

AGENDA
General Policy Committee Meeting

April 14, 2021

9:00 AM

MEETING ACCESSIBLE VIA ZOOM AT: <https://gosbcta.zoom.us/j/96572629846>

Teleconference

Dial: 1-669-900-6833

Meeting ID: 965 7262 9846

**This meeting is being conducted in accordance with Governor Newsom's
Executive Order N-29-20.**

General Policy Committee Membership

Chair – Vice President

Supervisor Curt Hagman, *MVSS Chair*
County of San Bernardino

President

Mayor Frank Navarro
City of Colton

Past President

Mayor Darcy McNaboe
City of Grand Terrace

East Valley Representatives

Mayor Pro Tem Larry McCallon
City of Highland

Supervisor Dawn Rowe

County of San Bernardino, *MDC Chair*

Mt./Desert Representatives

Council Member Art Bishop
Town of Apple Valley

Mayor Pro Tem Rick Herrick
City of Big Bear Lake

Council Member Rick Denison
Town of Yucca Valley

Supervisor Paul Cook
County of San Bernardino

West Valley Representatives

Mayor Acquanetta Warren
City of Fontana

Mayor Pro Tem Alan Wapner
City of Ontario

Mayor L. Dennis Michael
City of Rancho Cucamonga, *TC Chair*

**San Bernardino County Transportation Authority
San Bernardino Council of Governments**

AGENDA

General Policy Committee Meeting

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Interested persons may submit Public Comment in writing to the Clerk of the Board at clerkoftheboard@gosbcta.com. Written comments must acknowledge the Agenda Item number, and specify whether the commenter wishes the comment be included with the minutes or read into the record. Comments read into the record will be read for three minutes; if three minutes pass and there is comment still unread, the time will not be extended and the remaining comment will not be read. Public Comment must be submitted no later than 5:00 pm on April 13, 2021.

To obtain additional information on any items, please contact the staff person listed under each item. You are encouraged to obtain any clarifying information prior to the meeting to allow the Board to move expeditiously in its deliberations. Additional “*Meeting Procedures*” and agenda explanations are attached to the end of this agenda.

CALL TO ORDER

(Meeting Chaired by Curt Hagman)

- i. Pledge of Allegiance
- ii. Attendance
- iii. Announcements
- iv. Agenda Notices/Modifications – Betty Pineda

Possible Conflict of Interest Issues

Note agenda item contractors, subcontractors and agents which may require member abstentions due to conflict of interest and financial interests. Board Member abstentions shall be stated under this item for recordation on the appropriate item.

1. Information Relative to Possible Conflict of Interest

Note agenda items and contractors/subcontractors, which may require member abstentions due to possible conflicts of interest.

This item is prepared monthly for review by Board and Committee members.

Pg. 10

CONSENT CALENDAR

Items listed on the Consent Calendar are expected to be routine and non-controversial. The Consent Calendar will be acted upon as a single motion. Items on the Consent Calendar may be removed for discussion by Board Members.

Consent - Administrative Matters

2. March 2021 Procurement Report

Pg. 11

Receive the March 2021 Procurement Report.

Presenter: Jeffery Hill

This item is not scheduled for review by any other policy committee or technical advisory committee.

3. Measure I Revenue

Pg. 19

Receive report on Measure I receipts for Measure I 2010-2040.

Presenter: Lisa Lazzar

This item is not scheduled for review by any other policy committee or technical advisory committee.

DISCUSSION ITEMS

Discussion - Administrative Matters

4. Fiscal Year 2020/2021 Budget Amendments

Pg. 21

That the General Policy Committee recommend the Board, acting as the San Bernardino County Transportation Authority:

A. Approve an increase in budget for Fiscal Year 2020/2021 for Task No. 0550 – Allocations/Pass-Through by \$12,483,000 to be funded by an increase in anticipated Measure I (MSI) sales tax revenue for the Local Street Pass Through Programs in each of the six subareas of the County (funds 4140, 4240, 4340, 4440, 4540, and 4640); and

B. Approve an increase in budget for Fiscal Year 2020/2021 for Task No. 0310 – Transit Allocation/Pass-Through by \$3,438,000 to be funded by an increase in anticipated MSI sales tax revenue for the Senior and Disabled Transit Service Programs in each of the six subareas of the County (funds 4170, 4270, 4370, 4470, 4570, and 4670); and

C. Approve a budget adjustment for the Fiscal Year 2020/2021 for Task No. 0314 – Transit Operations with a substitution source of funds in an amount of \$4,000,000 Valley Local Transportation Funds for State Transit Assistance – Operator Share Funds in the amount of \$4,000,000, for a zero net increase to the fiscal year budget.

Presenter: Lisa Lazzar

This item is not scheduled for review by any other policy committee or technical advisory committee.

5. San Bernardino Associated Governments Pension Liability

Pg. 24

Receive report and provide direction on the San Bernardino Associated Governments Pension Liability.

Presenter: Hilda Flores

This item is not scheduled for review by any other policy committee or technical advisory committee.

Discussion - Administrative Matters (Continued)

6. Investment Policy No. 20100

Pg. 27

That the General Policy Committee recommend the Board, acting as the San Bernardino County Transportation Authority (SBCTA), effective July 1, 2021:

A. Approve Investment Policy No. 20100, as revised; and

B. Delegate to SBCTA's Treasurer, who shall serve as SBCTA's Chief Financial Officer and Treasurer, authority for a one-year period, to invest or reinvest SBCTA funds and to sell or exchange securities so purchased, pursuant to Policy No. 20100; and

That the General Policy Committee recommend the Board, acting as the San Bernardino Associated Governments, effective July 1, 2021:

C. Reauthorize pooling San Bernardino Council of Governments (SBCOG) funds with SBCTA funds, to be invested in accordance with SBCTA's Investment Policy No. 20100; and

D. Delegate to SBCTA's Treasurer, who shall serve as SBCOG's Chief Financial Officer and Treasurer, authority for a one-year period, to invest or reinvest SBCOG funds and to sell or exchange securities so purchased, pursuant to Policy No. 20100.

Presenter: Hilda Flores

This item is not scheduled for review by any other policy committee or technical advisory committee. SBCTA General Counsel has reviewed this item and the revised policy.

7. Revision to Policy No. 10000

Pg. 37

That the General Policy Committee recommend the Board, acting as the San Bernardino County Transportation Authority and the San Bernardino Associated Governments:

Approve revisions to Policy No. 10000 - Policy Committee Relationships & Procedures regarding quorum of policy committees and to clarify committee responsibilities.

Presenter: Marleana Roman

This item is not scheduled for review by any other policy committee or technical advisory committee. SBCTA General Counsel has reviewed this item and the proposed policy revisions.

8. Fiscal Year 2020/2021 Initiatives and Action Plan - Third Quarter Report

Pg. 42

Receive the Fiscal Year 2020/2021 Initiatives and Action Plan –Third Quarter Report.

Presenter: Raymond Wolfe

This item is not scheduled for review by any other policy committee or technical advisory committee.

Discussion - Regional/Subregional Planning

9. San Bernardino County Regional Greenhouse Gas Reduction Plan Update

Pg. 59

Receive information on the San Bernardino County Regional Greenhouse Gas Reduction Plan Update.

Presenter: Josh Lee

This item is not scheduled for review by any other policy committee, but the GHG Reduction Plan has been a regularly scheduled item at the Planning Directors Technical Forum since the start of the project in 2018.

Discussion - Regional/Subregional Planning (Continued)

10. Development Mitigation Annual Report for Fiscal Year Ending June 30, 2020

Pg. 73

Receive information on the Development Mitigation Annual Report for Fiscal Year ending June 30, 2020.

Presenter: Ginger Koblasz

This item is not scheduled for review by any other policy committee or technical advisory committee. The tables contained in this item were distributed to the Transportation Technical Advisory Committee on March 25, 2021, with a request for comment and an opportunity for questions and corrections.

Public Comment

Brief Comments from the General Public

Interested persons may submit Public Comment in writing to the Clerk of the Board at clerkoftheboard@gosbcta.com. Written comments must acknowledge the Agenda Item number, and specify whether the commenter wishes the comment be included with the minutes or read into the record. Comments read into the record will be read for three minutes; if three minutes pass and there is comment still unread, the time will not be extended and the remaining comment will not be read. Public Comment must be submitted no later than 5:00 pm on April 13, 2021.

Comments from Board Members

Brief Comments from Board Members

ADJOURNMENT

Additional Information

Attendance

Pg. 77

Acronym List

Pg. 78

Mission Statement

Pg. 80

The next General Policy Committee meeting is scheduled for May 12, 2021

Meeting Procedures and Rules of Conduct During COVID-19 'Stay in Place' Orders

Meeting Procedures - The Ralph M. Brown Act is the state law which guarantees the public's right to participate in meetings of local legislative bodies. These rules have been adopted by the Board of Directors in accordance with the Brown Act, Government Code 54950 et seq., and shall apply at all meetings of the Board of Directors and Policy Committees. California Governor Gavin Newsom has issued Executive Order (N-29-20) waiving portions of the Brown Act requirements during the COVID-19 State of Emergency.

Accessibility – During the COVID-19 crisis, meetings are being held virtually using web-based or telephone technologies. If accessibility assistance is needed in order to participate in the public meeting, requests should be made through the Clerk of the Board at least three (3) business days prior to the Board meeting. The Clerk can be reached by phone at (909) 884-8276 or via email at clerkoftheboard@gosbcta.com.

Agendas – All agendas are posted at www.gosbcta.com/board/meetings-agendas/ at least 72 hours in advance of the meeting. Staff reports related to agenda items may be reviewed online at that web address.

Agenda Actions – Items listed on both the “Consent Calendar” and “Discussion” contain recommended actions. The Board of Directors will generally consider items in the order listed on the agenda. However, items may be considered in any order. New agenda items can be added and action taken by two-thirds vote of the Board of Directors or unanimous vote of members present as provided in the Ralph M. Brown Act Government Code Sec. 54954.2(b).

Closed Session Agenda Items – Consideration of closed session items excludes members of the public. These items include issues related to personnel, pending litigation, labor negotiations and real estate negotiations. Prior to each closed session, the Chair will announce the subject matter of the closed session. If action is taken in closed session, the Chair may report the action to the public at the conclusion of the closed session.

Public Testimony on an Item – Public Comment may be submitted in writing to the Clerk of the Board via email at clerkoftheboard@gosbcta.com. Written comments must acknowledge the Agenda Item number, and specify whether the commenter wishes the comment be included with the minutes or read into the record. Comments read into the record will be read for three minutes; if three minutes pass and there is comment still unread, the time will not be extended and the remaining comment will not be read. Public Comment must be submitted no later than 5:00 pm the day before the meeting. Members of the public are afforded an opportunity to speak on any listed item. Individuals wishing to address the Board of Directors or Policy Committee Members should indicate their request when Public Comment is called for during the meeting. This request to speak can be achieved by either using the ‘Raise Hand’ feature in Zoom platform or by verbally stating interest when the Chair calls for Public Comment. When recognized by the Chair, speakers should be prepared to announce their name for the record. In the interest of facilitating the business of the Board, speakers are limited to three (3) minutes on each item. Additionally, a twelve (12) minute limitation is established for the total amount of time any one individual may address the Board at any one meeting. The Chair or a majority of the Board may establish a different time limit as appropriate, and parties to agenda items shall not be subject to the time limitations. Members of the public requesting information be distributed to the Board of Directors must provide such information electronically to the Clerk of the Board via email at clerkoftheboard@gosbcta.com no later than 5:00 pm the day before the meeting. The Consent Calendar is considered a single item, thus the three (3) minute rule applies. Consent Calendar items can be pulled at Board member request and will be brought up individually at the specified time in the agenda allowing further public comment on those items.

Agenda Times – The Board is concerned that discussion take place in a timely and efficient manner. Agendas may be prepared with estimated times for categorical areas and certain topics to be discussed. These times may vary according to the length of presentation and amount of resulting discussion on agenda items.

Public Comment – At the end of the agenda, an opportunity is also provided for members of the public to speak on any subject within the Board’s authority. Matters raised under “Public Comment” may not be acted upon at that meeting. “Public Testimony on an Item” still applies.

Disruptive or Prohibited Conduct – If any meeting of the Board is willfully disrupted by a person or by a group of persons so as to render the orderly conduct of the meeting impossible, the Chair may recess the meeting or order the person, group or groups of person willfully disrupting the meeting to be removed from the virtual meeting. Disruptive or prohibited conduct includes without limitation: addressing the Board without first being recognized, not addressing the subject before the Board, repetitiously addressing the same subject, posting profane or rude content in the virtual meeting environment, or otherwise preventing the Board from conducting its meeting in an orderly manner. Your cooperation is appreciated!

**General Practices for Conducting Meetings
of
Board of Directors and Policy Committees**

Attendance.

- The Chair of the Board or a Policy Committee (Chair) has the option of taking attendance by Roll Call or Self-Introductions. If attendance is taken by Roll Call, the Clerk of the Board will call out by jurisdiction or supervisorial district. The Member or Alternate will respond by stating his/her name. If attendance is by Self-Introduction, the Member or Alternate will state his/her name and jurisdiction or supervisorial district.
- A Member/Alternate, who arrives after attendance is taken, shall announce his/her name prior to voting on any item.
- A Member/Alternate, who wishes to leave the meeting after attendance is taken but before remaining items are voted on, shall announce his/her name and that he/she is leaving the meeting.

Basic Agenda Item Discussion.

- The Chair announces the agenda item number and states the subject.
- The Chair calls upon the appropriate staff member or Board Member to report on the item.
- The Chair asks members of the Board/Committee if they have any questions or comments on the item. General discussion ensues.
- The Chair calls for public comment based on “Request to Speak” forms which may be submitted.
- Following public comment, the Chair announces that public comment is closed and asks if there is any further discussion by members of the Board/Committee.
- The Chair calls for a motion from members of the Board/Committee.
- Upon a motion, the Chair announces the name of the member who makes the motion. Motions require a second by a member of the Board/Committee. Upon a second, the Chair announces the name of the Member who made the second, and the vote is taken.
- The “aye” votes in favor of the motion shall be made collectively. Any Member who wishes to oppose or abstain from voting on the motion, shall individually and orally state the Member’s “nay” vote or abstention. Members present who do not individually and orally state their “nay” vote or abstention shall be deemed, and reported to the public, to have voted “aye” on the motion.

The Vote as specified in the SANBAG Bylaws.

- Each Member of the Board of Directors shall have one vote. In the absence of the official representative, the alternate shall be entitled to vote. (Board of Directors only.)
- Voting may be either by voice or roll call vote. A roll call vote shall be conducted upon the demand of five official representatives present, or at the discretion of the presiding officer.

Amendment or Substitute Motion.

- Occasionally a Board Member offers a substitute motion before the vote on a previous motion. In instances where there is a motion and a second, the maker of the original motion is asked if he or she would like to amend his or her motion to include the substitution or withdraw the motion on the floor. If the maker of the original motion does not want to amend or withdraw, the substitute motion is voted upon first, and if it fails, then the original motion is considered.
- Occasionally, a motion dies for lack of a second.

Call for the Question.

- At times, a Member of the Board/Committee may “Call for the Question.”
- Upon a “Call for the Question,” the Chair may order that the debate stop or may allow for limited further comment to provide clarity on the proceedings.
- Alternatively and at the Chair’s discretion, the Chair may call for a vote of the Board/Committee to determine whether or not debate is stopped.
- The Chair re-states the motion before the Board/Committee and calls for the vote on the item.

The Chair.

- At all times, meetings are conducted in accordance with the Chair’s direction.
- These general practices provide guidelines for orderly conduct.
- From time-to-time circumstances require deviation from general practice.
- Deviation from general practice is at the discretion of the Chair.

Courtesy and Decorum.

- These general practices provide for business of the Board/Committee to be conducted efficiently, fairly and with full participation.
- It is the responsibility of the Chair and Members to maintain common courtesy and decorum.

Adopted By SANBAG Board of Directors January 2008

Revised March 2014

Revised May 4, 2016

Minute Action

AGENDA ITEM: 1

Date: April 14, 2021

Subject:
Information Relative to Possible Conflict of Interest

Recommendation:
Note agenda items and contractors/subcontractors, which may require member abstentions due to possible conflicts of interest.

Background:
In accordance with California Government Code 84308, members of the Board may not participate in any action concerning a contract where they have received a campaign contribution of more than \$250 in the prior twelve months from an entity or individual, except for the initial award of a competitively bid public works contract. This agenda contains recommendations for action relative to the following contractors:

Item No.	Contract No.	Principals & Agents	Subcontractors
		NONE	

Financial Impact:
This item has no direct impact on the budget.

Reviewed By:
This item is prepared monthly for review by Board and Committee members.

Responsible Staff:
Duane Baker, Deputy Executive Director

Approved
General Policy Committee
Date: April 14, 2021
Witnessed By:

Entity: San Bernardino Council of Governments, San Bernardino County Transportation Authority

Minute Action

AGENDA ITEM: 2

Date: April 14, 2021

Subject:

March 2021 Procurement Report

Recommendation:

Receive the March 2021 Procurement Report.

Background:

The Board of Directors adopted the Contracting and Procurement Policy (Policy No. 11000) on January 3, 1997, and approved the last revision on June 3, 2020. The Board of Directors authorized the Executive Director, or his designee, to approve: a) contracts and purchase orders up to \$100,000, and for purchase orders originally \$100,000 or more, increasing the purchase order amount up to 10% of the original purchase order value, not-to-exceed \$25,000; b) Contract Task Orders (CTO) up to \$500,000 and for CTOs originally \$500,000 or more, increasing the purchase order amount up to 10% of the original CTO value, not-to-exceed \$100,000; c) amendments with a zero dollar value; d) amendments to exercise the option term if the option term was approved by the Board of Directors in the original contract; e) amendments that cumulatively do-not-exceed 50% of the original contract value or \$100,000, whichever is less; f) amendments that do-not-exceed contingency amounts authorized by Board; and g) release Request for Proposals (RFP), Request for Qualifications (RFQ), and Invitation for Bids (IFB) for proposed contracts from which funding has been approved in the Annual Budget, and are estimated not-to-exceed \$1,000,000.

The Board of Directors further authorized General Counsel to award and execute legal services contracts up to \$100,000 with outside counsel as needed, and authorized Department Directors to approve and execute Contingency Amendments that do-not-exceed contingency amounts authorized by Board of Directors. A list of all Contracts and Purchase Orders that were executed by the Executive Director, Department Director and/or General Counsel during the month of March 2021 are presented herein as Attachment A, and all RFPs and IFBs are presented in Attachment B.

Financial Impact:

This item is consistent with the Fiscal Year 2020/2021 Budget. Presentation of the monthly procurement report demonstrates compliance with the Contracting and Procurement Policy.

Reviewed By:

This item is not scheduled for review by any other policy committee or technical advisory committee.

Responsible Staff:

Jeffery Hill, Procurement Manager

Approved
General Policy Committee
Date: April 14, 2021

Witnessed By:

Entity: San Bernardino Council of Governments, San Bernardino County Transportation Authority

Attachment A

March Contract Actions

New Contracts Executed:

Contract No.	Description of Specific Services	Vendor Name	Dollar Amount
21-1002607	Issuance of rating for Interstate 10 (I-10) Contract One Express Lanes Project TIFIA Loan.	Kroll Bond Rating Agency, LLC	\$100,000.00

Attachment: March Procurement Report Attachment A (6969 : March 2021 Procurement Report)

Attachment A

March Amendment Actions

Contract Amendments Executed:

Contract No. & Amendment No.	Reason for Amendment (include a description of the amendment)	Vendor Name	Previous Amendments & Dollar Values	Dollar Amount of Amendment	Amended Contract Total
19-1001998 Amendment 1	Increased not-to-exceed amount and updated vendor name. Project: Transit and specialized planning services.	AMMA Transit Planning	Original \$480,000.00	\$100,000.00	\$580,000.0
17-1001628 Amendment 1	Exercised first option term and increased the not-to-exceed amount. Project: Information technology network consultant support services.	City of Brea	Original \$852,875.00	\$503,717.00	\$1,356,592.0

Attachment: March Procurement Report Attachment A (6969 : March 2021 Procurement Report)

Attachment A

March Contract Task Order Actions

Contract Task Order (CTO) Executed:

Contract No. & CTO No.	Description of CTO	Vendor Name	Contract Amount	Previously Issued CTOs	Dollar Amount of CTO
19-1002185 CTO 12	San Bernardino County Sub-Regional REAP Grant Funding Implementation Support	Michael Baker International	\$3,414,000.00 Shared with Alta Planning + Design (19-1002103), Fehr & Peers (19-1002186), Cambridge Systematics (19-1002187), HDR Engineering (19-1002188), and Dudek (19-1002189)	Various CTOs not including CTO 12 Totaling \$833,659.64	Total \$214,215.00
20-1002377 CTO 4	Burrowing Owl and Nesting Birds pre-construction surveys, and biological oversight for the Interstate 10 (I-10) University Street interchange.	Vandermost Consulting Services	\$3,000,000.00	Various CTOs not including CTO 4 Totaling \$144,457.87	Total \$5,925.50
20-1002377 CTO 2 Amendment 1	Reduction to State Route 210 (SR-10) Lane Addition Paleontologist Contract.	Vandermost Consulting Services	\$3,000,000.00	Various CTOs not including CTO 2 Totaling \$38,313.55	Origin \$125,019.00 Amendment (\$12,949.10) Total \$112,069.80

Attachment: March Procurement Report Attachment A (6969 : March 2021 Procurement Report)

Attachment A

March Contract Task Order Actions

Contingency Released:

Contract No. & Contingency No.	Reason for Contingency Amendment (include a description of the amendment)	Vendor Name	Previous Amendments & Dollar Values	Dollar Amount of Contingency Amendment	Amended Contract Total
20-1002266 Contingency Amendment 0A	For analysis of Brightline project to ensure there is no interference between the train and express lanes where they are adjacent.	Michael Baker International	Original \$21,319,091.00	\$60,450.00	\$21,379,541.0
18-1001870 Contingency Amendment 2G	Added additional services including infiltration testing, West Valley Connector Charging Facility Concepts and title reports.	Parsons Transportation Group	Original \$6,495,780.54 Amendment 1 \$1,275,000.00 Amendment 2 \$1,045,000.00 Amendment 2A \$104,000.00 Amendment 2B \$54,523.00 Amendment 2C \$38,300.00 Amendment 2D \$199,107.00 Amendment 2E \$97,868.00 Amendment 2F \$229,726.00	\$54,265.00	\$9,593,596.5

Attachment: March Procurement Report Attachment A (6969 : March 2021 Procurement Report)

Attachment A

March Purchase Order Actions

Purchase Orders:

PO No.	PO Issue Date	Vendor Name	Description of Services	PO Dollar Amount
4002122	3/24/21	Berkshire Hathaway Homestate	Additional workers compensation final payroll audit.	\$9,605.0
4002123	3/20/21	Economics & Politics, Inc.	Provide sales tax forecast from FY 2021/2022 to March 2040 for the update to the 10-year delivery plan.	\$15,000.0
4002121	3/16/21	Spectrum Striping Services	Electric Vehicle (EV) striping and signs for the SBCTA parking lot.	\$7,474.0

Attachment: March Procurement Report Attachment A (6969 : March 2021 Procurement Report)

Attachment A

March Purchase Order Amendment Actions

Purchase Order Amendments Executed:

Purchase Order No. & Amendment No.	Description of Services and Reason for Amendment	Vendor Name	Previous Amendments & Dollar Values	Dollar Amount of Amendment	Amended PO Total
None					

Attachment: March Procurement Report Attachment A (6969 : March 2021 Procurement Report)

Attachment B

March RFP's and IFB's

Release of RFP's and IFB's

Release Date	RFP/IFB No.	Anticipated Dollar Amount	Anticipated Award Date	Description of Overall Program and Program Budget
4/7/21	21-1002570	\$180,000.00	July 2021	Laserfiche Software Support Services for agency wide document management storage system.

Attachment: March Procurement Report Attachment B (6969 : March 2021 Procurement Report)

Minute Action

AGENDA ITEM: 3

Date: April 14, 2021

Subject:

Measure I Revenue

Recommendation:

Receive report on Measure I receipts for Measure I 2010-2040.

Background:

Sales tax revenue collections for Measure I 2010 through 2040 began on April 1, 2010. Cumulative total receipts as of March 31, 2021, were \$1,688,483,759.

Included is a summary of the current Measure I receipts by quarter and cumulative total since its inception. The quarterly receipts represent sales tax collection from the previous quarter taxable sales. For example, receipts for January through March represent sales tax collections from October through December.

Measure I revenue for the 2020/2021 Fiscal Year Budget was estimated to be \$52,728,566. Actual Measure I receipts for Fiscal Year 2020/2021 January through March are \$52,728,566, in comparison to \$49,729,997 received during the quarter ending March 2019/2020, with an increase of 6.03%. The increase is mainly attributed to the continuing acceleration in online shopping in addition to last year's implementation of Supreme Court decision of Wayfair v. South Dakota that requires out-of-state vendors to collect and remit sales and use taxes. SBCTA staff continues to monitor the impact of the Covid-19 pandemic on sales tax revenue, even though the impact is not as extreme as anticipated.

Financial Impact:

Measure I revenues for the third quarter of Fiscal Year 2020/2021 exceeded both the budgeted amount and prior years' collections.

Reviewed By:

This item is not scheduled for review by any other policy committee or technical advisory committee.

Responsible Staff:

Lisa Lazzar, Chief of Fiscal Resources

Approved
General Policy Committee
Date: April 14, 2021

Witnessed By:

Entity: San Bernardino County Transportation Authority

Summary of SANBAG Measure I Receipts 2010-2040

Fiscal Year	July-September	October-December	January-March	April- June	Fiscal Year Total	Cumulative Total To Date
Receipts Prior to FY 2010/11						\$7,158,800
Fiscal Year 2010/11	28,188,907	29,207,950	28,808,766	29,397,456	115,603,079	\$122,761,879
Fiscal Year 2011/12	31,027,319	33,547,956	32,757,419	33,476,051	130,808,745	\$253,570,624
Fiscal Year 2012/13	34,279,449	35,076,980	34,336,570	34,309,171	138,002,171	\$391,572,794
Fiscal Year 2013/14	35,430,012	35,403,641	36,843,452	35,789,045	143,466,150	\$535,038,944
Fiscal Year 2014/15	37,253,007	38,007,716	38,225,122	37,132,591	150,618,437	\$685,657,380
Fiscal Year 2015/16	39,298,056	40,309,825	40,950,261	38,929,588	159,487,730	\$845,145,110
Fiscal Year 2016/17	41,123,141	40,742,242	41,465,217	39,801,939	163,132,539	\$1,008,277,649
Fiscal Year 2017/18	43,117,814	42,305,693	44,007,900	39,149,611	168,581,018	\$1,176,858,666
Fiscal Year 2018/19	41,560,927	49,358,825	46,035,191	43,531,556	180,486,500	\$1,357,345,167
Fiscal Year 2019/20	46,250,572	46,514,574	49,729,997	35,959,684	178,454,827	\$1,535,799,994
Fiscal Year 2020/21	48,366,423	51,588,776	52,728,566	-	152,683,765	\$1,688,483,759
% Increase Over 19/20	4.57%	10.91%	6.03%			

Minute Action

AGENDA ITEM: 4

Date: *April 14, 2021*

Subject:

Fiscal Year 2020/2021 Budget Amendments

Recommendation:

That the General Policy Committee recommend the Board, acting as the San Bernardino County Transportation Authority:

A. Approve an increase in budget for Fiscal Year 2020/2021 for Task No. 0550 – Allocations/Pass-Through by \$12,483,000 to be funded by an increase in anticipated Measure I (MSI) sales tax revenue for the Local Street Pass Through Programs in each of the six subareas of the County (funds 4140, 4240, 4340, 4440, 4540, and 4640); and

B. Approve an increase in budget for Fiscal Year 2020/2021 for Task No. 0310 – Transit Allocation/Pass-Through by \$3,438,000 to be funded by an increase in anticipated MSI sales tax revenue for the Senior and Disabled Transit Service Programs in each of the six subareas of the County (funds 4170, 4270, 4370, 4470, 4570, and 4670); and

C. Approve a budget adjustment for the Fiscal Year 2020/2021 for Task No. 0314 – Transit Operations with a substitution source of funds in an amount of \$4,000,000 Valley Local Transportation Funds for State Transit Assistance – Operator Share Funds in the amount of \$4,000,000, for a zero net increase to the fiscal year budget.

Background:

The Finance Department is responsible for the preparation and administration of the San Bernardino County Transportation Authority (SBCTA) Budget. Subsequent to adoption of the budget, adjustments are made by departments either by Board of Directors (Board) approval or by the authority granted to the Executive Director under Policy No. 20000, Financial Policies.

In order to identify any major budgetary changes during the fiscal year, the Finance Department compares actual expenditures and revenues to the budget. All departments are also responsible for identifying other budget adjustments necessary as a result of: 1) programmatic adjustments required to maintain compliance with applicable federal and state law and internal policies such as Measure I (MSI) Policies; 2) additional funds made available from allocations or grants; 3) unforeseen costs; or 4) other unexpected changes.

Staff is requesting approval of the following budget increases necessary to carry out the administrative and programmatic functions of the agency:

Task 0550 – Allocations/Pass-Through of \$12,483,000 for anticipated MSI revenue increases for the Local Street Pass-Through Program and Task 0310 – Transit Allocations/Pass-Through of \$3,438,000 for anticipated MSI revenue increases for the Senior and Disabled Program.

SBCTA, based on Ordinance 04-01 to administer MSI 2010-2040 programs, allocates funds to the participating agencies. SBCTA staff compares actual MSI receipts through March in the Entity: *San Bernardino Council of Governments, San Bernardino County Transportation Authority*

General Policy Committee Agenda Item

April 14, 2021

Page 2

amount of \$120,631,838 to the budget of \$143,900,000, and utilizes the services of HdL Companies for sales tax projections. HdL Companies projects sales tax revenue for the fiscal year to end at \$190,000,000.

Since the revenue is based on sales tax and population by subarea, the analysis was performed at the subarea level. The Fiscal Year 2020/2021 Budget for MSI Local Street Pass-Through was approved for \$38,022,000 and the Senior and Disabled funds were approved for \$10,563,500. The sales tax revenue increase will require a budget adjustment of \$12,483,000 for Task 0550 and \$3,438,000 for Task 0310.

The recommended budget adjustments will provide sufficient appropriations to process payments to local jurisdictions for Measure I Local Street Pass-Through and Senior and Disabled funds.

Task No. 0314 – Transit Operations with a substitution source of funds in an amount of \$4,000,000 Valley Local Transportation Funds for State Transit Assistance – Operator Share Funds in the amount of \$4,000,000.

As a member agency of the Southern California Regional Rail Authority (SCRRA) Joint Powers Authority (JPA), the SBCTA Board approves subsidy assistance allocations for operating, new capital and rehabilitation on an annual basis. The budgeting process for the Fiscal Year 2020/2021 Budget began in January 2020 and experienced delays due to the budget impacts of the public health pandemic which became apparent during budget development. With this early preparation and subsequent modifications, staff projected anticipated funding needs through the end of the existing fiscal year. This had a direct impact on the fund sources designated to comprise the SCRRA preliminary budget operating subsidy request.

After all expenses and fund balances for Fiscal Year 2019/2020 have been recognized, the Transit Department reviewed all Tasks and their respective budgets for Fiscal Year 2020/2021 and determined a substitution source of funds for Task No. 0314 Transit Operations as outlined in the aforementioned recommendation. This budget amendment supports the ongoing operations of Metrolink passenger rail service throughout San Bernardino County with connections to the greater regional area.

Financial Impact:

This item is not consistent with the Fiscal Year 2020/2021 Budget. Approval of this item will authorize budget amendments to several Funds (Fund: 4140 - \$7,341,000; 4170 - \$3,000,000; 4240 - \$3,583,000; 4270 - \$321,000; 4340 - \$551,000; 4370 - \$41,000; 4440 - \$113,000; 4470 - \$9,000; 4540 - \$413,000; 4570 - \$31,000; 4640 - \$482,000; 4670 - \$36,000; 1040 - \$4,000,000; 1050 - \$4,000,000) in the Fiscal Year 2020/2021 Budget.

Reviewed By:

This item is not scheduled for review by any other policy committee or technical advisory committee.

Responsible Staff:

Lisa Lazzar, Chief of Fiscal Resources

San Bernardino Council of Governments
San Bernardino County Transportation Authority

Approved
General Policy Committee
Date: April 14, 2021

Witnessed By:

San Bernardino Council of Governments
San Bernardino County Transportation Authority

Minute Action

AGENDA ITEM: 5

Date: *April 14, 2021*

Subject:

San Bernardino Associated Governments Pension Liability

Recommendation:

Receive report and provide direction on the San Bernardino Associated Governments Pension Liability.

Background:

San Bernardino County Transportation Authority (SBCTA) participates in a cost-sharing defined benefit plan to provide pensions to the employees of more than one employer with the San Bernardino County Employees' Retirement Association (SBCERA). The plan assets are pooled together to provide pension benefits and are not segregated into separate accounts by employer.

In June 2012, the Government Accounting Standards Board (GASB) issued Statement 68, *Accounting and Financial Reporting for Pensions*, which requires a closer measure and recording of the unfunded actuarial liability. The recorded liability is the "net pension liability" which represents the present value of projected benefits less the amount of the pension plan's fiduciary net position. SBCTA implemented GASB Statement 68 in the 2015 Comprehensive Annual Financial Report (CAFR).

Each employer in the cost-sharing plan will record a new liability representing their proportionate share of the collective net pension liability. The proportionate share is determined by the contributions of each employer. SBCERA's net pension liability for Fiscal Year (FY) 2019/2020 is \$2.7 billion, in comparison to \$2.5 billion in the previous FY. The net position as a percentage of the total pension liability has decreased from 79.89% to 79.61%. SBCTA's proportionate share of the net pension liability is \$16.5 million as of June 30, 2020. This liability is reported in the CAFR under the Government-wide Financial Statements section. The liability is an obligation of SBCTA until the pension plan's fiduciary net position is equal to or greater than the present value of projected benefits.

Currently, SBCTA's annual pension contribution is \$2.5 million, mainly funded with various Measure I Programs; Local Transportation Fund Special Revenue Fund, Service Authority for Freeway Emergencies Special Revenue Fund, and Council of Governments Fund. Future loss of these revenue sources would leave future funding of the net pension liability to remaining revenue sources *including local jurisdictions*. SBCTA staff is monitoring the unfunded pension liability to ensure it is fully funded before the end of Measure I, which sunsets on March 31, 2040.

Staff requested SBCERA to provide information on paying off SBCTA's pension liability under three alternatives:

1. Lump-sum payment to pay off liability as of June 30, 2020.
2. Increase in contribution rates to pay off liability over five years.

Entity: San Bernardino Council of Governments, San Bernardino County Transportation Authority

3. Increase in contribution rates to pay off liability over ten years.

Alternative 1

The pension liability of \$17.6 million as of June 30, 2020, would be contributed by SBCTA and would result in the immediate funding of the liability. SBCTA would start contributing at only the normal cost contribution rates in the future. The difficulty of this alternative is identifying the appropriate unrestricted funding sources. Currently, nearly 100% of SBCTA's fund balances are restricted by Federal, State and local regulations and covenants.

Alternative 2

In order to pay off the pension liability over five years, the current contribution rate of 26.22% for the liability would have to increase to 46.78%. This is exclusive of the normal cost contribution rate. The annual contribution would increase significantly from \$2.5 million to \$4 million or 158%. The additional costs would increase overhead to various programs and projects.

Alternative 3

In order to pay off the pension liability over ten years, the current contribution rate of 26.22% for the liability would have to increase to 30.25%. This is exclusive of the normal cost contribution rate. The annual contribution would increase from \$2.5 million to \$2.8 million and is considerably less costly than Alternative 2. The additional costs would increase overhead to various programs and projects.

The additional contributions in Alternatives 2 and 3 would be tracked separately and the accumulated balances would be applied to the remaining pension liability in the future (five and ten years). There would be no reduction of SBCTA's liability until the application of accumulated balances which would result in no pension liability in the future. *It should be noted this evaluation is ongoing and SBCTA could be liable for any new unfunded liability that may emerge in the future.* Also, the additional contributions were assumed to be paid solely by the employer.

Another alternative is to continue with the current rates based on the June 30, 2019 actuarial valuation. SBCERA's net pension liability and net position as a percentage of the pension liability for FY 2018/2019 and FY 2019/2020 (Measurement date 2018-2019) are as follows:

Fiscal Year	Net Pension Liability	Net Position as a Percentage to Total Pension Liability
2019	\$ 2,533,580,002	79.89%
2020	\$ 2,711,896,561	79.61%

A number of things occurred during FY 2019/2020 and FY 2020/2021 that impacted Pension Liabilities. The following are the most significant changes:

1. The California Supreme Court's decision issued on Thursday, July 30, 2020 in the case known as Alameda County Deputy Sheriffs' Association et al. v. Alameda County Employees' Retirement Association (ACERA) and Board of Retirement of ACERA (S247095, also known as "the Alameda case"). The Supreme Court's decision has an

General Policy Committee Agenda Item

April 14, 2021

Page 3

effect on the manner in which SBCERA calculated retirement benefits for certain SBCERA retirees, which will result in a recalculation and reduction of benefits for some retirees. The decision also affects how SBCERA must calculate retirement benefits for some active and deferred members who may retire now and into the future. This may have an effect on the Total Pension Liability and Net Pension Liability.

2. COVID-19 has had a negative impact on interest earnings over the past year. Market returns above or below investment return assumptions are smoothed over a five-year period to eliminate large variations from year to year.

The effect of these changes on the pension liability is not yet known. The June 30, 2019 actuarial valuation provided a sensitivity analysis which indicated if the investment return assumption was increased from 7.25% to 8.25%, the pension liability would decrease from \$2.7 billion to \$1.2 billion.

It is recommended that SBCTA not provide any new pension contributions at this time and review its liability position in FY 2024/2025. It should be noted if there are material future benefit and/or assumption changes it will change future calculations.

Financial Impact:

This item has no financial impact on the Fiscal Year 2020/2021 Budget.

Reviewed By:

This item is not scheduled for review by any other policy committee or technical advisory committee.

Responsible Staff:

Hilda Flores, Chief Financial Officer

Approved
General Policy Committee
Date: April 14, 2021

Witnessed By:

Minute Action

AGENDA ITEM: 6

Date: *April 14, 2021*

Subject:

Investment Policy No. 20100

Recommendation:

That the General Policy Committee recommend the Board, acting as the San Bernardino County Transportation Authority (SBCTA), effective July 1, 2021:

- A. Approve Investment Policy No. 20100, as revised; and
- B. Delegate to SBCTA's Treasurer, who shall serve as SBCTA's Chief Financial Officer and Treasurer, authority for a one-year period, to invest or reinvest SBCTA funds and to sell or exchange securities so purchased, pursuant to Policy No. 20100; and

That the General Policy Committee recommend the Board, acting as the San Bernardino Associated Governments, effective July 1, 2021:

- C. Reauthorize pooling San Bernardino Council of Governments (SBCOG) funds with SBCTA funds, to be invested in accordance with SBCTA's Investment Policy No. 20100; and
- D. Delegate to SBCTA's Treasurer, who shall serve as SBCOG's Chief Financial Officer and Treasurer, authority for a one-year period, to invest or reinvest SBCOG funds and to sell or exchange securities so purchased, pursuant to Policy No. 20100.

Background:

The California Government Code (Government Code), which governs the investment and the deposit of public funds (Section 53600 et seq. and Section 53635), requires that the agency's governing body review the investment policy at a public meeting.

San Bernardino County Transportation Authority's (SBCTA) staff and investment advisor, PFM Asset Management LLC (PFM), has reviewed the current Policy No. 20100, Investment Policy, and concur that the policy meets all requirements with recommended changes. The changes relate to Senate Bill 998, which took effect on January 1, 2021, and includes the following amendments to the Code:

- Allows local agencies, like SBCTA, that have more than \$100 million of investment assets, to invest up to 40% of their assets in commercial paper (the existing limit is 25% for all agencies other than a county or a city and county). While SBCTA has made only limited use of commercial paper in the past, increasing the Policy limit to match Code would provide SBCTA with additional flexibility to enhance its short-term investments earnings.
- Eliminates the 10% limit on the outstanding commercial paper of any one issuer and establishes a combined 10% per issuer limit on commercial paper and corporate notes. We recommend that SBCTA eliminate the 10% limit on the outstanding commercial paper of an issuing corporation, as it is no longer in the Code. There is no need to

Entity: San Bernardino Council of Governments, San Bernardino County Transportation Authority

General Policy Committee Agenda Item

April 14, 2021

Page 2

incorporate the new 10% per issuer limit as SBCTA already has a more restrictive 3% per issuer limit that applies across corporate sectors.

- Allows local agencies to invest in securities issued or backed by the U.S. government that could result in zero or negative interest accrual if held to maturity, in the event of, and for the duration of, a period of negative market interest rates. As Section 53601.6 is not referenced in the Policy, no changes are required. SBCTA would still be able to utilize this Code provision in the unlikely event interest rates were to go negative.
- Allows federally recognized Indian tribes to invest and participate in an investment Joint Powers Authority (JPA). This provision does not apply to SBCTA.

The Government Code also provides that if an agency's legislative body elects to delegate investment authority to the agency treasurer, it may do so for a one-year period, and delegation may be renewed annually. Recommendations B and D request the SBCTA and San Bernardino Council of Governments (SBCOG) Board approve the annual delegation of investment authority, pursuant to Policy No. 20100, for a one-year period to the SBCTA Treasurer, who is also the SBCTA Chief Financial Officer and the SBCOG Treasurer.

Financial Impact:

This item has no financial impact on the Fiscal Year 2020/2021 or 2021/2022 Budget.

Reviewed By:

This item is not scheduled for review by any other policy committee or technical advisory committee. SBCTA General Counsel has reviewed this item and the revised policy.

Responsible Staff:

Hilda Flores, Chief Financial Officer

Approved
General Policy Committee
Date: April 14, 2021

Witnessed By:

San Bernardino Council of Governments
San Bernardino County Transportation Authority

San Bernardino County Transportation Authority	Policy	20100
Adopted by the Board of Directors 1996	October 2, Revised	<u>5/06/2005/05/2021</u>
Investment Policy	Revision No.	<u>2425</u>

Important Notice: A hardcopy of this document may not be the document currently in effect. The current version is always the version on the SBCTA Intranet.

Table of Contents Purpose Policy Investment Goals Prudent Investor Standard Scope Delegation of Authority Conflicts of Interest Portfolio Maturity Limits Allowable Investments for SBCTA and SBCOG Operating Funds Additional Allowable Investments for Bond Proceeds Prohibited Investment Transactions Investment in "Derivative" Securities Leveraging Safekeeping of Securities Competitive Bidding of Investments Broker/Dealers Reporting Annual Submission of Investment Policy Revision History
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I. PURPOSE

The purpose of this policy is to provide guidelines for the investment of funds based upon prudent cash management practices and in conformity with all applicable statutes.

II. POLICY

The Board of Directors of the San Bernardino County Transportation Agency (SBCTA) and of the San Bernardino Council of Governments (SBCOG) recognize their responsibility to direct the investment of funds under their care. This policy is designed to meet the specific needs of SBCTA and SBCOG while ensuring the safety of funds. This revised policy is effective July 1, 2019.

III. INVESTMENT GOALS

The investment of funds by SBCTA and SBCOG shall be guided by the goals of safety, liquidity, diversification, and a reasonable market rate of return.

Safety: Safety of principal is the foremost objective of the investment program. Investments of SBCTA and SBCOG will be undertaken in a manner that seeks to ensure the preservation of capital in the portfolio.

Liquidity: SBCTA's and SBCOG's investment portfolio will remain sufficiently liquid to enable SBCTA and SBCOG to meet all operating requirements and budgeted expenditures, including an additional amount to cover reasonably estimated contingencies.

Diversification: The investment portfolio will be diversified to avoid risk regarding specific security types or individual financial institutions.

Reasonable Market Rate of Return: The investment portfolio will be designed to attain a market average rate of return through economic cycles which is consistent with SBCTA's and SBCOG's primary goals of safety, liquidity and diversification.

IV. PRUDENT INVESTOR STANDARD

SBCTA and SBCOG investments are governed by the prudent investor standard, set forth as follows:

When investing, reinvesting, purchasing, acquiring, exchanging, selling, and managing public funds, a trustee shall act with care, skill, prudence and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency that a prudent person acting in a like capacity and familiarity with those matters would use in the investment of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency. Within the limitations of this section and considering individual investments as part of an overall investment strategy, investments may be acquired as authorized by law.

Attachment: SBCTA_Policy20100 (6932 : Investment Policy No. 20100)

V. SCOPE

The investment policy applies to all financial assets held by SBCTA and SBCOG, including bond proceeds. Funds specifically exempt from this policy include employee deferred compensation plans, employee pension plans, or assets held in trust by SBCTA and SBCOG with specific investment instructions.

VI. DELEGATION OF AUTHORITY

SBCTA's Board Administrative Code and SBCOG's Bylaws designate the SBCTA Chief Financial Officer (CFO) as Treasurer for each Agency.

Under the direction and oversight of the Chief Financial Officer, and in consultation with SBCTA's and SBCOG's investment adviser, the Chief Financial Officer or designee shall direct the investment of SBCTA and SBCOG combined operating funds, which are not invested in the County Pool or in LAIF ("DIRECT INVESTMENTS") in accordance with this Policy. All officials, staff members and consultants are directly accountable to the SBCTA and SBCOG Boards for investment functions.

VII. CONFLICTS OF INTEREST

All officials, staff members and consultants involved in the investment functions will refrain from personal business activity that could conflict with the execution of the investment function or which could impair their ability to make impartial investment decisions. Officials, staff members, and consultants will disclose to the Executive Director any financial interest with a financial institution or broker that conducts business with SBCTA and SBCOG. Officials, staff members and consultants will further disclose any personal financial positions that could be related to the performance of SBCTA's and SBCOG's portfolio.

VIII. PORTFOLIO MATURITY LIMITS

Investment maturities shall be based on a review of cash flow forecasts. Maturities will be scheduled so as to permit SBCTA and SBCOG to meet all projected obligations.

The maximum maturity of any other investment of operating funds ("direct investments") may not exceed five years unless otherwise noted in Paragraph IX.

Investment of bond proceeds shall be made in consideration of the liquidity needs of the bond fund, and may not exceed five years, except for securities to be held in a defeasance escrow for refunded bonds and bond debt service reserve funds.

Investments in the San Bernardino County Pool and in LAIF are subject to maturity limits and other investment restrictions as imposed by the governing bodies of those agencies.

IX. ALLOWABLE INVESTMENTS FOR SBCTA and SBCOG OPERATING FUNDS

Investment of SBCTA's and SBCOG's funds is governed by the California Government Code, Sections 53600 et seq. and 53635 et seq. Should the Government Code become more restrictive than this policy, the Government Code restrictions shall prevail.

The following investment vehicles are permitted for the investment of operating funds.

- A. Government obligations for which the full faith and credit of the United States are pledged for the payment of principal and interest.
- B. Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises. No more than 40% of SBCTA's and SBCOG's combined investment portfolio may be invested in the obligations of any one federal agency or United States government-sponsored enterprise.
- C. Obligations of the State of California or any local agency within the state, including bonds payable solely out of revenues from a revenue producing property owned, controlled or operated by the state or any local agency or by a department, board, agency or authority of the state or any local agency.

Obligations of the State of California or any California local agency may not represent more than 20% of SBCTA's and SBCOG's combined portfolio and no more than 10% may be invested in the obligations of any one issuer.

- D. Registered treasury notes or bonds of any of the other 49 United States in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the other 49 United States, in addition to California. Obligations of the other 49 states may not represent more than 20% of SBCTA's and SBCOG's combined portfolio and no more than 10% may be invested in the obligations of any one issuer.

- E. Repurchase Agreements used solely as short-term investments not to exceed 30 days.

The following collateral restrictions will be observed: Only U.S. Treasury securities or Federal Agency securities, as described in Paragraph IX. A and B, will be acceptable collateral. All securities underlying Repurchase Agreements must be delivered to SBCTA's custodian bank by book entry, physical delivery, or held by a third party custodial agreement. The total of all collateral for each Repurchase Agreement must equal or exceed, on the basis of market value, 102% of the funds borrowed against those securities. For any Repurchase Agreement with a term of more than one day, the value of the underlying securities must be reviewed on a weekly basis and the value of the underlying securities brought back up to 102% no later than the next business day.

Market value must be calculated each time there is a substitution of collateral.

SBCTA and SBCOG or their trustee shall have a perfected first security interest under the Uniform Commercial Code in all securities subject to the Repurchase Agreement.

SBCTA and SBCOG may enter into Repurchase Agreements only with primary dealers of the Federal Reserve Bank of New York.

SBCTA and SBCOG will have specific written agreements with each firm with which it enters into Repurchase Agreements.

Reverse repurchase agreements will not be allowed.

Repurchase agreements may not represent more than 20% of SBCTA's and SBCOG's combined investment portfolio.

- F. Bankers' Acceptances issued by domestic or foreign banks, which are eligible for purchase by the Federal Reserve System, the short-term paper of which is rated in the highest category by a nationally recognized statistical-rating organization (NRSRO).

Purchases of Bankers' Acceptances may not exceed 180 days maturity or 40% of SBCTA's and SBCOG's combined investment portfolio. No more than 3% of SBCTA and SBCOG's investment portfolio may be invested in the securities of any one non-government issuer regardless of security type.

- G. Commercial paper rated in the highest short-term rating category, as provided by a NRSRO. The entity that issues the commercial paper shall meet all of the following conditions in either paragraph (1) or paragraph (2):

- (1) The entity meets the following criteria: (a) is organized and operating in the United States as a general corporation; (b) has total assets in excess of five hundred million dollars (\$500,000,000); (c) has debt other than commercial paper, if any, that is rated in a rating category of "A" or its equivalent or higher by a NRSRO.
- (2) The entity meets the following criteria: (a) is organized within the United States as a special purpose corporation, trust, or limited liability company; (b) has program-wide credit enhancements including, but not limited to, over collateralization, letters of credit, or surety bond; (c) has commercial paper that is rated "A-1" or higher, or the equivalent, by a NRSRO.

Purchases of eligible commercial paper may not exceed 270 days maturity ~~nor represent more than 10% of the outstanding paper of an issuing corporation.~~

Purchases of commercial paper may not exceed 2540% of SBCTA's and SBCOG's combined investment portfolio. No more than 3% of SBCTA's and SBCOG's combined investment portfolio may be invested in the securities on any one non-government issuer regardless of security type.

H. Medium-term corporate notes issued by corporations organized and operating within the United States or by depository institutions licensed by the U.S. or any state and operating within the U.S. Medium-term corporate notes shall be rated in a rating category "A", or its equivalent or better, by a NRSRO.

Purchase of medium-term corporate notes may not exceed 30% of SBCTA's and SBCOG's combined investment portfolio. No more than 3% of SBCTA's and SBCOG's combined investment portfolio may be invested in the securities of any one non-government issuer regardless of security type.

I. Negotiable certificates of deposit or deposit notes issued by a nationally or state-chartered bank or a state or federal savings and loan association or by a federally- or state-licensed branch of a foreign bank. Investments under this subdivision shall be rated in a rating category of "A" for long-term, "A-1" for short-term, their equivalent or better by a NRSRO.

Purchase of negotiable certificates of deposit may not exceed 30% of SBCTA's and SBCOG's combined investment portfolio. No more than 3% of SBCTA's and SBCOG's combined investment portfolio may be invested in the securities of any one non-government issuer regardless of security type.

J. State of California's Local Agency Investment Fund (LAIF)

Investment in LAIF may not exceed 60% of SBCTA's and SBCOG's combined operating funds or up to the maximum amount permitted by the State Treasurer, whichever is less.

K. California Asset Management Program (CAMP)'s money market pool, which is rated AAAM. Investment in CAMP may be up to the maximum amount permitted by the State.

L. San Bernardino County Investment Pool.

M. Insured savings accounts.

N. Shares of beneficial interest issued by diversified management companies that are money market funds registered with the Securities and Exchange Commission under the Investment Company Act of 1940 (15 U.S.C. Sec. 80a-1, et seq.). To be eligible for investment pursuant to this subdivision, these companies shall either: (1) have attained the highest ranking or the highest letter and numerical rating provided by not less than two NRSROs, or (2) have an investment advisor registered or exempt from registration with the Securities and Exchange Commission with not less than five years experience managing money market mutual funds and with assets under management in excess of \$500,000,000.

The purchase price of shares of beneficial interest purchased shall not include any commission that the companies may charge and shall not exceed 20% of SBCTA's and SBCOG's combined investment portfolio. Further, no more than 10% of SBCTA's and SBCOG's combined investment portfolio may be invested in shares of beneficial interest of any one money market fund.

O.

(1) Bonds issued by SBCTA, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by SBCTA or by a department, board, agency, or authority of SBCTA, provided the SBCTA Board first specifically approves investing in such bonds.

(2) Bonds, notes, warrants, or other evidences of indebtedness of a local agency within this state, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency, or by a department, board, agency, or authority of the local agency, provided the SBCTA Board first specifically approves of SBCTA investing in such bonds, notes, warrants or other evidences of indebtedness of SBCTA.

P. United States dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development (IBRD), International Finance Corporation (IFC), or Inter-American Development Bank (IADB), with a maximum remaining maturity of five years or less, and eligible for purchase and sale within the United States. Investments under this subdivision shall be rated "AAA" or its equivalent by a NRSRO and may not exceed 30% of SBCTA's and SBCOG's combined investment portfolio.

Q. A mortgage pass-through security, collateralized mortgage obligation, mortgage-backed or other pay-through bond, equipment lease-backed certificate, consumer receivable pass-through certificate, or

consumer receivable-backed bond of a maximum of five years' maturity. Securities eligible for investment under this subdivision shall be rated "AAA" or its equivalent by a NRSRO and may not exceed 20% of SBCTA's and SBCOG's combined investment portfolio. No more than 3% of SBCTA's and SBCOG's combined investment portfolio may be invested in the securities of any one non-government issuer regardless of security type.

For purposes of determining compliance with this policy, where this section specifies a percentage limitation for a particular category of investment, that percentage is applied on the date of purchase. Credit criteria listed in this section refers to the credit of the issuing organization at the time the security is purchased.

X. ADDITIONAL ALLOWABLE INVESTMENTS FOR BOND PROCEEDS

- A. Investment agreement with an AA rated bank or collateralized investment agreement with an A rated bank or an investment acceptable to a bond insurance company and approved specifically by the SBCTA and SBCOG Board.
- B. Debt service reserve funds and debt service funds may be invested longer than five years as long as they are permitted by state law and investments are readily available for bond payments and other bond purposes (refundings, defeasance, etc.).
- C. U.S. Treasury Securities and State and Local Government Securities having a maturity longer than five years are permitted for escrowed defeasances.
- D. Forward purchase agreements, forward delivery agreements and debt service reserve agreements approved specifically by the SBCTA and SBCOG Board.
- E. Other investments as permitted by bond indentures.

XI. PROHIBITED INVESTMENT TRANSACTIONS

Any investment not specifically allowed by this policy is prohibited.

XII. INVESTMENT IN "DERIVATIVE" SECURITIES

Direct investment in derivative securities is prohibited. A "derivative security" is any investment the value of which is derived from an underlying security, commodity or index. For purposes of this policy, a derivative is any security that has principal and/or interest payments which are subject to significant uncertainty as to timing, and/or amount.

It is understood that the County Pool and LAIF may invest in certain derivative securities.

XIII. LEVERAGING

All forms of portfolio leverage, including, but not limited to, securities lending programs, reverse repurchase agreements, and margin accounts, are prohibited.

XIV. SAFEKEEPING OF SECURITIES

SBCTA shall enter into an agreement with a bank trust department to serve as the safekeeping agent for all deliverable investments. The safekeeping agent shall hold all investments in an account for the sole benefit of SBCTA and SBCOG. All deliverable investments shall be delivered by the broker to SBCTA's and SBCOG's combined safekeeping account on a delivery versus payment basis.

XV. COMPETITIVE BIDDING OF INVESTMENTS

The investment procedures require that approved broker/dealers compete for direct investment purchases and sales to ensure that all investment transactions are free from favoritism. The CFO in conjunction with SBCTA's and SBCOG's investment advisor shall determine the best execution price for SBCTA and SBCOG, and act accordingly.

XVI. BROKER/DEALERS

A. If a third party investment advisor is authorized to conduct investment transactions on SBCTA's and SBCOG's behalf, the investment advisor may use their own list of approved issuers, broker/dealers and financial institutions for investment purposes. The investment advisor's approved list must be made available to SBCTA and SBCOG upon request.

B. For any investment transactions conducted by the Treasurer on behalf of SBCTA and SBCOG, and not conducted directly with the issuer, the Treasurer shall comply with the following requirements:

C. Transactions initiated by SBCTA and SBCOG shall be executed through government securities dealers reporting as primary dealers to the New York Federal Reserve Bank of New York or direct issuers (defined as corporations that issue their own securities) and through secondary dealers who have received prior approval to do business with SBCTA and SBCOG.

D. Primary dealers wishing to do business with SBCTA and SBCOG must meet the following criteria:

1. The primary dealer representative must have demonstrated experience providing investment services to public agencies in California.
2. The primary dealer representative must provide SBCTA and SBCOG with a minimum of three references of finance officials from public agencies in California.

E. Secondary dealers must complete a broker/dealer application provided by SBCTA and SBCOG, and must meet the following criteria to the satisfaction of SBCTA's Chief Financial Officer:

1. The broker/dealer must qualify under SEC Rule 15C3-1 (uniform net capital rule).
2. The broker/dealer and the broker/dealer representative must be properly registered with the appropriate state and federal regulatory bodies.
3. The broker/dealer should be a market maker and have a strong market presence in one or more product areas that are pertinent to SBCTA's and SBCOG's investment goals.
4. The broker/dealer and its representative should be well established in the business and have an acceptable track record.

F. Each broker/dealer will be sent a copy of this Policy, a broker/dealer application, and a list of persons authorized to execute transactions on SBCTA's and SBCOG's behalf. In order to be considered for investment business opportunities with SBCTA and SBCOG, each firm must acknowledge receipt of such materials.

XVII. REPORTING

A. Quarterly Report

The CFO will provide a quarterly report to the General Policy Committee and to the Board of Directors providing the following information:

1. Breakout of all securities, investments and moneys held by SBCTA and SBCOG by investment type, issuer, date of maturity, par, dollar amount and percent of portfolio invested in each.
2. A description of all SBCTA's and SBCOG's funds, investments or programs that are under the management of any outside party that is not a local agency. This report must also include market valuation of the portfolio and the source of the valuation.
3. A statement of compliance with investment policy and a statement denoting the ability of SBCTA and SBCOG to meet all expenditures for the next six months.

B. Monthly Report

The CFO will provide a monthly list of investment transactions to the Board of Directors as required by the California Government Code §53607 when investment authority has been delegated by the Board.

XVIII. SUBMISSION OF INVESTMENT POLICY

SBCTA's CFO shall render a statement of investment policy to the Board of Directors of SBCTA and SBCOG as required by the California Government Code. If changes are proposed, the Board shall consider the policy, and proposed changes, in a public meeting.

XIX. REVISION HISTORY

Revision No.	Revisions	Adopted
0	Adopted by the Board of Directors.	10/02/96
1	20100: Added paragraph starting with "It shall be SANBAG's long term objective . . .".	09/03/97
2	No changes.	12/02/98
3	20100.10: Changed percentage of operating funds amount to 20%. 20100.10: Changed percentage of San Bernardino portfolio to 20%.	11/03/99
4	No changes. Re-approved by the Board of Directors.	11/01/00
5	Added Para. 20100.16 Qualifications of Broker/Dealers; re-sequenced existing paragraphs. 20100.16, 20100.17, 20100.18, 20100.19, 20100.20, and 20100.21 to 20100.17, 20100.18, 20100.19, 20100.20, and 20100.22. Revised Par. 20100.10: Revised "...not to exceed 20% of SANBAG's operating funds..." to "...not to exceed 30% of SANBAG's operating funds...", and "Portion of Portfolio: 20% maximum" to "Portion of Portfolio: 30% maximum".	11/07/01
6	Changed paragraph numbering style from 20100.1,20100.2, 20100.3 etc. to I, II, III, etc. Par. IX: Changed "one year" to "two years". Par. X.4: Changed "1 year maximum" to "2 year maximum". Par. X.5: Changed "1 year maximum" to "2 year maximum". Par. X.6: Changed "180 days maximum" to "270 day maximum".	11/06/02
7	No changes. Re-approved by the Board of Directors	11/05/03
8	No changes. Re-approved by the Board of Directors	01/05/05
9	No changes. Re-approved by the Board of Directors	11/02/05
10	Paragraphs on DEFINITIONS, ANNUAL MANAGEMENT REVIEW AND AUDIT, AND SEGREGATED INVESTMENT, and EXECUTION AND RECORD KEEPING: Deleted. Paragraphs III, IV, IX, and XVII: Minor revisions. Paragraphs VIII, IX, and XVI: Major revisions.	07/05/06
11	Par. IX.J: Removed limitation.	09/13/06
12	No changes. Re-approved by the Board of Directors	01/09/08
13	Par. VI: Delete "In addition, the CFO, under the direction and oversight of the Executive Director, and consultation with SANBAG's investment advisor, shall review the alternatives for the investment of bond proceeds, and shall recommend such investments to the SANBAG Board for approval". The investment of bond proceeds is identified under par. X. and will be authorized by bond covenant. Par. IX: Add (C) Obligations of the State of California or any local agency within the state and (D) Registered treasury notes or bonds of other states in addition to California to diversify the number of sectors and issuers; revise (C) to be (E) and add "held" before "by a third party custodial agreement". Also add "Repurchase agreements may not represent more than 20% of SANBAG's investment portfolio", to limit the amount to be invested in repurchase agreements; delete "(G) "provided that the issuing corporation is organized and operating within the United States, has total assets in excess of \$500 million and has an "A" or higher rating for its long-term debt, if any, as provided by a nationally recognized statistical rating organization." This is also stated in paragraphs (G) (1) and (2); increase (J) from \$40 million to \$50 million limitation on LAIF investment per State Treasurer's Office authorization to increase the dollar amount for investment. Par. X: Change (A) For CAMP, rating from AAA to AAAm and average maturity from one year to 60 days or less. This is to improve safety and liquidity. Par. XV: Add "in conjunction with SANBAG's investment advisor" for clarification purposes.	09/01/10
14	Par. VIII: Changed four years to five years and added "unless otherwise noted in Par. IX. Par. IX.B: Changed 10% to 40%. Par. IX.F: Changed 20% to 40% and changed "No more than 5% of SANBAG's investment portfolio may be invested in the Bankers' Acceptances of any one commercial bank." to "No more than 3% of SANBAG's investment portfolio may be invested in the securities of any one non-government issuer regardless of security type."	07/06/11

Revision No.	Revisions	Adopted
	<p>Par. IX.G: Changed "No more than 5% of SANBAG's investment portfolio may be invested in commercial paper of one issuer." to "No more than 3% of SANBAG's investment portfolio may be invested in the securities on any one non-government issuer regardless of security type.</p> <p>Par. IX.H: Changed 20% to 30 and changed "No more than 5% of SANBAG's investment portfolio may be invested in a medium-term note of any one corporation." to "No more than 3% of SANBAG's investment portfolio may be invested in the securities of any one non-government issuer regardless of security type."</p> <p>Par. IX.I: Changed 20% to 30% and added "No more than 3% of SANBAG's investment portfolio may be invested in the securities of any one non-government issuer regardless of security type."</p> <p>Par. XVII: Removed 'QUARTERLY' from title, renumbered paragraphs, and added "B. Monthly Report. The CFO will provide a monthly list of investment transactions to the Board of Directors as required by the California Government Code 53607 when investment authority has been delegated by the Board.</p>	
15	<p>Par. IX.H: Changed rating of "AA" to "A".</p> <p>Par. IX.I: Changed "... by a state-licensed branch ..." to "... by a federally or state-licensed branch ..." and changed "... rated AA ..." to "... rated A or its equivalent ...".</p> <p>Re-approved by the Board of Directors.</p>	08/01/12
16	No changes. Re-approved by the Board of Directors on 9/4/13, Agenda Item 5.	09/04/13
17	Re-approved by the Board of Directors on 7/2/14, Agenda Item 4. Updated Par. VI to mirror bylaws that designate the CFO as Treasurer.	07/02/14
18	Re-approved by the Board of Directors on 9/2/15, Agenda Item 6. Updated Par. IX – Allowable Investments for SANBAG Operating Funds, including modifications to subparagraph I, and adding subparagraphs N and O.	09/02/15
19	BOD approved on 11/05/15, Agenda Item 3. Updated Par. IX section N permitting investment in certain obligations issued by SANBAG entities.	11/04/15
20	BOD approved on 9/07/16, Agenda Item 8. Updated Par. IX – Allowable Investments for SANBAG Operating Funds, modifying subparagraph J and to Par. XVIII – Annual Submission of Investment Policy.	09/07/16
21	BOD approved on 3/01/17, Agenda Item 6. Updated entity name from SANBAG to SBCTA, Par. IX section K allowing investment in CAMP, Par. VI – designate the CFO as Treasurer of SBCTA & SBCOG with one year authority to invest or reinvest SBCTA and SBCOG funds.	03/01/17
22	BOD approved on 6/6/18, Agenda Item 4. Minor modifications for clarification purposes to Paragraphs IX (sections F, G, H, I, N, P, and Q).	06/06/18
23	BOD approved on 6/05/19, Agenda Item 24. Minor modification to paragraphs VI and IX, K..	06/05/19
24	BOD approved on 05/06/20 agenda item 5.	05/06/20
<u>25</u>	<u>BOD approved on 5/5/21 Amend Section IX, G to comply with SB998 allowing to invest in commercial paper up to 40% and eliminate 10% limit on any one issuer.</u>	<u>05/05/2021</u>

Minute Action

AGENDA ITEM: 7

Date: April 14, 2021

Subject:

Revision to Policy No. 10000

Recommendation:

That the General Policy Committee recommend the Board, acting as the San Bernardino County Transportation Authority and the San Bernardino Associated Governments:

Approve revisions to Policy No. 10000 - Policy Committee Relationships & Procedures regarding quorum of policy committees and to clarify committee responsibilities.

Background:

San Bernardino County Transportation Authority (SBCTA) Policy No.10000 establishes the relationships and procedures by which Policy Committees operate. Section IV. Determining Quorum, currently states the County representatives shall be counted as one for the purpose of establishing a quorum, but each County representative is counted for attendance and each vote is taken for the record. In order to make determination of quorum clear and consistent, staff is proposing revisions to the attached policy, so that a quorum consists of a majority of the membership of each Policy Committee. The revisions further provide that in the absence of a quorum, the Policy Committee may consider, discuss and make informal recommendations to the Board regarding items on the agenda, and that Board agenda items will reflect whether a recommendation was made by less than a quorum of the Policy Committee. Finally, the revisions clarify that the responsibility for providing policy direction with respect to the legislative program now rests with the Legislative Policy Committee, not the General Policy Committee.

Financial Impact:

This item has no financial impact on the Fiscal Year 2020/2021 Budget.

Reviewed By:

This item is not scheduled for review by any other policy committee or technical advisory committee. SBCTA General Counsel has reviewed this item and the proposed policy revisions.

Responsible Staff:

Marleana Roman, Clerk of the Board

Approved
General Policy Committee
Date: April 14, 2021

Witnessed By:

Entity: San Bernardino Council of Governments, San Bernardino County Transportation Authority

San Bernardino County Transportation Authority	Policy	10000
Adopted by the Board of Directors	March 1, 1989	Revised 04/01/2005/05/21
Policy Committee Relationships & Procedures	Revision No.	4819

Important Notice: A hardcopy of this document may not be the document currently in effect. The current version is always the version on the SBCTA Intranet.

Table of Contents
 Purpose References Policy Determining Quorum Procedures Revision History

I. PURPOSE

The purpose of this policy is to establish the relationships and procedures by which Policy Committees operate.

II. REFERENCES

- Policy 10002, Policy Committee Membership
- Policy 10005, Board and Policy Committees – Meeting Dates and Times
- Policy 10007, Board of Directors Study Sessions for Metro Valley Issues
- Policy 11000, Contracting and Procurement Policy

III. POLICY

The Board of Directors provides for involvement of all county supervisors and representatives from each of the cities within the County. The size of the Board, however, makes it extremely difficult to engage in detailed discussions of the varied issues which may come forward on any one agenda. The standing policy committees shall be created to provide opportunities for more thorough discussion and understanding of issues in particular functional or geographic areas.

A. Transit Policy Committee

The responsibility of the Transit Policy Committee shall be to:

- Provide policy guidance and recommendations to the Board of Directors and Southern California Regional Rail Authority delegates with respect to commuter rail service in San Bernardino County.

B. General Policy Committee

The responsibilities of the General Policy Committee shall be to:

- Provide general policy oversight which spans the multiple program responsibilities of the organization and maintains the comprehensive organizational integrity;
- Provide policy direction with respect to administrative issues, policies, budget, finance, audit, and personnel issues for the organization;
- ~~Provide policy direction with respect to the legislative program;~~
- Provide policy direction with respect to the countywide Comprehensive Transportation Plan and input into the revisions of the Regional Transportation Plan, the Congestion Management Program (CMP) revisions, and Programming issues related to the CMP Capital Improvement Program, the Regional Transportation Improvement Program (RTIP) and air quality conformity;
- Serve as policy review committee for any program area which lacks active policy committee oversight.

Attachment: Revised Policy 10000 (7595 : Revision to Policy No. 10000)

- Serve as audit oversight.
The responsibilities of audit oversight shall be to:
 - Provide a direct contact between the independent auditor and the Board of Directors before, during and after the annual audit.
 - Work with the auditor and staff on reviewing and implementing practices and controls identified in the annual audit.
 - Executive Board, consisting of the President, Vice President, and immediate past President be directly accessible to the Auditor.

The General Policy Committee shall have the authority to approve expenditures of up to \$100,000 with Board of Directors ratification to follow. Refer to Policy 11000, Contracting and Procurement Policy.

C. Mountain/Desert Policy Committee

The responsibility of the Mountain/Desert Policy Committee shall be to:

- Provide ongoing policy level oversight related to the full array of SBCTA responsibilities as they pertain specifically to the Mountain/Desert subregion. The Committee shall also meet in conjunction with the Mountain/Desert Measure I Committee as it carries out responsibilities for Measure I Mountain/Desert Expenditure Plan.

D. Legislative Policy Committee

The responsibilities of the Legislative Policy Committee shall be to:

- Provide guidance and recommendations to the Board of Directors regarding issues and actions relating to the executive, legislative or judicial branches of the State and Federal government, or any other local governing body or agency;
- Review and provide input on drafting of State and Federal legislative platform;
- Make recommendations to Board of Directors on adoption of State and Legislative platform, which will serve as guiding principles to support or oppose State and Federal legislation and regulations;
- Consistent with the Board-adopted platform, take official positions of support or opposition to State and Federal legislation or regulations on behalf of the Board of Directors and report all positions taken to the Board in a timely manner;
- Receive periodic updates from staff on State and Federal legislative issues.

IV. DETERMINING QUORUM

A quorum shall be required for Policy Committees to conduct business. A quorum shall consist of a majority of the membership of each Policy Committee. In the absence of a quorum, ~~committees-committee members in attendance may consider, discuss and make informal recommendations to the Board regarding items on the committee agenda for Board action at its regular meetings. act as a committee of the whole for the purpose of discussing issues and making informal recommendations.~~

~~A quorum shall consist of a majority of the membership of each Policy Committee, except that all County representatives shall be counted as one for the purpose of establishing a quorum.~~

~~Example: The General Policy Committee consists of the President, Vice President, and Immediate Past President, four East Valley members (3 City, 1 County), four West Valley members (3 City, 1 County), four Mountain/Desert members (3 City, 1 County), and all chairpersons of the Policy Committees and the Board of Directors Study Sessions for Metro Valley Issues (Board Study Sessions).~~

~~In this example, the General Policy Committee is comprised of nine city members and four members of the Board of Supervisors. Under this policy, all members of the Board of Supervisors count as one for purposes of a quorum, making the quorum 6 members.~~

V. PROCEDURES

1. Agenda materials shall indicate which policy and/or technical committees and/or Board Study Session have reviewed the items, and will shall contain any specific recommendations of committees/Study

Session, and shall note whether a quorum was present at the committee or Study Session where the recommendation was made.

2. It shall be the standard practice for all items to come before a Policy Committee or Board Study Session prior to placement on the Board of Directors agenda.
 3. The Policy Committee may consider and make recommendations on any items coming before the committee. The Policy Committee may recommend approval, denial, or a modification of the staff recommendation.
 4. All recommendations coming before the Board of Directors shall contain the Policy Committee or Board Study Session recommendation. If the recommendation is made by less than a quorum of the Committee/Study Session, that fact shall be noted on the Board agenda.
 5. The Board of Directors shall make the final determination on all recommendations presented by committees.
-

VI. REVISION HISTORY

Revision No.	Revisions	Adopted
0	Adopted.	03/01/89
1	Added Section III.B: Admin. Committee	12/06/89
2	Added Section III.C: Major Projects	01/02/91
3	Added Section III.D: Mountain/Desert Committee	06/05/91
4	Added Section III.E: Plans and Programs	09/07/94
5	Added Section V: Procedures	02/03/93
6	Added Section IV: Determining Quorum	02/05/97
7	Changed name from Task Force to Committee.	08/05/98
8	Added the following to Par. III.E: "The Plans and Programs Committee shall have the authority to approve expenditures of up to \$25,000 with Board of Directors ratification to follow", which was approved by the SANBAG Board on July 5, 2000 for Policy 11000 but was never incorporated into this policy. Added links to Policy 11000.	06/13/03
9	Added par. VI; Revision History changed to par. VII.	01/05/05
10	Revised Par. II: Changed DEFINITIONS to REFERENCES and added Policy 10005. Deleted Par. VI. CANCELLATIONS AND CHANGES. New Policy 10005 establishes the protocols for adjusting major meeting dates and times involving members of the SANBAG Board of Directors	01/09/08
11	Paragraph III.B: Added Audit Subcommittee.	11/05/08
12	Par. III.A: Revised committee name – was Commuter Rail Committee. The name change was approved by the Board on October 7, 2009.	04/06/11
13	Par. III.E: Eliminated the Plans and Programs Committee. Agenda items specific to the Valley or the Mountain/Desert will go to the Major Projects or Mountain/Desert committees, respectively. Items of a more general nature or that affect the Count as a whole will go to the Administrative Committee. Change was adopted by the Board on September 5, 2012 (Agenda Item 7).	09/05/12
14	Par. II, III, IV, and V: Incorporated changes resulting from renaming of the Administrative Policy Committee to the General Policy Committee and the reclassification of the Major Projects Committee to the Board of Directors Study sessions for Metro Valley Issues. Changes were approved by the Board of Directors on 10/3/12, Agenda Item 30. Approved 11/7/12, Board Agenda Item 28.	11/07/12
15	Par. III.B: Incorporated changes resulting from eliminating the Audit Subcommittee and assigning the responsibility for that function to GPC. Changes were approved by the Board of Directors on 5/13/15, Agenda Item 5.	05/13/15
16	Par. III.A: Revised committee name – was Commuter Rail and Transit Committee. The name change was approved by the Board on April 6, 2016.	04/06/16
17	Revised to be consistent with SB 1305. Change approved by the Board on January 4, 2017, Agenda Item 6.	01/04/17
18	Revised to add Section III D. Legislative Policy Committee	04/01/20
19	Revised Section IV: Determining Quorum	05/05/21

Minute Action

AGENDA ITEM: 8

Date: April 14, 2021

Subject:

Fiscal Year 2020/2021 Initiatives and Action Plan - Third Quarter Report

Recommendation:

Receive the Fiscal Year 2020/2021 Initiatives and Action Plan –Third Quarter Report.

Background:

The San Bernardino County Transportation Authority’s (SBCTA) Fiscal Year 2020/2021 Initiatives and Action Plan establish the Board of Directors’ priorities for the year. The Executive Director uses this as a tool with the Executive Management Team to evaluate SBCTA’s progress in achieving the Board’s priorities.

Financial Impact:

This item does not impact the Fiscal Year 2020/2021 Budget.

Reviewed By:

This item is not scheduled for review by any other policy committee or technical advisory committee.

Responsible Staff:

Raymond Wolfe, Executive Director

Approved
General Policy Committee
Date: April 14, 2021

Witnessed By:

Entity: San Bernardino Council of Governments, San Bernardino County Transportation Authority

San Bernardino County Transportation Authority
 Fiscal Year 2020/2021 Initiatives and Action Plan - Third Quarter Report

Initiative #1: Transparent and Accountable Allocation Strategies				
Division Strategy: Complete timely audits of Measure I and Transportation Development Act recipients				
1A	Action Plan	Milestones	Milestone Status	Responsibility
	Manage and communicate with Audit firm to plan and complete annual audits	Convey time table and expectations to jurisdictions and transit operators – Q1	SBCTA staff met with transit operators to plan annual audit. Finance mailed a letter in April 2020 to all Jurisdictions explaining the audit process and responsibilities.	Finance
	Monitor progress of audits	Oversee audit scheduling and progress - Q3	Finance managed Measure I (MSI) and Transportation Development Act (TDA) audits.	Finance
	Inform Committees and SBCTA Board of status of audits	Provide audit reports and recommendations – Q3	Finance to present audits to the General Policy Committee meeting in March 2021.	Finance
	Manage TDA triennial performance audits of SBCTA and transit operators	Award consultant contract for triennial performance audits – Q2	At the October meeting, Board awarded the contract to Michael Baker International, Inc.	Fund Administration
		Coordinate with consultant, SBCTA and transit operators to collect necessary audit information - Q4	On schedule.	Fund Administration, Transit
		Submit completed audits to Caltrans by July 1, 2021 – Q4	On schedule.	Fund Administration
Notes				
Division Strategy: Update construction in progress and conduct annual inventory of capital assets				
1B	Action Plan	Milestones	Milestone Status	Responsibility
	Conduct annual inventory of capital and inventoriable assets, including updates to construction in progress (CIP)	Update capital asset listing and CIP by Q3.	Capital asset listing updated in September 2020.	Finance
Notes				
Division Strategy: Use strategic programming to ensure that no funds are lost				
1C	Action Plan	Milestones	Milestone Status	Responsibility
	Manage projects closely with Caltrans to ensure adequate resources are available when projects are ready	May 1 is Caltrans' deadline for guaranteed access to federal Obligation Authority (OA) – Q4	At the end of the Federal Fiscal Year (FFY) in September 2020, 228% of SBCTA OA was delivered for FFY 2019/2020, which resulted in access to \$21M additional federal funding in FFY 2020/2021 and protected SBCTA from losing unobligated federal funds. Staff continues to monitor OA and apportionments for the current FFY.	Fund Administration (Project Delivery)
		June 30 is California Transportation Commission (CTC) deadline for project allocation or extension requests – Q4	Current project schedules will allow SBCTA to allocate most funds before the June 30 deadline. Where this is not possible, extensions to the deadline will be sought prior to June 30, 2021.	Fund Administration

Attachment: Fiscal Year 2020-2021 Initiatives and Action Plan - Q3 Report.pdf (7507) : Receive the Fiscal

**San Bernardino County Transportation Authority
Fiscal Year 2020/2021 Initiatives and Action Plan - Third Quarter Report**

1C (cont)	Manage projects to ensure funds are not lost	Ensure Omnitrans will begin expending Low Carbon Transit Operations Program (LCTOP) funds by December 2020 deadline - Q1	Omnitrans has confirmed these funds were expended by the December 2020 deadline.	Fund Administration
		Request allocation of Planning, Programming, and Monitoring funds for Fiscal Year 21/22 - Q4	PPM Allocation Request will be submitted to Caltrans in April 2021 as required.	Fund Administration
		Request allocation or extension of Local Partnership Program (LPP) funds for Rancho Corridor - Q4	LPP funds totaling \$12.678M were programmed and \$12.195M allocated by the CTC at the January 2021 meeting. The balance will be allocated when available in FY 2021/2022.	Fund Administration
	Monitor approval of 2021 FTIP and possible impacts of SAFE Vehicle Rule	2021 FTIP approval scheduled for Dec 2020	The 2021 FTIP adoption has been delayed from December 2020 to April 2021.	Fund Administration
Notes				
Division Strategy: Protect San Bernardino County's equitable share of available state and federal funds				
1D	Action Plan	Milestones	Milestone Status	Responsibility
	Develop funding strategies that maximize resources available and result in opportunities to seize additional state and federal funds	Ensure that Obligation Authority (OA) and apportionment are available as new projects are ready for funding while continuing to draw down funds for I-10 Corridor Contract 1 – Q4	Staff continues to monitor OA and apportionments and finds they will be sufficient for the current FFY.	Fund Administration
		Work with Project Delivery and Transit to realign funding strategies based on results of 2020 competitive grant awards and any possible stimulus packages - Q3	The CTC awarded Senate Bill 1 funds to West Valley Connector, I-10 Truck Climbing Lanes, and I-15 Express Lanes in December 2020 and funding plans have been revised. Although it is now fully funded, the final funding plan for West Valley Connector is still dependent on the results of Federal Small Starts funding, which may be known in the current Fiscal Year.	Fund Administration, Project Delivery, Transit
Notes				
Division Strategy: Develop long-term bonding needs to help leverage other funds and deliver projects				
1E	Action Plan	Milestones	Milestone Status	Responsibility
	Establish plan for 2022 sales tax revenue bond program NOTE: This has been corrected. It previously referred to a 2021 sales tax revenue bond program in error.	Present draft program project lists for inclusion in the 2021 Update to the 10-Year Delivery Plan, for approval by the Board in Fall 2021 – Q4	Staff continues to analyze scenarios of the impacts from the COVID-19 pandemic to determine if project prioritization or changes to the 2022 sales tax revenue bond program, planned for March 2022, are required; however, more data related to actual revenue impacts is required for a meaningful analysis. Because of this, staff recommended that the adoption of the 2021 Update to the 10-Year Delivery Plan be delayed from Fall 2021 (September) to December 2021 in the Q1 update. Development of the program project lists will continue on schedule through Q4.	Fund Administration (Finance, Project Delivery, Transit, Planning)
Notes				

Attachment: Fiscal Year 2020-2021 Initiatives and Action Plan - Q3 Report.pdf (7507 : Receive the Fiscal

San Bernardino County Transportation Authority
 Fiscal Year 2020/2021 Initiatives and Action Plan - Third Quarter Report

Division Strategy: Manage geographic equity in fund distribution across the County				
IF	Action Plan	Milestones	Milestone Status	Responsibility
	Manage long-term strategy for ensuring geographic equity in fund distribution over the life of the Measure	Incorporate Mountain/Desert subareas' regional and interregional projects lists into the 2021 Update to the 10-Year Delivery Plan – Q4	Program Project Lists for the Mountain/Desert Subareas were approved by the Board at its September 2020 meeting. Staff is meeting individually with Caltrans and Mountain/Desert jurisdictions to review and confirm project schedules and costs. Interregional priorities for the Rural Mountain/Desert Subareas were presented to the Mountain/Desert Policy Committee in March. Victor Valley interregional priorities are scheduled to be presented in May. Subarea meetings with all jurisdictions will follow to determine project priorities, fair share availability of funding, and program programming.	Fund Administration
Notes				
Division Strategy: Manage SBCTA railroad right-of-way in an efficient and comprehensive fashion				
IG	Action Plan	Milestones	Milestone Status	Responsibility
	Manage SBCTA railroad right-of-way in an efficient and comprehensive fashion.	Continue management and incorporate Best Practices as appropriate.	Ongoing	Transit
Notes				
Division Strategy: Conduct consolidation study between SBCTA and Omnitrans and an Innovative Transit Review of Metro-Valley area				
IH	Action Plan	Milestones	Milestone Status	Responsibility
	Manage consultant, coordinate work and results with Omnitrans Executive team, and communicate results to SBCTA and Omnitrans committees and Board.	Present a preliminary list of pros and cons of consolidation.	Completed on April 1, 2020.	Special Projects and Strategic Initiatives
		Present financial impacts for consolidation to Transit Committee and Board - Q1.	Completed on September 2, 2020.	Special Projects and Strategic Initiatives
		Present consolidation report, implementation plan, and final assessment and innovative transit review report to Transit Committee and Board - Q2.	Completed November 2020.	Special Projects and Strategic Initiatives
Notes				

Attachment: Fiscal Year 2020-2021 Initiatives and Action Plan - Q3 Report.pdf (7507) : Receive the Fiscal

San Bernardino County Transportation Authority
 Fiscal Year 2020/2021 Initiatives and Action Plan - Third Quarter Report

Initiative #2: Engender Public Trust				
Division Strategy: Secure an unmodified opinion of Comprehensive Annual Financial Report (CAFR)				
2A	Action Plan	Milestones	Milestone Status	Responsibility
	Plan meeting at interim field work with Executive Board officers and CPA firm	Schedule meeting – Q1	Meeting held in August 2020.	Finance
		Schedule interim field work in April 2020	Interim field work completed in April 2020.	Finance
		Schedule year-end field work to start in October 2020	Field work started in October 2020 and audit process is now complete.	Finance
Notes				
Division Strategy: Obtain Certificate of Achievement for Excellence in Financial Reporting				
2B	Action Plan	Milestones	Milestone Status	Responsibility
	Apply for Government Finance Officers Association (GFOA) award for the Comprehensive Annual Financial Report (CAFR)	Submit application and CAFR to GFOA after meeting with Executive Board in December 2020.	Application to GFOA submitted in December 2020.	Finance
Notes				
Division Strategy: Obtain Distinguished Budget Presentation Award				
2C	Action Plan	Milestones	Milestone Status	Responsibility
	Apply for GFOA award for annual budget	Submit application to GFOA – Q1	Application will be submitted to GFOA in June 2021.	Finance
Notes				
Division Strategy: Complete internal control self-assessment to identify areas of improvement.				
2D	Action Plan	Milestones	Milestone Status	Responsibility
	Complete review of annual internal control self-assessment	Review procedure and questionnaire based on Code of Federal Regulations, Federal Transit Administration, and framework from the Committee of Sponsoring Organizations of the Treadway Committee (COSO) by Q2 and implementation of recommendation from report of on-call auditor presented to Board May 2020.	Review procedure and questionnaire for internal control assessment and on-call auditor recommendation presented to Board May 2020.	Finance
		Review procedure and questionnaire and present to executive staff and complete questionnaire by Q3.	Finance staff reviewed procedure and questionnaire and implementation of recommendations from on-call auditor.	Finance
		Identify and improve controls for areas that require improvement by Q4.	Finance has reviewed answers and recommendations from on-call auditor and has implemented improvements to internal controls.	Finance
Notes				

Attachment: Fiscal Year 2020-2021 Initiatives and Action Plan - Q3 Report.pdf (7507 : Receive the Fiscal

San Bernardino County Transportation Authority
 Fiscal Year 2020/2021 Initiatives and Action Plan - Third Quarter Report

Division Strategy: Deploy an Enterprise Resource Planning System				
2E	Action Plan	Milestones	Milestone Status	Responsibility
	Deploy an Enterprise Resource Planning (ERP) system	Release Request for Proposals (RFP) to secure vendor for business process analysis by Q2.	Readiness assessment analysis completed, scope of work in progress. Project has been delayed by a year as an electronic document management system has been prioritized in order to implement the Records Retention Schedule.	Special Projects and Strategic Initiatives
		Select vendor for business process analysis by Q3.	Selection has been postponed to Q4 of Fiscal Year 2021-2022.	Special Projects and Strategic Initiatives
Notes				
Initiative #3: Focus on Creating and Strengthening Collaborative Partnerships with Governmental and Business Entities				
Division Strategy: Work with other governments and business groups to leverage resources for our region's benefit				
3A	Action Plan	Milestones	Milestone Status	Responsibility
	Create a Strategic plan for Housing Policy in San Bernardino County and collaborate with neighboring government entities and stakeholders	Draft a white paper for member agencies on significant changes to statewide housing policy and laws for circulation in Q1.	Complete. Presented to Technical Advisory Committee's (TAC's) in September and Board in October.	COG
		Incorporate Housing policy discussion as part of the 2021 City/County Conference.	The 2021 Conference will be virtual and topics will be limited to COVID-19 recovery and economic recovery. Will explore how best to hold the housing discussion in the next fiscal year.	COG
		Partner with League of California Cities for advocacy efforts especially on communicating unique circumstances in San Bernardino County.	Ongoing	COG
	Move forward a workforce development toolkit	Integrate inventory of city programs, projects and practices with County efforts and tools for a complete countywide workforce development resource by Q2.	Ongoing, to be complete by Q4.	COG
		Host summit of County and cities on workforce development tools available by Q3.	Will be in Q4	COG
		Working with City Managers TAC, help collaboration of cities and County on regional economic recovery following COVID-19 crisis.	Ongoing. Will be a focus of virtual City/County Conference in June 2021.	COG

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San Bernardino County Transportation Authority
 Fiscal Year 2020/2021 Initiatives and Action Plan - Third Quarter Report

3A (cont)	Complete Priority Dispatch Optimization Plan which will provide recommendations and cost benefit analysis for options to help alleviate undue burden on the 9-1-1 Emergency Medical Services System	Complete study by Q2.	Contract Extension to FY 2021 for implementation of Emergency Community Notification System (ECNS). ECNS soft launch 12/17/2020.	COG
		Collaborate with stakeholders including County, cities, Inland Counties Emergency Medical Agency (ICEMA), County Chiefs and dispatch centers on implementation of recommendations based on lessons learned during the COVID-19 crisis.	Ongoing effort during the year.	COG
	Notes			
Division Strategy: Enhance COG role				
3B	Action Plan	Milestones	Milestone Status	Responsibility
	Work with the Board to make sure the COG is responsive to the needs of our members	Meet with COG Ad Hoc Committee to update COG work plan before the end of Q1.	Seeking new date as economic impacts of COVID are a concern for this meeting's discussions.	COG
	Collaborate with Member Agencies through the COG Advisory Group during the decision-making process on items related to the COG work plan and any items related to the Countywide Vision	Meet at least four times with the Advisory Group on the work plan.	Ongoing.	COG
		Discuss revisiting the Countywide Vision with the County and collaborate on process to update.	Board of Directors established an Equity Ad Hoc and directed staff to work with the County on its Eleventh Element of the Countywide Vision. Ad Hoc is meeting regularly and is focused on SBCTA operations and looking at providing a regional toolkit to be used by local agencies utilizing GIS. Work will continue through the remainder of this fiscal year and will be incorporated into next years work plan.	COG
Notes				

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San Bernardino County Transportation Authority
 Fiscal Year 2020/2021 Initiatives and Action Plan - Third Quarter Report

Division Strategy: Enhance SBCOG's and the region's ability to compete for grant funding				
3C	Action Plan	Milestones	Milestone Status	Responsibility
	Host grant writing workshop for our members and other local government partners	Schedule grant workshop for Q2.	The Grant Writing workshop was held June 25, 2020, for the Active Transportation Program (ATP), Cycle 5 program.	COG
	Better communicate grant opportunities to member agencies	Establish formal process for notifications with City Managers TAC by Q2.	This was complete in July. Staff established a webpage and process for noticing local agencies about grant opportunities.	COG
Notes				
Division Strategy: Assist local governments with environmental and efficiency initiatives				
3D	Action Plan	Milestones	Milestone Status	Responsibility
	Provide leadership and assistance to our members in implementing energy conservation projects	Host Light Emitting Diode (LED) Holiday light exchanges in Q2.	Will continue to coordinate with cities regarding distribution and exchange of the remaining LED holiday lights and energy efficiency kits inventory. Activities in 2020 were interrupted due to COVID-19 issues/concerns. Outreach to cities regarding possible Fall of 2021 activities set for Q1 for Q2 events.	Air Quality/Mobility
		Explore establishing a Regional Energy Network and submit a business plan to the California Public Utilities Commission (CPUC) by Q1.	Business Plan submitted to the CPUC in Feb 2021. Anticipating questions/comments regarding Business Plan from the CPUC in April 2021. In the meantime, continuing to gather and submit letters of support for the REN Business Plan for the CPUC.	Air Quality/Mobility
	Assist local agencies and the region with tools and funding to encourage pollution reductions through alternative fueled vehicles and new advanced technologies	Establish process to notify member agencies regularly of Electric Vehicle (EV) charging infrastructure funding opportunities by Q3.	Work continuing. Will incorporate with other grant opportunity communications with cities. Process scheduled to be completed by Q3	Air Quality/Mobility
Notes				

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San Bernardino County Transportation Authority
 Fiscal Year 2020/2021 Initiatives and Action Plan - Third Quarter Report

Initiative #4: Accelerate Delivery of Capital Projects				
Division Strategy: Deliver the Redlands Passenger Rail Project & Implement Arrow Service				
4A	Action Plan	Milestones	Milestone Status	Responsibility
	Ensure construction of the mainline is progressing, substantially complete the maintenance facility, and complete final assembly of Diesel Multiple Unit (DMU) vehicles. Assist Southern California Regional Rail Authority (SCRRA) with rail activation planning and inclusion of Arrow in their new operation contract procurement.	Assist SCRRA rail activation planning.	Ongoing	Transit
		Maintenance facility substantial completion - Q2	Scheduled to be substantially complete in Q4.	Transit
		Final delivery of all DMU vehicles - Q3	Scheduled to be delivered in Q4.	Transit
		Continue construction of the Redlands Passenger Rail Project (RPRP) mainline and continued support to Metrolink for development of the future Arrow hybrid-rail service - Q1 FY22 (infrastructure)	Substantial completion of infrastructure is on schedule for Q1 FY22 with revenue service targeted for Q3 or Q4 FY22 pending actions by SCRRA and FRA.	Transit
Notes				
Staff is working with SCRRA and Riverside County Transportation Commission to accept delivery of the vehicles at the South Perris Valley Line layover facility and start testing and commissioning activities of the DMUs. Overall, this is beneficial to the project as the vehicles can be tested on existing infrastructure isolating issues that might arise with the newly built infrastructure.				
Division Strategy: Support Delivery of Gold Line Phase 2B				
4B	Action Plan	Milestones	Milestone Status	Responsibility
	Close the funding shortfall in San Bernardino County if LA Metro commits to building to the county line.	Close the funding gap - TBD	Monitor	Transit
Notes				
The construction bids exceeded the engineer's estimate by \$550 million. The Gold Line Construction Authority (GLCA) re-scoped the project to include Pomona as the initial terminus, with an option to build to Claremont, and then another option from Claremont to Montclair based on funding availability. Funding in LA County to get it from Pomona to the county line has not been identified. The portion of work in San Bernardino County has increased from \$80 million to \$97 million. The draft construction agreement was prepared by San Bernardino County Transportation Authority (SBCTA) and issued to GLCA for review and comment. Negotiations on hold at the request of the GLCA. Draft operating agreement provided by LA Metro for review. On-hold pending re-scoping of the Project.				

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San Bernardino County Transportation Authority
 Fiscal Year 2020/2021 Initiatives and Action Plan - Third Quarter Report

Division Strategy: Support Delivery the West Valley Connector				
4C	Action Plan	Milestones	Milestone Status	Responsibility
	Begin final design of the West Valley Connector Phase 1 Project and initiate right of way acquisition activities	Complete Final Design - Q4	On Schedule	Transit
		Submit Small Starts Rating Package to FTA - Q1	Completed	Transit
		Initiate right of way acquisition activities - Q2	Completed	Transit
		Notes		
FTA has allocated the full funding request of \$86.75 million from their Small Starts Program. Staff will continue to work with the FTA on requirements for the Small Starts Grant Agreement. 90% design is complete and final design is scheduled to be completed in late Q4. Initial right-of-way acquisition activities are ongoing with acquisition offers being presented to owners in summer 2021.				
Division Strategy: Produce Zero or Low Emission Multiple Unit				
4D	Action Plan	Milestones	Milestone Status	Responsibility
	Proceed with final design of the zero or low emission multiple unit (ZEMU) in close coordination with Southern California Regional Rail Authority (SCRRA) and continued consultation with the Federal Railroad Administration (FRA). Finalize fueling plan.	Complete Conceptual Design - Vehicle - Q2	On Schedule	Transit
		Environmental Approval - Fueling Infrastructure - Q1	Delayed to Q4 - See Below	Transit
		Complete Conceptual Design - Fueling Infrastructure - Q4	On Schedule	Transit
Notes				
Per consultation with General Counsel, staff is proceeding with a focused EIR for the fueling infrastructure project.				
Division Strategy: Delivery of Capital Projects				
4E	Action Plan	Milestones	Milestone Status	Responsibility
	Project Study Report (PSR) and Project Approval and Environmental Document (PA/ED) Milestones	I-10 Mt. Vernon Interchange: PA/ED Approved - Q3	PA/ED Approval anticipated FY 2021/2022 Q1	Project Delivery
Notes				

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San Bernardino County Transportation Authority
 Fiscal Year 2020/2021 Initiatives and Action Plan - Third Quarter Report

Division Strategy: Delivery of Capital Projects				
4F	Action Plan	Milestones	Milestone Status	Responsibility
	Plans, Specifications and Estimate (PS&E) Milestones	I-215 University Interchange: PS&E Approved – Q4	Current schedule is Q2 2022/2023 based on updated r/w acquisition schedule, assuming eminent domain required.	Project Delivery
		I-215 Bi-County Landscape: PS&E Approved – Q4	On Schedule	Project Delivery
		I-10 Alabama Interchange: PS&E Approved - Q2	PS&E Approval anticipated Q2 2021/2022	Project Delivery
Notes				
Division Strategy: Delivery of Capital Projects				
4G	Action Plan	Milestones	Milestone Status	Responsibility
	Construction Milestones	US 395 Phase 1: Complete for Beneficial Use - Q1	Beneficial Use realized ahead of schedule on June 19, 2020	Project Delivery
		SR 60 Central: Start Construction - Q2	Contract was awarded in Q2	Project Delivery
		SR 60 Archibald: Complete for Beneficial Use - Q3	Completed for Beneficial Use Q4	Project Delivery
		I-10 University Interchange: Start Construction - Q3	Contract was awarded Q2	Project Delivery
		I-10 Alabama Interchange: Start Construction - Q4	Start Construction Anticipated FY 2021/2022 Q2	Project Delivery
Notes				
Initiative #5: Maximize Funding Opportunities and Cost-Effectiveness of Investments				
Division Strategy: Conduct regional forums to discuss issues of importance across our region				
5A	Action Plan	Milestones	Milestone Status	Responsibility
	Advocate for policies and funding formulas at the state and federal levels that are favorable for San Bernardino County Transportation Authority (SBCTA) to construct and deliver transportation projects	Monitor Annual State/Federal Appropriations	Ongoing	Legislative/Public Affairs
		Support/Oppose legislation favorable/harmful to SBCTA's ability to deliver transportation projects.	Ongoing	Legislative/Public Affairs
		Host a legislative roundtable with district staff from SBCTA's state and federal delegation.	Planning Meeting for November 2021	Legislative/Public Affairs
Host an Ontario Airport Transit Access focused roundtable with San Bernardino County stakeholders.		Ongoing	Legislative/Public Affairs	
Notes				

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San Bernardino County Transportation Authority
 Fiscal Year 2020/2021 Initiatives and Action Plan - Third Quarter Report

Initiative #6: Awareness of SBCTA Programs, Services, and Transit Options				
Division Strategy: Build awareness of SBCTA programs and services				
6A	Action Plan	Milestones	Milestone Status	Responsibility
	Highlight Measure I's contributions to the region's transportation system	Actively identify speaking opportunities to promote programs and major projects; participate in regional forums; enhance visibility.	Ongoing	Legislative/Public Affairs, Fund Administration
	Market San Bernardino County Transportation Authority (SBCTA) identity, promote awareness of programs and services		Ongoing	Legislative/Public Affairs
Notes				
Division Strategy: Leverage and grow public outreach and communication services				
6B	Action Plan	Milestones	Milestone Status	Responsibility
	Continue to enhance traditional and social media presence	Leverage projects to gain more local media coverage. Procure media relations expert to advance media placement and agency reputation with editors.	Ongoing	Legislative/Public Affairs
	Utilize On-Call Public Outreach Contracts, On-Call Graphic Design Services Contracts, Marketing & Branding Services Contract, and Redlands Passenger Rail Project Outreach Contract to utilize new tools and capitalize on communication opportunities throughout the region.	Provide project-based webinars to promote more participation via online tools.	Ongoing	Legislative/Public Affairs
		Develop content for Mobility 21 and Focus on the Future events for regional visibility	Planning for Fall 2021	Legislative/Public Affairs, Transit
	Utilize On-Call Graphic Design Services Contracts & Marketing and Branding Services Contract to support each Division in their efforts to communicate internally and externally.	Submit successful projects for regional awards (i.e., CAPIO, PRSA, etc.)	Ongoing	Legislative/Public Affairs, Fund Administration
Notes				
Division Strategy: Highlight transit options in San Bernardino County				
6C	Action Plan	Milestones	Milestone Status	Responsibility
	In partnership with transit operators, highlight transit connectivity options in the region via quarterly Customer Based initiatives meetings and coordinate marketing efforts.	Leverage existing resources to build awareness of transit services in San Bernardino County.	Ongoing	Legislative/Public Affairs, Transit
Notes				

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San Bernardino County Transportation Authority
 Fiscal Year 2020/2021 Initiatives and Action Plan - Third Quarter Report

Initiative #7: Long Range Strategic Planning				
Division Strategy: Analyze long range transportation strategy in a financially constrained framework				
7A	Action Plan	Milestones	Milestone Status	Responsibility
	Update Long Range Transit Plan (LTRP)	Complete Draft LRTP – Q4	Note: Strategy changing to incorporate into a Comprehensive, Long Range Multimodal Transportation Plan. Submitting for Caltrans grant, to be done at a time when transit and travel has stabilized.	Planning, Transit, Fund Administration
	Update Countywide Transportation Plan (CTP)	Complete Final 2021 CTP – Q2	CTP now incorporating additional multimodal elements, planned for completion in Q4.	Planning, Fund Administration
	Complete Zero-emission Bus Analysis for San Bernardino County	Complete Final – Q3	Complete	Transit, Planning
Notes				
Division Strategy: Conduct strategic planning of Measure I projects and update policies to be consistent with practice				
7B	Action Plan	Milestones	Milestone Status	Responsibility
	Update Development Mitigation Nexus Study	Update Project List – Q1	Updated and provided to TTAC and GPC in September	Planning, Fund Administration
		Adopt Updated Nexus Study – Q2	Adopted in October 2020	Planning, Fund Administration
	Prepare updated priority list of Valley Interchange Projects	Conduct analysis – Q3	Deferred until traffic has stabilized after the pandemic. Will reassess need after that point.	Planning
		Prepare recommendations – Q4	Deferred until traffic has stabilized after the pandemic.	Planning
Notes				
Division Strategy: Provide current, quality planning data				
7C	Action Plan	Milestones	Milestone Status	Responsibility
	Support other departments with data analysis and mapping/GIS	Ongoing	Provided exhibits and graphics for multiple projects and procurements	Planning
	Provide planning/modeling data to support Senate Bill (SB) 743 implementation and various development projects	Make model available to outside consultants - Q1 Model support and jurisdiction assistance - Ongoing	Made model distribution available through SBCTA planning consultant bench	Planning
Notes				

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San Bernardino County Transportation Authority
 Fiscal Year 2020/2021 Initiatives and Action Plan - Third Quarter Report

Division Strategy: Conduct subarea and modal studies				
7D	Action Plan	Milestones	Milestone Status	Responsibility
	Prepare Comprehensive Multimodal Corridor Plans (CMPC) with Riverside County Transportation Commission (RCTC) and Caltrans, to address SB 1 Solutions for Congested Corridors requirements	Provide full draft of Inland Empire CMCP – Q1	Draft provided in July, Interagency reviews completed by end of September.	Planning
		Complete Inland Empire CMCP - Q2	Adopted in October 2020 and used as basis for SB 1 Solutions for Congested Corridors Program grants.	Planning
	Conduct SR-18/138 Corridor Study with Metro and Caltrans	Initiate study – Q3	Agreements with LA Metro and Caltrans executed, and kick-off meeting scheduled.	Planning
Notes				
Initiative #8: Environmental Stewardship, Sustainability, and Grant Applications				
Division Strategy: Monitor and Provide Input to State, Federal, and Regional Plans and Guidelines				
8A	Action Plan	Milestones	Milestone Status	Responsibility
	Provide technical comments on draft reports, plans, and guidelines from Caltrans, CTC, OPR, CARB, CalSTA, and other state agencies	As draft reports and guidelines are released for review	Provided comments to SCAG on Regional Housing Needs Assessment; to Caltrans on SB 743, SoCal Freight Strategy, and Regional Express Lanes Study; comments to High Speed Rail on Colton Intermodal Facility and Lenwood Staging Tracks; to Caltrans on CA Transportation Plan 2050.	Planning, COG
	Prepare and Submit Grant Applications for SB 1 and other funding	SB 1 Grant Applications – Q1	Four SB 1 grant applications submitted in July and August: I-10 Truck Climbing Lane, West Valley Connector, and I-15 Auxiliary Lanes and Express lanes in two SB 1 categories. All four grants awarded by CTC in December 2020. Developing strategy for Cycle 3 of SB 1 grants.	Planning, Fund Administration
Notes				

Attachment: Fiscal Year 2020-2021 Initiatives and Action Plan - Q3 Report.pdf (7507 : Receive the Fiscal

San Bernardino County Transportation Authority
 Fiscal Year 2020/2021 Initiatives and Action Plan - Third Quarter Report

Division Strategy: Assist jurisdictions, developers, and other stakeholders with area-wide sustainability studies				
8B	Action Plan	Milestones	Milestone Status	Responsibility
	SB 743 Countywide Implementation Study	Complete Phase 1 – Q1	Phase 1 completed	Planning
		Complete Phase 2 (SCAG portion) – Q4	SCAG procurement completed in Q1. Initiated in Q2.	Planning
	Prepare Climate Adaptation Plan with Western Riverside Council of Governments (WRCOG).	Prepare Draft Plan – Q1	Plan completed	Planning
				Planning
	Prepare Countywide Green House Gas (GHG) Reduction Plan	Draft GHG Reduction Plan – Q2	Draft completed. Coordinating with jurisdictions to finalize.	Planning
		Final GHG Reduction Plan – Q3	Final workshop held in March. Incorporating local jurisdiction comments.	Planning
	Notes			
Division Strategy: Prepare effective active transportation plans				
8C	Action Plan	Milestones	Milestone Status	Responsibility
	Conduct Active Transportation (ATP) Plans: Redlands Rail Accessibility Study, Safe Routes to School (SRTS) Program (with County), and Countywide Sidewalk Inventory	Redlands Rail – Final Plan - Q1	Completed.	Planning
		SRTS Program: Complete Phase 1 – Q3	May incur additional delay due to COVID. Schools not open.	Planning
		Initiate SRTS Phase 2 – Q3	Likely to be delayed due to COVID.	Planning
		Sidewalk Inventory - Initiate Phase 2 - Q2	Consultant has been selected. Notice to proceed in Q3.	Planning
		Sidewalk Inventory – Data Development - Q4		Planning
	Create Digital Active Transportation Plan	Final Plan – Q1	Completed and presented to GPC in Q1	Planning
		Ongoing maintenance/updates	Update to support ATP Cycle 5 completed and presented to Board in September	Planning
Notes				
Division Strategy: Implement components of ATP Metrolink Station Accessibility Grant				
8D	Action Plan	Milestones	Milestone Status	Responsibility
	Construction of Phase 2 of the Bicycle and Pedestrian improvements around the six Metrolink Stations as identified in the Transit Access Plan	Environmental – Q2	At Caltrans for review.	Planning, Project Delivery
		Final Design – Q4		Planning, Project Delivery
	Notes			

Attachment: Fiscal Year 2020-2021 Initiatives and Action Plan - Q3 Report.pdf (7507 : Receive the Fiscal

**San Bernardino County Transportation Authority
Fiscal Year 2020/2021 Initiatives and Action Plan - Third Quarter Report**

Division Strategy: Develop and administer programs to improve the efficient use of our existing freeway network				
8E	Action Plan	Milestones	Milestone Status	Responsibility
	Administer programs to reduce congestion and traffic delays.	Merge 511 system to create So Cal 511 through regional collaboration with Los Angeles Metropolitan Transportation Authority (LA Metro), Riverside County Transportation Commission (RCTC), Orange County Transportation Authority (OCTA), and Ventura County Transportation Commission (VCTC) by Q2 of Fiscal Year 2021/2022.	Work continuing. Working with LA Metro to get the final Memorandum of Understanding (MOU) in place and appropriate costs outlined. Merging of the two regional 511 systems is scheduled to take place by Q2 of Fiscal Year 2021/2022 due to additional edits, reviews and various COVID-19 impacts.	Air Quality/Mobility
		Implement a mobile call box/511 program by Q3 of Fiscal Year 2021/2022	Work continuing. Implementation schedule is tied to the merging of the 511 system with Metro. Due to various edits, reviews and COVID-19 impacts on California Highway Patrol (CHP) dispatch, schedule for implementation is Q3 of Fiscal Year 2021/2022.	Air Quality/Mobility
Notes				
Division Strategy: Support access to jobs, healthcare, and education while reducing roadway congestion.				
8F	Action Plan	Milestones	Milestone Status	Responsibility
	Administer multi-modal programs to reduce congestion and improve quality of life including coordination with transit providers and Consolidated Transportation Service Agencies serving San Bernardino County	Submit county-wide vanpool program 2021 annual report - Q4	Ongoing	Transit
		Seek private partnerships with technology providers to improve commuter programs and first/last mile connections. Continue Private Transportation Provider Pilot Program to Ontario International Airport (ONT).	Ongoing	Transit
		Continue the Metrolink San Bernardino Line Fare Discount Program & monitor its performance	Ongoing	Transit
		Actively participate in the Metrolink Member Agency Advisory Committee and transit operator technical advisory committees.	Ongoing	Transit
		Present transit operator allocations in a timely manner - Q4 (for following fiscal year)	On Schedule	Transit, Fund Administration
		Present transit operator short range transit plans in a timely manner and in compliance with the Transportation Development Act - Q4 (FY21 only Mountain Transit and Omnitrans)	See Below	Transit
		Advocate for a sustainable source of funding for transit operations	Ongoing	Legislative/Public Affairs, Transit

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San Bernardino County Transportation Authority
 Fiscal Year 2020/2021 Initiatives and Action Plan - Third Quarter Report

8F (cont)	Complete 2021 Update to the San Bernardino County Public Transit-Human Services Transportation Coordinated Plan - Q4	On Schedule	Transit	
	Implement the IE Commuter rideshare program Q1 and merge regional database - Q4	See Below	Transit	
	Notes			
The Inland Empire (IE) Commuter rideshare program has been implemented and available for use in Q1. The merged regional database is still pending. Mountain Transit SRTTP will not be completed until Q2 in FY21/22. MT had a late start due to a number of issues (New GM, emergency at maintenance facility and acquisition of consultant). Omnitrans SRTTP is still on time.				
Division Strategy: Support transit-oriented development				
8G	Action Plan	Milestones	Milestone Status	Responsibility
	Continue to work closely with the City of Rancho Cucamonga on implementation of the transit-oriented development effort at the Rancho Cucamonga Metrolink Station	Three party development agreement- TBD	On hold	Transit
		Specific Plan Development - TBD	Ongoing, City lead	Transit
Notes				
Staff is working with the City on incorporation of the planned Brightline West improvements and service at the Rancho Cucamonga Station in accordance with the MOU with XpressWest, now called Brightline West, approved by the SBCTA Board of Directors on July 1, 2020. The exclusive negotiations agreement and associated cooperative agreement with the City were terminated per Board action on 12/10/2020.				
Division Strategy: Advance transit connectivity to Ontario International Airport				
8H	Action Plan	Milestones	Milestone Status	Responsibility
	Tunnel to ONT	Issue Notice to Proceed to PCM - Q3	Completed	Transit
		Issue Request for Qualifications for an Infrastructure Developer - Q2	Completed	Transit
		Issue Request for Proposals for an Infrastructure Developer - Q4	On Schedule	Transit
Notes				
In accordance with SBCTA Board direction on September 2, 2020, the Alternative Analysis was cancelled, and staff is progressing with delivery of the Tunnel to ONT project. This section will be updated to reflect the action plan and milestones for the Tunnel to ONT project going forward.				

Attachment: Fiscal Year 2020-2021 Initiatives and Action Plan - Q3 Report.pdf (7507) : Receive the Fiscal

Minute Action

AGENDA ITEM: 9

Date: April 14, 2021

Subject:

San Bernardino County Regional Greenhouse Gas Reduction Plan Update

Recommendation:

Receive information on the San Bernardino County Regional Greenhouse Gas Reduction Plan Update.

Background:

Regional Greenhouse Gas (GHG) Reduction Plan Update Background

In 2006, the California legislature passed Assembly Bill (AB) 32, the Global Warming Solutions Act of 2006. The law establishes a limit on GHG emissions for the state of California to reduce state-wide emissions to 1990 levels by 2020. In 2016, the California Assembly and Senate expanded upon AB 32 with Senate Bill (SB) 32, which mandates a 40% reduction in GHG emissions from 1990 levels by 2030 (California Legislative Information, 2016).

In response to these initiatives, a project partnership, led by the San Bernardino Council of Governments (SBCOG), compiled a GHG emissions inventory and an evaluation of reduction measures that could be adopted by the 25 partnership jurisdictions of the San Bernardino County. The *San Bernardino County Regional Greenhouse Gas Reduction Plan (Reduction Plan) Update* is a collaborative effort that developed GHG inventories and forecasts, assessed the effectiveness of California initiatives to reduce GHG emissions, and identified local GHG reduction strategies that were selected by and for 25 jurisdictions to reduce local GHG emissions. The Reduction Plan identifies potential local strategies to reduce GHG emissions in support of the statewide GHG targets expressed in SB 32. This project also included development of an updated monitoring and tracking tool, updated local development screening tables as an implementation tool for each jurisdiction, and training materials for their use. The Reduction Plan started in July 2018 and was completed in March 2021.

The Reduction Plan includes the following actions that will reduce GHG emissions associated with its regional (or countywide) activities.

1. Prepare a baseline (2016) GHG emissions inventory for each of the 25 Partnership jurisdictions in the county.
2. Prepare future year (2020, 2030, and 2045) GHG emissions forecasts for each of the jurisdictions.
3. Develop general GHG reduction measures and jurisdiction-specific measures appropriate for each jurisdiction.
4. Develop consistent baseline information for jurisdictions to use for their development of community climate action plans (CAPs) meeting jurisdiction-identified reduction goals.

By working in a collaborative manner on these goals, the jurisdictions aim to develop consistent information in an efficient manner that can subsequently be used by individual jurisdictions that choose to develop and adopt CAPs for their jurisdictions and/or implement specific GHG reduction measures. GHG reduction measures selected by jurisdictions for this report are non-binding unless the decision-making body of a jurisdiction decides to formally adopt them.

Entity: San Bernardino County Transportation Authority

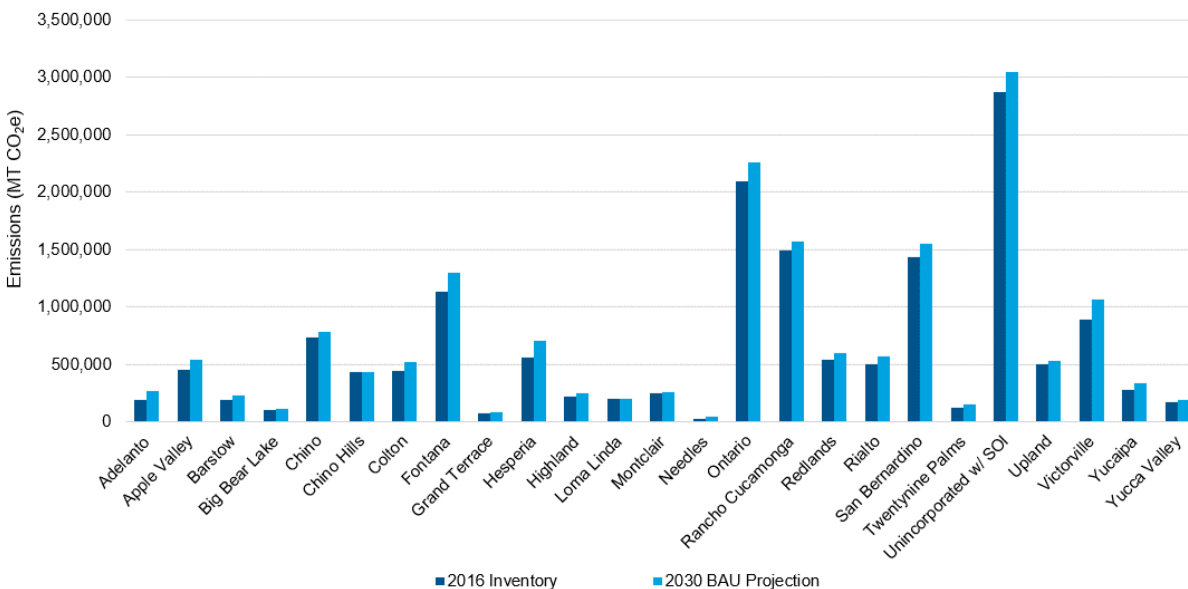
The San Bernardino Associated Governments (SANBAG), the predecessor agency to SBCOG, prepared the first regional Reduction Plan in 2014 with an accompanying Programmatic Environmental Impact Report (PEIR), which had a 2020 GHG reduction target. Subsequently, SB 32 was passed in 2016 with a more aggressive 2030 GHG reduction target. The 2021 update of the Reduction Plan provides the information for local jurisdictions to use in developing local efforts to meet more aggressive 2030 reduction targets. In addition, grant programs supported the opportunity for SBCOG to help local jurisdictions with developing the technical information for local GHG reduction planning efforts efficiently while reducing costs to local jurisdictions.

During the Reduction Plan update process, the local jurisdiction planning departments were engaged through the Planning Director's Technical Forum (PDTF) of SBCOG. Periodic workshop/presentations were provided to the PDTF with one-on-one follow-up discussions with individual cities to coordinate input. The individual cities then worked at the city level to vet the technical information and developed input related to reduction measures. Following the local jurisdiction vetting process, the Draft Reduction Plan was then made publicly available in early 2021 for public input. We have received a copy of a comment letter from the Building Industry Association – Baldy View Chapter (BIABV) directed to the County of San Bernardino Board of Supervisors, focused on the SBCOG GHG Reduction Plan (Attachment A). Staff would like to recognize BIABV for their comments and would like to include an excerpt from the letter. *“BIABV recognizes that the County and the cities within it are compelled to look circumspectly for ways to reduce GHG emissions throughout society. Given this, the Draft GHG Plan seems to constitute a reasonably thoughtful approach to the challenge, given that it permits meaningful flexibility and optionality. Once again, staff should be commended for the approach that was taken.”*

GHG Emission Summary

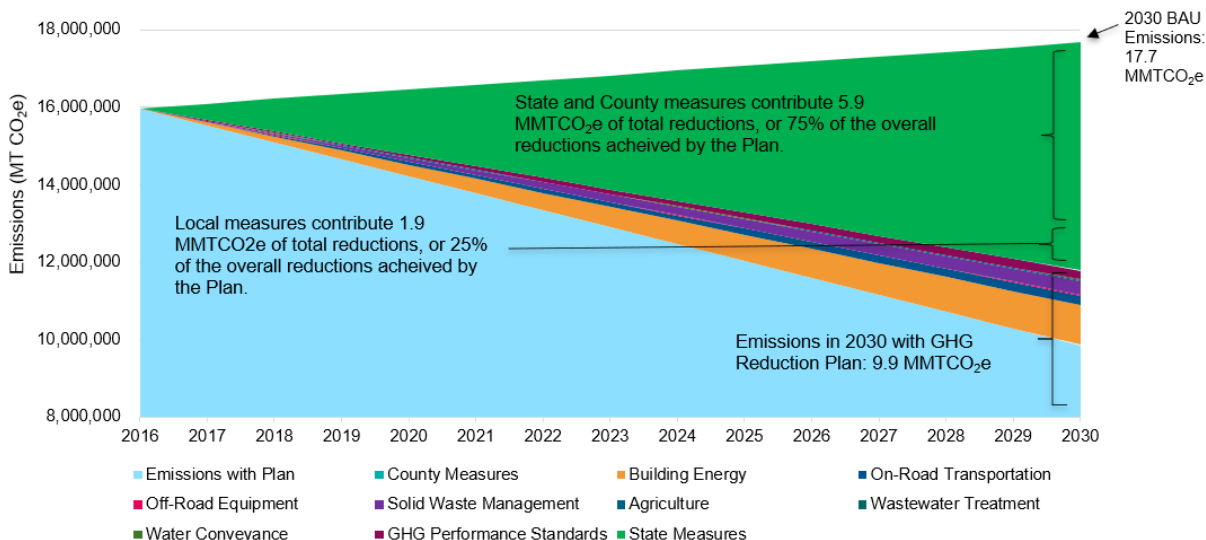
Total GHG emissions, excluding stationary sources, for all Partnership jurisdictions in 2016 amounted to 15,972,244 metric tons of carbon dioxide equivalent (MTCO_{2e}). The Business as Usual (BAU) of GHG emissions for all Partnership jurisdictions in 2030 projects total emissions will be 17,674,452 MTCO_{2e}. Below shows the total GHG emissions in 2016 and projected GHG emissions in 2030 for each of the Partnership jurisdictions, excluding stationary sources. With a few exceptions, in 2016 and in 2030, the largest sources of regional GHG emissions are combustion of transportation fuels and electricity and natural gas used by residential and commercial buildings. Consequently, the on-road transportation and building energy sectors will figure prominently in jurisdiction GHG reduction plans. Including stationary sources, the emissions in 2016 were 21,567,392 MTCO_{2e} and 2030 BAU emissions are estimated as 24,736,167 MTCO_{2e}. Stationary sources is the third largest source of emissions after transportation and building energy.

2016 Baseline GHG Emissions and 2030 BAU GHG Emissions Forecast for the Partnership Jurisdictions (MTCO₂e)



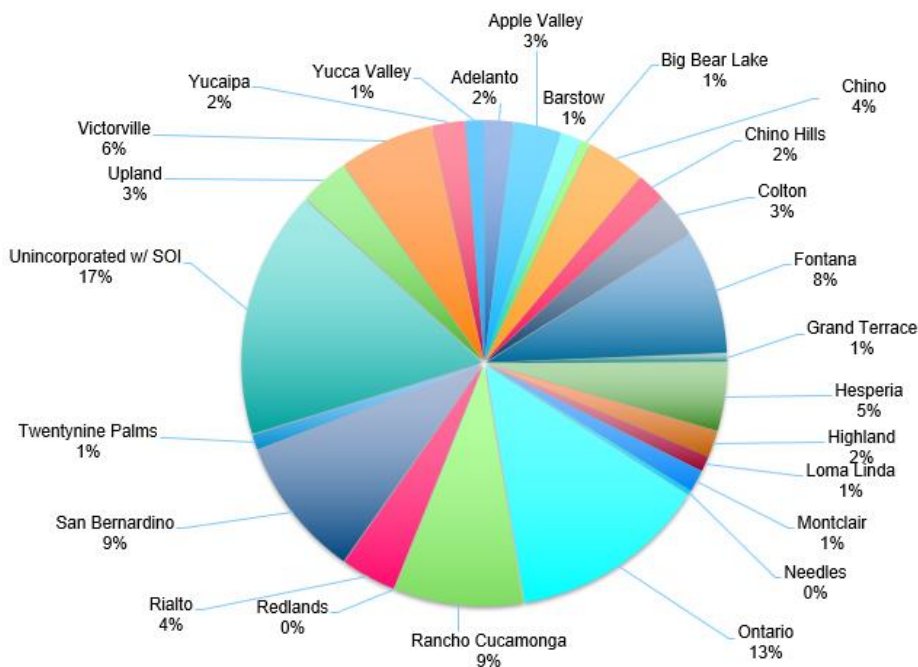
Some GHG reduction actions are best suited to regional planning and cooperation and the benefits are best monitored at the regional level, as opposed to the jurisdiction level. The results presented in this document can be used to support both jurisdiction-level and regional-level planning. The below figure shows the amount of GHG reductions achieved in the region within each GHG emission sector (i.e., the sum of all actions taken by all jurisdictions within that sector, including state level programs). Additionally, the figure conveys that there is a potential for nearly 8 million MTCO₂e in GHG reductions due to the combined effect of state, regional, and local actions detailed in this report. State level programs will contribute to 75% of the region’s reductions and local measure will contribute 25%.

Total Identified GHG Reductions in 2030 for the 25 Partnership Jurisdictions (MTCO₂e)



The figure below shows the contribution of each jurisdiction to the overall GHG reductions in the region. These contributions generally parallel the distribution of population and employment in the region.

Distribution of Identified GHG Emissions Reductions in 2030 for all Partnership Jurisdictions (MTCO2e)



Next Steps

This Reduction Plan identifies state measures applicable to every Partnership jurisdiction, as well as local measures selected by each jurisdiction that could reduce future GHG emissions within jurisdictional boundaries. Through the development of this Reduction Plan, each Partnership jurisdiction individually selected GHG reduction measures, tailored the level of commitment for reduction measures, and set unique GHG reduction goals for the year 2030. The Reduction Plan describes the projected GHG reductions that can be achieved for the region through the combined efforts of all Partnership jurisdictions if they were to fully implement the reduction measures identified in this Reduction Plan.

The Reduction Plan is intended to serve as a foundation upon which the Partnership jurisdictions can develop individual jurisdiction-specific CAPs to be adopted and enacted according to their own internal procedures. The next steps for Partnership jurisdictions that choose to move forward with this process and ultimately develop their own local climate action planning are listed below.

1. Plan Adoption: Partnership jurisdictions may adopt (but are not required to do so) CAPs based upon this Reduction Plan or their respective portions of the regional reduction plan presented herein. Each Partnership jurisdiction would undertake steps needed to formally adopt

the CAP in their jurisdiction, such as gathering input from stakeholders; conducting public meetings; review by jurisdiction council, planning commission, or board of supervisors; California Environmental Quality Act (CEQA) analysis as needed; and/or vote by a governing body.

2. CEQA Compliance on the Regional Reduction Plan: SBCOG will be completing CEQA compliance to assess the potential environmental impacts associated with implementation of this Reduction Plan as an update to the prior Regional Reduction Plan from 2015. A comprehensive Environmental Impact Report was certified by SANBAG in 2015. It is expected that CEQA compliance for the updated regional plan will likely be an addendum or supplement to the prior EIR. The CEQA document will rely on the assumption that all jurisdictions will implement the measures selected in this Reduction Plan prior to 2030, but does not require that all Partnership jurisdictions formally adopt this Reduction Plan. After adoption of the CEQA document for the Regional Reduction Plan by SBCOG, additional CEQA analyses will only be required at the jurisdiction level if Partnership jurisdictions choose to change their GHG reduction measures from those identified in this Reduction Plan, and if those measures have potentially significant secondary impacts on the environment.

3. Implementation and Tracking of the Reduction Plan(s): Properly tracking the progress of the Reduction Plan, monitoring the real benefits, and reporting these results are crucial to the success of implementing the Reduction Plan and to adaptive management of GHG reductions measures going forward.

4. Tiering of CEQA Analysis of Greenhouse Gas Emissions: Those Partnership jurisdictions choosing to complete and adopt local CAPs that are consistent with this GHG Reduction Plan and with the prior Regional Plan Program EIR and the addendum or supplemental CEQA document prepared by SBCOG, will be able to tier their future project-level CEQA analyses of GHG.

Financial Impact:

This item has no impact on the Fiscal Year 2020/2021 Budget.

Reviewed By:

This item is not scheduled for review by any other policy committee, but the GHG Reduction Plan has been a regularly scheduled item at the Planning Directors Technical Forum since the start of the project in 2018.

Responsible Staff:

Josh Lee, Chief of Planning

Approved
 General Policy Committee
 Date: April 14, 2021

Witnessed By:



March 10, 2021

Hon. Chairman Hagman and Hon. Supervisors of San Bernardino County
c/o Lynna Monell, Clerk of the Board of Supervisors

Re: Comments from the Building Industry Association of Southern California, Baldy View Chapter Concerning the Draft San Bernardino County Regional Greenhouse Gases Reduction Plan, Public Review Document, Agendized for Discussion before the Board of Supervisors at its March 18, 2021 Meeting.

Hon. Chair Hagman and fellow Board of Supervisors:

The Building Industry Association of Southern California, Baldy View Chapter (“BIABV”) is grateful for the opportunity to comment on the Draft San Bernardino County Regional Greenhouse Gases Reduction Plan, Public Review Document (the “Draft GHG Plan”), which is agendized for discussion before the Board of Supervisors at its March 18, 2021 meeting.

For decades, BIABV has been an active stakeholder and advocate, engaging with the municipal, county, regional and state governments and agencies which affect the efforts of BIABV’s member companies to build new homes in San Bernardino County. For the last 15 years, BIABV – along with its regional parent corporation and its peers across the state – has been very attentive to the evolving governmental efforts to address the anthropogenic emissions of greenhouse gases, including carbon dioxide, methane, and other gases (“GHG”).

Below, BIABV respectfully provides its brief comments concerning the Draft GHG Plan:

First, we thank the County’s able staff and the County’s outside consultants who took time to explain the Draft GHG Plan to BIABV’s staff. Specifically, Messrs. Steve Smith and Josh Lee, both of the San Bernardino County Transportation Authority, as well as the County’s outside consultants, Messrs. Michael Hendrix and Rich Walter, added generously to our understanding of the Draft GHG Plan’s many details and their implications. The insights that we garnered via our remote discussions with these gentlemen was crucial to our appreciation of the draft plan.

Second, BIABV applauds the fact that the Draft GHG Plan reflects a conscious effort to allow jurisdictions, homebuilders and developers to choose from a range of options by which to reduce GHG. Specifically, to the extent that the Draft GHG Plan may be wisely adopted and implemented by the various jurisdictions within the county, BIABV’s members should be able to enjoy the ability to choose from among options as to how best to reduce GHG below “business as unusual” trends and practices. Such flexibility and optionality can be very helpful in terms of allowing GHG reductions to be gained by means which are both affordable and appropriately

Chairman Hagman and Supervisors
of San Bernardino County
March 10, 2021
Page 2 of 3

tailored to individual communities and projects. In short, we welcome and applaud the elements of flexibility and optionality which are reflected in the draft plan.

Third, we understand that the Draft GHG Plan is not self-actuating. Instead, it constitutes an informational document in which, following iteration undertaken with the many jurisdictions involved (e.g., the cities), data are analyzed to show the jurisdiction's the ability to meet their 2030 GHG emissions goals and various potential "police power" means by which to do so. As such, the Draft GHG Plan is more informational and evidentiary in nature unless and until it is later actuated through further acts. To become actuated, the plan will require additional process undertaken within the individual jurisdictions concerning options provided in the plan.

We therefore anticipate that the interested jurisdictions will in due course consider more potential adoption of particular elements of the Draft GHG Plan (or additional alternatives thereto). In doing so, they may refine, adjust, further study, and adopt aspects of the plan while undertaking additional public processes. Therefore, BIABV respectfully reserves the right to comment upon and potentially oppose elements of the Draft GHG Plan if and when jurisdictions undertake such adoption processes. In other words, given the breadth of the Draft GHG Plan and its foreseeable usefulness, BIABV intends to take a harder look at the analyses and recommendations included in the Draft GHG Plan as they relate to jurisdictions located within the county – if and when they take additional steps in light of the Draft GHG Plan.

Lastly, BIABV would be remiss if it did not point out that the homes built in recent years throughout San Bernardino County conformed to regulatory standards which make them amongst the most energy-efficient and GHG-reductive homes being built anywhere in the world. Specifically, because of California's increasingly exacting Title 24 building standards, it is already the case that BIABV's member homebuilding companies build homes that substantially reduce anthropogenic GHG emissions on a per capita basis. Simply put, families that move into and live in such modern homes will emit less GHG than do nearby families who live in the older homes that were built to less exacting standards.

Therefore, when considering how best to reduce GHG emissions throughout our society, ***the best thing that the governmental jurisdictions and agencies can do is to foster much more additional new home construction, so that more families can live in homes that are built to the modern, more exacting regulatory standards.*** BIABV will continue to look for opportunities to work with the County, the cities, and all agencies involved to find ways to accelerate homebuilding wherever appropriate within the county.

Moreover, because newly-built homes are far more energy-efficient and GHG-friendly than are the older homes, policy-makers should recognize the need to "keep perfection from becoming the enemy of the good" when it comes to reducing GHG with respect to new homebuilding. Of course, there are limits to the extent to which policy-makers can keep foisting new, costly regulatory requirements on homebuilders – however well-intentioned such impositions may be. An important part of our overall housing challenge is to build more new

Chairman Hagman and Supervisors
of San Bernardino County
March 10, 2021
Page 3 of 3

housing that is affordable to our workforce. Therefore, the imperative to make new homes even more GHG-reductive must be balanced against the potentially prohibitive costs of trying to do so. BIABV will continue to advocate on behalf of its member homebuilders about such cost-benefit considerations.

BIABV recognizes that the County and the cities within it are compelled to look circumspectly for ways to reduce GHG emissions throughout society. Given this, the Draft GHG Plan seems to constitute a reasonably thoughtful approach to the challenge, given that it permits meaningful flexibility and optionality. Once again, staff should be commended for the approach that was taken. Concerning GHG emissions and more generally, BIABV will continue to join in the analyses and discussions needed to improve our county; and we look forward to participating in future discussions.

Sincerely,



Carlos Rodriguez,
Executive Officer

**San Bernardino County Regional
Greenhouse Gas Inventory and Reduction Plan**

SBCOG General Policy Committee
April 14, 2021

AGENDA

1. Climate Action Plan Background
2. What is the Regional Plan?
3. How can local jurisdictions use the Regional Plan?
4. What is the Regional Plan approval process?
5. Discussion/Q & A

Climate Action Planning Background



- AB-32
 - State law to reduce GHG emissions to 1990 levels by 2020
- SB-32
 - State law to reduce GHG emissions to 40 % below 1990 levels by 2030
- CARB 2017 Scoping Plan
 - State plan to implement AB-32
 - Recommends cities reduce GHG emissions
- CEQA Lawsuits, Lawsuits, Lawsuits
 - Numerous CEQA documents challenged!



Why Prepare a Climate Action Plan?



California
Environmental
Quality
Act



- Assess all GHG emission sources comprehensively and consistently.
- Streamline project approvals and CEQA.
- Identify feasible means to reduce GHG emissions including some that can save the city/community money.
- Identify the local "role" in reducing GHG emissions in light of larger state efforts.
- Take "credit" for prior and ongoing city actions.



What are the goals of the Regional Plan?



Regional Plan

- Develop technical information for cities in San Bernardino County that can be used for development of local climate action plans.
- Provide consistent methodologies and approaches.
- Follow local direction in identifying targets and choosing actions.
- Promote cost efficiency by doing all cities in one combined effort.








Regional Plan - 24 Participating Cities and the County





What is in the Regional Plan?

- Background on climate action planning and legislation
- For each jurisdiction:
 - an inventory of GHG emissions for each jurisdiction;
 - a forecast of future GHG emissions;
 - an identified GHG reduction goal;
 - measures to reduce GHG emissions under the control of the jurisdiction;
- implementation actions to ensure that the measures result in actual reductions;
- Technical documentation of methodologies used in the study










Summary of Plan Outcomes – Total Reductions

Source	Local Reductions	% of Total
State Measures		75%
Local Measures		25%
Total Reductions		100%
2016 Emissions	15.9 million	
2030 BAU Emissions	17.7 million	
2030 Emissions with Plan	9.9 million	
Plan % below 2016 Emissions		38%
Plan % below 2030 BAU Emissions		44%

NOTE: Data Excludes Stationary Sources

Summary of Plan Outcomes – Local Reductions




Sectors	% of Total
Building Energy	49%
OnRoad Transportation	13%
OffRoad Transportation	1%
Solid Waste Management	18%
Water Conservation/Conveyance	5%
Wastewater	0%
Agriculture	2%
GHG Performance Standard	12%
Total Local Measures	100%





How do local jurisdictions use the Regional Plan?

- 
- Regional Plan contains technical information:
 - Background Info Inventory
 - Reduction Targets – Selected by each city
 - Reduction Measures – Selected by each city
 - Generic Implementation Process
 - Local City:
 - Uses technical information from Regional Plan
 - Uses City chapter and background info
 - Refine/adapt/elaborate measures (if desired)
 - Define local implementation steps
 - Compiles local CAP using the above information
 - Processes through local approval
- 
- 
- 

What is the Regional Plan Approval Process?



- Q: Who “approves” the Regional Plan?
 - A: SBCOG will adopt its part of the Plan and recommend plan to cities. SBCOG approval does not commit the cities to action. SBCOG will consider approval after preparation of CEQA document (planned to be an addendum to the prior EIR)
 - A: Each city will decide:
 - Whether to use the regional plan reduction measures
 - Whether to adopt a local climate action plan



San Bernardino County Regional Greenhouse Gas Inventory and Reduction Plan



Q & A / Discussion



Minute Action

AGENDA ITEM: 10

Date: *April 14, 2021*

Subject:

Development Mitigation Annual Report for Fiscal Year Ending June 30, 2020

Recommendation:

Receive information on the Development Mitigation Annual Report for Fiscal Year ending June 30, 2020.

Background:

Preparation of the Development Mitigation Annual Report (DMAR) is an ongoing requirement of the San Bernardino County Transportation Authority (SBCTA) Congestion Management Program (CMP). The Valley and Victor Valley jurisdictions are required to provide information on development activity and the expenditure of development mitigation funds on projects contained in the Development Mitigation Nexus Study for Fiscal Year 2019/2020. The development fees collected are used by the jurisdictions as the local share of arterial, interchange, and railroad grade separation projects for which SBCTA provides the “public share.”

This agenda item provides a summary of the Valley and Victor Valley jurisdictions’ DMAR. Table 1 represents development mitigation data for each Valley and Victor Valley jurisdiction and Figure 1 presents a historical reference of development mitigation fees collected and dwelling units permitted. City data is provided in Table 1 and County data is provided in Table 2, organized by sphere of influence.

Implementation and maintenance of a development mitigation program is required of each local jurisdiction in the Valley and Victor Valley to maintain conformance with the SBCTA Land Use/Transportation Analysis Program of the CMP. Failure to submit the annual DMAR would result in non-compliance with the provisions of the Development Mitigation Program and other provisions in the CMP.

Based on the information provided to SBCTA by the jurisdictions submitting reports, \$48,772,014 in development mitigation fees for transportation projects was collected and \$12,754,672 of development mitigation fees was expended on Nexus Study projects during Fiscal Year ending June 30, 2020. Of the approximately \$47.9 million of transportation related development impact fees collected by local jurisdictions, a portion of the fees are associated with local projects that were not included in the Nexus Study, which addresses only regional projects. Therefore, not all of the fees will be expended on Nexus Study projects. The \$48,772,014 of development mitigation represents a decrease of 18.4% in development mitigation revenue from the \$59,733,855 collected in Fiscal Year 2018/2019, which was an increase of 16.6% from the \$51,248,029 collected in Fiscal Year 2017/2018.

Since the implementation of the SBCTA Development Mitigation Program began in Fiscal Year 2006/2007, a total of \$471,513,664 has been collected and a total of \$238,163,731 in development mitigation has been expended on projects contained in the SBCTA Development Mitigation Nexus Study. It should be noted that some of the data on quantities of development

Entity: San Bernardino County Transportation Authority

General Policy Committee Agenda Item

April 14, 2021

Page 2

(units and square footage) could not be included in the table because it did not fit standard development type categories. However, all the fees for these developments were included.

The DMAR is an attempt to secure information on development fees collected and expended on Nexus Study projects in a manner that is less formal than a full audit. Overall, the annual reporting has been informative and provides the mechanism for SBCTA staff to monitor the level of development contributions being generated by local jurisdictions for projects included in the Nexus Study. Accurate and reliable information is imperative for implementation of the Measure I Valley Freeway Interchange, the Valley Major Street, Victor Valley Major Local Highway and Victor Valley Local Street Programs as outlined in the Measure I 2010-2040 Strategic Plan.

Table 1
City/Town Development Mitigation Summary Table
For the Year Ending June 30, 2020

City/Town	# of SF Units Permitted	# of MF Units Permitted	Sq Ft of Commercial Permitted	Sq Ft of Office Permitted	Sq Ft of Industrial Permitted	Fees Collected in FY 19/20*	Fees Expended on Nexus Projects in FY 19/20	Cumulative Dev. Mit. Revenue**	Cumulative Dev. Mit. Expenditures On Nexus Projects***
Adelanto	66	0	2,371	0	0	\$333,944	\$434,624	\$4,608,834	\$434,624
Apple Valley	101	3	12,680	0	1,304	\$789,678	\$0	\$11,714,189	\$8,981,193
Chino	459	109	31,766	0	1,670,485	\$11,502,159	\$357,684	\$62,011,756	\$2,798,982
Chino Hills	20	2	0	0	0	\$5,386	\$0	\$598,500	\$4,992,658
Colton	81	0	16,000	61,000	250,000	\$181,856	\$9,580	\$7,847,290	\$290,988
Fontana	436	60	52,764	24,115	1,114,740	\$4,441,420	\$1,153,957	\$71,224,143	\$48,620,235
Grand Terrace	8	0	0	0	0	\$32,507	\$0	\$2,024,796	\$292,790
Hesperia	182	122	113	26,128	37	\$3,644,273	\$17,752	\$25,240,930	\$28,142,717
Highland	643	0	2,573	75	19,762	\$163,240	\$0	\$6,976,957	\$0
Loma Linda	179	0	17	0	0	\$524,759	\$0	\$8,973,790	\$2,660,076
Montclair		0	0	29,902	159,822	\$202,785	\$0	\$3,738,919	\$234,305
Ontario	886	337	340,189	52,281	3,386,953	\$6,479,381	\$3,029,200	\$51,171,834	\$38,168,777
Rancho Cucamonga	43	174	22,552	31,746	418,626	\$5,664,811	\$0	\$51,983,739	\$7,901,709
Redlands	97	2	55,535	20,499	20,499	\$600,423	\$354,187	\$15,328,432	\$4,898,376
Rialto	67	59	97,061	0	1,925,192	\$6,244,366	\$3,037,769	\$41,150,116	\$17,993,740
San Bernardino	44	5	100	22,201	388,214	\$919,296	\$472,954	\$19,325,268	\$9,027,903
Upland	180	80	2,360	0	0	\$482,981	\$0	\$15,742,928	\$2,374,363
Victorville	372	40	9,400	0	0	\$1,828,824	\$2,288,832	\$27,223,149	\$47,318,753
Yucaipa	9	1	39,476	0	0	\$269,315	\$1,596,897	\$6,758,699	\$9,985,827
Total	3,873	994	684,957	267,947	9,355,634	\$44,311,405	\$12,753,437	\$433,644,270	\$235,118,016

Notes:

1. May include fees from other sources not listed in the summary table
2. Only includes revenue collected beginning FY06/07
3. Only includes expenditure of development mitigation fees
4. Adelanto only tracks "residential" and "non-residential" development

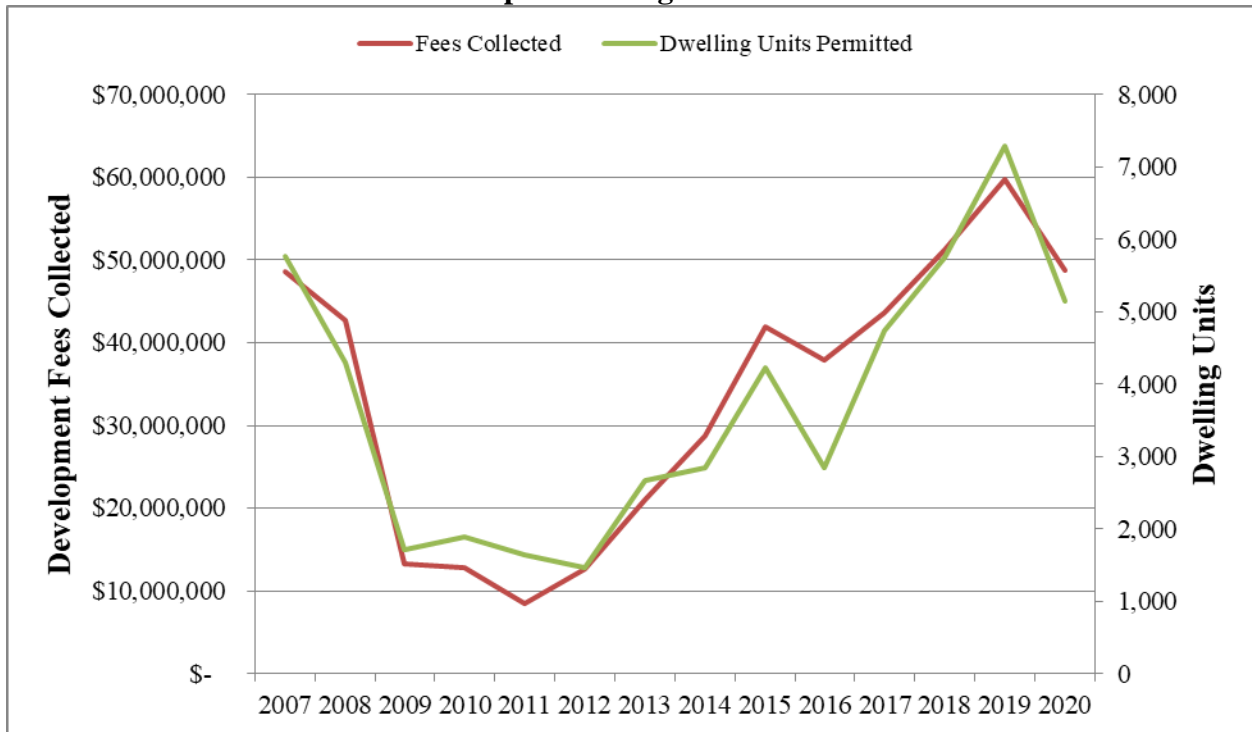
Table 2
San Bernardino County Development Mitigation Summary Table
For the Year Ending June 30, 2020

County Sphere/ Subarea	# of SF Units Permitted	# of MF Units Permitted	Sq Ft of Commercial Permitted	Sq Ft of Office Permitted	Sq Ft of Industrial Permitted	Fees Collected in FY 19/20*	Fees Expended on Nexus Projects in FY 19/20	Cumulative Dev. Mit. Revenue**	Cumulative Dev. Mit. Expenditures On Nexus Projects***
Adelanto Sphere	0	0	0	0	0	\$0	\$0	\$0	\$0
Apple Valley Sphere	20	0	0	0	0	\$55,400	\$0	\$800,522	\$0
Chino Sphere	1	0	0	0	0	\$7,022	\$0	\$458,680	\$388
Colton Sphere	2	0	0	0	0	\$8,818	\$0	\$32,535	\$0
Devore/Glen Helen	2	0	0	0	0	\$12,826	\$0	\$154,389	\$148,337
Fontana Sphere	1	0	6,946	3,000	21,444	\$245,004	\$0	\$5,258,338	\$514,777
Hesperia Sphere	28	0	0	0	0	\$281,680	\$0	\$2,612,898	\$622,315
Loma Linda Sphere	0	0	0	0	0	\$0	\$0	\$188,925	\$0
Montclair Sphere	1	0	0	0	2,200	\$9,806	\$0	\$61,101	\$0
Redlands Sphere	66	0	0	0	0	\$466,158	\$0	\$1,027,928	\$0
Redlands Donut Hole	0	0	45,930	0	1,079,236	\$1,281,856	\$1,235	\$10,778,559	\$124,601
Rialto Sphere	16	98	551	0	344,360	\$1,293,993	\$0	\$9,698,786	\$1,635,297
San Bernardino Sphere	6	0	3,200	0	321,496	\$639,745	\$0	\$1,163,714	\$0
Upland Sphere	3	0	0	0	0	\$3,465	\$0	\$182,374	\$0
Victorville Sphere	34	0	0	0	0	\$154,836	\$0	\$972,352	\$0
Yucaipa Sphere	0	0	0	0	0	\$0	\$0	\$0	\$0
Total County Sphere/Subarea	180	98	56,627	3,000	1,768,736	\$4,460,609	\$1,235	\$33,391,102	\$3,045,715
GRAND TOTAL	4,053	1,092	741,584	270,947	11,124,370	\$48,772,014	\$12,754,672	\$467,035,372	\$238,163,731

Notes:

1. May include fees from other sources not listed in the summary table
2. Only includes revenue collected beginning FY06/07
3. Only includes expenditure of development mitigation fees

**Figure 1
 Development Mitigation Trends**



Financial Impact:

This item is consistent with the Fiscal Year 2020/2021 Budget.

Reviewed By:

This item is not scheduled for review by any other policy committee or technical advisory committee. The tables contained in this item were distributed to the Transportation Technical Advisory Committee on March 25, 2021, with a request for comment and an opportunity for questions and corrections.

Responsible Staff:

Ginger Koblasz, Senior Planner

Approved
 General Policy Committee
 Date: April 14, 2021

Witnessed By:

Additional Information

GENERAL POLICY COMMITTEE ATTENDANCE RECORD – 2021

Name	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Paul Cook Board of Supervisors		X	X									
Dawn Rowe Board of Supervisors		X	X									
Curt Hagman Board of Supervisors		X	X									
Art Bishop Town of Apple Valley		X	X									
Rick Herrick City of Big Bear Lake			X									
Frank Navarro City of Colton		X	X									
Acquanetta Warren City of Fontana		X	X									
Darcy McNaboe City of Grand Terrace		X	X									
Larry McCallon City of Highland		X	X									
Alan Wapner City of Ontario		X	X									
L. Dennis Michael City of Rancho Cucamonga		X	X									
Rick Denison Town of Yucca Valley		X	X									

Communication: Attendance (Additional Information)

X = Member attended meeting.
Shaded box = No meeting.

* = Alternate member attended meeting.

Empty box = Member did not attend meeting.

Crossed out box = Not a Board Member at the time.

This list provides information on acronyms commonly used by transportation planning professionals. This information is provided in an effort to assist Board Members and partners as they participate in deliberations at Board meetings. While a complete list of all acronyms which may arise at any given time is not possible, this list attempts to provide the most commonly-used terms. Staff makes every effort to minimize use of acronyms to ensure good communication and understanding of complex transportation processes.

AB	Assembly Bill
ACE	Alameda Corridor East
ACT	Association for Commuter Transportation
ADA	Americans with Disabilities Act
ADT	Average Daily Traffic
APTA	American Public Transportation Association
AQMP	Air Quality Management Plan
ARRA	American Recovery and Reinvestment Act
ATMIS	Advanced Transportation Management Information Systems
BAT	Barstow Area Transit
CALACT	California Association for Coordination Transportation
CALCOG	California Association of Councils of Governments
CALSAFE	California Committee for Service Authorities for Freeway Emergencies
CARB	California Air Resources Board
CEQA	California Environmental Quality Act
CMAQ	Congestion Mitigation and Air Quality
CMIA	Corridor Mobility Improvement Account
CMP	Congestion Management Program
CNG	Compressed Natural Gas
COG	Council of Governments
CPUC	California Public Utilities Commission
CSAC	California State Association of Counties
CTA	California Transit Association
CTC	California Transportation Commission
CTC	County Transportation Commission
CTP	Comprehensive Transportation Plan
DBE	Disadvantaged Business Enterprise
DEMO	Federal Demonstration Funds
DOT	Department of Transportation
EA	Environmental Assessment
E&D	Elderly and Disabled
E&H	Elderly and Handicapped
EIR	Environmental Impact Report (California)
EIS	Environmental Impact Statement (Federal)
EPA	Environmental Protection Agency
FHWA	Federal Highway Administration
FSP	Freeway Service Patrol
FRA	Federal Railroad Administration
FTA	Federal Transit Administration
FTIP	Federal Transportation Improvement Program
GFOA	Government Finance Officers Association
GIS	Geographic Information Systems
HOV	High-Occupancy Vehicle
ICTC	Interstate Clean Transportation Corridor
IIEP	Inland Empire Economic Partnership
ISTEA	Intermodal Surface Transportation Efficiency Act of 1991
IIP/ITIP	Interregional Transportation Improvement Program
ITS	Intelligent Transportation Systems
IVDA	Inland Valley Development Agency
JARC	Job Access Reverse Commute
LACMTA	Los Angeles County Metropolitan Transportation Authority
LNG	Liquefied Natural Gas
LTF	Local Transportation Funds

Acronym List

MAGLEV	Magnetic Levitation
MARTA	Mountain Area Regional Transportation Authority
MBTA	Morongo Basin Transit Authority
MDAB	Mojave Desert Air Basin
MDAQMD	Mojave Desert Air Quality Management District
MOU	Memorandum of Understanding
MPO	Metropolitan Planning Organization
MSRC	Mobile Source Air Pollution Reduction Review Committee
NAT	Needles Area Transit
NEPA	National Environmental Policy Act
OA	Obligation Authority
OCTA	Orange County Transportation Authority
PA&ED	Project Approval and Environmental Document
PASTACC	Public and Specialized Transportation Advisory and Coordinating Council
PDT	Project Development Team
PNRS	Projects of National and Regional Significance
PPM	Planning, Programming and Monitoring Funds
PSE	Plans, Specifications and Estimates
PSR	Project Study Report
PTA	Public Transportation Account
PTC	Positive Train Control
PTMISEA	Public Transportation Modernization, Improvement and Service Enhancement Account
RCTC	Riverside County Transportation Commission
RDA	Redevelopment Agency
RFP	Request for Proposal
RIP	Regional Improvement Program
RSTIS	Regionally Significant Transportation Investment Study
RTIP	Regional Transportation Improvement Program
RTP	Regional Transportation Plan
RTPA	Regional Transportation Planning Agencies
SB	Senate Bill
SAFE	Service Authority for Freeway Emergencies
SAFETEA-LU	Safe Accountable Flexible Efficient Transportation Equity Act – A Legacy for Users
SCAB	South Coast Air Basin
SCAG	Southern California Association of Governments
SCAQMD	South Coast Air Quality Management District
SCRRA	Southern California Regional Rail Authority
SHA	State Highway Account
SHOPP	State Highway Operations and Protection Program
SOV	Single-Occupant Vehicle
S RTP	Short Range Transit Plan
STAF	State Transit Assistance Funds
STIP	State Transportation Improvement Program
STP	Surface Transportation Program
TAC	Technical Advisory Committee
TCIF	Trade Corridor Improvement Fund
TCM	Transportation Control Measure
TCRP	Traffic Congestion Relief Program
TDA	Transportation Development Act
TEA	Transportation Enhancement Activities
TEA-21	Transportation Equity Act for the 21 st Century
TMC	Transportation Management Center
TMEE	Traffic Management and Environmental Enhancement
TSM	Transportation Systems Management
TSSDRA	Transit System Safety, Security and Disaster Response Account
USFWS	United States Fish and Wildlife Service
VCTC	Ventura County Transportation Commission
VVTA	Victor Valley Transit Authority
WRCOG	Western Riverside Council of Governments



MISSION STATEMENT

Our mission is to improve the quality of life and mobility in San Bernardino County. Safety is the cornerstone of all we do.

We achieve this by:

- Making all transportation modes as efficient, economical, and environmentally responsible as possible.
- Envisioning the future, embracing emerging technology, and innovating to ensure our transportation options are successful and sustainable.
- Promoting collaboration among all levels of government.
- Optimizing our impact in regional, state, and federal policy and funding decisions.
- Using all revenue sources in the most responsible and transparent way.

Approved December 4, 2019