWA), and Federal Transit Administration (FTA). Caltrans requires local agencies to adopt a non-discriminatory notice, grievance procedures, complaint form, and a coordinator of the program. These were approved by the Commission on October 10, 2012, for implementing Title VI and Title II of the Americans with Disabilities Act. This is supplemented with the Commission's Title VI Implementation Plan as required by Caltrans/FHWA and a Title VI Program Report as required by FTA.

The purpose of this report is to certify RCTC's compliance with FTA Circular 4702.1B, *Title VI Requirements and Guidelines for Federal Transit Administration Recipients*, every three years. As stated in Chapter II, page 1 of the Circular, RCTC will ensure that Title VI compliance is carried out in all its programs and services, whether federally-funded or not, "Title VI covers all of the operations of covered entities without regard to whether specific portions of the covered program or activity are federally funded". In other words, a recipient may engage in activities not described in the Circular, such as ridesharing program, roadway incident response program, or other programs not funded by FTA, and those programs must also be administered in a nondiscriminatory manner."

The Circular has general requirements for all recipients and additional guidelines for fixed route transit providers, states, and Metropolitan Planning Organizations (MPOs). As the Regional Transportation Planning Agency (RTPA) and County Transportation Commission (CTC), the following general requirements and guidelines apply:

- 1) Title VI Notice to the Public
- 2) Title VI Complaint Procedures and Complaint Form
- 3) List of transit-related Title VI investigations, complaints, or lawsuits
- 4) Public Participation Plan
- 5) Language Assistance Plan

- 6) A table depicting the membership of non-elected committees broken down by race
- 7) Monitoring procedures for Subrecipients
- 8) Title VI equity analysis for the site and location of facilities
- 9) Documentation that the governing board has reviewed and approved of the Title VI Program

The following sections of this report document how the Commission is in compliance with each requirement.

## **II. Background of RCTC**

The Commission was established in 1976 by the State to oversee the funding and coordination of all public transportation services within Riverside County. The governing body consists of all five members of the County Board of Supervisors, one elected official from each of the County's 28 cities, and one non-voting member appointed by the Governor of California. As the designated RTPA and CTC, RCTC's responsibilities include setting policies, establishing priorities, coordinating activities among the County's various transit operators and local jurisdictions.

The public is most familiar with RCTC for its capital projects and motorist aid services. The various regional capital projects that RCTC is involved in throughout the County include the following:

- ✓ 91 Express Lanes
- ✓ 15 Express Lanes
- ✓ 15/91 Express Lanes Connector
- ✓ Interstate 15 Express Lanes Southern Extension
- ✓ State Route 71/91 Interchange Project
- ✓ State Route 60 Truck Lanes Project
- ✓ Mid-County Parkway/Interstate 215 Placentia Avenue Interchange
- ✓ Coachella Valley-San Geronio Pass Rail Corridor Service Project
- ✓ Riverside-Downtown Station Improvements Project
- ✓ Moreno Valley/March Field Station Improvements Project
- ✓ Santa Ana River Trail Extension Projects
- ✓ Perris-South Station and Layover Expansion Project
- ✓ Moreno Valley to Perris Double Track Project
- ✓ Mead Valley Station/Mobility Hub

The Commission also provides motorist aid services designed to expedite traffic flow. These services include the Freeway Service Patrol, a roving tow truck service that assist motorists with



disabled vehicles on the main highways of western Riverside County during peak rush hour traffic periods; and rideshare programs such as Inland Empire 511 (IE511), a traveler information system. The Commission also administers a Vanpool subsidy program called VanClub for commuters throughout Riverside County.

These programs and projects are funded by various local, state, and federal sources. Regardless of funding source, RCTC is committed to ensuring that its projects and services are delivered and implemented in a non-discriminatory manner.

### **III. Title VI Notice to the Public**

Recipients must notify beneficiaries of protections under Title VI by posting a notice in public locations that confirms that the recipient complies with Title VI and provides instructions on how to file a Title VI complaint to RCTC and directly to the FTA.

The following notice is available on RCTC's website, RCTC owned Metrolink stations, and in the lobby of RCTC's offices at 4080 Lemon Street, 3rd Floor, Riverside, CA 92501.

*RCTC operates its programs and services without regard to race, color, and national origin in accordance with Title VI of the Civil Rights Act. Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with RCTC.*

*For more information on RCTC's Title VI program, and the procedures to file a complaint, contact (951) 787-7141; email the RCTC Civil Rights Officer/Title VI Coordinator David Knudsen at [dknudsen@rctc.org](mailto:dknudsen@rctc.org); or visit our administrative office at 4080 Lemon Street, 3<sup>rd</sup> Floor, Riverside, CA 92501. You may also visit our website at [www.rctc.org](http://www.rctc.org) for additional information and download a complaint form under "About Us".*

*A complainant may file a complaint directly with the Federal Transit Administration by filing a complaint with the Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5<sup>th</sup> Floor – TCR, 1200 New Jersey Avenue., SE, Washington, DC 20590.*

*If information is needed in another language, contact (951) 787-7141.  
Si se necesita la información en otro idioma, llame al (951) 787- 7141.*

The notice is considered a vital document and is available in Spanish, consistent with the United States Department of Transportation (DOT) limited- English proficient (LEP) guidance and RCTC's Language Assistance Plan (LAP). The Spanish translation is also posted where English versions are located. See Appendix A for a complete English and Spanish version of the Commission's Title VI Notice.

#### **IV. Title VI Complaint Procedures and Complaint Form**

Requirements stipulate that recipients develop procedures for investigating and tracking Title VI complaints filed against them and make their procedures for filing a complaint available to members of the public. Recipients must also develop a Title VI complaint form and make this form available. RCTC's Complaint Procedures and Complaint Form are provided in Appendix A.

RCTC's Deputy Executive Director, David Knudsen, has been identified as the Civil Rights Officer/Title VI Coordinator and is the primary contact for addressing Title VI complaints. The procedures explain that any person, or group of persons, who believe that they have been subjected to discrimination on the basis of race, color, or national origin may file a complaint to RCTC, or directly to FTA. RCTC will render a decision within 15 days upon follow-up with the complainant. The Circular also requires that the recipient explicitly state that a complainant has the opportunity to submit a complaint directly to FTA and must provide contact information for submitting a complaint.

These documents are available on RCTC's website and at the front desk of RCTC's offices at 4080 Lemon Street, 3rd Floor, Riverside, CA 92501. In addition to the public notice, the complaint procedures and form are considered vital documents and as such are available in Spanish, consistent with the DOT LEP Guidance and RCTC's LAP.

#### **V. List of Transit-Related Title VI Investigations, Complaints, or Lawsuits**

FTA requires that files of investigations, complaints, or lawsuits that pertain to allegations of discrimination on the basis of race, color, or national origin in transit-related activities and programs be maintained for three years and a list of cases be held for five years.

RCTC has not received any transit-related Title VI complaints, nor has it been involved in any transit-related Title VI investigations or lawsuits.

## **VI. Public Participation Plan**

Recipients are required to promote inclusive public participation and seek out and consider the needs and input of the general public, including interested parties and those traditionally underserved by existing transportation systems, such as minority and LEP persons.

The Public Participation Plan is the established process or plan that describes the proactive strategies, procedures, and desired outcomes of a recipient's public participation activities. RCTC developed its Public Participation Plan by considering the demographic analysis of the population(s) affected, the type of plan, program, and/or service under consideration, and the resources available to the Commission.

The Public Participation Plan is provided as Appendix B.

## **VII. Language Assistance Plan**

Recipients are required to take reasonable steps to ensure meaningful access to benefits, services, information, and other important portions of its programs or activities for LEP populations. FTA Circular 4702.1B details the components of the Language Assistance Plan, including the Four Factor Analysis, which provides a careful analysis of LEP persons that the recipient may encounter to determine the specific language services that are appropriate to provide.

RCTC undertook the Four Factor Analysis and developed appropriate language assistance planning based on the results. The Commission then developed a LAP to assist it in effectively implementing the requirements and communicating with LEP individuals.

The LAP is provided as Appendix C.

## **VIII. Membership of Non-Elected Committees and Councils**

Recipients that have transit-related, non-elected planning boards, advisory councils or committees, or similar bodies, in which the membership is selected by the recipient, must provide a table depicting the racial breakdown of the membership of those committees, and a description of efforts made to encourage the participation of minorities on such committees or councils.

RCTC has one transit-related committee that is applicable to this requirement, the Citizens and Specialized Transit Advisory Committee (CSTAC). Section 99238 of the State Transportation

Development Act (TDA) regulations requires the Commission to have a CSTAC as part of the oversight process in administering the TDA funds. The TDA allows stipulates the membership of this body:

- 1) One representative of a potential transit user 60 years of age and older;
- 2) One representative of a potential transit user who is disabled;
- 3) Two representatives of the social service providers for seniors; including one representative of a social service transportation provider, if one exists;
- 4) Two representatives of the social service providers for the disabled, including one representative of a social service transportation provider, if one exists;
- 5) One representative of a social service provider for persons of limited means; and
- 6) Two representatives of a Consolidated Transportation Service Agency(ies) designated as such pursuant to subdivision (a) of Section 15975 of the Government Code, including one representative from an operator, if one exists.

The CSTAC serves the Commission by participating in the transit needs hearing and reviewing the Short-Range Transit Plans developed by public transit operators as part of the Commission's annual budget development process. Most importantly, the CSTAC provides a dialogue between citizen appointee representatives and the public transit and specialized transit programs of Riverside County around matters of mutual concern and provides the Commission with invaluable community feedback.

Appointments are for a three-year term, and some are extended to ensure continuity of service for the CSTAC. The selection process of CSTAC members was broadly noticed in media, on the RCTC website, and in various outreach settings, including asking Commissioners for input and conducting individualized outreach to social service providers.

In 2019, CSTAC bylaws were revised to expand the committee membership to include more social service agencies and transit providers to develop a more robust network that is more representative of the various populations in Riverside County. In 2024, 14 members were approved by the Commission.

The current CSTAC members were surveyed for their racial backgrounds. The following table reflects the survey results:

<b>Citizens and Specialized Transit Advisory Committee</b>				
<b>Race</b>	<b>White</b>	<b>Hispanic or Latino</b>	<b>Black or African American</b>	<b>Asian</b>
CSTAC*	44.4%	33.3%	11.1%	11.1%

\*Two CSTAC members did not respond.

## **IX. Subrecipient Compliance**

If a recipient is a primary recipient, which means any FTA recipient that extends federal financial assistance to a subrecipient, then it is required to ensure that subrecipients are complying with Title VI, including the submittal of a subrecipient's Title VI documents.

In the last three years, the Southern California Regional Rail Authority (SCRRA), better known as Metrolink, was a subrecipient. SCRRA is also a direct recipient of FTA funds and submits a Title VI report directly. Per FTA Circular 4702.1B, Chapter III, page 11: *"When a subrecipient is also a direct recipient of FTA funds, that is, applies for funds directly from FTA in addition to receiving funds from a primary recipient, the subrecipient/direct recipient reports directly to FTA and the primary recipient/designated recipient is not responsible for monitoring compliance of that subrecipient."*

## **X. Title VI Equity Analysis for Determining the Site or Location of Facilities**

This requirement stipulates that recipients should complete a Title VI equity analysis during the planning stage with regard to where a project is located or sited to ensure the location is selected without regard to race, color, or national origin. The equity analysis must include:

- Outreach to persons potentially impacted by the siting of facilities.
- Comparison of the equity impacts of various siting alternatives, and the analysis must occur before the selection of the preferred site.

The purpose of completing a Title VI analysis during the project development stage is to determine if a project will have disparate impacts on the basis of race, color, or national origin. If such impacts exist then the project may move forward with the proposed location if there is substantial legitimate justification for locating the project there, and there are no alternative locations that would have a less adverse impact on members of a group protected under Title VI.

For purposes of this requirement, the Circular states that "facilities" do not include bus shelters, as they are transit amenities and are covered under the additional requirements for fixed-route transit operators, nor do they include transit stations, power substations, etc., as those are evaluated during project development and the National Environmental Policy Act (NEPA) process. Facilities included in this provision include, but are not limited to, storage facilities, maintenance facilities, operations centers, etc.

RCTC has not had any projects in the last three years requiring an equity analysis.

## **XI. Approval of the Title VI Program**

All recipients are required to provide documentation such as meeting minutes, resolution, or other appropriate documentation showing that the governing body reviewed and approved the Title VI Program prior to submission to FTA. RCTC's Title VI Program was reviewed and approved by the Budget and Implementation Committee on April 28, 2025, and forwarded to the full Commission for approval on May 14, 2025. See Appendix D for a copy of the meeting agenda and staff report.

**APPENDIX A:**

**NON-DISCRIMINATION NOTICE, COMPLAINT  
PROCEDURES, AND COMPLAINT FORM**



## **NON-DISCRIMINATION NOTICE, COMPLAINT PROCEDURES, AND COMPLAINT FORM**

In accordance with the requirements of Title VI of the Civil Rights Act of 1964, the Federal Transit Administration (FTA) Circular 4702.1B, the Federal Highway Administration (FHWA) 23 Code of Federal Regulations Part 202, and Title II of the Americans with Disabilities Act (ADA) of 1990, the Riverside County Transportation Commission (RCTC) is required to notify beneficiaries of protection under federal statutes, develop complaint procedures, and develop a complaint form.

Anyone wishing to file a complaint against RCTC may reference the following documents:

- I. RCTC Non-Discrimination Notice
- II. Title VI Notice to the Public for Transit-Related Facilities
- III. Procedures for Filing and Investigating Complaints
  - A. Submission of a Complaint to RCTC
    - i. RCTC Investigation Procedures for Title VI Transit-related, ADA, and Other Discriminatory Complaints
    - ii. RCTC Investigation Procedures for Title VI Highway-related Complaints
  - B. Submission of a Title VI Complaint Directly to Federal and State Agencies
    - i. Filing a Title VI Transit-Related Complaint with the FTA
    - ii. Filing a Title VI Highway-Related Complaint with the California Department of Transportation (Caltrans) or the FHWA
- IV. RCTC Discrimination Complaint Form

These documents are considered vital and can be offered in other formats such as Braille or auxiliary aids and translated into languages other than English at no cost, as needed.

Si se necesita la información en otro idioma, llame al (951) 787- 7141.

### **I. NON-DISCRIMINATION NOTICE**

In accordance with the requirements of Title VI of the Civil Rights Act of 1964, Title II of the ADA of 1990, and related statutes, RCTC will not discriminate or exclude



individuals on the basis of race, color, national origin, age, gender, income status, or disability in admission to its programs, services, or activities, in access to them, in treatment of, or in any aspect of operations.

RCTC will not tolerate discrimination by a RCTC employee or recipient(s) of Federal funds such as cities, counties, contractors, consultants, suppliers, planning agencies, or any other recipient(s) receiving federal aid assistance.

**Employment:** RCTC does not discriminate in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under Title II of the ADA and Title VI of the Civil Rights Act of 1964.

**Effective Communications:** RCTC implemented measures to ensure that persons with limited English proficiency and persons with disabilities have meaningful access to the services, benefits, and information of all its programs and activities.

**Modifications to Policies and Procedures:** RCTC will make all reasonable modifications to policies and procedures to ensure that all people have an equal opportunity to enjoy all of its programs, services, and activities. For example, individuals with service animals are welcomed in RCTC offices, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or translation service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of RCTC, should contact RCTC at (951) 787-7141. Requests must be received no later than 72 hours before the scheduled event. RCTC will take reasonable steps to ensure that all individuals have meaningful access to programs, services, and information free of charge.

Complaints that a program, service, or activity of RCTC is not accessible should be directed to RCTC's Civil Rights Officer/Title VI and ADA Coordinator:

Riverside County Transportation Commission  
David Knudsen, Deputy Executive Director  
4080 Lemon Street, Third Floor  
Riverside, CA 92502-2208  
Phone Number: (951) 787-7141  
Email: dknudsen@rctc.org

## **II. TITLE VI NOTICE TO THE PUBLIC FOR TRANSIT-RELATED ACTIVITIES**

The following Title VI notice shall be posted on RCTC's website, main reception area, RCTC-owned Metrolink stations, and relevant transit publication materials in accordance with FTA guidelines:

*RCTC operates its programs and services without regard to race, color, and national origin in accordance with Title VI of the Civil Rights Act. Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with RCTC.*

*For more information on RCTC's Title VI program, and the procedures to file a complaint, contact (951) 787-7141; email the RCTC Civil Rights Officer/Title VI Coordinator David Knudsen at [dknudsen@rctc.org](mailto:dknudsen@rctc.org); or visit our administrative office at 4080 Lemon Street, 3rd Floor, Riverside, CA 92501. You may also visit our website at [www.rctc.org](http://www.rctc.org) for additional information and download a complaint form under "About Us".*

*A complainant may file a complaint directly with the Federal Transit Administration by filing a complaint with the Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor – TCR, 1200 New Jersey Avenue., SE, Washington, DC 20590.*

*If information is needed in another language, contact (951) 787- 7141.*

*Si se necesita la información en otro idioma, llame al (951) 787- 7141.*

## **III. PROCEDURES FOR FILING AND INVESTIGATING COMPLAINTS**

Any person, group of individuals, or entity that believes they have been subjected to discrimination by RCTC on the basis of race, color, national origin, sex, age or disability may file a complaint directly or through a representative with RCTC or with any applicable state or federal agency, including the California Department of Transportation (Caltrans), FHWA, or the FTA.

### **A. Submission of Complaint to RCTC**

To file a complaint with RCTC, the complainant may contact the main reception at (951) 787-7141 to request a copy of the complaint form and procedures or visit the website at [www.rctc.org](http://www.rctc.org) and go to the "About Us" page to download the complaint form and procedures.

When possible, the complainant should complete the complaint form, or in writing provide information about the alleged discrimination containing the following:

- o Name and signature of Complainant
- o Address of Complainant
- o Phone number of Complainant
- o Date of incident
- o Location of incident
- o Description of incident

In cases where the complainant is unable or incapable of providing a written statement, the complainant may be interviewed, or the complaint form may also be provided in alternative means such as audio or Braille. The complaint should be submitted as soon as possible but no later than 180 calendar days after the alleged violation to David Knudsen, Deputy Executive Director by email at [dknudsen@rctc.org](mailto:dknudsen@rctc.org), postal mail, or in person at the following:

Riverside County Transportation Commission  
David Knudsen, Deputy Executive Director  
4080 Lemon Street, Third Floor  
Riverside, CA 92502-2208

If the information provided is insufficient to conduct an investigation or render a decision, RCTC may request additional information from the complainant. Failure of the complainant to submit additional information within the designated time frame, or to meet with RCTC to discuss the alleged incident and provide additional information, may be considered good cause to administratively close the case on the basis of lack of investigative merit.

**i. RCTC Investigation Procedures for Title VI Transit-Related, ADA, and Other Discriminatory Complaints**

Within 15 calendar days after receipt of the complaint, RCTC's Deputy Executive Director, or designee, will request a meeting to discuss the alleged incident with the complainant. Within 15 calendar days of the meeting, RCTC will respond in writing, and where appropriate, in a format accessible to the complainant. The response will explain the position of RCTC and offer options for resolution of the complaint.

If the complainant is not satisfied with the decision of the Deputy Executive Director, or designee, an appeal may be filed within 15 calendar days after receipt of the response to RCTC's Executive Director.

Within 15 calendar days after receipt of the appeal, the Executive Director, or designee, will request a meeting to further discuss the alleged incident with the complainant and the basis for the appeal. Within 15 calendar days after the meeting, the Executive Director or designee will respond in writing, and, where appropriate, in a format accessible to the complainant, with a final decision of the complaint.

## **ii. RCTC Investigation Procedures for Title VI Highway-Related Complaints**

According to FHWA and Caltrans guidance, RCTC cannot independently conduct its own internal investigation when a Title VI complaint is received against its highway related programs, services, or projects. Upon receiving such a complaint, RCTC will promptly forward it to Caltrans within one business day for submission to the FHWA Division Office. Once forwarded, the FHWA Headquarters Office of Civil Rights will review and determine if the investigation will be conducted at the federal (FHWA) or state level (Caltrans). As appropriate, RCTC's complaint procedures will be suspended pending the federal/state agency's findings.

## **B. Submission of a Title VI Complaint to Federal and State Agencies**

### **i. Filing a Title VI Transit-Related Complaint with the FTA**

For transit-related services, programs, and projects, the complainant has the right to submit a complaint directly to the FTA, however, is encouraged to initially file with RCTC. As described in FTA Circular 4702.1B, Chapter IX, to file with the FTA, the complaint must be submitted no later than 180 days after the date of alleged discrimination at the address below, unless the time for filing is extended by FTA.

Federal Transit Administration, Office of Civil Rights  
Title VI Program Coordinator  
East Building, 5th Floor – TCR  
1200 New Jersey Avenue, SE  
Washington, DC 20590

Once a complaint has been accepted by FTA for investigation, FTA will notify RCTC that it is the subject of a Title VI complaint and ask RCTC to respond in writing to the complainant's allegations. If the complainant agrees to release

the complaint to RCTC, FTA will provide RCTC with the complaint, which may have personal information redacted at the request of the complainant. If the complainant does not agree to release the complaint to RCTC, FTA may choose to close the complaint.

FTA will make a prompt investigation whenever a compliance review, report, complaint, or any other information indicates a possible failure to comply with DOT's Title VI regulations. The investigation will include, where appropriate, a review of the pertinent practices and policies of RCTC, the circumstances under which the possible noncompliance with DOT's Title VI regulations occurred, and other factors relevant to a determination as to whether the recipient has failed to comply with DOT's Title VI regulations.

After FTA has concluded the investigation, FTA's Office of Civil Rights will transmit to the complainant and RCTC one of the following letters based on its findings:

- a. A letter of finding indicating FTA did not find a violation of DOT's Title VI regulations. This letter will include an explanation of why FTA did not find a violation. If applicable, the letter may include a list of procedural violations or concerns, which will put RCTC on notice that certain practices are questionable and that without corrective steps, a future violation finding is possible.
- b. A letter of finding indicating RCTC is in violation of DOT's Title VI regulations. The letter will include each violation referenced to the applicable regulation, a brief description of proposed remedies, notice of the time limit on coming into compliance, the consequences of failure to achieve voluntary compliance, and an offer of assistance to RCTC in devising a remedial plan for compliance, if appropriate.

FTA will administratively close Title VI complaints before a resolution is reached where (1) the complainant decides to withdraw the case; (2) the complainant is not responsive to FTA's requests for information or to sign a consent release form; (3) FTA has conducted or plans to conduct a related compliance review of the agency against which the complaint is lodged; (4) litigation has been filed raising similar allegations involved in the complaint; (5) the complaint was not filed within 180 days of the alleged discrimination; (6) the complaint does not indicate a possible violation of 49 CFR part 21; (7) the complaint is so weak, insubstantial, or lacking in detail that FTA determines it is without merit, or so replete with incoherent or unreadable statements that it, as a whole, cannot be considered to be grounded in fact; (8) the complaint has been investigated by another

agency and the resolution of the complaint meets DOT regulatory standards; (9) the complaint allegations are foreclosed by previous decisions of the Federal courts, the Secretary, DOT policy determinations, or the U.S. DOT's Office of Civil Rights; (10) FTA obtains credible information that the allegations raised by the complaint have been resolved; (11) the complaint is a continuation of a pattern of previously filed complaints involving the same or similar allegations against the same recipient or other recipients that have been found factually or legally insubstantial by FTA; (12) the same complaint allegations have been filed with another Federal, state, or local agency, and FTA anticipates that the recipient will provide the complainant with a comparable resolution process under comparable legal standards; or (13) the death of the complainant or injured party makes it impossible to investigate the allegations fully.

## **ii. Filing a Title VI Highway-Related Complaint with Caltrans or the FHWA**

For Title VI highway-related projects, the complainant has the right to submit a complaint directly to Caltrans or FHWA. To file a complaint with Caltrans, the complainant can visit or contact the following Caltrans office:

California Department of Transportation  
Office of Civil Rights  
Attention: Title VI Program Branch  
1823 14th Street, MS 79  
Sacramento, CA 95811  
Email: Title.VI@dot.ca.gov

Caltrans is responsible for forwarding a complaint against RCTC to the FHWA Division Office to determine if the complaint falls under state or federal Title VI jurisdiction. The complainant will receive an acknowledgement letter informing them that the complaint has been received and forwarded to the FHWA.

A person(s) may also file a Title VI highway-related complaint to FHWA directly at:

Federal Highway Administration  
U.S. Department of Transportation  
Office of Civil Rights  
1200 New Jersey Avenue, SE  
8th Floor E81-105  
Washington, DC 20590

Per the FHWA Guidance Memorandum, Processing of Title VI Complaints, dated June 13, 2018, all Title VI complaints received by Caltrans will be submitted to the FHWA Headquarters Office of Civil Rights. If FHWA Headquarters Office of Civil Rights determines a Title VI complaint against RCTC can be investigated by Caltrans, they may delegate the task of investigating the complaint to Caltrans.

If the complaint falls under Caltrans' jurisdiction, Caltrans Office of Civil Rights (OCR) will conduct an investigation within 90 days. If additional time is needed, Caltrans OCR will call the complainant and inform them. If more information is needed to resolve the case, the Caltrans OCR investigator may contact the complainant. The complainant has ten business days from the date of the letter to send the requested information to the investigator assigned to the case. If the investigator is not contacted by the complainant or does not receive the additional information within ten business days, Caltrans OCR can administratively close the case. A case can be also administratively closed if the complainant no longer wishes to pursue their case. At the conclusion of the investigation, Caltrans OCR prepares a report with findings, determines whether discrimination occurred, and will work with RCTC to implement any corrective actions.

Caltrans OCR will consult with FHWA Headquarters Office of Civil Rights regarding the disposition of the complaint. Disposition of a Title VI complaint will be undertaken by FHWA Headquarters, through either (1) informal resolution or (2) issuance of a Letter of Finding of compliance or noncompliance with Title VI. A copy of the Letter of Finding will be sent to all parties via the FHWA Division Office.

#### **IV. TRACKING OF COMPLAINTS**

As required by the federal agencies, all written complaints received by RCTC's Deputy Executive Director, or designee, and appeals to the Executive Director, or designee, will be retained by RCTC for three years. In addition, a summary list of complaints will be tracked for five years as required.

#### **V. DISCRIMINATION COMPLAINT FORM**

See Attachment A.

If information is needed in another language, contact (951) 787- 7141.

Si se necesita la información en otro idioma, llame al (951) 787-7141.



## ATTACHMENT A:

### DISCRIMINATION COMPLAINT FORM

The Riverside County Transportation Commission (RCTC) is committed to ensuring that no person is excluded from participating in or denied the benefits of its services on the basis of race, color, national origin, sex, age, or disability. Complaints must be filed within 180 days from the date of the alleged discrimination. The following information is necessary to assist RCTC in processing your complaint. If you require any assistance in completing this form, please contact the RCTC Civil Rights Officer/Title VI and ADA Coordinator, David Knudsen, by calling (951) 787-7141.

**When completed, submit the original signed form or letter in person or by mail to:**

**David Knudsen, Deputy Executive Director Riverside  
County Transportation Commission 4080 Lemon  
Street, Third Floor  
Riverside, CA 92502-2208**

**FOR QUESTIONS OR ASSISTANCE IN  
OTHER ACCESSIBLE FORMATS SUCH  
AS LARGE PRINT, TDD, AUDIO, OR  
OTHER PLEASE CALL: (951) 787-7141.  
USERS WITH HEARING OR SPEECH  
IMPAIRMENTS, USE THE  
CALIFORNIA RELAY SERVICE, 711,  
AND THEN THE NUMBER YOU NEED**

**1. Contact Information:**

Complainant's Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State and Zip Code: \_\_\_\_\_  
Telephone: \_\_\_\_\_

**What are the most convenient days and times for RCTC to contact you about this complaint?**

\_\_\_\_\_

**2. Are you filing this complaint on your own behalf? Yes: ☐ No: ☐**

If you answered yes, please go to question #3.

If you answered no, please explain why you have filed for a third party:

\_\_\_\_\_  
\_\_\_\_\_

If you answered no, please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party. Yes: ☐ No: ☐





**7. Names of individuals responsible for the discriminatory action(s):**

Names of individuals (witnesses, fellow employees, supervisors, or others) whom we may contact for additional information to support or clarify your complaints:

Name

Address

Telephone No.

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**8. Has this complaint been filed with any other Federal, State, or local investigative agency?**

No ☐

Yes ☐

If "yes," please provide the following information:

Agency:

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Contact Person:

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Address:

---

Telephone No.:

---

Date Filed:

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**9. Please provide any additional information that you believe would assist in the investigation:**

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You may attach any written materials or other information that you think is relevant to your complaint.

Please sign and date this form:

\_\_\_\_\_  
Signature of Complainant

\_\_\_\_\_  
Date



## **AVISO DE NO DISCRIMINACIÓN, PROCEDIMIENTO DE QUEJAS Y FORMULARIO DE QUEJAS**

De conformidad con los requisitos del Título VI de la Ley de Derechos Civiles de 1964, la Circular 4702.1B de la Administración Federal de Transporte (FTA, siglas en inglés), el Código de Reglamentos Federales, Parte 202 del Título 23 de la Administración Federal de Carreteras (FHWA, siglas en inglés) y el Título II de la Ley de Estadounidenses con Discapacidades (ADA, siglas en inglés) de 1990, la Comisión de Transporte del Condado de Riverside (RCTC, siglas en inglés) debe notificar a los beneficiarios de la protección bajo los estatutos federales, desarrollar procedimientos de quejas y desarrollar un formulario de quejas.

Cualquiera que desee presentar una queja contra la RCTC puede consultar los siguientes documentos:

- I. Aviso de no discriminación de la RCTC
- II. Aviso del Título VI al público para los establecimientos relacionados con el transporte público
- III. Procedimientos para presentar e investigar quejas
  - A. Presentar la queja a la RCTC:
    - i. Procedimientos de investigación de la RCTC para las quejas de transporte relacionados con el Título VI, la ADA y otras quejas de discriminación.
    - ii. Procedimientos de investigación de la RCTC para quejas de la carretera relacionados con el Título VI.
  - B. Presentar una queja del Título VI directamente ante las agencias federales y estatales.
    - i. Presentar una queja del Título VI relacionado con el transporte ante la FTA.
    - ii. Presentar una queja del Título VI relacionado con la carretera con el Departamento de Transporte de California (Caltrans) o la FHWA.
- IV. Formulario de quejas por discriminación de la RCTC

Estos documentos se consideran imprescindibles y se pueden ofrecer en otros formatos, tales como braille, ayuda suplementaria y traducción a otros idiomas distintos al inglés sin costo alguno en caso necesario.

*Si requiere información en otro idioma, llame al (951) 787- 7141.*

## I. AVISO DE NO DISCRIMINACIÓN

De conformidad con los requisitos del Título VI de la Ley de Derechos Civiles de 1964 y el Título II de la Ley de Estadounidenses con Discapacidades de 1990 (ADA), la Comisión de Transporte del Condado de Riverside (RCTC) no discriminará ni excluirá a las personas por motivos de raza, color, origen nacional, edad, género, ingresos o discapacidad en la admisión a sus programas, servicios o actividades, al acceso a ellos, cómo se les trate, ni en ningún aspecto de sus operaciones.

La RCTC no tolerará la discriminación por parte de sus empleados ni de algún beneficiario de fondos federales tales como las ciudades, condados, contratistas, asesores, proveedores, agencias de planeación u otro beneficiario que reciba ayuda federal.

**Empleo:** La RCTC no discrimina en sus prácticas de contratación o empleo y cumple con todas los reglamentos promulgados por la Comisión para la Igualdad de Oportunidades en el Empleo según el Título II de la ADA y el Título VI de la Ley de Derechos Civiles de 1964.

**Comunicación efectiva:** La RCTC implementó medidas para asegurar que las personas con dominio limitado del inglés y aquellas con discapacidades tengan acceso importante a los servicios, beneficios e información de todos sus programas y actividades.

**Modificaciones a las políticas y procedimientos:** La RCTC hará todas las modificaciones razonables a sus políticas y procedimientos para garantizar que todas las personas tengan igualdad de oportunidades para disfrutar sus programas, servicios y actividades. Por ejemplo, las personas con animales de servicio son bienvenidas en las oficinas de RCTC, incluso donde las mascotas generalmente están prohibidas.

Cualquiera que requiera ayuda suplementaria o servicios de traducción para una comunicación efectiva, o una modificación a las políticas y los procedimientos para participar en un programa, servicio o actividad de la RCTC deberá ponerse en contacto con la RCTC al (951) 787-7141. Las solicitudes deberán recibirse con no más de 72 horas de anticipación al evento programado. La RCTC tomará las disposiciones razonables para asegurar que todas las personas tengan acceso válido a los programas, los servicios y la información sin costo alguno.

Las quejas por la falta de accesibilidad de algún programa, servicio o actividad de la RCTC deberán dirigirse al titular de la Oficina de Derechos Civiles y coordinador del Título VI y la ley ADA de la RCTC:

Riverside County Transportation Commission  
David Knudsen, Deputy Executive Director  
4080 Lemon Street, Third Floor  
Riverside, CA 92502-2208  
Número telefónico: (951) 787-7141  
Dirección de correo electrónico: [dknudsen@rctc.org](mailto:dknudsen@rctc.org)

## II. **AVISO DEL TÍTULO VI PARA EL PÚBLICO RESPECTO A LAS ACTIVIDADES DE TRANSPORTE**

El siguiente aviso del Título VI se publicará en el sitio web de la RCTC, la recepción principal, las estaciones de Metrolink propiedad de la RCTC y los materiales de publicación de tránsito pertinentes de acuerdo con las pautas de la FTA:

*RCTC opera sus programas y servicios sin distinción de raza, color ni origen nacional, de conformidad con el Título VI de la Ley de Derechos Civiles. Cualquier persona que considere haber sido perjudicada por alguna práctica discriminatoria ilegal en virtud del Título VI puede presentar una queja ante la RCTC.*

*Para obtener más información sobre el programa del Título VI de la RCTC y el procedimiento para presentar una queja, llame al (951) 787-7141; envíe un mensaje de correo electrónico a David Knudsen, titular de la Oficina de Derechos Civiles y coordinador del Título VI y la ley ADA de la RCTC a [dknudsen@rctc.org](mailto:dknudsen@rctc.org); o visite nuestra oficina administrativa ubicada en 4080 Lemon Street, 3<sup>er</sup> piso, Riverside, CA 92501. También puede visitar nuestra página web en [www.rctc.org/es](http://www.rctc.org/es) para obtener más información y para descargar un formulario de queja bajo la sección "Acerca de nosotros" ("About Us", en inglés).*

*Puede presentar una queja directamente ante la Administración Federal de Transporte, en la Oficina de Derechos Civiles a la atención del coordinador del Programa del Título VI, East Building, 5<sup>th</sup> Floor – TCR, 1200 New Jersey Avenue, SE, Washington, DC 20590.*

*Si requiere información en otro idioma, llame al (951) 787- 7141.*

### III. PROCEDIMIENTOS PARA PRESENTAR E INVESTIGAR QUEJAS

Cualquier persona, grupo de personas o entidad que considere haber sido objeto de discriminación por parte de la RCTC por motivos de su raza, color, origen nacional, sexo, edad o discapacidad puede presentar una queja directamente o ante un representante con la RCTC o cualquier agencia estatal o federal aplicable, incluyendo el Departamento de Transporte de California (Caltrans), la FHWA, o la FTA.

#### **A. Presentar una queja ante la RCTC**

Para presentar una queja ante la RCTC, el reclamante puede llamar a la recepción principal (951) 787-7141 para solicitar una copia del formulario y procedimiento de quejas o puede visitar el sitio web [www.rctc.org/es](http://www.rctc.org/es) y consultar la sección "Acerca de nosotros" ("About Us", en inglés) para descargar el formulario y el procedimiento de quejas.

Siempre que sea posible, el reclamante deberá completar el formulario de queja o proporcionar por escrito la información sobre la presunta discriminación, la cual deberá contener lo siguiente:

- Nombre y firma del reclamante
- Domicilio del reclamante
- Número telefónico del reclamante
- Fecha del incidente
- Ubicación del incidente
- Descripción del incidente

En los casos en que el reclamante no pueda proporcionar una declaración por escrito, se podría entrevistar al reclamante, o este podría presentar su reclamo por medios alternativos como audio o braille. La queja se deberá presentar al subdirector ejecutivo David Knudsen lo antes posible y no más de 180 días naturales después de la presunta infracción. Este trámite podrá realizarse por correo electrónico a [dknudsen@rctc.org](mailto:dknudsen@rctc.org), por correo postal o en persona al siguiente domicilio:

Riverside County Transportation Commission  
David Knudsen, Deputy Executive Director  
4080 Lemon Street, Third Floor  
Riverside, CA 92502-2208

Si la información proporcionada fuera insuficiente para realizar una investigación o tomar una decisión, la RCTC podría solicitar información adicional al reclamante. En caso de que el reclamante no presente información adicional dentro del plazo establecido, o no se reúna con la RCTC para discutir el presunto incidente y ofrecer información adicional, podría considerarse que hay causa administrativa suficiente para dar el caso por cerrado por falta de mérito investigativo.

**i. Procedimientos de investigación de la RCTC para las quejas de discriminación y de la ley ADA relacionadas con el transporte**

El subdirector ejecutivo de la RCTC o su representante solicitará una reunión para hablar del presunto incidente con el reclamante en un plazo de 15 días naturales después de haber recibido la queja. En un plazo de 15 días después de la reunión, la RCTC responderá por escrito y, cuando sea pertinente, en un formato accesible para el reclamante. La respuesta explicará la postura de la RCTC y ofrecerá opciones para la resolución de la queja.

Si el reclamante no está satisfecho con la decisión del subdirector ejecutivo o su representante puede presentar una apelación ante el director ejecutivo de la RCTC dentro de los 15 días naturales posteriores a la respuesta.

En 15 días naturales después de haber recibido la apelación, el director ejecutivo o su representante solicitará una reunión para discutir el presunto incidente con el reclamante, así como el fundamento para la apelación. En 15 días naturales después de la reunión, el director ejecutivo o su representante responderán por escrito con la decisión final de la queja y, cuando sea pertinente, en un formato accesible para el reclamante.

**ii. Procedimientos de investigación de la RCTC para las quejas de las carreteras relacionadas con el Título VI**

Según las pautas de la FHWA y Caltrans, la RCTC no puede realizar su propia investigación interna independiente, cuando se recibe una queja de Título VI en contra de sus programas, servicios o proyectos relacionados con las carreteras. Tras recibir la queja, la RCTC la enviará de inmediato a Caltrans en un día hábil para su entrega a la oficina de la división de la FHWA. Una vez enviada, la Oficina de Derechos Civiles de la sede central de FHWA hará una evaluación para determinar si la investigación se llevará a cabo a nivel federal (FHWA) o estatal (Caltrans). Según corresponda, se suspenderán los procedimientos de queja de la RCTC en espera de los resultados de la agencia federal o estatal.

**B. Presentar una queja del Título VI ante las agencias federales y estatales**

**i. Presentar una queja del Título VI relacionada con el transporte con la Administración Federal de Transporte (FTA)**

Para servicios, programas y proyectos relacionados con el transporte, el reclamante tiene el derecho de presentar una queja directamente ante la FTA, sin embargo, se le exhorta a que la presente inicialmente ante la RCTC. Tal como se describe en la circular 4702.1B, capítulo IX de la FTA, es necesario que el reclamante presente su queja no más 180 días después de la fecha de la

presunta discriminación al domicilio que se indica a continuación, a menos de que la FTA amplíe el plazo para presentarla.

Federal Transit Administration, Office of Civil Rights  
Title VI Program Coordinator  
East Building, 5<sup>th</sup> Floor – TCR  
1200 New Jersey Avenue, SE  
Washington, DC 20590

Una vez que la FTA haya aceptado una queja para investigarla, esta notificará a la RCTC que es sujeto de una queja del título VI y le solicitará una respuesta por escrito a la imputación del reclamante. Si el reclamante no está de acuerdo con que se divulgue su queja a la RCTC, la FTA podría decidir cerrar dicha queja.

La FTA realizará una investigación sin demora siempre que una evaluación, reporte o queja de incumplimiento indique una posible falta de cumplimiento de los reglamentos del Título VI del Departamento de Transporte (DOT, siglas en inglés). La investigación incluirá, cuando sea apropiado, un análisis de las prácticas y políticas pertinentes de la RCTC, las circunstancias bajo las cuales ocurrió el posible incumplimiento de los reglamentos del Título VI del DOT y otros factores relevantes para determinar si el destinatario infringió los reglamentos del Título VI del DOT.

Después de que la FTA haya concluido la investigación, la Oficina de Derechos Civiles de la RTA transmitirá al reclamante y a la RCTC una de las siguientes cartas, según lo que haya determinado:

- a. Una carta que indique que la FTA no encontró ninguna violación a los reglamentos del Título VI del DOT. Esta carta incluirá una explicación sobre porqué la FTA no encontró ninguna violación. Si es pertinente, la carta podría incluir una lista de las violaciones a los procedimientos u otras inquietudes. Dicha carta pondrá a la RCTC bajo aviso de que ciertas prácticas son cuestionables y que, de no tomar medidas correctivas, es posible que se descubran violaciones en el futuro.
- b. Una carta que indique que la RCTC ha violado los reglamentos del Título VI del DOT. La carta incluirá cada violación a la que se refiere el reglamento aplicable, una breve descripción de correcciones que se proponen, el aviso del plazo límite para dar cumplimiento, las consecuencias del incumplimiento voluntario y un ofrecimiento de ayuda a la RCTC para concebir un plan de resolución para lograr el cumplimiento, si es lo apropiado.

La FTA cerrará administrativamente las quejas del Título VI antes de que se llegue a una resolución si (1) el reclamante decide cancelar el caso; (2) el reclamante no responde a la FTA cuando esta solicite información o la firma de un formulario de divulgación de información ; (3) la FTA ha realizado o



planea realizar un análisis de cumplimiento de la agencia contra la cual se presentó la queja; (4) se ha iniciado un litigio con acusaciones similares a las de la queja; (5) la queja no se presentó dentro de 180 días de la presunta discriminación; (6) la queja no indica una posible violación del artículo CFR 49, parte 21; (7) la queja es insignificante, insustancial o carente de detalles a tal punto que la FTA determina que no tiene mérito, o contiene tal cantidad de enunciados incoherentes o ilegibles que no se puede considerar que se base en hechos; (8) la queja ha sido investigada por otra agencia y la resolución de la queja cumple con los estándares regulatorios del DOT; (9) las acusaciones de la queja se han ejecutado por decisiones anteriores de tribunales federales, el secretario, las determinaciones de las políticas del DOT o la Oficina de Derechos Civiles del DOT de Estados Unidos; (10) la FTA obtiene información creíble de que las acusaciones presentadas por el reclamante han sido resueltas; (11) el reclamo es la continuación de un patrón de quejas similares presentadas anteriormente que incluyen acusaciones iguales o similares contra el mismo destinatario u otros destinatarios y que la FTA consideró factual o legalmente insustanciales; (12) se han presentado las mismas acusaciones en quejas contra otra agencia federal, estatal o local y la FTA anticipa que el destinatario le ofrecerá al reclamante un proceso de resolución comparable bajo estándares legales comparables; o (13) el fallecimiento del reclamante o la parte afectada imposibilita que se investiguen por completo las acusaciones.

**ii. *Presentar una queja del Título VI relacionada con las carreteras ante Caltrans o la Administración Federal de Carreteras (FHWA)***

Para los proyectos del Título VI relacionados con la carretera, el reclamante tiene el derecho de presentar una queja directamente ante Caltrans o la FHWA. Para presentar una queja ante Caltrans, el reclamante puede ponerse en contacto con la siguiente oficina de Caltrans o acudir en persona:

California Department of Transportation  
Office of Civil Rights  
Attention: Title VI Program Branch  
1823 14th Street, MS 79  
Sacramento, CA 95811  
Correo electrónico: [Title.VI@dot.ca.gov](mailto:Title.VI@dot.ca.gov)

Caltrans es responsable de enviar una queja en contra de la RCTC a la Oficina de División de la FHWA para determinar si la queja está bajo la jurisdicción estatal o federal del Título VI. El reclamante recibirá un acuse de recibo informándole que la queja ha sido recibida y enviada a la FHWA.

También se puede presentar una queja del Título VI relacionada con la carretera directamente a:

Federal Highway Administration

U.S. Department of Transportation  
Office of Civil Rights  
1200 New Jersey Avenue, SE  
8th Floor E81-105  
Washington, DC 20590

De acuerdo con el Memorandum de Orientación de la FHWA, "Procesamiento de quejas de Título VI" con fecha del 13 de junio del 2018, todas las quejas del Título VI recibidas por Caltrans se remitirán a la Oficina de Derechos Civiles de la Sede Central de la FHWA. Si la Oficina de Derechos de la Sede Central de la FHWA determina que Caltrans puede investigar una queja del Título VI contra RCTC, podrían delegar la tarea de la investigación de la queja a Caltrans.

Si la queja está bajo la jurisdicción de Caltrans, la Oficina de Derechos Civiles (OCR, siglas en inglés) de Caltrans llevará a cabo una investigación dentro de un plazo de 90 días. Si se requiere tiempo adicional, la OCR de Caltrans llamará al reclamante para informarle. Si se requiere más información para resolver el caso, el investigador de la OCR de Caltrans podría contactar al reclamante. El reclamante tiene diez días hábiles a partir de la fecha de la carta para enviar la información solicitada al investigador asignado al caso. Si el reclamante no se comunica con el investigador o si este no recibe la información adicional dentro de ese plazo, la OCR de Caltrans puede cerrar el caso administrativamente. Un caso también puede cerrarse administrativamente si el reclamante ya no desea continuar con su caso. Al concluir la investigación, la OCR de Caltrans prepara un informe con los hallazgos, determina si ocurrió discriminación y colabora con la RCTC para implementar cualquier medida correctiva.

La OCR de Caltrans consultará con la Oficina Central de Derechos Civiles de la FHWA para resolver la queja. La Sede Central de la FHWA se encargará de resolver las quejas bajo el Título VI, ya sea mediante *(1) una resolución informal o (2) una carta de determinación que indique si ocurrió el cumplimiento o incumplimiento del Título VI. La Oficina de División de la FHWA enviará una copia de la carta a todas las partes involucradas.*

#### **IV. SEGUIMIENTO DE LAS QUEJAS**

Según lo que exigen las agencias federales, la RCTC conservará durante tres años todas las quejas por escrito recibidas por el subdirector ejecutivo de la RCTC o su representante. Además, mantendrá un registro resumido de las quejas durante cinco años, conforme a lo establecido.

#### **V. FORMULARIO DE QUEJA POR DISCRIMINACIÓN**

Vea el adjunto A .

*Si requiere información en otro idioma, llame al (951) 787- 7141.*



**ADJUNTO A:  
FORMULARIO DE QUEJA POR DISCRIMINACIÓN**

La Comisión de Transporte del Condado de Riverside (RCTC) se compromete a garantizar que no se excluya a ninguna persona de sus servicios ni que se le nieguen los beneficios de estos por motivos de raza, color, origen nacional, sexo, edad o discapacidad. Debe presentar su queja en un plazo de 180 días a partir de la fecha en que ocurrió la presunta discriminación. La siguiente información es necesaria para que la RCTC pueda tramitar su queja. Si necesita ayuda para completar este formulario, comuníquese con David Knudsen, titular de Derechos Civiles y coordinador del Título VI y ADA de la RCTC al (951) 787-7141.

**Una vez que haya llenado y firmado el formulario o una carta, puede enviarlos por correo o entregarlos personalmente a:**

**David Knudsen, Deputy Executive Director  
Riverside County Transportation Commission  
4080 Lemon Street, Third Floor  
Riverside, CA 92502-2208**

**SI TIENE PREGUNTAS O REQUIERE AYUDA PARA OBTENER OTROS FORMATOS ACCESIBLES, COMO TIPOGRAFÍA GRANDE, TDD, AUDIO U OTRO, LLAME AL (951) 787-7141. LOS USUARIOS CON IMPEDIMENTOS AUDITIVOS O DEL HABLA PUEDEN USAR EL SERVICIO DE RETRANSMISIÓN DE CALIFORNIA 711, SEGUIDO DEL NÚMERO QUE NECESITA.**

**1. Información de contacto:**

Nombre del reclamante: \_\_\_\_\_  
Domicilio: \_\_\_\_\_  
Ciudad, estado y código postal: \_\_\_\_\_  
Teléfono: \_\_\_\_\_

**¿Qué días y en qué horario es más oportuno que la RCTC se comuniquen con usted respecto a esta queja?**

**2. ¿Presenta esta queja por cuenta propia? Sí: ☐ No: ☐**

Si respondió que sí, avance a la pregunta #3.

Si respondió que no, explique por qué presenta esta queja a nombre de un tercero:

\_\_\_\_\_  
\_\_\_\_\_

Si respondió que no, confirme que cuenta con el permiso de la parte afectada,

si presenta esta queja a nombre de un tercero. Sí: ☐ No: ☐

3. **Considero que la RCTC no ha cumplido con los siguientes requisitos del programa:** (Seleccione todas las que correspondan)

a.		Título VI de la Ley de Derechos Civiles de 1964 (Título VI)
b.		Ley de Estadounidenses con Discapacidades (ADA)
c.		Otro Especifique:

4. **Fundamentos del (de los) acto(s) discriminatorio(s):**

Elija ( ☐ ) todas las categorías a continuación que apliquen al acto discriminatorio

a.		Raza
b.		Color
c.		Origen nacional
d.		Sexo
e.		Edad
f.		Discapacidad
g.		Otro Especifique:

5. **Fecha y lugar del (de los) presunto(s) acto(s) discriminatorio(s):**

Incluya la fecha inicial de la discriminación y la fecha más reciente:

Fecha: \_\_\_\_\_ Ubicación: \_\_\_\_\_

Fecha: \_\_\_\_\_ Ubicación: \_\_\_\_\_

6. **¿Cómo se discriminó en su contra?**

Describa la naturaleza del acto, decisión o condiciones de la presunta discriminación. Explique lo más claramente posible lo que ocurrió y por qué piensa que la condición bajo la cual cuenta con protección fue un factor en la discriminación. Incluya cómo otras personas fueron tratadas de forma diferente a usted. (Adjunte páginas adicionales en caso necesario).

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**7. Nombres de las personas responsables del (de los) acto(s) discriminatorio(s):**

**Nombre de las personas (testigos, colegas, supervisores u otras) a quienes podríamos contactar para obtener información adicional para apoyar o aclarar sus quejas:**

Nombre

Domicilio

Número telefónico

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**8. ¿Se ha presentado esta queja en alguna otra agencia de investigación federal estatal o local? No ☐ Sí ☐ Si respondió "sí", proporcione la siguiente información:**

Agencia: \_\_\_\_\_

Persona de contacto: \_\_\_\_\_

Domicilio: \_\_\_\_\_

Número telefónico: \_\_\_\_\_

Fecha en que se presentó: \_\_\_\_\_

**9. Proporcione información adicional que considere que puede ser de ayuda en la investigación:**

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**Puede adjuntar cualquier material escrito u otra información que considere relevante para su queja.**

**Firme y anote la fecha en este formulario:**

\_\_\_\_\_  
**Firma del reclamante**

\_\_\_\_\_  
**Fecha**

# TITLE VI PUBLIC PARTICIPATION PLAN

## APPENDIX B



If information is needed in another language, please call (951) 787-7141 for free translation services. Si se necesita este documento en Español, llame al 951-787-7141 para servicios de traducción gratuitos.

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# **I. Introduction**

## **Background of the Riverside County Transportation Commission**

The Riverside County Transportation Commission (Commission or RCTC) was established in 1976 by the State of California (State) to oversee the funding and coordination of public transportation services within Riverside County. The governing body consists of all five members of the County Board of Supervisors, one elected official from each of the County's 28 cities, and one non-voting member appointed by the Governor of California. The Commission is the designated regional transportation planning agency and county transportation commission. The Commission's responsibilities include setting policies, establishing priorities, and coordinating activities among the County's various transit operators and local jurisdictions.

RCTC's capital projects, commuter services, and transit-related programs and projects are funded with various local, state, and federal sources. Regardless of funding source, RCTC is committed to ensuring that its projects and services are delivered and implemented in a non-discriminatory manner.

## **Purpose of this Plan**

This Public Participation Plan (Plan) is intended to satisfy Title VI requirements as expressed in FTA Circular 4702.1B, FHWA's Title VI local agency program requirements, and Code of Federal Regulations 23 CFR 200.9(b)(4). Recipients are required to promote inclusive public participation and seek out and consider the needs and input of the general public, including interested parties and those traditionally underserved by existing transportation systems, such as minority and Limited-English Proficient (LEP) persons.

The Plan is the established process that describes the proactive strategies, procedures, and desired outcomes of the Commission's public participation activities. The Plan also provides direction for the Commission's public processes by accommodating public input for the planning process and for RCTC's programs, projects, and activities to all members of Riverside County, including citizens, organizations, and public agencies. Lastly, the Plan identifies engagement strategies for inclusive participation of low-income, minority, LEP populations, and underrepresented individuals.

RCTC developed this Plan by considering the demographic analysis of the population(s) affected, the type of plan, program, and/or service under consideration, and the resources available to the Commission.

## **Desired Outcomes**

This Plan details RCTC's public participation goals, as well as strategies that will be implemented to assist meeting these goals. From these efforts, the Commission anticipates the following outcomes:

- ✓ Increased access to early, meaningful, and continual engagement in the transportation planning process for all individuals in Riverside County.



- ✓ Implementation of proactive strategies to bring enhanced awareness and increased access for minority individuals, LEP individuals, low-income individuals, and additional underrepresented and underserved individuals.
- ✓ Participation and representation from a diverse range of perspectives.

## **Federal and State Requirements**

### **Title VI and Federal Authority**

Title VI of the Civil Rights Act of 1964 protects persons in the United States from being excluded from participation in, denied the benefits of, or subjected to discrimination on the basis of race, color, or national origin in any program or activity receiving federal financial assistance.

The Federal Transit Administration (FTA) requirements for implementing Title VI include the adoption of a Title VI Program report, including a Public Participation Plan, pursuant to FTA Circular 4702.1B, Title VI Requirements and Guidelines for Federal Transit Administration Recipients.

Further guidance is provided pursuant 23 CFR 200, the Federal Highway Administration (FHWA), and the California Department of Transportation (Caltrans.)

### **Public Hearing Requirements**

Public hearing requirements may vary by project or program. The Commission may conduct a public hearing for a variety of reasons, such as the annual transit needs hearing, or on the social and environmental effects of a proposed project. Other guidance and requirements from Caltrans will also be met depending on whether the project is highway- or transit-related. Highway projects, for instance, will comply with Caltrans' Project Development Procedures Manual, Chapter 11 Public Hearing requirements.

### **Public Participation Background**

RCTC's traditionally seeks public involvement for both capital projects and transit-related projects.

The public is most familiar with RCTC for its capital projects. The various regional capital projects that RCTC is involved in throughout the County include the following:

- ✓ 91 Express Lanes
- ✓ 15 Express Lanes
- ✓ 15/91 Express Lanes Connector
- ✓ Interstate 15 Express Lanes Southern Extension
- ✓ State Route 60 Truck Lanes Project
- ✓ Mid-County Parkway/Interstate 215 Placentia Avenue Interchange
- ✓ Coachella Valley-San Geronio Pass Rail Corridor Service Project

- ✓ Moreno Valley/March Field Station Improvements Project
- ✓ Perris-South Station and Layover Facility Expansion Moreno Valley to Perris Double Track Project
- ✓ Mead Valley Station/Mobility Hub

Transit-related activities that involve public participation may include:

- ✓ Public Transit-Human Services Coordinated Plan Process
- ✓ The Citizen and Specialized Transit Advisory Committee
- ✓ Annual Transit Needs Hearing

A specialized outreach plan is designed for each project and may include community meetings, open houses, and formal public hearings.

## II. Riverside County Demographics

Riverside County is the fourth largest county in California by area and population and is diverse in geography and demographics. According to the 2020 U.S. Census, Riverside County covers 7,208 square miles and has a population of 2,418,185.

Many of the populations important to this Plan – minority, underrepresented, and low-income individuals are described in the American Community Survey’s estimates. The 2010 and 2020 U.S. Census information were compared for population and race. The 2013 and 2023 ACS 5 Year Estimates were used to compare sex, age, poverty, disability, and homeowner status. By referring to the Census, the Commission has generated the following information to showcase county growth.

- ✓ Riverside County’s population experienced a 10 percent increase between 2010 and 2020.
- ✓ American Indian population experienced an 85 percent growth while White alone experienced a 25 percent decline between 2010 and 2020.
- ✓ Individuals with Hispanic or Latino origin increased by 21 percent between 2010 and 2020.
- ✓ Between 2013 and 2023, the adult population ages 18 and over increased by 15 percent, adding 240,012 individuals. Adults represent nearly 76 percent of the county's total population, numbering nearly 1.85 million people.
- ✓ The adult population age 65 or older has increased by nearly 36 percent, adding over 99,000 people. This group amounts to a total of almost 371,046 persons, representing 15.1 percent of the total county population.
- ✓ Younger seniors, ages 65 to 74, is the largest and fastest growing senior group, representing 58 percent of all seniors.
- ✓ Population in the percent below poverty level decreased by 25 percent since the 2013 ACS Estimates, representing 11 percent of the current entire population.
- ✓ Individuals with disabilities total 288,351, which represents nearly 12 percent of the County's total population growing by 23% between 2013 and 2023.

- ✓ Owner occupied housing units increased by 16 percent while renter occupied housing increased by four percent.

## Minority Individuals

RCTC conducted demographic analysis of minority populations in the aggregate to understand where these communities are located throughout the County. FTA Title VI guidance defines a minority person as an individual of any of the following groups: American Indian and Alaskan Native, Asian, Black, or African American, Hispanic or Latino, Native Hawaiian or Other Pacific Islanders.

Demographic maps are provided in Figures 1 through 3 based upon minority population count tabulations developed for each Riverside County census tract. These were derived by subtracting the Caucasian population from each tract to arrive at the non-white, minority population counts. A summary of findings is provided below. This analysis was done at the Census Tract and Block Group levels using 2020 Decennial Census, which reflects the most current demographics.

Figure 1: In Western Riverside County, there are pockets of minority populations throughout the region. The largest concentrations of minority populations, between 68.2% to 100% of the population at the Census block group level, are found along the western border of the County near Eastvale and Mira Loma, near Moreno Valley; east of Banning; and in the central portion of the region, near Perris.

Figure 2: Coachella Valley is also home to many minority persons, with the largest concentrations of minority persons located north of Cabazon, south of Cathedral City and Thousand Palms and south of Indio. In these pockets, minority persons make up 68.2 to 100% of the block group population of these areas.

Figure 3: In East Riverside County, most of the region has a minority population of 50.9% to 68.1% of the total population at the block group level. A more concentrated minority population is located on the North Shore of the Salton Sea, Ripley and Palo Verde.

Figure 1. Western Riverside County Minority Population

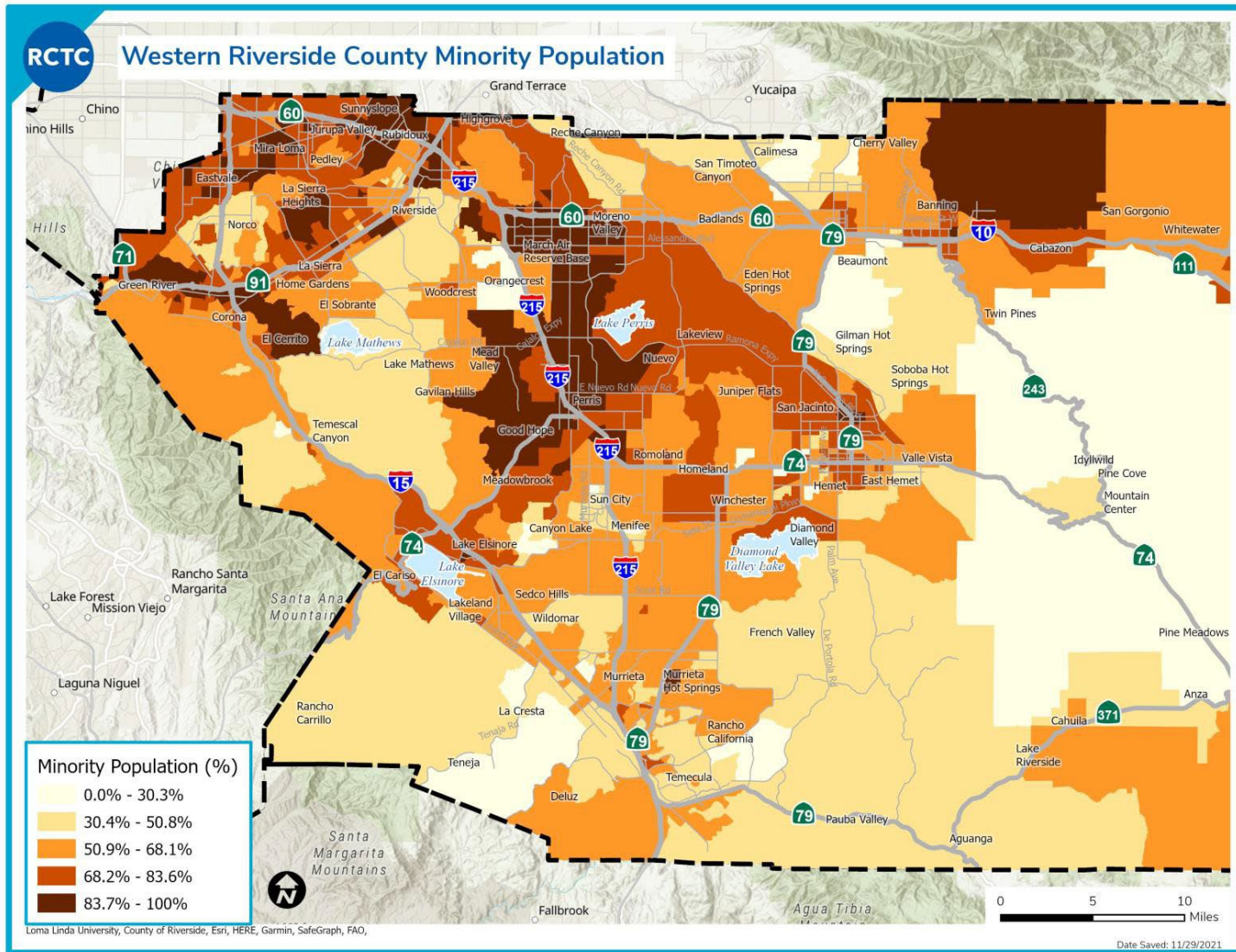


Figure 2. Coachella Valley Minority Population

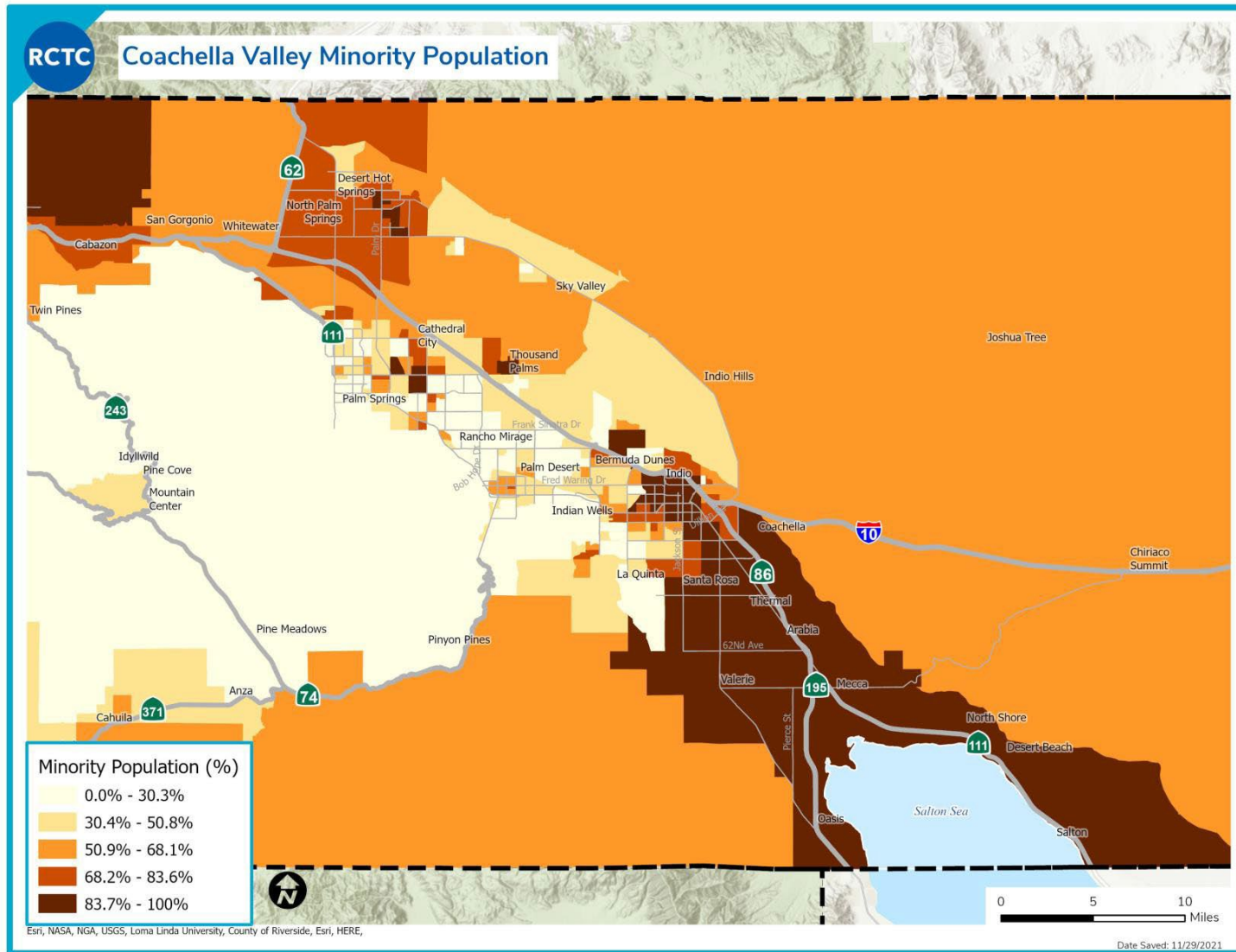
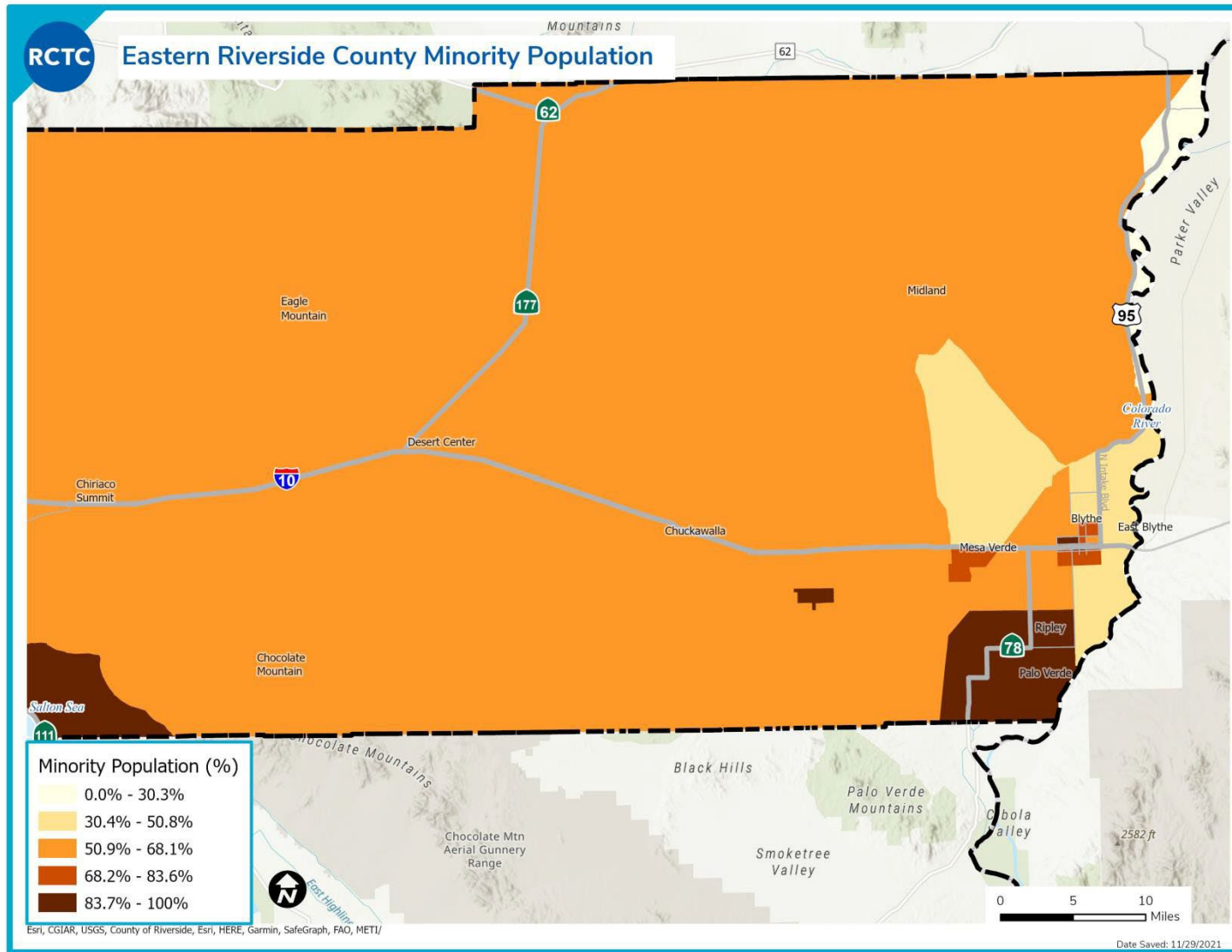


Figure 3. Eastern County Minority Population





## LEP Individuals

As documented in RCTC’s Language Assistance Plan (LAP), Riverside County is home to many LEP populations, several of which meet the Department of Justice’s Safe Harbor provision. The Safe Harbor provision stipulates that written translation of vital documents for each eligible LEP language is to be provided if the group constitutes 5% or 1,000 people, whichever is less, of the total population eligible to be served or likely to be affected or encountered. Such action will be considered strong evidence of compliance with the recipient’s written translation obligation. RCTC’s LAP details how RCTC will provide language assistance to these populations. This information is included here to detail the diverse populations that comprise Riverside County.

Table 1 below provides information from the 2023 American Community Survey 1-year Estimates, the most reliable and current Census source for accessing LEP information. There is a total of 42 LEP groups in Riverside County, numbering 359,753 individuals who speak English less than “very well” or 15.3 percent of Riverside County’s total population. The largest LEP group is Spanish speakers, who number 291,268 and comprise 12.4 percent of the County’s total population.

LEP groups of more than 1,000 are highlighted in blue in Table 1 and include individuals who speak Persian, Hindi, Punjabi, Chinese, Korean, Vietnamese, Tagalog, Ilocano, Samoan, Hawaiian, or other Austronesian, Arabic, Other and unspecified languages. Besides Spanish, none of these LEP populations comprise 5% of the County’s total population.

A thorough analysis of LEP populations in the County was conducted to develop RCTC’s Language Assistance Plan, consistent with FTA guidance. This analysis found that Spanish-speaking LEPs are the LEP population most frequently contacting RCTC and accessing RCTC’s programs and services.

Table 1, Riverside County LEP Populations

Table B16001: LANGUAGE SPOKEN AT HOME BY ABILITY TO SPEAK ENGLISH FOR THE POPULATION 5 YEARS AND OVER 2023 American Community Survey 1-Year Estimates	Estimate	% to Total # of Population
<b>Total:</b>	<b>2,350,464</b>	<b>100.0%</b>
Speak only English	1,309,592	55.7%
Spanish: Speak English less than "very well"	291,268	12.4%
French (incl. Cajun): Speak English less than "very well"	628	0.0%
Haitian: Speak English less than "very well"	99	0.0%
Italian: Speak English less than "very well"	233	0.0%
Portuguese: Speak English less than "very well"	806	0.0%
German: Speak English less than "very well"	680	0.0%
Yiddish, Pennsylvania Dutch or other West Germanic languages: Speak English less than "very well"	250	0.0%
Greek: Speak English less than "very well"	0	0.0%
Russian: Speak English less than "very well"	260	0.0%
Polish: Speak English less than "very well"	401	0.0%
Serbo-Croatian: Speak English less than "very well"	0	0.0%
Ukrainian or other Slavic languages: Speak English less than "very well"	596	0.0%
Armenian: Speak English less than "very well"	1,147	0.0%
Persian (incl. Farsi, Dari): Speak English less than "very well"	2,809	0.1%
Gujarati: Speak English less than "very well"	1,296	0.1%
Hindi: Speak English less than "very well"	2,115	0.1%
Urdu: Speak English less than "very well"	1,100	0.0%
Punjabi: Speak English less than "very well"	1,540	0.1%
Bengali: Speak English less than "very well"	103	0.0%
Nepali, Marathi, or other Indic languages: Speak English less than "very well"	484	0.0%
Other Indo-European languages: Speak English less than "very well"	1,212	0.1%
Telugu: Speak English less than "very well"	66	0.0%
Tamil: Speak English less than "very well"	0	0.0%



Table B16001: LANGUAGE SPOKEN AT HOME BY ABILITY TO SPEAK ENGLISH FOR THE POPULATION 5 YEARS AND OVER 2023 American Community Survey 1-Year Estimates	Estimate	% to Total # of Population
Malayalam, Kannada, or other Dravidian languages: Speak English less than "very well"	343	0.0%
Chinese (incl. Mandarin, Cantonese): Speak English less than "very well"	13,667	0.6%
Japanese: Speak English less than "very well"	1,249	0.1%
Korean: Speak English less than "very well"	4,462	0.2%
Hmong: Speak English less than "very well"	0	0.0%
Vietnamese: Speak English less than "very well"	7,379	0.3%
Khmer: Speak English less than "very well"	494	0.0%
Thai, Lao, or other Tai-Kadai languages: Speak English less than "very well"	2,119	0.1%
Other languages of Asia: Speak English less than "very well"	514	0.0%
Tagalog (incl. Filipino): Speak English less than "very well"	14,540	0.6%
Ilocano, Samoan, Hawaiian, or other Austronesian languages: Speak English less than "very well"	1,467	0.1%
Arabic: Speak English less than "very well"	5,191	0.2%
Hebrew: Speak English less than "very well"	119	0.0%
Amharic, Somali, or other Afro-Asiatic languages: Speak English less than "very well"	378	0.0%
Yoruba, Twi, Igbo, or other languages of Western Africa: Speak English less than "very well"	557	0.0%
Swahili or other languages of Central, Eastern, and Southern Africa: Speak English less than "very well"	37	0.0%
Navajo: Speak English less than "very well"	69	0.0%
Other Native languages of North America: Speak English less than "very well"	75	0.0%
Other and unspecified languages: Speak English less than "very well"	0	0.0%

### III. RCTC's Stakeholders

Stakeholders are individuals, groups, organizations, or agencies that may be directly or indirectly affected by a project or program. RCTC seeks to engage all stakeholders through its public participation efforts, particularly those who may be adversely affected or who may be denied benefit of a project's recommendation(s).

Stakeholders include:

- General public, minority individuals, low-income individuals, LEP persons, persons with disabilities, and older adults
- University and college students, including those from: California Baptist University, College of the Desert, La Sierra University, Moreno Valley College, Mt. San Jacinto College, Norco College, Palo Verde College, Riverside Community College, California State University-San Bernardino-Palm Desert Campus, and University of California-Riverside
- High school students throughout Riverside County
- Non-profit organizations including Blindness Support Services, Care Connexus, Care-a-Van, CASA, Friends of Moreno Valley, Inland AIDS Project, Operation SafeHouse, among others
- Public agencies including city governments and health and human services throughout Riverside County
- Public transit operators: Corona Cruiser, City of Riverside Special Services, Palo Verde Valley Transit Agency, Riverside Transit Agency, SunLine Transit Agency, Banning Transit, and Beaumont Transit
- Private organizations and businesses

### IV. Public Participation Strategies and Tools

#### Public Participation Goals and Strategies

This section details RCTC public participation strategies for achieving each goal.

**Goal 1: Provide all interested parties and agencies with reasonable opportunities for involvement in the transportation planning process.**

#### Strategies

- Provide adequate public notice of public participation opportunities and activities and time for public review of regionally significant plans and documents.
- Use multiple channels of outreach for promoting public participation opportunities including, as appropriate, RCTC's website and blog, the Citizens and Specialized Transit Advisory Committee (CSTAC), transit providers, news media, and social media.

- Evaluate plans, programs, and projects to determine the most appropriate and effective tools and strategies for public and agency involvement and outreach.
- Provide opportunities to comment on draft planning documents to affected agencies and parties.
- Make transportation planning documents available for viewing on the RCTC website and at key locations throughout the county, as appropriate.
- During the transportation planning process, conduct public meetings, open houses, and public hearings (virtual and in-person), as appropriate.
- Provide language interpreters (Spanish language; other languages upon request) at public meetings, open houses, and public hearings (virtual and in-person).

**Goal 2: Ensure accessibility to the transportation planning process and information for all members of the community; ensure that a wide range of perspectives will be heard so that planning outcomes reflect the needs of the region's diverse communities.**

### **Strategies**

- Develop information materials that are easily understood and translated for appropriate audiences and make them accessible at meetings and on RCTC's website.
- Make notices and announcements attractive and eye-catching.
- Plan workshops and/or public hearings at convenient venues and times across the region; ensure venues are accessible to the public.
- Plan workshops and/or public hearings in both virtual and in-person formats; use multiple communication tools to promote the hearings and engage with the public to expand accessibility for participants.
- When appropriate, provide information about regionally significant plans and projects to the local news media for distribution and promotion.
- Maintain the RCTC website with current transportation planning activities, including reports, plans, agendas, and minutes for RCTC Commission meetings.
- When appropriate, present information about specific plans and projects at public forums, such as City Council and Board of Supervisors meetings for increased public and governmental awareness.
- When identifying locations for community outreach activities, prioritize locations that are accessible by public transit.
- Make every effort to accommodate requests for accessibility opportunities, including physical accessibility to public meetings as well as accessibility to information in LEP languages and alternative formats.
- Encourage early involvement in the transportation planning process by providing timely notification and access to information.
- Use citizen and/or agency advisory groups as a means of providing input to the transportation planning process.
- Identify key individuals, organizations, and community organizations that may be interested in or affected by a plan or program; include this list in any mail or email distribution.

- Collaborate with Riverside County transit providers to facilitate and promote public participation opportunities.
- Maintain the Riverside County Transportation Network, a list of key stakeholders updated on an annual basis. The 461 active contacts on the Network include non-profits, human and social services, private transportation companies, public agencies, specialized transit providers.

**Goal 3: Engage and increase opportunities for participation for those traditionally underrepresented and or underserved, including low-income, minority, persons with disabilities, and Limited English Proficiency populations.**

### **Strategies**

- Make commenting on plans convenient and accessible to the public and stakeholders; enable comments to be made at public meetings and workshops, and via email or online commenting forms.
- Offer vital information, such as notices and announcements, in alternate languages as appropriate and feasible. When considering translation and interpretation needs, the RCTC Language Assistance Plan will be consulted for strategies and procedures. Translated information shall be made available on the RCTC or project-specific website, at public meetings and workshops, and at key locations across the county as appropriate and feasible.
- Translated notices, announcements, and other vital information shall be posted on Riverside County transit operators' buses and at transfer centers, as is possible.
- When appropriate, use alternative media outlets that may target minority, LEP, or underserved segments of the community.
- Continue expanding the contact list with agencies, organizations and stakeholders that work with LEP communities.

### **Project Specific Public Participation**

The project team, including Project Manager and public affairs staff, is responsible for developing an appropriate public participation plan or public outreach plan that describes the strategies that will be used to communicate key information to agencies, organizations, elected officials, residents, business operators, commuters, emergency responders, and other project stakeholders. Outreach activities will be integrated with the technical work program to provide information and incorporate ideas and feedback. The input that is received will facilitate fully informed decisions by RCTC Commissioners at key decision points. These plans will be specifically tailored to individual projects to reflect project area demographics, populations, and need. Plans will comply with Title VI requirements.

Title VI requirements, including strategies for engaging LEP individuals, will be documented in all bid-related materials, as applicable.

## Updating the Public Participation Plan

RCTC's public participation goals and strategies will be reviewed as needed and results will be considered in preparation of the FTA-required three-year Title VI Program adoption and FHWA-required Title VI Implementation Plan. Based on the effectiveness of strategies and the potential changes to Riverside County's demographics and outreach resources, strategies may be modified, and new strategies may be added to enhance the public participation process.

The following indicators may be used in reviewing and determining the effectiveness of these goals and strategies.

- Number of newspaper ads, public notices
- Number of news releases and news articles
- Number of public meetings and workshops
- Number of participants at public meetings, open houses, and public hearings
- Number of visits to the RCTC website and project-specific webpages
- Number of followers of social media pages, and volume of reach and engagement
- Number of comments received during the public comment period for projects and programs
- Number of requests for translated materials
- Number and content of materials translated
- Revisions to plans or projects based on public and agency input; analysis of how comments influenced the planning process

## V. Summary of Public Participation Activities

FTA Title VI guidance requires a summary of outreach efforts made since the last Title VI Program submission. The following is a summary of transit-related and capital project-related public outreach during this submittal period.

### Transit-Related Public Participation

#### Annual Public Hearing on Transit Needs in Riverside County

As required by Section 99238.5 of the California Public Utilities Code, RCTC holds at least one annual public hearing to solicit input from transit dependent and transit disadvantaged persons. The public hearing is promoted through newspaper articles throughout Riverside County, flyers on buses, public noticing on the County building, electronic promotion through email and social media websites, all printed in both English and Spanish. Written and oral comments provided at the hearing were used by RCTC and the County's transit operators in identifying transit needs in preparation of transportation plans and programs, including the Regional Transportation Plan and Short-Range Transit Plans. Comments are shared with

transit and paratransit operators as they relate to operating issues and needs. Additionally, comments are also shared with other agencies that provide transportation services to transit-dependent populations, including the Coordinated Transportation Services Agencies and the County Office on Aging, and specialized transit providers such as Care-A-Van, Forest Folk, and Operation SafeHouse. The public hearings were held during the following dates:

- 2022 Public Hearing, August 8, 2022 via Video/teleconference
- 2023 Public Hearing, August 7, 2023 at RCTC offices, Sunline Transit Agency board room, Palo Verde Valley Transit Agency Room A
- 2024 Public Hearing, August 12, 2024 at RCTC Offices, Sunline Transit Agency board room, Palo Verde Valley Transit Agency Room A

### **Coordinated Plan 2025 Outreach**

The Coordinated Plan 2021 outreach efforts used a three-phased approach to ensure the process captured a wide range of audiences. The three phases included:

- Phase I Agency Interviews – September and October 2024
- Phase II Countywide E-Survey – January and February 2025
- Phase III Virtual Workshop and Open House – April 2025 (Planned)

The outreach approach invited comments regarding transportation needs from transit users and potential transit users, agency staff working with the target populations, and the public. Phase 1 of the Coordinated Plan's outreach process commenced with public transit operators and human service agency interviews to develop a picture of mobility needs and gaps of target group members that informs both the overall study and the Phase II countywide e-survey. Phase II outreach established more quantitative input via an online survey, which was developed to quantify selected issues raised in stakeholder interviews. The survey was designed to invite responses from agency staff and from members of the public. The e-survey link was widely promoted through RCTC's website and social media, stakeholder agencies, including those interviewed and RCTC's network of stakeholders, and Riverside County transit operators. A total of approximately 800 surveys were received. Phase III Virtual Workshop and Open House invited comments upon and assistance in prioritizing strategies responsive to needs. During the weeklong open house community members, target population groups and agency stakeholders were invited to visit the project website to learn about project findings, attend an interactive, virtual workshop on Coordinated Plan strategies, rate the strategies' priority, and provide written comments.

### **Citizens and Specialized Transit Advisory Committee (CSTAC)**

The CSTAC serves as RCTC's Social Services Transportation Advisory Council (SSTAC) to assist the Commission in complying with Transportation Development Act (TDA) Section 99238. The TDA provides direction for administering both Local Transportation Fund and State Transit Assistance funds for bus and

commuter rail services. This funding promotes transportation service improvements and enhancements that support the mobility of older adults, persons with disabilities, and persons of limited means.

Additionally, the role of CSTAC members is to establish an effective communication exchange among Riverside County's public transit operators, its specialized transportation providers, and representatives of its transit dependent population regarding matters of mutual concern. This group meets bimonthly, or, as necessary.

### **Riverside County Transportation Network**

The Riverside County Transportation Network is a list of key stakeholders and includes agencies and organizations. The 461 active contacts are non-profits, human and social services, private transportation companies, public agencies, and specialized transit providers that work with a diverse range of clients throughout Riverside County. The Network is updated on an annual basis, through a mail survey and online e-survey. Transit-Related information, notices, announcements—particularly public participation opportunities—are sent to this Network via emails and physical mail, when those addresses exist.

### **Traffic Relief Plan**

The Traffic Relief Plan is an aspirational plan that identifies more than \$30 billion in needed transportation projects and priorities based on input from thousands of residents throughout Riverside County. The plan includes projects across seven categories including: public transportation, safe streets and roads, regional connections, active transportation, highway, environmental mitigation, and blowsand and floods. To complete the projects listed in the Plan, a mixture of federal, state, and local funding will be needed. The Commission may also make a future decision to place a sales tax measure with an ordinance and expenditure plan for consideration and approval from Riverside County voters. Public participation for the plan included:

- Virtual Public Information Webinar, March 20, 2024
- Tele Town Halls, May 13 and 14, 2024

### **Capital-Related Public Participation**

RCTC has a robust public participation and outreach component for its major capital highway and rail projects. Many of these efforts focus on transparency to allow the public to engage in projects via meetings, helplines, project webpages, and various social media platforms. Since the last update of the Public Participation Plan, there were not any RCTC-led transit-related projects that held public engagements; however, the following highway-related projects held public engagements:

- Interstate 10 Highland Springs Avenue Interchange Improvements
- Interstate 15 Smart Freeway Pilot Project
- Interstate 15 Express Lanes Project Southern Extension

RCTC maintains webpages for all its capital projects including transit and highways. These webpages are available in the “Projects” section of the RCTC website, [rctc.org](http://rctc.org).

Active capital projects also produce collateral material in English and Spanish and hold community meetings with bilingual staff in attendance. To date, staff has not received requests for or encountered people who require translation or interpretation to languages other than Spanish.

## **RCTC’s Website**

RCTC’s website includes current information and notices for all projects and activities. Website addresses are provided on all printed materials.

The Commission also maintains active Facebook, Twitter, and Instagram pages to enhance its public outreach. These social media pages provide information about public meetings, transit options, capital project updates, and other items of interest to Riverside County residents and the transportation industry. RCTC regularly boosts posts and places digital social media ads and polls to expand its reach to specific communities.

## **VI. Contact information**

RCTC posts Title VI general notices and complaint forms on its website at [www.rctc.org/about](http://www.rctc.org/about). The Plan may be translated in any language for free upon request. Any questions or comments regarding this Plan should be directed to:

Riverside County Transportation Commission  
David Knudsen, Deputy Executive Director  
4080 Lemon Street, Third Floor  
P.O. Box 12008  
Riverside, CA 92502-2208  
Email: [dknudsen@rctc.org](mailto:dknudsen@rctc.org)  
Phone: (951) 787-7141



# TITLE VI

## LANGUAGE ASSISTANCE PLAN

### *APPENDIX C*



If information is needed in another language, please call (951) 787-7141 for free translation services. Si se necesita este documento en Español, llame al 951-787-7141 para servicios de traducción gratuitos.

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# I. Introduction

## Background of the Riverside County Transportation Commission

The Riverside County Transportation Commission (Commission or RCTC) was established in 1976 by the State of California (State) to oversee the funding and coordination of public transportation services within Riverside County. The governing body consists of all five members of the County Board of Supervisors, one elected official from each of the County's 28 cities, and one non-voting member appointed by the Governor of California. The Commission is the designated regional transportation planning agency and county transportation commission. The Commission's responsibilities include setting policies, establishing priorities, and coordinating activities among the County's various transit operators and local jurisdictions.

The public is most familiar with RCTC for its involvement in planning and delivering capital highway and rail projects such as the following:

- ✓ 91 Express Lanes
- ✓ 15 Express Lanes
- ✓ 15/91 Express Lanes Connector
- ✓ Interstate 15 Express Lanes Southern Extension
- ✓ State Route 71/91 Interchange Project
- ✓ State Route 60 Truck Lanes Project
- ✓ Mid-County Parkway/Interstate 215 Placentia Avenue Interchange
- ✓ Coachella Valley-San Geronio Pass Rail Corridor Service Project
- ✓ Riverside-Downtown Station Improvements Project
- ✓ Moreno Valley/March Field Station Improvements Project
- ✓ Perris-South Station and Layover Expansion Project
- ✓ Moreno Valley to Perris Double Track Project
- ✓ Mead Valley Station/Mobility Hub

The Commission also provides motorist aid services designed to expedite traffic flow. These services include the Freeway Service Patrol, a roving tow truck service that assists motorists with disabled vehicles on the main highways of western Riverside County during peak rush hour traffic periods; and rideshare programs such as Inland Empire 511 (IE511), a traveler information system, and the countywide vanpool program known as VanClub.

These programs and projects are funded by various local, state, and federal sources. Regardless of funding source, RCTC is committed to ensuring that its projects and services are delivered and implemented in a non-discriminatory manner.

## **Purpose of this Plan**

The Language Assistance Plan (LAP) is intended to satisfy Federal Transit Administration (FTA) and Federal Highway Administration (FHWA) Title VI requirements related to limited-English Proficient (LEP) individuals. FTA Circular 4702.1B states that “recipients shall take reasonable steps to ensure meaningful access to benefits, services, information, and other important portions of their programs and activities for individuals who are limited-English proficient (LEP).” LEP persons refer to those for whom English is not their primary language and who have a limited ability to read, write, speak, or understand English. It includes people who reported to the U.S. Census that they speak English less than very well, not well, or not at all.

The LAP details the process by which RCTC will provide access to LEP individuals and the larger community. RCTC utilized the U.S. Department of Transportation’s (DOT) LEP Guidance Handbook and performed a Four Factor Analysis to develop this LAP.

## **Title VI and Federal Authority**

Title VI of the Civil Rights Act of 1964 protects persons in the United States from being excluded from participation in, denied the benefits of, or subjected to discrimination on the basis of race, color, or national origin in any program or activity receiving federal financial assistance. As a recipient of federal funding, and in order to comply with Title VI, as well as FTA and FHWA guidance, RCTC has developed its own Language Assistance Plan in compliance with these guidelines.

This plan was developed with input from FTA’s Office of Civil Rights’ LEP Guidance Handbook: The FTA’s Office of Civil Rights’ Implementing the Department of Transportation’s Policy Guidance Concerning Recipients’ Responsibilities to Limited English Proficient (LEP) Persons: A Handbook for Public Transportation Providers (April 13, 2007), ensuring compliance with federal standards for providing meaningful access to LEP individuals, and with reference to FHWA Title VI Local Agency Requirements as provided by Caltrans.

## **Language Assistance Goals**

The following goals will guide RCTC in ensuring that projects and services are delivered and implemented in a non-discriminatory manner:

1. Ensure meaningful access to all individuals regardless of race, color, national origin, and language of origin through outreach to LEP populations, translation of vital documents into LEP languages, and provision of additional language assistance services, as required.
2. Monitor changing LEP population demographics as necessary to ensure RCTC provides appropriate language assistance services.

3. Update this Language Assistance Plan as necessary to ensure the effectiveness of strategies for providing language assistance.

## II. Four Factor Analysis

Recipients are required to take reasonable steps to ensure meaningful access to benefits, services, information, and other important portions of its programs or activities for persons who are limited-English proficient (LEP). FHWA incorporates the U.S. DOT's LEP Guidance, which aligns with FTA Circular 4702.1B in detailing the components of the LAP, including the Four Factor Analysis, which provides a careful analysis of LEP individuals the recipient may encounter to determine the specific language services that are appropriate to provide.

The Four Factor Analysis balances the following factors:

- Factor One: The number and proportion of LEP persons in the jurisdiction;
- Factor Two: How often LEP persons come into contact with RCTC services;
- Factor Three: How important RCTC's services are to the lives of LEP persons;
- Factor Four: The resources available to RCTC for LEP outreach that reasonably can be provided.

The results of the four-factor analysis are used to determine the target LEP populations and the best methods of engaging with the public. RCTC undertook the Four Factor Analysis in order to develop an appropriate and effective Language Assistance Plan

### **Factor One: The number or proportion of LEP persons eligible to be served or likely to be encountered**

RCTC's service area incorporates all of Riverside County, which has a total population of 2,492,442 individuals according to the 2023 U.S. Census Bureau. The Census data was used for this analysis as it provides the most current and reliable information about LEP individuals. The Department of Justice's Safe Harbor provision, which was accepted by the FTA and FHWA, stipulates that written translation of vital documents for each eligible LEP language group that constitutes 5% or 1,000 persons, whichever is less, of the total population of persons eligible to be served or likely to be affected or encountered, shall be considered strong evidence of compliance with the recipient's written translation obligation.

Table 1 provides information from the 2023 American Community Survey 1-year Estimates demonstrating the 42 LEP populations in Riverside County, using 1-year estimates as they provide the most reliable data in terms of LEP populations. The largest group of LEP individuals is Spanish speakers, who comprise 12.4 percent of the County's population and number 291,268 individuals. Although no other LEP group reaches 5 percent of the population, 15 additional LEP groups have over 1,000 persons, which include: Persian, Hindi, Punjabi, Chinese, Korean, Vietnamese, Tagalog, Ilocano, Samoan, Hawaiian, or other Austronesian, Arabic, Other and unspecified languages.

Table 1: Riverside County LEP Populations

Table B16001: LANGUAGE SPOKEN AT HOME BY ABILITY TO SPEAK ENGLISH FOR THE POPULATION 5 YEARS AND OVER 2023 American Community Survey 1-Year Estimates	Estimate	% to Total # of Population
<b>Total:</b>	<b>2,350,464</b>	<b>100.0%</b>
Speak only English	1,309,592	55.7%
Spanish: Speak English less than "very well"	291,268	12.4%
French (incl. Cajun): Speak English less than "very well"	628	0.0%
Haitian: Speak English less than "very well"	99	0.0%
Italian: Speak English less than "very well"	233	0.0%
Portuguese: Speak English less than "very well"	806	0.0%
German: Speak English less than "very well"	680	0.0%
Yiddish, Pennsylvania Dutch or other West Germanic languages: Speak English less than "very well"	250	0.0%
Greek: Speak English less than "very well"	0	0.0%
Russian: Speak English less than "very well"	260	0.0%
Polish: Speak English less than "very well"	401	0.0%
Serbo-Croatian: Speak English less than "very well"	0	0.0%
Ukrainian or other Slavic languages: Speak English less than "very well"	596	0.0%
Armenian: Speak English less than "very well"	1,147	0.0%
Persian (incl. Farsi, Dari): Speak English less than "very well"	2,809	0.1%
Gujarati: Speak English less than "very well"	1,296	0.1%
Hindi: Speak English less than "very well"	2,115	0.1%
Urdu: Speak English less than "very well"	1,100	0.0%
Punjabi: Speak English less than "very well"	1,540	0.1%
Bengali: Speak English less than "very well"	103	0.0%
Nepali, Marathi, or other Indic languages: Speak English less than "very well"	484	0.0%
Other Indo-European languages: Speak English less than "very well"	1,212	0.1%
Telugu: Speak English less than "very well"	66	0.0%
Tamil: Speak English less than "very well"	0	0.0%

Table B16001: LANGUAGE SPOKEN AT HOME BY ABILITY TO SPEAK ENGLISH FOR THE POPULATION 5 YEARS AND OVER 2023 American Community Survey 1-Year Estimates	Estimate	% to Total # of Population
Malayalam, Kannada, or other Dravidian languages: Speak English less than "very well"	343	0.0%
Chinese (incl. Mandarin, Cantonese): Speak English less than "very well"	13,667	0.6%
Japanese: Speak English less than "very well"	1,249	0.1%
Korean: Speak English less than "very well"	4,462	0.2%
Hmong: Speak English less than "very well"	0	0.0%
Vietnamese: Speak English less than "very well"	7,379	0.3%
Khmer: Speak English less than "very well"	494	0.0%
Thai, Lao, or other Tai-Kadai languages: Speak English less than "very well"	2,119	0.1%
Other languages of Asia: Speak English less than "very well"	514	0.0%
Tagalog (incl. Filipino): Speak English less than "very well"	14,540	0.6%
Ilocano, Samoan, Hawaiian, or other Austronesian languages: Speak English less than "very well"	1,467	0.1%
Arabic: Speak English less than "very well"	5,191	0.2%
Hebrew: Speak English less than "very well"	119	0.0%
Amharic, Somali, or other Afro-Asiatic languages: Speak English less than "very well"	378	0.0%
Yoruba, Twi, Igbo, or other languages of Western Africa: Speak English less than "very well"	557	0.0%
Swahili or other languages of Central, Eastern, and Southern Africa: Speak English less than "very well"	37	0.0%
Navajo: Speak English less than "very well"	69	0.0%
Other Native languages of North America: Speak English less than "very well"	75	0.0%
Other and unspecified languages: Speak English less than "very well"	0	0.0%

Any individual seeking language assistance, regardless of English proficiency, is eligible to be served by the Commission's language assistance services. The following section addresses which LEP persons the Commission is likely to encounter based on the past frequency of contact.

## **Factor Two: The frequency with which LEP persons come into contact with the program**

To identify and analyze the frequency with which LEP persons come into contact with RCTC programs, a survey was distributed to staff who regularly interact with or who are more likely to interact with members of the public. The units that were surveyed include the Clerk of the Board, Public Affairs, Front Reception, Capital Projects, Commuter Assistance, Multimodal Services, and Toll Program. The survey asked staff members about their experiences with LEP individuals, including how frequently they interacted with LEP persons, what languages the LEP individuals spoke, how successfully they communicated, and what information LEP persons were seeking.

A total of 36 surveys were completed by staff. The survey asked staff how frequent they interacted with LEP persons in the last year, and of the 36 respondents, 15 (42%) stated they have never encountered a request for translation services; 16 (44%) reported interaction less than once a month; one (3%) reported once a month; and the remaining four (11%) stated a few times per week or everyday. Nearly all of the language requests were for Spanish translation or interpretation. Other language requests that were reported within the last three years included Chinese (three times), Tagalog/Filipino (once), and American Sign Language (once). Staff members who encountered a majority of requests for translation services reported the most common requests were received from the front reception or general information line for information about transit services, express lane/toll, RCTC project-specific construction, and Metrolink services (not under the purview of the Commission). Staff members have been able to communicate with LEP individuals through assistance from bilingual staff members, and in some cases translation services were utilized through RCTC's on-call contract with PALS for Health, Google translation, or consultant staff.

In conclusion, Factor Two identified that RCTC does not frequently come into contact with LEP individuals regarding its services and programs, but of those that are received, most are likely to speak Spanish.

## **Factor Three: The nature and importance of the program, activity, or service to people's lives**

RCTC is the responsible transportation agency tasked with the funding and coordination of public transportation services within Riverside County; which includes 28 cities, 7,208 square miles, and 2,492,442 individuals according to the 2023 U.S. Census Bureau. The Commission's mission is to assume a leadership role in improving mobility in the County. RCTC is responsible for setting policies, establishing priorities, and coordinating activities among the County's various transit operators and other agencies. The Commission also programs and/or reviews the allocation of federal, state, and local funds for highway, transit, rail, non-motorized travel (bicycle and pedestrian), and other transportation activities. The Commission serves as the tax authority and implementation agency for Measure A, the voter-approved half-cent sales tax for transportation improvements in Riverside County. The Commission also administers



VanClub and provides motorist aid services designed to expedite traffic flow. The Commission is also the lead agency for major highway capital improvements, station rehabilitation and rail capital projects.

RCTC works to ensure and improve the quality of life of Riverside County's residents. Transportation interacts with a variety of human needs including a safe environment with better air quality, a reduction in water runoff, reducing the levels of greenhouse gases, and supporting transportation alternatives that promote better health through walking or bicycling. By taking a more holistic approach, the importance of transportation grows larger and is valued as a vital necessity.

## **Factor Four: The resources available to the recipient for LEP outreach**

RCTC has numerous resources available to ensure it provides meaningful access to LEP individuals. These include existing community partners, using its own resources, and using contracted services. These resources are detailed below:

- RCTC contracts with PALS for Health to provide written translation and oral interpretation for LEP individuals.
- Bilingual employees provide written translation and oral interpretation.
- "I Speak" language identification cards are used at the front desk and at public meetings.
- Language assistance information is provided on agendas and meeting notices.
- Public notices are translated into Spanish.
- RCTC may contract with public outreach firms that can provide language assistance as needed.
- Riverside County Transportation Network: This database ensures social service agencies and community organizations that work with LEP individuals are provided the Commission's information and notices to distribute to their clients.
- Citizens and Specialized Transit Advisory Committee: represent minority groups and are a useful resource for outreach to LEP individuals.
- Riverside County Transit Operators: RCTC may partner with transit operators to post vital information in English and Spanish on buses and at transfer locations.
- RCTC translates Title VI vital documents and project-specific vital information into Spanish.
- RCTC's website provides outreach and is equipped with a Google translator.

## **Discussion of Results**

Census data analyzed in Factor One was consistent with the experience of RCTC staff members analyzed in Factor Two to determine that Spanish-speaking LEP individuals are the largest and most frequent LEP group that accesses RCTC's services and programs. As these individuals comprise 12.4 percent of Riverside County's population, it will be important for the Commission to continue providing vital documents in Spanish. Additional LEP groups are very small populations (less than 1 percent of the population), not yet identified (Other Indic Languages, for example), and do not frequently access the Commission's services

or programs. Documents will be translated as requested or as is appropriate for a specific project. Details of language assistance services are provided in the following Implementation Plan.

### III. Implementation Plan

#### Language Service Provision

RCTC will provide the following language assistance measures to ensure LEP individuals have full access to the Commissions services, programs, and activities:

##### Callers and Visitors

- Front desk staff have “I Speak” language identification cards available to assist LEP individuals.
- Several employees are bilingual and can help callers or visitors who speak Spanish.
- RCTC contracts with PALS for Health to provide written translation and oral interpretation for LEP individuals.
- RCTC will also provide written materials in other languages or provide translation services at public meetings, upon request.

##### Translation of Vital Documents

FTA Circular 4702.1B defines vital documents as, “documents that provide access to essential services.” The Commission will use this definition when assessing what documents should be translated.

**Title VI Documents** are vital documents. The Title VI notice to the public, complaint form, and procedures are available in English and Spanish, the LEP language that RCTC is most likely to encounter. Vital documents are available on RCTC’s website and at the front desk. Information about the availability of free language assistance is available on posted notices and agendas in Spanish.

**Spanish-Language Translation:** RCTC provides project notices and announcements and vital documents in Spanish and will continue to do so, as the Spanish-speaking LEP population represents a significant portion of Riverside County’s population. Documents that are translated include: notices and announcements about public meetings and forums and public participation opportunities, key information distributed at project meetings, and any vital project-specific meetings.

**Other LEP Language Translations:** The additional LEP languages represent very small communities, and vital information will be translated as requested and as appropriate, with decisions made on a project-by-project basis. For example, if a project takes place in a community with a large LEP population, key information for that project will be translated into that LEP language.

**Oral Interpretation:** Oral interpretation will be provided at public meetings as requested and appropriate. Decisions will be made on a project-by-project basis. Notices of public meetings and forums include information about how to request oral interpretation.

**Outreach/Notice of Availability of Language Assistance** RCTC's Title VI Notice to the Public publicizes its language assistance services. Additionally, other notices may include the statement, "If information is needed in another language, please contact (951) 787-7141 for free translation services."

## Staff Training

Staff training will be provided to ensure that staff who regularly interact with the public receive comprehensive training on Title VI and related statutes and understand the available resources and procedures to offer language assistance. This training will be provided at least every two years and within six months of a new employee's start date. Training will be offered in-person, virtual, and/or through other partners such as Caltrans, FTA, or FHWA.

Outreach and front desk staff may receive training more frequently in assisting LEP individuals, including identifying language and using the language service provider interpretation system.

In particular, the following items will be covered in trainings:

- A summary of RCTC's language assistance requirements DOT LEP Guidance
- A summary of the Commission's language assistance plan; including responding to LEP persons and addressing potential complaints
- Results of RCTC's Four Factor Analysis, including a summary of the LEP individuals in Riverside County and the frequency of contact between the LEP population and the Commission
- A description of the Commission's non-discrimination policies and practices.
- Where to seek assistance for Title VI questions and concerns

## IV. Monitoring, Evaluating, and Updating the LAP

A thorough review of the LAP will be undertaken every three years as required by FTA, or as necessary as guidelines are revised or as compliance reviews warrant. To meet the requirements of FHWA and Caltrans, an annual assessment will be conducted to determine if modifications are necessary to ensure meaningful access to project and services for LEP persons.

At that time, the LEP population will be reassessed to ensure all significant LEP languages are included in RCTC's language assistance efforts. The following reoccurring reporting and evaluation measures will be used to update the Language Assistance Plan:

1. RCTC will regularly assess the effectiveness of how the Commission communicates with LEP individuals by working with the CSTAC and community stakeholders and organizations.

2. Commission staff will track its language assistance efforts, including:
  - Tracking front desk staff interaction with LEP persons
  - Internal surveys of staff who are likely to engage with the public
  - Number of downloaded documents in other languages
  - Reports and updates from the language service provider
  - Number of requests for translation and interpretation services

## **V. Contact information**

RCTC will post the approved LAP on its website at [www.rctc.org](http://www.rctc.org). The LAP may be translated in any language for free upon request.

Any questions or comments regarding the LAP should be directed to:

Riverside County Transportation Commission  
David Knudsen, Deputy Executive Director  
4080 Lemon Street, Third Floor  
P. O. Box 12008 Riverside, CA 92502-2208  
Email: [dknudsen@rctc.org](mailto:dknudsen@rctc.org)  
Phone: (951) 787-7141

# **AGENDA ITEM 9**



<b><i>RIVERSIDE COUNTY TRANSPORTATION COMMISSION</i></b>	
<b>DATE:</b>	April 28, 2025
<b>TO:</b>	Budget and Implementation Committee
<b>FROM:</b>	Lorelle Moe-Luna, Multimodal Services Director
<b>THROUGH:</b>	David Knudsen, Deputy Executive Director
<b>SUBJECT:</b>	Transit Policies Manual, Resolution No. 25-001 Policy to act as Lead Agency Pursuant to the California Environmental Quality Act for Fixed Guideway Projects Seeking State or Federal Discretionary Grants

**STAFF RECOMMENDATION:**

This item is for the Committee to recommend the Commission take the following action(s):

- 1) Approve revisions to existing transit policies as presented in the Transit Policies Manual;
- 2) Adopt Resolution No. 25-001, *"Policy to act as Lead Agency Pursuant to the California Environmental Quality Act for Fixed Guideway Projects Seeking State or Federal Discretionary Grants"*, establishing the Commission be the lead agency for all fixed guideway projects in Riverside County; and
- 3) Direct staff to review and recommend changes to the Transit Policies Manual every five years or as necessary.

**BACKGROUND INFORMATION:**

The Commission is responsible for allocating all state and federal formula funding to the public transit operators in the County for capital and service improvements under PUC Sections 130303 (a) and (b), 130306). The Commission is also responsible for providing financial oversight on public transit operators within its jurisdiction through implementation of policies and procedures regarding performance monitoring, financial auditing, and reporting as required by the Transportation Development Act (TDA) (PUC Sections 99244, 99245, 99246, 99261, 99285(b)).

In 1995, the Commission took action to compile and adopt RCTC policies related to transportation funding into a manual for transit operators and staff. Since then, various transit policies and procedures have been adopted separately and/or embedded into staff reports. Some of these occurred due to the passage of the renewed Measure A Expenditure Plan and the Transit Policy Committee from 2005 through 2008. This led to some of the policies or guidance becoming separated from one another rather than being consolidated into a one formalized document.

At the October 2022 Commission meeting, the Commission approved Agreement No. 22-62-089-00 with AMMA Transit Planning to develop a Transit Funding Handbook. The

document was to include policies and procedures on the distribution and allocation of funds to transit operators within the County, including three key deliverables:

1. Transit Policies Manual
2. Transit Operator Funding Guide
3. Transit Staff Desk Procedures

The primary goal of the project was to identify, update, and combine all Commission approved transit policies and procedures into a revised manual, detailing the roles and responsibilities of both RCTC and public transit agencies and steps and guidance on how to receive Commission-approved funding. The Transit Policies Manual is a compilation of all existing transit policies and is subject to Commission review and approval while the Transit Operator Funding Guide is essentially a “how to” guide for operators submitting the proper documents to RCTC and does not require Commission action as the guide is procedural and administrative and may change slightly overtime to make processes more efficient. The Transit Staff Desk Procedures is an internal document for staff and is also administrative and does not require Commission action.

### **DISCUSSION:**

The Transit Policies Manual is the cornerstone for the funding guide and other procedures. The consultant team and staff thoroughly evaluated the Commission’s existing transit policies and conducted a comparative analysis for best practices and reached out to other regional transportation planning agencies (RTPAs) similar in size and operation as RCTC. The RTPAs interviewed included Ventura County Transportation Commission and the San Bernardino County Transportation Authority. In addition, other transit policy manuals and guides available online from RTPAs such as Santa Barbara County Association of Governments, Sacramento Council of Governments, San Diego Association of Governments, and Metropolitan Transportation Commission, were reviewed. The findings from this effort provided valuable insight on how other regions allocate transit funds, set goals and priorities, and develop their claims process. Staff segregated the analysis into two parts, existing and new transit policies.

### **Existing Transit Policies**

A total of 14 existing transit policies were reviewed and grouped into the following categories:

1. General administration - includes an outline of the legal relationship between RCTC and the transit operators and the Short-Range Transit Plan approval process which is the primary mechanism for allocating transit funds to the operators.
2. Formula funding allocations policies - for state, federal, and local revenue sources.
3. Performance analysis and reporting - includes farebox recovery requirements, reserve and disbursement policies.
4. Project development - related to alternative fuels and justification for capital projects.

Most of the policies were determined to be still applicable but required reformatting, clarifying details, and/or updates to reflect recent legislative changes. The policies that are inclusive of



existing memorandums of understanding (MOU) and resolutions are not proposed to be changed. Table 1 includes a summary of the revisions made to each policy included in the Transit Policies Manual (Attachment 1).

Table 1. Summary of Transit Policy Revisions

Current Policy Title	Original Approval Date	Last Revision Date	Proposed Policy No.	Proposed Revisions
<b>General Administration</b>				
Outline of Legal Relationship Between RCTC and Transit Operators	2/13/1992	2/13/2002	1-1	Minor revisions to correct and paraphrase PUC sections and reorganization of sections.
Short Range Transit Plan Guidelines	12/13/1995	2/13/2002	1-2	Changed title to "Short Range Transit Plan Approval and Amendment Policy." Policy revised to focus on the approval and amendment process and moved the outline of format and guidelines contents to the Transit Operator Funding Guide for flexibility to make procedures more efficient.
Short Range Transit Plan Service Change Evaluation and Approval Procedure	1/13/1993	2/13/2002	1-2	Merged with "Short Range Transit Plan Approval and Amendment Policy" to include major service change evaluation conditions.
<b>State Formula Funding</b>				
Formula Funding for the Transportation Development Act (TDA) Funds	12/13/1995	2/21/2025	2-1	Minor edits for clarification of prioritization of funds and exclusion of one-time formula funds.
State Transit Assistance Set Aside for Coachella Valley Rail	10/9/2013	10/9/2013	2-1	Originally adopted by Resolution No. 13-042 and MOU No. 14-25-034-00 specifically for State Transit Assistance funds. No changes to resolution or MOU; bus/rail split policy for STA in Coachella Valley incorporated under "Allocation of Transportation Development Act, State of Good Repair, and Low Carbon Transit Operations Program."
State Transit Assistance Use for Operating	11/10/2010	6/12/2019	2-2	Minor edits made to background and references to updated legislation impacting efficiency standards.
<b>Federal Formula Funding</b>				
Allocations of Federal Transit Administration Formula Funds	3/14/2007	4/18/2018	3-1	Originally adopted as MOU No. 07-65-111-00 and MOU No. 18-26-080-00. No changes recommended to the MOU; added to manual in policy format to reflect current allocation practices.
<b>Measure 'A' Public Transit Funding</b>				
Allocation of Public Transit Measure A Funds	6/11/2008	n/a	4-1	No changes. Added to manual in policy format to reflect current policy.

<b>Performance Analysis and Reporting</b>				
Farebox Recovery Policy	6/11/2008	n/a	5-1	Changed title to "Farebox Recovery Requirements." Revised to make policy more concise; removed redundancy of examples and definitions; and streamlined rules and regulations in policy format.
Reserve Policy	2/13/2002	1/12/2005	5-2	Changed title to "Reserve Policy for Transportation Development Act Funds and Measure A Public Transit." Expanded reserve policy to include State Transit Assistance and Measure A Transit Funds.
Funding Disbursement Policies	12/10/1997	1/12/2005	5-3	Changed title to "Claims Submission and Disbursement Policy for Transit Funds." Revised to include reserve before the 90% available for disbursement, flexibility in payment plans, and added section for deferred and unearned revenues.
<b>Project Development</b>				
Establishing an Emissions Standards Requirement for the Acquisition of Urban Transit Buses with Federal, State or Local Funds	10/11/2000	10/11/2000	6-1	Originally adopted as Resolution No. 00-018. Resolution included policy requirement for urban transit operators to transition to Clean Natural Gas. No change to resolution; added to manual in policy format.
Justification for Capital Projects	1/13/1993	2/13/2002	6-2	Minor edits clarifying RCTC's oversight responsibilities and monitoring and reporting requirements of capital projects are described in the Transit Operator Funding Guide.
Quarterly reporting requirement for Capital Projects	10/13/2004	2/8/2016	6-2	Merged with "Justification for Capital Projects." Revised to focus on reporting policy requirements; step-by-step procedures on how to submit reports removed to be included in Transit Operator Funding Guide to allow procedures flexibility for a more efficient process.
Fixed Guideway Development and Implementation	5/14/2025	n/a	6-3	New policy and Resolution No. 25-001 establishing that the Commission will be the lead agency for all fixed-guideway projects in the County.

### ***New Fixed-Guideway Policy***

The Transit Policies Manual also includes one new policy, Resolution No. 25-001, *“Policy to act as Lead Agency Pursuant to the California Environmental Quality Act for Fixed Guideway Projects Seeking State or Federal Discretionary Grants”* (see Appendix A in Transit Policies Manual).

State law designates the Commission as the responsible entity for approving all plans for the design, construction, and implementation of fixed guideway systems or projects throughout the County (PUC Section 130252(a)) and is responsible for designating the operator of any approved transit guideway system (PUC Section 130254). This policy is consistent with current practice as the Commission has been the lead agency for project development and implementation of fixed guideway projects such as the Perris Valley Line and Coachella Valley Rail.

The Riverside County Strategic Assessment, which the Commission completed in 2016, also highlighted the need for this policy. The Strategic Assessment re-examined Riverside County’s needs for transportation investments in the context of (1) the Measure A Expenditure Plan and other transportation-related policies, (2) changing economic and demographic trends in the County, (3) evolving state and federal transportation policies, (4) revenue realities, and (5) desires of the public and stakeholders. The objective of the Strategic Assessment was to produce findings and provide strategic recommendations on actions the Commission can take to proactively prepare for the County’s future. One of the strategic actions recommended included the adoption of a policy asserting that the Commission would continue assuming the leadership role in the development of all fixed guideway projects seeking state or federal discretionary grants within the County.

### ***Transit Operator Outreach and Feedback***

In addition to the interviews with other RTPAs and online resources, staff provided transit operators with multiple opportunities to provide comments on the Commission’s transit policies and procedures. First, the Commission’s consultant, AMMA Transit Planning interviewed the transit operators in February through April of 2023 on current policies and processes and received feedback from each of them. Simple procedural changes raised during the interview process were conveyed to staff and incorporated into day-to-day processes. Second, once the policies were analyzed and combined into a consolidated document, a draft of the Transit Policies Manual was made available to the transit operators for a four-week review period from February 11 through March 11, 2025, to seek feedback and concerns. Staff received a total of 13 comments from the transit operators regarding the transit policies, mostly consisting of minor clarification and questions on implementation; no suggestions or concerns were provided. The Transit Policies Manual has also been reviewed by legal counsel.

### **Recommendations**

Therefore, staff recommends the approval of the revised policies as presented in the Transit Policies Manual including the adoption of the new fixed guideway policy in Resolution

No. 25-001 identifying RCTC as the lead agency. The approval of the Transit Policies Manual supersedes prior Commission actions related to the respective activities. These policies are to be applied in combination with other local, state, and federal laws and regulations. Staff will review and recommend changes to the Transit Policies Manual every five years or as necessary. The Commission may also use its discretion to revise or modify one or more policies separately when needed to carryout its responsibilities to improve the overall efficiency and effectiveness of the public transportation system in Riverside County.

**FISCAL IMPACT:**

There is no fiscal impact for the approval of the Transit Policies Manual.

Attachment: Transit Policies Manual, May 2025





**RIVERSIDE  
COUNTY  
TRANSPORTATION  
COMMISSION**

# **Transit Policies Manual**

**Commission Approved  
May 14, 2025**

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## **APPENDIX A. RESOLUTIONS**

No. 00-018 – Emissions Standard Requirement for the Acquisition of Urban Transit Buses with Federal, State or Local Funds

No. 13-042 – Support to Establish Daily Intercity Rail Service from Los Angeles to the Coachella Valley via the Pass Area

No. 25-001 – Policy to act as Lead Agency Pursuant to the California Environmental Quality Act for Fixed Guideway Projects Seeking State or Federal Discretionary Grants


## **APPENDIX B. MEMORANDUMS OF UNDERSTANDING**

No. 07-65-111-00 – RCTC, Southern California Association of Governments, and Riverside County Transit Operators

No. 14-25-034-00 – RCTC and the Coachella Valley Association of Governments

No. 18-26-080-00 – RCTC, Southern California Association of Governments, and Riverside County Transit Operators

## **APPENDIX C. ORDINANCE NO. 002-001 (2009 MEASURE A)**

	<b>Policy Title:</b> Outline of Legal Relationship Between RCTC and Transit Operators	
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## **A. Transportation Development Act (TDA) and Other State and Federal Funds.**

### **1. Approval of Projects and Allocation of Funds**

- a. The Commission is charged with the responsibility of evaluating and approving projects to be funded under TDA, projects on the federal-aid urban system, and projects pursuant to Sections 1602 and 1604 of Title 49 of the United States Code (PUC § 130306).
- b. The Commission must approve all plans proposed for the design, construction, and implementation for the implementation of public mass transit systems or projects, including public mass transit guideway systems or project, and federal-aid and state highway projects excluding Caltrans led projects and programs. All such plans must conform with the adopted regional transportation plan (PUC § 130252(a)).
- c. The Commission should only approve projects which are consistent with the adopted Federal Transportation Improvement Program and Regional Transportation Plan (PUC § 130303(b) and 99285(b)).
- d. The Commission should avoid approval of projects which result in duplication of services (PUC § 99285(b)).


### **2. Operator Oversight**

- a. Productivity Improvements. The Commission must annually review transit operators' activities and recommend potential productivity improvements to lower their operating costs (PUC § 99244).

The Commission may form a committee to provide advice on such productivity improvements. The membership of such committee shall consist of representatives from the operator's management and employees and transit users (PUC § 99244).

Transit Operators must make a reasonable effort to implement such recommended improvements. Failure to make a reasonable effort could jeopardize subsequent funding increases (PUC § 99244).

- b. Annual Audit. The Commission shall prepare, by an outside agency, for the operators, an annual certified audit of TDA funds. Audit must be prepared within 180 days of the end of the fiscal year, with a possible extension of 90 days (PUC § 99245). Requests for extension should be submitted in writing to the Commission. RCTC may expand the scope of the audit to include conditions and purposes of funds received from other sources (PUC § 99245.2). Transit Operators may also elect to conduct their own annual audit with prior approval from the Commission.

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- c. Triennial Performance Audit. The Commission must designate an independent entity to make a performance audit of its activities and the transit operators' activities. The performance audit shall evaluate the efficiency, effectiveness and economy of the operators. The purpose of this audit is to evaluate the performance and efficiency of the entire system. RCTC's Performance Audit, when completed, should be submitted to Caltrans' Director of Transportation. The Performance Audit for the transit operators are submitted to RCTC. The specific aspects of the operations which should be audited are provided by statute (PUC § 99246).
- d. Claims for TDA Funds. The Commission is responsible for establishing procedures for TDA funding claims (PUC § 99261, PUC § 99285(b), and CCR § 6630).


## **B. Coordination of Transit**

### **1. Short Range Capital and Service Planning:**

- a. The Commission is responsible for preparing a short range (three to five years) capital and service transportation improvement program. The purpose of the program is to assist the Commission with establishing funding levels. The program should be consistent with the regional transportation plan and should be developed in coordination with the Southern California Association of Governments (SCAG) and the California Department of Transportation (Caltrans) (PUC § 130303 (a) and (b)).
- b. The Commission is responsible for coordinating and approving all public mass transit service within its jurisdiction and between the jurisdictions of other commissions or transit operators (PUC § 130303(c)).
- c. The Commission is responsible for selecting and approving mass transit hardware and technology to be funded by the Transportation Improvement Program (PUC § 130303 (a) and (e)).
- d. The transit operators are charged with carrying out the short-range plan. Deviations from the plan must be reported to the Commission (PUC § 130057).

### **2. Coordination of Services**


- a. The Commission is charged with coordinating the operation of all public transportation services within the County of Riverside with a goal towards promoting program efficiency and is responsible for resolving all jurisdictional disputes between transit operators (PUC § 130250).

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- b. The Commission shall “require full cooperation and coordination between the regional operator, the municipal operator and the local transportation zones in such matters as schedules, routes and exchange of transfers” (PUC § 130262).
- c. Transit operators are expected to work collaboratively and coordinate with one another for the overall efficiency of the public transportation system (PUC § 99220(a) and § 99282). This includes but is not limited to: (1) providing services that benefit all the people of the state, including the elderly, the disabled, the youth, and the citizens of limited means; and (2) coordinating services involving fares, transfer privileges, schedules, connections, route design, and bus stops and amenities.

### **3. Transit Needs Public Hearing**

- a. The Commission is required annually to hold a public hearing to determine whether there are any unmet transit needs which can be reasonably met prior to allocating TDA funds for local streets and roads. Transit operators should assist the Commission in evaluating unmet needs (PUC § 99401.5). The Commission must document a finding of no unmet needs before allocating any TDA funds for streets and roads purposes (PUC § 99401.6).
- b. The Commission is required to establish and implement a citizen participation process utilizing the social services transportation advisory council (also known as the Citizens and Specialized Transit Advisory Committee) to solicit the input of transit dependent and transit disadvantaged persons, including the elderly, disabled, and persons of limited means. This process includes at least one public hearing and will be promoted to ensure broad community participation throughout the county and with various means of obtaining public feedback (PUC § 99238.5).

	<b>Policy Title:</b> Short Range Transit Plan Approval and Amendments	
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The Commission will utilize the Short-Range Transit Plan (S RTP) process as the primary means to approve and allocate funding to public transit operators. The S RTP process serves to:

- Fulfill the Commission’s responsibility as set forth in PUC § 130303 for “(b) Development and approval of a short-range three- to five-year transportation improvement program with an annual updated element reflecting all transportation capital and service priorities within the jurisdiction...(c) Coordination and approval of all public mass transit service within the jurisdiction of the commission and between the jurisdiction of the other commissions or transit operators.”
- Be used as the mechanism to fulfill PUC § 99244 requiring that the “transportation planning agency annually identify, analyze, and recommend potential productivity improvements.”
- Serve as a budget management tool for the operators to guide their activities.
- Provide justification for operating and capital assistance for funding allocations approved by the Commission.


The Commission will provide S RTP guidelines for public transit operators within its jurisdiction. The S RTP guidelines is an administrative document to inform the operators of the S RTP process and includes guidance and procedures on the contents, timeline, and deadlines and will be updated by Commission staff annually, or as needed. Updates to the S RTP guidelines will be shared with transit operators at the start of each S RTP cycle in approximately February of each year.

Transit operators are expected to follow the S RTP guidelines to provide Commission staff with adequate time to review draft submittals. The Commission will approve each transit operator’s annual funding request as programmed in the S RTP by June of each year for the following fiscal year beginning July 1<sup>st</sup> unless an extension is approved by the Executive Director or designee.

The S RTP process provides the transit operator discretion on how best to implement their program and make modifications as necessary in accordance with PUC § 130057. In an effort to not “unnecessarily slow or impede the transportation planning and programming process,” as outlined in PUC § 130301, only changes in conditions which require significant changes in local transit operations or capital plans or projects after adoption of the plan will require an amendment to the plan and, if necessary, to the Transportation Improvement Program which RCTC submits to the Southern California Association of Governments (SCAG) for approval.

In accordance with PUC § 130057, transit operators shall notify RCTC in writing, of any material changes particularly related to funding of the adopted S RTP. Subsequent amendments to the S RTP will be approved based on the following types of amendments:


- A. Formal S RTP amendments – are those for which require Commission approval. These amendments include:

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1. Any request requiring a budget amendment. Examples include: 1) an increase of funds for operating or capital revenues administered by the Commission or funding programs where the Commission is responsible for project nominations or allocations such as Local Transportation Funds, State Transit Assistance, Senate Bill 1 State of Good Repair, and Federal Transit Administration formula funds; or 2) a request to move funds from capital to operating.
2. Any service change that significantly departs from the service in the approved SRTP. To the maximum extent possible, major service changes should be evaluated as part of the annual SRTP update and approval process. The process for evaluating and approving significant or major service changes are normally required under the following conditions:
  - A. 25% or more change in revenue miles of existing services per route;
  - B. 15-minute (or more) change in peak hour headways per route;
  - C. Establishment of a new route, exclusive of demonstration services, that will operate for less than six (6) months;
  - D. Change in the days of service operation;
  - E. More than a 10% change in any capital program budget, per federal grant amendment procedures; and
  - F. Any change in scope (intent, purpose) (PUC § 130057) within the plan, such as substitution of one capital program for another.

These conditions are intended to be consistent with guidelines requiring public hearings for operators receiving federal operating assistance. If the operator is a federal recipient and federal guidelines for major service changes are revised, the operator should adhere to federal requirements. Service changes shall be evaluated under this process to ensure that adequate information is presented to the transit agency's government board and the Commission concerning anticipated ridership gains and losses and anticipated costs. It is possible that a service change will meet the conditions above but not require Commission action. The Commission grants the Executive Director, or designee, authority to make the final determination as to whether a service change without a budget amendment requires Commission approval. When Commission approval is required for a service change, the transit operator shall present the proposed service change to the Commission for approval of an SRTP amendment, and after approval, implement the service with the approval of the transit agency's governing board. Other forms or updates to RCTC's database may be required as specified in the Transit Operator Funding Guide.

- B. Administrative SRTP amendments – are those for which approval may be granted by the Executive Director or designee. These amendments include reprogramming of funds without a net increase in

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funding; minor scope changes to service or capital projects; minor service changes to solve operational problems such as schedule adherences; and/or the addition of discretionary funds awarded by other funding entities.

	<b>Policy Title:</b> Allocation of Transportation Development Act, State of Good Repair, and Low Carbon Transit Operations Program Funds	
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The Transportation Development Act (TDA) provides two funding sources: 1) Local Transportation Fund (LTF) and 2) State Transit Assistance fund (STA).

LTF is derived from a quarter-cent of the general sales tax collected in each county. The Commission is the designated transportation planning agency legally responsible for allocating these funds (PUC § 99233) and will follow the LTF prioritization specified in PUC § 99233.1 to § 99233.9 before Article 4 and Article 8 claims. Article 4 claims, which encompasses public transportation expenditures, are required to be prioritized before Article 8 claims. Since 2008, the Commission has not allocated funds to eligible projects under Article 8; however, has the discretion to do so after Article 4 claims are met.

STA is derived from the statewide sales tax on diesel fuel. Statute requires that 50% of STA funds be allocated to the transportation planning agencies such as RCTC according to population (PUC § 99313) and 50% be allocated to transit operators according to operator revenues from the prior fiscal year (PUC § 99314).

Pursuant to PUC § 99261, the Commission may adopt supplemental rules and regulations to those under TDA. The Commission exercises this authority to allocate funds for the following programs, effective fiscal year 2025/26:


### **1. Local Transportation Funds - Article 4 Public Transit**

- a. The available annual apportionment for Article 4 LTF will be geographically distributed into three subregions (Western County, Coachella Valley, and Palo Verde Valley) based on population data provided by the California Department of Finance.
  - i. In the Palo Verde Valley, 100% is to be apportioned for the public bus operator.
  - ii. In the Coachella Valley, 100% is to be apportioned for the public bus operator.
  - iii. In Western County, 72% is to be apportioned for the public bus operators and 28% for commuter rail.

### **2. State Transit Assistance Funds**

- a. For PUC § 99313 funds where the Commission is identified as the recipient, funds will be geographically distributed into three subregions (Western County, Coachella Valley, and Palo Verde Valley) based on population data provided by the California Department of Finance.
  - i. In the Palo Verde Valley, 100% is to be apportioned for the public bus operator.



	<b>Policy Title:</b> Allocation of Transportation Development Act, State of Good Repair, and Low Carbon Transit Operations Program Funds	
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- ii. In the Coachella Valley, 90% is to be apportioned for the public bus operator and 10% is to be apportioned for the Coachella Valley Passenger Rail Project pursuant to Resolution No. 13-001 (see Appendix A) and Memorandum of Understanding No. 14-25-034 (see Appendix B) with the Coachella Valley Association of Governments.
- iii. In Western County, 72% is to be apportioned for the public bus operators and 28% to rail.
- b. PUC § 99314 funds are apportioned to transit operators based on total qualifying revenue of all STA-eligible operators in the state as published by the State Controller's Office (SCO).

### **Prioritization of Funds**

LTF and STA funds are the primary sources for transit operations and capital expenditures. Although both fund programs are eligible for operating and capital, the Commission shall prioritize the use of LTF for operating expenditures and STA for capital projects as LTF has historically shown to be more stable during economic downturns. LTF and STA are expected to be utilized to leverage discretionary funds from state and federal programs.


Unallocated LTF and STA revenues and fund balances will also be prioritized for operating and capital expenditures, respectively. The Commission can utilize its discretion to approve and allocate these funds to other eligible LTF and STA projects as necessary (PUC § 99233 and § 99261).

### **State of Good Repair and Low Carbon Transit Operations Program Funds**

Other state funds such as Senate Bill 1 State of Good Repair (SGR) and the Low Carbon Transit Operations Program (LCTOP) are distributed to recipients under the STA program formula, PUC § 99313 and § 99314. The Commission will allocate these funds to eligible recipients as follows:


1. For PUC § 99313 funds where the Commission is identified as the recipient, funds will be allocated based on local needs as requested by the transit operators.
2. PUC § 99314 funds are allocated directly to transit operators based on formula amounts published by the SCO. Should a transit operator opt out of their share of PUC § 99314 funds, the Commission will coordinate the reallocation of funds to another transit operator in the county in accordance with program guidelines.

SGR and LCTOP funds have specific guidelines requiring that the full apportionments be programmed annually, which the Commission will follow.

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### Other One-Time Formula State Funds

One-time formula state funds such as, but not limited to, Senate Bill 125 and other potential emergency or relief programs, are excluded from this policy and will be assessed based on the intent of the legislation and priorities of the Commission.

	<b>Policy Title:</b> State Transit Assistance Use for Operating	
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The Transportation Development Act (TDA) allows for State Transit Assistance (STA) funds to be utilized for operating and capital projects, along with Local Transportation Funds (LTF). STA funds are generated from the statewide sales tax on motor vehicle fuel on diesel. The STA funds are appropriated to the State Controller for allocation by formula to each regional transportation planning agency (RTPA) such as RCTC. The formula allocates 50 percent of the funds on the basis of the county's population compared to the state's population (PUC § 99313). The remaining 50 percent is allocated according to the prior year proportion of the county's transit operator passenger fare and local support revenues (PUC § 99314 Funds).

To utilize STA funds for operating purposes, an operator must meet either of the efficiency standards pursuant to PUC § 99314.6. The qualifying criteria is as follows:


**Efficiency Standard 1:** An operator's total operating cost per revenue vehicle hour for the most recent audited fiscal year must not exceed the prior year's total operating cost per revenue vehicle hour by a percentage greater than the percentage change in the Consumer Price Index (CPI) for the same period.

**Efficiency Standard 2:** An operator's average total operating cost per revenue vehicle hour for the three most recent audited fiscal years must not exceed the average total operating cost per revenue vehicle hour for the three years prior to the latest year by a percentage greater than the average percentage change in the CPI for the same period.

Senate Bill 508 (SB 508) was passed in October 2015, modifying the regulations surrounding the efficiency test outcomes, and qualifies an operator to be eligible for STA operating funds even if the operator fails to meet either efficiency standard. Under SB 508, the qualification is based on a sliding scale rather than a pass/fail proposition so that an operator may still receive less than 100 percent of STA for operations and the balance of funds for capital when the efficiency standard is not met. For example, if an operator fails to meet both efficiency standards for operating cost per hour by 10 percent each, the operator is eligible to receive 90 percent of STA for operations, and 10 percent for capital. The change in state law was intended to provide funding relief to the operators considering ridership and farebox issues from economic circumstances.


The Commission's policy is to allow the use of STA funds for operating under these conditions with the expectation that LTF will continue to be the primary source for operating expenses and every effort to utilize other revenue sources such as federal formula funds for capital and operating expenditures will be made.

Per PUC § 99234.9 and 99313.7, the Commission can also file claims for rail passenger service operation and capital improvement expenditures, including construction and maintenance of intermodal

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transportation facilities. This will be exercised for Commission-owned stations and operations, and right of way maintenance of rail properties when necessary. The Commission will also file claims to plan, develop, and implement the Coachella Valley Rail Project.

The Commission will consider and evaluate this policy closely as economic conditions change to make modifications as needed. Historically, STA funds have been more volatile with economic conditions, hence the reason in November 2010, the Commission approved a policy to limit the use of STA funds for capital expenditures and operating purposes only under emergency circumstances. This policy proved to benefit the transit operators throughout the county as they were not reliant on STA for operating in economic downturns like the recession that began in 2009. This policy was relaxed in 2019 given the stability of STA and the increased funding from SB 1, the Road Repair and Accountability Act, and more funding opportunities for capital projects from federal sources.

	<b>Policy Title:</b> Allocation of Federal Transit Administration Formula Funds	
	<b>Policy No:</b> 3-1	<b>Page:</b> 1 of 2
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Upon congressional approval of the federal budget, federal formula transit funds are provided to designated recipients for suballocation or allocations for services by urbanized area (UZA). A UZA is defined by population and identified by the United States Census Bureau. A small UZA has a population greater than 50,000 but less than 200,000 people and areas with a population of 200,000 are designated as a large UZA. Rural areas are considered non-urban and have a population of less than 50,000 people. In Riverside County, there are three large UZAs (Riverside-San Bernardino UZA, Murrieta-Temecula-Meniffee UZA, and Indio-Cathedral City UZA) and one small UZA (Hemet-San Jacinto UZA).

The Southern California Association of Governments (SCAG) is the metropolitan planning organization and the federally designated recipient of all Federal Transit Administration (FTA) funds in large UZAs for the counties of Los Angeles, Orange, Ventura, Riverside, San Bernardino, and Imperial. As such, SCAG is responsible for developing the Regional Transportation Plan pursuant to state legislation under PUC § 130004 and California Government Code § 29532, and federal legislation pursuant to Title 23 and 49. SCAG is also responsible for developing and preparing the Federal Transportation Improvement Program (FTIP), which also involves air quality analysis and public participation process pursuant to state and federal law.

In accordance with 23 Code of Federal Regulations 450.314, SCAG is required to enter into an agreement with public transit agencies to specify the cooperative procedures for carrying out the metropolitan transportation planning and programming processes. Due to the structure for accomplishing transportation planning and programming in Southern California, RCTC, acting as the regional transportation planning agency and county transportation commission (CTC), is party to carrying out planning and programming responsibilities.

SCAG delegates federal transit allocations to the CTCs. The Commission and transit operators signed Memorandum of Understanding (MOU) No. 07-65-111-00 (see Appendix B) with SCAG in 2007 and a subsequent update in 2018 with MOU No. 18-26-080-00 (see Appendix B) to program all Title 23 and 49 funds into the FTIP from Commission-approved Short Range Transit Plans. MOU No. 07-65-111-00 acknowledges the role of the CTCs within the SCAG region for countywide planning and programming and was supplemented by MOU No. 18-26-080-00 pursuant to the Final Rule for Transit Asset Management issued by FTA in July 2016 and to reflect requirements under the Moving Ahead for Program in the 21<sup>st</sup> Century (MAP-21) and Fixing America's Surface Transportation (FAST Act) related to performance-based planning, as well as the FTIP public participation process related to the requirements for FTA Sections 5307 program of projects. As reflected in MOU No. 07-65-111-00, the Commission is charged with recommending and approving all projects within Riverside County utilizing federal and state highway and transit funds and is responsible for transportation programming and short-range planning within its jurisdiction.

The Commission will allocate large UZA FTA formula funds by program, as follows:

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#### *Section 5307 Urbanized Area Formula Funding Program*

Urbanized Area	Percent by Mode	Allocation Basis
Riverside-San Bernardino	66.71% to bus 33.29% to rail	To eligible recipients, based on local needs
Murrieta-Temecula-Meniffee	100% to bus	To eligible recipients, based on local needs
Indo-Cathedral City	100% to bus	To eligible recipients, based on local needs
Hemet-San Jacinto	100% to bus	To eligible recipients, based on local needs

#### *Section 5337 State of Good Repair Grants (Fixed Guideways)*


Urbanized Area	Percent by Mode	Allocation Basis
Riverside-San Bernardino	100% to rail	To eligible recipients, based on local needs

#### *Section 5339 State of Good Repair (Bus and Bus Facilities)*

Urbanized Area	Percent by Mode	Allocation Basis
Riverside-San Bernardino	100% to bus	To eligible recipients, based on local needs
Murrieta-Temecula-Meniffee	100% to bus	To eligible recipients, based on local needs
Indo-Cathedral City	100% to bus	To eligible recipients, based on local needs
Hemet-San Jacinto	100% to bus	To eligible recipients, based on local needs

To ensure that all federal funds designated for Riverside County are obligated in a timely manner and do not lapse, the Commission will make every effort to allocate federal formula funds to an eligible project regardless of mode share percentage. Other special appropriations or one-time federal formula programs such as, but not limited to, the Coronavirus Aid, Relief, and Economic Security Act and other potential emergency or relief funds, are excluded from this policy and will be assessed based on the intent of the legislation and priorities of the Commission.

The California Department of Transportation (Caltrans) is the federally designated recipient of all FTA funds in rural and small UZAs throughout the state. There are two rural and small urban formula programs: Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program and Section 5311 Formula Grants for Rural Areas. Caltrans administers Section 5310 funds directly with a call for projects and seeks RCTC's concurrence that projects are consistent with the adopted needs of the region. Caltrans allows the Commission to determine the distribution of Section 5311 funds. The Commission will allocate Section 5311 funds as follows: Palo Verde Valley – 20 percent to the public bus operator (Palo Verde Valley Transit Agency); Coachella Valley – 30 percent to the Consolidated Transportation Services Agency (SunLine Transit Agency); and Western Riverside County – 50 percent to the Consolidated Transportation Services Agency (Riverside Transit Agency).

	<b>Policy Title:</b> Allocation of Measure A Public Transit Funds	
	<b>Policy No:</b> 4-1	<b>Page:</b> 1 of 1
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On November 8, 1988, the Commission was empowered by the voters of the County, under Ordinance No. 88-1 (1989 Measure A), to collect a half-cent sales tax for the purpose of improving the transportation system of the County. Measure A was enacted, in part, pursuant to the provisions of Division 25 (commencing with § 240000) of the California PUC § 7252.22 of the Revenue and Taxation Code.

On November 12, 2002, Riverside County's voters approved a 30-year renewal of Measure A under Ordinance No. 02-001 (2009 Measure A). The voter action ensured the replacement of the 1989 Measure A program when it expired in 2009 with a new 30-year program that continues funding transportation improvements until June 2039. The 2009 Measure A Expenditure Plan as found in Ordinance No. 02-001 (see Appendix C) included provisions for the distribution of public transit funds in Western County and the Coachella Valley. In Palo Verde Valley, Measure A funds were only provided to local streets and roads. The adopted Expenditure Plan includes the following for public transit activities:

- In Western County, an estimated \$390 million, or about 12 percent is to be used for the following programs:
  - Discount Fares and Transit Services for Seniors and Disabled Persons (minimum of \$85 million);
  - Commuter Rail and Intercity Bus Service (minimum of \$255 million); and
  - Commuter Services, Ridesharing, Vanpools, Buspools, and Park-N-Rides (minimum of \$50 million).
- In the Coachella Valley, 15 percent of Measure A funds is intended for SunLine Transit Agency to be used for three categories:
  - Discount Fares and Expanded Transportation Services for Seniors and Persons with Disabilities;
  - Specialized Transportation Services; and
  - Bus Replacement and More Frequent Service.

In June 2008, the Commission further refined these formulas for Western County with the following:

- For the Commuter Rail and Intercity Bus Service Program (minimum of \$255 million), 80 percent is allocated to Commuter Rail and 20 percent is allocated to public bus operators for intercity express bus service that feeds Metrolink and provides a reasonable alternative to the automobile; and
- For the Discount Fares and Transit Services for Seniors and Disabled Persons Program (minimum of \$85 million), 25 percent would go to the Riverside Transit Agency as the Consolidated Transportation Service Agency and 75 percent would go to the Measure A Specialized Transit Program. The Commission holds a competitive call for projects every three years for the Specialized Transit Program and adopts guidelines for the program accordingly.

	<b>Policy Title:</b> Blended Farebox Requirements	
	<b>Policy No:</b> 5-1	<b>Page:</b> 1 of 4
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The Transportation Development Act (TDA) requires transit operators to maintain a farebox recovery ratio of 10 percent for fixed-route services in non-urbanized areas and 20 percent in urbanized areas (CCR § 6633.2, PUC § 99268.2, § 99268.3, and § 99268.4). For transit operators that provide exclusive services to the elderly and disabled persons, a farebox recovery ratio of 10 percent is required (PUC § 99268.5). For transit operators that serve both urbanized and non-urbanized areas, an intermediate (blended) farebox recovery ratio may be applied (PUC § 99270.1). Table 1 summarizes the farebox recovery requirements by operator in Riverside County.


**Table 1. Farebox Recovery Requirements by Operator**

<b>Operator</b>	<b>Farebox Recovery Requirement</b>
City of Banning	Blended farebox ratio for fixed routes 10% for exclusive senior and disabled demand response
City of Beaumont	Blended farebox ratio for fixed routes 10% for exclusive senior and disabled demand response
City of Corona	20% for fixed routes (100% in urbanized area) 10% for exclusive senior and disabled demand response
City of Riverside	10% for exclusive senior and disabled demand response
Palo Verde Valley Transit Agency	10% for fixed routes (100% in non-urbanized area) 10% for exclusive senior and disabled demand response
Riverside Transit Agency	Blended farebox ratio for fixed routes 10% for exclusive senior and disabled demand response
SunLine Transit Agency	Blended farebox ratio for fixed routes 10% for exclusive senior and disabled demand response

Since the Commission last revised the blended farebox recovery policy in 2008, legislative changes have taken place. During the onset and continuation of COVID-19, the state legislature enacted waivers to TDA to assist transit operators in maintaining service levels without any financial penalties associated with not meeting the required farebox recovery ratios. These include Assembly Bill (AB) 90, AB 149, and Senate Bill (SB) 125. AB 149 provided permanent changes to TDA which directly impacts farebox recovery ratio, auditing, and triennial performance audits for transit operators. AB 149 expanded the exclusions from operating expenses under PUC § 99268.17, updated PUC § 99268.19 to include a larger definition of local funds and provided an evaluation of streamlining triennial performance audits under PUC § 99268.20.

In turn, AB 90 and SB 125 provide temporary relief from farebox recovery ratios, by providing relief from financial penalties for not meeting required ratios and by removing requirements in meeting State Transit Assistance efficiency standards for operating assistance until FY 2025/26.



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## I. Farebox Recovery Ratio Calculation

The farebox recovery ratio is the percentage of passenger fares received to operating costs, as depicted in the formula below:


$$\text{Farebox Recovery} = \frac{\text{Passenger Fare Revenues}}{\text{Operating Costs}}$$

The Commission will utilize the following definitions for the farebox recovery ratio calculation:

- A) *Operating Costs* – This refers to all costs in the operating expense object classes exclusive of the costs in the depreciation and amortization expense object class of the uniform system of accounts and records adopted by the Controller pursuant to PUC § 99243. Operating cost excludes all subsidies for commuter rail services operated on railroad lines under the jurisdiction of the Federal Railroad Administration, all direct costs for providing charter services, all vehicle lease costs, and principal and interest payments on capital projects funded with certificates of participation (PUC § 99247(a)).
- B) *Capital-Related Expenses Considered as Operating Costs* - Capital-related expenses below capitalization thresholds meet this definition of operating costs. The Federal Transit Administration defines operating expenses to be consumable items with a useful life of less than one year and an acquisition cost which equals the lesser of \$5,000 or the capitalization level established by the transit operator.
- C) *Passenger Fare Revenues and Local Funds* – These fund types consist of all revenues which can be classified as passenger fare revenues for transit services, special transit fares, and school bus service revenues (CC&R § 6611.2), all revenues in the following revenue account classes of the uniform system of accounts and records adopted by the State Controller pursuant to PUC § 99243 (CC&R § 6611.3), and federal funds for operating assistance and calculating all free and reduced transit fares at their current full retail value. This effectively includes all nonstate grant funds that operators may include into the farebox recovery ratios (CC&R § 6633.2(g) and CC&R § 6634(a)(2)), AB 149 PUC § 99268.19).

## II. Blended Farebox Recovery Ratio Calculation

In Riverside County, transit operators may serve both urbanized and non-urbanized areas. PUC § 99270.1 requires that the transportation planning agency such as RCTC adopt rules and regulations to determine what portions of the public transportation services of an operator are urbanized and non-urbanized for

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calculation of a “blended” farebox recovery ratio. The Commission is required to submit these rules and regulations to Caltrans by April 1<sup>st</sup> prior to the effective fiscal year (CCR § 6645).

The transit operators, under PUC § 99268.3 and § 99268.4, are responsible for calculating the blended farebox ratio and providing the ratio calculation to the Commission for approval during the Short-Range Transit Plan (SRTP) process.

The Commission will require that the following calculation methodology and rules and regulations be applied for a blended farebox recovery ratio:

$$\text{BFR} = \frac{(.1 \text{ CnUZA} + .2 \text{ CUZA})}{(\text{CnUZA} + \text{CUZA})}$$

BFR = Blended Farebox Recovery Ratio

CnUZA = Operating Costs of fixed-route and general public demand response services in non-urbanized areas

CUZA = Operating Costs of fixed-route and general public demand response services in urbanized areas


The transit operators should apply the definitions above for farebox recovery ratio calculation with the following rules:

- For the purpose of this calculation, the operating cost in the urbanized areas shall include the cost of fixed-route lines, groups of fixed-route lines, and general public demand responsive services operating entirely within an urbanized area. The operating cost in the non-urbanized area shall include the cost of fixed route lines, groups of fixed route lines, and general public demand response services operating entirely within a non-urbanized area.
- For fixed-route lines operating partly within an urbanized area and partly within a non-urbanized area, the cost shall be apportioned to the urbanized area costs and non-urbanized area costs in proportion to the route miles in the urbanized area and the route miles in the non-urbanized area.

Upon submittal of the ratio calculation by a transit operator, the Commission will review and adopt the blended farebox ratios by June 30<sup>th</sup> each year. Once approved by the Commission, the fare ratio cannot be changed for the year.

### **Applicability of Ratio**

These ratios apply only to routes or services that have been operational for more than the year of implementation and the two preceding full fiscal years. Extension of services are exempt from farebox

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recovery ratio calculations during the year the service was implemented and the subsequent two fiscal years (PUC § 99268.8). Per PUC § 99268.8, extension of services includes additions of geographical areas or route miles, or improvements in service frequency or hours of service greater than 25 percent of the route total, or the addition of new days of service, and for transit service claimants also includes the addition of a new type of service.

### **Transit Operators Exclusion and Exemption Determination**


It is the transit operator's choice to exempt (exclude) or non-exempt (include) costs and revenues for the extension of services in the non-urbanized (10 percent), urbanized (20 percent) or blended farebox ratio calculation on an annual basis for the initial year of implementation of an extension of service and proceeding two full fiscal years during the SRTP development process. The transit operator has the choice to confirm or change the designation (exempt, non-exempt) by September 30<sup>th</sup> following the close of the fiscal year based on the productivity of the extension of service. The choice to exempt (exclude) or non-exempt (include) an extension of service can be done annually during the exemption period as previously described. Any inclusion or exclusions should be reflected in the farebox calculation in the annual State Controller's Report, as well as in the annual Fiscal and Compliance Audit, the Commission's database system, and also corresponding to the exemption year of services (CCR § 6633.8).

### **Non-Compliance with Required Ratios**

Under CCR § 6633.9, if a transit operator fails to meet the required fare revenue to operating cost ratio for a fiscal year their eligibility for LTF funds will be affected as follows:

- First Year (Grace Year): No change in eligibility.
- Second Year (Determination Year): Eligibility remains unchanged, but an audit will determine the difference between the required or target blended farebox recovery ratio and actual or final blended farebox recovery ratio.
- Fourth Year (Penalty Year): Eligibility for LTF funds will be reduced by the difference between the required and actual fare revenues. Additionally, operators must demonstrate how it will achieve the required ratio during any penalty year.

Additionally, if an operator is struggling to meet farebox recovery ratio and is also unable to make reasonable efforts to implement recommended improvements to improve services, the Commission will not approve allocations in the next year greater than the current year (PUC § 99244).

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	<b>Effective Date:</b> January 12, 2005	<b>Revised Date:</b> May 14, 2025
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The Commission has financial oversight responsibilities for state and local funding sources that pass through the Commission to the transit operators. Transit operators in Riverside County rely on the Commission to provide these sources of funds through the development and approval of the Short-Range Transit Plan (S RTP) process. In accordance with best practices and financial objectives, reserve policies are established to cover unforeseen circumstances in the economy. The Commission exercises this ability under PUC § 99261 which allows for additional policies to be established in evaluating funding requests.

The purpose of a reserve policy is to address operating costs outpacing current year revenue and cash flow issues due to non-receipt of federal funding.

In January 2005, the Commission approved a 10 percent reserve policy for Local Transportation Funds (LTF). This policy is revised to include State Transit Assistance (STA) and Measure 'A' Public Transit funds, as follows:

**A. Local Transportation Funds (LTF)**

1. Continue transit operators' LTF reserve policy of 10 percent for Coachella Valley and Palo Verde Valley apportionment areas; and
2. Continue transit operators' LTF reserve policy of 10 percent for each of the transit operators (public bus and commuter rail) in western Riverside County apportionment area.

**B. Regional State Transit Assistance (STA) Funds (PUC § 99313 funds)**

1. Establish a reserve policy of 10 percent for each of the subregions.

**C. 2009 Measure A Public Transit Funds**

1. Establish a reserve policy of 10 percent for the following public transit programs: Western County Rail, Western County Intercity Bus, Western County Specialized Transit, and Coachella Valley Bus.


In addition to established reserves for these funds, the Commission recommends that each operator has its own reserve fund policy.

This policy excludes Senate Bill 1 State of Good Repair, Senate Bill 125 and Low Carbon Transit Operations Program as those programs have specific requirements requiring that the full apportionments be programmed annually.

***Process to Calculate 10% Reserve***

**Local Transportation Fund**

The amount of the required reserve for each fiscal year will be calculated as 10 percent of the apportionment balance after deductions for administration, planning, and SB 821 program funding. The unallocated reserve balance of 10 percent will be set aside before allocation to the three apportionment

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areas based on population. For Western Riverside County, the unallocated reserve is further calculated based on the Commission's approved bus/rail split and the bus operators' current year proportional allocation.

#### State Transit Assistance

The amount of the required reserve for each fiscal year will be calculated as 10 percent of the PUC § 99313 available apportionment. The unallocated reserve balance of 10 percent will be set aside before allocation to the three apportionment areas.


#### Measure 'A' Public Transit Funds

The amount of the required reserve for each fiscal year will be calculated as 10 percent for the following Measure 'A' programs: Western County Rail, Western County Intercity Bus, and Coachella Valley Transit. The unallocated reserve balance of 10 percent will be set aside before allocation to the three apportionment areas.

#### ***Process to Access Unallocated Reserve Funds***

Transit operators may access reserve funds in the current year by amending their SRTP through the established amendment process. Each request will be considered based on its own merit, and as a result, provide flexibility to the operators. All requests will be presented to the Commission for review. Reserves should be restricted to maintain current service levels in the event of a revenue shortfall or unforeseen emergency and should not be for service enhancements.

The unallocated reserve funds will be available the following fiscal year.

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	<b>Policy No:</b> 5-3	<b>Page:</b> 1 of 3
	<b>Effective Date:</b> February 13, 2002	<b>Revised Date:</b> May 14, 2025
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In accordance with PUC § 99261, 99285, and 99401, the Commission has an adopted process for the submission of claims. Claims for funds administered by the Commission, including Local Transportation Funds (LTF), State Transit Assistance funds (STA), Senate Bill 1 State of Good Repair (SGR), and Measure ‘A’ Public Transit funds may be claimed subsequent to approval of the allocation by the Commission. The allocation of funds will be based on the transit services and capital projects specified in an approved Short-Range Transit Plan (SRTP). It is the transit operator’s responsibility to notify the Commission of any changes in project funding that affect the allocations made by the Commission (e.g., alternative revenue source for local match). Funds allocated are disbursed to transit operators upon receipt of an approved claim form package and appropriate invoices.

In February 2002, the Commission approved a policy for 90 percent of operating funds to be disbursed between July through May (two-twelfths in July and the remaining equally over the next ten months) and the remaining 10 percent in June; and capital funds to be disbursed on an “as needed” basis. The policy for operating funds was later amended in January 2005 to allow 100 percent of the funds, after the reserve amount, to be disbursed between July through June.

This policy is revised based on transit operator feedback for enhanced flexibility of LTF operating funds for cashflow purposes and updated to reflect the current fund programs under the Commission’s purview for disbursement.


#### A. Operating Funds

##### 1. Local Transportation Funds

- Allocated LTF funds will be disbursed to the operators as follows:
  - Two-twelfths of the allocation will be disbursed in July with the remainder disbursed evenly over the next 11 months.
  - Transit operators may request up to 50 percent of the allocation in one upfront payment contingent upon sufficient LTF fund balance and a cash flow analysis provided by the transit operator and approved by RCTC’s Chief Financial Officer (CFO) or designee. The remaining LTF funds shall be disbursed on a modified payment plan over the course of the fiscal year.

##### 2. STA funds

- Allocated STA operating funds pursuant to Senate Bill 508 and PUC § 99313 and 99314 will be disbursed to the operators as follows:
  - For operators with an annual operating STA allocation of \$500,000 or less, STA operating funds may be disbursed as a one-time lump sum payment or on a monthly basis, contingent upon sufficient fund balance and a cash flow

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analysis provided by the transit operator and approved by RCTC's CFO or designee.

- For operators with an annual STA allocation greater than \$500,000, STA operating funds will be disbursed on a quarterly basis, contingent upon sufficient fund balance and a cash flow analysis provided by the transit operator and approved by RCTC's CFO or designee.

### 3. 2009 Measure A Public Transit Funds

- Allocated 2009 Measure A Public Transit Funds for the Coachella Valley and the Western County Intercity Bus Programs will be disbursed to the operators contingent upon available fund balance as follows:
  - Measure A funds for public transit will be paid monthly from each public transit operator's annual allocation based on a cash flow analysis performed by RCTC.
  - All Operators are to submit invoices to the Commission for payment.
- Awarded 2009 Measure Specialized Transit Program funds will be disbursed to the awardees on a reimbursement basis upon the submittal and approval of the proper invoices.

### 4. State of Good Repair (SGR) Funds


- Allocated SGR operating funds pursuant to Senate Bill 1 and PUC § 99313 and 99314 will be disbursed to the operators contingent upon available fund balance as follows:
  - SGR Funds will be paid quarterly from each public transit operator's annual allocation based on a cash flow analysis performed by RCTC.
  - All operators are to submit invoices to the Commission for payment.

## B. Capital Funds

1. All capital funds are disbursed on a reimbursement basis. Public and specialized transit operators can request advance payments with written communication to Commission staff and with the submission of an approved purchase order or contract amount. It is expected that the transit operator spend capital funds immediately after receipt.

## Timely Use of Funds

California Code of Regulations (CCR) § 6648 specifies that any monies allocated and reserved for LTF and not authorized for payment within three years after the date of allocation may be rescinded by the Commission with written notification of at least 30 days. This regulation generally refers to capital projects as operating funds are claimed and utilized immediately for the current year of expenditures. The Commission applies this rule to other formula programs under its purview to ensure the timely use of funds and promote overall program efficiency. As such, the Commission reserves the right to modify


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or rescind any allocated funds under its purview, if the monies are not used in a timely manner after allocation.

### **Deferred and Unearned Revenues**


CCR § 6634 and 6649 specifies that the Commission shall not authorize the payment of monies from LTF or STA in an amount that exceeds its actual operating or project cost during the fiscal year for which an allocation is made and will recover the excess amount to the appropriate fund. The excess amount for each fund is identified in the transit operator's annual fiscal audit. CCR § 6649 requires that the Commission recover the excess funds in either of two ways: demand repayment for excess funds or deduct excess revenues from following fiscal year allocations. The Commission applies this rule to other formula programs under its purview to promote overall program efficiency.



	<b>Policy Title:</b> Emissions Standards Requirement for Transit Buses	
	<b>Policy No:</b> 6-1	<b>Page:</b> 1 of 1
	<b>Effective Date:</b> October 11, 2000	<b>Revised Date:</b>
	<b>Approved By Commission Action</b>	
	<b>Administered By:</b> Multimodal Services Department	

On March 27, 2000, an Alternative Fuels Ad Hoc Committee was formed to review, assess, and determine a course of action regarding the use of diesel and alternative fuels by the various public transit operators in Riverside County. Over a series of three meetings, the Committee reviewed the issues and sought a cross section of input by various stakeholders including transit operators, regulators, researchers, and advocates.

Resolution No. 00-018, *Emissions Standard Requirement for the Acquisition of Urban Transit Buses with Federal, State or Local Funds*, was approved on October 11, 2000 (see Appendix A), and sets emissions standards to be met by all transit operators in Riverside County, requiring that all full-size urban public transit buses purchased or leased meet the urban bus optimal, reduced-emissions standards set by the California Air Resources Board.

	<b>Policy Title:</b> Justification for Capital Projects	
	<b>Policy No:</b> 6-2	<b>Page:</b> 1 of 2
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	<b>Administered By:</b> Multimodal Services Department	

As part of the Commission’s oversight requirements to ensure that projects are consistent with the regional transportation plan and funding is allocated to improve the efficiency of the public transportation system, the Commission will require that transit operators justify the capital projects identified in the transit operator’s Short Range Transit Plan (SRTP).

The justification for projects must be linked to a problem need or regulatory requirement identified in the SRTP. When possible, the transit operator will provide the RCTC information as it is to be presented to the Federal Transit Administration (FTA), in conformance with their guidelines. In other cases, when FTA funding is not anticipated, the operator will be required to provide justification that is consistent with industry standards, measurements and reporting. Standard industry practice, as discussed by professional groups such as the American Public Transportation Association, will include analysis such as life-cycle casting, cost-benefit analysis, financial capacity for operation of the equipment or facility (as shown in the Federal Transportation Improvement Program (FTIP) and FTA submittals) and requirement of capital project(s) to achieve FTA compliance with regulatory requirements.


All projects included in the annual element of the FTIP must be justified in the plan.

**A. Projects to Expand Bus Fleets or Operating, Maintenance and Administrative Facilities:**

1. Projects to expand bus fleets or facilities will be evaluated on a case-by-case basis. The plan must explain the basis for expansion of services or facilities and be based on standard industry and planning practices and FTA guidelines. Overcrowding, increased demand, consistency with long-range plans and new facilities such as shopping centers or housing tracts must be identified to justify expansions. Transfer centers and transit center projects will be based on a strategy to improve service efficiency and/or effectiveness. This plan will also reference original design criteria and capacity when appropriate.
2. It is anticipated that expansion projects will be the subject of analysis, either in the SRTP or in a separate study consistent with FTA guidelines and standard industry practice.

**B. Projects to Replace Revenue or Non-Revenue Vehicles or Facilities:**

1. Replacement of vehicles must be based on an established replacement standard of vehicle age, condition, or mileage consistent with FTA guidelines. Unless public safety concerns dictate otherwise, the SRTP shall not utilize a replacement schedule that would require replacement earlier than would be required under schedules established by the FTA.
2. Rehabilitation of revenue vehicles instead of replacement should be considered.
3. Replacement of maintenance, operating and administrative facilities shall be based on extensive analysis, either in the plan or in a separate study consistent with FTA guidelines.

	<b>Policy Title:</b> Justification for Capital Projects	
	<b>Policy No:</b> 6-2	<b>Page:</b> 2 of 2
	<b>Effective Date:</b> January 13, 1993	<b>Revised Date:</b> May 14, 2025
	<b>Approved By Commission Action</b>	
	<b>Administered By:</b> Multimodal Services Department	


C. Bus-Related Equipment:

1. Equipment for revenue such as radios, head signs, and fareboxes must be related to the vehicles involved. Equipment for new vehicles should be directly related to their purchase. Equipment for vehicles already in service must be justified on the basis of improved operation or replacement of equipment which is no longer useful or cost beneficial to operate.

D. Support Equipment:

1. Support equipment, such as maintenance equipment, support vehicles, office equipment, communications, and computer equipment should be identified separately and justified.
2. Each item, or group of items, should be justified on the basis of improved efficiency, decreased operating costs, maintenance or service standards, replacement cycle, or other relevant concern. Because the items in this category vary greatly in cost, the level of justification may vary accordingly. Appropriate justification may range from citation of equipment age and condition and repeat cycle to an explanation of the role of this equipment in a larger project.

Status updates and monitoring of the capital projects are required to be reported as described in the procedures of the Transit Operator Funding Guide.

	<b>Policy Title:</b> Fixed Guideway Development and Implementation	
	<b>Policy No:</b> 6-3	<b>Page:</b> 1 of 1
	<b>Effective Date:</b> May 14, 2025	<b>Revised Date:</b>
	<b>Approved By Commission Action</b>	
	<b>Administered By:</b> Multimodal Services Department and Project Delivery	

The Commission is responsible for approving all plans for the design, construction, and implementation of fixed guideway systems or projects throughout Riverside County (County) in conformity with the adopted regional transportation plan (PUC § 130252(a)). The Commission is also responsible for designating the operator of any approved transit guideway system (PUC § 130254).

In January 2016, the Commission completed the Riverside County Strategic Assessment to assist the Commission in re-examining the County’s needs for transportation investments in the context of (1) the Measure A Expenditure Plan and other transportation-related policies, (2) changing economic and demographic trends in Riverside County, (3) evolving state and federal transportation policies, (4) revenue realities, and (5) desires of the public and stakeholders. The objective of the Strategic Assessment was to produce findings and provide strategic recommendations on actions the Commission can take to proactively prepare for the County’s future. Various strategic actions were recommended, including the adoption of a policy asserting that the Commission would continue assuming the leadership role in the development of all fixed guideway projects seeking state or federal discretionary grants within the County.

Resolution No. 25-001, *Policy to act as Lead Agency Pursuant to the California Environmental Quality Act for Fixed Guideway Projects Seeking State or Federal Discretionary Grants*, was adopted on May 14, 2025 (see Appendix A), outlining the Commission’s intent to be the lead agency for all fixed guideway projects in Riverside County.

## **APPENDIX A:**

### **RESOLUTIONS**

No. 00-018 – Emissions Standard Requirement for the Acquisition of Urban Transit Buses with Federal, State or Local Funds

No. 13-042 – Support to Establish Daily Intercity Rail Service from Los Angeles to the Coachella Valley via the Pass Area

No. 25-001 – Policy to act as Lead Agency Pursuant to the California Environmental Quality Act for Fixed Guideway Projects Seeking State or Federal Discretionary Grants

**RESOLUTION OF THE  
RIVERSIDE COUNTY TRANSPORTATION COMMISSION  
ESTABLISHING AN EMISSIONS STANDARDS REQUIREMENT FOR THE  
ACQUISITION OF URBAN TRANSIT BUSES WITH  
FEDERAL, STATE OR LOCAL FUNDS**

**WHEREAS**, Riverside County is located within the area of the South Coast Air Quality Management District (SCAQMD); and

**WHEREAS**, the SCAQMD has adopted its Air Quality Management Plan which identifies the urgent need to reduce emissions from motor vehicles, especially diesel vehicle emissions; and

**WHEREAS**, the SCAQMD has recently published a report, "Multiple Air Toxics Exposure Study", which found that over 70% of total airborne cancer risk is directly associated with diesel particulate; and

**WHEREAS**, the California Air Resources Board (CARB) has recently identified diesel particulate as a Toxic Air Contaminant due to its carcinogenic and other severe health effects; and

**WHEREAS**, CARB is authorized to adopt standards, rules, and regulations, and has taken action to adopt motor vehicle emission standards, in-use performance standards and test procedures which it finds to be necessary, cost-effective and technologically feasible; and

**WHEREAS**, the federal Clean Air Act dictates that the South Coast Air Basin meet national ambient air quality standards for ozone by 2010; and

**WHEREAS**, the South Coast Air Basin is the only area in the nation classified as "extreme non-attainment" under the federal Clean Air Act Amendments of 1990; and

**WHEREAS**, the South Coast Air Basin's ability to meet federal conformity requirements is critical to the Commission's future ability to construct transportation infrastructure throughout Riverside County, and

**WHEREAS**, under AB 1246, the county transportation commissions are charged with the responsibility for short range transit planning (PUC130303), selection and approval of mass transit hardware and technology (PUC130303e), and adoption of rules and regulations for the submission of claims under the Transportation Development Act (PUC99261 and 99285); and

**WHEREAS**, the Orange County Transportation Authority and the Los Angeles County Metropolitan Transportation Authority has each recently taken action to adopt alternative fuels bus purchase policies, liquefied natural gas and compressed natural gas respectively; and

**WHEREAS**, the Commission applauds the leadership of the Riverside County public transit operators in adopting and implementing bus procurement practices that will significantly reduce harmful pollutants typically generated by diesel powered transit buses; and

**WHEREAS**, the Commission acknowledges the importance of fuel neutrality given the unique service area and operating conditions of the County's public transit operators.

**NOW, THEREFORE,** the Riverside County Transportation Commission hereby resolves as follows:

Section 1: All full size urban public transit buses (as defined by CARB) purchased or leased with federal, state or local funds granted or programmed by the Commission shall meet the urban bus optional, reduced-emission standards as set by CARB for oxides of nitrogen and non-methane hydrocarbons as follows:

- (a) 2000 through September 2002 - 2.5 (or below) grams/brake horsepower-hour oxides of nitrogen
- (b) October 2002 through 2006 - 1.8 (or below) grams/brake horsepower-hour oxides of nitrogen plus non-methane hydrocarbons
- (c) 2007 and beyond - as may be adopted in the future

Section 2: Operators of urban buses may select from any low emissions technology that meets the CARB standards as described in Section 1 above.

Section 3: This requirement shall apply to purchase or lease of urban buses defined as a heavy heavy-duty passenger carrying vehicle (+ 33,000 pounds GVW) with a load capacity of fifteen or more passengers. Public transit operators using smaller buses are encouraged to purchase or lease the best available emissions control technology that meets CARB's emissions standards as described in Section 1 above.

Section 4: All urban buses must meet the CARB emissions standards as described in Section 1 above in effect at the time of manufacturer delivery to the transit operator.

Section 5: This requirement shall apply to all urban buses ordered by public transit operators within Riverside County after October 11, 2000.

Section 6: Questions as to the application of this Resolution shall be resolved by the Commission's Executive Director.

**APPROVED AND ADOPTED** this 11<sup>TH</sup> day of October, 2000.

  
Tom Mullen, Chairman  
Riverside County Transportation Commission

ATTEST:

  
Naty Kopenhaver  
Clerk of the Board

**RESOLUTION No. 13-042**

**RESOLUTION OF SUPPORT TO ESTABLISH DAILY INTERCITY RAIL SERVICE FROM  
LOS ANGELES TO THE COACHELLA VALLEY VIA THE PASS AREA**

**WHEREAS** new regional intercity passenger rail service to the Coachella Valley will ease congestion on local roads and freeways, providing new economic opportunity, improving mobility and the quality of life in the Inland Empire; and

**WHEREAS** Amtrak currently runs the Sunset Limited train three days a week with service between Los Angeles and Coachella Valley in Riverside County at inconvenient schedules; and

**WHEREAS** there are limited public transit options exist between Coachella Valley and Los Angeles; and

**WHEREAS** the need for daily convenient intercity passenger rail service is growing as an environmental friendly alternate to the I-10 freeway; and

**WHEREAS** the Coachella Valley and the Pass Area are experiencing rapid population growth and demand on this route will continue to increase; and

**WHEREAS** there is strong local support to establish new intercity rail passenger service in the Coachella Valley and the Pass Area; and

**WHEREAS** Coachella Valley Association of Governments approved establishing a dedicated source of initial funding for the project; and

**WHEREAS** Caltrans Division of Rail included the Coachella Rail service as a proposed corridor in the latest revision of the State Rail Plan; and

**WHEREAS** Caltrans Division of Rail completed a Planning Study, which serves as the alternatives analysis which demonstrates significant justification for the project including ridership potential and populations served; and

**WHEREAS** the development of a full Service Development Plan and initial Environmental Documents in coordination with Caltrans Division of Rail and the Federal Railroad Administration is the next step in making the project eligible for federal transportation funds; and

**WHEREAS** new service to the Coachella Valley could use the Burlington Northern Santa Fe (BNSF) route between Los Angeles and Colton, the Union Pacific route from Colton to Indio, and LA Metro owned tracks into LA Union station; and




**WHEREAS** the implementation of this service will require the cooperation of Union Pacific, BNSF and LA Metro to operate the trains over the host railroads; and


**NOW, THEREFORE BE IT RESOLVED** that the Riverside County Transportation Commission does hereby support the establishment of Daily Intercity Rail Service from Los Angeles to the Coachella Valley via the Pass Area; and

**BE IT FURTHER RESOLVED** that the Riverside County Transportation Commission will actively oversee the completion of the Service Development Plan to directly facilitate progress towards daily rail service.

**APPROVED AND ADOPTED** this 9<sup>th</sup> day of October, 2013.

  
Karen S. Spiegel, Chair  
Riverside County Transportation Commission

ATTEST:

  
Jennifer Harmon, Clerk of the Board  
Riverside County Transportation Commission

**RESOLUTION NO. 25-001**

**RESOLUTION OF THE  
RIVERSIDE COUNTY TRANSPORTATION COMMISSION  
ADOPTING A  
POLICY TO ACT AS LEAD AGENCY PURSUANT TO THE CALIFORNIA  
ENVIRONMENTAL QUALITY ACT FOR FIXED GUIDEWAY PROJECTS  
SEEKING STATE OR FEDERAL DISCRETIONARY GRANTS**

**WHEREAS**, the Commission is responsible for approving all plans for the design, construction, and implementation of fixed guideway systems or projects throughout Riverside County in conformity with the adopted regional transportation plan (Public Utilities Code Section 130252(a)) and for designating the operator of any approved transit guideway system (Public Utilities Code Section 130254);

**WHEREAS**, in November 2002, Riverside County voters approved Measure A, a 30-year extension of the countywide ½-percent sales tax originally passed in 1988 to fund transportation improvements in Riverside County. Both measures authorized the Commission to administer the tax according to the expenditure plans delineated on their respective ballots. The current Measure A ("2009 Measure A"), which expires in June 2039, requires the Commission to review and update the expenditure plan in 2019 and every ten years thereafter;

**WHEREAS**, in January 2016, the Commission adopted its Riverside County Strategic Assessment ("Strategic Assessment") to assist the Commission in re-examining the County's needs for transportation investments in the context of: (1) the Measure A expenditure plan and other local transportation-related policies, (2) changing economic and demographic trends in Riverside County, (3) evolving state and federal transportation policies, (4) revenue realities, and (5) desires of the public and stakeholders;

**WHEREAS**, the Strategic Assessment recommended that the Commission continue to assume the leadership role in the design, construction, and implementation of fixed guideway systems or projects throughout Riverside County seeking state or federal discretionary grants;

**WHEREAS**, to fulfill part of this recommendation, the Strategic Assessment suggested that the Commission adopt policy that the Commission will be the lead agency as defined in the California Environmental Quality Act ("CEQA"; PRC Section 21067; State CEQA

Guidelines Section 15051) in all fixed guideway projects seeking state or federal discretionary grants;

**WHEREAS**, the Strategic Assessment and the Commission support this recommendation to ensure that scarce federal and state transit funding is invested strategically and in a manner coordinated with new and existing public transit in Riverside County;

**WHEREAS**, the Commission now desires to adopt a policy that will require the Commission to act as lead agency pursuant to CEQA for any future fixed guideway projects seeking state or federal discretionary grants.

**NOW, THEREFORE, be it resolved by the Riverside County Transportation Commission as follows:**

Section 1. The above recitals are incorporated into this section by reference, as though fully set forth herein.

Section 2. It is the policy of the Commission that it shall act as lead agency as defined in CEQA (PRC Section 21067; State CEQA Guidelines Section 15051) for all fixed guideway projects seeking state or federal discretionary grants to ensure that scarce federal and state transit funding is invested strategically and in a manner coordinated with new and existing public transit in Riverside County ("Fixed Guideway Project Lead Agency Policy"). As lead agency, the Commission will be responsible for preparation and, as appropriate, approval of any necessary environmental documentation to ensure compliance with CEQA.

Section 3. The Commission hereby adopts the Fixed Guideway Project Lead Agency Policy.

Section 2. This Resolution shall become effective upon its adoption.

APPROVED AND ADOPTED this \_\_\_\_\_, 2025.

[Signatures on following page]

**SIGNATURE PAGE  
TO  
RESOLUTION NO. 25-001**

**RIVERSIDE COUNTY TRANSPORTATION COMMISSION  
ADOPTING  
POLICY TO ACT AS LEAD AGENCY PURSUANT TO THE CALIFORNIA  
ENVIRONMENTAL QUALITY ACT FOR FIXED GUIDEWAY PROJECTS  
SEEKING STATE OR FEDERAL DISCRETIONARY GRANTS**

---

Karen Spiegel, Chair  
Riverside County Transportation  
Commission

ATTEST:

---

Lisa Mobley  
Clerk of the Board

## **APPENDIX B:**

### **MEMORANDUMS OF UNDERSTANDING**

No. 07-65-111-00 – RCTC, Southern California Association of Governments, and Riverside County Transit Operators

No. 14-25-034-00 – RCTC and the Coachella Valley Association of Governments

No. 18-26-080-00 – RCTC, Southern California Association of Governments, and Riverside County Transit Operators

## Agreement No. 07-65-111-00

**Memorandum of Understanding**  
**Among the Southern California Association of Governments, the Riverside**  
**County Transportation Commission, and the Riverside County Transit Operators**

**RECITALS**

**WHEREAS**, the Southern California Association of Governments (SCAG) is a joint powers agency formed pursuant to Title 1, Division 7, Chapter 5 of the California Government Code (section 6500 et seq.) and is the Metropolitan Planning Organization (MPO) recognized under 23 U.S.C. 134;

**WHEREAS**, SCAG is required pursuant to federal and state law to prepare, adopt and submit a Regional Transportation Plan (RTP);

**WHEREAS**, SCAG pursuant to state and federal law is required to prepare, adopt and submit a multi-year Regional Transportation Improvement Program (RTIP);

**WHEREAS**, SCAG is required pursuant to state and federal law and agreements to coordinate its planning activities with stakeholders, including County Transportation Commissions (CTCs) and is specifically required pursuant to 23 Code of Federal Regulation 450.310(b) to enter into agreements with, operators of publicly owned transit services to specify cooperative procedures for carrying out transportation planning (including corridor and subarea studies) and programming;

**WHEREAS**, Riverside County Transportation Commission (RCTC) is a County Transportation Commission created pursuant to Public Utilities Code section 130052 and is charged pursuant thereto with approval of all projects within Riverside County utilizing federal and state highway and transit funds and is responsible for transportation programming and short range planning within its jurisdiction;

**WHEREAS**, RCTC is the Regional Transportation Planning Agency (RTPA) for Riverside County, the state counterpart to the federal MPO designation;

**WHEREAS**, SCAG and the State of California, acting through the Department of Transportation entered into a Memorandum of Understanding dated June 22, 2005 to provide for Comprehensive Federal Transportation Planning;

**WHEREAS**, SCAG and RCTC entered into a 1979 Memorandum of Understanding for the purpose of defining the roles and relationships in meeting the transportation planning and programming responsibilities;

**WHEREAS**, RCTC and four other CTCs in the SCAG region are members of a Joint Powers Authority that oversee implementation and operation of the Metrolink System in the SCAG region;

**WHEREAS**, SCAG and the South Coast Air Quality Management District entered into a Memorandum of Understanding dated December 2, 1999, for coordination of air quality planning roles and responsibilities.

**WHEREAS**, SCAG, RCTC, and the undersigned transit operators in Riverside County ("Transit Operators") desire to integrate and clarify consistently with the above referenced federal and state rules and regulations, cooperative procedures for carrying out the metropolitan transportation planning and programming processes and to utilize this MOU to fulfill the requirements of 23 CFR 450.310(b) and any successors thereto.

**NOW, THEREFORE IN CONSIDERATION OF THE MUTUAL PROMISES AND COVENANTS PROVIDED FOR THEREIN, SCAG, RCTC, AND THE UNDERSIGNED TRANSIT OPERATORS HEREBY AGREE AS FOLLOWS:**

### Section I

#### PLANNING AND COORDINATION PROCESS

- 1.1 **SCAG's Role:** SCAG is an agency with responsibility for comprehensive and coordinated regional transportation planning in the six county SCAG region. In accordance with applicable federal and state law, these responsibilities primarily include but are not limited to preparation and adoption of the RTP and RTIP.
- 1.2 **RCTC's County Transportation Commission Role:** RCTC is responsible for continuing, comprehensive and coordinated transportation planning and project implementation within Riverside County. These responsibilities include but are not limited to preparation and adoption of the Short-Range Transportation Improvement Program (TIP) and any updates for Riverside County, and for allocating transit funds to the Transit Operators. The parties further recognize that RCTC may prepare a Long-Range Transportation Plan (LRTP) for Riverside County. In accordance with applicable federal and state law, RCTC shall coordinate with SCAG and the Transit Operators in meeting its transportation planning responsibilities. RCTC shall consider the Transit Operators' capital and operating needs and recommendations in developing the LRTP and Short-Range TIP for Riverside County.
- 1.3 **Transit Operator's Role:** The Transit Operators are responsible for coordinating with RCTC regarding their capital and operating needs and providing recommendations regarding RCTC's LRTP and Short-Range TIP.
- 1.4 **Certification and Assurances:** Each party shall comply with the following requirements in carrying out their respective responsibilities under this MOU:

- (1) Title VI of the Civil Rights Act of 1964, as amended, 49 U.S.C. 5332, 42 U.S.C. 2000d, and the United States Department of

Transportation (U.S. DOT) implementing regulations, 49 C.F.R. Part 21, and related federal guidelines including but not limited to FTA/FHWA Circular 4702.1 regarding Title VI Program Guidelines for Urban Mass Transportation Administration Recipients, and any successors thereto; and

- (2) The Americans with Disabilities Act of 1990, as amended, 42 U.S.C. 12101 et seq., U.S. DOT implementing regulations, 49 C.F.R. parts 27, 37, and 38, and any successors thereto.

**1.5 Coordination Process:** SCAG shall engage in a consultative process with RCTC and the Transit Operators in the regional transportation planning process, consistent with applicable laws and regulations.

- a. SCAG will provide timely notice of the opportunity to comment on its Draft RTP and Draft RTIP to the parties and the opportunity to participate in Overall Work Program development and implementation.
- b. SCAG will provide RCTC the opportunity to propose projects to be listed in the RTIP and to actively participate in the development of the RTP and RTIP.
- c. SCAG shall continue maintaining the Regional Transit Task Force or a successor group, to provide a forum for RCTC and other CTCs and transit operators to participate to ensure that transit priorities meet the region's mobility and air quality goals.
- d. RCTC agrees to participate in SCAG's Plans and Programs Technical Advisory Committee or any successor group established to serve the same function which shall also serve as a forum to ensure that local transportation projects, plans and programs are effectively integrated into the RTP and RTIP.
- e. The Executive Officers of SCAG and the CTCs shall continue to meet regularly to ensure executive coordination of regional/county/local transportation issues, including issues regarding transit coordination.
- f. RCTC will provide the Transit Operators the opportunity to propose projects for inclusion in RCTC's Short-Range TIP and LRTP for Riverside County.
- g. Projects and programs adopted as part of RCTC's LRTP and Short-Range TIP shall be submitted to SCAG and recommended for inclusion in the RTIP and RTP, respectively.



## Section 2

### General Provisions

- 2.1 Term of Agreement:** This Agreement shall be effective as to each party on the date such party executes this Agreement, and continues in full force until such party withdraws from this Agreement pursuant to Section 2.5 below or this Agreement is terminated by SCAG upon thirty (30) days prior written notice.
- 2.2 Drafting:** This MOU has been prepared by all parties and has been reviewed and endorsed by each.
- 2.3 Amendments:** This MOU may be amended only by the execution by all parties of a written amendment.
- 2.4 Indemnity:** Each of the parties to this MOU is a public entity. Pursuant to Government Code Section 895.4, each party shall indemnify, defend and hold each of the other parties, and their respective officers, agents and employees harmless from and against any liability and expenses, including defense costs, any costs or liability on account of bodily injury, death or personal injury of any person or for damage to or loss of property, any legal fees and any claims for damages attributable only to performance of the responsibilities as set forth in Section 1 (Planning and Coordination Process) of this MOU by the indemnifying party (Indemnitor) or its officers, agents, employees, contractors and subcontractors under this MOU, except to the extent caused by the negligence or willful misconduct of an indemnified party (Indemnitee).
- 2.5 Withdrawal:** Any party may withdraw from this MOU upon ninety (90) days written notice to each party, providing that the notice of withdrawal set forth the effective date of withdrawal and the reason for withdrawal. Additionally, the notice of withdrawal shall provide that the parties during the period prior to the effective date of withdrawal shall meet to try to resolve any dispute. In the event that the withdrawal is for cause, the withdrawal shall not be effective if the party cures the default in its performance within the ninety day period. SCAG shall notify FTA of the withdrawal from this MOU of any party.
- 2.6 Jurisdiction and Venue:** This MOU shall be deemed an Agreement under the laws of the State of California, and for all purposes shall be interpreted in accordance with such laws. All parties hereby agree and consent to the exclusive jurisdiction of the courts of the State of California and that the venue of any action brought hereunder shall be in Riverside County, California.

**2.7 Non-assignment:** No party may assign this Memorandum of understanding, or any part thereof, without the written consent of each party to this MOU.

**2.8 Notice:** Any notice or notices required or permitted to be given pursuant to this MOU may be personally served on the other party by the party giving such notice, or may be served by certified mail, return receipt requested, to the following addresses:

Executive Director  
Southern California Association of Governments  
818 West 7<sup>th</sup> Street, 12<sup>th</sup> Floor  
Los Angeles, California 90017-3435

Executive Director  
Riverside County Transportation Commission  
4800 Lemon Street, 3rd Floor  
P.O. Box 12008  
Riverside, CA 92502-2208

Riverside County Transit Operators (Exhibit "A")

**2.9 Order of Precedence:** In the event of a conflict between and among this MOU, the order of precedence shall be:

Amendments to the MOU  
MOU  
Exhibit A

**2.10 Counterparts:** This Agreement may be executed in counterparts, each of which shall be an original, but all of which shall constitute one instrument.

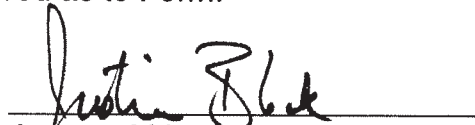
IN WITNESS WHEREOF, the parties have caused this MOU to be executed by their duly authorized representatives.

**The Southern California Association of Governments:**

By:   
Mark Pisano  
Executive Director

Date: 3/15/07

Approved as to Form:

  
Joanna Africa  
Acting Director of Legal Services

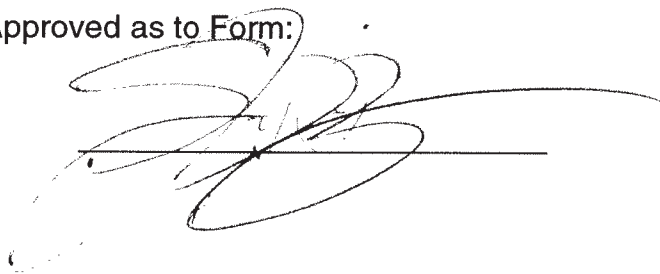
Date: 3/15/07

**Riverside County Transportation Commission:**

By:   
Eric Haley  
Executive Director

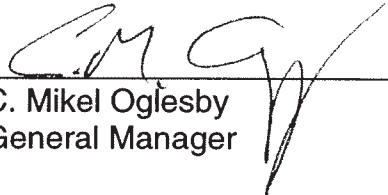
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Approved as to Form:



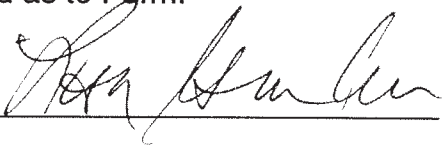
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**SunLine Transit Agency:**

By:   
C. Mikel Oglesby  
General Manager

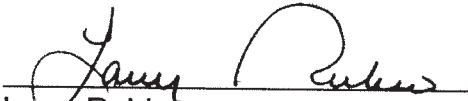
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Approved as to Form:



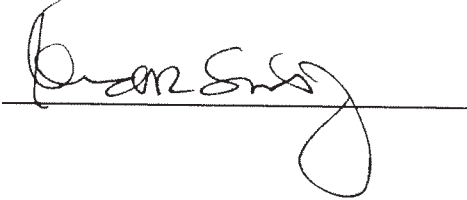
Date: 3/30/07

**Riverside Transit Agency:**

By:   
Larry Rubio  
General Manager

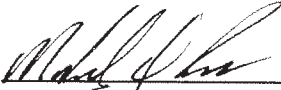
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Approved as to Form:



Date: 3/22/07

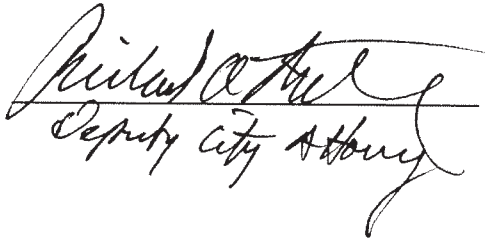
**City of Riverside:**

By:   
Brad Hudson  
City Manager

Date: June 18, 2007

Attest:   
City Clerk

Approved as to Form:

  
Deputy City Attorney

Date: 4-4-07

**City of Corona:**

 By:   
Beth Groves  
City Manager

Date: 4-6-2007

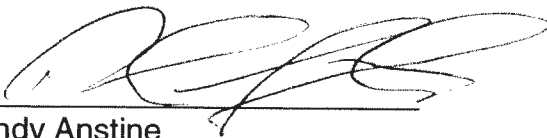
Approved as to Form:

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Date: \_\_\_\_\_

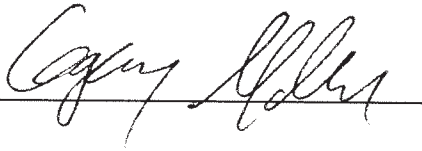


**City of Banning:**

By:   
Randy Anstine  
City Manager

Date: 3-26-07

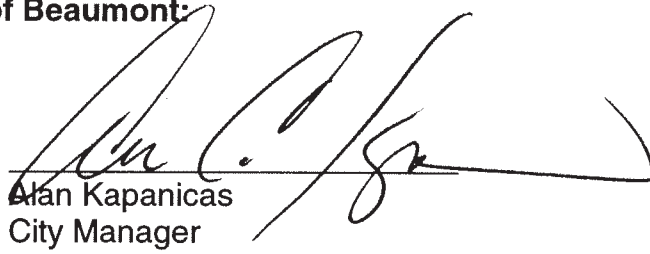
**Approved as to Form:**

  
\_\_\_\_\_

Date: 3/28/07

**City of Beaumont:**

By:

  
Alan Kapanicas  
City Manager

Date:

3/23/07

Approved as to Form:

\_\_\_\_\_

Date:

\_\_\_\_\_

**City of Blythe:**

By:   
Les Nelson  
City Manager

Date: 3-27-07

**Approved as to Form:**



Date: 3-27-07

<b>EXHIBIT A</b>	
<b>Riverside County Transit Operators</b>	
General Manager SunLine Transit Agency 32-505 Harry Oliver Trail Thousand Palms, CA 92276	
General Manager Riverside Transit Agency 1825 Third Street Riverside, CA 92507	
City Manager City of Riverside 3900 Main Street, 7 <sup>th</sup> Floor Riverside, CA 92522	
City Manager City of Corona 400 S. Vicentia Avenue Corona, CA 92882-2187	
City Manager City of Banning 99 E. Ramsey Street Banning, CA 92220	
City Manager City of Beaumont 550 E. Sixth Street Beaumont, CA 92223	
City Manager City of Blythe 235 N. Broadway Blythe, CA 92225	

**Memorandum of Understanding  
between the  
Riverside County Transportation Commission  
and the  
Coachella Valley Association of Governments**

This **Memorandum of Understanding** (MOU), entered into effect on this 9th day of October, 2013 between the Riverside County Transportation Commission (RCTC) and the Coachella Valley Association of Governments (CVAG) outlines the general responsibilities of each agency and to establish a relationship between RCTC and CVAG to guide coordination regarding future passenger rail service to the Coachella Valley. This service is part of a larger, corridor-wide effort to improve rail transportation in the Southern California region and studies may be required to demonstrate need and viability for service from the Coachella Valley to both Los Angeles and Phoenix. The MOU will act as a guideline for RCTC and CVAG, and is not intended to supplant any of the responsibilities of the parties under other agreements between the parties or applicable state or federal laws. This MOU constitutes a guide to the intentions and strategies of the parties involved and is not a legally binding contract.

Whereas, RCTC funds and administers, in conjunction with other regional partners, a rail program in Western Riverside County, and;

Whereas, RCTC employs staff with rail funding and programming expertise, and;

Whereas, RCTC is authorized by State law to receive and distribute Transit Development Act (TDA) funds for transit and transit related uses in Riverside County, and;

Whereas, RCTC enjoys a long-standing financial partnership with CVAG regarding the portion of the Measure A one-quarter percent State sales tax funds dedicated to Coachella Valley State Highways and Major Regional Road Projects administered by CVAG, and;

Whereas, on April 29, 2013, the CVAG Executive Committee established a 90% Bus Transit/ 10% Passenger Rail Services Split Policy for Coachella Valley TDA funds which would be progressively phased in over a 3-year term, and;

Whereas, RCTC agrees to distribute and utilize the TDA portion of the Coachella Valley Passenger Rail Funds consistent with the directions of the CVAG Executive Committee, or its designee, the CVAG Executive Director, with input from the CVAG Transportation Committee and in compliance with TDA law specifically for and within the Coachella Valley, and;

Whereas, CVAG wishes to establish a similar relationship through this Memorandum of Understanding whereby RCTC will receive and maintain a specific percentage of Transit Development Act funds otherwise authorized to be released for use in the Coachella Valley along with other potential funding sources, such as Proposition 1B monies, Federal Railroad Association monies, and other state and federal grant monies that may become available to RCTC for this purpose, which, jointly together, shall be defined as a distinct Coachella Valley Passenger Rail Fund, and;

Whereas, RCTC's Coachella Valley passenger rail activities are corridor based and may include geographic regions outside of the Coachella Valley in order to determine ridership and revenue feasibility, and;

Whereas, on March 29, 1999, the CVAG Executive Committee authorized formation of the Coachella Valley Intermodal Transportation Authority and adopted Bylaws under authority of SB 459.

**Now, therefore, it is agreed by this Memorandum of Understanding;**

To allow RCTC to establish the Coachella Valley Passenger Rail Fund by making available and utilizing \$4.2 million in Rail Proposition 1B Public Transportation Modernization Improvement and Service Enhancement Account Program funds, or similar funding sources and amounts, as initial start up funding, and;

Based on the needs of the project Proposition 1B funds have will be used along with Coachella Valley TDA funds for further development and operations of the Coachella Valley Passenger Rail Service. Coachella Valley TDA funds will be made available and used after the capital, operations and fund reserve needs of SunLine Transit Agency are clearly identified, and;

That the 90% bus/ 10% rail split of TDA funding and timing of available funds may be periodically modified by the CVAG Executive Committee and associated provisions of the MOU would be automatically adjusted, and;

To allow RCTC, in consultation with CVAG and SunLine Transit Agency, to direct funds from either the State Transit Assistance (STA) portion or the Local Transportation Fund (LTF) portion of the TDA funds into the Coachella Valley Passenger Rail Fund, however, it is assumed that a majority of such funds will be derived from the STA portion of the TDA funds, and;

To allow RCTC to fund, with the approval and consultation of CVAG's Executive Committee, or designee, the CVAG Executive Director, Station Development or other studies, provide capital funding for approved stations, provide funding to support operations and related services, and;

To allow RCTC to charge the Coachella Valley Passenger Rail Fund for staff time and overhead in an amount not to exceed 10% of any individual project costs. Any amount above 10% shall require prior approval by CVAG. Consultants and contractors retained by RCTC expressly for work on the Coachella Valley Rail Project shall be billed to the Rail Fund at 100% of contractual value and/or actual incurred expense, and;

RCTC will regularly track revenues and expenses of the Coachella Valley Passenger Rail Fund and provide at least annual reports to CVAG on the status of the Fund, and;

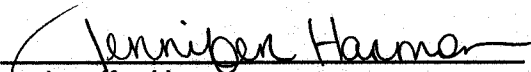
If so determined by the CVAG Executive Committee, CVAG agrees to sponsor legislation seeking to modify the Coachella Valley Intermodal Transportation Authority Act, as adopted by CVAG on March 29, 1999, to allow the Intermodal Authority to be recognized under TDA law to directly receive TDA funding and to clarify, by language satisfactory to SunLine Transit Agency, that the Authority was not established to operate a bus transit service in the Coachella Valley. RCTC will act in a support role as necessary. CVAG will propose modifying language and RCTC staff and/ or lobbyists, on RCTC approval, will attempt the implementation of those changes

IN WITNESS WHEREOF, the parties hereto have caused this Memorandum of Understanding to be executed by their duly authorized representatives on the date first written above:

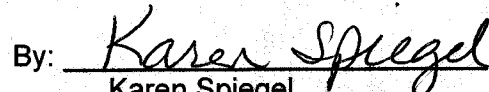
ATTEST:

RIVERSIDE COUNTY  
TRANSPORTATION COMMISSION

By:

  
Jennifer Harmon  
Clerk of the Board


By:

  
Karen Spiegel  
Chair

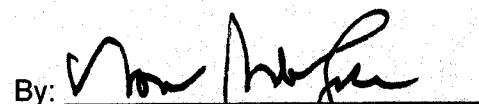
ATTEST:

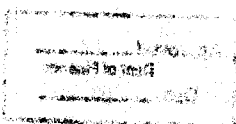
CVAG

By:

  
Tom Kirk  
Executive Director

By:

  
Don Adolph  
Chair



**Memorandum of Understanding  
Among the Southern California Association of Governments, the Riverside  
County Transportation Commission, and the Riverside County Transit Operators**

This Memorandum of Understanding (MOU), is entered into and effective this 17<sup>th</sup> day of April, 2018, among the Southern California Association of Governments (SCAG), the Riverside County Transportation Commission (RCTC), and the Riverside County Transit Operators to cooperatively determine their mutual responsibilities in carrying out the metropolitan transportation planning and programming processes, in accordance with 23 CFR 450.314. The undersigned Riverside County Transit Operators provide transit service in Riverside County, and are collectively referred to herein as the "Transit Operators." SCAG, RCTC and the Riverside County Transit Operators are collectively referred to herein as the "Parties."

**RECITALS**

**WHEREAS**, SCAG is a Joint Powers Agency formed pursuant to Section 6502 of the California Government Code;

**WHEREAS**, SCAG is the designated Metropolitan Planning Organization (MPO) for the counties of Imperial, Los Angeles, Orange, Riverside, San Bernardino, and Ventura, pursuant to Title 23, United States Code Section 134(d);

**WHEREAS**, SCAG is responsible for maintaining a continuing, cooperative, and comprehensive transportation planning process which involves preparation, adoption and update of a Regional Transportation Plan (RTP) pursuant to Title 23, United States Code Section 134 *et seq.*, Title 49, United States Code Section 5303 *et seq.*, and Title 23, Code of Federal Regulations (CFR) Section 450 *et seq.*;

**WHEREAS**, SCAG is the multicounty designated transportation planning agency pursuant to Public Utilities Code Section 130004 and California Government Code Section 29532, and is responsible for preparation, adoption and update of the RTP every four years, pursuant to California Government Code Section 65080 *et seq.*;

**WHEREAS**, pursuant to Senate Bill (SB) 375 (Steinberg, 2008) as codified in Government Code Section 65080(b) *et seq.*, SCAG is also required to prepare a Sustainable Communities Strategy (SCS) for incorporation into the RTP that demonstrates how the region will meet its greenhouse gas (GHG) reduction targets as set forth by the California Air Resources Board (ARB);

**WHEREAS**, the SCAG Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) sets forth the long-range regional plans and strategies for transportation improvements and regional growth throughout the SCAG region;

**WHEREAS**, the RTP/SCS consists of a financially constrained plan and strategic plan. The constrained plan includes projects that have committed, available or reasonably available revenue sources, and are thus probable for implementation. The strategic plan is for information purposes only and identifies potential projects that require additional study,



consensus building, and identification of funding sources before making the decision as to whether to include these projects in a future RTP/SCS constrained plan;

**WHEREAS**, SCAG is further responsible for preparing and adopting the Federal Transportation Improvement Program (FTIP) (known as the regional transportation improvement program under state law) every two years pursuant to Government Code Sections 14527 and 65082, and Public Utilities Code Section 130301 *et seq.*;

**WHEREAS**, in non-attainment and maintenance areas for transportation-related criteria pollutants, the MPO, as well as the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA), must make a conformity determination on any updated or amended RTP in accordance with the federal Clean Air Act to ensure that federally supported highway and transit project activities conform to the purpose of the State Implementation Plan (SIP);

**WHEREAS**, pursuant to Government Code Section 65080(b)(2)(F) and federal public participation requirements including 23 CFR Section 450.316(b)(1)(iv), SCAG must prepare the RTP/SCS by providing adequate public notice of public involvement activities and time for public review. The SCAG Public Participation Plan, as amended and adopted on April 3, 2014, serves as a guide for SCAG's public involvement process, including the public involvement process to be used for the RTP/SCS and an enhanced outreach program that incorporates the public participation requirements under SB 375 and adds strategies to better serve the underrepresented segments of the region;

**WHEREAS**, in 2007, to coordinate metropolitan transportation planning in accordance with federal law, SCAG entered into Memoranda of Understanding with providers of public transportation in the region, including County Transportation Commissions (CTCs) and transit operators (referred to herein as "2007 MOU");

**WHEREAS**, SCAG now seeks to update and enter into new Memoranda of Understanding to reflect most recent metropolitan transportation planning regulations as set forth under 23 CFR Section 450.314, which requires SCAG, the State and providers of public transportation to cooperatively determine their mutual responsibilities in carrying out the metropolitan transportation planning process, including specific provisions for the development of financial plans that support the RTP and FTIP, and development of the annual listing of obligated projects;

**WHEREAS**, SCAG has entered into a separate Memorandum of Understanding with the State of California Department of Transportation, updated and effective July 7, 2017, in accordance with 23 CFR Section 450.314;

**WHEREAS**, RCTC is a County Transportation Commission created pursuant to Public Utilities Code Section 130053 and is charged pursuant thereto with recommendation and approval of all projects within Riverside County utilizing federal and state highway and transit funds and is responsible for transportation programming and short range planning within its jurisdiction;

**WHEREAS**, RCTC and four other CTCs in the SCAG region are members of a Joint Powers Authority that oversee implementation and operation of the Metrolink System in the SCAG region;

**WHEREAS**, SCAG and the South Coast Air Quality Management District entered into a

Memorandum of Understanding dated December 2, 1999, for coordination of air quality planning roles and responsibilities;

**WHEREAS**, the undersigned Transit Operators set forth in Exhibit "A" provide transit service within Riverside County; and

**WHEREAS**, the Parties desire to integrate and clarify consistently with the above referenced federal and state rules and regulations, cooperative procedures for carrying out the metropolitan transportation planning process and to utilize this MOU to fulfill the requirements of 23 CFR 450.314 and any successors thereto, and as may be subject to any final, adopted federal regulations.

**NOW, THEREFORE IN CONSIDERATION OF THE MUTUAL PROMISES AND COVENANTS PROVIDED FOR THEREIN, THE PARTIES HEREBY AGREE AS FOLLOWS:**

### Section I

#### PLANNING AND COORDINATION PROCESS

- 1.1 **SCAG's Role:** SCAG is an agency with responsibility for comprehensive and coordinated regional transportation planning in the six county SCAG region. In accordance with applicable federal and state laws, these responsibilities primarily include but are not limited to preparation and adoption of the RTP/SCS and FTIP.
- 1.2 **RCTC's County Transportation Commission Role:** RCTC is responsible for continuing, comprehensive and coordinated transportation planning and project implementation within Riverside County. These responsibilities include but are not limited to preparation and adoption of the Short-Range Transportation Improvement Program (TIP) and any updates for Riverside County, and for allocating transit funds to the Transit Operators. The Parties further recognize that RCTC may prepare a Long-Range Transportation Plan (LRTP) for Riverside County. In accordance with applicable federal and state law, RCTC shall coordinate with SCAG and the Transit Operators in meeting its transportation planning responsibilities. RCTC shall consider the Transit Operators' capital and operating needs and recommendations in developing the LRTP and Short-Range TIP for Riverside County. RCTC is also responsible for coordinating to ensure that the transit projects, plans and programs identified in RCTC's LRTP and Short-Range TIPs for Riverside County are recommended to SCAG for inclusion in the RTP, FTIP, and regional transportation studies.
- 1.3 **Transit Operator's Role:** The Transit Operators are responsible for coordinating with RCTC regarding their capital and operating needs and providing recommendations regarding RCTC's LRTP and Short-Range TIP.
- 1.4 **Certification and Assurances:** In carrying out their respective responsibilities under this MOU, each party shall comply with the requirements and any successors thereto, referenced in SCAG's annual Certifications and Assurances (FHWA and FTA "Metropolitan Transportation Planning Process Certification") submitted as part of SCAG's Overall Work Program, including but not limited to:



- a. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21 and related federal guidelines including but not limited to FTA Circular 4702.1;
- b. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- c. Section 1101(b) of the FAST Act (Pub. L. 114-94) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
- d. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- e. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
- f. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- g. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- h. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

1.5 **Coordination Process:** SCAG shall engage in a consultative process with RCTC and the Transit Operators, in accordance with applicable federal and state laws and regulations, and successors thereto, pertaining to the roles and responsibilities of the Parties in carrying out the metropolitan transportation planning process.

- a. SCAG shall provide timely notice to the other parties of the opportunity to comment on its Draft RTP and Draft FTIP and the opportunity to participate in Overall Work Program development and implementation.
- b. SCAG shall provide RCTC the opportunity to propose projects to be listed in the FTIP and to actively participate in the development of the RTP and FTIP.
- c. SCAG shall continue maintaining the Regional Transit Technical Advisory Committee or a successor group, to provide a forum for RCTC and other CTCs and transit operators to participate in the metropolitan transportation planning process.
- d. RCTC agrees to participate in SCAG's Technical Working Group, or any successor group established, to serve the same function which shall also serve as a forum to ensure that local transportation projects, plans and programs are effectively integrated into the RTP and FTIP.
- e. The Executive Officers of SCAG and the CTCs shall continue to meet regularly to ensure executive coordination of regional/county/local transportation issues, including issues regarding transit coordination.
- f. RCTC shall provide the Transit Operators the opportunity to propose projects for inclusion in RCTC's Short-Range TIP and LRTP for Riverside County.
- g. Projects and programs adopted as part of RCTC's LRTP and Short- Range TIP shall be submitted to SCAG and recommended for inclusion in the RTP and FTIP, respectively.
- h. The Parties shall cooperatively develop an annual listing of projects for which funds under 23 U.S.C. or 49 U.S.C. Chapter 53 were obligated in the preceding program year, in accordance with 23 CFR 450.334.

- i. The Parties shall cooperatively develop estimates of funds that will be available to support RTP/SCS implementation, and reasonable financial principles and information that support revenue and cost estimates, to be used in the RTP and FTIP financial plan, in accordance with 23 CFR 450.324(f)(11).
- j. The Parties agree to collaborate to implement federal performance reporting and performance-based planning provisions in accordance with 23 CFR 450.306(d)(2)(iii) and subject to applicable final rulemaking. The Parties further agree to coordinate to the maximum extent practicable in the selection of performance targets, and will cooperatively develop and share information related to transportation performance data, the selection of performance targets, the reporting of performance targets, and the reporting of performance to be used in tracking progress toward attainment of critical outcomes for the SCAG region, in accordance with 23 CFR 450.314(h)(1).
- k. To aid in the planning process, RCTC and Transit Operators shall make available to SCAG their Transit Asset Management Plan and any supporting records or documents, performance targets, investment strategies, and annual condition assessment report, upon request of SCAG and in accordance with the RTP/SCS development schedule, in order to fulfill requirements of 49 CFR 625.53 .
- l. SCAG shall integrate in the metropolitan transportation planning process, directly or by reference, the goals, objectives, performance measures, and targets described in the Transit Asset Management Plans and Public Transportation Agency Safety Plans developed by providers of public transportation, in accordance with 23 CFR 450.306(d)(4).
- m. Transit Operators may choose to rely on SCAG's public participation process associated with the FTIP development to satisfy the requirement for public participation in developing the FTA Section 5307 program of projects (POP). SCAG agrees to incorporate in the FTIP document(s) an explicit statement reflecting that public notice of public involvement activities and time established for public review and comment on the FTIP will satisfy the POP requirements of the Section 5307 program.

## Section 2

### General Provisions

- 2.1 **Term of Agreement:** This MOU shall be effective as to each party on the date such party executes this MOU, and continues in full force until such party withdraws from this MOU pursuant to Section 2.5 below or this MOU is terminated by SCAG upon thirty (30) days prior written notice. This MOU shall supersede and replace all prior agreements including but not limited to the 2007 MOU between the Parties concerning metropolitan planning agreements required to be developed pursuant to 23 CFR 450.314 and predecessors thereto.
- 2.2 **Drafting:** This MOU has been prepared by all parties and has been reviewed and endorsed by each.
- 2.3 **Amendments:** This MOU may be amended only by the execution by all parties of a



written amendment.

- 2.4 Indemnity:** Each of the parties to this MOU is a public entity. Pursuant to Government Code Section 895.4, each party shall indemnify, defend and hold each of the other parties, and their respective officers, agents and employees harmless from and against any liability and expenses, including defense costs, any costs or liability on account of bodily injury, death or personal injury of any person or for damage to or loss of property, any legal fees and any claims for damages attributable only to performance of the responsibilities as set forth in Section 1 (Planning and Coordination Process) of this MOU by the indemnifying party (Indemnitor) or its officers, agents, employees, contractors and subcontractors under this MOU, except to the extent caused by the negligence or willful misconduct of an indemnified party (Indemnitee).
- 2.5 Withdrawal:** Any party may withdraw from this MOU upon ninety (90) days written notice to each party, providing that the notice of withdrawal set forth the effective date of withdrawal and the reason for withdrawal. Additionally, the notice of withdrawal shall provide that the parties during the period prior to the effective date of withdrawal shall meet to try to resolve any dispute. In the event that the withdrawal is for cause, the withdrawal shall not be effective if the party claimed to have defaulted cures the default in its performance within the ninety day period. SCAG shall notify FTA of the withdrawal from this MOU of any party.
- 2.6 Jurisdiction and Venue:** This MOU shall be deemed an Agreement under the laws of the State of California, and for all purposes shall be interpreted in accordance with such laws. All parties hereby agree and consent to the exclusive jurisdiction of the courts of the State of California and that the venue of any action brought hereunder shall be in Los Angeles County, California.
- 2.7 Non-assignment:** No party may assign this Memorandum of understanding, or any part thereof, without the written consent of each party to this MOU.
- 2.8 Notice:** Any notice or notices required or permitted to be given pursuant to this MOU may be personally served on the other party by the party giving such notice, or may be served by certified mail, return receipt requested, to the following addresses:

Executive Director  
Southern California Association of Governments  
818 West 7<sup>th</sup> Street, 12<sup>th</sup> Floor  
Los Angeles, California 90017-3435

Executive Director  
Riverside County Transportation Commission  
4800 Lemon Street, 3<sup>rd</sup> Floor  
P.O. Box 12008  
Riverside, CA 92502-2208

Riverside County Transit Operators (See Exhibit "A")

Each undersigned party agrees to notify the other parties of any changes to the address

for receipt of Notices.


- 2.9 Order of Precedence:** In the event of a conflict between and among this MOU, the order of precedence shall be:

Amendments to the MOU  
MOU  
Exhibit A

- 2.10 Execution of Agreement or Amendments:** This MOU, or any amendment related thereto (Amendment), may be executed in multiple counterparts, each of which shall be deemed to be an original, but all of which shall constitute one and the same agreement. The signature page of this MOU or any Amendment may be executed by way of a manual or authorized digital signature. Delivery of an executed counterpart of a signature page to this MOU or an Amendment by electronic transmission scanned pages shall be deemed effective as a delivery of a manually or digitally executed counterpart to this MOU or any Amendment.

IN WITNESS WHEREOF, the Parties have caused this MOU to be executed by their duly authorized representatives.


**The Southern California Association of Governments ("SCAG"):**

By:  Date: 4/17/18  
Hasan Ikhata  
Executive Director

Approved as to Form:


 Date: 4/17/18  
Joanna Africa  
Chief Counsel/Director of Legal Services

**Riverside County Transportation Commission ("RCTC"):**

By:  Date: 1/24/18

Approved as to Form:  Date: 1/18/18

SunLine Transit Agency:

By:  Date: 1/18/18

Approved as to Form:

 Date: 1/9/18  
Erica L. Vega, Assistant General Counsel



**Riverside Transit Agency:**

By: Janey Ruben Date: 1-12-18


Approved as to Form:

James Danieff Date: 1/9/18  
General Counsel

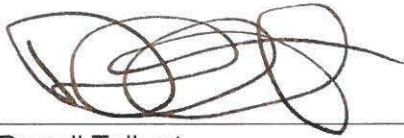
City of Riverside:

By:  Date: 4/03/2018  
Alexander Nguyen  
Assistant City Manager

Approved as to Form: \_\_\_\_\_ Attest:   
City Clerk

 Date: 3/22/18  
Lauren Sanchez, Deputy City Attorney

City of Corona:

By:  Date: 2-23-18  
Darrell Talbert  
City Manager

Approved as to Form:

 Date: 2-26-18  
mc

man among So. Cal. Assoc. of Governments,  
RCTC + Riverside County Transit Operators

City of Banning:

By:  Date: 01/28/18

Approved as to Form:

 Date: 2/27/18

City of Beaumont:

By: Nancy Carroll Date: 1/23/2018

Approved as to Form:

[Signature] Date: Jan 22, 2018

**Palo Verde Transit Agency:**

By: Joseph ReCanal Date: 1-3-18

Approved as to Form:

Dmbyl Date: 1-3-18

**EXHIBIT A**  
**Riverside County Transit Operators**

General Manager SunLine Transit Agency 32-505 Harry Oliver Trail Thousand Palms, CA 92276
General Manager Riverside Transit Agency 1825 Third Street Riverside, CA 92507
City Manager City of Riverside 3900 Main Street, 7th. Floor Riverside, CA 92522
City Manager City of Corona 400 S. Vicentia Avenue Corona, CA 92882-2187
City Manager City of Banning 99 E. Ramsey Street Banning, CA 92220
City Manager City of Beaumont 550 E. Sixth Street Beaumont, CA 92223
General Manager Palo Verde Transit Agency 415 North Main Street Blythe, CA 92225

**APPENDIX C:**  
**ORDINANCE NO. 002-001 (2009 MEASURE A)**



## ORDINANCE NO 02-001

RIVERSIDE COUNTY TRANSPORTATION COMMISSION  
TRANSPORTATION EXPENDITURE PLAN  
AND RETAIL TRANSACTION AND USE TAX ORDINANCE

## PREAMBLE

The transportation system in Riverside County is rapidly deteriorating and our population and economy are growing rapidly. Maintenance and repairs of existing roadways and improvements to relieve congestion cannot be accomplished with available funds. Without additional funds, the system will bog down and pavement will crumble into permanent disrepair. State highway funds are inadequate and competition for funds is increasing. Projects in areas where local sales tax funds are available have been and will continue to be viewed much more favorably in the selection process of the California Transportation Commission. Local governments must either generate revenues to expand our system and maintain our investments or watch the system collapse and endanger the health, welfare and safety of all Riverside County residents.

Continuation of our one-half percent sales tax for transportation to supplement traditional revenues and revenues to be generated through locally-adopted developer fees and assessment districts for transportation improvements is the only way local governments can be sure the transportation system will serve the current and future travel needs of Riverside County. Collection of the one-half percent sales tax will commence upon the expiration of the existing tax.

The Riverside County Transportation Commission will continue to seek maximum funding for transportation improvements through State and federal programs. The Commission will not provide sales tax revenues to any city or to the County unless revenues currently used by that agency for transportation are continued to be used for transportation purposes.

The Riverside County Transportation Commission ordains as follows:

**SECTION 1 SUMMARY** This Ordinance provides for the imposition of a retail transaction and use tax of one-half percent for a period of thirty (30) years, the authority to issue bonds secured by such taxes, and the administration of the tax proceeds and a county transportation expenditure plan.

**SECTION II DEFINITIONS** The following definitions shall apply in this ordinance:

- A     **Expenditure Plan** "The Expenditure Plan" means the Riverside County Transportation Commission Expenditure Plan (attached as Exhibit B) and adopted as part of this Ordinance including any future amendments thereto.
- B     **"County"** means the County of Riverside.

- C "Commission" means the Riverside County Transportation Commission s set forth in Sections 130053, 130053 5 and 130053 7 of the Public Utilities Code
- D "TUMF" means Transportation Uniform Mitigation Fee This fee is charged on new development by local governments to assist with the building and improvement of regional arterials
- E "MSHCP" means the Multiple Species Habitat Conservation Plan currently under development by the County of Riverside
- F "Existing Tax" means the ½ % retail transactions and use tax adopted pursuant to Ordinance No 88-01

SECTION III AUTHORITY This Ordinance is enacted, in part, pursuant to the provisions of Division 25 (commencing with Section 240000) of the Public Utilities Code, and Section 7252 22 of the Revenue and Taxation Code

SECTION IV IMPOSITION OF RETAIL TRANSACTIONS AND USE TAX Subject to voter approval of the same, the Commission shall impose, in the incorporated and unincorporated territory of the County of Riverside, a retail transactions and use tax (referred to as the Measure "A" fund tax) at a zero percent (0%) rate until the expiration of the Existing Tax Thereafter, a tax shall be collected for a thirty (30) year period at the rate of one-half of one percent (0 5%) This tax shall be in addition to any other taxes authorized by law including any existing or future state or local sales tax or transactions and use tax

SECTION V PURPOSES Measure "A" funds may only be used for transportation purposes including the administration of Division 25, including legal actions related thereto, the construction, capital, acquisition, maintenance, and operation of streets, roads, highways, including state highways and public transit systems and for related purposes These purposes include expenditures for the planning, environmental reviews, engineering and design costs, and related right-of-way acquisition

SECTION VI BONDING AUTHORITY Upon voter approval of Measure "A" , the Commission shall have the power to sell or issue, from time to time, on or before the collection of taxes, bonds, or other evidence of indebtedness, including, but not limited to, capital appreciation bonds, in the aggregate principal amount at any one time outstanding of not to exceed \$500 million, and to secure such indebtedness solely by way of future collection of taxes, for capital outlay expenditure for the purposes set forth in Section V hereof, including to carry out the transportation projects described in the Expenditure Plan

SECTION VII MAINTENANCE OF EFFORT The Commission, by the enactment of this Ordinance, intends the additional funds provided government agencies by this Chapter to supplement existing local revenues and required developer improvements being used for transportation purposes The government agencies shall maintain their existing commitment of local funds for street, highway and public transit purposes pursuant to this Ordinance, and the Commission shall enforce this Section by appropriate actions including fiscal audits of the local agencies

The local cities and the County shall annually submit to the Commission a list of the proposed uses for these funds and a certification that the maintenance of effort requirement is being met. If in any fiscal year the maintenance of effort requirement is not met, the agency shall not be eligible for any Measure "A" funds in the following fiscal year. Such funds shall be distributed to the remaining local governments using the formula for the area.

**SECTION VIII RETURN TO SOURCE** Funds for transportation purposes shall be allocated to the Western County, Coachella Valley, and Palo Verde Valley areas proportionate to the Measure "A" funds generated within these areas.

**SECTION IX ADMINISTRATION OF PLANS** The Commission shall impose and collect Measure "A" funds, shall allocate revenues derived, and shall administer the Expenditure Plan consistent with the authority cited herein.

**SECTION X ADMINISTRATIVE COSTS** The Commission shall expend only that amount of the funds generated from Measure "A" for staff support, audit, administrative expenses, and contract services that are necessary and reasonable to carry out its responsibilities pursuant to Division 25, and in no case shall the funds expended for salaries and benefits exceed one percent (1%) of the annual net amount of revenue raised by Measure "A".

**SECTION XI ANNUAL APPROPRIATIONS LIMIT** The annual appropriations limit has been established pursuant to Ordinance 88-01 pursuant to Article XIII B of the California Constitution and Section 240308(b) of the Public Utilities Code. The appropriations limit has and shall be subject to adjustment as provided by law.

**SECTION XII EFFECTIVE AND OPERATIVE DATES** Subject to voter approval, this Ordinance shall take effect at the close of the polls on November 5, 2002.

**SECTION XIII ELECTION** The Commission requests the Board of Supervisors to call an election for voter approval of Measure "A" (Exhibit A), which election shall be held on November 5, 2002. The election shall be called and conducted in the same manner as provided by law for the conduct of elections by a county. Pursuant to Section 240308 of the Public Utilities Code, the sample ballot to be mailed to the voters shall be the full proposition as set forth in the Ordinance, and the voter information handbook shall include the entire Expenditure Plan. Approval of the attached proposition, and the imposition of the Measure "A" retail sales and use tax described herein, shall require the affirmative vote of 2/3rds of the electors voting on the attached proposition at the election described in this section.

**SECTION XIV EXPENDITURE PLAN AMENDMENTS** The Expenditure Plan for Measure "A" funds may only be amended, if required, in accordance with Public Utilities Code section 240302, as amended. This section currently provides the following process for amendment: (1) initiation of the amendment by the Commission reciting findings of necessity, (2) approval by the Board of Supervisors, and, (3) approval by a majority of the cities constituting a majority of the incorporated population, unless such process is amended in a manner consistent with State legislation.

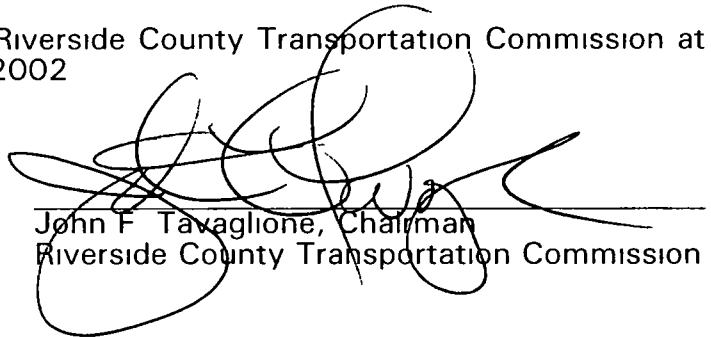
Commencing in 2019 and at least every ten years thereafter, the Commission shall review and, where necessary propose revisions to the Expenditure Plan. Such revisions shall be submitted for approval according to the procedures set forth in this Section XIV. Until approved, the then existing Expenditure Plan shall remain in full force and effect.

**SECTION XV SEVERABILITY** If any tax or provision of this ordinance is for any reason held invalid or unenforceable by a court of competent jurisdiction, that holding shall not affect the validity or enforceability of the remaining Measure "A" funds or provisions, and the Commission declares that it would have passed each part of this ordinance irrespective of the validity of any other part.

**SECTION XVI THE EXISTING TAX** Nothing in the ordinance is intended to modify, repeal, alter or increase the Existing Tax. The provisions of this ordinance shall apply solely to the retail transactions and use tax adopted herein, and not to the collection or administration of the Existing Tax.

APPROVED AND ADOPTED by the Riverside County Transportation Commission at its meeting on Wednesday, May 8, 2002

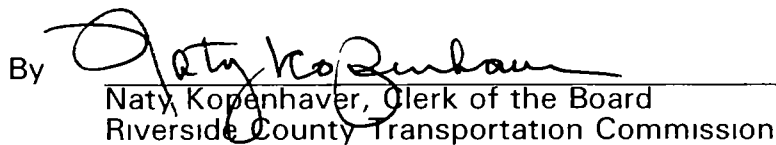
By



John F. Tavaglione, Chairman  
Riverside County Transportation Commission

ATTESTED

By



Naty Kopenhaver, Clerk of the Board  
Riverside County Transportation Commission

# **Riverside County Transportation Improvement Plan**

## **GOALS AND OBJECTIVES**

### ***MAINTAIN AND IMPROVE THE QUALITY OF LIFE IN RIVERSIDE COUNTY BY SUPPLEMENTING EXISTING FUNDS FOR TRANSPORTATION***

Reduce current congestion and provide adequate transportation facilities to accommodate reasonable growth in the future

Provide funding for the adequate maintenance and improvement of local streets and roads in the cities and unincorporated areas

Enhance Riverside County's ability to secure state and federal funding for transportation by offering local matching funds

### **PROVIDE FOR ACCOUNTABILITY IN THE EXPENDITURE OF TAX PAYER FUNDS**

Provides for mandatory dedication of sales tax funds only for the transportation improvements and programs identified in the Expenditure Plan and no other purpose

Provides for a mandatory, annual financial audit of program expenditures to insure that all funds are spent in accordance with this voter adopted Plan and associated legal ordinance

Provides for a Maintenance of Effort requirement in funds made available to city and county governments for local street and road programs to insure the new money for this purpose is adding to current funding levels

Provides for the strict limitation of administrative staff costs in implementing this Plan, by limiting, in law, funds expended for salaries and benefits to no more than one (1) percent of the annual net amount of revenues raised by Measure "A"

Provides for the Plan to be updated every 10 years for the period it is in effect to insure that the changing needs and priorities of the county are met

Provides for the mandatory termination of the tax in 2039, requiring additional voter approval for extension at a County General Election according to state law

## **PROVIDE FOR EQUITY IN THE DISTRIBUTION OF MEASURE A REVENUES**

Return funds to the Western County, Coachella Valley and Palo Verde Valley proportionate to the funds generated in those areas

Adopt a Transportation Improvement Plan, which address the unique needs of each of the areas of the county

Provide a reasonable balance between competing highway, commuter rail, transit, and local streets and roads needs

## **PROVIDE FOR LOCAL CONTROL OF THE TRANSPORTATION IMPROVEMENT PROGRAM**

Provide for cost effective, local administration of the program through the existing Riverside County Transportation Commission No new agency would be required to administer these funds

Delegates appropriate administrative responsibility to the cities and the county and other local agencies for local programs

This TRANSPORTATION IMPROVEMENT PLAN, which shall act as the County's Expenditure Plan, was prepared by the Riverside County Transportation Commission for the purpose of extending the current ½ cent local transaction and use tax for transportation to be collected for an additional 30 years, if approved by the voters on November 5, 2002 – Measure "A" This is proposed by the Commission as a means to fill the funding shortfall to implement necessary highway, commuter rail, and transit projects, secure new transportation corridors through environmental clearance and right of way purchases, provide adequate maintenance and improvements on the local street and road system, promote economic growth throughout the county, and provide specialized programs to meet the needs of commuters and the specialized needs of the growing senior and disabled population

## **TAXPAYER ACCOUNTABILITY SAFEGUARDS**

### **LEGAL DEDICATION OF FUNDS**

Measure "A" funds may only be used for transportation purposes and described in the local ordinance governing this program, including the construction, environmental mitigation of transportation projects, capital activities, acquisition, maintenance, and operation of streets, roads, highways, including state highways and public transit systems and for related purposes. These purposes include but are not limited to expenditures for the planning, environmental reviews, engineering and design costs, related right-of-way acquisition, and construction, engineering and administration.

### **MANDATORY ANNUAL FISCAL AUDIT**

No less than annually, the RCTC shall conduct an independent fiscal audit of the expenditure of all sales tax funds raised by this measure. The audit, which shall be made available to the public, shall report on evidence that the expenditure of funds is in accordance with the Riverside County Transportation Improvement Plan as adopted by the voters in approving the sales tax measure on November 5, 2002. In addition, the audit shall determine that Maintenance of Effort requirements, other requirements regarding local government participation in Transportation Uniform Mitigation Fee Programs, as well as requirements described in Section 5 of the Plan entitled "Local Streets and Roads" have been complied with. The audit shall also insure that no more than 1 (one) percent of total sales tax expenditures are used for administrative staff salaries and benefits in implementing this Plan.

### **MANDATORY PLAN UPDATE AND TERMINATION OF SALES TAX**

This Plan shall be updated by RCTC every 10 years that the sales tax is in effect to reflect current and changing priorities and needs in the County, as defined by the duly elected local government representatives on the RCTC Board. Any changes to this Plan must be adopted in accordance with current law in effect at the time of the update and must be based on findings of necessity for change by the Commission. The sales tax authorized to be collected by the voters shall be terminated on March 31, 2039, unless reauthorized by the voters to extend the sales tax prior to the termination date as required under state law in effect at the time of the vote for extension.

## **SPECIFIC TRANSPORTATION PROJECTS TO BE FUNDED**

### **WESTERN RIVERSIDE COUNTY**

The Expenditure Plan Map illustrates the Western and Coachella Valley areas. The Western County area includes the cities of Banning, Beaumont, Calimesa, Canyon Lake, Corona, Hemet, Lake Elsinore, Moreno Valley, Riverside, Murrieta, Norco, Perris, San Jacinto, and Temecula. It also includes the unincorporated communities of Jurupa, Mira Loma, Menifee, Wildomar, and Sun City and other more sparsely populated areas, and the reservations of the Pechanga Band of Mission Indians, the Soboba Band of Mission Indians, the Cahuilla Band of Mission Indians, the Ramona Band of Cahuilla Indians, and the Morongo Band of Indians.

#### **1 STATE HIGHWAYS**

Many more state highway improvement projects are needed to deal with congestion and safety problems than existing state and federal revenues can fund. Projected formula funds from these sources over the 30 years is estimated to be \$640 million and will fund less than ½ of the improvements needed and identified in the Expenditure Plan, which are estimated to cost \$1.66 billion in current dollars. Measure "A" funds will supplement those funding sources by an estimated \$1.02 billion and will cover the remaining costs estimated to accomplish these improvements.

The Highway projects to be implemented with funding returned to the Western County Area by extending the Measure "A" Program are as follows:



ROUTE	LIMITS	PROJECT	EST COST
91 60 I 15 & I-215		Reducing congestion on these routes will require that new transportation corridors are constructed	See Section 2
Rte 91	Pierce Street to Orange County Line	Add 1 lane each direction	\$ 161
91/I 15	Interchange	Add new Connector from I 15 North to 91 West	\$ 243
91/71	Interchange	Improve Interchange	\$ 26
Rte 71	Rte 91 to San Bernardino County Line	Widen to 3 lanes each direction	\$ 68
I 215	60/91/215 to San Bernardino County Line	Add 2 lanes each direction	\$ 231
I-215	Eucalyptus Ave to I 15	Add 1 lane each direction	\$ 210
I 15	Rte 60 to San Diego County Line	Add 1 lane each direction	\$ 359
I-10	San Bernardino County Line to Banning	Add eastbound truck climbing lane	\$ 75
I 10/60	Interchange	Construct new interchange	\$ 129
Rte 60	Badlands area east of Moreno Valley	Add truck climbing lane	\$ 26
Rte 79	Ramona Expressway to Domenigoni Parkway	Realign highway	\$ 132
<b>SUBTOTAL</b>	<b>Measure A Funding</b>		<b>\$1 02 Billion</b>
	<b>State &amp; Federal Formula Funds</b>		<b>\$0 64 Billion</b>
<b>TOTAL</b>			<b>\$1 66 Billion</b>

The Commission may add additional State Highway projects, should additional Measure "A" revenue become available

An estimated 5% of the total cost for these highway projects (\$83 million) will be used for environmental purposes to mitigate the cumulative and indirect impacts associated with construction of these projects

## **2 DEVELOPMENT OF NEW TRANSPORTATION CORRIDORS**

State Routes 91 and 60 and Interstate Routes 15 and 215 cannot cost effectively be widened enough to provide for the traffic expected as Riverside County continues to grow. In addition to the specific highway improvements listed in Section 1 above, congestion relief for these highways will require that new north-south and east-west transportation corridors will have to be developed to provide mobility within Riverside County and between Riverside County and its neighboring Orange and San Bernardino Counties.

Four new Transportation Corridors have been identified as necessary through the Community Environmental Transportation Approval Process (CETAP) currently underway. An estimated \$370 million in Measure "A" matching funds to leverage local, state and federal funding will be made available for environmental clearance, right of way, and construction of these new corridors. An estimated \$70 million of these funds will be used to mitigate the cumulative and indirect impacts associated with construction of these projects.

## **3 PUBLIC TRANSIT**

The Transportation Improvement Plan will provide an estimated \$390 million to expand commuter rail, implement intercity bus services and to continue and expand programs to assist the elderly, disabled and commuters.

### **A Discount Fares and Transit Services for Seniors and Disabled Persons**

Seniors and disabled persons are becoming an increasing percentage of the population each year. They are currently charged a fare on fixed route transit services that is one-half the normal fare for service within the Western County area. In addition a number of specialized transportation programs have been implemented which meet specialized needs for transportation to medical services, social service agencies and programs, shopping and other purposes that cannot be met by conventional transit. A minimum of \$85 million in Measure "A" funds will be used to guarantee these services.

## **B Commuter Rail and Intercity Bus Service**

Metrolink has provided a viable alternative to the automobile for thousands of daily commuters to Orange and Los Angeles counties and reduces the demand on our freeways. The current service level needs to double in the future and expansion of the system to Moreno Valley and Perris is needed to relieve congestion on I-215. In addition, an intercity express bus service that feeds the Metrolink service and provides a reasonable alternative to the automobile for daily commuters who travel within the region is needed. Measure "A" funds will be made available for operations of these services and to match federal funds for capital.

## **C Commuter Services Ridesharing Vanpools, Buspools, Park-N-Ride**

Commuter traffic created by Riverside County residents traveling to jobs in neighboring Orange, Los Angeles, and San Bernardino counties adds significantly to the peak hour congestion on the freeway and highway system. A number of programs have been implemented to assist commuters to share rides, reduce congestion, and take advantage of travel in the "carpool" lanes. These programs include, rideshare matching services, incentive programs, vanpool "seed money", buspool subsidies, and park-n-ride lot leasing. These programs will become even more necessary in the future as traffic increases. A minimum of \$50 million in Measure "A" funds will be used for this purpose.

## **4 REGIONAL ARTERIAL SYSTEM**

The freeway and state highway system can no longer be expected to handle the traffic demands for travel between and through the cities of the Western County area, with the development projected for the future. A system of regional arterials (major local roadways) with limited access, freeway interchanges, grade separations, and coordinated traffic signals are needed to supplement the highway backbone system. The Western Riverside Council of Governments (WRCOG), in conjunction with the cities and the County, has developed this system of roadways to meet this need. This roadway system will be periodically updated by the Commission, or the Western Riverside Council of Governments, to reflect actual development trends.

Funding to widen existing roads and construct new roads on this system will be funded by an estimated \$300 million in revenues generated by Measure "A" and by matching revenues to be generated by the cities and County implementing a Transportation Uniform Mitigation Fee (TUMF) administered by the Commission or the Western Riverside Council of Governments (WRCOG)

Examples of the roadways on the regional arterial system that may be eligible to receive Measure "A" and TUMF funding for widening and other improvements to increase capacity and traffic flow are

- Van Buren Boulevard from I-215 to State Route 60
- Alessandro Boulevard from I-215 westerly to Central Avenue
- Central Avenue from Alessandro Blvd to Van Buren Boulevard
- Arlington Avenue from Central Avenue to Van Buren Boulevard
- Green River Road from Dominguez Ranch Rd to State Route 91
- Foothill Parkway from Lincoln Ave to Green River Road
- Scott Road from State Route 79 to I-215
- Clinton Keith Road from State Route 79 to I-215
- Date Street from State Route 79 to I-15
- State Route 79/I-10 Interchange Improvements and possible bypass to I-10
- Ramsey Street from Banning City Limits to Field Road
- Ramona Expressway from San Jacinto to I-215
- Cajalco Road from I-215 to I-15
- Perris Boulevard from State Route 74 to San Bernardino Co Line
- Pyrite Street from San Bernardino County Line to State Route 60
- Schleisman Road from San Bernardino County Line to I-15 and Arlington Avenue
- Domenigoni Parkway from State Street to I-215
- Railroad Canyon/Newport Road from I-215 to I-15

**The final scope and project limits of all improvements proposed for the regional arterial system will be determined through noticed public hearings environmental clearance process, and agreement with affected agencies**

## **5 LOCAL STREETS AND ROADS**

The local street and road system is critical to the every day movement of people within the cities and the county. This system is reaching "middle age", with potholes and is in need of continued maintenance and rehabilitation. New local roads adjacent to new residential and business developments will continue to be constructed and paid for by the developers.

Current resources, without the extension of the existing sales tax revenues for transportation, cannot provide adequate funding to maintain the local street and road system at the level necessary to adequately serve the public

The Transportation Improvement Plan will provide an estimated \$970 million specifically for this purpose. The funds made available in the Western County area will be distributed to the cities and the county by a formula based 75% on proportionate population and 25% on revenues generated by Measure "A". In order to be eligible for these funds, each agency will be required to 1) File a Five-Year Capital Improvement Program, updated annually, with the Commission, 2) Participate in a Transportation Uniform Mitigation Fee (TUMF) Program to be developed and administered by the Commission or the Western Riverside Council of Governments (WRCOG), and, 3) Participate in the Multi-Species Habitat Conservation Plan (MSHCP) currently under development by the County of Riverside by endorsing the Permit Application and signing the Implementation Agreement.

The TUMF Program shall be adopted according to all applicable laws and shall provide that the first \$400 million of TUMF revenues will be made available to the Commission to fund equally the 1) Regional Arterial System, as described above, and, 2) Development of New Corridors ("CETAP") described above.

## **6 ECONOMIC DEVELOPMENT INCENTIVES PROGRAM**

The need to attract new commercial and industrial development and jobs to Riverside County to reduce the need for long commutes to Orange and Los Angeles counties is important to the economic vitality and quality of life of Western Riverside County. A greater jobs – housing balance is needed immediately.

The Transportation Improvement Plan will provide an estimated \$40 million for this purpose. These funds will be used to create an Infrastructure Improvement Bank to improve existing interchanges, construct new interchanges, provide public transit linkages or stations, and make other improvements to the transportation system. Given the limited amount of funds available, the RCTC shall develop a program of competitive incentives to attract commercial and industrial development and jobs to locate within the Western Riverside County area.

In particular, the highest priority for these funds shall be for use in attracting key industrial development. For example, Western Riverside County through the provision of a needed interchange or transit service as a part of an overall package of incentives, could attract industrial development, which may have otherwise located elsewhere in California, in the United States or internationally.

## **7 BOND FINANCING**

Construction of the highway and rail projects and implementation of the local streets and roads and other programs identified in the Transportation Improvement Plan are needed as soon as possible. In order to accomplish this, some level of borrowing will be required. The Commission will determine the extent of borrowing that is reasonable as the program is implemented. Up to \$270 million, 8% of the revenues expected to be generated, will be made available for this purpose.

### **COACHELLA VALLEY AREA**

The Coachella Valley area is located in the central part of Riverside County and includes the cities of Cathedral City, Coachella, Desert Hot Springs, Indian Wells, Indio, La Quinta, Palm Desert, Palm Springs, and Rancho Mirage. It also includes the unincorporated areas, and the reservations of the Agua Caliente Band of Cahuilla Indians, the Cabazon Band of Mission Indians, and the Torres Martinez Desert Cahuilla Indians. The Transportation Improvement Plan is designed to give flexibility to adjust to changing circumstances and to

- Improve Traffic Flow and Reduce Congestion on Highway 111
- Add/Improve Interchanges on Highway 86 and I-10
- Provide funding for Local Streets and Roads Improvements
- Improve Safety and Visibility at Major Intersections and Arterial Roads
- Reduce Congestion by Improving Major Roadways Identified as Important by Local Governments in the Coachella Valley
- Provide Express East-West Transit Routes in the Coachella Valley
- Improve and Expand Public and Specialty Transit Service

## **1 STATE HIGHWAYS AND MAJOR REGIONAL ROAD PROJECT**

Fifty percent (50%) of the Measure "A" revenues will be used for State highways and regional road improvements. The Transportation Project Prioritization Study (TPPS), developed through the Coachella Valley Association of Governments (CVAG), will function as the Plan for future needs. Preventive maintenance of these Measure "A" funded arterials will be allowed, if a majority of the Coachella Valley local governments give approval.

The system improvements will be accomplished with a mix of Measure "A" funds, state and federal highway funds, and the existing Transportation Uniform Mitigation Fee (TUMF) on new development.

This segment of the Measure "A" Expenditure Plan will be implemented through the Coachella Valley Association of Governments.

## **2 LOCAL STREETS AND ROADS**

Thirty-five percent (35%) of the Measure "A" revenues will be returned to the cities and the county in the Coachella Valley and shall be used to assist with the funding local street and road improvements. These funds will supplement existing federal, state, and local funds. Local street improvements adjacent to new residential and business developments will continue to be paid for by the developers.

Cities and the county in the Coachella Valley must participate in the Transportation Uniform Mitigation Fee (TUMF) program to assist in the financing of the priority regional arterial system in order to receive these funds. If a city or the county chooses not to levy the TUMF, the funds they would otherwise receive for local streets and roads will be added to the Measure "A" funds for the Regional Arterial Program.

Allocations of funds to the cities and the county will be based on a formula weighted 50% on proportionate dwelling units and 50% on Measure "A" revenues generated within each jurisdiction. A Five-Year Capital Improvement Program for the use of these funds will be prepared and annually updated with public participation by each city and the county.

### **3 PUBLIC TRANSIT**

Fifteen percent (15%) of the Measure “A” revenues will be used to improve and expand public transit and specialized transportation services

#### **A Discount Fares and Expanded Transportation Services for Seniors and Persons with Disabilities**

For Seniors (age 60 and older) and persons with disabilities, access to healthcare, social services, shopping, and recreation is a key to quality of life. Sunline Transit Agency offers a full array of public transit and specialized transportation services at reduced prices to individuals in these special groups. Measure “A” funds will guarantee discounts continue for the next 30 years. Funds will also be used to expand services to meet future needs of the growing population of the valley.

#### **B Specialized Transportation Services**

In addition to providing SunBus public transit service, SunDial paratransit service, and SunLink express commuter service to Riverside, the Sunline Transit Agency offers specialized transportation services to Coachella Valley residents and visitors. These services include the Vets Express that provides free transportation to the Veterans Hospital in Loma Linda, SunTrip, that enables those beyond Sunline’s fixed route service area to receive reimbursement they can pay to volunteer drivers, and SunRide that coordinates the transportation services offered by many non-profit social service organizations. All of Sunline’s vehicles operate on clean, alternative fuels thereby preserving the environment and creating a healthier community while increasing access. Measure “A” funds will assist these and other types of specialized transportation services which may be implemented.

#### **C Bus Replacement and More Frequent Service**

Public bus transportation offers communities many benefits – reduced traffic congestion, reduced wear and tear on roads, reduced parking demand, and lower emissions. By providing access to schools, jobs and shopping, it is also a vital force in economic development. This is especially true in the Coachella Valley where nearly 75% of the 4 million annual SunBus riders take a bus to work and/or school. Public



transit buses have a 12-year life. Passage of Measure "A" will enable Sunline's fleet to be replaced as needed. Funds will also be used to increase frequency of service, which is the single most important factor in use of public transportation.

### **PALO VERDE VALLEY AREA**

The Palo Verde Valley area is located in the far eastern part of Riverside County. It is geographically separated from the Western and Coachella Valley areas. The population within the area is relatively small, and significant growth over the next 30 years is not anticipated.

The Palo Verde Valley is served by Interstate 10 which provides adequate connections to the more westerly portions of Riverside County and easterly to Arizona. Increasing transit needs can be adequately met using existing revenue sources available for that purpose. The greatest need for the Palo Verde Valley is additional funding to adequately maintain and rehabilitate local streets and roads.

All of the funding generated by Measure "A" returned to the Palo Verde Valley is to be used for local streets and roads. Funds shall be distributed to the City of Blythe and the County of Riverside by formula. The formula distribution is based 75% on proportionate population and 25% on sales tax revenues generated in each area.

### **MEASURE 'A' REVENUE ALLOCATIONS**

(\$ millions)

#### **Western County Area**

Highway Improvements	\$1,020
New Corridors	\$ 370
Commuter Rail / Intercity Bus/ Specialized Transit/ Commuter Services	\$ 390
Regional Arterial Projects	\$ 300
Local Streets and Road Improvements	\$ 970
Bond Finance	\$ 270
Economic Development Projects	\$ 40
<b>TOTAL</b>	<b>\$3,360</b>

#### **Coachella Valley**

Highways and Regional Arterials	\$ 628
Local Streets and Roads	\$ 439
Specialized and Public Transit	\$ 188
<b>TOTAL</b>	<b>\$1,255</b>

#### **Palo Verde Valley Area**

Local Street and Road Improvements	\$ 47
<b>TOTAL</b>	<b>\$ 47</b>

# **GENERAL PROVISIONS OF THE TRANSPORTATION IMPROVEMENT PLAN**

## **1 BASIS FOR REVENUE ESTIMATES**

Federal and state participation for highways, commuter rail, new corridors, and major non-highway roadway improvements is assumed to be \$40 million per year allocated biannually by the California Transportation Commission through the State Transportation Improvement Program (STIP) process. The Riverside County Transportation Commission currently programs 24.2% of these funds on a discretionary basis for projects. This practice will be continued in order to fund major improvements that will arise and have not been anticipated by this Transportation Improvement Plan.

Measure "A" revenue estimates have not been adjusted to reflect inflation. It is assumed that inflation revenue increases will be offset by inflation costs to deliver the projects. "Real Growth" is assumed to parallel countywide population growth. Based upon these factors, Measure "A" revenues over the 30-year period are assumed to be about \$4.665 billion.

## **2 BASIS FOR COST ESTIMATES**

All cost estimates for highway projects were developed by Caltrans based on a specific scope of improvements and are based on 2001 values. Future costs may increase due to inflation or other factors beyond the control of the Commission. The 2001 cost estimates are to be used to determine the proportionate distribution of funds to the categories of projects and programs identified in the transportation program.

## **3 STATE HIGHWAY AND MAJOR ARTERIAL PROGRAMS**

**A** Eligible state highway project costs include preliminary engineering, environmental clearances, design engineering, project management, right of way acquisition and long-term leases and construction. Measure "A" funds are intended to supplement and not replace existing federal and state sources. If it is determined by the Commission that Riverside County is not receiving its fair share of existing funds, sales tax funds may be directed to other types of transportation needs.

- B** The actual scope of the highway, and major arterial projects to be implemented is to be determined through a prioritization process, required environmental analysis, and full consideration of reasonable alternatives. Public participation during the environmental analysis process is required.
- C** The Commission shall establish a "State Highway Account" for funding capital expenditures for state highway improvements.

#### **4 PUBLIC TRANSIT**

- A** Eligible programs include special discount fares for the elderly and persons with disabilities, funding for computer assisted rideshare programs, commuter incentive programs, "seed" programs to encourage the creation of vanpools and buspools, bus capital replacement and additional bus service in the Coachella Valley, and capital and operating assistance for commuter rail expansion and intercity bus service implementation in the Western County area.
- B** Western County area commuter rail services are anticipated to continue to be operated by Metrolink on existing rail lines to Los Angeles, Orange and San Bernardino counties. Increasing the level of services will require negotiation of the appropriate agreements with the railroads and appropriate cost sharing between the counties served. Extension of service to the Moreno Valley area and the City of Perris is anticipated to be along the San Jacinto Branch Line owned by the Commission. Measure "A" funds will be used for operating costs and to match federal and state funds for capital improvements.
- C** Western County area intercity bus express services to be implemented are intended to specifically target commuters and provide a viable connection to the Metrolink service and transportation between and to key employment centers within the region.
- D** The Commission shall establish a "Public Transit Account" for funding these programs. The Commission shall determine which public transportation or specialized transportation services operators, and carpool/vanpool facilitating agencies, shall receive funding assistance. The Commission may directly provide or operate these services and programs if it is determined that they are the most appropriate agency to do so in the Western County area. In the Coachella Valley area, the services will be provided by the SunLine Transit Agency. Based on 30 year funding estimates, the amount of funds should be \$340 million for the Western County and \$188 million for the Coachella Valley area.

## **5 LOCAL STREETS AND ROADS PROJECTS**

- A** Eligible local street and road project costs include any environmental review and mitigation, engineering, right of way acquisition and, capital or maintenance cost. Decisions on projects are to be made by local jurisdictions, but subject to capital improvement requirements
- B** Annual population estimates used for the distribution formula for the Western County and Palo Verde Valley areas shall be from the State Department of Finance. Dwelling unit estimates used for the distribution formula in the Coachella Valley shall be from the Riverside County Planning Department. Actual State Board of Equalization retail sales transactions shall be used for the formula in all three areas. The County Planning Department shall estimate the share for each of the unincorporated areas for the three areas, from the total retail sales transactions for the total unincorporated area
- C** The Commission shall assure the cities and the County are in compliance with maintenance of effort requirements before allocating funds for local streets and roads. Further, the Commission shall not allocate funds to an individual city or the County for local streets and roads within the Western County and Coachella Valley areas unless the local agency is certified by the Coachella Valley Association of Governments or in the Western County Area by the Commission or the Western Riverside County Association of Governments as applicable, to be a participant in the Transportation Uniform Mitigation Fee (TUMF) program necessary for the implementation of the Regional Arterial Program in their area. The cities and the county in the Western County Area must participate in the Multi Species Habitat Conservation Plan (MSHCP) by endorsing the Permit Allocation and executing the Implementation Agreement with the resources agencies in order to be eligible to receive local streets and roads funds
- D** Funding which is not allocated to a city or the county because it is not a participant in the TUMF program in the Coachella Valley area and the TUMF and the MSHCP in the Western County area shall be allocated to the Regional Arterial Program in the geographic area in which the city or portion of the county is located

## **6 FUNDING FLEXIBILITY AND BONDING TO EXPEDITE PROJECTS**

The Commission may make maximum use of available funds by temporarily shifting allocations between geographic areas and transportation purposes. However, the proportionate shares for areas and purposes over the 30-year period may not be changed without an amendment of the Transportation Improvement Plan as required by law. Shifts may not be made without previous consultation with the affected agencies and two-thirds majority approval of the Board of Commissioners.

The Commission may also use bonds to speed implementation of some projects. Bonding will not be used without first determining that the benefits of an accelerated program outweigh the additional cost of interest on borrowing funds.

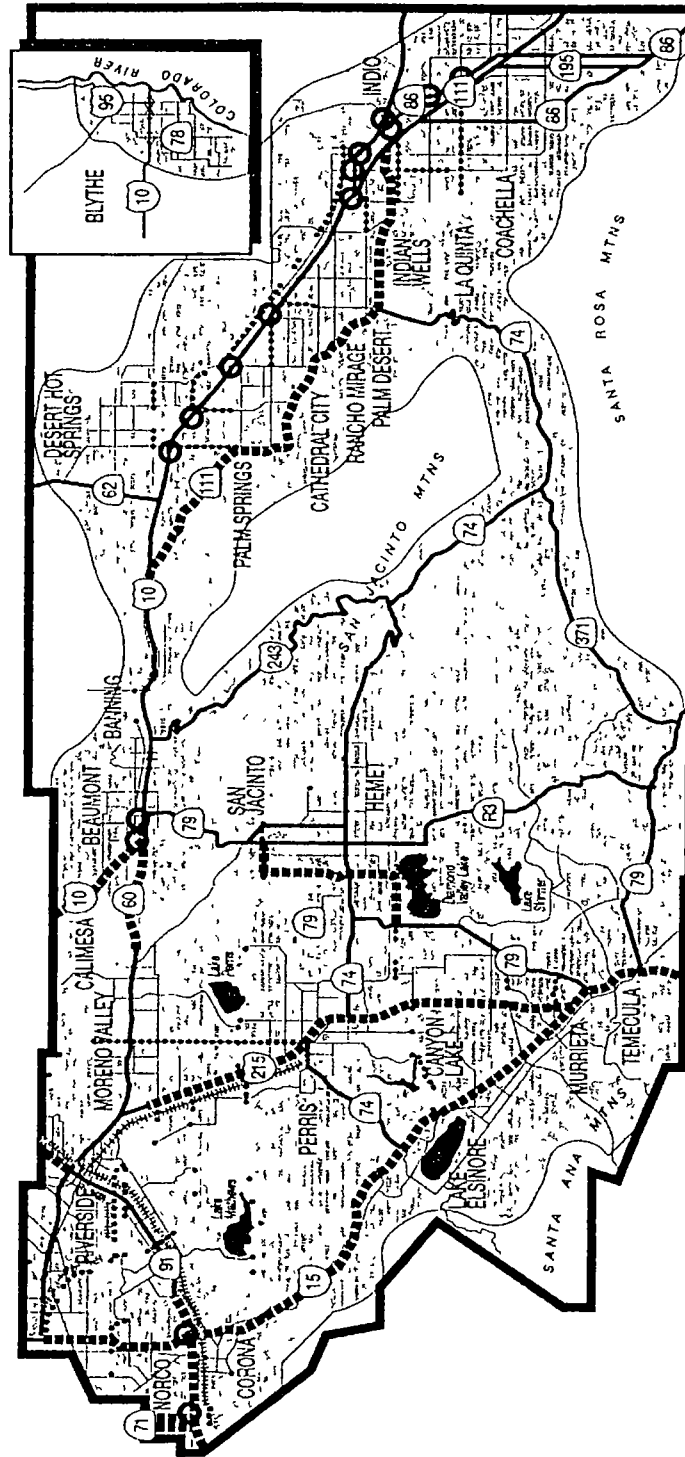
## **7 INFORMING THE PUBLIC OF LOCAL FUNDING SUPPORT**

All state highway, commuter rail, and regional arterial projects using \$1 million or more of sales tax revenues shall be signed to inform the public that local voter approved revenues are being used to support the project.

## **8 SEVERANCE PROVISIONS**

If any provision of this Transportation Improvement Plan is for any reason held invalid and unenforceable by a court of competent jurisdiction, that holding shall not effect the validity or enforceability of the remaining provisions, and the Commission declares that it would have passed each part of the Plan irrespective of the validity of any other part.

# Major Highway and Commuter Rail Projects Under the New Measure A Transportation Improvement Plan



- INTERCHANGE
- +++++ COMMUTER RAIL
- ..... MAJOR ARTERIALS
- ===== FREEWAYS/HIGHWAYS