

## **AGENDA**

### **Transit Committee Meeting**

**August 10, 2023**

**9:00 AM**

**Location**

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

### ***Transit Committee Membership***

**Chair**

Rick Denison, Mayor  
*Town of Yucca Valley*

Sylvia Rodriguez-Robles, Council Member  
*City of Grand Terrace*

**Vice Chair**

John Dutrey, Mayor  
*City of Montclair*

Larry McCallon, Mayor  
*City of Highland*

Eunice Ulloa, Mayor  
*City of Chino*

Alan Wapner, Council Member  
*City of Ontario*

Ray Marquez, Council Member  
*City of Chino Hills*

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

Frank Navarro, Mayor  
*City of Colton*

Dawn Rowe, Supervisor  
*County of San Bernardino*

Acquanetta Warren, Mayor  
*City of Fontana*

Joe Baca, Jr., Supervisor  
*County of San Bernardino*

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

**AGENDA**

**Transit Committee Meeting**

**August 10, 2023  
9:00 AM**

**Location**

**SBCTA Office**

**First Floor Lobby Board Room**

**1170 W. 3rd Street, San Bernardino, CA 92410**

**Items listed on the agenda are intended to give notice to members of the public of a general description of matters to be discussed or acted upon. The posting of the recommended actions does not indicate what action will be taken. The Board may take any action that it deems to be appropriate on the agenda item and is not limited in any way by the notice of the recommended action.**

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 Rick Denison)

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

**Possible Conflict of Interest Issues**

Pg. 9

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 of Directors and Committee members.**

## **INFORMATIONAL ITEMS**

Items listed are receive and file items and are expected to be routine and non-controversial. Unlike the Consent Calendar, items listed as Informational Items do not require a vote.

- 2. Contract Change Orders to on-going Contracts with Stadler US, Flatiron West, Inc., and Granite Construction Company** Pg. 10

Receive and file Change Order Report.

**Presenter: Victor Lopez**

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

- 3. Bi-Annual Fiscal Year 2022/2023 Railroad Right-of-Way Grants of Right of Use Report** Pg. 12

Receive and file the second half of Fiscal Year 2022/2023 (January through June 2023) Right-of-Way Grants of Right of Use Report.

**Presenter: Ryan Aschenbrenner**

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

## **DISCUSSION ITEMS**

### **Discussion - Administrative Matters**

- 4. Transit Operators and Transportation Development Act Audits for Fiscal Year 2021/2022 for the City of Victorville** Pg. 14

Review and receive the Transit Operators and Transportation Development Act Audit Report for Fiscal Year 2021/2022 for the City of Victorville.

**Presenter: Lisa Lazzar**

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

### **Discussion - Transit**

- 5. Omnitrans Specialized Transportation Services - Consolidated Transportation Services Agency Budget for Fiscal Year 2023/2024** Pg. 41

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

Approve the Omnitrans Specialized Transportation Services Budget for Consolidated Transportation Services Agency activities for Fiscal Year 2023/2024.

**Presenter: Nancy Strickert**

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

- 6. San Bernardino County Multimodal Transportation Quarterly Update for Fiscal Year 2022/2023 Third Quarter** Pg. 46

Receive and file the San Bernardino County Multimodal Transportation Quarterly Update Fiscal Year 2022/2023 Third Quarter.

**Presenter: Nancy Strickert**

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

## **7. Surplus and Sale of Etiwanda Depot Site to City of Rancho Cucamonga**

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

A. Adopt Resolution No. 24-004, declaring Assessor's Parcel Number (APN) 0227-121-56 exempt surplus property, pursuant to the Surplus Land Act, if disposed of to the City of Rancho Cucamonga.

B. Approve sale of APN 0227-121-56 to the City of Rancho Cucamonga for a purchase price of \$1,300,000 and authorize the Executive Director, or his designee, to negotiate and execute any and all necessary documents, upon approval as to form by SBCTA General Counsel.

**Presenter: Ryan Aschenbrenner**

**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 draft resolution.**

### **Public Comment**

Brief Comments from the General Public

**Note: Public Comment will only be allowed on items listed on this agenda during this committee meeting. No public comment will be allowed on committee items placed on the Consent Agenda at the Board of Directors meeting. If an item has substantially changed after consideration during the committee meeting, the item will be placed on Discussion for Board and public comment will be allowed.**

### **Comments from Board Members**

Brief Comments from Board Members

## **ADJOURNMENT**

### **Additional Information**

Attendance

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Acronym List

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Mission Statement

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**The next Transit Committee meeting is scheduled for September 14, 2023.**

## **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](mailto:clerkoftheboard@gosbcta.com) and office is located at 1170 W. 3<sup>rd</sup> Street, 2<sup>nd</sup> Floor, San Bernardino, CA.

**Agendas** – All agendas are posted at [www.gosbcta.com/board/meetings-agendas/](http://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. 3<sup>rd</sup> 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 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 President of the Board or Committee Chair (“President”) will announce the subject matter of the closed session. If reportable action is taken in closed session, the President shall 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, except Board agenda items that were previously considered at a Policy Committee meeting where there was an opportunity for public comment. Individuals in attendance at SBCTA who desire to speak on an item may complete and turn in a "Request to Speak" form, specifying each item an individual wishes to speak on. Individuals may also indicate their desire to speak on an agenda item when the President asks for public comment. When recognized by the President, speakers should be prepared to step forward and 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 President 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. Any individual who wishes to share written information with the Board may provide copies to the Clerk of the Board for distribution.. Information provided as public testimony is not read into the record by the Clerk.

Consent Calendar items can be pulled at Board member request and will be brought up individually at the specified time in the agenda. Any consent item that is pulled for discussion shall be treated as a discussion item, 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 jurisdiction. Matters raised under “Public Comment” will not be acted upon at that meeting. See, “Public Testimony on an Item,” above.

**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 President 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!

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

**Attendance.**

- The President of the Board or Chair of a Policy Committee (Chair) has the option of taking attendance by Roll Call. 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.
- 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.
- Votes at teleconferenced meetings shall be by roll call, pursuant to the Brown Act, or, at any meeting, upon the demand of five official representatives present or at the discretion of the presiding officer.

**The Vote as specified in the SBCTA Administrative Code and 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. (Note that Alternates may vote only at meetings of the Board of Directors, Metro Valley Study Session and Mountain/Desert Policy Committee.)

**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 Chair shall ask the maker of the original motion if he or she would like to amend the 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 may require deviation from general practice (but not from the Brown Act or agency policy).
- 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*

*Revised June 7, 2023*



## *Minute Action*

### AGENDA ITEM: 1

**Date:** August 10, 2023

**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
5	N/A	Omnitrans	None

Item No. 7 – Surplus and Sale of Etiwanda Depot Site to City of Rancho Cucamonga	
APN#	Principals & Agents
APN 0227-121-56	City of Rancho Cucamonga

**Financial Impact:**

This item has no direct impact on the annual budget.

**Reviewed By:**

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

**Responsible Staff:**

Victor Lopez, Director of Transit & Rail Programs

Approved  
Transit Committee  
Date: August 10, 2023

Witnessed By:

Entity: San Bernardino County Transportation Authority

## ***Minute Action***

### AGENDA ITEM: 2

***Date:*** August 10, 2023

***Subject:***

Contract Change Orders to on-going Contracts with Stadler US, Flatiron West, Inc., and Granite Construction Company

***Recommendation:***

Receive and file Change Order Report.

***Background:***

San Bernardino County Transportation Authority has two ongoing construction contracts and two vehicle procurement contracts related to the Transit and Rail Program. The following Construction Change Orders (CCO) were approved since the last reporting to the Transit Committee:

- A. Contract No. 16-1001531 with Stadler US for Redlands Passenger Rail Project (RPRP) Diesel Multiple Units (DMU) procurement has had no CCOs executed since the last report.
- B. Contract No. 17-1001705 with Flatiron West, Inc. (Flatiron) for the RPRP Mainline Construction has had no CCOs executed since the last report:
- C. Contract No. 19-1002070 with Granite Construction Company (Granite) for the Redlands Passenger Rail Project Arrow Maintenance Facility has had no CCOs executed since the last report.
- D. Contract No. 20-1002310 with Stadler US for Zero Emission Multiple Unit (ZEMU) Rail Vehicle Procurement has had two CCOs executed since the last report.

- 1. CCO 002: Name Change on Station Map Decal (\$2,354)
- 2. CCO 003: ZEMU Vehicle Themed Wrap Certification Testing. (\$18,677)

***Financial Impact:***

This item is consistent with the Fiscal Year 2023/2024 Budget.

***Reviewed By:***

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

***Responsible Staff:***

Victor Lopez, Director of Transit & Rail Programs

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Approved  
Transit Committee  
Date: August 10, 2023

Witnessed By:

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*Entity: San Bernardino County Transportation Authority*

Transit and Rail Programs Contracts Executed Change Orders		
Number	Description	Amount
RPRP - Vehicle Procurement Stadler (16-1001531)		
	CCO Total	\$1,232,746.83
	Approved Contingency	\$2,070,508.00
	Remaining Contingency	\$837,761.17
RPRP- Mainline Construction Flatiron West, Inc (17-1001705)		
	CCO Total	\$24,580,968.81
	Approved Contingency	\$24,634,814.59
	Remaining Contingency	\$53,845.78
RPRP - Arrow Maintenance Facility (AMF) Granite Construction Company (19-1002078)		
	CCO Total	\$6,131,139.71
	Approved Contingency	\$6,638,400.00
	Remaining Contingency	\$507,260.29
ZEMU- Vehicle Procurement Stadler (20-1002310)		
2	Name change on Station Map Decal	\$2,354.00
3	ZEMU Vehicle Themed Wrap certification testing.	\$18,677.00
	CCO Total	\$48,942.00
	Approved Contingency	\$500,000.00
	Remaining Contingency	\$451,058.00

## ***Minute Action***

### AGENDA ITEM: 3

***Date:*** August 10, 2023

***Subject:***

Bi-Annual Fiscal Year 2022/2023 Railroad Right-of-Way Grants of Right of Use Report

***Recommendation:***

Receive and file the second half of Fiscal Year 2022/2023 (January through June 2023) Right-of-Way Grants of Right of Use Report.

***Background:***

The San Bernardino County Transportation Authority Board of Directors (Board) adopted Rail Property Policy No. 31602 on July 2, 2014 and approved revisions to Policy No. 31602 on March 6, 2019 and on October 6, 2021. In accordance with Policy No. 31602, Part VI, Policy Principles and Authority to Execute Grants of Right of Use, Section B, Approved Templates, the Board authorized the Executive Director, or designee, to approve all Grants of Right of Use documents as approved to form by General Counsel.

Attachment A reports the Grants of Right of Use issued, amended, denied, and/or terminated in the second half of Fiscal Year 2022/2023 in accordance with the reporting requirements of Policy No. 31602, Part IX, Section H.

***Financial Impact:***

This item is consistent with the Fiscal Year 2023/2024 Budget. Presentation of the Bi-Annual Right-of-Way report demonstrates compliance with the Rail Property Policy No. 31602.

***Reviewed By:***

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

***Responsible Staff:***

Ryan Aschenbrenner, Right of Way Manager

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Approved  
Transit Committee  
Date: August 10, 2023

Witnessed By:

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*Entity: San Bernardino County Transportation Authority*

Attachment A

Bi-annual Fiscal Year 2022-2023 (January to June 2023) Right-of-Way Grants of Use Report

Action	Vendor Name	Contract No.	Agreement Type	Minute Traq Item	Linked Agreements	Executed Date	Term	Application Fees	Annual Admin Fees	Use Fees	Amendment or Extension Fees	Waived Fees	Type Fees Waived	Waived Fee Comments
Issued	Metropolitan Water District	23-1002853	Right of Entry Permit	8775	n/a	1/30/2023	12/31/2023	\$ 2,230	\$ -	\$ 650	\$ -	\$ -	n/a	n/a
Grand Total								\$ 2,230	\$ -	\$ 650	\$ -	\$ -		

## ***Minute Action***

### AGENDA ITEM: 4

***Date:*** August 10, 2023

***Subject:***

Transit Operators and Transportation Development Act Audits for Fiscal Year 2021/2022 for the City of Victorville

***Recommendation:***

Review and receive the Transit Operators and Transportation Development Act Audit Report for Fiscal Year 2021/2022 for the City of Victorville.

***Background:***

Each year San Bernardino County Transportation Authority (SBCTA) provides audits of all local jurisdictions (agencies) receiving Transportation Development Act (TDA) funds, which are dedicated to support local transit service and investments, pedestrian and bicycle facilities, and local street improvement projects.

A financial examination is completed by an independent audit firm for activities during the previous fiscal year, including internal control systems of checks and balances. The examination must encompass both project expenditures and projects for which funds were allocated and expended. A listing of all the TDA projects comparing actual revenues and expenses to budgeted revenues and expenses must be included with any interest earned. In addition, the report must state if the local match for each project is met and the claimants complied with the TDA, the Uniform System of Accounts for Public Transit Operators, and/or the updated National Transit Database Reporting Manuals when applicable. The report shall also contain an examination of expenditures, statement of revenue and expenses, and a balance sheet for each TDA fund.

Eide Bailly (Eide) formally Vavrinek, Trine, Day & Co., LLP, was selected in January 2017 to conduct Compliance Audits of the TDA Funds for a five-year period, with two one-year extensions.

Eide verified compliance with California Public Utilities Code 66343, California Code of Regulations Sections 6664, 6666 and/or 6667, Proposition 1B, California Transit Security Grant Program, Federal Single Audit Act and SBCTA Compliance Audit Guide. Eide also verified that the agencies met the local match requirements for each project or fare ratios for transit operators.

The Fiscal Year 2021/2022 City of Victorville (City) audit resulted in the following findings:

- Management is responsible for the preparation of the basic financial statements and all accompanying information as well as representations contained therein, and the fair presentation in conformity with U.S. generally accepted accounting principles. This requires management to perform a year-end closing process to accumulate, reconcile, and summarize information for inclusion in the annual financial statements. During the 2021 audit, the City restated its 2020 financial statements. During the 2022 audit, it was noted that only some of the adjustments necessary for that restatement had been posted correctly. The City posted the remaining adjustments shown below during the 2022 audit.

*Entity: San Bernardino County Transportation Authority*

## Transit Committee Agenda Item

August 10, 2023

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- The City incurred \$494,391 for the Mojave Riverwalk Project, which was incorrectly recorded in the Article 8 Fund in 2020, instead of the Article 3 Fund. As a result, amounts were reclassified between the funds.
- The Article 3 Fund had a receivable of \$180,428 as of June 30, 2020; however, amounts were actually received during the year. As a result, these amounts were reflected as cash and revenues, with a corresponding reduction of accounts receivable and unavailable revenues.
- The Article 8 Fund also reported \$178,980 that was incorrectly recorded as cash and negative expenditures in the year ended June 30, 2020. These amounts were subsequently reversed.

**Recommendation:** That the City enhance its closing policies and procedures to ensure adjustments are properly captured, reconciled, classified, and reported.

- Expenditures charged to the Fund should be supported by a warrant or source document (invoice, requisition, time sheet, equipment rental charge, etc.) clearly identifying the project or other pertinent data to establish a clear audit trail. During testing over payroll expenditures, the distribution of salaries and wages charged to the Fund were not appropriately supported by personnel activity reports, detailed timesheets, or equivalent documentation.

**Recommendation:** That the City enhance its procedures to ensure that salaries and benefits charged to the Fund are properly supported prior to charging amounts to the fund. This can be achieved through preparing and maintaining the personnel activity reports, detailed timesheets, or equivalent documentation used to allocate time to the Fund in a timely fashion.

The audit for the City of Adelanto is not yet complete.

***Financial Impact:***

This item has no financial impact on the Fiscal Year 2023/2024 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

Approved  
Transit Committee  
Date: August 10, 2023

Witnessed By:



Financial Statements  
June 30, 2022 and 2021

# City of Victorville, California Transportation Development Act Fund

Attachment: Victorville TDA 2022 Final (9789 : Transit Operators and TDA Audits for Fiscal Year 2021/2022)



City of Victorville, California  
Transportation Development Act Fund

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## Independent Auditor's Report

To the Board of Directors  
San Bernardino County Transportation Authority  
San Bernardino, California

### Report on the Audit of the Financial Statements

#### *Opinions*

We have audited the financial statements of the Transportation Development Act Article 3 and 8 Funds (TDA Funds) of the City of Victorville, California (City), as of and for the year ended June 30, 2022 and June 30, 2021, and the related notes to the financial statements, as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the financial position of the TDA Funds of the City, as of June 30, 2022 and June 30, 2021, and the changes in its financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### *Basis for Opinions*

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### *Emphasis of Matter*

As discussed in Note 1, the financial statements present only the TDA Funds, and do not purport to, and do not, present fairly the financial position of the City as of June 30, 2022 and June 30, 2021, the changes in its financial position, or, where applicable, its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

#### *Responsibilities of Management for the Financial Statements*

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the budgetary comparison information as listed in the table of contents be presented to supplement the basic financial statements. Such information is the responsibility of management and although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by the missing information.

### ***Other Information***

Management is responsible for the other information included in the annual report. The other information comprises the schedule of allocations received and expended, by project year, as listed in the table of contents, but does not include the basic financial statements and our auditor's report thereon. Our opinion on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

### ***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated May 11, 2023, on our consideration of the City's internal control over financial reporting of the TDA Funds and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance, as it relates to the TDA Funds.



Rancho Cucamonga, California  
May 11, 2023

City of Victorville, California  
Transportation Development Act Funds

Balance Sheets  
June 30, 2022

	2022 Article 3	2022 Article 8
<b>Assets</b>		
Cash and investments	\$ -	\$ 1,184,859
Accounts receivable	-	6,139
Due from other governments	-	4
	<u>-</u>	<u>4</u>
Total assets	<u>\$ -</u>	<u>\$ 1,191,002</u>
<b>Liabilities and Fund Balance</b>		
<b>Liabilities</b>		
Accounts payable	\$ 119,370	\$ 14,078
Retention payable	12,480	-
Due to the City of Victorville	1,066,238	-
Deposit trust	-	8,786
	<u>-</u>	<u>8,786</u>
Total liabilities	<u>1,198,088</u>	<u>22,864</u>
<b>Fund Balance</b>		
Restricted	-	1,168,138
Unassigned	<u>(1,198,088)</u>	<u>-</u>
Total fund balance (deficit)	<u>(1,198,088)</u>	<u>1,168,138</u>
	<u>\$ -</u>	<u>\$ 1,191,002</u>
Total liabilities and fund balance	<u>\$ -</u>	<u>\$ 1,191,002</u>

Attachment: Victorville TDA 2022 Final (9789 : Transit Operators and TDA Audits for Fiscal Year 2021/2022)

City of Victorville, California  
Transportation Development Act Funds

Balance Sheets  
June 30, 2021

	2021 Article 3	2021 Article 8
<b>Assets</b>		
Cash and investments	\$ -	\$ 1,279,334
Accounts receivable	-	26,880
Deposits and prepaids	-	44
Due from other governments	-	504,281
	<u>-</u>	<u>504,281</u>
Total assets	<u>\$ -</u>	<u>\$ 1,810,539</u>
<b>Liabilities, Deferred Inflows of Resources and Fund Balance</b>		
<b>Liabilities</b>		
Accounts payable	\$ -	\$ 17,265
Due to the City of Victorville	912,561	-
Deposit trust	-	10,226
	<u>-</u>	<u>10,226</u>
Total liabilities	<u>912,561</u>	<u>27,491</u>
<b>Deferred Inflows of Resources</b>		
Unavailable revenues	-	505,478
	<u>-</u>	<u>505,478</u>
<b>Fund Balance</b>		
Restricted	-	1,277,570
Unassigned	(912,561)	-
	<u>(912,561)</u>	<u>-</u>
Total fund balance (deficit)	<u>(912,561)</u>	<u>1,277,570</u>
Total liabilities, deferred inflows of resources and fund balance	<u>\$ -</u>	<u>\$ 1,810,539</u>

Attachment: Victorville TDA 2022 Final (9789 : Transit Operators and TDA Audits for Fiscal Year 2021/2022)

City of Victorville, California  
 Transportation Development Act Funds  
 Statements of Revenues, Expenditures and Changes in Fund Balances  
 Year Ended June 30, 2022

	2022 Article 3	2022 Article 8
Revenues		
TDA allocation	\$ -	\$ 545,575
Other income	-	46,279
	<u>-</u>	<u>591,854</u>
Total revenues		
Expenditures		
Capital		
TDA expenditures	285,527	701,286
	<u>285,527</u>	<u>701,286</u>
Net Change in Fund Balance	(285,527)	(109,432)
Fund Balance (Deficit), Beginning of Year	(912,561)	1,277,570
	<u>(912,561)</u>	<u>1,277,570</u>
Fund Balance (Deficit), End of Year	<u>\$ (1,198,088)</u>	<u>\$ 1,168,138</u>

Attachment: Victorville TDA 2022 Final (9789 : Transit Operators and TDA Audits for Fiscal Year 2021/2022)

City of Victorville, California  
 Transportation Development Act Funds  
 Statements of Revenues, Expenditures and Changes in Fund Balances  
 Year Ended June 30, 2021

	2021 Article 3	2021 Article 8
Revenues		
TDA allocation	\$ 32,715	\$ -
Investment income	-	8,080
Other income	-	39,317
	<u>32,715</u>	<u>47,397</u>
Total revenues		
Expenditures		
Capital		
TDA expenditures	-	1,117,128
	<u>32,715</u>	<u>(1,069,731)</u>
Net Change in Fund Balance		
	(945,276)	2,347,301
Fund Balance (Deficit), Beginning of Year		
	<u>\$ (912,561)</u>	<u>\$ 1,277,570</u>
Fund Balance (Deficit), End of Year		

Attachment: Victorville TDA 2022 Final (9789 : Transit Operators and TDA Audits for Fiscal Year 2021/2022)



City of Victorville, California  
 Transportation Development Act Funds  
 Notes to Financial Statements  
 June 30, 2022 and 2021

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### Note 1 - General Information

The financial statements are intended to reflect the financial position and changes in financial position of the Transportation Development Act (TDA) Article 3 and Article 8 Funds (TDA Funds). Accordingly, the financial statements do not purport to, and do not, present fairly the financial position of the City of Victorville, California (City), as of June 30, 2022 and 2021, and changes in financial position thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

### Article 3

The City has entered into a Cooperative Agreement (TDA 3 Agreement) with San Bernardino County Transportation Authority (SBCTA) to enhance bicycle and pedestrian facilities in accordance with Section 99234 of the California Public Utilities Code (Code). According to the Code, TDA Article 3 monies may only be used for facilities provided for the exclusive use of pedestrians and bicycles, including the construction and related engineering expenditures of those facilities, the maintenance of bicycle trails (that are closed to motorized traffic) and bicycle safety education programs. TDA Article 3 Funds may also be used for transportation-related projects that enhance quality of life through the design of pedestrian walkways and bicycle facilities. TDA Article 3 projects may be stand-alone projects, such as projects that serve the needs of commuting bicyclists, including, but not limited to, new trails serving major transportation corridors, secure bicycle parking at employment centers, park and ride lots and transit terminals where other funds are available. TDA Article 3 projects may also be add-ons to normal transportation projects, such as additional sidewalk and bike lanes on a bridge, enhanced pedestrian lighting, and median refuge islands for pedestrians

When an approved project is ready for construction, as evidenced by a contract award or commitment of the participating agency's resources, the participating agency submits a claim to SBCTA for disbursement of TDA Funds. The participating agency may submit the claim, either prior or subsequent to, incurring project expenditures. After review and approval of the claim, SBCTA issues the allocation disbursement instructions to the County Auditor-Controller. Following instruction from SBCTA, funds are disbursed from the County Local Transportation Fund to the participating agency. In accordance with the agreement, the City is required to provide matching funds equal to 10% of the project costs. The City satisfied the 10% match in the fiscal year by utilizing City funding for 10% of the total project costs incurred.

### Article 8

SBCTA receives and passes through TDA Article 8 funding to the local claimants for the purposes of local streets and roads in accordance with Section 99400 of the California Public Utilities Code, which may include those purposes necessary and convenient to the development, construction, and maintenance of the city or county's streets and highways network, which further includes planning and contributions to the transportation planning process, acquisition of real property, construction of facilities and buildings. The fund may also be used for passenger rail service operations and capital improvements.

City of Victorville, California  
 Transportation Development Act Funds  
 Notes to Financial Statements  
 June 30, 2022 and 2021

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Article 8 Subdivision C further allows payments to counties, cities, and transit districts for their administrative and planning cost with respect to transportation services. A claimant may also receive payments for capital expenditures to acquire vehicles and related equipment, bus shelters, bus benches, and communication equipment for the transportation services.

Payment of Article 8 to any entity that provides public transportation services under contract with the local county, city, or transit district for any group with special transportation assistance needs must be determined by SBCTA.

## **Note 2 - Significant Accounting Policies**

The accounting policies of the TDA Funds of the City conform to accounting principles generally accepted in the United States of America. The following is a summary of significant accounting policies:

### **A. Fund Accounting**

The City accounts for the activity of the TDA Funds in its Article 3 and Article 8 Funds, which are special revenue funds.

The accounts of the City are organized on the basis of funds. A fund is defined as an independent fiscal and accounting entity wherein operations of each fund are accounted for in a separate set of self-balancing accounts that record resources, related benefits, and equity, segregated for the purpose of carrying out specific activities. The City accounts for the TDA activities in separate general ledger accounts within its Article 3 and 8 special revenue funds.

Special revenue funds are used to account for the proceeds derived from specific revenue sources which are restricted or committed to expenditures for specified purposes. Deficit fund balance is categorized as unassigned.

### **B. Measurement Focus and Basis of Accounting**

The special revenue funds of the City are accounted for using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, revenues are available if they are collected within 60 days of the end of the fiscal period. Expenditures generally are recorded when a liability is incurred.

City of Victorville, California  
 Transportation Development Act Funds  
 Notes to Financial Statements  
 June 30, 2022 and 2021

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**C. Cash and Investments**

Cash and investments are pooled by the City to facilitate cash management and maximize investment opportunities and yields. Investment income resulting from this pooling is allocated to the respective funds including the TDA Fund based upon the average cash balance. The investment policies and the risks related to cash and investments, applicable to the TDA Fund, are those of the City and are disclosed in the City's basic financial statements. The City's basic financial statements can be obtained at City Hall located at 14343 Civic Center Drive, Victorville, California 92393.

The TDA Fund's cash and investments are reported at fair value. The fair value measurements are based on the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. The TDA Funds' deposits and withdrawals in the City investment pool are made on the basis of \$1 and not fair value. Accordingly, the measurement of fair value of the TDA Funds' investment in the City investment pool is based on inputs that are uncategorized and not defined as a Level 1, Level 2, or Level 3 input.

**D. Fund Balances**

Fund balance is reported according to the following classifications: nonspendable, restricted, committed, assigned, and unassigned based on the relative strength of the constraints that control how specific amounts can be spent.

Restricted fund balance represents amounts that can be spent only for specific purposes because of constitutional provisions or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.

Unassigned fund balance (deficit) reflect the residual fund balance, after considering other classifications.

When an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, the City considers restricted funds to have been spent first.

**E. Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**F. Deferred Inflows of Resources**

Deferred inflows of resources represents revenues earned during the period but unavailable to liquidate current liabilities. These amounts are deferred and recognized in the period that the amounts become available.

City of Victorville, California  
 Transportation Development Act Funds  
 Notes to Financial Statements  
 June 30, 2022 and 2021

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**Note 3 - Accounts Receivable/Due from Other Governments**

The accounts receivable and due from other governments balances represent amounts owed to the City or TDA allocations to be received from SBCTA, but not collected as of June 30, 2022 and June 30, 2021.

**Note 4 - Allocated Costs**

In accordance with the City's cost allocation plan, \$0 and \$258,742 of allocated costs have been charged to the Article 8 Fund for June 30, 2022 and June 30, 2021, respectively. These costs include allocations for departmental costs such as the city manager, risk management, city clerk, finance, information services, city attorney, human resources, fleet maintenance, and city facilities and are included in TDA expenditures.

**Note 5 - Deficit Fund Balance**

The Article 3 Fund ended the year with a deficit fund balance of \$1,198,088 as of June 30, 2022 and \$912,561 as of June 30, 2021. The deficit is due in part to the timing difference between spending Article 3 funding and recognizing the related revenue.

**Note 6 - Due to the City of Victorville**

On June 30, 2022 and 2021, respectively, the Article 3 Fund owed the City \$1,066,238 and \$912,561 which represents short term borrowings from the City's investment pool.



Required Supplementary Information  
June 30, 2022 and 2021

## City of Victorville, California

### Transportation Development Act Funds

City of Victorville, California  
Transportation Development Act Funds

Schedules of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual – TDA Article 3 Fund  
Years Ended June 30, 2022 and 2021

	Budget			Variance From Final Budget Positive (Negative)
<u>June 30, 2022</u>	<u>Original</u>	<u>Final</u>	<u>Actual</u>	
Revenues				
TDA allocation	\$ -	\$ 249,600	\$ -	\$ (249,600)
Expenditures				
Capital				
TDA expenditures	-	667,384	285,527	381,857
Net Change in Fund Balance	-	(417,784)	(285,527)	132,257
Fund Balance (Deficit), Beginning of Year	(912,561)	(912,561)	(912,561)	-
Fund Balance (Deficit), End of Year	<u>\$ (912,561)</u>	<u>\$ (1,330,345)</u>	<u>\$ (1,198,088)</u>	<u>\$ 132,257</u>
<u>June 30, 2021</u>	<u>Original</u>	<u>Final</u>	<u>Actual</u>	Variance From Final Budget Positive (Negative)
Revenues				
TDA allocation	\$ 259,000	\$ 259,000	\$ 32,715	\$ (226,285)
Other Income	139,028	139,028	-	(139,028)
Total revenues	<u>398,028</u>	<u>398,028</u>	<u>32,715</u>	<u>(365,313)</u>
Expenditures				
Capital				
TDA expenditures	<u>417,784</u>	<u>454,350</u>	<u>-</u>	<u>454,350</u>
Net Change in Fund Balance	(19,756)	(56,322)	32,715	89,037
Fund Balance (Deficit), Beginning of Year	(945,276)	(945,276)	(945,276)	-
Fund Balance (Deficit), End of Year	<u>\$ (965,032)</u>	<u>\$ (1,001,598)</u>	<u>\$ (912,561)</u>	<u>\$ 89,037</u>

Attachment: Victorville TDA 2022 Final (9789 : Transit Operators and TDA Audits for Fiscal Year 2021/2022)

City of Victorville, California  
Transportation Development Act Funds

Schedules of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual – TDA Article 8 Fund  
Years Ended June 30, 2022 and 2021

	Budget			Variance From Final Budget Positive (Negative)
<u>June 30, 2022</u>	<u>Original</u>	<u>Final</u>	<u>Actual</u>	
Revenues				
TDA allocation	\$ 42,000	\$ 546,253	\$ 545,575	\$ (678)
Other income	24,800	24,800	46,279	21,479
Total revenues	66,800	571,053	591,854	20,801
Expenditures				
Capital				
TDA expenditures	1,034,434	1,034,544	701,286	333,258
Net Change in Fund Balance	(967,634)	(463,491)	(109,432)	354,059
Fund Balance, Beginning of Year	1,277,570	1,277,570	1,277,570	-
Fund Balance, End of Year	<u>\$ 309,936</u>	<u>\$ 814,079</u>	<u>\$ 1,168,138</u>	<u>\$ 354,059</u>
	Budget			Variance From Final Budget Positive (Negative)
<u>June 30, 2021</u>	<u>Original</u>	<u>Final</u>	<u>Actual</u>	
Revenues				
TDA allocation	\$ 504,253	\$ 504,253	\$ -	\$ (504,253)
Investment income	-	-	8,080	8,080
Other income	37,206	30,000	39,317	9,317
Total revenues	541,459	534,253	47,397	(486,856)
Expenditures				
Capital				
TDA expenditures	1,380,468	1,684,625	1,117,128	567,497
Net Change in Fund Balance	(839,009)	(1,150,372)	(1,069,731)	80,641
Fund Balance, Beginning of Year	2,347,301	2,347,301	2,347,301	-
Fund Balance, End of Year	<u>\$ 1,508,292</u>	<u>\$ 1,196,929</u>	<u>\$ 1,277,570</u>	<u>\$ 80,641</u>

Attachment: Victorville TDA 2022 Final (9789 : Transit Operators and TDA Audits for Fiscal Year 2021/2022)

City of Victorville, California  
Transportation Development Act Funds  
Note to Required Supplementary Information  
Years Ended June 30, 2022 and 2021

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**Note 1 - Budgetary Data**

The City adopts an annual budget on a basis consistent with accounting principles generally accepted in the United States of America. The legal level of budgetary control is at the fund level.





Supplementary Information  
June 30, 2022

## City of Victorville, California Transportation Development Act Funds

City of Victorville, California  
 Transportation Development Act Funds  
 Schedule of Allocations Received and Expended, by Project Year  
 Year Ended June 30, 2022

Article	Project/Use	Year Allocated	Allocation Amount	Unspent Allocations at 06/30/2021	Expenditures	Unspent Allocations at 06/30/2022
Article 3	Old Town Sidewalk Connectivity	2019-20	\$ 244,000	\$ 244,000	\$ -	\$ 244,000
Article 3	Bear Valley Rd, Jacaranda to Fish Hatchery	2017-18	559,000	36,566	-	36,566
Article 3	Arrowhead Drive/7th Avenue Bike Lane	2017-18	249,600	249,600	249,600	-
Article 3	ADA Compliance (pass-through VVTA)	2015-16	594,500	125,350	35,927	89,423
Total current year article 3 allocations			<u>\$ 1,647,100</u>	<u>\$ 655,516</u>	<u>\$ 285,527</u>	<u>\$ 369,989</u>
Article 8	Streets & Road Maintenance	2020-21	\$ 504,253	\$ 504,253	\$ 153,806	\$ 350,447
Article 8	Streets & Road Maintenance	2019-20	1,072,772	547,480	547,480	-
Article 8	Streets & Road Maintenance	2021-22	1,135,102	-	-	1,135,102
Total current year article 8 allocations			<u>\$ 2,712,127</u>	<u>\$ 1,051,733</u>	<u>\$ 701,286</u>	<u>\$ 1,485,549</u>

Attachment: Victorville TDA 2022 Final (9789 : Transit Operators and TDA Audits for Fiscal Year 2021/2022)



**Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards and Transportation Development Act Compliance Requirements**

To the Board of Directors  
San Bernardino County Transportation Authority  
San Bernardino, California

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Transportation Development Act Article 3 and Article 8 Funds (TDA Funds) of the City of Victorville, California (City), as of and for the year ended June 30, 2022 and the related notes to the financial statements, and have issued our report thereon dated May 11, 2023. Our report included an emphasis of matter stating that the financial statements of the TDA Funds do not purport to, and do not, present fairly the financial position of the City as of June 30, 2022.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting of the TDA Funds (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses may exist that have not been identified. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings and responses as items 2022-001 and 2022-002 that we consider to be material weaknesses.

## Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the financial statements of the TDA Funds of the City are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, including Section 6666 of Part 21 of the California Code of Regulations and the allocation instructions of the San Bernardino County Transportation Authority (SBCTA), noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*, including the requirements of Section 6666 of Part 21 of the California Code of Regulations and the allocation instructions of the SBCTA.

## City's Response to Findings

Government Auditing Standards require the auditor to perform limited procedures on the City's response to the findings identified in our audit are described in the accompanying schedule of findings and responses. The City's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

## Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Rancho Cucamonga, California  
May 11, 2023

City of Victorville, California  
 Transportation Development Act Funds  
 Schedule of Findings and Responses  
 Year Ended June 30, 2022

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2022-001

**Financial Reporting  
 Material Weakness**

**Criteria:**

Management is responsible for the preparation of the basic financial statements and all accompanying information as well as representations contained therein, and the fair presentation in conformity with U.S. generally accepted accounting principles. This requires management to perform a year-end closing process to accumulate, reconcile, and summarize information for inclusion in the annual financial statements.

**Condition:**

During the 2021 audit, the City restated its 2020 financial statements. During the 2022 audit, we noted that only some of the adjustments necessary for that restatement had been posted correctly. The City posted the remaining adjustments shown below during the 2022 audit.

- The City incurred \$494,391 for the Mojave Riverwalk Project, which was incorrectly recorded in the Article 8 Fund in 2020, instead of the Article 3 Fund. As a result, amounts were reclassified between the funds.
- The Article 3 Fund had a receivable of \$180,428 as of June 30, 2020, but amounts were actually received during the year. As a result, these amounts were reflected as cash and revenues, with a corresponding reduction of accounts receivable and unavailable revenues.
- The Article 8 Fund also reported \$178,980 that was incorrectly recorded as cash and negative expenditures in the year ended June 30, 2020. These amounts were subsequently reversed.

**Cause:**

The City's closing procedures did not ensure all amounts were reflected in the proper funds or ensure that all necessary adjustments were recorded properly.

**Effect:**

The current year's beginning fund balance did not agree with the prior year's audited TDA report ending fund balance.

**Recommendation:**

We recommend that the City enhance its closing policies and procedures to ensure adjustments are properly captured, reconciled, classified, and reported.

Attachment: Victorville TDA 2022 Final (9789 : Transit Operators and TDA Audits for Fiscal Year 2021/2022)

City of Victorville, California  
Transportation Development Act Funds  
Schedule of Findings and Responses  
Year Ended June 30, 2022

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***Views of Responsible Officials:***

Throughout the 2021-22 fiscal year, the finance department added staff to enhance its internal controls and efficiency in preparation for monthly and annual close. The additional staff and training have enabled implementation of additional controls in the form of secondary reviews of both fund balance and project reconciliations as part of its annual audit preparation as well as a review of all closing procedures and assignments.

As part of the FY23-24 budgeting process, the City's Executive Management Team will be requesting the addition of an Internal Auditor position to the Table of Organization to help to identify potential audit issues on an ongoing basis, prior to the external auditing process.

**2022-002**

**Payroll Expenditures Not Supported  
Material Weakness**

***Criteria:***

Expenditures charged to the Fund should be supported by a warrant or source document (invoice, requisition, time sheet, equipment rental charge, etc.) clearly identifying the project or other pertinent data to establish a clear audit trail.

***Condition:***

During testing over payroll expenditures, the distribution of salaries and wages charged to the Fund were not appropriately supported by personnel activity reports, detailed timesheets, or equivalent documentation.

***Context:***

The condition was noted during our testing for the year ended June 30, 2022.

***Effect:***

The City included costs for payroll allocations which were supported by budgeted amounts, and not actuals.

***Cause:***

The City did not maintain source documents used to allocate salaries and benefits to the Fund.

***Recommendation:***

We recommend the City enhance its procedures to ensure that salaries and benefits charged to the Fund are properly supported prior to charging amounts to the fund. This can be achieved through preparing and maintaining the personnel activity reports, detailed timesheets, or equivalent documentation used to allocate time to the Fund in a timely fashion.

Attachment: Victorville TDA 2022 Final (9789 : Transit Operators and TDA Audits for Fiscal Year 2021/2022)

City of Victorville, California  
Transportation Development Act Funds  
Schedule of Findings and Responses  
Year Ended June 30, 2022

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***Views of Responsible Officials:***

Management partially agrees with this finding. The Public Works department annually reviews department and division personnel assignments and allocations. Although we believe that the work performed by the individuals is qualified to be charged to this funding source, we will review and discuss the suggested methods to ensure implementation of an appropriate method reflecting this compliance.

As part of the FY23-24 budgeting process, the City's Executive Management Team will be requesting the addition of an Internal Auditor position to the Table of Organization to help to identify potential audit issues on an ongoing basis, prior to the external auditing process.

City of Victorville, California  
Transportation Development Act Funds  
Summary Schedule of Prior Audit Findings  
Year Ended June 30, 2022

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Finding No.	Description	Status
2021-001	Restatement related to Revenue Recognition	Implemented

Attachment: Victorville TDA 2022 Final (9789 : Transit Operators and TDA Audits for Fiscal Year 2021/2022)



## ***Minute Action***

### AGENDA ITEM: 5

***Date:*** August 10, 2023

***Subject:***

Omnitrans Specialized Transportation Services - Consolidated Transportation Services Agency Budget for Fiscal Year 2023/2024

***Recommendation:***

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

Approve the Omnitrans Specialized Transportation Services Budget for Consolidated Transportation Services Agency activities for Fiscal Year 2023/2024.

***Background:***

In November 2015, the San Bernardino County Transportation Authority (SBCTA) Board of Directors (Board) approved Resolution No. 16-005, designating Omnitrans as the Consolidated Transportation Services Agency (CTSA) for the San Bernardino Valley. As part of this resolution, and subsequent Contract No. 16-1001458, it is required that the CTSA budget be approved by the SBCTA Board. In November 2020, the SBCTA Board approved Amendment No. 1 to Contract No. 16-1001458 which reappointed Omnitrans as the CTSA and extended the term an additional five years through November 4, 2025.

When Omnitrans assumed CTSA responsibilities, they created a new department known as Special Transportation Services (STS). At the end of Fiscal Year (FY) 2021/2022 the department was rebranded and is now known as the Mobility Services Department. It was important to ensure the CTSA/Mobility Services received the necessary support with partnerships, program development, and procedures and so the decision was made to separate OmniAccess from the CTSA. Attachment 1 is the Omnitrans CTSA budget for FY 2023/2024. The budget for the CTSA is comparable to that of previous years. Table 1 is a comparison between projects from actuals in FY 2021/2022, and budgeted for FY 2022/2023 and FY 2023/2024.

**Table 1. FY 2021/2022 actuals, Budgeted FY 2022/2023 and FY 2023/2024 Comparison**

Programs	Admin	Travel Training	TREP	Lyft/Uber	Microtransit	Mobility Partners
FY 2021/2022	\$74,009.87	\$26,128.71	\$65,201.84	\$121,303.07	\$283,343	\$1,152,827.58
FY 2022/2023	\$83,994	\$34,127	\$174,069	\$204,814	\$459,111	\$2,733,336
FY 2023/2024	\$97,574	\$89,938	\$206,095	\$137,219	\$592,650	\$2,860,979

During FY 2022/2023, Omnitrans resumed previously suspended CTSA programs that were affected by the COVID-19 pandemic. The Travel Training program was the last to resume in April 2023. In September 2022, Omnitrans launched the expansion of its Uber Ride program which continues to grow in popularity as an alternative mobility option. Lastly, Omnitrans Regional Mobility Partnership program continues to enhance transportation coordination and efficiencies in partnership areas and is currently comprised of 12 partnership agencies.

It is important to note that any funding not used during this FY 2023/2024, will be returned to the Omnitrans Measure I CTSA fund balance and will be made available to Omnitrans and other

*Entity: San Bernardino County Transportation Authority*

mobility partners. Currently, Omnitrans has a Measure I CTSA balance of approximately \$19.2 million, and the anticipated revenue for FY 2023/2024 is \$4.18 million compared to a budget of \$3.98 million.

During FY 2022/2023, Omnitrans completed three primary activities within the CTSA function:

- 1) **Resumed Travel Training Program.** Since the beginning of the COVID-19 pandemic, Omnitrans' Travel Training program was suspended. In April 2023, the program resumed and is now fully operational. Travel Training provides one-on-one and group training on Omnitrans' fixed route transit system and is available to qualifying seniors and individuals with disabilities.
- 2) **Expanded Uber Ride.** Uber Ride is a ride subsidy program that offers clients additional mobility options at a relatively low cost. Omnitrans subsidizes half the cost of a trip, up to \$15 for qualified seniors and individuals with disabilities. In September 2022, Omnitrans' Board of Directors approved the expansion of the pilot program to the entire services area. Since its expansion, Uber Ride has provided a total of 7,723 rides and is Mobility Services' fastest growing program.
- 3) **Regional Mobility Partnership Program (RMPP) and Call for Projects.** Omnitrans currently has 12 Regional Mobility program partners, three of which were newly awarded through the Call for Projects for FY 2022/2023. The three new partners are the City of Ontario, the City of Rialto and Foothill Aids Project. A new call for projects will be announced and take place FY 2023/2024

Other updates of note include the continued growth of the Transportation Reimbursement Escort Program (TREP)/Volunteer Driver Reimbursement Program. This growth is attributed to passengers feeling more comfortable with this program as they choose their own volunteer drivers. Through FY 2022/2023, it is anticipated that Omnitrans' CTSA initiatives, including the RMPP, will offer over 130,000 trips. It is important to note that at the moment, that is approximately equal to the number of trips provided by the OmniAccess Paratransit service. Prior to the pandemic, all CTSA programs accounted for 32 percent of OmniAccess ridership.

Table 2 (below and on the following page) shows current partners as well as Omnitrans' programs and their ridership.

**Table 2. Annual Ridership Levels by Program**

<b>Omnitrans CTSA Program Ridership</b>	<b>FY 2020/2021</b>	<b>FY 2021/2022</b>
TREP Mileage Reimbursement Trips	15,699	16,093
OmniRide Uber Ride Program ∞	0	657
OmniRide Chino Hills, Upland & Bloomington^	5,496	12,375
Travel Training Program*	0	0
<b>Total Omnitrans Programs</b>	<b>21,195</b>	<b>29,125</b>

## Transit Committee Agenda Item

August 10, 2023

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Regional Mobility Partner Programs	FY 2020/2021	FY 2021/2022
<i>Anthesis</i>	12,876	14,806
<i>Central City Lutheran</i>	1,609	1,376
<i>City of Grand Terrace</i>	3,746	3,624
<i>City of Redlands</i>	1,005	696
<i>AgingNext (Formally Community Senior Services)</i>	14,994	12,440
<i>OPARC</i>	11,290	10,080
<i>City of Chino</i>	5,125	7,640
<i>Highland Senior Center</i>	4,315	4,003
<i>Loma Linda University Adult Day Health</i>	10,298	8,087
<i>West End YMCA</i>	1,110	792
<b>Partners Program Trips</b>	<b>66,368</b>	<b>63,544</b>
<b>Total Trips</b>	<b>87,563</b>	<b>92,669</b>

\*This program was temporarily suspended during the pandemic however it has resumed during FY 2022/2023

∞ This program was launched in Calendar Year 2022

^ CTSA funding contributes 35 percent of the overall program tied to the share of clients that are senior or disabled

During FY 2023/2024, CTSA/Mobility Services will continue to grow the recent renewal of travel training and outreach efforts which support travel training and all other programs. There will be a new call for projects to further expand RMPP for FY 2024/2025 and FY 2025/2026. The RMPP guidelines and call for projects application are in the process of being updated to add clarity to grow participation.

Measure I CTSA funds are passed through to Omnitrans on a monthly basis as they are generated. Staff has reviewed the proposed budget and finds it reasonable in its assumptions.

**Financial Impact:**

This item is consistent with the Fiscal Year 2023/2024 Budget.

**Reviewed By:**

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

**Responsible Staff:**

Nancy Strickert, Transit Manager

Approved  
Transit Committee  
Date: August 10, 2023

Witnessed By:

OMNITRANS									
3000- EXPENSE REPORT FOR SPECIALIZED TRANSPORTATION SERVICES									
		A	B	C	D				E
GL ACCT	Salary %	17%	6%	15%	3%	59%	1.00		1.00
CODE	DESCRIPTION	Admin	Train/Outreach	TREP	Uber/Taxi	Mobility Partners	Proposed CTSA BDGT	MicroTransit *	Proposed TOTAL BDGT
501100	Regular Pay - Operators								
501130	Regular Pay - Others	57,826.48	20,409.34	51,023.36	10,204.67	200,691.89	340,155.74		340,155.74
501310	Overtime Pay - Operator	-	-	-	-	-	-		
501340	Overtime Pay - Other	-	-	-	-	-	-		
<b>TOTAL SALARIES</b>		<b>57,826.48</b>	<b>20,409.34</b>	<b>51,023.36</b>	<b>10,204.67</b>	<b>200,691.89</b>	<b>340,155.74</b>		<b>340,155.74</b>
502210	PERS Employer Expense	7,730.12	2,728.28	6,820.70	1,364.14	26,828.08	45,471.32		45,471.32
502240	PERS Reimbursement Expense	-	-	-	-	-	-		
502270	PacificCare COPD	927.13	327.22	818.06	163.61	3,217.69	5,453.71		5,453.71
502320	Health Saving Acct Expense	-	-	-	-	-	-		
502330	Life Insurance Expense	287.61	101.51	253.77	50.75	998.17	1,691.82		1,691.82
502360	Employers Medicare Tax Expense	996.33	351.64	879.11	175.82	3,457.84	5,860.75		5,860.75
502370	LTD CO PD Expense	288.65	101.88	254.69	50.94	1,001.78	1,697.93		1,697.93
502390	Unemployment Insurance expense	-	-	-	-	-	-		
502420	Workers Compensation Expense	-	-	-	-	-	-		
502450	Sick Leave Expense	3,915.74	1,382.03	3,455.07	691.01	13,589.94	23,033.79		23,033.79
502451	Sick Leave Expense - Operators	-	-	-	-	-	-		
502450	Holiday Pay Expense	2,907.06	1,026.02	2,565.05	513.01	10,089.19	17,100.32		17,100.32
502481	Holiday Pay Expense - Operators	-	-	-	-	-	-		
502490	Floating Holiday Pay Expense	-	-	-	-	-	-		
502491	Floating Holiday Pay Expense - Operators	-	-	-	-	-	-		
502510	Vacation Pay Expense	3,798.66	1,340.70	3,351.76	670.35	13,183.57	22,345.04		22,345.04
502511	Vacation Pay Expense - Operators	-	-	-	-	-	-		
502580	Car Expense	-	-	-	-	-	-		
502600	SDI Reimbursement Expense	618.41	218.26	545.66	109.13	2,146.25	3,637.71		3,637.71
502630	EE Bond Expense	-	-	-	-	-	-		
502690	Jury Duty Leave Expense	264.28	93.27	233.19	46.64	917.20	1,554.57		1,554.57
502691	Jury Duty Leave Expense - Operators	-	-	-	-	-	-		
502721	Military Duty Leave Expense	-	-	-	-	-	-		
502720	Military Duty Leave Expense - Operators	-	-	-	-	-	-		
502780	Deferred Compensation Expense	1,772.02	625.42	1,563.55	312.71	6,149.96	10,423.66		10,423.66
502790	Bonus Pay	-	-	-	-	-	-		
502791	Bonus Pay - Operators	-	-	-	-	-	-		
502880	Kaiser COPD	7,274.31	2,567.40	6,418.51	1,283.70	25,246.13	42,790.04		42,790.04
502900	Pension Expense	-	-	-	-	-	-		
502980	Payroll Expenses Reimbursement	-	-	-	-	-	-		
502990	Payroll Claim Expenses	-	-	-	-	-	-		
<b>TOTAL BENEFITS</b>		<b>30,780.31</b>	<b>10,863.64</b>	<b>27,159.10</b>	<b>5,431.82</b>	<b>106,825.79</b>	<b>181,060.66</b>		<b>181,060.66</b>
503060	Professional & Technical Fees	1,700.00	600.00	1,500.00	300.00	5,900.00	10,000.00		10,000.00
503110	Contract Maintenance Services	-	-	-	-	-	-		
503160	Custodial Services Expense	-	-	-	-	-	-		
503210	Security Services Expense	-	-	-	-	-	-		
503260	Fare Collection Service Expense	-	-	-	-	-	-		
503310	Contract Labor Expense	-	-	-	-	-	-		
503360	Employee Physicals Expense	-	-	-	-	-	-		
503600	Community Partners					2,522,339.00	2,522,339.00		2,522,339.00
503990	Other Services			120,000.00	120,000.00		240,000.00		240,000.00
<b>TOTAL SERVICES</b>		<b>1,700.00</b>	<b>600.00</b>	<b>121,500.00</b>	<b>120,300.00</b>	<b>2,528,239.00</b>	<b>2,772,339.00</b>	<b>-</b>	<b>2,772,339.00</b>
504000	Discounts Received	-	-	-	-	-	-		
504010	Bus & Other Rolling Stock Parts	-	-	-	-	-	-		
504011	Non Rev Rolling Stock Parts	-	-	-	-	-	-		
504020	Tire s & Tubes	-	-	-	-	-	-		
504030	Preventative Maintenance	-	-	-	-	-	-		
504060	Workshop clearing account	-	-	-	-	-	-		
504090	LNG/CNG Fuels	-	-	-	-	-	-		
504091	CNG Hedging Activities	-	-	-	-	-	-		
504100	Gasoline	-	-	-	-	-	-		
504110	Diesel Fuel	-	-	-	-	-	-		
504120	Oil	-	-	-	-	-	-		
504130	Lubricants & Chemicals	-	-	-	-	-	-		
504140	CNG Fuel Tax Credit	-	-	-	-	-	-		
504190	Computer Supplies	-	-	-	-	-	-		
504200	Washer & Cleaner Supplies	-	-	-	-	-	-		
504210	Office Supplies	510.00	180.00	450.00	90.00	1,770.00	3,000.00		3,000.00
504220	Small Tools	-	-	-	-	-	-		
504230	Clothing & Safety Supplies	-	1,000.00	-	-	-	1,000.00		1,000.00
504240	Tool Allowance	-	-	-	-	-	-		
504900	Price Variance	-	-	-	-	-	-		
504910	Inventory Adjustment	-	-	-	-	-	-		
504990	Other materials & supplies	-	-	-	-	-	-		
<b>TOTAL MATERIALS &amp; SUPPLIES</b>		<b>510.00</b>	<b>1,180.00</b>	<b>450.00</b>	<b>90.00</b>	<b>1,770.00</b>	<b>4,000.00</b>		<b>4,000.00</b>

## Attachment 1

OMNITRANS									
3000- EXPENSE REPORT FOR SPECIALIZED TRANSPORTATION SERVICES									
		A	B	C	D				E
GL ACCT	Salary %	17%	6%	15%	3%	59%	1.00		1.00
CODE	DESCRIPTION	Admin	Travel	TREP	Uber/Taxi	Mobility Partners	Proposed CTSA BDGT	MicroTransit *	Proposed TOTAL BDGT
505020	Utility Other than Propulsion Power	255.00	90.00	225.00	45.00	885.00	1,500.00		1,500.00
505030	Telephone	1,445.00	510.00	1,275.00	255.00	5,015.00	8,500.00		8,500.00
505040	Data communication Lines	-	-	-	-	-	-		
505060	Repairs & Maint - Buildings	-	-	-	-	-	-		0.00
505110	Repairs & Maint - Equipment	-	-	-	-	-	-		0.00
505160	Repairs & Maint - Office Equipment	-	-	-	-	-	-		0.00
505170	R & M Software [Contracts]	-	-	-	-	-	-		0.00
505210	Repairs & Maint Grounds	-	-	-	-	-	-		
505230	Repairs & Maint Stops & Satations	-	-	-	-	-	-		
505960	Other Occupancy Expense	-	-	-	-	-	-		0.00
<b>TOTAL OCCUPANCY</b>		<b>1,700.00</b>	<b>600.00</b>	<b>1,500.00</b>	<b>300.00</b>	<b>5,900.00</b>	<b>10,000.00</b>		<b>10,000.00</b>
506110	Property/Official & Emp Liab Insurance	-	-	-	-	-	-		0.00
506160	General Liab & Veh Liab/Loss Insurance	-	4,500.00	-	-	-	4,500.00		4,500.00
506180	General Auto PD/PL Uninsured Ded/	-	-	-	-	-	-		0.00
506310	Worker's Comp Excess/Employer's L	-	-	-	-	-	-		0.00
506360	Worker's Comp Self Insured IBNR	-	-	-	-	-	-		0.00
506960	General Liability/Loss IBNR	-	-	-	-	-	-		0.00
<b>TOTAL CASUALTY &amp; LIABILITY</b>		<b>-</b>	<b>4,500.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,500.00</b>		<b>4,500.00</b>
508220	Purchased Transportation	-	-	-	-	-	-	592,650.00	592,650.00
508900	Purch Trans Lease Cost - LTF	-	-	-	-	-	-	-	0.00
508990	Purch Trans Lease Cost - FTA	-	-	-	-	-	-	-	0.00
<b>TOTAL PURCH TRANSPORT</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>592,650.00</b>	<b>592,650.00</b>
509080	Advertising/Promotion Media	765.00	270.00	675.00	135.00	2,655.00	4,500.00		4,500.00
509230	Printing Charges	850.00	300.00	750.00	150.00	2,950.00	5,000.00		5,000.00
<b>TOTAL PRINTING &amp; ADVERTISING</b>		<b>1,615.00</b>	<b>570.00</b>	<b>1,425.00</b>	<b>285.00</b>	<b>5,605.00</b>	<b>9,500.00</b>		<b>9,500.00</b>
508000	Interest Expense	-	-	-	-	-	-		
509010	Memberships, Dues, Pub, Subscript	255.00	90.00	225.00	45.00	885.00	1,500.00		1,500.00
509020	Travel & Meetings	2,125.00	750.00	1,875.00	375.00	7,375.00	12,500.00		12,500.00
509030	Postage and Express Mail	-	-	-	-	-	-		
509070	Bad Debt expense /NSF	-	-	-	-	-	-		
509100	Bus Pass Sales Discounts	-	50,000.00	-	-	-	50,000.00		50,000.00
509200	Safety Training	-	-	-	-	-	-		
509210	Employee Training	1,020.00	360.00	900.00	180.00	3,540.00	6,000.00		6,000.00
509220	Educational Reimbursements	-	-	-	-	-	-		
509240	Outside Freight	-	-	-	-	-	-		
509250	Bank Charges	-	-	-	-	-	-		
509260	Employee Recognition	42.50	15.00	37.50	7.50	147.50	250.00		250.00
	PO Invoice Over Under	-	-	-	-	-	-		
509990	Other Miscellaneous Expense	-	-	-	-	-	-		
590300	Distributed Labor - Maintenance - Dir	-	-	-	-	-	-		
590400	Allocated Indirect Labor & Benefits	-	-	-	-	-	-		
<b>TOTAL MISCELLANEOUS EXPENSE</b>		<b>3,442.50</b>	<b>51,215.00</b>	<b>3,037.50</b>	<b>607.50</b>	<b>11,947.50</b>	<b>70,250.00</b>	<b>-</b>	<b>70,250.00</b>
<b>TOTAL EXPENSES</b>		<b>97,574.29</b>	<b>89,937.98</b>	<b>206,094.96</b>	<b>137,218.99</b>	<b>2,860,979.18</b>	<b>3,391,805.40</b>	<b>592,650.00</b>	<b>3,984,455.40</b>
		0.02	0.02	0.05	0.03	0.72			
*Microtransit activities are part of Omnitrans Access budget. Microtransit has been included in the CTSA budget to show its use of Measure I CTSA funding.									

## ***Minute Action***

### AGENDA ITEM: 6

***Date:*** August 10, 2023

***Subject:***

San Bernardino County Multimodal Transportation Quarterly Update for Fiscal Year 2022/2023 Third Quarter

***Recommendation:***

Receive and file the San Bernardino County Multimodal Transportation Quarterly Update Fiscal Year 2022/2023 Third Quarter.

***Background:***

Multimodal services are an important part of how people travel throughout San Bernardino County. This is reflected in projects and programs that San Bernardino County Transportation Authority (SBCTA) is currently constructing and managing, as well as its involvement with the transit operators and the Southern California Regional Rail Authority (SCRRA). Although, SBCTA's primary responsibility to the operators is to allocate funding, SBCTA is still required to be tuned in to the trends and statistics of its operators. To help facilitate this, as well as keeping the SBCTA Transit Committee and Board of Directors apprised of this information, SBCTA staff, in consultation with the transit operators, SCRRA and AMMA Transit Planning, created the San Bernardino County Multimodal Transportation Quarterly Report (Report).

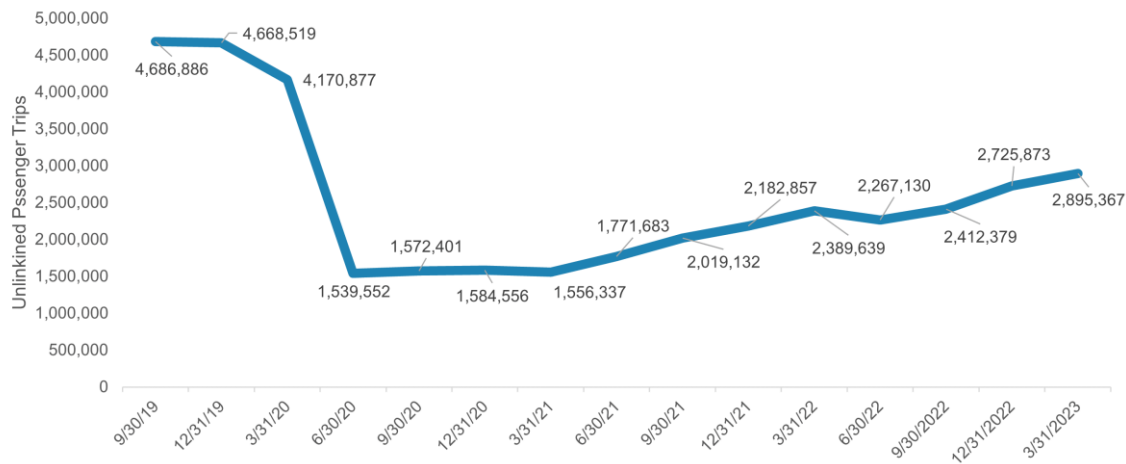
The primary source of data used in the Report is from TransTrack. TransTrack is a county-wide transit performance software that the San Bernardino County (County) transit operators, except SCRRA, use to provide operations and financial data on a monthly basis. This allows SBCTA to pull data reports independently from the transit operators. The other data sources for this report came from SBCTA's rideshare program database, transit operators' staff, and their respective Board of Directors agenda reports. This allows for collaboration between SBCTA staff and the operators' staff to ensure that an accurate picture is being presented. SCRRA data is collected directly from SCRRA staff and reviewed as part of the SCRRA Member Agency Advisory Committee (MAAC) activities. SBCTA is working with SCRRA on adding access to Arrow Service data through TransTrack for consistency.

Overall, the County's public transit operators provided nearly 2.9 million trips in the third quarter of Fiscal Year (FY) 2022/2023, which was a 6 percent increase from the previous quarter (Exhibit 2 on the following page).

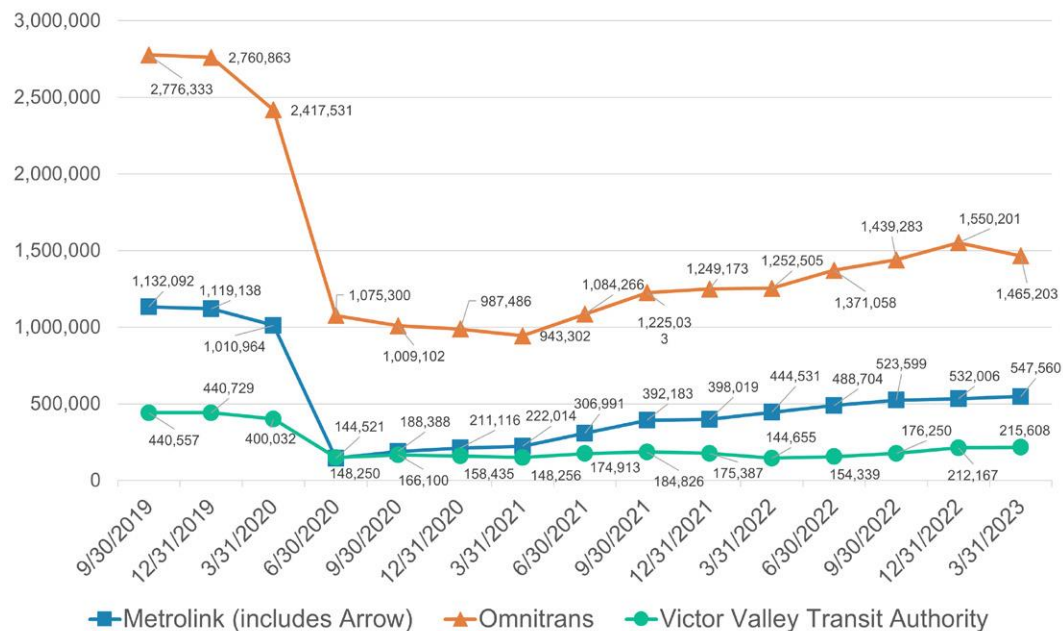
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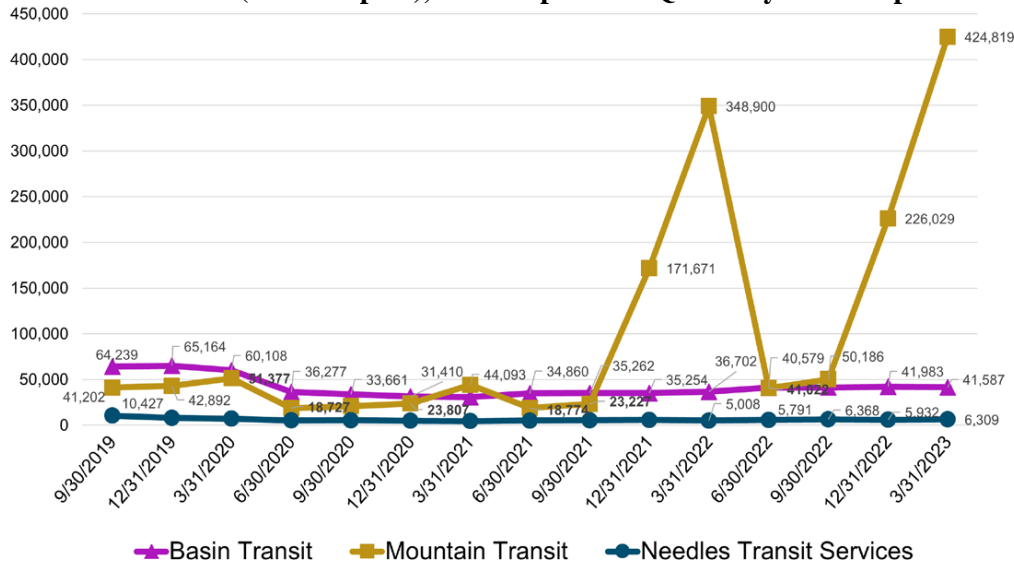
**Exhibit 2 (From Report), Countywide Quarterly Ridership Total, All Transit Modes**

The larger operators decreased trips by 3 percent over the first quarter, with Metrolink, Omnitrans, and Victor Valley Transit Authority (VVTA) collectively providing 2.3 million trips in the second quarter of FY 2022/2023. Despite the overall decrease, Metrolink added 3 percent more trips and VVTA saw an increase of 2 percent over the prior quarter. Omnitrans decreased 5 percent in ridership (Exhibit 3).

**Exhibit 3 (From Report), Larger Operators Quarterly Ridership**

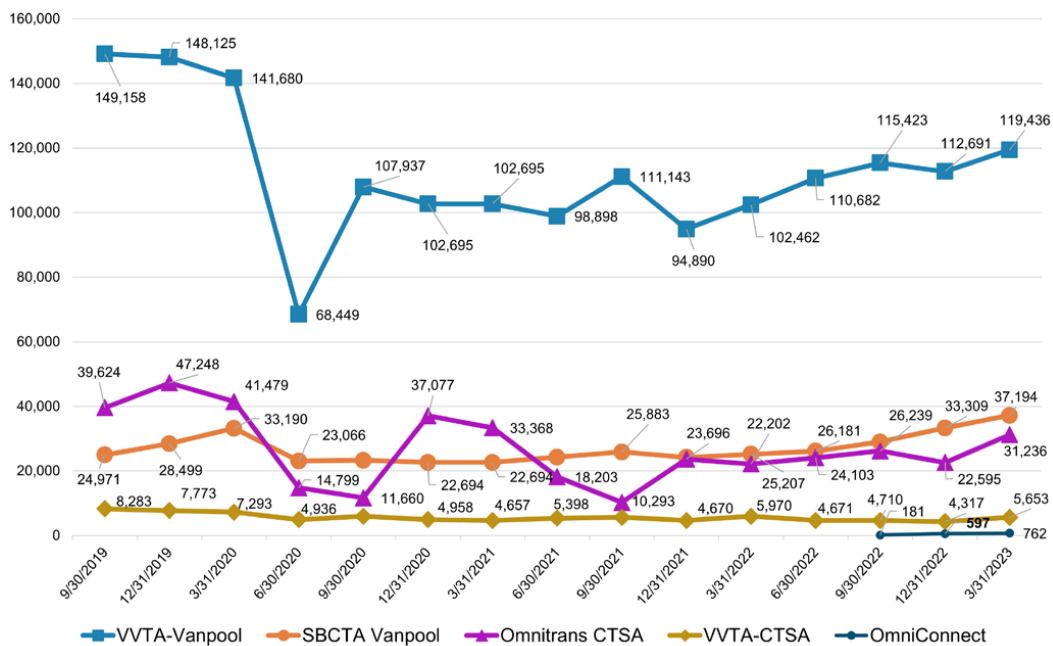
Among the small operators, there was an increase of nearly 199,000 more trips than in the previous quarter. Mountain Transit had an 88 percent increase, and Needles Transit a 6 percent increase over the prior quarter. Basin Transit (formally Morongo Basin Transit Authority) lost ridership, a 1 percent decrease (Exhibit 4 on the following page).

**Exhibit 4 (From Report), Small Operators Quarterly Ridership**



Among the smaller transportation programs, ridership steadily grew. VVTA's Vanpool increased trips by 6 percent while SBCTA's SB Loop increased trips by 12 percent. The Omnitrans and VVTA Consolidated Transportation Services Agency (CTSA) programs, providing specialized transportation to older adults and persons with disabilities both increased: 38 percent by Omnitrans CTSA, and 31 percent by VVTA CTSA over the prior quarter. Omnitrans' ONT Connect had 604 passenger trips, an increase of 12 percent in the third quarter, while SB Connect had 158 passenger trips, an increase of 172 percent in its first full quarter since launching during the second quarter (Exhibit 5).

**Exhibit 5 (From Report), Small Programs Quarterly Ridership**





## **Current Initiatives**

### **Public and Specialized Transportation Advisory and Coordination Council (PASTACC)**

SBCTA has a long-standing advisory body in the PASTACC. Established in the early 1990s, PASTACC responds to requirements of the Transportation Development Act Article 3 §99238 to form a social services transportation advisory council, providing input to SBCTA in key areas.

PASTACC voting members include representatives of each of the five public transit operators, plus the County, and six human service organizations, both large and small. Its coordination role is to foster dialogue between these two groups. Additionally, participation is invited from a broad network of community-based organizations across San Bernardino County, a number of whom participate at every bimonthly or quarterly meeting.

PASTACC seeks ways in which to ensure that public transportation is responsive to a broad range of rider needs, including those of older adults, people with disabilities, persons with low incomes, veterans and historically underserved populations, in both urban settings and rural areas.

Statutory purposes of this advisory body involve SBCTA's annual Mobility Needs Hearing process, with PASTACC review and approval of responses to testimony. In May, PASTACC hosted the Countywide Mobility Needs Public Hearing during its regular meeting. The Public Hearing solicited comments relevant to public transportation needs throughout San Bernardino County, especially as they related to older adults, people with disabilities or low-income individuals, or to providing transportation in environmentally sensitive areas.

Public testimonies on unmet needs related to:

- Need for an accessible connection between the University of Redlands Arrow Station to the University.
- In Upland, there is no service north of Foothill Boulevard.
- In Grand Terrace, there is a service gap between Barton Road and Center Street.

For human service transportation providers, PASTACC presents capacity-building strategies to aid these typically small programs. During the new fiscal year, PASTACC and its members will continue to work towards:

1. Promoting transit awareness and education tools to help return riders and encourage new riders to San Bernardino County's public transportation network.
2. Strengthening specialized transportation programs that fill hard-to-serve mobility gaps.
3. Identifying equity-based strategies to improve access to transportation services for underserved communities and neighborhoods.

### **Countywide Free Fares for Students K-12**

Recently launched this August, County Bus Operators are providing free fares for students in grades K-12. On April 4, 2023, the SBCTA Board approved the Low Carbon Transit Operations Program funding to go towards free fares on public transit for students grades K-12. Students can

San Bernardino County Transportation Authority

## Transit Committee Agenda Item

August 10, 2023

Page 5

now ride for free on public transit buses of any County operator, except for commuter services. In the City of Needles, their free fare initiative will extend to Palo Verde College students, in addition to K-12 students. Metrolink will be initiating a program that allows students to ride free with their student ID.

***Financial Impact:***

This item is consistent with the Fiscal Year 2023/2024 Budget.

***Reviewed By:***

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

***Responsible Staff:***

Nancy Strickert, Transit Manager

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Approved  
Transit Committee  
Date: August 10, 2023

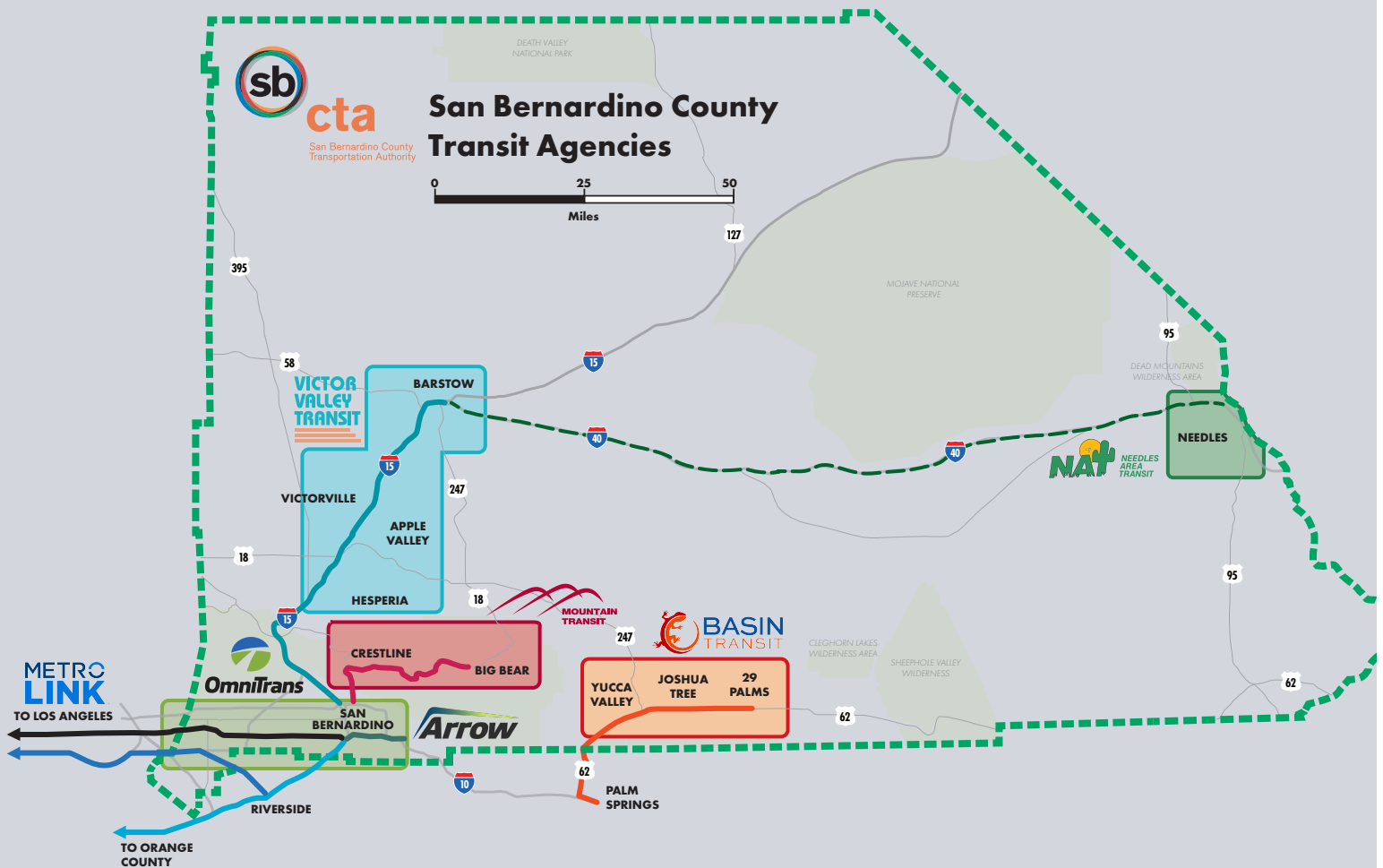
Witnessed By:



**cta**

San Bernardino County  
Transportation Authority

# San Bernardino County Multimodal Transportation Quarterly Update



*Third Quarter Fiscal Year 2022/2023  
Volume 4, Number 3*

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# SAN BERNARDINO COUNTY MULTIMODAL TRANSPORTATION QUARTERLY REPORT

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## Introduction

All of San Bernardino County's public transit programs are showing steady, continuing recovery of ridership from low points in the summer of 2020, near the outset of the COVID-19 pandemic. This iteration of the SAN BERNARDINO COUNTY MULTIMODAL TRANSPORTATION QUARTERLY REPORT (Volume 4, Number 3), third quarter (January, February, March) of Fiscal Year 2022/2023 (FY 22/23) contrasts performance with the second quarter (October, November, December) of FY 22/23. Three years of public transportation performance provide additional context. Current initiatives by the operators to grow ridership and enhance community-level and regional transit services are also reported.

This report has two primary purposes in informing San Bernardino County policy makers, members of the general public and interested stakeholders:

1. To provide high-level information about specific transportation services and programs available.
2. To report on current initiatives and to track trends in key performance indicators.

### *The County's Public Transportation Modes and Programs*

San Bernardino County, during this quarter, is served by six public transit operators, providing rail, fixed-route bus services, microtransit and Americans with Disabilities Act (ADA) complementary paratransit services. The new Metrolink Arrow

#### **Exhibit 1, San Bernardino County Public Transit Bus Operators**



San Bernardino-Redlands train service commenced in October 2022. Its first quarter of service is presented in this report. The five bus operators are depicted in Exhibit 1.

- **Metrolink** – Providing passenger rail service across a 538-mile network throughout the counties of Los Angeles, Orange, Riverside, San Bernardino and Ventura. Metrolink launched the Arrow service in October, adding nine additional miles, four new stations, and new Diesel Multiple Unit (DMU) trains, and connecting Downtown San Bernardino with the University of Redlands.
- **Omnitrans** – Providing services in the San Bernardino Valley, connecting to Riverside and Los Angeles counties.
- **Victor Valley Transit Authority (VVTA)** – Providing services in the Greater Victor Valley and the Barstow area, connecting to the San Bernardino Valley.
- **Basin Transit (Previously Morongo Basin Transit Authority)** – Providing services in Twentynine Palms, Yucca Valley, Joshua Tree and the Morongo Valley communities, connecting to the Coachella Valley.
- **Mountain Transit** – Providing services in the Lake Arrowhead and Big Bear communities, connecting to the San Bernardino Valley.
- **Needles Transit Services** – Providing services within the City of Needles and limited connections into Arizona.

Three additional modes of transportation support San Bernardino County residents:

- **Consolidated Transportation Service Agencies (CTSAs) programs** – Specialized transportation services administered by Omnitrans and VVTA.
- **Vanpool programs** – Programs are operated by San Bernardino County Transportation Authority (SBCTA) and VVTA.
- **IE Commuter** – A rideshare program of SBCTA and Riverside County Transportation Commission (RCTC).

# SAN BERNARDINO COUNTY MULTIMODAL TRANSPORTATION QUARTERLY REPORT

## Commentary

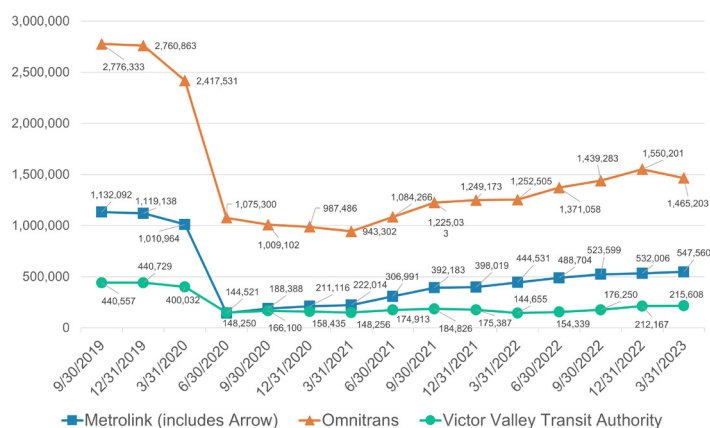
### *Transit Ridership Is Heading in the Right Direction*

Throughout the third quarter of FY 22/23, San Bernardino County transit operators provided nearly 2.9 million trips systemwide (Exhibit 2). This is a 6% systemwide increase in ridership over the second quarter and represents nearly 169,500 more trips. Performance varied by provider particularly among public transit bus operators, but, overall, transit ridership in San Bernardino County continues to climb.

Together, the large operators, Metrolink, Omnitrans and VVTA, provided 2.3 million trips, 3% fewer trips than the second quarter of FY 22/23 (Exhibit 3). Metrolink added 3% more trips over the second quarter, serving 547,500 trips on its San Bernardino lines (including the new Arrow service). Omnitrans experienced an uncharacteristic loss in ridership, its first since the third quarter of FY 20/21. Ridership fell by 5%, with 1.4 million trips provided during the third quarter. VVTA continued to realize ridership growth, providing more than 215,600 trips, a 2% increase in trips, partially attributed to their free ride promotion offered in February and March.

Overall, the County's three smaller operators provided more than 472,700 trips during the third quarter (Exhibit 4), but increased ridership was not experienced globally. Basin Transit

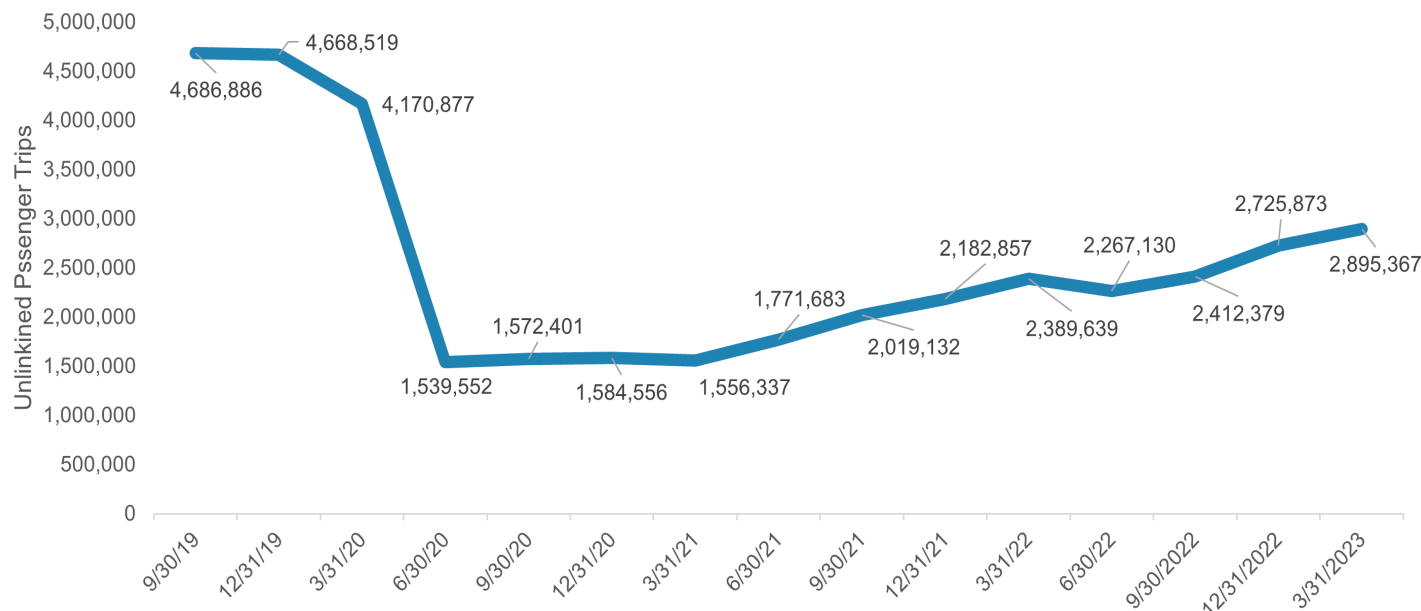
**Exhibit 3, Larger Operators' Quarterly Ridership**



(formerly Morongo Basin Transit Authority) lost ridership, providing about 41,500 trips, 1% fewer than the previous quarter. Mountain Transit's ridership surged again, most likely due to the ski season and contracted service for Big Bear Mountain Resort. During the third quarter, Mountain Transit provided 424,800 trips, an 88% increase over the second quarter. Needles Transit also increased ridership, providing 6% more trips, or more than 6,300 trips.

Ridership grew steadily among all of the smaller transportation programs (Exhibit 5). VVTA's vanpool program provided 6% more trips and added one vanpool compared to the second

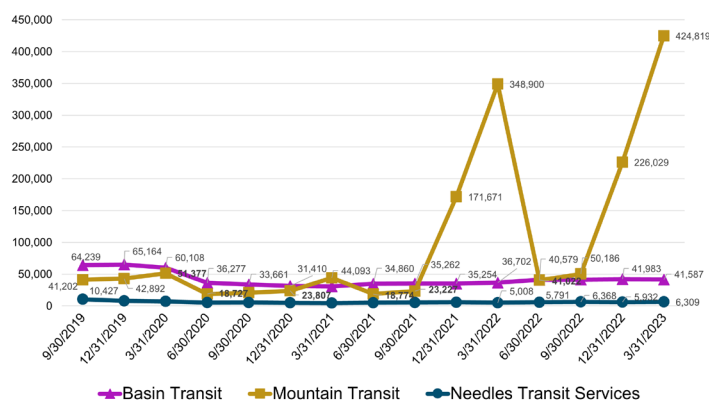
**Exhibit 2, Countywide Quarterly Ridership Total, All Transit Modes**



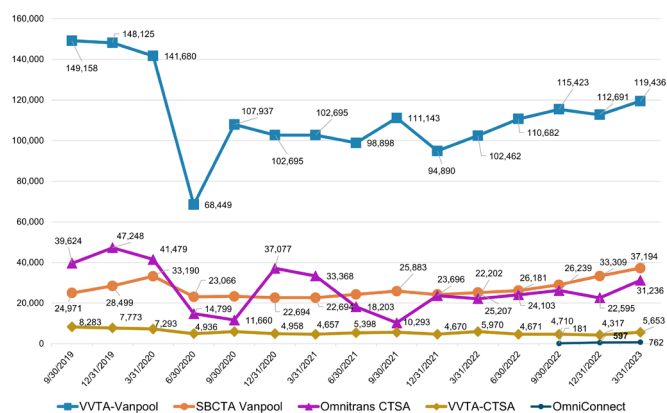


# SAN BERNARDINO COUNTY MULTIMODAL TRANSPORTATION QUARTERLY REPORT

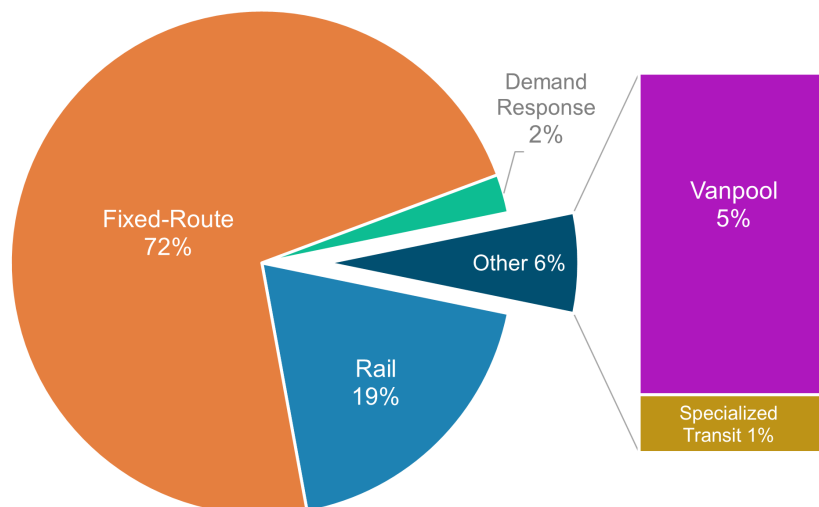
**Exhibit 4, Smaller Operators' Quarterly Ridership**



**Exhibit 5, Smaller Programs' Quarterly Ridership**



**Exhibit 6, Trips by Mode, Third Quarter FY 22/23 – 2.9 Million Trips**



quarter. SBCTA's SB Loop added six vanpools and increased trips provided by 12%. Omnitrans CTSA's programs provided their clientele of older adults and persons with disabilities with 38% more trips. The majority of the CTSA's nonprofit partners experienced increased trip-making, contributing to the program-wide 31,200 CTSA trips provided. VVTA's CTSA, which also serves older adults and people with disabilities, provided more than 5,600 trips — 31% more trips than the previous quarter. Both OmniConnect shuttles provided more trips during the third quarter: SB Connect provided 172% more trips over its first quarter of service (i.e., the second quarter of FY 22/23), and ONT Connect increased trips by 12%, up to 604 trips provided.

## Ridership by Mode Split

Across all modes, San Bernardino County operators provided 2.9 million trips during the third quarter (Exhibit 6). The fixed-route proportion of trips, at 72%, is a slight increase of the share compared to the previous quarter and represents more than 2 million trips. Rail comprised 19% of all trips, providing more than 547,500 trips across Metrolink's San Bernardino County lines. In general, smaller services maintained their proportion of total trips provided. Demand response services, including microtransit, fell slightly to 2% of all trips provided, or more than 71,100 trips. Vanpool trips continued at 5% of all countywide trips, representing more than 156,600 trips. The specialized transportation services' almost 37,000 trips represent 1% of all trips provided.

## Current Initiatives

This section reports on initiatives and activities by SBCTA and San Bernardino County operators to increase mobility, grow ridership and improve coordination among transit programs and providers.

***SBCTA's Public and Specialized Transportation Advisory Coordination Council (PASTACC)*** SBCTA has a long-standing advisory body in PASTACC, the Public and Specialized Transportation Advisory Coordination Council. Established in the early 1990s, PASTACC responds to requirements of the Transportation Development Act, Article 3 §99238 to form a social services transportation advisory council, providing input to SBCTA in key areas.

PASTACC voting members include representatives of each of the five public transit operators, plus the County, and six human service organizations, both large and small. Its coordination role is to foster dialogue between these two groups. Additionally, participation is invited from a broad network of community-based organizations across San Bernardino County, a number of whom participate at every bi-monthly or quarterly meeting.

### Exhibit 7, Flyer promoting 2023 Mobility Needs Public Hearing

**TELL US ABOUT MOBILITY NEEDS**

The San Bernardino County Transportation Authority (SBCTA) invites your input to identify mobility needs in San Bernardino County. Are fixed route, ADA paratransit or rail services meeting your needs? Your comments will aide SBCTA in improving transit services across the County.

**ATTEND SBCTA'S MOBILITY NEEDS PUBLIC HEARING**  
**Tuesday, May 9, 2023 • 10:00 A.M.**  
 SBCTA Board Room:  
 1170 West 3rd Street, San Bernardino CA 92410, First Floor  
 (Hearing is part of the regularly scheduled PASTACC meeting)

**OR PARTICIPATE FROM A TELECONFERENCE LOCATION:**

- ▶ Big Bear Chamber of Commerce: 630 Bartlett Road, Big Bear Lake, CA 92315
- ▶ City of Needles Council Chambers: 1111 Bailey Avenue, Needles, CA 92363
- ▶ Victor Valley Transit Authority: 17150 Smoke Tree Street, Hesperia, CA 92345

Please advise SBCTA of special needs no less than 72 hours prior to the meeting so appropriate accommodations can be arranged: (909) 884-8276

Send Written Comments by July 31, 2023 to:  
 Nancy Strickert  
 nstrickert@gosbcta.com  
 SBCTA TDA Public Hearing  
 1170 W. 3rd St. 2nd floor, San Bernardino, CA 92410

**sbcta** San Bernardino County Transportation Authority

PASTACC seeks ways in which to ensure that public transportation is responsive to a broad range of rider needs, including those of older adults, people with disabilities, persons with low incomes, veterans and historically underserved populations, in both urban settings and rural areas.

Statutory purposes of this advisory body involve SBCTA's annual Mobility Needs Hearing process, with PASTACC review and approval of responses to testimony. For human service transportation providers, PASTACC presents capacity-building strategies to aid these typically small programs. For the County's public transit operators, information sharing with PASTACC members enables them to get their latest initiatives out to human services clientele. And when discretionary grant funding becomes available, PASTACC notifies eligible entities, provides technical support to bring in additional transit funding to the County and is a source of critical letters of support.

These activities characterize the coordination focus PASTACC embraces. During the new fiscal year, PASTACC and its members will continue to work towards:

1. Promoting transit awareness and education tools to help return riders and encourage new riders to San Bernardino County's public transportation network.
2. Strengthening specialized transportation programs that fill hard-to-serve mobility gaps.
3. Identifying equity-based strategies to improve access to transportation services for underserved communities and neighborhoods.

In May, PASTACC hosted the Countywide Mobility Needs Public Hearing during its regular meeting. The Public Hearing solicited comments relevant to public transportation needs throughout San Bernardino County, especially as they related to older adults, people with disabilities or low-income individuals, or to providing transportation in environmentally sensitive areas.

Public testimonies on unmet needs related to:

- Need for an accessible connection between Arrow and the University of Redlands.
- In Upland, there is no service north of Foothill Boulevard.
- In Grand Terrace, there is a service gap between Barton and Center.

## SAN BERNARDINO COUNTY MULTIMODAL TRANSPORTATION QUARTERLY REPORT

### *SBCTA Announces Countywide Free Fares for Students*

SBCTA is funding free fares for students countywide for the 2023-2024 school year (Exhibit 8). This promotion, which launches in August 2023, offers kindergarten–12th graders free rides to school on fixed-route buses operated by:

- Omnitrans
- Basin Transit
- Mountain Transit
- Needles Transit (promotion includes college students)
- Victor Valley Transit Authority

Since its inception in August 2021, Omnitrans' Free Fares for School program has provided 1 million free rides for students. Utilizing Local Transportation Funds (LTF) and Low Carbon Transit Operations Program (LCTOP) funds, SBCTA will now expand this program to all students across San Bernardino County. Details about how to ride are available on each transit operators' website.

**Exhibit 8, Regional Flyer promoting Countywide Free Fares Program**



### *Metrolink Fare Promotion Provided Two Months of Free Rides for University of Redlands*

To encourage ridership on its new Arrow service, Metrolink provided University of Redlands with two months of free passes. This pilot was funded by SBCTA. During January and February 2023, faculty, staff and students could receive the following free fares:

- 5-Day Flex Pass
- 10-Day Flex Pass
- Monthly Pass

A total of 189 passes were redeemed during the two-month pilot.

In light of this initial success, Metrolink plans to launch a system-wide Student Adventure Pass Pilot Program on September 5, 2023, which will provide students with free Metrolink fares. This program is based on an initial duration of 6 months, or until funds are fully expended and is offered to all students enrolled at colleges and universities throughout the Metrolink and Arrow service areas.

**Exhibit 9, Metrolink Arrow Train and the University of Redlands mascot, the Bulldog, in Metrolink Promotion.**



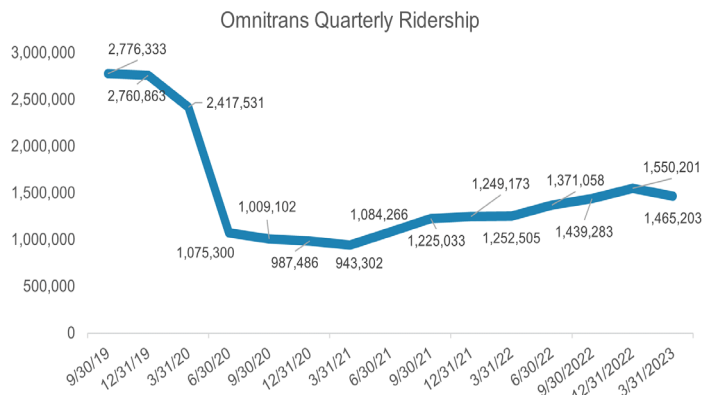
# SAN BERNARDINO COUNTY MULTIMODAL TRANSPORTATION QUARTERLY REPORT Public Transit Bus Operators



## Commentary and Trends

For the first time in seven quarters, Omnitrans' ridership dropped. During the third quarter of FY 22/23, Omnitrans provided 5% fewer trips systemwide with 1.4 million trips served. Trip reductions were experienced on both fixed-route and demand response services, with each service providing 5% fewer trips in this quarter-over-quarter comparison.

Revenue hours held steady and revenue miles dropped by 1%, while total operating costs rose by 9% compared to the second quarter.



## Performance<sup>1</sup>

	2nd Quarter (Oct-Nov-Dec)	3rd Quarter (Jan-Feb-Mar)	
	Prior Quarter FY 22/23	Current Year FY 22/23	% change from 2nd Quarter
<b>SYSTEM Total Passenger Trips</b>	<b>1,550,201</b>	<b>1,465,203</b>	<b>-5%</b>
Fixed-Route Trips <sup>2</sup>	1,515,223	1,432,003	-5%
Demand Response Trips	34,978	33,200	-5%
<b>SYSTEM Performance</b>			
Revenue Hours	140,406	140,129	0%
Passengers per Rev Hour	11.0	10.5	-5%
Revenue Miles	1,922,443	1,906,657	-1%
Passengers per Rev Mile	0.81	0.77	-5%
Passenger Miles	8,253,009	7,811,685	-5%
Average Trip Length (miles)	5.32	5.33	0%
<b>OPERATIONS Expense</b>			
Total Operating Cost	\$19,466,431	\$21,159,175	9%
Passenger Revenue	\$4,430,323	\$4,758,415	7%
Farebox Recovery Ratio Systemwide	22.8%	22.5%	-1%
Subsidy/Pass Trip – Systemwide	\$9.70	\$11.19	15%
Fixed-Route Cost per Trip	\$10.85	\$12.34	14%
Demand Response Cost per Trip	\$86.73	\$105.02	21%
<b>FLEET Characteristics</b>			
Vehicles in Peak Service	(Includes sbX)	(Includes sbX)	
Fixed-Route	97	97	
Demand Response	40	40	
<b>Total Vehicles in Peak Service</b>	<b>137</b>	<b>137</b>	
Service Area Square Mileage	463	463	
Vehicles per Square Mile	0.30	0.30	

<sup>1</sup> Extracted from TransTrack Manager Quarterly Scorecard during June 2023.

<sup>2</sup> OmniConnect performance data are also counted as fixed-route trips for Omnitrans services and should not be double counted.





## OmniConnect Shuttle Services: ONT Connect SB Connect

## SAN BERNARDINO COUNTY MULTIMODAL TRANSPORTATION QUARTERLY REPORT Public Transit Bus Operators

### Commentary and Trends

Omitrans' new shuttle services, OmniConnect, includes two routes, ONT Connect (Route 380) and SB Connect (Route 300), that provide multimodal connections.

ONT Connect (Route 380) provides nonstop service between the Rancho Cucamonga Metrolink Station and Ontario International Airport. The service began August 2022.

SB Connect (Route 300) serves Arrow and Metrolink rail service at the San Bernardino Transit Center and downtown San Bernardino. The service commenced in October 2022, in concert with the launch of Metrolink's Arrow service.

During the third quarter of FY 22/23, OmniConnect services increased by 28%, primarily attributed to the 172% increase

in SB Connect services, with 158 trips provided. ONT Connect services also provided more service, increasing trips by 12% during the third quarter.

The OmniConnect shuttles also saw increases in revenue hours and miles, by 24% and 10%, respectively. This contributed to a 46% increase in total operating costs over the second quarter.

Of note, fare revenue may include an allocation of Measure I that is counted toward farebox recovery passenger revenue.

### Performance<sup>1</sup>

	2nd Quarter (Oct-Nov-Dec)	3rd Quarter (Jan-Feb-Mar)	
	Prior Year FY 20/21	Current Year FY 22/23	% change from 2nd Quarter
Total Passenger Trips <sup>2</sup>	597	762	28%
Route 300 SB Connect	58	158	172%
Route 380 ONT Connect	539	604	12%
Performance			
Revenue Hours	2,019	2,507	24%
Passengers per Rev Hour	0.3	0.3	3%
Revenue Miles	19,366	21,320	10%
Passengers per Rev Mile	0.03	0.04	16%
OPERATIONS Expense			
Total Operating Cost	\$218,688	\$320,057	46%
Passenger Revenue	\$30,423	\$37,717	24%
Farebox Recovery Ratio	13.9%	11.8%	-15%
Subsidy per Pass Trip	\$315.35	\$370.52	17%
FLEET Characteristics			
Vehicles in Peak Service	2	2	
Service Area Square Mileage	31	31	
Vehicles per Square Mile	0.1	0.1	

<sup>1</sup> Extracted from TransTrack Manager Quarterly Scorecard during June 2023.

<sup>2</sup> OmniConnect performance data are also counted as fixed-route trips for Omnitrans services and should not be double counted.

# SAN BERNARDINO COUNTY MULTIMODAL TRANSPORTATION QUARTERLY REPORT Public Transit Bus Operators

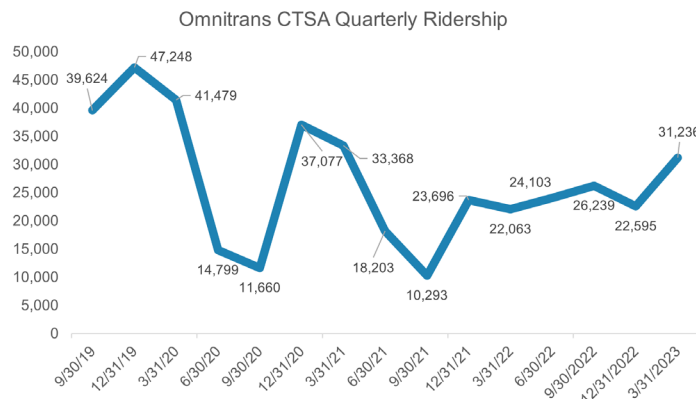


## Commentary and Trends

CTSA programs are working hard to recover and rebuild ridership. During the third quarter of FY 22/23, the Omnitrans CTSA services saw increased tripmaking overall and on the majority of partner programs. Together, all CTSA programs increased trips by 38%, to more than 31,200 rides provided.

Among Omnitrans-administered programs, the TREP Mileage Reimbursement Program saw a drop of 5% in trips, and the Uber/Taxi Ride Program increased by 40% over the second quarter.

Among the Regional Mobility Partnership services, increases in trips were seen on all but one program and those that are in the process of launching. Notably, OPARC saw an 84% increase in trips, providing more than 6,600 trips during the third quarter.



## Performance

	2nd Quarter (Oct-Nov-Dec)	3rd Quarter (Jan-Feb-Mar)	
	Prior Quarter FY 22/23	Current Year FY 22/23	% change from 2nd Quarter
<b>TOTAL TRIPS</b>	<b>22,595</b>	<b>31,236</b>	<b>38%</b>
TREP Mileage Reimbursement Trips	2,558	2,425	-5%
Uber/Taxi Ride Program Trips	1,675	2,341	40%
Travel Training Program*	0	0	—
Regional Mobility Partnership (RMP) Trips	18,362	26,470	44%
Anthesis	6,892	9,847	43%
Lutheran Social Services	163	274	68%
City of Grand Terrace**	0	0	—
AgingNext	3,503	4,849	38%
OPARC	3,622	6,676	84%
City of Chino	1,745	2,263	30%
Highland Senior Center	1,039	1,110	7%
Loma Linda University Adult Day Health	1,332	1,451	9%
City of Ontario***	0	0	—
City of Rialto***	0	0	—
FAP***	0	0	—

\*This program was temporarily suspended for safety/health concerns during the COVID-19 pandemic. It has resumed as of March 2023.

\*\*No ridership to report as this transportation program is in the process of hiring a new driver.

\*\*\*New Regional Mobility Partnership contracts have been executed. Partners are in the process of starting their programs.

Attachment: SBCTA FY22\_23\_3rd Quarter\_Final (9597 : San Bernardino County Multimodal Transportation Quarterly Update)

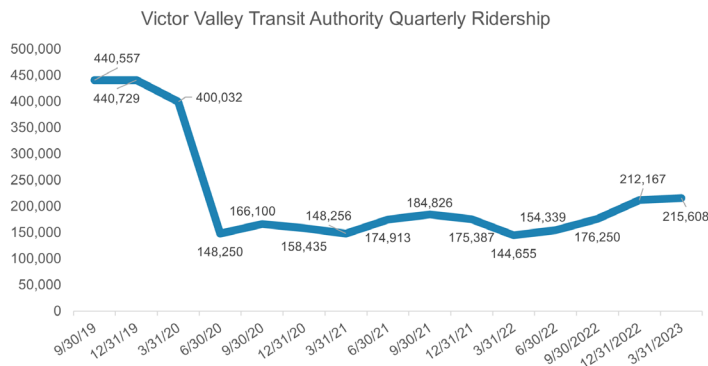


# SAN BERNARDINO COUNTY MULTIMODAL TRANSPORTATION QUARTERLY REPORT Public Transit Bus Operators

## Commentary and Trends

VVTA's ridership continued to grow during the third quarter. Systemwide, VVTA provided more than 215,600 trips, a 2% increase over the second quarter. Increases were seen only on the commuter services, with 41% more trips provided. Both fixed-route and demand response services stayed consistent.

Revenue hours maintained while revenue miles dropped by 1%, in this quarter-over-quarter comparison. This was reflected by a 6% drop in total operating costs.



## Performance<sup>1</sup>

	2nd Quarter (Oct-Nov-Dec)	3rd Quarter (Jan-Feb-Mar)	
	Prior Quarter FY 22/23	Current Year FY 22/23	% change from 2nd Quarter
<b>SYSTEM Total Passenger Trips</b>	<b>212,167</b>	<b>215,608</b>	<b>2%</b>
Fixed-Route Trips	175,884	175,884	0%
Commuter Bus Trips	8,179	11,573	41%
Demand Response Trips	28,104	28,151	0%
<b>SYSTEM Performance [excludes vanpool revenue hours &amp; miles]</b>			
Revenue Hours	60,126	60,134	0%
Passengers per Rev Hour	3.5	3.6	2%
Revenue Miles	1,075,718	1,068,033	-1%
Passengers per Rev Mile	0.20	0.20	2%
<b>OPERATIONS Expense [excludes vanpool expense &amp; revenue]</b>			
Total Transit Operating Cost	\$7,970,072	\$7,522,156	-6%
Passenger Revenue	\$450,085	\$449,177	0%
Farebox Recovery Ratio Systemwide	5.6%	6.0%	6%
Subsidy/Pass Trip – Systemwide	\$35.44	\$32.80	-7%
Fixed-Route Cost per Trip	\$28.51	\$33.17	16%
Demand Response Cost per Trip	\$53.68	\$50.41	-6%
<b>FLEET Characteristics</b>			
Vehicles in Peak Service	Includes 7 Electric Vehicles		Includes 7 Electric Vehicles
Fixed-Route	47	47	
Commuter	6	6	
Demand Response	30	31	
<b>Total Vehicles in Peak Service</b>	<b>83</b>	<b>84</b>	
Service Area Square Mileage	1,082	1,082	
Vehicles per Square Mile	0.07	0.07	

<sup>1</sup> Extracted from TransTrack Manager Quarterly Scorecard during June 2023.



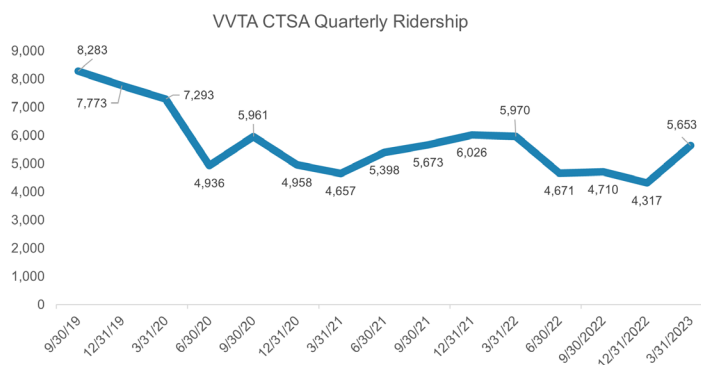
# Consolidated Transportation Services Agency

## SAN BERNARDINO COUNTY MULTIMODAL TRANSPORTATION QUARTERLY REPORT Public Transit Bus Operators

### Commentary and Trends

Ridership across VVTA's CTSA programs increased significantly during the third quarter of FY 22/23. Together, these specialized programs provided just over 5,600 trips — 31% more trips than the previous quarter.

All but one of the nonprofit partner programs (Foothill AIDS Project) provided more trips than the second quarter. Of programs administered by VVTA CTSA, the Travel Training program provided 18% fewer trips, while the Fare Media program provided a notable 294% more trips. The TRIP volunteer driver mileage reimbursement program provided 4% more trips.



### Performance

	2nd Quarter (Oct-Nov-Dec)	3rd Quarter (Jan-Feb-Mar)	
	Prior Quarter FY 22/23	Current Year FY 22/23	% change from 2nd Quarter
<b>TOTAL TRIPS</b>	<b>4,317</b>	<b>5,653</b>	<b>31%</b>
TRIP Program	2,821	2,944	4%
Nonprofit Providers	921	994	8%
<i>Foothill AIDS Project</i>	264	201	-24%
<i>Abundant Living Church</i>	571	692	21%
<i>Trona Community and Senior Center</i>	62	76	23%
<i>Bonnie Baker Senior Center</i>	24	25	4%
Travel Training Program	176	144	-18%
Fare Media Scholarship Program	399	1,571	294%
<b>TOTAL CAR TRIPS</b>	<b>0</b>	<b>0</b>	<b>0%</b>
VVTA's Needles Taxi Partnership	0	0	
<b>TOTAL MILES</b>	<b>72,787</b>	<b>74,799</b>	<b>3%</b>
TRIP Program	72,787	74,799	3%
<b>TOTAL HOURS</b>	<b>50</b>	<b>75</b>	
Transit Ambassador Program	50	75	50%





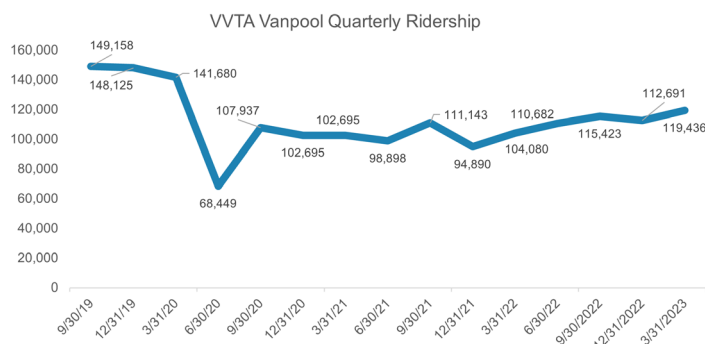
## SAN BERNARDINO COUNTY MULTIMODAL TRANSPORTATION QUARTERLY REPORT Public Transit Bus Operators

### Commentary and Trends

VVTA's vanpool program grew slightly during the third quarter of FY 22/23, adding one vanpool for a total of 189 vanpools.

Revenue miles, revenue hours and passenger miles all increased in this quarter-over-quarter comparison.

More than 119,400 trips were provided on VVTA vanpools during the third quarter of FY 22/23, a 6% increase in trips.



### Performance

	2nd Quarter (Oct-Nov-Dec)	3rd Quarter (Jan-Feb-Mar)	
	Prior Quarter FY 22/23	Current Year FY 22/23	% change from 2nd Quarter
<b>Performance</b>			
Number of Vanpools	188	189	1%
Revenue Miles	1,212,657	1,275,946	5%
Revenue Hours	24,226	25,050	3%
Unlinked Passenger Trips	112,691	119,436	6%
Passenger Miles	5,753,867	6,022,884	5%
Subsidies Disbursed	\$330,196	\$332,479	1%
Passenger Fares	\$326,834	\$291,857	-11%

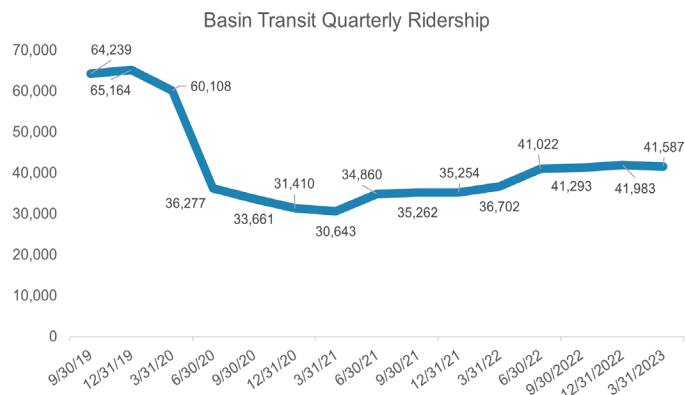


## SAN BERNARDINO COUNTY MULTIMODAL TRANSPORTATION QUARTERLY REPORT Public Transit Bus Operators

### Commentary and Trends

During the third quarter of FY 22/23, Basin Transit's (formerly Morongo Basin Transit Authority) ridership dropped slightly, by 1%, down to nearly 41,500 trips provided. Fixed-route trips fell by 2%, while both commuter bus service and demand response services saw increased trips provided, commuter bus by 8% and demand response by 70 trips. Systemwide operating costs decreased by 3%, while revenue hours and revenue miles increased slightly compared to the second quarter.

The TREP mileage reimbursement program again provided fewer trips, but served three additional clients during the third quarter.



### Performance<sup>1</sup>

	2nd Quarter (Oct-Nov-Dec)	3rd Quarter (Jan-Feb-Mar)	
	Prior Quarter FY 22/23	Current Year FY 22/23	% change from 2nd Quarter
<b>SYSTEM Total Passenger Trips</b>	<b>41,983</b>	<b>41,587</b>	<b>-1%</b>
Fixed-Route Trips	36,657	36,017	-2%
Commuter Bus Trips	2,105	2,276	8%
Demand Response Trips	3,221	3,294	0%
<b>SYSTEM Performance</b>			
Revenue Hours	8,042	8,063	0%
Passengers per Rev Hour	5.2	5.2	0%
Revenue Miles	158,999	160,725	1%
Passengers per Rev Mile	0.26	0.26	0%
<b>OPERATIONS Expense</b>			
Total Operating Cost	\$1,115,057	\$1,082,812	-3%
Passenger Revenue	\$79,655	\$94,088	18%
Farebox Recovery Ratio Systemwide	7.1%	8.7%	22%
Subsidy/Pass Trip – Systemwide	\$24.66	\$23.77	-4%
Fixed-Route Cost per Trip	\$22.18	\$21.93	-1%
Commuter Bus Cost per Trip	\$43.69	\$42.80	-2%
Demand Response Cost per Trip	\$22.18	\$59.27	167%
<b>TREP Mileage Reimbursement Program</b>			
TREP Clients	178	181	2%
TREP Trips	1,313	1,123	-14%
TREP Miles Reimbursed	25,851	24,162	-7%
Mileage Reimbursement Cost	\$7,755	\$7,249	-7%
<b>FLEET Characteristics</b>			
Vehicles in Peak Service		9	
Fixed-Route/Commuter		4	
Demand Response		4	
<b>Total Vehicles in Peak Service</b>		<b>13</b>	
Service Area Square Mileage		1,300	
Vehicles per Square Mile		0.01	

<sup>1</sup> Extracted from TransTrack Manager Quarterly Scorecard during June 2023.

# SAN BERNARDINO COUNTY MULTIMODAL TRANSPORTATION QUARTERLY REPORT Public Transit Bus Operators



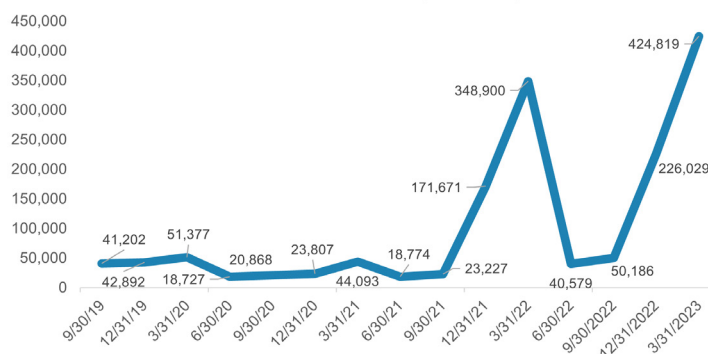
## Commentary and Trends

Mountain Transit's ridership increased by 88%, up to more than 424,800 trips provided during the third quarter of FY 22/23. The large increase in ridership is attributed to the fixed-route service, likely due to increased tripmaking and Mountain Transit's shuttling services contract with Big Bear Mountain Resorts.

Trips dropped for both commuter bus and demand response services, down 22% and 5%, respectively, compared to the second quarter.

Revenue hours rose 9%, while revenue miles dropped by 8% during the third quarter. The increase in service contributed to a 4% increase in total operating costs and a significant increase in passenger fares, up 158% in this quarter-over-quarter comparison.

Mountain Transit Quarterly Ridership



## Performance<sup>1</sup>

	2nd Quarter (Oct-Nov-Dec)	3rd Quarter (Jan-Feb-Mar)	
	Prior Quarter FY 22/23	Current Year FY 22/23	% change from 2nd Quarter
<b>SYSTEM Total Passenger Trips</b>	<b>226,029</b>	<b>424,819</b>	<b>88%</b>
Fixed-Route Trips	220,383	419,815	90%
Commuter Bus Trips	2,192	1,715	-22%
Demand Response Trips	3,454	3,289	-5%
<b>SYSTEM Performance</b>			
Revenue Hours	13,340	14,538	9%
Passengers per Rev Hour	16.9	29.2	72%
Revenue Miles	193,573	177,970	-8%
Passengers per Rev Mile	1.17	2.39	104%
<b>OPERATIONS Expense</b>			
Total Operating Cost	\$922,312	\$957,060	4%
Passenger Revenue	\$340,920	\$877,947	158%
Farebox Recovery Ratio Systemwide	37.0%	91.7%	148%
Subsidy/Pass Trip – Systemwide	\$2.57	\$0.19	-93%
Fixed-Route Cost per Trip	\$3.14	\$1.81	-42%
Commuter Bus Cost per Trip	\$40.11	\$40.10	0%
Demand Response Cost per Trip	\$41.39	\$38.57	-7%
<b>FLEET Characteristics</b>			
Vehicles in Peak Service			
Fixed-Route	12	12	
Demand Response	4	4	
Off the Mountain	2	2	
Seasonal Service	12	12	
Airport Shuttle	1	1	
<b>Total Vehicles in Peak Service</b>	<b>31</b>	<b>31</b>	
Service Area Square Mileage	269	269	
Vehicles per Square Mile	0.05	0.05	

<sup>1</sup> Extracted from TransTrack Manager Quarterly Scorecard during June 2023.



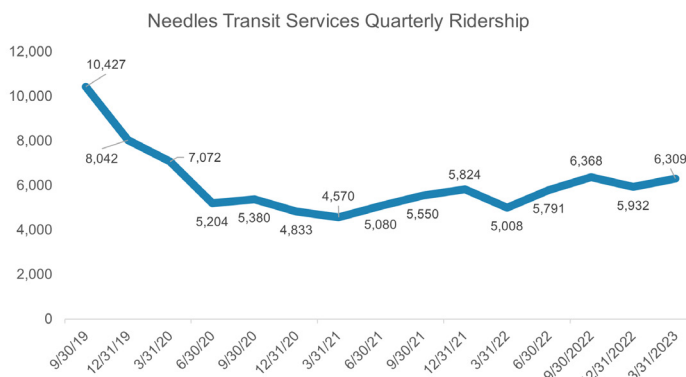
# Needles Transit Services

## SAN BERNARDINO COUNTY MULTIMODAL TRANSPORTATION QUARTERLY REPORT Public Transit Bus Operators

### Commentary and Trends

Needles Transit Services' ridership grew solidly during the third quarter of FY 22/23. Systemwide, trips were up 6%, with more than 6,300 trips provided. Ridership increased on both fixed-route and demand response services, up 7% and 5%, respectively.

Revenue hours increased slightly by 1% and revenue miles dropped by 2%, contributing to total operating costs holding steady. The increase in trips contributed to a 15% increase in passenger fare revenue.



### Performance<sup>1</sup>

	2nd Quarter (Oct-Nov-Dec)	3rd Quarter (Jan-Feb-Mar)	
	Prior Quarter FY 22/23	Current Year FY 22/23	% change from 2nd Quarter
<b>SYSTEM Total Passenger Trips</b>	<b>5,932</b>	<b>6,309</b>	<b>6%</b>
Fixed-Route Trips	4,521	4,825	7%
Demand Response Trips	1,411	1,484	5%
<b>SYSTEM Performance</b>			
Revenue Hours	1,266	1,273	1%
Passengers per Rev Hour	4.7	5.0	7%
Revenue Miles	16,126	15,840	-2%
Passengers per Rev Mile	0.37	0.40	8%
<b>OPERATIONS Expense</b>			
Total Operating Cost	\$139,066	\$139,555	0%
Passenger Revenue	\$5,302	\$6,092	15%
Farebox Recovery Ratio Systemwide	3.8%	4.4%	14%
Subsidy/Pass Trip – Systemwide	\$22.55	\$21.15	-6%
Fixed-Route Cost per Trip	\$23.59	\$21.60	-8%
Demand Response Cost per Trip	\$19.21	\$19.71	3%
<b>FLEET Characteristics</b>			
Vehicles in Peak Service			
Fixed-Route		1	
Demand Response		1	
<b>Total Vehicles in Peak Service</b>		<b>2</b>	
Service Area Square Mileage		31	
Vehicles per Square Mile		0.06	

<sup>1</sup> Extracted from TransTrack Manager Quarterly Scorecard during June 2023.

# METROLINK

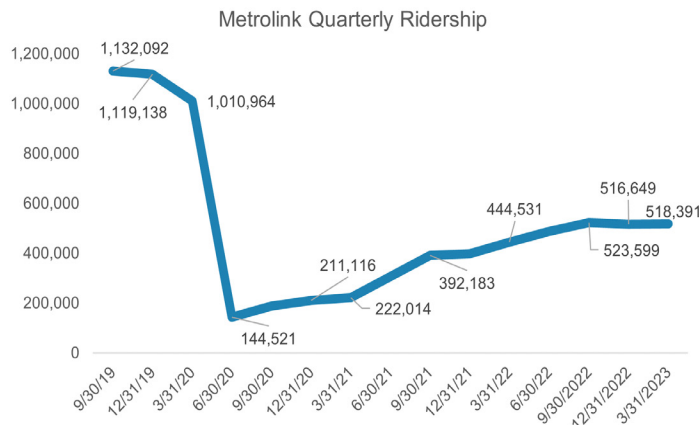
## Commentary and Trends

Metrolink's ridership remained steady on the San Bernardino Line (SBL) during the third quarter of FY 22/23, with nearly 400,000 trips provided. Ridership on the Inland Empire Orange County Line (IEOCL) rose by 2% to more than 128,000 trips provided. Combined, Metrolink provided more than 518,300 trips on the SBL and IEOCL, a slight increase in trips from the second quarter.

Boardings increased on all lines with San Bernardino County Stations: on the SBL, by 8%; on the IEOCL, by 17%; and on the Riverside Line, by 5%.

Passenger miles held steady on the the SBL and dropped by 26% on the IEOCL. There was no change in the number of trains operated on either line compared to the second quarter.

Operating costs are not yet available for FY 22/23.



## Performance<sup>1</sup>

	2nd Quarter (Oct-Nov-Dec)	3rd Quarter (Jan-Feb-Mar)	
	Prior Quarter FY 22/23	Current Year FY 22/23	% change from 2nd Quarter
<b>SYSTEM Passenger Boardings by Line</b>			
TOTAL San Bernardino Line	390,886	390,385	0%
TOTAL Inland Empire Orange County (IEOC) Line	125,763	128,006	2%
Boardings at San Bernardino County Stations:			
San Bernardino Line	119,613	129,171	8%
IEOC Line	3,573	4,175	17%
Riverside Line	6,804	7,135	5%
<b>FINANCIAL - Total San Bernardino Line w/ MOW<sup>1</sup></b>			
Operating Cost SB Line			
Farebox Revenue SB Line	N/A	N/A	
Farebox Recovery Ratio SB Line			
<b>FINANCIAL - Total IEOC Line w/ MOW<sup>1</sup></b>			
Operating Cost IEOC Line			
Farebox Revenue IEOC Line	N/A	N/A	
Farebox Recovery Ratio IEOC Line			
<b>PERFORMANCE MEASURES - San Bernardino Line</b>			
Passenger Miles	14,032,380	13,972,594	0%
Average Passenger Trip Length	36.9	35.8	-3%
<b>PERFORMANCE MEASURES - IEOC Line</b>			
Passenger Miles	5,441,986	4,034,242	-26%
Average Passenger Trip Length	36.1	31.6	-12%
<b>SERVICE LEVELS</b>			
San Bernardino Line			
# of trains per weekday WB	18	18	
# of trains per weekday EB	18	18	
# of trains per Saturday WB/EB	8	8	
# of trains per Sunday WB/EB	8	8	
IEOC Line - with stops in San Bernardino County			
# of trains per weekday WB	7	7	
# of trains per weekday EB	7	7	
# of trains per weekend WB	2	2	

<sup>1</sup> Metrolink conducts reconciliation on an annual, not quarterly, basis. Figures presented here are subject to change following the reconciliation process.

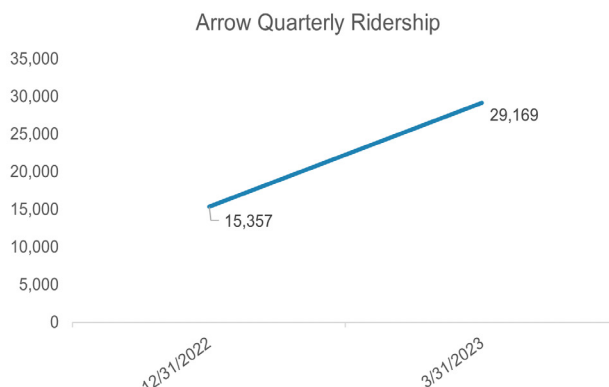


## Commentary and Trends

Metrolink's Arrow service launched October 24, 2022, adding nine miles of track and four new stations. Arrow connects Downtown San Bernardino with the University of Redlands, with additional stops at the San Bernardino – Tippecanoe Station, Redlands – Esri Station, and Redlands – Downtown Station. Arrow trains run daily from 5 a.m. to as late as approximately 10:45 p.m. on weekdays and 11:30 p.m. on weekends. Arrow trains are brand new Diesel Multiple Units, or DMUs, powered by smaller, lower-emission diesel engines for a quieter and more energy-efficient ride.

During the third quarter of FY 22/23 — its second quarter of operation — Arrow provided more than 29,100 trips, a 90% increase over the previous quarter. The Arrow service provided more than 262,500 passenger miles.

Financial information will be reported here in subsequent Quarterly Reports.



## Performance<sup>1</sup>

	2nd Quarter (Oct-Nov-Dec)	3rd Quarter (Jan-Feb-Mar)	
	Current Year FY 22/23	Current Year FY 22/23	% change from 2nd Quarter
<b>Passenger Boardings</b>			
Total Passenger Boardings	15,357	29,169	90%
<b>FINANCIAL</b>			
Operating Cost			
Farebox Revenue	N/A	N/A	
Farebox Recovery Ratio			
<b>PERFORMANCE MEASURES - Arrow</b>			
Passenger Miles	154,459	262,588	70%
Average Passenger Trip Length	9.9	9	-9%
<b>SERVICE LEVELS</b>			
# of trains per weekday WB	25	25	
# of trains per weekday EB	25	25	
# of trains per Saturday WB/EB	16	16	
# of trains per Sunday WB/EB	16	16	

<sup>1</sup> Metrolink conducts reconciliation on an annual, not quarterly, basis. Figures presented here are subject to change following the reconciliation process.





# Multimodal Programs

San Bernardino County  
Transportation Authority

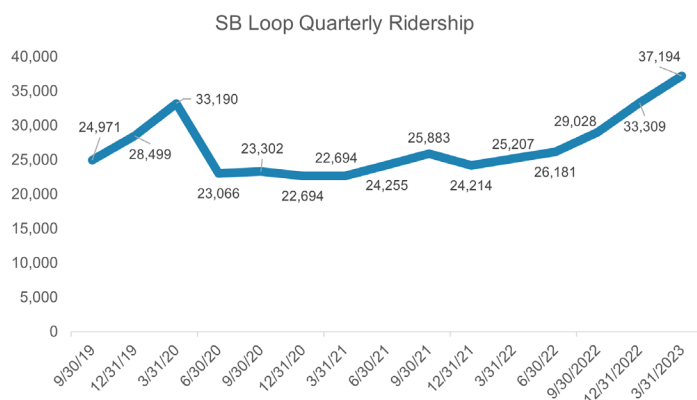


## Commentary and Trends SB Loop

During the third quarter of FY 22/23, SBCTA's SB Loop gained six vanpools. The program now has 72 vanpools, a 9% increase over the second quarter. Passenger trips increased by 12% to nearly 37,200 trips provided. Passenger miles increased 13% to more than 1.5 million miles traveled on vanpools during the third quarter.

## Performance

SB Loop	2nd Quarter (Oct-Nov-Dec)	3rd Quarter (Jan-Feb-Mar)	
	Prior Quarter FY 22/23	Current Year FY 22/23	% change from 2nd Quarter
<b>SYSTEM Totals</b>			
Number of Vanpools	66	72	9%
Vanpool Passenger Trips	33,309	37,194	12%
<b>SYSTEM Performance</b>			
Passenger Miles	1,348,665	1,524,465	13%
Passengers/Miles	40.5	41.0	1%
<b>OPERATIONS Expense</b>			
Subsidies Disbursed	\$78,400	\$83,466	6%
Passenger Revenue	\$269,426	\$289,015	7%
Subsidy per Passenger Trip	\$2.35	\$2.24	-5%
Average Cost per Passenger Trip	\$10.44	\$10.01	-4%



## Rideshare

IE Commuter is a rideshare program of RCTC and SBCTA, working to reduce traffic and improve air quality in the region by helping businesses develop employee rideshare programs.

Rideshare metrics do not compare in the same way as other transit data does. Program performance is more useful when compared on an annual basis.

During the third quarter of FY 22/23, more than 1,400 individuals participated in IE Commuter incentive programs. Their ridesharing resulted in more than 27,600 vehicle trip reductions and 1 million reduced vehicle miles traveled, reducing emissions by 1.2 million pounds of greenhouse gasses.

While participating employers dropped by 5% during the third quarter, the number of participating employer worksites increased by 3% and active ridematching accounts increased by 30%, compared to the second quarter.

## Performance

IE Commuter	Prior Year	Current Year	
	Prior Quarter FY 22/23	Current Quarter FY 22/23	% change from 1st Quarter
<b>PROGRAM Totals</b>			
Total Number of Employers	112	106	-5%
Total Number of Employer Worksites	759	783	3%
Total Number of IE Commuter Accounts	114,726	122,994	7%
Number of Accounts Active for Ridematching	10,601	13,762	30%
<b>EMPLOYER Totals*</b>			
Total Employers Surveyed	5	5	0%
Total Commuters Surveyed	3,620	3,119	-14%
Vehicle Trip Reductions (VTR)	177,788	37,843	-79%
Vehicle Miles Traveled (VMT) Reduced	21,722,077	3,108,679	-86%
Greenhouse Gas Emissions (GHG) Reduced (lbs)	24,880,596	3,560,694	-86%
<b>INCENTIVE Totals</b>			
Total Participants	1,103	1,482	34%
Vehicle Trip Reductions (VTR)	37,746	27,638	-27%
Vehicle Miles Traveled (VMT) Reduced	1,108,862	1,081,393	-2%
Greenhouse Gas Emissions (GHG) Reduced (lbs)	1,270,098	1,238,634	-2%

\*Employer totals fluctuate month-to-month due to varying dates that employers are required to survey per local air district rules.

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7/25/2023

# FY 2022/2023 Third Quarter Multimodal Transportation Quarterly Update

Nancy Strickert  
Transit Manager



**cta**

San Bernardino County  
Transportation Authority

## Countywide Quarterly Ridership Total (All Modes)

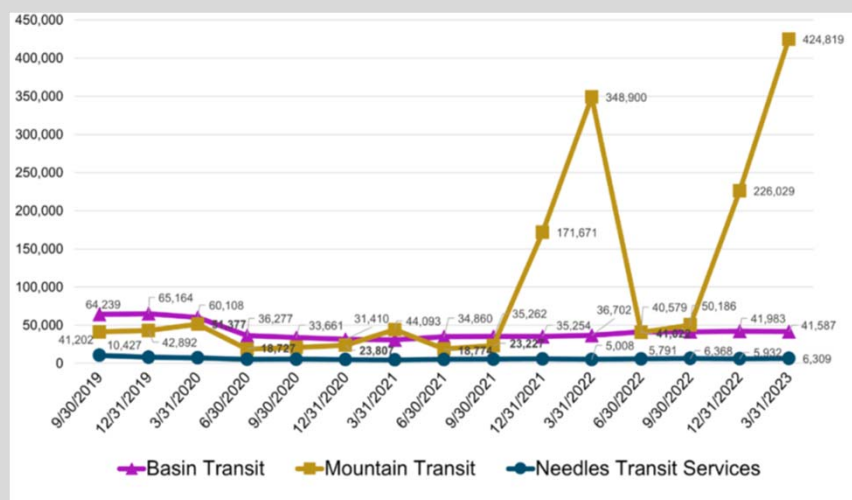


7/25/2023

## Large Operators Quarterly Ridership

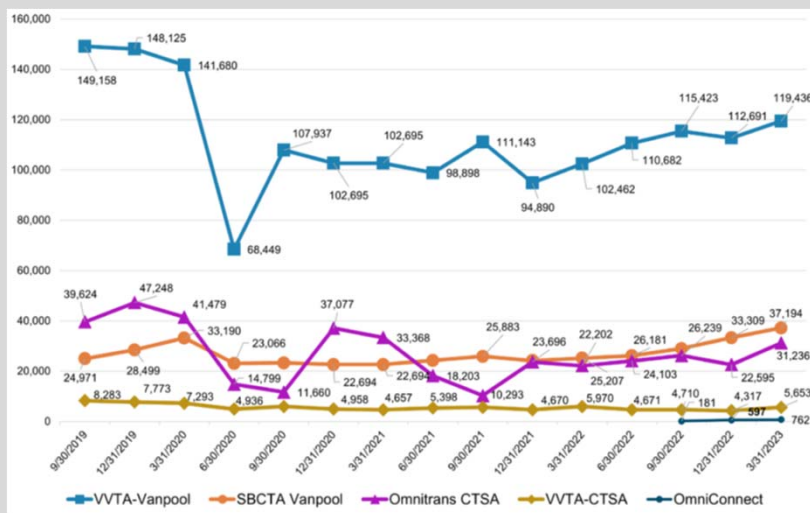


## Small Operators Quarterly Ridership



7/25/2023

## Small Programs Quarterly Ridership



## Public and Specialized Transportation Advisory Coordination Council



### TELL US ABOUT MOBILITY NEEDS

The San Bernardino County Transportation Authority (SBCTA) invites your input to identify mobility needs in San Bernardino County. Are fixed route, ADA paratransit or rail services meeting your needs? Your comments will aide SBCTA in improving transit services across the County.

**ATTEND SBCTA'S MOBILITY NEEDS PUBLIC HEARING**  
**Tuesday, May 9, 2023 • 10:00 A.M.**  
 SBCTA Board Room:  
 1170 West 3rd Street, San Bernardino CA 92410, First Floor  
*(Hearing is part of the regularly scheduled PASTACC meeting)*

**OR PARTICIPATE FROM A TELECONFERENCE LOCATION:**

- ▶ Big Bear Chamber of Commerce: 630 Bartlett Road, Big Bear Lake, CA 92315
- ▶ City of Needles Council Chambers: 1111 Bailey Avenue, Needles, CA 92363
- ▶ Victor Valley Transit Authority: 17150 Smoke Tree Street, Hesperia, CA 92345

Please advise SBCTA of special needs no less than 72 hours prior to the meeting so appropriate accommodations can be arranged: (909) 884-8276


Send Written Comments by July 31, 2023 to:  
 Henry Strickert  
 hstrickert@sbcta.com  
 SBCTA TDA Public Hearing  
 1170 W. 3rd St. 2nd floor, San Bernardino, CA 92410




7/25/2023

## Countywide Student Free Fares





**You're now free to GO.**




**STUDENTS (K-12) RIDE FREE**  
every day, on every bus system  
in San Bernardino County.



Visit your local transit website to find out how to ride free.

Plan your trip with Google Maps. Just click the sb transit icon!




## ***Minute Action***

### AGENDA ITEM: 7

***Date:*** August 10, 2023

***Subject:***

Surplus and Sale of Etiwanda Depot Site to City of Rancho Cucamonga

***Recommendation:***

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

A. Adopt Resolution No. 24-004, declaring Assessor's Parcel Number (APN) 0227-121-56 exempt surplus property, pursuant to the Surplus Land Act, if disposed of to the City of Rancho Cucamonga.

B. Approve sale of APN 0227-121-56 to the City of Rancho Cucamonga for a purchase price of \$1,300,000 and authorize the Executive Director, or his designee, to negotiate and execute any and all necessary documents, upon approval as to form by SBCTA General Counsel.

***Background:***

On October 6, 2010, the San Bernardino County Transportation Authority (SBCTA) Board of Directors (Board) found that the Etiwanda Depot site, located at 7089 Etiwanda Avenue in the City of Rancho Cucamonga (City), was not required for SBCTA use, approved the sale of a portion of the Etiwanda Depot site to the City, and provided the City a right of first refusal to purchase the balance of the Etiwanda Depot site. The Depot building is on the portion the City bought in 2010.

The City notified SBCTA staff of the City's desire to purchase the balance of the Etiwanda Depot site, and has made a fair market value offer of \$1,300,000 to purchase the property based upon an appraisal report, dated April 21, 2023, with a date of valuation of March 31, 2023. Staff has reviewed the appraisal report and the market data upon which it is based, and found it to be consistent with an earlier joint appraisal commissioned by SBCTA for the whole Etiwanda Depot site in April 2020.

The City has provided SBCTA with a letter dated June 6, 2023, which asserts that the City is acquiring the balance of the Etiwanda Depot site to be used for historic preservation.

Transfer of surplus property to another local agency, such as the City, for that agency's use, such as historical preservation, falls under the definition of exempt surplus property pursuant to Government Code Section § 54221(f)(1)(D).

Notwithstanding Government Code Section § 54221(f)(1)(D), Section § 54221(f)(2) requires that a property first be made available for use as open space if the property is: (i) located within a coastal zone; (ii) located adjacent to a historical unit of the State Parks System; (iii) listed on, or determined by the State Office of Historic Preservation to be eligible for, the National Register of Historic Places; or (iv) within the Lake Tahoe region as defined in Government Code Section § 66905.5. The subject parcel is none of the above. Although the Pacific Electric Etiwanda Depot is registered as a historic building on the National Register of Historic Places, the balance of the Etiwanda Depot site (subject of the proposed sale) is vacant land, with the exception of an old motor truck scale. The subject parcel is of no historical importance, except and to the extent to which it is associated, or otherwise reunified, with the historic Pacific Electric Etiwanda Depot building located on the parcel which the City already owns.

*Entity: San Bernardino County Transportation Authority*

## Transit Committee Agenda Item

August 10, 2023

Page 2

Pursuant to the California Department of Housing & Community Development's (HCD) Surplus Land Act Guidelines, a draft copy of Resolution No. 24-004 was circulated to HCD for pre-adoption comment and review. The resolution attached to this item reflects suggestions made by HCD during this preadoption review. Once adopted by the Board of Directors, the adopted resolution will be formally submitted to HCD for a response.

Staff recommends that the Board finds the proposed sale of the balance of the Etiwanda Depot site to the City for their stated use as historical preservation, falls within the statutory definition of "exempt surplus property" and declares the property to be exempt from the Surplus Land Act and approve sale of the property to the City for \$1,300,000.

Staff also recommends that the Board approve the sale of the balance of the Etiwanda Depot site to the City for a purchase price of \$1,300,000, on such terms negotiated by the Executive Director, or his designee, upon approval as to form by General Counsel. With this approval, any further approvals and ultimate execution of the sale of the property may proceed on Executive Director Authority pursuant to Policy No. 10400. Proceeds from the sale of the property will be allocated to the Rail Asset Fund.

***Financial Impact:***

This item is consistent with the Fiscal Year 2023/2024 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 draft resolution.

***Responsible Staff:***

Ryan Aschenbrenner, Right of Way Manager

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Approved  
Transit Committee  
Date: August 10, 2023

Witnessed By:

**RESOLUTION NO. 24-004****RESOLUTION OF THE SAN BERNARDINO COUNTY TRANSPORTATION AUTHORITY DECLARING PROPERTY SURPLUS, AUTHORIZING ITS SALE AND FINDING SUCH SALE TO BE EXEMPT FROM THE SURPLUS LAND ACT**

**WHEREAS**, on October 6, 2010, the San Bernardino Associated Governments (SANBAG), acting as the San Bernardino County Transportation Authority (SBCTA), found the property located at 7089 Etiwanda Avenue in the City of Rancho Cucamonga (City), also known as San Bernardino County Assessor's Parcel Number (APN) 0227-121-18 or the Etiwanda Depot Site, to not be required for SANBAG use in accordance with Government Code Section 25365; and

**WHEREAS**, SBCTA subdivided the Etiwanda Depot Site by Parcel Map No. 19247, recorded on June 24, 2011 in Book 238 of Parcel Maps at Pages 76-79, into Parcel 1 (APN 0227-121-55) and Parcel 2 (APN 0227-121-56) and sold Parcel 1 to the City on June 28, 2011; and

**WHEREAS**, California Government Code Section (GC) 54221(f)(1)(D) defines surplus land which is transferred to another local, state, or federal agency for the transferee agency's use as exempt surplus land; and

**WHEREAS**, the City has informed SBCTA that the City wishes to purchase Parcel 2 of said Parcel Map pursuant to a right of first refusal which SBCTA granted to the City when the City purchased Parcel 1; and

**WHEREAS**, the City informed SBCTA, in a letter dated June 6, 2023, that the City wishes to purchase Parcel 2 for agency use which the City asserts as the preservation of the historic resources on the Etiwanda Depot Site pursuant to adopted written plan; and

**WHEREAS**, Parcel 2 is vacant land with the exception of an old motor truck scale located on the property with no historical import, except and to the extent to which it is associated or otherwise reunified with the Pacific Electric Etiwanda Depot building located on the aforementioned Parcel 1; and

**WHEREAS**, SBCTA wishes to sell Parcel 2 to the City.

NOW, THEREFORE BE IT RESOLVED by the San Bernardino County Transportation Authority:

1. The Board finds Parcel 2 of Parcel Map No. 19247, recorded on June 24, 2021 in Book 238 of Parcel Maps at Pages 76-79 in the office of the San Bernardino County Recorder, to be surplus to SBCTA's needs, reaffirming the Board's prior action from October 6, 2011.
2. The Board finds that Parcel 2 is neither (i) located within a coastal zone, (ii) located adjacent to a historical unit of the State Parks System, (iii) listed on, or determined by the State Office of Historic Preservation to be eligible for, the National Register of Historic

Places, nor (iv) within the Lake Tahoe region as defined in Government Code Section 66905.5, and therefore no notice of availability of Parcel 2 for open space purposes is required pursuant to Government Code Section 54221(f)(2).

3. The Board further finds that disposal of Parcel 2 to the City for the preservation of historical resources is exempt from the Surplus Land Act, pursuant to Government Code Section 54222.3, fitting the description of exempt surplus land set forth in Government Code Section 54221(f)(1)(D) (“Exempt Surplus Land”).
4. The Board declares Parcel 2 to be Exempt Surplus Land and authorizes the Executive Director to negotiate and execute any and all necessary documents, including but not limited to, a Purchase and Sale Agreement, to effect the disposition of Parcel 2, at Fair Market Value, to the City of Rancho Cucamonga.

Adopted by the San Bernardino County Transportation Authority on September 6, 2023, by the following vote:

AYES: XX

NOES: XX

ABSTAINED: XX

ABSENT: XX

\_\_\_\_\_  
Dawn Rowe, Board President  
San Bernardino County Transportation Authority

ATTEST:

\_\_\_\_\_  
Marleana Roman, Clerk of the Board  
San Bernardino County Transportation Authority



## Additional Information

## TRANSIT COMMITTEE ATTENDANCE RECORD – 2023

Name	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
<b>Eunice Ulloa</b> City of Chino		X	X	X	X	X						
<b>Ray Marquez</b> City of Chino Hills		X	X		X	X						
<b>Frank Navarro</b> City of Colton				X	X							
<b>Aquanetta Warren</b> City of Fontana		X	X	X	X							
<b>Sylvia Robles</b> City of Grand Terrace			X	X		X						
<b>Larry McCallon</b> City of Highland		X	X	X								
<b>John Dutrey</b> City of Montclair		X	X	X	X							
<b>Alan Wapner</b> City of Ontario		X	X	X		X						
<b>L. Dennis Michael</b> City of Rancho Cucamonga		X		X	X	X						
<b>Rick Denison</b> Town of Yucca Valley		X	X	X	X	X						
<b>Dawn Rowe</b> Board of Supervisors				X		X						
<b>Joe Baca, Jr.</b> Board of Supervisors		X	X	X	X	X						

Communication: Attendance (Additional Information)

X = Member attended meeting      Empty box = Member did not attend meeting  
 Crossed out box = Not a member at the time      Shaded box=The Transit Committee did not meet

TC-ATT23

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
IEEP	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
SRTP	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 <sup>st</sup> 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