

AGENDA
City/County Manager's Technical Advisory Committee

Thursday, May 5, 2022

10:00 AM

LOCATION:

San Bernardino County Transportation Authority
First Floor Lobby Board Room
1170 W. 3rd Street, San Bernardino, CA 92410

TELECONFERENCE LOCATION:

Needles City Administration & Utility Office
817 3rd Street, Needles, CA 92363

Call to Order

Attendance

Council of Governments

1. San Bernardino County Transportation Authority/ San Bernardino Council of Governments Equity Programs – Monique Reza-Arellano, SBCOG

Receive an update on the work staff has been doing under the direction of the Equity Ad Hoc Committee and equity work moving forward.

Attachment No. 1: Pg. 5

2. San Bernardino Council of Governments (SBCOG) Funding – Duane Baker, SBCOG

Review the current assessment structure and alternative assessment structures that have been considered in the past. The SBCOG Board recently approved an increase in the annual assessments to each agency to support its work. During the Board meeting it was requested that the method of apportioning these assessments be discussed with the City/County Managers TAC.

Attachment No. 1: Pg. 10

Attachment 2: Pg. 14

3. San Bernardino Council of Governments Work Plan – Monique Reza-Arellano, SBCOG

Review the SBCOG work plan. Staff is seeking direction and guidance from the CCMTAC for future updates.

4. Technology Collaboration – Duane Baker, SBCOG

Discuss and provide direction as appropriate on establishing a formal framework for technology collaboration. As the SBCOG continues preparations for a Smart County Master Plan, our Emerging Technology Ad Hoc Committee asked about what level of technology collaboration currently exists and if there is a need or desire to establish a more formal framework for collaboration.

5. City/County Conference Feedback – Keith Metzler, Victorville

Receive information on the recent conference and provide feedback for improvement and topics for next year.

Public Comment

Brief Comments from the General Public

ADJOURNMENT

The next meeting of the City/County Manager's Technical Advisory Committee is scheduled for **June 2, 2022.**

Meeting Procedures and Rules of Conduct

Meeting Procedures - The Ralph M. Brown Act is the state law which guarantees the public's right to attend and 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.

Accessibility - The meeting facility is accessible to persons with disabilities. If assistive listening devices or other auxiliary aids or services are 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 and office is located at 1170 W. 3rd Street, 2nd Floor, San Bernardino, CA.

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. Agendas are also posted at 1170 W. 3rd Street, 1st Floor, San Bernardino at least 72 hours in advance of the meeting.

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 – 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 complete a “Request to Speak” form, provided at the rear of the meeting room, and present it to the Clerk prior to the Board's consideration of the item. A "Request to Speak" form must be completed for each item an individual wishes to speak on. When recognized by the Chair, speakers should be prepared to step forward and announce their name and address 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 40 copies of such information in advance of the meeting, except for noticed public hearings. Information provided as public testimony is not read into the record by the Clerk.

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 any 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 leave the meeting or to be removed from the 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, failing to relinquish the podium when requested to do so, bringing into the meeting any type of object that could be used as a weapon, including without limitation sticks affixed to signs, or otherwise preventing the Board from conducting its meeting in an orderly manner. Your cooperation is appreciated!

Equity Program Update

Monique Reza-Arellano
SBCOG and Equity Programs Manager



cta
San Bernardino County
Transportation Authority

cog
San Bernardino
Council of Governments

- 2020
 - Public and civil unrest nationwide
 - County of SB declared Racism a Public Health Crisis
- 2021
 - SBCTA/SBCOG Resolution No. 21-037 adopted

NOW THEREFORE BE IT RESOLVED, that the San Bernardino County Transportation Authority (SBCTA) and SBCOG are committed to programs and practices that provide services and opportunities equitably and will further this commitment by:

1. Examining the practices that SBCTA uses in planning, evaluating, procuring and building transportation projects.
2. Creating tools that can be used by all of our members to better understand how issues of equity impact the built environment.
3. Providing the regional forum where efforts that work toward promoting a fair and just region; eliminating barriers that reduce opportunities for residents; and meaningfully advancing justice, equity, diversity, and inclusion can be discussed.



Background

- Dennis Michael, City of Rancho Cucamonga
- Acquanetta Warren, City of Fontana
- John Valdivia, City of San Bernardino
- Rick Denison, Town of Yucca Valley
- Darcy McNaboe, City of Grand Terrace
- Art Bishop, Town of Apple Valley
- Joe Baca, County Supervisor 5th District



Equity Ad Hoc Committee

- Equity Ad Hoc Committee Direction
 - Built Environment
 - Socio-Economic Status
 - Programs
 - Studies
 - Equity Policy Framework



Addressing Equity

- Regional Equity Study (RES)
 - Geospatial/Data Study with UCR's Center for Social Development
 - Began October 2021
 - On Schedule
- SB 1000 – General Plan Environmental Justice Element
 - Build off of RES
 - Currently in Stakeholder and Public Outreach phase
 - Provide a toolkit to Local Agencies



Equity Studies

- Outdoor Equity Program (Close to Grant Award)
- Toll Lanes Equity Program
- Small Business
- Partner with Equity Element Group for Countywide Vision
- Community Events



Equity Programs

Equity Policy Framework

- Identify Specific Equity Goals for Policy
- Create an Under-Represented Communities Outreach Strategy
- Develop an Equity Policy Framework and Toolkit



Future Equity Considerations

Staff Recommendations

- Receive the report
- Approve the Scope of Work for the Equity Policy Framework contract, and approve a not-to-exceed budget of \$150,000 to complete
- Note the Dissolution of the Equity Ad Hoc Committee



Staff Recommendations

Questions?



Attachment No. 1 to Agenda Item No. 2-
San Bernardino Council of Governments Funding

Minute Action

AGENDA ITEM: 16

Date: April 6, 2022

Subject:

Increase in Council of Government Funding

Recommendation:

That the Board, acting as the San Bernardino Associated Governments:

A. Approve an increase to the monetary obligation paid by each jurisdiction to support the operation of the Council of Governments by \$8,000, to be phased in over three years.

B. Approve an escalation factor of 2%, to be applied each year to the monetary obligation paid by each agency, or by the annual Consumer Price Index for the Riverside-San Bernardino-Ontario area, whichever is less, beginning in Fiscal Year 2025/2026.

C. Direct staff to refer future COG funding items to the City Manager's Technical Advisory Committee, for consideration of the methodology for how the costs are shared amongst all the member agencies and explore ideas of looking at a more equitable distribution.

Background:

The Board of Directors (Board) has consistently shown its support for the agencies activities as a Council of Governments (COG). In the past two years staff has continued to deliver on a number of projects and programs from the COG work plan which includes the projects shown in Attachment A.

This work plan has been accomplished because of the support shown by the Board in 2015 when COG assessments were increased to allow the COG to hire a dedicated staff person. At that time, the Board approved an additional \$133,418 assessment to be spread equally among every jurisdiction. This amount was to be combined with revenues generated by the San Bernardino Council of Governments (SBCOG) Property Assessed Clean Energy (PACE) Program to fund two dedicated COG staff people. The intention was for COG assessments to fund 50% of the staffing and the PACE revenues to fund the other 50%.

However, in 2017 the Board ended the PACE Program and the ongoing revenue generated by that program. As a result, the dedicated COG staffing was reduced from two people, to one. The Board decided at that time to use the accumulated fund balance of PACE revenues to fund one time studies and projects. This has allowed the COG to carry out the work plan to date.

This was the last time that there was a major adjustment to COG dues or assessments other than the annual minor adjustments for changes in population and assessed valuation.

Currently, in addition to the current COG work plan, new needs are presenting themselves in part due to changes in state policy surrounding housing. An example is the state created Regional Early Action Plan (REAP) grant program and the Local Early Action Program (LEAP) to provide funds to local agencies to assist with collaborative efforts to plan and meet local housing goals. It is falling to the COGs across the state to lead the efforts on creating regional and

Entity: San Bernardino Council of Governments

collaborative programs focused on housing. Another example is the increased emphasis placed on equity, environmental justice, and land use planning by state and federal agencies when they consider awarding grants for transportation purposes. These new grant programs and requirements place additional staff burdens on the COG and Planning staff. To continue to be successful in delivering the COG work plan and to meet these additional state and federal requirements, additional staff is needed. Even though the COG tries to maximize the use of consultants and outside experts, it still requires staff oversight and management by the COG.

Staff is proposing that the Board approve an increase to the monetary obligation of each agency to support COG operations and hire an additional staff person. It is proposed to hire a Management Analyst II (Range 27 \$63,837 - \$95,756) with a fully burdened cost estimated at \$184,000.

Currently, each agency pays assessments to the COG consisting of two components. The first component is based on the population and assessed valuation of each agency. The second component is a monetary obligation of \$5,337 paid by each agency. This \$5,337 is the addition that was approved by the Board in 2015 (See table below).

Staff is proposing an increase of \$200,000 to the monetary obligation paid by agencies to support the COG. This would be spread evenly over all 25 members and equal \$8,000 per agency. Further, it is recommended that the increase be phased in over a three year period beginning with Fiscal Year (FY) 2022/2023. Finally, it is recommended that beginning in FY 2025/2026 that an escalator rate be applied to the monetary obligation portion of each agency's contribution by an amount tied to the Consumer Price Index (CPI), but not exceeding 2% per year.

Below is a table showing the current monetary obligation for each agency and the additional amount being proposed over the next three years.

Board of Directors Agenda Item

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JURISDICTION	Current Mandatory Assessment Amount	Current Other Monetary Obligation	Current Total COG Assessment and Obligations	Year 1 Proposed Add'l. Monetary Obligation	Year 2 Proposed Add'l. Monetary Obligation	Year 3 Proposed Add'l. Monetary Obligation	Proposed Total COG Assessment and Obligations
Adelanto	\$1,718	\$5,337	\$7,055	\$ 2,667	\$ 2,667	\$ 2,666	\$15,055
Apple Valley	\$3,977	\$5,337	\$9,314	\$ 2,667	\$ 2,667	\$ 2,666	\$17,314
Barstow	\$1,128	\$5,337	\$6,465	\$ 2,667	\$ 2,667	\$ 2,666	\$14,465
Big Bear Lake	\$1,144	\$5,337	\$6,481	\$ 2,667	\$ 2,667	\$ 2,666	\$14,481
Chino	\$6,595	\$5,337	\$11,932	\$ 2,667	\$ 2,667	\$ 2,666	\$19,932
Chino Hills	\$5,936	\$5,337	\$11,273	\$ 2,667	\$ 2,667	\$ 2,666	\$19,273
Colton	\$2,743	\$5,337	\$8,080	\$ 2,667	\$ 2,667	\$ 2,666	\$16,080
Fontana	\$12,369	\$5,337	\$17,706	\$ 2,667	\$ 2,667	\$ 2,666	\$25,706
Grand Terrace	\$691	\$5,337	\$6,028	\$ 2,667	\$ 2,667	\$ 2,666	\$14,028
Hesperia	\$4,696	\$5,337	\$10,033	\$ 2,667	\$ 2,667	\$ 2,666	\$18,033
Highland	\$2,695	\$5,337	\$8,032	\$ 2,667	\$ 2,667	\$ 2,666	\$16,032
Loma Linda	\$1,399	\$5,337	\$6,736	\$ 2,667	\$ 2,667	\$ 2,666	\$14,736
Montclair	\$2,189	\$5,337	\$7,526	\$ 2,667	\$ 2,667	\$ 2,666	\$15,526
Needles	\$270	\$5,337	\$5,607	\$ 2,667	\$ 2,667	\$ 2,666	\$13,607
Ontario	\$13,449	\$5,337	\$18,786	\$ 2,667	\$ 2,667	\$ 2,666	\$26,786
Rancho Cucamonga	\$12,756	\$5,337	\$18,093	\$ 2,667	\$ 2,667	\$ 2,666	\$26,093
Redlands	\$4,958	\$5,337	\$10,295	\$ 2,667	\$ 2,667	\$ 2,666	\$18,295
Rialto	\$6,038	\$5,337	\$11,375	\$ 2,667	\$ 2,667	\$ 2,666	\$19,375
San Bernardino	\$10,888	\$5,337	\$16,225	\$ 2,667	\$ 2,667	\$ 2,666	\$24,225
Twentynine Palms	\$1,155	\$5,337	\$6,492	\$ 2,667	\$ 2,667	\$ 2,666	\$14,492
Upland	\$5,029	\$5,337	\$10,366	\$ 2,667	\$ 2,667	\$ 2,666	\$18,366
Victorville	\$6,397	\$5,337	\$11,734	\$ 2,667	\$ 2,667	\$ 2,666	\$19,734
Yucaipa	\$2,944	\$5,337	\$8,281	\$ 2,667	\$ 2,667	\$ 2,666	\$16,281
Yucca Valley	\$1,171	\$5,337	\$6,508	\$ 2,667	\$ 2,667	\$ 2,666	\$14,508
County	\$18,848	\$5,337	\$24,185	\$ 2,667	\$ 2,667	\$ 2,666	\$32,185
TOTAL			\$264,601				\$464,601

The additional funds will allow the COG to continue with its work plan, meet the new challenges brought about by changing state and federal guidelines, and continue to serve our jurisdictions and the needs of our Board for the foreseeable future as the one time PACE funds are exhausted.

Financial Impact:

This item has no financial impact on the Fiscal Year 2021/2022 Budget. This item would add \$8,000 to the monetary obligation that each jurisdiction contributes to the COG. This would be an increase to COG revenue of \$200,000 /year after it is phased in over three years. Fiscal Year (FY) 2022/2023 would increase the monetary obligation of each agency by \$2,667 for an increase in COG revenue of \$60,675. FY 2023/2024 would have an additional increase of \$2,667 for each agency followed by another increase of \$2,666 in FY 2024/2025.

Reviewed By:

This item was reviewed by the City/County Manager's Technical Advisory Committee on March 3, 2022, and was reviewed and unanimously recommended for approval by the General Policy Committee on March 9, 2022.

Responsible Staff:

Duane Baker, Deputy Executive Director

Minute Summary:

Mayor Dennis Michael stated while he doesn't disagree with the action, he directed staff to refer future COG funding items to the City Manager's Technical Advisory Committee, for consideration of the methodology for how the costs are shared amongst all the member agencies and explore ideas of looking at a more equitable distribution.

RESULT: APPROVED [UNANIMOUS]
MOVER: L. Dennis Michael, City of Rancho Cucamonga
SECONDER: Frank Navarro, City of Colton
AYES: Bishop, Ulloa, Marquez, Navarro, Warren,
McNaboe, Swanson, McCallon, Rigsby, Dutrey,
Michael, Barich, Robertson, Valdivia, Klink,
Jones, Avila, Denison, Cook, Rutherford, Rowe,
Hagman, Baca Jr.
ABSENT: Ramos, Courtney, Herrick, Paget, Wapner, Garcia

Approved
Board of Directors
Date: April 6, 2022

Witnessed By:


Marleana Roman, Clerk of the Board

4/6/2022

Attachment No. 2 to Agenda Item No. 2-
San Bernardino Council of Governments Funding

Attachment A

PROJECT	CURRENT STATUS	SCHEDULE PROJECTION	BUDGET STATUS
PUBLIC SAFETY Optimizing emergency medical services in San Bernardino County	<ul style="list-style-type: none"> • Program implemented 12/2020 • Data collection • Regional outreach • Total cost: \$181,647 	<ul style="list-style-type: none"> • Work with EMS to find gaps in the program • Partner to seek sustainable fund source 	
WORKFORCE DEVELOPMENT Automation study	<ul style="list-style-type: none"> • Study complete • Study completed for \$25,000 	NA	Study completed within budget: \$25,000
WORKFORCE DEVELOPMENT Workforce development program inventory	<ul style="list-style-type: none"> • Inventory complete among cities • Inventory needed for county programs 	<ul style="list-style-type: none"> • Agency equity work will be woven into this • Small business training partnership plan • Small business procurement update • Small business policy updates 	Agency staff time
HOUSING Housing policy/legislation inventory	<ul style="list-style-type: none"> • Worked with CCMTAC and General Policy Committee to complete a resolution of the Board identifying policy initiatives • Legislative update to the Board and CCMTAC in summer 2020 	<ul style="list-style-type: none"> • Legislative update to CCMTAC December 2021 • Creation of Regional Housing Trust • Strategic plan seems obsolete 	Project continues within budget: partial staff time and on call budget for consultant of \$200,000

PROJECT	CURRENT STATUS	SCHEDULE PROJECTION	BUDGET STATUS
	<ul style="list-style-type: none"> Consultant navigating ever-changing housing landscape 	because of ever-changing landscape <ul style="list-style-type: none"> Possible options: strategizing for regional advocacy efforts 	
GENERAL COG FUNCTION COG Advisory Committee	Meeting on quarterly basis	Ongoing function	COG staff time
PUBLIC SAFETY Forest Management Plan: Cucamonga Canyon and Lytle Creek	<ul style="list-style-type: none"> Forest management plans completed for Lytle Creek and Cucamonga Canyon Lytle Creek – Public outreach effort to inform residents and recreation users of information Lytle Creek – agencies enacted new traffic control measures 	Next Steps: <ul style="list-style-type: none"> Cucamonga Canyon: outreach effort Cucamonga Canyon: revise the plan to implement the ultimate improvements 	Plans completed within budget combined total cost: \$151,644 \$37,000 remaining from original budget
GENERAL COG FUNCTION Grant Process	Ongoing: <ul style="list-style-type: none"> Research Writing Technical Assistance Workshops 	Contract through June 2022	\$166,313.17 remaining in contract
GENERAL COG FUNCTION Marketing	COG Marketing Plan Completed	Consultant continues to implement plan	Project continues within budget: \$75,000
GENERAL COG FUNCTION Census 2020	Coordinated cities and IECCC effort	Census Day was April 1 st	COG staff time
GENERAL COG FUNCTION Regions Rising Together	Ongoing collaborative initiative to ensure inland counties are provided with consideration among such initiatives as housing and transportation	Dependent on coordination all quiet right now	COG staff time

PROJECT	CURRENT STATUS	SCHEDULE PROJECTION	BUDGET STATUS
GENERAL COG FUNCTION Resource for Collaboration	<ul style="list-style-type: none"> • Ongoing • The COG functions to provide resource and opportunity for convening and collaboration 	Ongoing	COG staff time
GENERAL COG FUNCTION CALCOG	<ul style="list-style-type: none"> • Ongoing • The COG collaborates with the COG statewide agency and all COGs statewide 	Ongoing	COG staff time
GENERAL COG FUNCTION Alignment SBC	<ul style="list-style-type: none"> • Ongoing • COG staff advises on an interagency panel regarding education 	Ongoing	COG staff time
EQUITY PROGRAM Regional Equity Study	Contract approved in October	14 month contract	\$200,000 contract budget
EQUITY PROGRAM Outdoor Equity Program	<ul style="list-style-type: none"> • Grant application submitted • Working on finding administrative partner 	Grant approval expected February 2022	\$700,000 over 3 years