

## AGENDA

### General Policy Committee Meeting

April 8, 2026

\*\*\*\*\*Start Time: 9:00 a.m. (CLOSED SESSION)\*\*\*\*\*

1170 W. 3rd Street, 2nd Fl. (The Super Chief), San Bernardino, CA 92410

\*\*\*Convene Regular Meeting immediately following Closed Session\*\*\*

#### Location

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

#### *General Policy Committee Membership*

##### Chair – Vice President

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

##### President

Rick Denison, Council Member  
*Town of Yucca Valley*

##### Past President

Ray Marquez, Vice Mayor  
*City of Chino Hills*

##### West Valley Representatives

John Dutrey, Mayor  
*City of Montclair*

Alan Wapner, Mayor Pro Tem  
*City of Ontario*

Curt Hagman, Supervisor  
*County of San Bernardino*

##### Mt./Desert Representatives

Art Bishop, Council Member  
*Town of Apple Valley*

Josh Pullen, Mayor Pro Tem  
*City of Hesperia*

Dawn Rowe, Supervisor  
*County of San Bernardino*

##### East Valley Representatives

Frank Navarro, Mayor  
*City of Colton*

Larry McCallon, Council Member  
*City of Highland*

Helen Tran, Mayor  
*City of San Bernardino*

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

**AGENDA**

**General Policy Committee Meeting**

**April 8, 2026  
9:00 AM**

**\*\*\*9:00 AM (CLOSED SESSION)\*\*\*  
1170 W. 3<sup>rd</sup> Street, 2<sup>nd</sup> Fl (The Super Chief), San Bernardino, CA**

**CLOSED SESSION**

**1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

Pursuant to Government Code Section 54957(b)(1)  
Title: General Counsel

**2. CONFERENCE WITH LABOR NEGOTIATOR**

Pursuant to Government Code Section 54957.6  
Agency Designated Representative: Rick Denison, Board President  
Unrepresented Employee: General Counsel

**\*\*\* Convene Regular Meeting immediately following Closed Session \*\*\***

**1170 W. 3<sup>rd</sup> Street, 1<sup>st</sup> Floor Lobby Board Room, San Bernardino**

**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 Joe Baca Jr.)

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

**Public Comment**

**Brief Comments from the General Public**

## **Possible Conflict of Interest Issues**

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

### **1. Information Relative to Possible Conflict of Interest**

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

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

## **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. February 2026 Procurement Report**

Pg. 10

Receive the February 2026 Procurement Report.

**Presenter: Alicia Bullock**

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

### **3. Measure I Revenue**

Pg. 17

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

**Presenter: Michael Hernandez**

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

## **DISCUSSION ITEMS**

### **Discussion - Administrative Matters**

#### **4. Fiscal Year 2026/2027 Budget Action Plan**

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Receive the Fiscal Year 2026/2027 Budget Action Plan.

**Presenter: Carrie Schindler**

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

#### **5. SBCTA Fiscal Year 2026/2027 Budget – General Policy Committee Task Review**

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Review the proposed task and budgetary information to be included in the Fiscal Year 2026/2027 Budget, and provide direction as appropriate.

**Presenter: Lisa Lazzar**

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

**6. Capital Projects and Reserves Based on Policy No. 20600 Funding Indirect Costs**

Pg. 94

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

A. Approve reserves for capital costs of \$390,000 and for emergency purposes of \$500,000 based on Policy No. 20600, Funding Indirect Costs and Establishing Fund Balance Reserves and a Capital Improvement Plan.

B. Review and provide direction relative to budgetary information to be included in the Indirect Fund for the Fiscal Year 2026/2027 Budget.

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

C. Approve the updated Capital Improvement Plan for the Santa Fe Depot and for the Agency’s Information Technology systems.

**Presenter: Michael Hernandez**

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

**7. Amendment No. 4 to Contract No. 23-1002949 with Best Best & Krieger LLP**

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

Approve Amendment No. 4 to Contract No. 23-1002949 with Best Best & Krieger, LLP for Legal Opinions Regarding Government Operations to add \$100,000 to the contract, bringing the total contract not-to-exceed amount to \$200,000, to be funded by Indirect and Local Transportation Fund – Rail funds, to ensure continued legal services.

**Presenter: Julianna Tillquist**

**This item is not scheduled for review by any other policy committee or technical advisory committee. SBCTA General Counsel and Procurement Manager have reviewed this item and the draft amendment.**

**Comments from Board Members**

**Brief Comments from Board Members**

**ADJOURNMENT**

**Additional Information**

Attendance	Pg. 106
Acronym List	Pg. 107
Mission Statement	Pg. 110

**The next General Policy Committee meeting is scheduled for May 13, 2026.**

## 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 & Language Assistance** - The meeting facility is accessible to persons with disabilities. A designated area is reserved with a microphone that is ADA accessible for public speaking. A designated section is available for wheelchairs in the west side of the boardroom gallery. If assistive listening devices, other auxiliary aids or language assistance 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 the office is located at 1170 W. 3<sup>rd</sup> Street, 2<sup>nd</sup> Floor, San Bernardino, CA.

Service animals are permitted on SBCTA's premises. The ADA defines service animals as dogs or miniature horses that are individually trained to do work or perform tasks for people with disabilities. Under the ADA, service animals must be harnessed, leashed, or tethered, unless these devices interfere with the service animal's work, or the individual's disability prevents using these devices. In that case, the individual must maintain control of the animal through voice, signal, or other effective controls.

Members of the Board of Directors and any Policy Committee with a disability may participate in any meetings of their respective legislative bodies by remote participation as a reasonable accommodation in accordance with Government Code Sec. 54953(c).

**Accesibilidad y asistencia en otros idiomas** - Las personas con discapacidad pueden acceder a la sala de reuniones. Se reserva una zona designada con un micrófono accesible que cumple con los requisitos de la ADA para hablar en público. Una sección designada está disponible para sillas de ruedas en el lado oeste de la galería de la sala de reuniones. Si se necesitan dispositivos de ayuda auditiva, otras ayudas auxiliares o servicios de asistencia en otros idiomas para participar en la reunión pública, las solicitudes deben presentarse al Secretario de la Junta al menos tres (3) días hábiles antes de la fecha de la reunión de la Junta. Puede comunicarse con el Secretario llamando al (909) 884-8276 o enviando un correo electrónico a [clerkoftheboard@gosbcta.com](mailto:clerkoftheboard@gosbcta.com). La oficina se encuentra en 1170 W. 3<sup>rd</sup> Street, 2<sup>nd</sup> Floor, San Bernardino, CA.

Los animales de servicio están permitidos en las instalaciones de SBCTA. La ADA define a los animales de servicio como perros o caballos miniatura que son entrenados individualmente para hacer trabajo o realizar tareas para personas con discapacidades. Según la ADA, los animales de servicio deben tener un arnés o ser atados, a menos que estos dispositivos interfieran con el trabajo del animal de servicio, o que la discapacidad de la persona impida el uso de estos dispositivos. En ese caso, la persona debe mantener el control del animal a través de su voz, señales u otros controles efectivos.

Los miembros de la Junta Directiva y de cualquier Comité de Políticas que tengan una discapacidad podrán participar en cualquier reunión de sus respectivos órganos legislativos mediante participación remota como una adaptación razonable de conformidad con el artículo 54953(c) del Código de Gobierno.

**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, 1<sup>st</sup> 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. 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 35 copies to the Clerk of the Board for distribution. If providing written information for distribution to the Board, such information must be emailed to the Clerk of the Board, at [clerkoftheboard@gosbcta.com](mailto:clerkoftheboard@gosbcta.com), no later than 2:00 pm the day before the meeting in order to allow sufficient time to distribute the information. Written information received after the 2:00 pm deadline will not be distributed. 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 from any members of the public who haven't already commented on the item during the meeting.

**Public Comment** –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” and “Agenda Actions”, 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:** April 8, 2026

**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 \$500 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:

<b>Item No.</b>	<b>Contract No.</b>	<b>Principals &amp; Agents</b>	<b>Subcontractors</b>
7	23-1002949	Best Best & Krieger LLP <i>Steven DeBaun</i>	None

**Financial Impact:**

This item has no direct impact on the budget.

**Reviewed By:**

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

**Responsible Staff:**

Andrea Zureick, Deputy Executive Director

Approved  
General Policy Committee  
Date: April 8, 2026

Witnessed By:

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

## *Minute Action*

AGENDA ITEM: 2

**Date:** *April 8, 2026*

**Subject:**

February 2026 Procurement Report

**Recommendation:**

Receive the February 2026 Procurement Report.

**Background:**

The Board of Directors (Board) adopted the Contracting and Procurement Policy (Policy No.1000) on January 3, 1997, and approved the last revision on October 1, 2025. The Board authorized the Executive Director, or her designee, to approve: a) contracts and purchase orders up to \$100,000; b) Contract Task Orders (CTO) up to \$500,000 and for CTOs originally \$500,000 or more, increasing the CTO amount up to \$250,000; c) amendments with a zero dollar value; d) amendments to exercise the option term if the option term was approved by the Board in the original contract; e) amendments that cumulatively do-not-exceed 50% of the original contract or purchase order value or \$100,000, whichever is less; f) amendments that do-not-exceed contingency amounts authorized by the Board; and g) release Request for Proposals (RFP), Request for Qualifications (RFQ), and Invitation for Bids (IFB) for proposed contracts from which funding has been approved and the solicitation has been listed in the Annual Budget, and are estimated not-to-exceed \$1,000,000.

The Board further authorized General Counsel to award and execute legal services contracts up to \$100,000 with outside counsel as needed, and authorized Department Directors to approve and execute Contingency Amendments that do-not-exceed contingency amounts authorized by the Board of Directors.

Lastly, the Board authorized CityCom Real Estate Services, Inc. (CityCom) to issue contracts and purchase orders.

Below is a summary of the actions taken by SBCTA authorized staff:

- Three new contracts were executed.
- Four contract amendments were executed.
- No CTOs were executed.
- No CTO amendments were executed.
- One contingency amendment was executed.
- Two purchase orders were executed.
- No purchase order amendments were executed.
- One RFP was released.

Below is a summary of the actions taken by CityCom:

- No new contracts were executed.
- Two new purchase orders were executed.

A list of all Contracts and Purchase Orders that were executed by the Executive Director, Department Director, and/or General Counsel during the month of February 2026 are presented

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

herein as Attachment A, all RFPs and IFBs are presented in Attachment B, and all CityCom’s contracts and purchase orders are presented in Attachment C.

**Financial Impact:**

This item has no financial impact on the adopted Budget for Fiscal Year 2025/2026. Presentation of the monthly procurement report demonstrates compliance with the Contracting and Procurement Policy.

**Reviewed By:**

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

**Responsible Staff:**

Alicia Bullock, Procurement Manager

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Approved  
General Policy Committee  
Date: April 8, 2026  
Witnessed By:

**Attachment A - 1**  
**February 2026 Contract/Amendment/CTO Actions**

Type	Contract Number	Amendment/CTO	Vendor Name	Contract Description	Original Amount	Prior Amendments	Current Amendment	Total Amount	Total On-Call Contract Amount*
Contract	26-1003433		Beacon Economics LLC	Single Source to develop an Economic Impact Analysis of Increased Metrolink Rail Line Service Frequency.	\$ 89,150.00	\$ -	\$ -	\$ 89,150.00	N/A
Contract	26-1003441		Jacobs Engineering Group, Inc.	Single Source for Preparation of a 2026 BUILD Grant Application for the National Trails Highway Bridges.	\$ 49,841.93	\$ -	\$ -	\$ 49,841.93	N/A
Contract	26-1003381		Atkinson, Andelson, Loya, Ruud & Romo	For On-Call Employment Law Advisement Services.	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00	N/A
Contract Amendment	21-1002555	2	Woodruff & Smart, a Professional Corporation	To extend the contract term for On-Call Legal Right-of-Way Services for Project Delivery and Express Lanes to allow for completion of services currently in progress.	\$ 8,000,000.00	\$ -	\$ -	\$ 8,000,000.00	N/A
Contract Amendment	24-1003026	1	Air Liquide Hydrogen Energy U.S., LLC	Time extension for Product Sale Lease Agreement for the ZEMU Temporary Hydrogen Fueling Station through completion of permanent Hydrogen Fueling Station.	\$ 5,000,000.00	\$ -	\$ -	\$ 5,000,000.00	N/A
Contract Amendment	23-1002833	3	PFM Financial Advisors, LLC	To extend the termination date for Financial Advisory Services for the Development of Operations Model for Toll Operations needed for ongoing maintenance and troubleshooting.	\$ 71,125.00	\$ 75,562.00	\$ -	\$ 146,687.00	N/A
Contract Amendment	24-1003063	1	Theodora Oringer P.C.	Revise scope of work and increase not-to-exceed amount for On-Call Legal Services to support new workload that will be requested of the firm.	\$ 50,000.00	\$ -	\$ 50,000.00	\$ 100,000.00	N/A

Attachment: February 2026 Procurement Report - PDF (12214 : February 2026 Procurement Report)

\*Total amount authorized for the associated on-call services bench which is typically shared with multiple vendors and controlled via contract task orders (CTO).

**Attachment A - 2**  
**February 2026 Contingency Released Actions**

Contract No. & Contingency No.	Reason for Contingency Amendment (Include a Description of the Contingency Amendment)	Vendor Name	Original Contract Amount	Prior Amendments	Prior Contingencies	Current Contingencies	Amended Contract Amount
18-1001870 No. 6N	For design services on unforeseen field conditions outside of original scope of work for construction of the West Valley Connector Project.	Parsons Transportation Group	\$ 6,495,780.54	\$ 6,691,987.00	\$ 1,239,130.00	\$ 41,375.00	\$ 14,468,272.54

Attachment A - 3

February 2026 Purchase Order and Purchase Order Amendment Actions

Type	PO No.	PO Posting Date	Vendor Name	Description of Services	Original Purchase Order Amount	Prior Amendments	Current Amendment	Total Purchase Order Amount
New PO	4002699	2/9/2026	Citycom Real Estate Services	FY 2025/2026 & FY 2026/2027 Electrical Utility Services for EV Chargers at the Transit Center and Santa Fe Depot.	\$ 200,000.00			\$ 200,000.00
New PO	4002700	2/9/2026	Chargepoint, Inc.	Chargepoint Cloud Plan through 03/21/2027.	\$ 12,990.00			\$ 12,990.00

**Attachment B**  
**February 2026 RFP's, RFQ's and IFB's**

<b>Release Date</b>	<b>RFP/RFQ/IFB No.</b>	<b>Anticipated Dollar Amount</b>	<b>Anticipated Award Date</b>	<b>Description of Overall Program and Program Budget</b>
2/25/2026	RFP26-1003438	\$133,143.00	July 2026	2024-2026 Transportation Development Act Triennial Performance Audit.

Attachment: February 2026 Procurement Report - PDF (12214 : February 2026 Procurement Report)

Attachment C

February 2026 CityCom's Issued Purchase Orders/Contracts

PO/Contract No.	Vendor Name	Description of Services	Total Amount
PO SBCTA52579	Servpro Chino/Chino Hills	Depot marble staircase crack fill/repair.	\$ 1,800.00
PO SBCTA52515	Vortex	Install new hinges for the south lobby door.	\$ 1,272.50

### *Minute Action*

AGENDA ITEM: 3

**Date:** April 8, 2026

**Subject:**

Measure I Revenue

**Recommendation:**

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

**Background:**

Sales tax revenue collections for Measure I 2010 through 2040 began on April 1, 2010. Cumulative total receipts as of March 31, 2026, were \$2,952,867,287.

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

Measure I revenue for the 2025/2026 Fiscal Year Budget was estimated at \$248,670,000. Actual Measure I receipts for Fiscal Year 2025/2026 January through March are \$66,569,086, in comparison to \$64,292,960 received during the quarter ending March 2024/2025, with an increase of 3.54% due to the growth in consumer spending in the County of San Bernardino.

**Financial Impact:**

This item has no financial impact on the adopted Budget for Fiscal Year 2025/2026.

**Reviewed By:**

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

**Responsible Staff:**

Michael Hernandez, Chief of Fiscal Resources

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Approved  
General Policy Committee  
Date: April 8, 2026

Witnessed By:

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Entity: San Bernardino County Transportation Authority

## Summary of SBCTA Measure I Receipts 2010-2040

Fiscal Year	July-September	October-December	January-March	April- June	Fiscal Year Total	Cumulative Total To Date
<b>Receipts Prior to FY 2010/11</b>						<b>\$7,158,800</b>
Fiscal Year 2010/11	28,188,907	29,207,950	28,808,766	29,397,456	115,603,079	\$122,761,879
Fiscal Year 2011/12	31,027,319	33,547,956	32,757,419	33,476,051	130,808,745	\$253,570,624
Fiscal Year 2012/13	34,279,449	35,076,980	34,336,570	34,309,171	138,002,171	\$391,572,794
Fiscal Year 2013/14	35,430,012	35,403,641	36,843,452	35,789,045	143,466,150	\$535,038,944
Fiscal Year 2014/15	37,253,007	38,007,716	38,225,122	37,132,591	150,618,437	\$685,657,380
Fiscal Year 2015/16	39,298,056	40,309,825	40,950,261	38,929,588	159,487,730	\$845,145,110
Fiscal Year 2016/17	41,123,141	40,742,242	41,465,217	39,801,939	163,132,539	\$1,008,277,649
Fiscal Year 2017/18	43,117,814	42,305,693	44,007,900	39,149,611	168,581,018	\$1,176,858,666
Fiscal Year 2018/19	41,560,927	49,358,825	46,035,191	43,531,556	180,486,500	\$1,357,345,167
Fiscal Year 2019/20	46,250,572	46,514,574	49,729,997	35,959,684	178,454,827	\$1,535,799,994
Fiscal Year 2020/21	48,366,423	51,588,776	52,728,566	56,391,035	209,074,800	\$1,744,874,794
Fiscal Year 2021/22	64,058,781	61,231,465	64,329,895	63,172,838	252,792,978	\$1,997,667,772
Fiscal Year 2022/23	64,538,748	66,271,275	66,140,449	60,936,812	257,887,284	\$2,255,555,056
Fiscal Year 2023/24	64,368,274	62,247,797	65,142,607	60,102,892	251,861,570	\$2,507,416,625
Fiscal Year 2024/25	63,679,854	61,567,694	64,292,960	60,887,266	250,427,775	\$2,757,844,400
Fiscal Year 2025/26	64,424,051	64,029,750	66,569,086		195,022,887	\$2,952,867,287
% Increase Over 24/25	1.17%	4.00%	3.54%		-22.12%	

## *Minute Action*

AGENDA ITEM: 4

***Date:*** April 8, 2026

***Subject:***

Fiscal Year 2026/2027 Budget Action Plan

***Recommendation:***

Receive the Fiscal Year 2026/2027 Budget Action Plan.

***Background:***

The San Bernardino County Transportation Authority's (SBCTA) Fiscal Year (FY) 2026/2027 Budget Action Plan (BAP) establishes the Board of Directors priorities for the year. The annual budget process includes updating the BAP to set main goals for the following fiscal year. The Executive Director uses this as a tool with the Executive Management Team to evaluate SBCTA's progress in achieving the Board's priorities. The format has been updated to reflect the goals approved at the Board of Directors Meeting on April 1, 2026. The Executive Director or her designee will provide quarterly updates on the status of the goals as listed in the BAP.

The FY 2026/2027 BAP will be provided as a separate attachment.

***Financial Impact:***

This item has no financial impact on the proposed Budget for Fiscal Year 2026/2027.

***Reviewed By:***

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

***Responsible Staff:***

Carrie Schindler, Executive Director

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Approved  
General Policy Committee  
Date: April 8, 2026

Witnessed By:

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*Entity: San Bernardino County Transportation Authority*

## *Minute Action*

AGENDA ITEM: 5

**Date:** *April 8, 2026*

**Subject:**

SBCTA Fiscal Year 2026/2027 Budget – General Policy Committee Task Review

**Recommendation:**

Review the proposed task and budgetary information to be included in the Fiscal Year 2026/2027 Budget, and provide direction as appropriate.

**Background:**

The purpose of reviewing tasks is to gain input on the appropriateness of the type and scope of the work effort. Narrative descriptions and detailed budget information are provided with the agenda item. Budget amounts, fund types, and narratives are preliminary pending agency-wide revenue and expenditure compilation and review by the San Bernardino County Transportation Authority policy committees.

Explanations for major variances from the prior year’s budget are included in the Work Elements section for each task. Budgetary changes include the following:

- 1) The budget increase for the Executive Administration and Support Task is primarily due to the addition of a second Deputy Executive Director position under this task.
- 2) The budget decrease for the Financial Management Task is mainly due to procurement activities moving to a separate task, 0410 Procurement.
- 3) The budget for Procurement is new this fiscal year, portions were previously reported under Financial Management and Risk Management.
- 4) The budget increase for the Intergovernmental Task is mainly due to an increase in the implementation of the Small Business Initiative and Regional Homeless Strategic Plan.
- 5) The budget decrease for the Legislation Task is due to a decrease in costs for professional services and staff time.
- 6) The budget decrease for the Public Affairs Task is primarily due to a reduction in public information activities offset by increases in professional services and staff time.
- 7) The budget decrease for the Building Operation Task is due to the completion of several high-cost Capital Improvement projects in Fiscal Year 2025/2026.
- 8) The budget increase for the Regional Planning Task is partly due to additional budget for the grant funding received through California Department of Transportation to implement the Evacuation Resilience Center Design study.
- 9) The budget increase for the Subregional Planning Task is mainly due to a large award for the valley cities to implement the Smart Corridor Signal Project, despite reduced Regional Early Action Plan (REAP) 2.0 activity.
- 10) The budget increase for the Traveler Services & Intelligent Systems Task is due to additional cost increases associated with the new 511 Traveler Services contract with Los Angeles County Metropolitan Transportation Authority and the remote connectivity project replacing the old call box program.

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

## General Policy Committee Agenda Item

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- 11) The budget decrease in Freeway Service Patrol (FSP)/State reflects the shift of certain activities previously reported under Task 0702 Call Box System to this task, including the Call Box system decommissioning, partially offset by the need to rebid five FSP Beats at higher than anticipated operator rates.
- 12) The budget increase for the Mountain/Desert Planning and Project Development Task is due to the implementation of Bear Valley Road Smart Corridor Project and the wind down of the State Route (SR) 247/SR 62 Corridor Feasibility Study.
- 13) The budget increase in the Council of Governments Task is due to increases in staffing and consulting support for the REAP 2.0 program and on-call planning services.

Position additions and changes:

1. Elimination – Management Analyst I in Fund Administration
2. Addition – Express Lanes Program Manager in Express Lanes
3. Upgrade – Procurement Manager position from range 25 to 27 for expanded scope of duties
4. Upgrade – Energy Program Manager from range 21 to 22 for increased responsibilities
5. Reclassification – two Management Analyst I to Management Analyst II in Project Delivery and Fund Administration
6. Reclassification – three Management Analyst II to Management Analyst III in Air Quality, Express Lanes, and Management Services
7. Downgrade – Chief of Air Quality and Mobility Programs to Air Quality and Mobility Programs Manager due to modified responsibilities

The following tasks are presented for Committee review:

<b>Task</b>	<b>General Government Support Program</b>	<b>Manager</b>	<b>Proposed Budget</b>
0100	Board of Directors	Roman	\$ 234,500
0200	Executive Administration and Support	Roman	\$ 2,411,631
0350	General Counsel	Tillquist	\$ 1,045,494
0400	Financial Management	Lazzar	\$ 3,640,318
0410	Procurement	Bullock	\$ 1,731,212
0450	Management Services	Franco	\$ 1,318,196
0470	Human Resources	Franco	\$ 411,280
0501	Intergovernmental	Reza-Arellano	\$ 856,624
0503	Legislation	Wiltshire	\$ 844,257
0605	Public Affairs	Wiltshire	\$ 1,011,740
0805	Building Operation	Franco	\$ 2,289,283
<b>Task</b>	<b>Planning and Regional Program</b>	<b>Manager</b>	<b>Proposed Budget</b>
0101	Environment	Lee	\$ 207,394
0110	Regional Planning	Lee	\$ 1,060,109
0203	Congestion Management	Lee	\$ 148,184
0206	Data Program Management	Lee	\$ 232,051

San Bernardino Council of Governments  
San Bernardino County Transportation Authority

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0404	Subregional Planning	Lee	\$ 14,509,747
0406	Traveler Services & Intelligent Transportation Systems	Lee	\$ 1,157,853
0704	Freeway Service Patrol/State	Lee	\$ 5,614,853
0941	Mountain/Desert Planning & Project Development	Lee	\$ 911,334
<b>Task</b>	<b>Council of Governments Program</b>	<b>Manager</b>	<b>Proposed Budget</b>
0511	Council of Governments	Reza-Arellano	\$ 9,396,313
<b>Task</b>	<b>Fund Administration Program</b>	<b>Manager</b>	<b>Proposed Budget</b>
0500	Fund Administration	Graham	\$ 1,598,313
0550	Allocations/Pass-through	Graham	\$ 139,701,360
<b>Task</b>	<b>Debt Service Program</b>	<b>Manager</b>	<b>Proposed Budget</b>
0967	2022A Sales Tax Revenue Bond	Lazzar	\$ 5,625,600
0968	2023A Sales Tax Revenue Bond	Lazzar	\$ 6,766,750
0969	2026A Sales Tax Revenue Bond	Lazzar	\$ 12,957,290

The General Policy Committee (GPC) serves as the primary policy committee for budget review. This agenda item provides for task-level review of tasks that are generally under the purview of the GPC. In May 2026, in conjunction with the Budget Workshop, staff will be presenting anticipated levels of all revenue sources, staffing, and program-level budgets.

***Financial Impact:***

This item has no financial impact on the adopted Budget for Fiscal Year 2025/2026. The tasks under the purview of the General Policy Committee will be part of the overall budget adoption which establishes the financial and policy direction for the next fiscal year.

***Reviewed By:***

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

***Responsible Staff:***

Lisa Lazzar, Chief Financial Officer

Approved  
 General Policy Committee  
 Date: April 8, 2026

Witnessed By:

San Bernardino Council of Governments  
 San Bernardino County Transportation Authority

## General Government Program Budget

### Description

The General Government Program provides general services and support to all programs at SBCTA. The Program includes the following activities:

#### *Board of Directors*

The policy-making body of SBCTA and SBCOG includes elected representatives of all of San Bernardino County cities and the Board of Supervisors.

#### *Executive Administration and Support*

This task provides administration and support services to the Board, management staff, and records management.

#### *General Counsel*

The General Counsel is the legal representative and advisor of SBCTA and SBCOG and reports directly to the Board.

#### *Financial Management*

Financial Management provides strong fiscal stewardship and leadership necessary in administering the funds entrusted to SBCTA and SBCOG to carry out its various functions, including employee payroll and benefits administration.

#### *Procurement*

Procurement provides centralized purchasing and contract administration for SBCTA and SBCOG. Also, manages SBCTA's comprehensive insurance program and identification of insurance requirements for contracts.

#### *Management Services*

Management Services provides for the SBCTA and SBCOG information technology (IT), data management, telecommunications systems, vehicle maintenance, and compliance coordination with civil rights statutes.

#### *Human Resources*

Human Resources is responsible for the overall personnel function of SBCTA. It includes recruitment, employee development, safety functions, and special studies.

#### *Intergovernmental*

This task represents the internal and member agency activities that include SBCTA, as well as regional collaboration with agencies through the County and surrounding areas.

#### *Legislative Affairs*

Legislative Affairs advocates for policies, funding, legislation and regulatory actions to advance the transportation and council of governments priorities of the Board.

#### *Public Affairs*

Public Affairs maintains a comprehensive public communications program to engage member agencies, private partners, and the community on SBCTA and SBCOG programs and projects.

#### *Building Operation*

Building Operation manages and maintains the operation of the Santa Fe Depot.

## General Government Program Budget

### Objectives

#### Board of Directors

1. Maintain project delivery focus.
2. Foster and strengthen relationships with Federal and State partners.
3. Engage in legislative advocacy in Sacramento and Washington, D.C.

#### Executive Administration and Support

1. Nurture relationships with peer agencies, partners in the private sector, and at state and federal agencies.
2. Maintain records retention/destruction in accordance with policy.

#### General Counsel

1. Monitor Federal and State legislation related to SBCTA and SBCOG activities.
2. Assist with establishment of Regional Housing Trust Joint Powers Authority.
3. Continue supporting staff in effecting Brightline West transactions
4. Review and update contracts, procurements and templates..

#### Financial Management

1. Update long-term debt and investment policies.
2. Record operations and activity for Interstate 10 (I-10) Express Lanes Contract 1 and Interstate 15 (I-15) Express Lanes.
3. Update internal control assessment to ensure proper financial controls are implemented.
4. Apply to Government Finance Officers Association for annual budget and financial audit awards.
5. Manage and complete annual financial, Measure I and Transportation Development Act audits.
6. Work with other departments to implement a new Enterprise Resource Planning System.

#### Procurement

1. Plan and facilitate annual insurance underwriter forums to increase carriers' knowledge and comfort with SBCTA as an insurance risk.
2. Hold the annual Business to Business Expo.

#### Management Services

1. Automated governance and integrity of data using Microsoft Purview to enforce data retention and access rules thereby ensuring data remains protected and compliant through its lifecycle.
2. Strengthen cybersecurity practices and user awareness.
3. Conduct an annual safety audit of the SBCTA physical property location.

#### Human Resources

1. Conduct recruitment to keep SBCTA fully staffed.
2. Update and standardize key personnel policies and procedures.
3. Ensure continued compliance with Senate Bill (SB) 553 Workplace Violence Prevention Program requirements.

#### Intergovernmental

1. Address agency and regional issues identified in the SBCTA/SBCOG Engagement Framework.
2. Implement small business goals of the Board of Directors.
3. Develop and Implement strategies to address regional homeless populations.

## General Government Program Budget

### Objectives

#### Legislative Affairs

1. Advocate increasing historic funding levels provided by Federal and State sources, as well as represent SBCTA's interests as new funding sources and methodologies are considered in a special session/budget funding package or as funds are further distributed through Cap-and-Trade programs.
2. Advocate to maintain and increase formula funding sources that are reliable and add more predictability to project development.
3. Build upon SBCTA's relationships with local, regional, Federal and State policymakers and stakeholders, business and community leaders, the media, and the public.
4. Advocate to advance the Federal and State legislative priorities of the Board including but not limited to: promoting the inclusion of regional corridors in goods movement policies and plans at the Federal and State level; supporting funding for freight priorities; working with statewide and regional partners on streamlining initiatives and expanded/extended authorities for alternative project delivery methods; and securing approval for SBCTA's sponsor legislation at the State level.
5. Continue Measure I renewal preparations (ad hoc committee work, expenditure plan development, public education and engagement).
6. Support implementation of Federal funding programs that advance project streamlining initiatives and enhanced project delivery authority, prioritize SBCTA projects and programs in funding decisions, and protect SBCTA's traditional funding and project selection roles and responsibilities.
7. Support the expansion of environmental exemptions for zero emission infrastructure (i.e. commuter rail and micro-transit).

#### Public Affairs

1. Continue to grow SBCTA's and SBCOG's online and traditional media presence and evaluate new tools that would further facilitate the understanding of and engagement in projects, programs, and services.
2. Build upon existing outreach and communication programs where possible, including enhancing graphic design services to develop a more comprehensive, uniform look for SBCTA and SBCOG materials.
3. Seek opportunities to partner with other agencies to build awareness of SBCTA projects, programs, and services.
4. Enhance education on Measure I and its successes in San Bernardino County.
5. Partner with internal and external stakeholders to implement the agency-wide marketing and communications strategy, which serves as a toolbox and guidebook to promote effective communications policies within and outside the organization.
6. Seek opportunities to participate in community events, as appropriate, throughout the county to promote SBCTA and SBCOG programs and services and further engage with the public.

#### Building Operation

1. Develop and maintain a long-term capital improvement plan and budget for SBCTA-owned facilities.
2. Assess facility for opportunities to implement additional Americans with Disabilities Act (ADA) enhancements, ensuring ongoing compliance with and advancement of the agency's ADA Transition Plan.

## General Government Program Budget

### Performance/Workload Indicators

	2023/2024 Actual	2024/2025 Actual	2025/2026 Revised Budget	2026/2027 Budget
Realized yield on operating investments	2.4%	4.0%	3.0%	3.0%
Sales Tax revenue note/bond rating (S&P/Fitch)	AAA/AAA	AAA/AAA	AAA/AAA	AAA/AAA
Measure I Sales Tax revenue forecast	YES	YES	YES	YES
Capital budget cash flow bond needs analysis	YES	YES	YES	YES
Long-term/Short-term financing	YES	YES	YES	YES
Manage the agency procurement processes efficiently and effectively	YES	YES	YES	YES
Manage the agency insurance program	YES	YES	YES	YES
Manage claims effectively and efficiently	YES	YES	YES	YES
Implementation of Enterprise Resource Planning system	N/A	N/A	N/A	YES
City/County Conference	YES	YES	YES	YES
Maintain constitutional protections for existing state funds	YES	YES	YES	YES
Programs and projects are able to proceed without major delays due to Federal and State actions	YES	YES	YES	YES
Build awareness of SBCTA programs and services, Measure I, and transit opportunities	YES	YES	YES	YES
Develop and implement an agency-wide engagement framework	N/A	N/A	YES	YES

## General Government

**Task** 0100 Board of Directors

### Purpose

The Board membership is comprised of the Mayor or a Council Member from each of the 22 cities and two towns within San Bernardino County and the five members of the County Board of Supervisors. The Board serves as the governing body of the County Transportation Authority and Council of Governments. The Board membership of the County Transportation Authority includes an ex-officio member appointed by the Governor of California. The Board is responsible for setting policies to enhance the quality of life of residents within the county, promoting cooperative regional planning, strengthening economic development efforts, exerting leadership in creative problem solving, and establishing priorities for the expenditure of funds in the most efficient and beneficial way to deliver projects and services.

### Accomplishments

The Board's leadership and advocacy on behalf of San Bernardino County residents remain central to SBCTA's and SBCOG's success. Measure I continues to anchor funding and leverage outside investment, generating a 3:1 return since 2010, with \$700 million producing \$2.9 billion in completed projects. As SBCTA delivers the second half of this 30-year sales tax measure, strong stewardship of tax dollars remains a guiding principle: *Promises Made, Promises Kept*.

The Mount Vernon Viaduct Project reached a major milestone with the bridge opening to traffic in August 2025, and substantial progress was made on the Interstate 15 (I-15) Corridor Freight and Express Lanes Project. The US 395 Phase 2 Freight Mobility and Safety Project, Interstate 10 (I-10) Corridor Freight and Express Lanes Project Contract 2, and the I-10 Mount Vernon Avenue Improvement Project all moved into construction. Work continued on the West Valley Connector, and the Zero Emission Multiple Unit (ZEMU) entered revenue service. The Board initiated work to enhanced Metrolink service between Montclair and Rancho Cucamonga following its judicious decision to no longer fund the Gold Line project. Although the Ontario International Airport (ONT) Connector received environmental clearance, the project was paused after design-build bids came in substantially over budget. Brightline West began constructing its Las Vegas station.

With the approval to increase to the SBCOG budget to support additional staff and a strengthened work plan, progress accelerated on the SBCOG Five-Year Work Plan, including the San Bernardino Regional Housing Trust and Regional Homelessness Strategic Plan priorities.

### Work Elements

1. Establish policy guidelines to advance key initiatives, programs, and projects across the county.
2. Participate in SBCTA and SBCOG Policy Committees, Ad Hoc Committees, and Study Sessions.
3. Participate on regional boards as these are critical to ensure SBCTA's and SBCOG's concerns are understood regionally.
4. Engage in legislative advocacy in Sacramento and Washington, D.C.

The initiative to extend Measure I in November 2026 will provide long-term stability and allow key projects now in planning, including I-15 Contract 2, I-10 Contract 3, State Route (SR) 18 Phase 1, the Cajon Pass Truck Climbing Lane, and improvements along the SR 247/SR 62 corridor, to continue advancing toward construction without delay.

### Product

Policy direction and goal setting for the agency.

### Contract Information

- a. Existing Contract
  - i. 24-1003122, Agenda Management Software, Amount Budgeted \$15,149.58.

### Manager

Marleana Roman, Clerk of the Board/Administrative Manager

General Government

Task 0100 Board of Directors

	2023/2024	2024/2025	2025/2026	2026/2027
Expenditures	Actual	Actual	Revised Budget	Budget
Professional Services	6,493	363	15,000	15,000
Attendance Fees	53,600	61,600	113,000	113,000
Security	5,997	5,931	23,260	16,000
Rentals-Office Equipment	6,635	-	3,800	5,000
Training/Registration	2,579	585	6,000	6,000
Travel Expense - Non-Employee	7,139	1,089	9,500	9,500
Travel Expense-Mileage-Non-Employee	15,442	18,423	21,000	23,000
Public Information Activities	-	-	1,200	1,000
Meeting Expense	5,897	6,095	14,000	14,000
Office Equip/Software-Inventorial	7,957	11,915	32,000	32,000
Total Expenditures	111,740	106,000	238,760	234,500
<b>Funding Sources</b>				
MSI Admin				170,000
Local Transportation Fund - Admin				10,000
Local Transportation Fund - Planning				35,500
SAFE-Vehicle Registration Fees				17,000
MSI Valley Fund-Freeway Projects				2,000
Total Funding Sources				234,500

Attachment: GPC Task Review [Revision 1] (12246 : SBCTA Fiscal Year 2026/2027 Budget Task Review - GPC)

## General Government

### Task 0200 Executive Administration and Support

#### Purpose

Provide appropriate leadership and direction to implement Board policies and priorities. The Executive Administration and Support task accommodates the overall administration of the agency and support services to the Board, management staff, and internal/external customers. This includes preparation of agendas and minutes for the Board, Policy Committee, and Technical Advisory Committee meetings.

#### Accomplishments

1. Continually reviewing internal policies and procedures to ensure compliance with Federal and State requirements and consistent application internally. This remains an ongoing but important effort to ensure the organization is functioning as the Board intended.
2. Worked closely with stakeholders and key leadership in the State to ensure previously committed State funds were not diverted from highway capacity projects. This effort will remain an important part of our advocacy for years to come.
3. Advocated in Sacramento to protect Senate Bill 1 grant funding from the potential negative impacts of proposed changes to the Climate Action Plan for Transportation Infrastructure (CAPTI) and to require a modernization of Senate Bill 743 to mitigate the exorbitant cost of requiring projects to have Vehicle Miles Traveled (VMT) neutrality.
4. Advocated in Sacramento to continue the Regional Early Action Plan (REAP) funding that is critical to the advancement of key SBCOG work plan elements.
5. Advocated for the restoration of Federal Highway Administration (FHWA) formula funding going directly to SBCTA for allocation to priority projects within the Federal 2026 Surface Transportation Reauthorization efforts.

#### Work Elements

This task provides for the following:

1. Executive Director oversight and management to implement Board priorities and support for the executive staff.
2. Executive Director participation on conference panels as necessary to maintain agency presence and participation in issues of regional significance.
3. Executive Director advocacy in Sacramento and Washington, D.C.
4. Preparation of agendas and minutes.
5. Maintenance of all official records and documents.
6. Monitoring Political Reform Act and Conflict of Interest Code filings.
7. Certify documents pertaining to SBCTA and SBCOG affairs.
8. Administrative support for agency-wide functions within the agency.

#### Product

Executive leadership and oversight to ensure that Board priorities are accomplished. Administrative support included in this task is critical for overall agency functions, posting of agendas, and preparation of minutes to document agency actions. Supports compliance with applicable laws and State requirements. The budget changes are primarily due to the addition of a second deputy executive director position budgeted under this task.

#### Contract Information

- a. Existing Contracts
  - i. 22-1002672, Office Supplies County Participation Agreement, Amount Budgeted \$10,000.
  - ii. 22-1002683, Offsite Record Storage, Amount Budgeted \$22,000.
  - iii. 24-1003122, Agenda Management Software, Amount Budgeted \$15,149.57.

#### Manager

Marleana Roman, Clerk of the Board/Administrative Manager

## General Government

Task 0200 Executive Administration and Support

	2023/2024	2024/2025	2025/2026	2026/2027
Expenditures	Actual	Actual	Revised Budget	Budget
Regular Full-Time Employees	1,122,772	1,168,083	1,133,878	1,464,282
Regular Part-Time Employees	11,331	-	-	-
Overtime	1,057	1,834	14,850	14,850
Fringe Allocation-General	999,592	833,133	721,285	730,249
Professional Services	-	-	30,000	30,000
Consulting Services	-	10,000	20,000	20,000
Maintenance-Office Equipment	320	-	1,000	1,000
Rentals-Office Equipment	-	-	5,000	5,000
Dues/Memberships	29,315	22,491	40,000	40,000
Training/Registration	5,760	4,653	15,000	17,000
Postage	-	25	1,250	1,250
Travel Expense - Employee	21,927	14,426	15,000	21,500
Travel Expense-Mileage-Employee	511	724	2,100	2,100
Travel Expense-Other-Metrolink Tickets	282	21	300	300
Advertising	1,217	-	1,000	1,500
Printing - External	980	1,355	5,000	5,000
Printing - Internal	-	-	5,000	-
Record/Equipment Storage	6,396	6,084	22,000	22,000
Office Expense	5,775	7,459	15,000	15,000
Meeting Expense	556	272	3,600	5,600
Office Equip/Software-Inventorial	-	8,741	15,000	15,000
Total Expenditures	<u>2,207,790</u>	<u>2,079,300</u>	<u>2,066,263</u>	<u>2,411,631</u>
<b>Funding Sources</b>				
MSI Administration				730,412
Local Transportation Fund - Planning				229,212
Local Transportation Fund - Rail				39,268
Planning, Programming and Monitoring				9,663
MSI Valley Fund-Freeway Projects				158,214
MSI Valley Fund-Traffic Management System				3,624
MSI Victor Valley Fund-Traffic Management System				1,208
Indirect Cost Fund				<u>1,240,030</u>
Total Funding Sources				<u>2,411,631</u>

Attachment: GPC Task Review [Revision 1] (12246 : SBCTA Fiscal Year 2026/2027 Budget Task Review - GPC)

## General Government

**Task** 0350 General Counsel

### Purpose

General Counsel is the chief legal advisor for SBCTA and SBCOG. General Counsel, under the authority of the Board, renders legal advice and provides legal representation for SBCTA and SBCOG regarding matters relating to or arising from projects, programs and policies.

### Accomplishments

1. Assisted Transit and Rail with the revision of the Real Property Policy and fee schedule.
2. Provided active support and guidance towards the establishment of Regional Housing Trust Joint Powers Authority.
3. Successfully implemented a structured, proactive approach to claims management for the agency.
4. Provided comprehensive quarterly litigation and claims updates for the Board.
5. Provided legal support for placement of a measure on the ballot to extend Transaction and Use Tax.
6. Increased General Counsel's meeting coverage to include CCMTAC meetings.
7. Served as subject matter expert in regard to the Brown Act and California Public Records Act providing guidance to agency staff and ensuring compliance.
8. Advised staff in interpreting important new legislation including Senate Bill (SB) 707, amending the Brown Act, and SB 79 regarding transient-oriented development.

### Work Elements

1. Assist Clerk with updating records retention schedule.
2. Assist Procurement with updating procurement templates.
3. Collaborate with new Third Party Administrator regarding claims administration and update written claims procedures.
4. Assist staff with updating environmental policy and delivery of environmental procedures manual.
5. Continue to pursue training and professional development of General Counsel staff, ensuring that staff provide up-to-date expertise to agency departments.

### Product

1. Provide legal advice to staff and the Board.
2. Oversee outside counsel representing SBCTA and SBCOG in litigation and right of way matters.
3. Review, draft, and provide advice regarding hundreds of contracts and related agenda items annually.
4. Update and advise the Board regarding major legal issues and litigation matters.
5. Provide risk mitigation legal strategies and advice.
6. Aid SBCTA and SBCOG in attaining legal compliance in all activities.

### Contract Information

#### New Contracts

- i. RFQ, Legal Services, Outside Counsel for various specialty legal services on an as-needed basis. Amount Budgeted \$90,000, Total Estimated Contract Amounts will vary based on services provided.

### Manager

Julianna Tillquist, General Counsel

General Government

Task 0350 General Counsel

	2023/2024	2024/2025	2025/2026	2026/2027
Expenditures	Actual	Actual	Revised Budget	Budget
Regular Full-Time Employees	477,624	356,473	535,400	558,533
Fringe Allocation-General	424,824	253,855	336,180	275,751
Professional Services	7,205	6,916	10,470	9,500
Legal Fees	-	-	90,000	90,000
Claims	-	-	-	95,000
Dues/Memberships	2,045	1,336	2,090	3,360
Training/Registration	1,428	2,509	6,200	6,200
Postage	-	-	100	100
Travel Expense - Employee	1,593	3,188	6,000	6,000
Travel Expense-Mileage-Employee	326	566	500	500
Office Expense	-	-	-	50
Meeting Expense	-	-	500	500
<b>Total Expenditures</b>	<b>915,045</b>	<b>624,842</b>	<b>987,440</b>	<b>1,045,494</b>
<b>Funding Sources</b>				
MSI Administration				73,548
Local Transportation Fund - Planning				4,979
Local Transportation Fund - Rail				116,577
MSI Valley Fund-Freeway Projects				133,089
MSI Valley Fund-Fwy Interchange				46,660
Indirect Cost Fund				670,641
<b>Total Funding Sources</b>				<b>1,045,494</b>

Attachment: GPC Task Review [Revision 1] (12246 : SBCTA Fiscal Year 2026/2027 Budget Task Review - GPC)

## General Government

### Task 0400 Financial Management

#### Purpose

Provide for SBCTA's and SBCOG's finance and accounting, revenue claiming, cash/investment management, and monitor debt issuance and payments.

#### Accomplishments

1. Received 13<sup>th</sup> consecutive Government Finance Officers Association (GFOA) award for the Annual Comprehensive Financial Report (ACFR) and award for the Annual Budget.
2. Monitored short-term financing programs including notes, commercial paper, and other options.
3. Fulfilled all monthly and annual reporting obligations in accordance with the United States Department of Transportation (USDOT) loan agreement under the Transportation Infrastructure Finance and Innovation Act (TIFIA) Program for the I-10 Corridor Contract 1 Project.
4. Reviewed the internal control assessment to assess the effectiveness and efficiency of internal controls.
5. Performed an annual update of the Investment Policy No. 20100.
6. Monitored and completed various Measure I Local Pass-through and Transportation Development Act fund audits for the Fiscal Year 2024/2025.
7. Completed a successful issuance of the 2026 Sales Tax Revenue Bonds that secured long-term funding for certain transportation capital improvements at favorable rates, strengthening the agency's financial position and supporting continued infrastructure investment.

#### Work Elements

This activity provides financial administration, general accounting, grant and project accounting, budgeting, payroll, accounts payable, independent audit, revenue forecasting, revenue claiming, and cash and debt management. In addition, this activity is working with other departments throughout SBCTA to implement a new Enterprise Resource Planning system. The activity entails the following consulting contracts:

1. Auditing and accounting services:
  - i. Independent financial audit and single compliance audit.
  - ii. Financial, Measure I local street and senior and disabled pass-through, and Transportation Development Act compliance audits of transit operators, cities, towns, and the county.
2. Financial advisory services will include a continuing review of the strategic plan and cash flows:
  - i. The short- and long-term needs of SBCTA and SBCOG.
  - ii. Financing options and alternative debt structures.
  - iii. Financing timetables.
  - iv. Revenue forecasts.
3. Investment advisory services will include the following:
  - i. Advice on portfolio performance, current investment strategies, cash management, and cash flow projections.
  - ii. Monthly and quarterly preparation of investment reports.
  - iii. Review investment policies, practices, procedures, and portfolio status.
  - iv. Observations and recommendations regarding the adequacy of investment controls.
4. Review financing timetables and structure new debt issues, as necessary, including rating agency presentations and official statements.

The budgetary decrease is mainly due to procurement activities moving to a separate task 0410 Procurement.

## General Government

### Task 0400 Financial Management

#### Product

Provide financial management support for all activities in the organization. Annually complete the ACFR and budget and submit them to GFOA for award consideration. The majority of the costs attributed to financial management are accounted for in the Indirect Cost Fund and charged to various funds.

#### Contract Information

- a. Existing Contracts
  - i. 20-1002281, 20-1002295, 21-1002607, 22-1002704, 24-1003074, and 24-1003075 Rating Services, Amount Budgeted \$0.\*
  - ii. 20-1002379, Special Tax Consultant, Amount Budgeted \$0.\*
  - iii. 20-1002380 and 20-1002322, Financial Advisory Services, Amount Budgeted \$20,000.
  - iv. 20-1002438 and 21-1002474, On-call Temporary Employment Services, Amount Budgeted \$40,000.
  - v. 21-1002544, Sales Tax Consulting Services, Amount Budgeted \$10,000.
  - vi. 21-1002552, Data Processing and Aerial Photographs, Amount Budgeted \$25,000.
  - vii. 21-1002624, Bond Counsel, Amount Budgeted \$10,000.
  - viii. 21-1002625, Disclosure Counsel, Amount Budgeted \$0.\*
  - ix. 22-1002721, I-15 Cooperative Agreement, Amount Budgeted \$0.\*
  - x. 22-1002779, Printing and Mail Courier Services, Amount Budgeted \$1,500.\*
  - xi. 23-1002833, Financial Model for Express Lanes Operations, Amount Budgeted \$0.\*
  - xii. 23-1002932, Banking and Credit Card Services, Amount Budgeted \$5,000.
  - xiii. 23-1002933, Economist Services, Amount Budgeted \$15,000.
  - xiv. 24-1003085, Auditing Services for Financial Statements, Amount Budgeted \$182,600.
  - xv. 24-1003086, Auditing Services for Measure I Local Pass-through and Parking Fees, Amount Budgeted \$877,000.
  - xvi. 24-1003173, Auditing Services for Transit Operators, Amount Budgeted \$205,000.
  - xvii. 25-1003184, Investment Advisory Services, Amount Budgeted \$150,000.
  - xviii. 25-1003210 and 20-1002378, On-Call Audit Services, Amount Budgeted \$40,000.
  - xix. 25-1003291, Implementation of Enterprise Resource Planning System, Amount Budgeted \$205,000.
  
- b. New Contracts
  - i. RFP, Custodial Banking Services, Amount Budgeted \$1,000, Total Estimated Contract Amount \$50,000.
  - ii. RFP, Financial Advisory Services, Amount Budgeted \$20,000, Total Estimated Contract Amount \$500,000.
  - iii. RFP, Auditing Services for Transit Operators, Amount Budgeted \$205,000, Total Estimated Contract Amount \$750,000.
  
- c. Software License Agreements and Software Subscriptions\*
  - i. Financial management software, Amount Budgeted \$67,000.
  - ii. Lease and subscription-based information technology arrangements management software, Amount Budgeted \$10,000.

\*These contracts are managed for performance by Finance and budgeted by other programs within the agency. The amount budgeted is reflected within each of those respective programs.

#### Manager

Lisa Lazzar, Chief Financial Officer

## General Government

Task 0400 Financial Management

	2023/2024	2024/2025	2025/2026	2026/2027
Expenditures	Actual	Actual	Revised Budget	Budget
Regular Full-Time Employees	1,263,890	1,045,517	1,389,751	978,894
Overtime	10,384	16,690	14,850	14,850
Retirement Contribution-Employer	12,373,692	-	-	-
Fringe Allocation-General	1,133,405	756,429	881,948	452,274
Professional Services	99,876	45,214	224,260	161,000
Consulting Services	64,203	82,414	140,000	20,000
County Fees	85,388	115,204	100,000	169,000
Auditing and Accounting	1,018,669	1,230,618	1,454,000	1,372,600
Investment Management Fees	148,498	147,241	147,000	150,000
Legal Fees	9,503	59,611	50,000	60,000
Dues/Memberships	3,854	2,770	13,000	6,000
Training/Registration	5,396	4,100	20,000	12,000
Postage	2,594	3,231	2,100	2,100
Travel Expense - Employee	11,111	310	16,000	9,000
Travel Expense-Mileage-Employee	578	63	4,100	2,100
Advertising	425	-	2,800	2,000
Printing - External	809	977	2,000	1,500
Bank Charges	443	468	1,000	1,000
Other Service Charges	143,712	112,173	-	10,000
Office Expense	679	107	500	500
Meeting Expense	493	-	500	500
Office Equip/Software-Inventorial	-	-	-	10,000
Computer Hardware and Software	-	-	300,000	205,000
Total Expenditures	<u>16,377,600</u>	<u>3,623,138</u>	<u>4,763,809</u>	<u>3,640,318</u>
<b>Funding Sources</b>				
MSI Administration				1,104,352
Local Transportation Fund - Admin				619,567
Local Transportation Fund - Planning				53,491
Local Transportation Fund - Rail				4,154
Transit and Intercity Rail Capital Program-SB125				1,264
Zero Emission Transit Capital Program-SB125				1,264
SAFE-Vehicle Registration Fees				39,053
MSI Valley Fund-Freeway Projects				113,573
MSI Valley Fund-Fwy Interchange				78,815
MSI Valley Fund-Grade Separations				40,545
MSI Valley Fund-Metrolink/Rail Service				50,363
MSI Victor Valley Fund-Local Street				10,000
Indirect Cost Fund				1,523,877
Total Funding Sources				<u>3,640,318</u>

Attachment: GPC Task Review [Revision 1] (12246 : SBCTA Fiscal Year 2026/2027 Budget Task Review - GPC)

## General Government

**Task** 0410 Procurement

### Purpose

This activity provides centralized purchasing and contract administration for SBCTA and SBCOG. Strategically acquire goods and services that enable the agency to operate efficiently, reduce costs, and build strong relationships. It includes Federal, State, and local agreements and contracts. Staff work with departments initiating Requests for Proposals (RFP) and Invitation for Bids (IFB), evaluating proposals, negotiating, and contract awards. This ensures proper documentation and procedures are adhered to according to various Federal and State regulations. Hosts Business to Business (B2B) Expo to foster relationships between sub consultants and prime consultants. Also, facilitate and oversee risk-handling activities that may be planned or invoked as needed across all agency activities to mitigate adverse impacts; this includes management of SBCTA's comprehensive insurance program and identification of insurance requirements for contracts.

### Accomplishments

Hosted a successful Business to Business Expo and State of Transportation address at the Ontario Convention Center. This year's Expo welcomed more than 300 attendees and featured 52 owner and employer booths, representing a mix of public agencies and private firms from across the region. Updated the Contracts and Procurement Policy and completed 29 procurements which include RFP's and IFB's.

### Work Elements

This activity evaluates and procures via a contracted insurance broker, all appropriate forms of insurance coverage and insurance limits of liability including 1) workers' compensation, 2) commercial property, 3) general and excess liability (including public officials' errors and omissions, staff licensed engineers' professional liability and employment practices coverages), 4) crime and excess crime, 5) automobile, and 6) cyber liability (including data breach) insurance coverages. It also includes responsibility for the review of all contracts for proper vendor insurance coverage and certificate of insurance. The activity includes the following professional contracts:

1. Insurance and Risk Management consultant:
  - i. Marketing SBCTA to the insurance market and seeking proposals from various carriers for SBCTA and SBCOG insurance policies.
2. Risk Management consultant
  - i. Providing consultative resources to assist with the review of SBCTA and SBCOG contracts for proper insurance coverage and resolving questions about certificates of insurance.

This task was previously reported under other tasks including procurement activities under 0400 Financial Management and insurance and risk management activities under 0430 Risk Management.

### Product

1. Procurement provides support to SBCTA staff to ensure proper procedures are adhered to. .
2. Evaluate risk and secure annual insurance policies.

### Contract Information

- a. Existing Contracts
  - i. 20-1002438 and 21-1002474, On-call Temporary Employment Services, Amount Budgeted \$25,000.
  - ii. 22-1002768, 22-1002769 and 23-1002832, On-Call Labor Compliance Services, Amount Budgeted \$5,000.\*
  - iii. 23-1002957, Broker Service, Amount Budgeted \$50,000.
  - iv. 25-1003245, Disadvantage Business Enterprise Consulting Services, Amount Budgeted \$15,000.\*
  - v. 25-1003286, Risk Management Services, Amount Budgeted \$20,000.

## General Government

### Task 0410 Procurement

#### b. New Contracts

- i. RFP, On-Call Temporary Employment Services, Amount Budgeted \$45,000, Total Estimated Contract Amount \$1,000,000.\*
- ii. RFP, On-Call Labor Compliance Services, Amount Budgeted \$10,000, Total Estimated Contract Amount \$700,000.\*

#### c. Software License Agreements and Software Subscriptions

- i. Online Solicitation system, Amount Budgeted \$10,000.

\*These contracts are managed for performance by Procurement and budgeted by other programs within the agency. The amount budgeted is reflected within each of those respective programs.

### Local Funding Source Detail

- i. Fontana - \$3,500.
- ii. Montclair - \$13,500.
- iii. Ontario - \$4,500.
- iv. Rancho Cucamonga - \$16,000.
- v. Redlands - \$7,000.
- vi. Rialto - \$3,500.
- vii. San Bernardino - \$22,000.
- viii. Upland - \$3,100.

### Manager

Alicia Bullock, Procurement Manager

## General Government

Task 0410 Procurement

	2023/2024 *	2024/2025 *	2025/2026*	2026/2027
<b>Expenditures</b>	<b>Actual</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Budget</b>
Regular Full-Time Employees	112,638	73,661	141,904	369,108
Fringe Allocation-General	100,186	52,456	89,101	182,229
Professional Services	2,465	42,955	60,000	200,000
Legal Fees	5,262	26,653	25,000	-
Claims	927	8,121	84,750	-
General Liability Insurance	216,261	178,253	275,000	295,000
Umbrella Liability Insurance	68,098	96,990	135,000	320,000
Property Insurance	175,200	215,334	255,000	301,100
Crime Insurance	9,448	9,200	16,500	10,600
Automotive Insurance	1,098	-	2,000	1,000
Cyber Liability Insurance	15,430	14,061	50,000	32,000
Dues/Memberships	600	-	400	10,000
Training/Registration	-	-	3,750	2,575
Postage	28	-	100	-
Travel Expense - Employee	-	-	3,000	5,000
Travel Expense-Mileage-Employee	-	-	500	1,000
Advertising	221	-	750	750
Office Expense	-	-	250	350
Meeting Expense	-	-	125	500
<b>Total Expenditures</b>	<b>707,863</b>	<b>717,683</b>	<b>1,143,130</b>	<b>1,731,212</b>
<b>Funding Sources</b>				
MSI Administration				8,779
Local Transportation Fund - Planning				121,149
Rail Assets				103,000
SAFE-Vehicle Registration Fees				58,807
MSI Valley Fund-Freeway Projects				68,117
MSI Victor Valley Fund-Major Local Hwy				18,571
Local Projects Fund				73,100
Indirect Cost Fund				1,279,689
<b>Total Funding Sources</b>				<b>1,731,212</b>

\* Previously reported as task 0430 - Risk Management

Attachment: GPC Task Review [Revision 1] (12246 : SBCTA Fiscal Year 2026/2027 Budget Task Review - GPC)

## General Government

**Task** 0450 Management Services

### **Purpose**

Provide for the SBCTA and SBCOG information technology (IT), data management, telecommunications systems, vehicle maintenance, and management of the continuity of operations plan.

### **Accomplishments**

1. Migrated existing on-premise SharePoint environment to the Microsoft cloud, reducing physical server footprint and enhancing remote collaboration.
2. Enabled Artificial Intelligence (AI)-integration with SBCTA documents stored in the Microsoft Cloud, allowing for improved data discovery and administrative efficiency.
3. Fully implemented Microsoft Teams Phone System, decommissioning legacy telephony hardware, simplifying and unifying agency communications.
4. Developed and implemented the Agency AI policy, establishing guidelines for the ethical and secure use of generative artificial intelligence.
5. Created and formalized the Agency Incident Response Procedure, providing a structured framework for identifying, containing and recovering from cybersecurity threats.
6. Deployed Microsoft Purview for Data Governance, implementing automated document retention labels and data classification to ensure legal compliance and protect sensitive agency information.

### **Work Elements**

Conduct administrative functions necessary to maintain the operation of the information technology system, records management, telecommunications system, vehicle maintenance, and continuity of business operations planning.

### ***Information Technology***

This activity provides for the performance of computer hardware and software, computer networks, internet, Wi-Fi, software licenses and assurances, data network infrastructure, cybersecurity, and disaster recovery. This task provides for eight contracts related to computer network administration.

### ***Data Management***

This activity provides for the management and upkeep of the agency Intranet sites where agency-related policies, procedures, forms, and related information are maintained.

### ***Telecommunications***

This activity provides for the use and maintenance of electronic devices and digital telephone systems.

### ***Vehicle Maintenance***

This activity provides for the use and maintenance of the single agency Sports Utility Vehicle (SUV).

### ***Continuity of Operations Plan***

This activity provides for the annual updates to the Continuity of Operations Plan and continued management of training, testing, and readiness efforts.

### **Product**

1. Transition from manual work processes to automated digital workflows by using the Microsoft 365 G5 (G5) platform to improve efficiency, consistency, and policy compliance.
2. Optimize administrative efficiency by expanding the use of Microsoft Purview and SharePoint automation to better manage documents, reduce manual handling, minimize filing errors, and ensure compliance with Federal and State records regulations.

## General Government

### Task 0450 Management Services

3. Identify and implement opportunities to drive automation and process improvement by connecting the Enterprise Resource Planning (NetSuite for Government) with Microsoft 365 tools.
4. Conduct cybersecurity drills to test and ensure the effectiveness of the new Incident Response Procedure.
5. Plan and oversee the decommissioning of legacy on-premise hardware to fully implement the Cloud-First strategy.
6. Develop a structured initiative to train departmental power users on the G5 toolset, specifically Power Automate and SharePoint Online, with technical oversight and governance support, enabling departments to independently design, automate, and maintain secure, compliant workflows aligned with broader agency systems and standards.
7. Upgrade legacy switches and fiber-optic backbone to provide 10Gbps+ internal internet speeds and eliminate physical points of failure in the Depot.

### Contract Information

- a. Existing Contracts
  - i. 25-1003257, Technology Network Consultant, Amount Budgeted \$250,000.
  - ii. 26-1003417, Internet Connection, Amount Budgeted \$12,900.
  - iii. 22-1002805, Printer Leases, Amount Budgeted \$30,000.
  - iv. 23-1002842, Postage Machine Lease, Amount Budgeted \$14,000.
  - v. 26-1003419, Telephone Service, Amount Budgeted \$9,500.
  - vi. 22-1002779, MOU with County for Mail and Printing Services, Amount Budgeted \$0.\*
  - vii. 24-1003122, Granicus MinuteTraq/OneMeeting, Amount Budgeted \$0.\*
  - viii. 25-1003291, Oracle NetSuite for Government, Amount Budgeted \$67,000.\*
- b. New Contracts
  - i. RFP, Network Infrastructure Modernization, Amount Budgeted \$125,000, Total Estimated Contract Amount \$125,000.
  - ii. TBD, Backup DOCSIS-based internet connection, Amount Budgeted \$20,000, Total Estimated Contract Amount \$20,000.
- c. Software License Agreements and Software Subscriptions
  - i. 21-1002570, Document Management Software, Maintenance and Hardware, Amount Budgeted \$25,000.
  - ii. Project Delivery Software, Amount Budgeted \$3,800.
  - iii. 16-1001466 Hexagon EcoSys Annual License, Amount Budgeted \$33,000.\*
  - iv. Adobe Cloud Software - Adobe Sign, Adobe Creative Cloud, Adobe Acrobat Subscription, Amount Budgeted \$20,800.
  - v. Hosted O365 Email and Microsoft Office Applications, Amount Budgeted \$75,000.
  - vi. Email Spam Filtering and Encryption, Amount Budgeted \$10,000.
  - vii. Zoom Software, Amount Budgeted \$1,000.
  - viii. Veeam Backup Software, Amount Budgeted \$9,000.
  - ix. DebtBook Software, Amount Budgeted \$8,000.\*
  - x. NeoGov HR Software, Amount Budgeted \$14,000.
  - xi. PlanetBids Subscription, Amount Budgeted, \$9,000.\*
  - xii. Social Media Archiving Software, Amount Budgeted \$3,500.\*
  - xiii. WestLaw Software, Amount Budgeted \$0.\*
  - xiv. CapitolTrack Software, Amount Budgeted \$2,700.

\* This contract is managed for performance by Management Services but budgeted by other programs within the agency. The amount of budget is reflected within each of those respective programs. The amount shown represents the budget for this task.

### Manager

Colleen Franco, Director of Management Services

General Government

Task 0450 Management Services

	2023/2024	2024/2025	2025/2026	2026/2027
Expenditures	Actual	Actual	Revised Budget	Budget
Regular Full-Time Employees	165,103	180,298	177,495	191,963
Fringe Allocation-General	146,851	128,396	111,449	94,773
Professional Services	302,983	325,542	320,400	340,400
Legal Fees	-	-	25,000	25,000
Maintenance-Motor Vehicles	806	983	2,500	2,500
Training/Registration	1,760	4,590	8,000	10,000
Postage	2,166	31	3,500	3,500
Travel Expense - Employee	20	-	1,000	1,000
Travel Expense-Mileage-Employee	-	-	200	200
Communications	6,614	13,159	57,660	48,160
Office Expense	-	-	1,500	1,500
Meeting Expense	-	-	200	200
Office Equip/Software-Inventorial	250,439	290,357	448,832	474,000
Computer Hardware and Software	243,125	44,327	300,000	125,000
Total Expenditures	<u>1,119,868</u>	<u>987,683</u>	<u>1,457,736</u>	<u>1,318,196</u>
<b>Funding Sources</b>				
MSI Administration				9,575
Indirect Cost Fund				<u>1,308,621</u>
Total Funding Sources				<u>1,318,196</u>

Attachment: GPC Task Review [Revision 1] (12246 : SBCTA Fiscal Year 2026/2027 Budget Task Review - GPC)

## General Government

**Task** 0470 Human Resources

### Purpose

Human Resources responsibilities include the recruitment, selection, and appraisal process; training and development; classification and compensation studies; benefits administration; employee relations; and recommending, implementing, and maintaining personnel policies, procedures, and practices in accordance with Federal, State, and local guidelines, and leading the safety committee.

### Accomplishments

1. Successfully filled 17 positions and advanced eight employees through promotion, with the expectation of an additional eight recruitments by year-end.
2. Screened over 2065 employment applications.
3. Recognized and rewarded employee contributions, longevity, and successes through several service awards and employee recognition events.
4. Successfully planned and hosted a Bring Your Child to Work Day, strengthening employee engagement and supporting workforce culture through family-friendly activities.
5. Continued advancement of safety initiatives, including staff awareness campaigns and comprehensive training across all safety areas.
6. Administered a Mentorship program to provide employees with the opportunity to receive guidance from a mentor, engage with fellow SBCTA employees, and open new channels for networking and mutual learning.
7. Administered training tools and platforms to enhance employee growth and skill development beyond the basic job training.

### Work Elements

1. Enhance employee knowledge of policies, procedures, and resources through training, electronic access, and printed materials.
2. Maintain accurate, up-to-date personnel records.
3. Recruit, develop, and retain a talented workforce while ensuring competitive compensation and professional growth opportunities.
4. Provide timely training, support employee wellness, and promote a healthy work-life balance.
5. Ensure a safe and compliant working environment through injury prevention programs and proactive risk management.
6. Maintain a proactive employee relations process by facilitating a collaborative, professional working environment with all staff members.
7. Maintain an employee recognition program that rewards employees for outstanding service delivery and longevity.

### Product

1. Develop leadership competency across the agency through training and development initiatives, to ensure leaders have both the skills and the tools necessary to effectively and fairly manage staff.
2. Research, develop, and deliver ways to automate human resources processes to improve efficiency and reduce costs.
3. Promote health and wellness campaign program initiatives.
4. Legal review of personnel policies and procedures to maintain accordance with Federal, State, and local guidelines.
5. Initiate a classification, compensation, and benefits study to ensure market/internal structure alignment, simplify classification structures, identify paths for career progression, address recruitment and retention needs and to review minimum qualifications to facilitate recruitment of talent.

## General Government

**Task** 0470 Human Resources

### Contract Information

- a. Existing Contracts
  - i. 26-1003381, On-Call Employment Law Advisement Services, Amount Budgeted \$25,000.
  - ii. 25-1003226, Disability Compliance Management, Amount Budgeted \$10,000.
  - iii. 25-1003192, Employee Background Screening Services, Amount Budgeted \$2,190.
  - iv. 25-1003272, Meeting Leadership and Presentation Training, Amount Budgeted \$35,500.
- b. New Contracts
  - i. RFQ, Employment Prescreening Services, Amount Budgeted \$4,400, Total Estimated Contract Amount \$20,000.
  - ii. RFQ, Various Employee Service Award Services and Products, Amount Budgeted \$25,000, Total Estimated Contract Amount \$25,000.
  - iii. RFP, Employee Classification, Compensation, and Benefits Study, Amount Budgeted \$30,000, Total Estimated Contract Amount \$95,000.
- c. Software License Agreements and Software Subscriptions
  - i. Third Party Whistleblower Services, Amount Budgeted \$2,000.
  - ii. Mentorship Software, Amount Budgeted \$3,600.
  - iii. Human Resources Information System (HRIS) for recruitment, performance management, and training, Amount Budgeted \$11,300.

### Manager

Colleen Franco, Director of Management Services

	2023/2024	2024/2025	2025/2026	2026/2027
<b>Expenditures</b>	<b>Actual</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Budget</b>
Regular Full-Time Employees	157,256	159,725	134,713	151,263
Regular Part-Time Employees	-	-	-	-
Fringe Allocation-General	139,872	113,745	84,586	74,679
Professional Services	29,243	33,838	29,855	36,590
Legal Fees	8,007	37,087	25,000	25,000
Maintenance-Motor Vehicles	343	343	-	-
Dues/Memberships	2,076	1,602	2,680	2,680
Training/Registration	3,185	2,801	65,030	61,318
Postage	-	-	200	200
Travel Expense - Employee	980	-	7,500	4,750
Travel Expense-Mileage-Employee	7	57	500	500
Advertising	3,425	15,206	21,100	26,300
Office Expense	331	-	1,000	1,000
Meeting Expense	13,579	15,998	25,000	27,000
Total Expenditures	358,301	380,402	397,164	411,280
<b>Funding Sources</b>				
MSI Administration				592
Indirect Cost Fund				410,688
Total Funding Sources				411,280

Attachment: GPC Task Review [Revision 1] (12246 : SBCTA Fiscal Year 2026/2027 Budget Task Review - GPC)

## General Government

**Task** 0501 Intergovernmental

### Purpose

Establish and implement intergovernmental initiatives, such as small business opportunities and regional strategic initiatives such as identifying collaborative solutions for addressing homelessness. Intergovernmental activities complement Council of Government projects specifically focused on local government services and quality of life that are of benefit to the member agencies. This task complements the Council of Governments program/task by addressing elements that fall outside the scope of the Council of Governments' activities.

### Accomplishments

The SBCTA/SBCOG Engagement Framework was completed. This was done through meetings with the an Ad Hoc Committee, Staff Working Group, and Community Working Group. Additionally, several projects that further the goals of the Board has moved forward including beginning the Homeless Strategic Plan, the Small Business Vendor Fairs, and the Regional Business Certification.

1. Completed the agency Engagement Framework with board approved Vision and Goals.
2. Entered into a vendor contract to coordinate and host Small Business Vendor Fairs.
3. Entered into a contract for the Homeless Strategic Plan and established a multi-agency project development team to guide the high-level decision-making for the plan.
4. For implementation of the Homeless Strategic Plan, established Steering Committee of member agencies including housing, law enforcement, recreation, administrative, and homeless services staff across all members.

### Work Elements

1. Planning and coordination within SBCTA/SBCOG and among local agencies to further develop and implement the SBCTA/SBCOG Engagement Framework.
2. Coordination and implementation with cities, the county, non-profits, and stakeholders for implementation of the Small Business Component of the Business-to-Business event.
3. Updates and coordination, as needed, with the City/County Manager's Technical Advisory Committee (CCMTAC) to receive direction on regional small business initiatives and the Homelessness Strategic Plan.
4. Updates to the General Policy Committee and Board and receipt of direction as needed on the SBCTA/SBCOG Engagement Framework, regional small business initiatives, and the Homelessness Strategic Plan.
5. Planning and coordination with member agencies and stakeholders for the Homelessness Strategic Plan.
6. Planning and coordination with local agencies, small businesses, and local chambers to create a vision and scope for a Regional Small Business Certification program.
7. Outreach and coordination with various stakeholders and agencies, including the San Bernardino County Sheriff's Department, for the Homelessness Strategic Plan.
8. Outreach and coordination with California State University San Bernardino, Randall Lewis Center for Entrepreneurship for the small business components of the SBCOG 5-Year Work Plan.

Budgetary changes are mainly due to an increase in the implementation of the small business initiatives and regional homeless strategic plan.

### Product

1. SBCTA/SBCOG Engagement Framework.
2. Homelessness Strategic Plan Implementation.
3. Development of a Scope of Work for a Regional Small Business Certification.
4. Implement Small Business Vendor Fairs.
5. Implementation of Smart County Early Action Plan components, in collaboration with local jurisdictions and pending funding availability.

## General Government

**Task** 0501 Intergovernmental

**Contract Information**

- a. Existing Contracts
- i. 25-1003298, Homeless Strategic Plan, Amount Budgeted \$280,000.
  - ii. 25-1003265, 5-Year Work Plan, Amount Budgeted \$410,000.

**Manager**

Monique Reza-Arellano, Director of Council of Governments

	2023/2024	2024/2025	2025/2026	2026/2027
<b>Expenditures</b>	<b>Actual</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Budget</b>
Regular Full-Time Employees	82,631	119,319	57,464	85,087
Fringe Allocation-General	73,497	84,971	36,082	42,007
Professional Services	-	-	502,500	690,000
Consulting Services	10,171	145,532	50,000	-
Grant Writing	27,192	-	-	-
Training/Registration	7,500	15,000	-	33,200
Travel Expense - Employee	-	-	-	5,630
Travel Expense-Mileage-Employee	-	-	-	700
Total Expenditures	200,991	364,822	646,046	856,624
 <b>Funding Sources</b>				
MSI Administration				85,148
Local Transportation Fund - Planning				3,620
Indirect Cost Fund				767,856
Total Funding Sources				856,624

## General Government

### Task 0503 Legislation

#### Purpose

Advocate for policies, funding, legislation, and regulatory actions that advance the transportation and council of government priorities as established by the Board to enable efficient delivery of projects and programs.

#### Accomplishments

SBCTA continued to work with its member jurisdictions, Federal and State advocates, regional and statewide agencies, and key stakeholders to advance transportation policies beneficial to SBCTA, protect critical funding sources, and ensure that SBCTA's priority projects were able to move forward. In conjunction with San Bernardino County, successfully hosted Chairman of the Congressional Subcommittee on Highways and Transit, David Rouzer, and discussed SBCTA's priorities for changes to funding from Congestion Mitigation and Air Quality (CMAQ) and Surface Transportation Block Grant (STBG).

This task supports work including but is not limited to, legislative outreach, policy research, bill analysis, drafting support/advocacy materials, coordinating regional responses to various proposals, building coalitions, briefing elected officials and their staff on critical issues, and organizing advocacy trips to advance agency priorities.

At the Federal level, SBCTA Board Members' and staff advocacy efforts in Washington, D.C., resulted in the following:

1. Enhanced awareness of and support for major SBCTA projects and programs through a series of meetings with congressional members, staff, and Federal agencies.
2. Advocating for support of major transit projects such as SBCTA's pursuit of emerging technology, such as the piloting of the first self-contained zero-emission commuter rail vehicle in the nation.
3. Advocating for support of SBCTA Federal grant requests and Congressionally Directed Spending requests.
4. Communicating with congressional members and House Transportation and Infrastructure (T&I) Committee staff to convey SBCTA priorities for inclusion in the legislation reauthorizing the 2026 Surface Transportation Act.
5. Hosting of House T&I Subcommittee on Highways and Transit Chairman David Rouzer for tour of San Bernardino County transportation projects.

In Sacramento, SBCTA Board Members' and staff advocacy efforts included:

1. Advocating to protect Senate Bill 1 and Senate Bill 125 investments in transportation.
2. Advocating to protect existing transit investments.
3. Advocating for the reexamination of Senate Bill 743 and the Vehicle Miles Traveled (VMT) metric.
4. Advocating to maintain and increase State formula funding sources.
5. Advocating for extension of the Cap-and-Trade Program and allocations for transportation projects and working with statewide partners to promote maximum flexibility in program guidelines.
6. Representing SBCTA's interests as new funding proposals are considered to address the State's ongoing deferred maintenance and overall infrastructure funding shortfalls, including ensuring that a proper balance in State and local project delivery responsibilities is promoted as process reforms are considered as part of a final package.
7. Educating on the significance of the role the San Bernardino County highways play in goods movement.
8. Advocating for support of major transit projects, such as SBCTA's piloting of the first self-contained zero-emission commuter rail vehicle in the nation.
9. Advocating to protect SBCTA's local control over regional transportation projects.
10. Continuing to build and improve relationships with Federal and State transportation agencies.
11. Hosting of the California Transportation Commission (CTC) for a tour of the Zero-Emission Multiple Unit (ZEMU).

## General Government

### Task 0503 Legislation

Locally, SBCTA staff will:

1. Work with the Board and Ad-Hoc Committee members on the development of the expenditure plan and revenue projections for the potential 2026 Measure I Renewal ballot measure.
2. Educate the public on the benefits of Measure I and Measure I project funding.

### Work Elements

This Program has four components:

1. Represent SBCTA's positions on Federal and State legislative, funding, and regulatory actions, as directed by the Board.
2. Collaborate with both public and private sector, Federal, State, and regional level stakeholders to advance the agency's legislative priorities.
3. Where appropriate, sponsor legislative proposals and coordinate legislative strategies to address agency needs.
4. Support SBCOG's role as the Council of Governments (COG) through outreach and advocacy efforts at the Federal, State, and regional levels.

Budgetary changes are mainly due to a decrease in costs for Professional Services and staff time on this task.

### Product

Products of this work element include the retention and/or expansion of funding for SBCTA's and SBCOG's projects and programs; a more efficient project delivery system; the inclusion of SBCTA's and SBCOG's positions and priorities in major legislative initiatives; and enhanced knowledge of Federal and State transportation and SBCOG issues among Board Members and staff.

In Fiscal Year 2026/2027, SBCTA will continue to actively advocate for transportation funding (including more formula funding sources) at the Federal and State levels, promote approvals and environmental exemptions for zero-emission infrastructure, promote the inclusion of SBCTA corridors into Federal goods movement policies and funding plans, promote expanded alternative project delivery mechanisms and additional environmental process streamlining, as well as to advance SBCTA's and SBCOG's adopted legislative platform through the legislative process.

### Contract Information

- a. Existing Contracts\*
  - i. 20-1002385, Federal Advocacy Services, Amount Budgeted \$81,000.
  - ii. 20-1002384, State Advocacy Services, Amount Budgeted \$60,000.
- b. New Contracts\*
  - i. RFP, Federal Advocacy Services, Amount Budgeted \$101,250, Total Estimated Contract Amount \$182,250.
  - ii. RFP, State Advocacy Services, Amount Budgeted \$75,000, Total Estimated Contract Amount \$135,000.

\*These amounts include the portion of the contracts that are paid by Omnitrans.

### Manager

Molly Wiltshire, Director of Legislative and Public Affairs

General Government

Task 0503 Legislation

	2023/2024	2024/2025	2025/2026	2026/2027
Expenditures	Actual	Actual	Revised Budget	Budget
Regular Full-Time Employees	286,051	328,346	326,818	279,040
Regular Part-Time Employees	-	-	-	9,176
Fringe Allocation-General	254,429	233,825	205,210	142,291
Professional Services	202,898	282,312	368,626	317,250
Dues/Memberships	5,320	15,852	14,970	17,000
Training/Registration	3,442	5,242	14,000	15,000
Travel Expense - Employee	12,809	9,750	21,500	21,500
Travel Expense-Mileage-Employee	31	34	2,000	2,000
Meeting Expense	1,046	700	31,000	41,000
<b>Total Expenditures</b>	<b>766,027</b>	<b>876,061</b>	<b>984,124</b>	<b>844,257</b>
<b>Funding Sources</b>				
MSI Administration				129,281
Local Transportation Fund - Planning				29,037
Local Transportation Fund - Rail				135,000
MSI Valley Fund-Freeway Projects				8,696
Indirect Cost Fund				542,243
<b>Total Funding Sources</b>				<b>844,257</b>

Attachment: GPC Task Review [Revision 1] (12246 : SBCTA Fiscal Year 2026/2027 Budget Task Review - GPC)

## General Government

**Task** 0605 Public Affairs

### Purpose

Maintain a comprehensive public communications program to engage member agencies, private partners, and the community on the broad range of SBCTA and SBCOG programs and projects, as well as opportunities to plan and provide input on future projects and needs.

### Accomplishments

Through this task, SBCTA has established a cooperative working relationship with community and business stakeholders, the public, and the media that engages the public in the development and implementation of SBCTA programs and projects.

1. Continued to provide outreach, communications, and education programs to support highway, streets, roads, and transit/rail projects to mitigate impacts to commuters and local communities.
2. Supported grant pursuit efforts through the development of grant-specific fact sheets and branding of the submittal for aesthetic enhancement and agency consistency.
3. Expanded outreach opportunities by bringing forward new tools, including providing virtual meeting platforms and enhancing our social media and online presence through growth in Facebook and Instagram, as well as continuing a news blog - @goSBCTA.
4. Measure I education initiative that included presentations to every SBCTA member agency about the benefits of Measure I.
5. Maintained the MEASURE IMPACT blog series to show the nexus between Measure I and a better San Bernardino County.
6. Maintain the web interface for goSBCTA.com to make the user experience efficient and uniform to the agency brand.
7. Worked with the media to ensure accurate, consistent, and timely messages about SBCTA programs and projects were communicated and promoted through newspaper, radio, and television opportunities.
8. Continued the execution of a public outreach contract that supports media relations, graphic design services, and express lanes marketing efforts.
9. Further improved communications surrounding the SBCOG function and the maintenance of a dedicated SBCOG website; creation of the Grants Resource webpage; provided communications for the various programs within the council of government function; development of a COG marketing plan; development of an agency-wide engagement platform; and supported the planning and execution of the annual City/County Conference.
10. Hosted web content for a monthly rideshare publication and online content for the Freeway Service Patrol (FSP) Program.
11. Planned and delivered stakeholder and community events to celebrate key milestones including the long-awaited reopening of the Mt. Vernon Avenue Bridge and the swearing-in ceremony of the newly appointed California Transportation Commissioner.

### Work Elements

This task provides SBCTA's outreach to a wide array of external customers interested in SBCTA's projects, programs, and services. Communicating the vision of the Board, mitigating project impacts, developing content for a variety of digital engagement opportunities, creating initial marketing for ongoing and future services on roadway and transit, and showcasing SBCOG and transportation successes through media and supplemental marketing are among the many activities managed by this office.

### Product

Products of this work element include the development of advocacy materials, media advisories, virtual platforms for public engagement, digital engagement materials like the SBCTA Newsletter, Executive Director Updates, social media engagement, and YouTube project updates. These complement the ongoing efforts in graphic design, photography, speech writing, presentation development, project fact sheets, marketing plans, and a variety of agency-specific brochures.

## General Government

### Task 0605 Public Affairs

Web management and maintenance are a critical component of the task. The task also participates in the planning and delivery of the annual City/County Conference, the annual Business to Business Expo (B2B), and multiple public events commemorating the start and/or finish of major capital improvement projects.

In Fiscal Year 2026/2027, communications opportunities will enhance marketing for public services and will include the further development of traditional and online media presence. SBCTA will continue to evaluate the tools to engage the public and provide information on SBCTA's programs and services, partner with private sector transportation developers, and seek to build awareness of SBCTA, SBCOG, Measure I, and transportation opportunities in the region. A public engagement paradigm shift to more online streaming services will warrant research into the effect on the reach and sustainability of agency messages.

The budgetary change is mainly due to an increase in Professional Services and staff time on this task offset by a reduction in Public Information activities.

### Contract Information

- a. Existing Contracts
  - i. 23-1002995, 4-year (+1) On-call Public Outreach, Amount Budgeted \$75,000.\*
  - ii. 23-1002966, Website Maintenance and Content Posting, Amount Budgeted \$25,000.

\* These contracts are managed for performance by Public Affairs but also budgeted by other programs within the agency. The budget is reflected within each of those respective programs. The amount shown represents the budget for this task.

### Manager

Molly Wiltshire, Director of Legislative and Public Affairs

	2023/2024	2024/2025	2025/2026	2026/2027
Expenditures	Actual	Actual	Revised Budget	Budget
Regular Full-Time Employees	154,296	141,840	191,883	276,660
Fringe Allocation-General	137,239	101,009	120,484	136,587
Professional Services	55,383	71,164	150,000	210,000
Dues/Memberships	6,010	9,855	11,500	10,993
Training/Registration	799	785	14,000	10,000
Travel Expense - Employee	3,556	4,157	10,000	10,000
Travel Expense-Mileage-Employee	189	34	3,500	3,500
Public Information Activities	172,065	111,817	644,000	319,000
Meeting Expense	191,144	28,784	35,000	35,000
Total Expenditures	720,682	469,446	1,180,367	1,011,740

### Funding Sources

MSI Administration	123,656
Local Transportation Fund - Planning	10,500
Local Transportation Fund - Rail	250,000
MSI Valley Fund-Freeway Projects	20,274
MSI Valley Fund-Fwy Interchange	31,557
MSI Valley Fund-Express Bus/Rapid Trans	18,697
Indirect Cost Fund	557,056
Total Funding Sources	1,011,740

## General Government

### Task 0805 Building Operation

#### Purpose

Manage the operations, maintenance, and improvement of the historic Santa Fe Depot.

#### Accomplishments

SBCTA oversees the day-to-day operations of the Santa Fe Depot (Depot) facility, which is co-owned by SBCTA and the City of San Bernardino. SBCTA retains the services of a property manager to assist with managing and marketing the facility. In addition to SBCTA's tenancy, there are currently two tenants leasing space at the Santa Fe Depot, which include the San Bernardino Historical and Pioneer Society and Greyhound Lines, Inc. There is currently 2,970 square feet of preexisting office space available for lease. Also, there is a license agreement with National Railroad Passenger Corporation (Amtrak) for specific use by Amtrak passengers. The revenue from these leases and license agreement is used to offset the operations and maintenance costs of the Santa Fe Depot along with the cost sharing arrangement between SBCTA and the City of San Bernardino.

In Fiscal Year 2025/2026, SBCTA completed Phase 3 of 3 Heating, Ventilation, and Air Conditioning (HVAC) unit replacement/upgrades by replacing outdated compressors, boiler and drain pans for optimal energy utilization and efficiency. Additional projects completed included an elevator modernization project, slurry seal/stenciling of front and east parking lots, soundproofing a conference room with acoustic wall panels, interior painting of SBCTA office suites, and restaining of historic interior and exterior benches in and around the Depot. SBCTA also has several capital improvement projects in progress including the retrofit light-emitting diode (LED) of east parking lot lights and SBCTA office suites and upgrading of existing closed circuit television system (CCTV) cameras in the east parking lot and around the parameters of the Depot.

#### Work Elements

1. Monthly review of property manager's reports and allocated costs to this task as appropriate.
2. Coordinate all facility maintenance activities between SBCTA and the property manager.
3. Coordinate all furniture procurements and repairs for SBCTA.
4. Review building operating budgets quarterly and adjust as necessary.
5. Ongoing oversight of the property management account.
6. Continued oversight over added security measures.
7. Coordinate all building construction and repair activities between SBCTA and the property manager.

The budgetary decrease is due to the completion of several high-cost capital improvement projects in Fiscal Year 2025/2026.

#### Product

1. Active management of the Depot facility.
2. Repaint exterior trim to address weathering, maintain facility appearance, and protect building surface from further deterioration.
3. Upgrade existing irrigation system to improve reliability and water efficiency, reduce maintenance needs, and support consistent landscaping conditions.
4. Renovate the SBCTA breakroom to improve functionality and efficiency of use.
5. Complete improvements and buildout for additional office space to support operational needs, staff accommodation, and long-term space planning.
6. Procure materials necessary for items identified in Americans with Disabilities Act Transition Plan under development.

#### Contract Information

- a. Existing Contracts
  - i. 20-1002397, Property and Facility Management Services, Amount Budgeted \$15,836.
  - ii. 21-1002626, Confidential Paper Recycling Services, Amount Budgeted \$1,625.

## General Government

### Task 0805 Building Operation

- iii. 26-1003445, Auction Services, Amount Budgeted \$0.\*
- iv. 24-1003072, Telephone and Internet Service, Amount Budgeted \$4,200.
- v. 23-1003013, Furniture and Furniture Services, Amount Budgeted \$32,000.

#### b. New Contracts

- i. RFP, Property and Facility Management Services, Amount Budgeted \$16,390, Total Estimated Contract Amount \$278,864.
- ii. RFQ, Irrigation System Upgrade, Amount Budgeted \$50,000, Total Estimated Contract Amount \$50,000.
- iii. RFP, Depot Exterior Green Trim Painting, Amount Budgeted \$59,000, Total Estimated Contract Amount \$59,000.
- iv. RFP, New SBCTA Office Build Out, Amount Budgeted \$50,000, Total Estimated Contract Amount \$50,000.
- v. RFQ, Tile Lobby Restrooms Upgrade, Amount Budgeted \$25,000, Total Estimated Contract Amount \$25,000.
- vi. RFQ, SBCTA Breakroom Upgrade, Amount Budgeted \$25,000, Total Estimated Contract Amount \$25,000.
- vii. RFQ, Depot Crack Repairs, Amount Budgeted \$25,000, Total Estimated Contract Amount \$25,000.

#### c. Software License Agreements and Software Subscriptions

- i. Envoy Visitor Software, Amount Budgeted \$8,500.

\*Contract has no out-of-pocket expense for SBCTA, contract for auction service to dispose of SBCTA property.

### Manager

Colleen Franco, Director of Management Services

Expenditures	2023/2024	2024/2025	2025/2026	2026/2027
	Actual	Actual	Revised Budget	Budget
Regular Full-Time Employees	115,772	98,690	151,898	161,428
Fringe Allocation-General	102,974	70,280	95,377	79,697
Professional Services	6,235	5,727	11,625	11,707
Legal Fees	7,800	-	10,000	10,000
Security	192,249	229,204	273,786	286,277
Utilities	170,893	167,552	190,550	200,078
Maintenance-Buildings	1,546,533	574,493	1,070,551	1,193,540
Postage	-	21	200	200
Communications	20,290	22,861	8,600	8,600
Office Expense	4,122	8,514	14,763	15,256
Improvements OTBS	230,483	272,386	550,000	269,000
Office Furniture and Equipment	-	33,576	40,000	30,000
Office Equip/Software-Inventorial	13,810	22,090	23,500	23,500
<b>Total Expenditures</b>	<b>2,411,161</b>	<b>1,505,394</b>	<b>2,440,850</b>	<b>2,289,283</b>
<b>Funding Sources</b>				
MSI Administration				1,636
Amtrak				24,000
Indirect Cost Fund				2,263,647
<b>Total Funding Sources</b>				<b>2,289,283</b>

## Planning and Regional Program Budget

### Description

The Planning and Regional Programs Budget represents the continuing responsibilities of SBCTA to comprehensively plan at the regional and county levels; compile and maintain planning and monitoring data in support of planning efforts; support ongoing congestion management; perform travel demand modeling, and growth analysis; and focused transportation study efforts; and prepare grant applications. A major accomplishment in Fiscal Year 2025/2026 was the implementation of the SBCTA Long Range Multimodal Transportation Plan (LRMTP), with significantly increased emphasis on transit, transportation demand management, active transportation, and goods movement. A California Department of Transportation (Caltrans) Project Study Report/Project Development Support (PSR/PDS) document was completed for the State Route (SR) 18 Safety and Operations Project and staff is working on a grant application to submit to the California Transportation Commission (CTC) in September 2026. The development of a Vehicle Miles Traveled (VMT) Mitigation Bank and assistance for local jurisdictions on complete street projects using funding from the state's Regional Early Action Plan (REAP) 2.0 funding have all started and are on target to be completed by the end of 2026. Multiple grant applications are being submitted for multiple state planning grants, and comments were provided on state policy documents such as the Climate Action Plan for Transportation Infrastructure (CAPTI), Transportation Analysis Framework (TAF), and Transportation Analysis under CEQA (TAC).

For this fiscal year, the Commuter and Motorist Assistance Program (formerly known as Program 15) has been incorporated into the Planning and Regional Program (Program 20) Budget. This program will continue to implement projects that improve air quality, reduce congestion, and enhance safety for drivers. The improvements are achieved through the Freeway Service Patrol (FSP) Program, as well as the operation of the Southern California 511 (SoCal 511) traveler information phone service and the GO511.com traveler information website. Specific accomplishments are summarized below.

- Continued to work with the regional SoCal 511 partners, which include the Los Angeles County Service Authority for Freeway Emergencies (LA SAFE), Orange County Transportation Authority (OCTA), Riverside County Transportation Commission (RCTC), and Ventura County Transportation Commission (VCTC) with the goal that all five agencies provide seamless regional traveler information for commuters throughout the region.
- Continued to review and make changes to the FSP Request for Proposal (RFP) documents and contracts in an effort to attract more qualified tow companies to submit proposals and participate in the FSP Program.
- Continued to monitor and assess the operations of the FSP Program so that it runs as efficiently and cost-effectively as possible.

The Environment and Energy Conservation Program (formally program 10) has also been incorporated into the Planning and Regional Program Budget, ensuring that its objectives align with broader strategic initiatives. This program will continue to implement a range of initiatives aimed at enhancing air quality and minimizing greenhouse gas emissions, as well as coordination efforts taking place regarding funding programs associated with the South Coast Air Quality Management District's (SCAQMD) Mobile Source Air Pollution Reduction Review Committee (MSRC). It actively promotes the use of alternative fuels, seeks to lower energy costs, and encourages energy conservation practices. In the past, the Inland Regional Energy Network (I-REN) programs have been included as part of this section, but it has been transitioned to Task 0511 under the Council of Governments. Specific accomplishments are summarized below.

- Participated in the review of White Papers that were used by SCAQMD to implement clean air programs targeting the logistics industry.
- Staff continues to represent SBCTA on the MSRC Technical Advisory Committee (TAC).

### Objectives

#### Planning:

1. Prepare to work with SCAG, other counties, and local jurisdictions in San Bernardino County to develop the next 2028 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS), with emphasis on Measure I projects, active transportation projects, and freight initiatives.
2. Maintain tools, including travel demand modeling and Geographic Information System (GIS) capabilities to support planning and project delivery activities.

**Planning and Regional Program Budget**

3. Provide updates on countywide plans, such as the LRMTTP, Measure I Strategic Plan, and Greenhouse Gas (GHG) Reduction Plan, as well as Active Transportation Plans at the countywide and subarea levels.
4. Continue planning and implementation of sustainability initiatives.
5. Continue support for SBCTA/SBCOG technical committees.

Commuter and Motorist Assistance:

1. Increase mobility on area freeways by removing disabled vehicles and other impediments during peak commute hours in a safe and efficient manner through the FSP Program.
2. Procure and award FSP contracts as they expire and according to the five-year cost management strategy.
3. Continue to review and evaluate FSP emerging technology and operations for the purpose of making the program as cost-effective and efficient as possible.
4. Reduce traffic congestion and contribute to the improvement of air quality in the region by providing and promoting timely accident and congestion travel services information through the regional SoCal 511 system.
5. Continue to explore possible partnerships with congestion management applications for further efficiency of the Commuter and Motorist Assistance Program.

Environment and Energy Conservation:

1. Continue to work with local agencies and address questions in relation to the San Bernardino Countywide Zero Emission Vehicle (ZEV) Readiness and Implementation Plan and provide technical assistance in identifying various grant opportunities for ZEV charging infrastructure

**Performance/Workload Indicators – Planning**

	2023/2024 Actual	2024/2025 Actual	2025/2026 Revised Budget	2026/2027 Budget
RTP/SCS Growth forecasts and project submittals. Coordinate Reviews for SBCTA Projects and 25 Juris.	YES	YES	YES	YES
Transportation Modeling, Applied to Countywide Transportation Plan (CTP), Express Lanes Studies, and Senate Bill 743	YES	YES	YES	YES
Support SBCTA and Jurisdiction analysis of projects.	YES	YES	YES	YES
Data Management: Maintain data sets. Existing Land Use; General Plan L.U. Proj. Mgmt. Growth Forecast Model Answer calls/emails from 25 jurisdictions	YES	YES	YES	YES
Mapping/Data Products 20+ Monthly	YES	YES	YES	YES
Updates to countywide plans, such as the LRMTTP, Measure I Strategic Plan, and Active Transportation Plans	YES	YES	YES	YES

Attachment: GPC Task Review [Revision 1] (12246 : SBCTA Fiscal Year 2026/2027 Budget Task Review - GPC)

**Planning and Regional Program Budget**

**Performance/Workload Indicators – Commuter and Motorist Assistance**

	2023/2024 Actual	2024/2025 Actual	2025/2026 Revised Budget	2026/2027 Budget
Motorists assisted by Freeway Service Patrol	75,688	56,412	57,000	57,000
Calls to SoCal 511	312,756	305,303	313,000	315,000
Visits to SoCal 511	304,356	1,160,988	950,000	975,000

**Performance/Workload Indicators – Environment and Energy Conservation**

	2023/2024 Actual	2024/2025 Actual	2025/2026 Revised Budget	2026/2027 Budget
MSRC Meetings*	10	10	11	10
Identification of ZEV grant opportunities	5	5	5	5

\*MSRC TAC is dark in July with other cancellations.

## Planning and Regional

**Task** 0101 Environment

### Purpose

Improve the air and general environmental quality of San Bernardino County through a variety of programs that reduce vehicle emissions, encourage alternative fuels, and reduce greenhouse gas emissions.

### Accomplishments

1. Participated in the Air Quality Management Plan (AQMP) Advisory Group, which provides input to the next update of the AQMP.
2. Continued to participate in the Mobile Source Air Pollution Reduction Review Committee (MSRC) Technical Advisory Committee (TAC), as well as participate in MSRC TAC Work Program subcommittees, which strive to develop and implement emission-reducing opportunities.
3. Coordinated with the Mojave Desert Air Quality Management District (MDAQMD) on issues of relevance, including the concern over the imposition of highway sanctions for High-Desert projects by the Federal Highway Administration.

### Work Elements

1. Represent SBCTA through participation in technical committees of the South Coast Air Quality Management District (SCAQMD), MDAQMD, and other groups for implementation of attainment strategies.
2. Continue to participate in the MSRC TAC.
3. Continue to participate in MSRC TAC Work Program subcommittees, striving to reduce emissions and improve air quality in the region.
4. Provide information and analysis to the SBCTA Board regarding SCAQMD, MDAQMD, California Air Resources Board (CARB), and Environmental Protection Agency (EPA) programs that may impact SBCTA's transportation programs, local governments, and the private sector.
5. Assist San Bernardino County fleet/site owners/goods movement industry in securing funding sources from the MSRC and other Federal and/or State sources for clean or alternative vehicle implementation.
6. Participate with public and private sectors to study air quality issues important to the Inland Empire and to formulate and advocate positions that will benefit the county.
7. Continue to collaborate with local agencies to identify possible funding opportunities to address Electric Vehicle (EV) charging locations and EV infrastructure needs throughout the county.
8. Work to achieve Senate Bill (SB) 375 targets for greenhouse gases as part of the Southern California Association of Governments (SCAG) Sustainable Communities Strategy.
9. Continue to explore EV technologies such as solar-powered systems.

### Product

1. Continue to collaborate with local agencies regarding Zero-Emission Vehicle (ZEV) charging and infrastructure opportunities.
2. Continue to collaborate with developers and local agencies regarding various medium and heavy-duty EV and hydrogen charging stations and infrastructure opportunities.
3. Identify electric, hydrogen, and other alternative fuel funding opportunities to assist San Bernardino County agencies and travelers in improving air quality and working toward greenhouse gas reduction goals. The SCAG Zero Emission Truck Infrastructure (ZETI) study is a major focal point in organizing the region for this initiative and will be used as a framework for Zero-Emission Vehicle (ZEV) charging/fueling initiatives.
4. Participate via the MSRC with various work program committees to further assist with emissions reductions in the Inland Empire.

### Manager

Josh Lee, Director of Planning and Regional Programs

**Planning and Regional**

Task 0101 Environment

	2023/2024	2024/2025	2025/2026	2026/2027
<b>Expenditures</b>	<b>Actual</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Budget</b>
Regular Full-Time Employees	15,862	8,220	21,937	38,279
Regular Part-Time Employees	352	56	740	463
Fringe Allocation-General	14,109	5,854	14,239	19,127
Professional Services	-	-	39,000	39,000
Consulting Services	-	-	99,000	99,000
Training/Registration	-	-	6,000	2,000
Postage	-	-	300	300
Travel Expense - Employee	20	-	6,500	4,000
Travel Expense-Mileage-Employee	525	263	2,580	2,500
Travel Expense-Other-Metrolink Tickets	-	-	1,400	500
Printing - External	-	-	1,200	1,200
Printing - Internal	-	-	400	400
Office Expense	-	-	325	325
Meeting Expense	-	-	200	300
<b>Total Expenditures</b>	<b>30,868</b>	<b>14,392</b>	<b>193,821</b>	<b>207,394</b>
<b>Funding Sources</b>				
MSI Valley Fund-Traffic Management System				207,394
<b>Total Funding Sources</b>				<b>207,394</b>

Attachment: GPC Task Review [Revision 1] (12246 : SBCTA Fiscal Year 2026/2027 Budget Task Review - GPC)

## Planning and Regional

### Task 0110 Regional Planning

#### Purpose

Improve mobility, safety, and environmental quality by developing and coordinating countywide input to updates and amendments of the Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS), and mobile source components of air quality plans to meet Federal and State requirements. Develop and coordinate countywide input and understanding of updates, revisions, refinement, policies, or other issues associated with the regional growth forecast used as the basis for Federal and State mandated regional plans, including regional transportation, freight, air quality, and housing plans, the Senate Bill (SB) 375 Sustainable Communities Strategy, SB 743 Vehicle Miles Travelled (VMT) Reduction Strategies, Greenhouse Gas (GHG) Reduction Strategies, Climate Adaptation and Resiliency Strategies, and preparation of subregional and corridor travel demand forecasts. In addition, SBCTA reviews and provides comments on State-level plans and programs, such as: the California Transportation Plan 2050, Inter-regional Transportation Strategic Plan, California Freight Mobility Plan, Sustainable Freight Action Plan, Land Use and Climate Innovation (LCI) General Plan Guidelines (formerly known as the Office of Planning and Research (OPR)) guidelines for State Cap-and-Trade programs, SB 1 Road Repair and Accountability Act of 2017 programs, California Air Resources Board (CARB) Scoping Plan, and other statewide policy documents such as California Environmental Quality Act (CEQA) guidelines.

#### Accomplishments

SBCTA coordinates and provides subregional and County Transportation Commission input to the RTP/SCS. In partnership with SCAG, SBCTA is also gearing up for the start of the 2028 RTP/SCS. SBCTA and San Bernardino Council of Governments (SBCOG) assisted local jurisdictions with the implementation of the Southern California Association of Governments (SCAG) Regional Housing Needs Assessment (RHNA) through updates of their General Plan Housing Elements using state housing planning grant funds. The RTP/SCS also serves as the basis for the mobile source elements of the South Coast Air Quality Management Plan (AQMP). SBCTA has participated in the preparation of all South Coast AQMPs since 1994. At the State level, SBCTA provided input to multiple processes and documents, such as SB 671 clean truck corridors, and guidelines for the Cycle 5 SB 1 grant applications from the California Transportation Commission (CTC). This task also includes technical support for SCAG delegates from San Bernardino County on regional transportation and emission reduction planning issues, and coordination with other subregional agencies and County Transportation Commissions in regional transportation, freight, and emission reduction planning, transportation finance, and plan implementation. SBCTA also collaborated with the Riverside County Transportation Commission (RCTC) and California Department of Transportation (Caltrans) to update the Inland Empire Comprehensive Multimodal Corridor Plan, required as part of SB 1 to support the SB 1 Solutions for Congested Corridors Program (SCCP).

#### Work Elements

1. Track implementation of the 2024 RTP/SCS and provide technical input into the development of the 2028 RTP/SCS when necessary.
2. Continue to improve on the implementation of active transportation projects, programs and provide technical assistance to the local jurisdictions when requested. As part of the State Active Transportation Program (ATP) Cycle 8, SBCTA will continue to assist local jurisdictions with application submittal and project outreach for the proposed bicycle, pedestrian, and Safe Routes to Schools (SRTS) projects.
3. Update Geographic Information System (GIS) coverages for existing land use, General Plan/Specific Plan land use, and student populations. Continue the upgrade to the SBCTA GIS growth distribution model to better address issues such as: higher density non-residential development; improved association of non-residential land use with employment sectors; additional Specific Plan land use mapping; control totals for additional unincorporated areas; and better analysis of infill/redevelopment areas. SBCTA has started the work of comprehensively updating the San Bernardino County Transportation Analysis Model (SBTAM).
4. Implement SRTS plans and programs around San Bernardino County public schools.
5. Continue to participate in the SCAG Working Groups on modeling, freight, aviation, active transportation, and environmental/sustainability issues.
6. Implement SRTS plans and programs around San Bernardino County public schools.

## Planning and Regional

### Task 0110 Regional Planning

7. Continue to participate in the SCAG Working Groups on modeling, freight, aviation, active transportation, and environmental/sustainability issues.
8. Develop technical input and policy recommendations as needed for regional transportation, aviation, air quality, GHG reduction, VMT reduction, climate adaptation, habitat preservation, and goods movement studies conducted by SCAG, Caltrans, air districts, other subregional agencies, and transportation commissions, and participate on steering committees for those studies managed by other agencies.
9. Coordinate with other subregions, SCAG, and Federal and State agencies in addressing regional goods movement issues through the California Freight Advisory Committee (CFAC), the California Freight Mobility Plan, and the Southern California Freight Consensus Group.
10. Provide technical support as needed for SCAG delegates regarding the RTP/SCS, air quality issues, and regional goods movement issues.
11. Provide technical assistance and input to guidelines for Federal, State, and regional grant applications.
12. Participate in agency and industry conferences relevant to specific work elements such as GIS, air quality conformity, goods movement, inter-modal accessibility, sustainability, or land use planning.
13. Coordinate with the Western Riverside Council of Governments (WRCOG) on implementing bi-county joint climate adaptation and resiliency initiatives and other bi-county efforts, as appropriate.
14. Coordinate with Caltrans and local jurisdictions to extend and/or develop new regional Class I active transportation networks such as the San Sevaïne, Santa Ana River, and Pacific Electric Trails.
15. Coordinate with SCAG and local jurisdictions to implement SB 743 requirements on VMT reduction, and develop programs to implement regional mitigation/crediting measures where feasible.
16. Coordinate with SCAG on “big data” issues and opportunities.
17. Coordinate with member jurisdictions and other partners to be proactive on grant funding. SBCTA will be submitting a number of grant applications, including applications for the US Department of Transportation (USDOT) Better Utilizing Investments to Leverage Development (BUILD) grant program, and Trade Corridor Enhancement Program (TCEP).

The budgetary increase is partly due to additional budgeting (relative to last fiscal year) for the grant funding received through Caltrans to implement the Evacuation Resilience Center Design (ERCD) study.

### Product

Updated SBTAM at the transportation analysis zone level with the new local input data and coordination with SCAG and local jurisdictions on the regional modeling efforts; written materials addressing countywide project lists and other products and recommendations for incorporation into regional transportation plans and programs; informal and formal comments and recommendations related to each cycle of the RTP/SCS, AQMP, and subarea, corridor, or modal studies prepared by SCAG or statewide agencies.

### Contract Information

- a. Existing Contracts
  - i. 25-1003186, Evacuation and Resilience Center Design Study, Amount Budgeted \$500,000.

### Manager

Josh Lee, Director of Planning and Regional Programs

**Planning and Regional**

**Task** 0110 Regional Planning

	2023/2024	2024/2025	2025/2026	2026/2027
<b>Expenditures</b>	<b>Actual</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Budget</b>
Regular Full-Time Employees	194,094	230,139	222,808	344,280
Regular Part-Time Employees	-	-	-	8,140
Fringe Allocation-General	172,637	163,889	139,901	173,989
Professional Services	-	-	447,170	530,000
Travel Expense-Mileage-Employee	252	728	1,000	500
Travel Expense-Other-Metrolink Tickets	-	-	200	200
Office Expense	-	228	1,000	1,000
Meeting Expense	1,844	3,147	2,000	2,000
<b>Total Expenditures</b>	<b>368,828</b>	<b>398,130</b>	<b>814,079</b>	<b>1,060,109</b>
<b>Funding Sources</b>				
Local Transportation Fund - Planning				218,609
Planning, Programming and Monitoring				341,500
Climate Adaptation Planning				500,000
<b>Total Funding Sources</b>				<b>1,060,109</b>

Attachment: GPC Task Review [Revision 1] (12246 : SBCTA Fiscal Year 2026/2027 Budget Task Review - GPC)

## Planning and Regional

### Task 0203 Congestion Management

#### Purpose

Meet Federal and State Congestion Management requirements. Monitor performance levels on the regionally significant transportation system and gauge consistency with air quality attainment strategies within the county portions of the South Coast and the Mojave Desert Air Basins. Maintain the Congestion Management Program (CMP) documentation, including the Development Mitigation Nexus Study, which provides the nexus between land use decisions and the ability of the transportation system to support the uses.

#### Accomplishments

The countywide CMP was adopted in November 1992. All jurisdictions have adopted and implemented the Land Use Transportation Analysis Program as required by law and, along with the California Department of Transportation (Caltrans), are continuing to monitor their Development Impact Fee (DIF) programs in the CMP by preparing Nexus Study Updates and Development Mitigation Annual Reports (DMAR) as a condition of compliance. Tables and graphics on historical congestion levels are available through the SBCTA ClearGuide. Ongoing updates and improvements to the San Bernardino County Transportation Analysis Model (SBTAM) (under the Subregional Planning, Task 0404) were undertaken as part of congestion management responsibilities. Historical DMAR submittals have been updated recently.

#### Work Elements

1. In the upcoming year, planning staff will focus on assisting the Data Management Office staff with the full implementation of a Comprehensive Project Hub (CPH). One component of the CPH will be an online application that streamlines DMAR and Nexus Study submittals and includes an escalation tool, DIF development tool, tutorials, and interactive features that allow users to query projects by program, status, and location.
2. The Development Mitigation Nexus Study will be updated based on local input and the Caltrans Construction Cost Index, with the opportunity to add new local arterial projects to the list. SBCTA will work with the jurisdictions in the Valley and Victor Valley to maintain their DIF programs consistent with the Nexus Study update.
3. SBCTA will work with Valley and Victor Valley jurisdictions to collect data for their DMARs, present them annually to the Board showing the current state of development and fee collection.
4. Trends in traffic growth will be tracked through congestion monitoring using the SBCTA ClearGuide based on vehicle probe data for freeways and arterials. SBCTA hosts this data on an external website that will be accessible to local jurisdictions and provide analysis capabilities and data extraction for the monitored sections of the CMP network. These data sources will be available to be used as a basis for traffic studies for roadway and land development projects, for prioritization of transportation projects by SBCTA for discretionary funding, and for grant application exhibits.
5. Represent the Congestion Management Agency in discussions with other counties and regional, Federal, and State agencies regarding CMP and Congestion Management System consistency, performance measurement, data requirements, intercounty mitigation, and other issues.
6. Provide travel demand forecasting support to local jurisdictions preparing Traffic Impact Analysis (TIA), local traffic studies, and Environmental Impact Reports.
7. Evaluate the potential need to update the Nexus Study fair-share calculations, given that they are based on growth forecasts that are now outdated, and in anticipation of a potential new Measure I extension, should the voters approve in November 2026.

#### Product

Updated and continued implementation of the CMP for San Bernardino County. Updated travel demand model SBTAM, processes, and data for monitoring system performance.

#### Contract Information

- a. Existing Contract
  - i. 22-1002774, CMP Monitoring Tool Maintenance, Amount Budgeted \$95,000.

#### Manager

Josh Lee, Director of Planning and Regional Programs

**Planning and Regional**

**Task** 0203 Congestion Management

	<b>2023/2024</b>	<b>2024/2025</b>	<b>2025/2026</b>	<b>2026/2027</b>
<b>Expenditures</b>	<b>Actual</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Budget</b>
Regular Full-Time Employees	13,052	14,543	34,561	35,605
Fringe Allocation-General	11,609	10,356	21,701	17,579
Consulting Services	70,300	73,860	41,535	95,000
Total Expenditures	<u>94,961</u>	<u>98,759</u>	<u>97,797</u>	<u>148,184</u>
<b>Funding Sources</b>				
MSI Valley Fund-Traffic Mgmt Sys				111,948
MSI Victor Valley Fund-Traffic Mgmt Sys				<u>36,236</u>
Total Funding Sources				<u>148,184</u>

Attachment: GPC Task Review [Revision 1] (12246 : SBCTA Fiscal Year 2026/2027 Budget Task Review - GPC)

## Planning and Regional

### Task 0206 Data Program Management

#### Purpose

The Data Management Office (DMO) provides services to all SBCTA and SBCOG departments. The purpose of Task 0206 is to support all departments by conducting geographic information system (GIS), data management, and analysis tasks on a regular and per-request basis. The DMO provides services to member agencies and their consultants through maintenance of and access to the San Bernardino County Transportation Analysis Model (SBTAM) and big-data platforms such as ClearGuide.

#### Accomplishments

The DMO continues its data maintenance reforms geared towards improving access to existing resources for internal staff, member jurisdictions, regional agencies, and the public at large. This will be accomplished through several ongoing efforts including; 1) the update and promotion of online “hubs” for each department where GIS information relevant to each department’s interests can be readily accessed on a dashboard, 2) active participation in state and regional data standardization efforts, and 3) the publication of additional user-friendly online map applications.

The DMO is committed to making data available to member jurisdictions and the public by implementing and maintaining applications such as the “Active San Bernardino” website. This site allows users to review active transportation facilities and other demographic data used in prioritizing multimodal transportation projects and programs through interactive maps, dashboards, and other reports. The application also allows users to create their own map exhibits, pulling data from SBCTA/SBCOG, Federal, State, regional, and other local sources. Additionally, the DMO published a SBTAM website that streamlines model requests and provides access to updated vehicle miles traveled (VMT) Screening Tool and dynamic traffic volume map application upon request. These publicly accessible tools allow consultants to determine if a land use project they are studying will reduce or increase total VMT. An increase in VMT lets the developer know that additional VMT-specific traffic impact analysis will be required by Senate Bill (SB) 743.

In Fiscal Year 2025/2026, SBCTA spent a great deal of effort creating a Comprehensive Project Hub (CPH) aimed at consolidating all projects and programs overseen by SBCTA into a single database with workflow documentation including a web application that demonstrated to the public how much of an impact Measure I has had on infrastructure improvements in their communities. The DMO also developed an advanced online Transportation Development Article 3 application form that ensured proposed projects were included in SBCTA’s Countywide Active Transportation Plan while continuing to maintain a website that acts as self-service document resource center for award recipients.

In the upcoming year, the DMO aims to more fully build out the CPH by adding features like collision hotspots for improved safety analysis and project prioritization. The CPH will include a Congestion Management Program feature that streamlines the Development Mitigation Annual Report (DMAR) and Nexus Study submittals. Additional features will include an escalation tool, Development Impact Fee (DIF) development tool, and inclusion of the Capital Project Needs Analysis (CPNA). DMO efforts will also include coordination with member jurisdictions to update the growth forecast for the 2028 Regional Transportation Plan/Sustainable Communities Strategy, work with Freeway Service Patrol to bring technical services in-house, and consolidate data collected by other departments, such as Express Lanes Operations and SBCOG, under the existing SBCTA GIS portfolio.

GIS provides support on a request basis to all the other departments of SBCTA and SBCOG, consistent with the list of activities included under Work Elements. The DMO seeks to find additional opportunities to leverage our current GIS and analytics platforms in innovative ways to assist the departments with their needs.

#### Work Elements

It is not always possible to predict specific work elements that will need to be accomplished for other departments. However, general levels of support are based on discussions with the staff of each department as part of the budgeting process, and examples of the work elements are provided below.

## Planning and Regional

### Task 0206 Data Program Management

1. Planning Department:
  - i. Comprehensive Project Hub enhancements.
  - ii. Active Transportation Project Prioritization updates.
  - iii. Measure I Project web map.
  - iv. Congestion Management Program Information and Submittal site.
  - v. Update of Countywide Growth Forecasting Model update needed for the 2028 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS).
  - vi. Grant application exhibits.
  - vii. 360° for 960 technical support.
2. Project Delivery Department:
  - i. Freeway project support, including right-of-way mapping.
  - ii. Maps for quarterly reports.
  - iii. Modeling/analysis support.
  - iv. Interchange analysis.
  - v. Contract status dashboard.
3. Transit Department:
  - i. Maintenance of rail right-of-way field application.
  - ii. Small operator data analysis assistance.
  - iii. Miscellaneous mapping.
  - iv. Vanpool Program support.
  - v. Provide data needed for SB 125 Capital Project reporting.
4. Air Quality and Mobility Department:
  - i. In-house Freeway Service Patrol (FSP) services.
  - ii. Electric Vehicle (EV) readiness support.
5. Fund Administration Department:
  - i. Mapping and support for the Federal Transportation Improvement Program (FTIP) and project tracking.
  - ii. Measure I funding distribution maps.
  - iii. Measure I 10-Year Delivery Plan maps.
  - iv. Measure I Strategic Plan maps.
6. SBTAM:
  - i. SBTAM updates for RTP/SCS consistency.
  - ii. Consultant support for running SBTAM.
  - iii. Maintenance of the SBTAM access website and online applications.
7. SBCOG:
  - i. Mapping for special council of governments projects (e.g. Smart County Master Plan, Disadvantaged Communities Analysis, jurisdiction specific factsheets).
  - ii. COG Membership mapping support.
  - iii. Maintain SB 1000 Toolkit.
  - iv. Community Identities Dashboard.
8. Special mapping and analysis requests not identified during budget planning.

### Product

Products will include static and online maps, analysis, and data provided for other SBCTA and SBCOG departments, regional partners, and the public supporting the work elements listed.

### Manager

Josh Lee, Director of Planning and Regional Programs

**Planning and Regional**

**Task** 0206 Data Program Management

	2023/2024	2024/2025	2025/2026	2026/2027
<b>Expenditures</b>	<b>Actual</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Budget</b>
Regular Full-Time Employees	94,517	62,092	102,495	102,143
Regular Part-Time Employees	11,904	-	-	11,100
Fringe Allocation-General	84,068	44,217	64,356	55,908
Information Technology Services	42,251	34,916	35,000	52,000
Training/Registration	1,500	-	3,000	1,000
Travel Expense - Employee	3,210	2,074	5,000	9,000
Travel Expense-Mileage-Employee	422	143	500	500
Travel Expense-Other-Metrolink Tickets	-	-	100	100
Printing - External	-	-	300	300
<b>Total Expenditures</b>	<b>237,872</b>	<b>143,442</b>	<b>210,751</b>	<b>232,051</b>
<b>Funding Sources</b>				
Local Transportation Fund - Planning				169,352
MSI Valley Fund-Traffic Management System				56,629
Indirect Cost Fund				6,070
<b>Total Funding Sources</b>				<b>232,051</b>

Attachment: GPC Task Review [Revision 1] (12246 : SBCTA Fiscal Year 2026/2027 Budget Task Review - GPC)

## Planning and Regional

### Task 0404 Subregional Planning

#### Purpose

Optimize SBCTA investments in transportation infrastructure through a comprehensive, coordinated, and ongoing process for identifying and evaluating multimodal transportation options and funding solutions. SBCTA will maintain a long-range Countywide Transportation Plan (CTP) for input into the Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS), developed in conjunction with the Southern California Association of Governments (SCAG) through Regional Planning Task 0110. Task 0404 includes conducting transportation and land use studies on individual corridors or for subareas of the county. It includes the update and maintenance of the Measure I 2010-2040 Strategic Plan, the Active Transportation Plan, Long Range Multimodal Transportation Plan (LRMTP), preparation of grant applications for SBCTA projects, interchange phasing analysis, management of the San Bernardino Transportation Analysis Model Plus (SBTAM+), Safe Routes to School (SRTS) projects, Complete Streets Implementation projects, and work on a wide range of sustainability initiatives in conjunction with SCAG, local jurisdictions, and other stakeholders. A key focus of the Planning Department has evolved to provide assistance, both internally and externally, by positioning projects to improve competitiveness in grant funding cycles and preparing the associated funding applications.

#### Accomplishments

Subregional planning is an ongoing process that has provided a basis for SBCTA input to the SCAG Regional Transportation Plans, including completion of the 2024 RTP/SCS and preparation for the 2028 RTP/SCS. The Planning Department continued to support other departments and jurisdictions with transportation analysis, modeling, and policy analysis. This task supported the activities of both the Transportation Technical Advisory Committee (TTAC) and the Planning and Development Technical Forum (PDTF), key advisory committees for review of technical and policy issues.

The Planning Department was also the lead on multiple infrastructure and planning grant applications, both as the grantor and the applicant. As a grantor, SBCTA allocated \$7.2 million of Transportation Development Act (TDA) Article 3 funds in the previous cycle to transit operators and member jurisdictions for Transit Access Improvement and Bicycle and Pedestrian Projects. As an applicant, the Planning Department worked to position projects for the next cycle of Senate Bill (SB) 1 competitive programs, Solutions for Congested Corridors Program (SCCP), Trade Corridor Enhancement Program, Local Partnership Program, California State Active Transportation Program (ATP), and the California Department of Transportation (Caltrans) Sustainable Transportation Planning Grant Program. SBCTA is currently developing two projects to submit for the Senate Bill 1 Cycle 5 Trade Corridor Enhancement Program (TCEP) projects: 1. Interstate 15 Cajon Pass Northbound Truck Climbing Lane Extension, and 2. State Route 18 Corridor Freight, Safety, and Zero-Emission Project, US 395 to the Los Angeles County Line. On the Transit side, a subsequent long-range planning effort was completed where SBCTA staff identified the inclusion of Priority Transit Corridors in the Long Range Multimodal Transportation Plan (LRMTP). SBCTA staff is actively engaged in further analysis to evaluate the candidate corridors in the LRMTP that have been approved by the Board toward a single ultimate corridor of choice. SBCTA staff also worked on multiple sustainability initiatives in Fiscal Year 2025/2026. SBCTA led the implementation of the Environmental Protection Agency (EPA) Climate Pollution Reduction Planning Grant (CPRG) program for both San Bernardino and Riverside Counties. The final draft plan was submitted and approved by the EPA in December 2025.

SBCTA has continued to update and enhance the San Bernardino County Transportation Analysis Model (SBTAM), including regular updates. Through the SRTS Phase IV project, SBCTA continues to provide technical safety assistance to schools across the County. In recent fiscal years, the State and region put a great deal of emphasis on developing plans to increase housing stock in the region. One of these efforts was to support comprehensive updates to each jurisdiction's Housing Element in its General Plan. Last year, SBCTA provided financial and technical assistance to member jurisdictions that were committed to implementing their Housing Element policies through the Regional Early Action Planning Grants (REAP) 2.0 grant program. SBCTA used REAP 2.0 funds to support projects aimed at reducing vehicle miles traveled (VMT), promoting fair housing, and increasing infill development in strategic locations. One example is the Vista Verde II development in the City of Ontario, which applied for funding from the Strategic Growth Council (SGC) and successfully secured larger funding awards with projects associated with the REAP 2.0 Program.

## Planning and Regional

### Task 0404 Subregional Planning

SBCTA has made significant progress in developing the state's first VMT Mitigation Bank. The development of the phone application for participants is complete, and the pilot testing phase of the VMT Mitigation Bank Program is underway.

#### Work Elements

1. Collaborate with transit agencies, local jurisdictions, and other stakeholders in the implementation of the LRMTTP.
2. Work with SCAG and local jurisdictions to maintain and apply the SBTAM. SBTAM is the forecasting tool used to support traffic and environmental studies for all of SBCTA's primary transportation projects.
3. Update and enhance SBTAM as needed.
4. Support the jurisdictions of San Bernardino County in the planning and implementation of sustainability initiatives and the Countywide Vision through grant tracking and technical assistance.
5. Provide guidance and technical support for local jurisdictions in the mitigation of VMT impacts for various transportation and development projects through the development and implementation of the VMT Mitigation Bank.
6. Prepare applications for Federal and State infrastructure and planning grants, including Federal discretionary grants, SB 1, and Transit and Intercity Rail Capital Program (TIRCP), to secure funding for major transportation projects, supporting partnerships with Caltrans, SCAG, and other regional agencies. Actively pursue grant applications across multiple sectors, including planning, freight, transit, and active transportation.
7. Support both TTAC and PDTF, consisting of staff from local jurisdictions providing input on transportation and local government planning issues.
8. Manage multiple SCAG and Caltrans grant-funded and other-funded projects, including submitting additional grants for projects of regional benefit.
9. Support SBCTA project development efforts with traffic analyses and impact assessments.
10. Maintain the policies in the Measure I 2010-2040 Strategic Plan and update the Strategic Plan narrative as necessary.
11. Prepare a 10-Year Delivery Plan for Active Transportation to assist in positioning San Bernardino County jurisdictions for competitive grant applications. A digital version of the Countywide Active Transportation Plan is available on the SBCTA website and in the mapping application.
12. Manage the TDA Article 3 Bicycle and Pedestrian Improvements program
13. Participate in subregional planning efforts led by local jurisdictions, SCAG, transit agencies, or other agencies.
14. As needed, provide assistance to local jurisdictions to access and manage planning and project data disseminated by SBCTA.
15. Collect and compile data and distribute data as appropriate to other agencies and organizations.
16. Administer, complete, and deliver all of the REAP 2.0 grant program projects.
17. Oversee the SRTS Phase IV project.

The budgetary changes are mainly due to a large award for the valley cities to implement the smart corridor signal project, despite reduced REAP 2.0 activity.

#### Products

Products include: development of a VMT Mitigation Bank; analysis support for the Measure I Strategic Plan and project development activities; grant applications for SB 1 and other Federal and State grant programs; updates to the Data and Analytics Office (DAO) data and mapping portal; complete resiliency projects; apply for energy-related infrastructure grants.

#### Contract Information

- a. Existing Contracts
  - i. 19-1002186, CTO 23, EPA Climate Pollution Reduction Grant (CPRG) GHG Reduction, Amount Budgeted \$20,000.
  - ii. 23-1002864, SRTS Program, Amount Budgeted \$175,000.

## Planning and Regional

### Task 0404 Subregional Planning

- iii. 23-1003018, CTO 3A and 5A On-Call Bench for Planning, Amount Budgeted \$330,000. Additional Budget under Task 0511
- iv. 24-1003130, CTO 5B, 16, 17, and 23, On-Call Bench for Planning, and REAP 2.0, Amount Budgeted \$880,000. Additional Budget under Task 0511
- v. 24-1003131, CTO 2 and 21 General Project Management/Controls Support, Grant Writing and Management, Amount Budgeted \$395,000. Additional Budget under Task 0511
- vi. 24-1003132, CTO 1, 4B, 6, and 18, On-Call Bench for Planning, and REAP 2.0, Amount Budgeted \$490,000.
- vii. 24-1003135, CTO 3B On-Call Bench for Planning, Amount Budgeted \$30,000. Additional Budget under Task 0511
- viii. 24-1003136, CTO 10, 15, and 19, On-Call Bench for Planning, and REAP 2.0, Amount Budgeted \$840,000.
- ix. 25-1003237, City of Montclair, Construction of active transportation improvements on Fremont Ave/Arrow Hwy, Amount Budgeted \$975,000.
- x. 26-1003434, Legal Services, Amount Budgeted \$15,000.
- xi. 26-1003383, Central Avenue Smart Corridor, Amount Budgeted \$1,000,000.
- xii. 26-1003384, Pepper Avenue/Valley Boulevard Smart Corridor, Amount Budgeted \$660,400.
- xiii. 26-1003385, Base Line Street/Greenspot Road Smart Corridor, Amount Budgeted \$1,000,000.
- xiv. 26-1003386, Euclid Avenue Smart Corridor, Amount Budgeted \$943,000.
- xv. 26-1003387, Riverside Avenue Smart Corridor, Amount Budgeted \$976,750.
- xvi. 26-1003388, Baseline Street Smart Corridor, Amount Budgeted \$372,376.
- xvii. 26-1003389, Foothill Boulevard Smart Corridor, Amount Budgeted \$531,000.
- xviii. 26-1003401, City of Colton, Multimodal Complete Streets Project, Amount Budgeted \$218,054.
- xix. 26-1003415, City of Ontario, Multimodal Complete Streets Project, Amount Budgeted \$233,948.

### b. New Contracts

- i. RFP VMT Mitigation Bank Pilot Program and/or licensing with the software vendor, Amount Budgeted \$2,000,000, Total Estimated Contract Amount \$2,000,000.

### Local Funding Source Detail

- i. Southern California Association of Governments - \$3,459,146.
- ii. County of San Bernardino - \$50,000

### Manager

Josh Lee, Director of Planning and Regional Programs

## Planning and Regional

Task 0404 Subregional Planning

	2023/2024	2024/2025	2025/2026	2026/2027
<b>Expenditures</b>	<b>Actual</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Budget</b>
Regular Full-Time Employees	261,469	278,606	320,009	346,551
Regular Part-Time Employees	-	-	25,620	-
Fringe Allocation-General	232,564	198,404	216,470	171,092
Professional Services	177,148	637,609	400,000	2,000,000
Consulting Services	2,269,536	2,925,000	9,717,794	5,452,004
Project Controls (Planning-COG)	-	344,065	250,000	250,000
Grant Writing	-	-	75,000	100,000
Legal Fees	-	19,140	50,000	50,000
Construction Capital	-	3,590,544	-	-
Training/Registration	6,194	4,413	36,000	23,000
Postage	-	-	200	200
Travel Expense - Employee	3,234	4,573	12,000	10,000
Travel Expense - Non-Employee	-	853	-	-
Travel Expense-Mileage-Employee	1,345	686	1,700	1,000
Travel Expense-Mileage-Non-Employee	-	-	200	200
Travel Expense-Other-Metrolink Tickets	15	-	100	100
Advertising	473	-	500	500
Printing - Internal	-	-	100	100
Contributions/Subsidies	40,585	102,591	405,000	600,000
Project Develop Traffic Mgmt Sys Pmt	-	-	-	5,500,000
Office Expense	-	292	400	-
Computer Hardware and Software	-	-	5,000	5,000
Total Expenditures	<u>2,992,564</u>	<u>8,106,775</u>	<u>11,516,093</u>	<u>14,509,747</u>
 <b>Funding Sources</b>				
Local Transportation Fund - Admin				61,845
Local Transportation Fund - Planning				1,361,804
Modeling Fees				11,636
Federal One-time Awards				2,000,000
Environmental Protection Agency				21,350
Planning, Programming and Monitoring				21,202
Active Transportation Program - State				175,000
Sustainable Communities Grants-SB1				500,000
MSI Valley Fund-Freeway Projects				52,675
MSI Valley Fund-Fwy Interchange				9,180
MSI Valley Fund-Express Bus/Rapid Trans				12,241
MSI Valley Fund-Traffic Management System				6,656,855
MSI Victor Valley Fund-Traffic Management System				106,813
MSI North Desert Fund-Traffic Management System				5,000
MSI Morongo Basin Fund-Traffic Management System				3,000
MSI Mountain Fund-Traffic Management System				2,000
Local Projects Fund				3,509,146
Total Funding Sources				<u>14,509,747</u>

Attachment: GPC Task Review [Revision 1] (12246 : SBCTA Fiscal Year 2026/2027 Budget Task Review - GPC)

## Planning and Regional

### Task 0406 Traveler Services & Intelligent Transportation Systems

#### Purpose

Reducing emissions and improving air quality in San Bernardino County by providing comprehensive traveler information in an efficient and customer-friendly manner as well as by participating on various regional committees and work programs with a focus on emission reductions in the region.

In addition, with the decommissioning of the call box program in June of 2025, research regarding connectivity issues and whether or not there are cellular signal concerns in the San Bernardino County will continue, as well as addressing emerging technologies that may resolve/eliminate one-time cellular signal gaps.

#### Accomplishments

Ongoing program management of the Southern California 511 (SoCal 511) program with Riverside County Transportation Commission (RCTC), Los Angeles County Service Authority for Freeway Emergencies (LA SAFE), Orange County Transportation Authority (OCTA) and Ventura County Transportation Commission (VCTC). This program provides comprehensive traveler information, including real-time traffic, through the SoCal 511 system.

Travelers can access the SoCal 511 system in a variety of ways, including by telephone (dialing 511) and through the web (www.Go511.com). The SoCal 511 system smartphone application (Go511 app) launched in January 2024. In Fiscal Year 2024/2025, the SoCal 511 system received more than 305,300 calls and the SoCal 511 website had 4,302,497 million web page views.

#### Work Elements

1. Attend and participate in the regional SoCal 511 coordination meetings.
2. Continue to stay updated and educated about new and upcoming Intelligent Transportation Systems (ITS) and traveler solutions to better serve the motoring public.

The budgetary increase is due additional cost increases associated with the new 511 Traveler Services contract with LA Metro and the remote connectivity project replacing the old call-box program.

#### Product

1. Continue work on the updates and installation of new SoCal 511 signage in the Inland Empire to assist in promoting and advertising SoCal 511 related services, phone number, website and application.
2. Continue to work with SoCal 511 partners to help promote and possibly /market the SoCal 511 system.

#### Contract Information

- a. Existing Contracts
  - i. 20-1002311, LA SAFE Annual Agreement for SoCal 511, Amount Budgeted \$492,000. The Budgeted amount includes a one time expense of an estimated \$240,000.
  - ii. 24-1003131, CTO 2 Project Management/Controls Support, Amount Budgeted \$120,000. Additional Budget under Task 0511 and Task 0404.
- b. New Contracts
  - i. New RFP for SoCal 511 Signage, Amount Budgeted \$150,000, Total Estimated Contract Amount \$150,000.

#### Manager

Josh Lee, Director of Planning and Regional Programs

### Planning and Regional

**Task** 0406 Traveler Services & Intelligent Transportation Systems

	2023/2024	2024/2025	2025/2026	2026/2027
<b>Expenditures</b>	<b>Actual</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Budget</b>
Regular Full-Time Employees	2,569	1,310	22,160	80,392
Regular Part-Time Employees	-	-	740	1,018
Fringe Allocation-General	2,285	933	14,379	40,193
Professional Services	142,055	145,866	238,550	705,000
Consulting Services	-	-	20,000	20,000
Project Controls (Planning-COG)	-	-	-	120,000
Maintenance-Motor Vehicles	-	-	200	200
Training/Registration	-	-	2,000	4,000
Postage	-	-	100	100
Travel Expense - Employee	-	-	5,000	5,000
Travel Expense-Mileage-Employee	-	-	2,000	2,000
Travel Expense-Mileage-Non-Employee	-	-	100	100
Travel Expense-Other-Metrolink Tickets	-	-	500	500
Printing - External	-	-	152,000	177,000
Printing - Internal	-	-	100	100
Office Expense	-	-	250	250
Meeting Expense	-	-	2,000	2,000
Total Expenditures	146,910	148,110	460,079	1,157,853
 <b>Funding Sources</b>				
SAFE-Vehicle Registration Fees				775,000
MSI Valley Fund-Traffic Mgmt Sys				328,203
MSI Victor Valley Fund-Traffic Mgmt Sys				54,650
Total Funding Sources				1,157,853

Attachment: GPC Task Review [Revision 1] (12246 : SBCTA Fiscal Year 2026/2027 Budget Task Review - GPC)

## Planning and Regional

**Task** 0704 Freeway Service Patrol/State

### Purpose

To fund, implement, and maintain a Freeway Service Patrol (FSP) Program, which is responsive to the needs of stranded motorists traveling on designated highways of San Bernardino County.

The Freeway Service Patrol (FSP) Program is a partnership between the San Bernardino County Transportation Authority (SBCTA), California Highway Patrol (CHP), and California Department of Transportation (Caltrans). The goal of this partnership and the FSP Program is to keep the freeways moving and reduce the chance of secondary incidents.

FSP is a roving team of tow trucks that travel on select San Bernardino County freeways, during peak commute hours, to assist motorists with car trouble. From changing flat tires to providing minor mechanical assistance, FSP drivers provide a variety of services at no cost to the motorist. If FSP cannot get the motorist's car going within a short period, it will offer towing at no charge to a location designated by CHP.

### Accomplishments

SBCTA, in partnership with CHP and Caltrans, operates an FSP Program on a total of seven Beats along 98.38 centerline miles of highway in the Valley and portions of the Cajon Pass area that assisted more than 56,400 motorists last fiscal year.

SBCTA continues to provide FSP tow support for the Interstate 10 (I-10) and the Interstate 15 (I-15) Express Lanes construction projects when needed. The funding for the Express Lanes FSP tow services is provided through the Express Lanes Department within SBCTA.

As technology changes, our SBCTA Freeway Service Patrol (FSP) Program is changing on an annual basis to support commuters on our system. In Fiscal Year 2024/2025, staff studied eliminating weekend hours and merging Beats 11 and 29. A five-year plan of cost containment was prepared in light of escalated costs and a flat allocation of funding. In November of 2024, the Board approved the elimination of weekend hours and the plan to merge Beats 11 and 29. Weekend hours were eliminated during Fiscal Year 2024/2025 and Beats 11 and 29 were combined starting April 1, 2026.

### Work Elements

1. Explore new FSP radio technologies to enhance program efficiency and services.
2. Review quarterly reports and invoices in conjunction with SBCTA's Finance Department to the State for funding reimbursement.
3. Continue to coordinate the program with the RCTC, local, and State CHP offices, Caltrans District 8, and Caltrans Headquarters.
4. Attend Inland Empire FSP Technical Advisory Committee (TAC) meetings, statewide FSP meetings, and other meetings as needed throughout the year.
5. Administer quarterly driver meetings hosted at SBCTA's offices to review and provide ongoing updates, educational information, and instruction regarding driver service procedures, safety issues, and customer service awareness.
6. Continue to evaluate the current seven Beat areas of the State-funded FSP Program and seek ways to improve service and manage costs.
7. Continue to evaluate the performance and efficiency of the I-10 Express Lanes FSP services.
8. Continue to explore ways in which the State-funded FSP Program may better serve the public while maximizing resources.
9. Continue to work toward public outreach and awareness of the program, including reaching out to the California Tow Truck Association (CTTA).
10. Continue to expand the SBCTA FSP Marketing Plan, which is aimed at bringing awareness to the program, its requirements, and upcoming opportunities to tow companies in the area.

## Planning and Regional

### Task 0704 Freeway Service Patrol/State

11. Continue to seek various opportunities and partnerships to provide ongoing public awareness of the FSP Program.
12. Continue to provide Construction FSP support services for SBCTA Express Lanes projects.
13. Explore the updating of the FSP tablets utilized by the FSP drivers out in the field to track motorist assists.

The budgetary decrease reflects the shift of certain activities previously reported under Task 0702 Call Box System to this task, including the Call Box system decommissioning, partially offset by the need to rebid five FSP Beats at higher anticipated operator rates. The five Beats that are scheduled to be released are FSP Beats 5, 9, 14, 27 and 31.

### Product

Ongoing daily oversight of the FSP Program and the review and analysis of various program reports and statistics. Provide necessary reports and invoices to seek reimbursement from the State. Continue to explore other possible funding sources for program continuation and expansion. Staff continues to address daily operational issues and concerns.

1. Maintain close relationships with the tow industry for the marketing and awareness of the program. This includes providing possible presentations at the CTTA and continuing to reach out to tow operators throughout the region.
2. Conduct quarterly driver meetings to reinforce safety, customer service, and FSP policies.
3. Continuously monitor and update FSP driver tablet software to provide more efficient user ability and better assist data information for the Program.

### Contract Information

- a. Existing Contracts
  - i. 22-1002736, FSP Tow Services Along Beat 9, Amount Budgeted \$465,861.
  - ii. 22-1002738, FSP Tow Services Along Beat 14, Amount Budgeted \$465,861.
  - iii. 23-1002947, FSP Tow Services Along Beat 23, Amount Budgeted \$582,445.
  - iv. 22-1002737, FSP Tow Services Along Beat 31, Amount Budgeted \$465,861.
  - v. 25-1003218, FSP Tow Services Along Beat 11/29, Amount Budgeted \$653,608.
  - vi. 22-1002818, FSP Technical Consultant, Amount Budgeted \$45,000.
  - vii. 22-1002819, FSP Tow Services, I-10 Express Lanes, Amount Budgeted \$0.\*
  - viii. 23-1002872, FSP Radio Services, Amount Budgeted \$50,000.
  - ix. 23-1002880, FSP AVL and GPS Installation and Removal Services, Amount Budgeted \$18,886.
  - x. 24-1003125, FSP Extra Time agreement with CHP for daily oversight and field supervisor, Amount Budgeted \$750,000.\*\*
- b. New Contracts
  - i. 26-1003436, FSP Tow Services Along Beat 5, Amount Budgeted \$445,000, Total Estimated Contract Amount \$2,925,000.
  - ii. RFP, FSP Tow Services Along Beat 9, Amount Budgeted \$445,000, Total Estimated Contract Amount \$2,925,000.
  - iii. RFP, FSP Tow Services Along Beat 14, Amount Budgeted \$445,000, Total Estimated Contract Amount \$2,925,000.
  - iv. 26-003435, FSP Tow Services Along Beat 27, Amount Budgeted \$445,000, Total Estimated Contract Amount \$1,796,250,
  - v. RFP, FSP Tow Services Along Beat 31, Amount Budgeted \$445,000, Total Estimated Contract Amount \$2,925,000.
- c. Software License Agreements and Software Subscriptions
  - i. FSP Server Subscription Software, Amount Budgeted \$1,800.

## Planning and Regional

### Task 0704 Freeway Service Patrol/State

- \* Contract will be managed for performance by the Planning and Regional Programs Department Air Quality and Mobility Program (AQMP) and budgeted by the Express Lanes Department within the agency. The amount budgeted is reflected in the Express Lanes Department.
- \*\* Contract will be managed for performance by the Planning and Regional Programs Department AQMP and budgeted by both the Planning and Regional Programs Department, AQMP and Express Lanes Department within the agency.

### Manager

Josh Lee, Director of Planning and Regional Programs

	2023/2024	2024/2025	2025/2026	2026/2027
<b>Expenditures</b>	<b>Actual</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Budget</b>
Regular Full-Time Employees	195,587	141,274	156,410	112,736
Regular Part-Time Employees	5,672	8,862	13,246	16,280
Fringe Allocation-General	173,965	100,605	106,527	63,695
Professional Services	3,924,914	3,235,660	4,750,634	5,101,530
Consulting Services	1,812	1,812	133,901	87,602
Project Controls (Planning-COG)	77,914	164,525	-	-
Maintenance-Motor Vehicles	-	-	400	400
Maintenance-Call Boxes	436,921	841,196	800,000	-
Training/Registration	-	-	300	300
Postage	-	278	1,000	1,000
Travel Expense - Employee	2,105	-	11,000	7,002
Travel Expense-Mileage-Employee	328	125	6,000	4,002
Printing - External	35,865	20,001	113,501	116,502
Printing - Internal	-	-	1,000	500
Communications	29,158	30,531	114,776	95,102
Record/Equipment Storage	5,640	6,796	-	-
Office Expense	564	-	1,200	1,200
Meeting Expense	2,485	510	5,000	7,002
Total Expenditures	4,892,930	4,552,175	6,214,895	5,614,853
<b>Funding Sources</b>				
Freeway Service Patrol (SAFE)-SB1				2,263,579
SAFE-Vehicle Registration Fees				1,734,474
Freeway Service Patrol				1,599,000
MSI Valley Fund-Traffic Management System				17,800
Total Funding Sources				5,614,853

## Planning and Regional

### Task 0941 Mountain/Desert Planning and Project Development

#### Purpose

Provide technical oversight, planning, and project development support for projects in the Mountain/Desert Subareas.

#### Accomplishments

The Planning Department provided essential support to the Mountain and Desert Policy Committee by facilitating the detailed review and discussion of legislative and planning items that specifically impact that subregion. This ongoing task also involves providing dedicated staff assistance for project development and long range planning within the Mountain and Desert subareas to ensure their unique geographical needs are addressed.

A significant portion of recent efforts involved a close collaboration with the Project Delivery Department to secure Trade Corridor Enhancement Program (TCEP) funding for the widening of State Route 18 (SR-18). This critical project, spanning the section between US 395 and the Los Angeles County Line, is designed to enhance regional safety and mobility by adding a painted center median and Class II bike lanes alongside other complete streets improvements. In addition to the work on SR-18, staff prepared a separate grant application for the Interstate 15 (I-15) Truck Climbing Lane project. This initiative will construct a new climbing lane beginning approximately 2.7 miles north of Kenwood Road and extending to Highway 138. For both of these major corridor investments, the Planning Department is currently taking the lead on the community engagement and public outreach portions of the grant pursuit process to ensure local stakeholders are well informed.

Simultaneously, staff continues to advance Phase 1 of the State Route 247 (SR-247) and State Route 62 (SR-62) Emergency Bypass Study. The results of this study will inform a comprehensive emergency bypass strategy for the Cajon Pass on Interstate 15, which is a vital link for regional goods movement and commuter travel. The department is also spearheading the Bear Valley Road Smart Corridor project. This effort focuses on improving traffic flow through sophisticated signal coordination between Caltrans and the partner cities of Victorville, Hesperia, and Apple Valley.

Finally, several regional housing and infrastructure projects funded through the REAP 2.0 program are making steady progress in the cities of Big Bear Lake and Twentynine Palms. These projects are strategically designed to provide complete streets improvements that bridge the gap between low income housing developments and essential community services that were previously difficult to access without a personal vehicle. Through these combined efforts, the department continues to align regional infrastructure with the broader goals of safety, sustainability, and equity.

#### Work Elements

1. Identify and analyze issues that may require policy input specifically from Mountain/Desert jurisdictions, including regional transportation planning, allocation of funds, air quality, and legislative issues.
2. Provide support and coordination for regular meetings of the Mountain/Desert Policy Committee.
3. Prepare grant applications for Federal and State funding for projects in the Mountain/Desert Subareas. This may include highway, transit, ridesharing, or active transportation projects.
4. Assist Mountain/Desert jurisdictions with: implementation of Vehicle Miles Traveled (VMT) analysis required for development projects under Senate Bill 743 (SB743); preparation of growth forecasts for the next SCAG RTP/SCS; expansion of the Countywide Sidewalk Inventory database; implementation of housing elements; and input to the San Bernardino County Transportation Analysis Model (SBTAM) update.
5. Assist Mountain/Desert representatives with the identification of priority projects and strategies for implementing those projects.
6. Participate in project development teams for major transportation projects in the Mountain/Desert Subareas.
7. Continue the SR 247/62 Emergency Bypass Study Phase 2, which will evaluate improvements to alternate routes used in the event of a closure or major incident in the Cajon Pass. This project is funded by an allocation secured through the state legislative process and includes a focus on alternate route planning to address I-15 emergencies and incident response.

## Planning and Regional

### Task 0941 Mountain/Desert Planning and Project Development

8. Monitor the development of the Brightline West high-speed train from the Town of Apple Valley to Las Vegas and its extension to the City of Rancho Cucamonga.
9. Work with local jurisdictions and transit agencies on the implementation of the Long Range Multimodal Transportation Plan (LRMTP), covering all subareas in the county.

The budgetary increase is mainly due to the implementation of Bear Valley Road Smart Corridor Project and the project wind down of the SR 247/62 Corridor Feasibility Study.

### Products

1. SR 247/62 Corridor Feasibility Study, setting the stage for future improvements on alternate routes in the event of I-15/Cajon Pass closure or major incident.
2. Planning and technical assistance in cooperation with Caltrans and local jurisdictions relative to project development in the Mountain/Desert Subareas.
3. Preparation and/or support of grant applications for funding of Mountain/Desert Subarea priorities.

### Contract Information

- a. Existing Contracts
  - i. 24-1003069, SR247/62 Corridor Feasibility Study, Amount Budgeted \$300,000.
  - ii. 24-1003132, CTO 22, On-Call Bench for Planning, and REAP 2.0, Bear Valley Smart Corridor Project. Amount Budgeted \$490,000.

### Manager

Josh Lee, Director of Planning and Regional Programs

	2023/2024	2024/2025	2025/2026	2026/2027
<b>Expenditures</b>	<b>Actual</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Budget</b>
Regular Full-Time Employees	22,232	42,358	62,808	50,702
Fringe Allocation-General	19,774	30,164	39,438	25,032
Professional Services	-	-	-	499,600
Consulting Services	12,672	311,531	317,342	336,000
Total Expenditures	54,678	384,053	419,588	911,334
<b>Funding Sources</b>				
State One-time Awards				309,180
MSI Victor Valley Fund-Traffic Management System				549,322
MSI North Desert Fund-Traffic Management System				3,061
MSI Colorado River Fund-Traffic Management System				1,530
MSI Morongo Basin Fund-Traffic Management System				3,061
MSI Mountain Fund-Traffic Management System				9,180
Local Projects Fund				36,000
Total Funding Sources				911,334

## Council of Governments Program Budget

### Description

San Bernardino Council of Governments (SBCOG) facilitates collaboration among our members to improve the region. This is done by providing regular reports and seeking feedback from the City/County Managers' Technical Advisory Committee (CCMTAC) and through direction received from the Board. SBCOG conducts specific projects focused on sustainability, local government services, and quality of life that are of benefit to the member agencies. The SBCOG Five-Year Work Plan (Work Plan) supports and provides resources on a variety of topics from boots-on-the-ground issues such as street vending ordinance updates and support for small businesses, to long-term strategic initiatives, such as those focused on homelessness and housing, to futuristic and forward-looking efforts such as smart corridors and technology infrastructure.

SBCOG serves member agencies throughout San Bernardino County on regional issues and priorities in ways that do not duplicate jurisdictional activities, but rather, complement jurisdictional efforts and add value to member agency functions and priorities. In addition, SBCOG assists its member agencies in securing funding by identifying and managing grant opportunities, ensuring that projects are effectively supported with the necessary financial resources to advance regional goals. This effort strengthens collaboration and enables agencies to implement and expand critical initiatives across the County.

The Inland Regional Energy Network (I-REN) is a SBCOG program representing a partnership with the Western Riverside Council of Governments (WRCOG), Coachella Valley Association of Governments (CVAG), and SBCOG that seeks to connect residents, businesses, and local governments to a wide range of energy efficiency resources to promote and increase energy savings and provide access to project resources by eligible public entities throughout the Inland Empire.

For recent major accomplishments and activities, see the descriptions under Task 0511, under which all SBCOG activities are included.

### Objectives

1. Carry out the expanded Work Plan as adopted by the Board of Directors, including the Homelessness Strategic Plan, Street Vendor Toolkit, and advocacy in support of SBCOG and member jurisdiction interests.
2. Support City/County Conference activities.
3. Pursue grant funding in support of the SBCOG mission in collaboration with local jurisdiction partners.
4. Facilitate implementation of the recommendations in the Smart County Master Plan.
5. Implementation of the SBCTA/SBCOG Engagement Framework.
6. Continue to implement the I-REN Program.
7. Administer the San Bernardino Regional Housing Trust.
8. Support local jurisdictions in their projects supported by Regional Early Action Planning (REAP) 2.0 funding.

### Performance/Workload Indicators

	2023/2024 Actual	2024/2025 Actual	2025/2026 Actual	2026/2027 Budget
Carry out expanded Work Plan	NA	YES	YES	YES
Pursue grant funding in support of the SBCOG mission in collaboration with local jurisdiction partners	YES	YES	YES	YES
Implementation of the SBCTA/SBCOG Engagement Framework.	NA	YES	YES	YES
Continue to implement the I-REN Program	YES	YES	YES	YES
Establish the Regional Housing Trust Joint Powers Authority and begin administering the Trust	NA	YES	YES	YES

## Council of Governments

**Task** 0511 Council of Governments

### Purpose

Promote and encourage regional collaboration among agencies in San Bernardino County through our role as the Council of Governments and conduct specific projects focused on sustainability, local government services, and quality of life that are of benefit to the member agencies. The SBCOG Five-Year Work Plan (Work Plan) supports and provides resources on a variety of topics from boots-on-the-ground issues such as street vending ordinance updates and support for small businesses, to long-term strategic initiatives, such as those focused on homelessness and housing, to futuristic and forward-looking efforts such as smart corridors and technology infrastructure. SBCOG's purpose is to represent and serve member agencies throughout San Bernardino County on regional issues and priorities in ways that do not duplicate jurisdictional activities, but rather, complement jurisdictional efforts and add value to member agency functions and priorities. In addition, SBCOG will assist its member agencies in securing funding by identifying and managing grant opportunities, ensuring that projects are effectively supported with the necessary financial resources to advance regional goals. This effort strengthens collaboration and enables agencies to implement and expand critical initiatives across the county.

Reduce energy costs, overall energy consumption and water use through strategic initiatives that promote energy efficiency and water conservation improvements and assist local governments with energy efficiency efforts. Actively participate in California's sustainability and clean energy initiatives and thereby build stronger and more resilient, prosperous communities. Connect with and provide programs and access to services to local governments, workforce providers, community colleges, water districts, and tribes in San Bernardino County.

### Accomplishments

SBCOG facilitates collaboration among our members to improve the region. The 2023/2024 Fiscal Year furthered the expansion of the Council of Governments following the approval of Amendment No. 4 to the Council of Governments Joint Powers Authority and the completion and Board adoption of the Work Plan. Fiscal Year 2025/2026 was the first year for the San Bernardino Council of Governments to be fully funded through the General Assessment Dues. Implementation and facilitation of the projects and programs identified in the Work Plan continued with several Work Plan projects being well underway and some completed. Regular reports to the Planning and Development Technical Forum (PDTF), Transportation Technical Advisory Committee (TTAC), City/County Manager's Technical Advisory Committee (CCMTAC), General Policy Committee (GPC), and the Board of Directors, along with various Ad Hoc Committees supported the progress of SBCOG's accomplishments in Fiscal Year 2025/2026.

Accomplishments over the 2025/2026 fiscal year include:

1. Met as needed with an Ad Hoc Committee of the Board to receive direction on forming the San Bernardino Regional Housing Trust.
2. Three SBCOG Board members served on the Inland Regional Energy Network (I-REN) Executive Committee. Seven I-REN Executive Committee meetings took place in the calendar year 2025 (note: I-REN reporting is done by calendar year).
3. The I-REN Executive Committee approved contracts with both county Workforce Development Departments to encourage collaboration among energy career training pathways.
4. Worked closely with Western Riverside Council of Governments (WRCOG) and Coachella Valley Association of Governments (CVAG) to select five on-call contractors to address Workforce Education & Training Program services such as workforce events, college fairs, and additional outreach services.
5. A total of 32 I-REN Energy Fellows were deployed in both Riverside and San Bernardino County. There were 12 I-REN Energy Fellows placed in SBCOG member agency locations.
6. Provided 13 I-REN Codes and Standards trainings in calendar year 2025. I-REN began simulcasting trainings in both English and Spanish in 2025 as well.
7. Approximately 28 public agencies have received I-REN Public Sector onboarding services in the SBCOG region. Moreover, the second project to reach completion for the I-REN Public Sector program was with the San Bernardino Community College District (SBCCD). The full incentive was issued to Colton Joint Unified School District and first check was disbursed to SBCCD.

## Council of Governments

### Task 0511 Council of Governments

8. Completed Housing Needs Analysis for the San Bernardino Regional Housing Trust.
9. Completed a Funding Gap Analysis for the San Bernardino Regional Housing Trust.
10. Completion of the Street Vendor Toolkit.
11. Provided updates to the PDTF, TTAC, CCMTAC and Board on the Emergency Evacuation Network Resiliency (EENR) Study to aid member agencies in the analysis needed for compliance with Senate Bill 99 and Assembly Bill 747, review emergency evacuation routes, and identify and prioritize SBCTA capital projects that support regional network resilience.
12. Completion of the EENR Study.
13. Kicked off the Emergency Resilience Center Design (ERCD) Study to look at non-capacity enhancements, microgrid technology integration into facilities, and possible locations for resilience centers.
14. Developed an Advisory Working Group to support the ERCD Study to include representation from city managers, emergency services, fire, and sheriff.
15. Developed an Ad Hoc Committee for the ERCD to guide project considerations of candidate locations of resilience centers, identification of regions and high-level guidance.
16. Begun implementation of Regional Action Planning Grant programs totaling \$8 Million: Housing Infill on Public and Private Lands Pilot Program (\$720,000), Lasting Affordability Program for the Regional Housing Trust (\$5,000,000), Subregional Partnership Program 2.0 for Housing Element Technical Assistance (\$2,367,317).
17. Kicked off the Regional Homeless Strategic Plan
18. Establishment of the San Bernardino Regional Housing Trust Fund through a new and separate Joint Powers Authority.

### Work Elements

This task covers SBCOG's involvement in specific projects to support the member agencies, selected elements of the Countywide Vision, and other multi-agency regional programs.

1. Check-Ins/Quarterly Status Updates on the SBCOG Five-Year Work Plan to the CCMTAC and General Policy Committee
2. Planning, coordination, and implementation support of the Smart County Master Plan (funded through Measure I; for details see Task 0404).
3. Amendment No 1 to the Smart County Master Plan for implementation of Computer-Aided Design (CAD) to CAD and Remote Connectivity Concept for Emergency Communications (for Smart Intersections/Corridors initiatives funded through Measure I - see Task 0404)
4. Planning and coordination with member agencies and stakeholders for the Homelessness Strategic Plan.
5. Planning and coordination of the CCMTAC and GPC staff reports on the development of a Street Vendor Toolkit.
6. Planning, coordination, and implementation of a biannual Speaker Series based on topics prioritized by the SBCOG Ad Hoc Committee.
7. Planning and coordination with member agencies on the development of a platform or framework for an SBCOG Forum for discussing and disseminating information.
8. Support planning and coordination for the annual City/County Conference.
9. Planning and coordination within SBCTA/SBCOG and among local agencies to complete and begin implementation of the SBCTA/SBCOG Engagement Framework.
10. Continue to collaborate and partner with WRCOG, CVAG, local jurisdictions, and other public agencies, utilities, educational institutions, tribes, and third-party energy providers regarding the implementation of the I-REN and its programs.
11. Coordination with local agencies and civic groups on regional programs and issues of importance to the various regions in the county.
12. Host grant writing seminars for SBCOG member agencies.
13. Planning and coordination with local agencies, small business owners, and local chambers to plan and implement Small Business Vendor Fairs. Planning and coordination with local agencies, small businesses, and local chambers to develop a framework for a Small Business Hub or Dashboard for public access to public procurement. Planning and coordination with local agencies, small businesses, and local chambers to create a vision and scope for a Regional Small Business Certification program.

## Council of Governments

### Task 0511 Council of Governments

14. Planning and coordination with SBCTA/SBCOG Chief of Legislative and Public Affairs for the development of an SBCOG Outreach/Advocacy Plan and schedule.
15. Planning and coordination with local agencies and technical experts for the EENR Study.
16. Planning and coordination with local agencies and technical experts for the ERCD Study.
17. Participating in SBCOG Board and Policy Committees, Ad Hoc Committees, and Study Sessions.
18. Participating and coordinating with California Association of Councils of Governments (CalCOG) and the Board Representative on SBCOG and SBCTA items within the purview of CalCOG.
19. Participating in regional boards as these are critical to ensure SBCOG concerns are understood regionally.
20. Establish a Memorandum of Understanding (MOU) between participating agencies and SBCOG for SBCOG to administer the San Bernardino Regional Housing Trust (SBRHT). Work will include the development and implementation of the Governance Structure, Administrative Plan, and project and programming established by the SBRHT.
21. Work with the Southern California Association of Governments (SCAG) and the California Department of Housing and Community Development (HCD) to administer the Regional Early Action Plan (REAP) 2.0 grant funding.
22. Coordinating with member agencies, consultants, and stakeholders to participate in networking events, conferences, and forums to expand SBCOG's regional influence and enhance grant opportunities.
23. Facilitating collaboration between member agencies, grant consultants, and external partners to develop project proposals aligned with funding opportunities and regional priorities. Collaborating with member agencies to identify project scopes and prioritize a list of projects for grant application and regional initiatives.
24. Outreach and coordination with various stakeholders and agencies, including the San Bernardino County Sheriff's Department, for the Homelessness Strategic Plan.
25. Outreach and coordination with California State University San Bernardino, Randall Lewis Center for Entrepreneurship for the small business components of the SBCOG 5-Year Work Plan.

The increase in budget from the prior year is due mainly to increases in staffing to support SBCOG and an expected increase in activity on consulting support for the REAP 2.0 program and other on-call planning services. The increases to the budget were a part of the Joint Powers Authority Amendment No. 4 approval and funds anticipated through REAP 2.0. Property Assessed Clean Energy (PACE) funds do not support ongoing activities of SBCOG. The budgeted amount within the PACE fund is designated solely to manage the outstanding financing associated with the SANBAG HERO Program that ended in 2017. Administration and oversight of these funds are handled by the Finance Department.

### Product

1. Implementation of the SBCOG Five-Year Work Plan.
2. In collaboration with WRCOG and CVAG deliver the I-REN energy efficiency programs related to the Public Sector, Codes and Standards, and Workforce Education and Training (WET).
3. Implementation of Smart County Early Action Plan components, in collaboration with local jurisdictions and pending funding availability.
4. Smart County Master Plan Smart Intersections/Corridors (See Task 0404).
5. Amendment No. 1 to Smart County Master Plan for implementation of the Cad to Cad study and the Remote Connectivity Project.
6. Grant writing workshops and grant applications on selected projects/initiatives (e.g. Climate Pollution Reduction Grant/CPRG).
7. Establishment of an SBRHT.
8. SBRHT Governance and Scope of Work and executed Joint Powers Authority Agreement.
9. Regional Housing Needs Assessment.
10. Housing Funding Gap Analysis.
11. Housing Legislation Analysis and Report.
12. Development of a SBRHT Administrative Plan.
13. Implementation of Programs and Projects identified in the Administrative Plan.
14. Development of a Regional Homelessness Strategic Plan.

## Council of Governments

### Task 0511 Council of Governments

15. Development of a Scope of Work Regional Small Business Certification.
16. Host Small Business Vendor Fairs.
17. Begin development of a framework or platform strategy for the Small Business Hub.
18. Coordination and implementation of Speaker Series events.
19. Host a Forum for discussion and information sharing on regional issues and challenges.
20. Monthly distribution of Grant Opportunity Table among member agencies.
21. Maintenance of a Return-on-Investment Log for grant applications.
22. Implementation of SBCOG Grant Tracking Sheet (e.g., grants applied for, awarded, etc.).
23. In collaboration with member agencies, compile a Grant-Ready Project List.
24. Establishment of SBCOG Grant Writing Assistance Program Guidelines.
25. Development of the Member Agency Grants & Funding Support website to centralize grant resources.
26. Implementation of Grant Support Request form.
27. Development and coordination of the ERCD Study.
28. Development of information and materials to communicate the projects, programs, and accomplishments by SBCOG.

### Contract Information

- a. Existing Contracts
  - i. 22-1002767, I-REN, Amount Budgeted \$98,205.
  - ii. 20-1002381, Legal Services for the Home Energy Renovation Opportunity (HERO) Program, Amount Budgeted \$50,000.
  - iii. 20-1002380, Financial Advisor and Program Manager for the HERO Program- trustee processes payment from fees collected, Amount Budgeted \$10,000.
  - iv. 20-1002379, Special Tax Consultant and Assessment Engineer for the HERO Program, Amount Budgeted \$150,000.
  - v. 24-1003131, On-Call Bench - CTO 2 Project Controls, Amount Budgeted \$115,000 - CTO 21 Grant Writing, Amount Budgeted \$25,000. Additional Budget CTOs 2 and 21 under Task 0404 and 0406.
  - vi. 23-1003018, On-Call Bench - CTO 12 Housing Trust Program, Notice of Funding Availability (NOFA), Amount Budgeted \$644,000. CTO 14A Sub-Regional Partnership Program (SRP), Amount Budgeted \$534,940.29.
  - vii. 24-1003130, On-Call Bench - CTO 5B Staff General Support, Amount Budgeted \$18,000. CTO 14D SRP, Amount Budgeted \$551,837.78. CTO 20 Street Vendor Toolkit, Amount Budgeted \$25,000. Additional budget for CTO 5B under 0404.
  - viii. 24-1003135, On-Call Bench - CTO 9 - Housing General Support, Amount Budgeted \$16,242.
  - ix. 24-1003133, On-Call Bench - CTO 13 - Housing Infill on Public and Private Lands (HIPP), Amount Budgeted \$500,000. CTO 14B SRP, Amount Budgeted \$474,313.14.
  - x. 24-1003134, On-Call Bench - CTO 14C SRP, Amount Budgeted \$550,292.79.
  - xi. 25-1003265, 5-Year Work Plan, Amount Budgeted \$524,500.
  - xii. 25-1003186, Evacuation and Resilience Center Design Study, Amount Budgeted \$0. Budgeted under Task 0110.
- b. New Contracts
  - i. 26-1003432, Grant Writing Services & Management, Amount Budgeted \$100,000, Total Estimated Contract Amount \$500,000.

### Council of Governments Fund Detail

- i. Inland Regional Energy Network - \$544,448.
- ii. SBRHT - \$4,463,100
- iii. REAP 2.0 - \$2,665,594.

### Manager

Monique Reza-Arellano, Director of Council of Governments

## Council of Governments

Task 0511 Council of Governments (COG)

	2023/2024	2024/2025	2025/2026	2026/2027
<b>Expenditures</b>	<b>Actual</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Budget</b>
Regular Full-Time Employees	280,214	336,751	689,001	620,658
Regular Part-Time Employees	1,328	1,073	3,774	742
Retirement Contribution-Employer	231,017	-	-	-
Fringe Allocation-General	249,237	239,810	434,994	306,784
Professional Services	98,244	121,662	889,218	1,053,517
Consulting Services	74,904	59,190	3,881,632	6,955,384
Project Controls (Planning-COG)	41,852	42,285	90,017	165,017
Grant Writing	27,192	13,382	75,000	125,000
Attendance Fees	26,300	29,500	36,600	36,600
Information Technology Services	-	-	17	17
Training/Registration	6,738	5,303	17,017	15,377
Postage	-	-	517	517
Travel Expense - Employee	1,314	1,357	15,517	15,097
Travel Expense - Non-Employee	-	885	1,500	-
Travel Expense-Mileage-Employee	3,037	1,689	5,517	5,517
Travel Expense-Mileage-Non-Employee	-	-	1,017	1,017
Public Information Activities	-	-	100,000	50,000
Printing - External	-	-	4,017	4,017
Printing - Internal	-	-	2,017	2,017
Contributions/Subsidies	-	25,000	20,000	20,001
Bank Charges	3,308	1,598	-	-
Office Expense	-	-	1,017	1,017
Meeting Expense	1,260	1,848	3,017	18,017
<b>Total Expenditures</b>	<b>1,045,944</b>	<b>881,333</b>	<b>6,271,406</b>	<b>9,396,313</b>
<b>Funding Sources</b>				
General Assessment Dues				1,620,376
Property Assessed Clean Energy Fund				102,795
Council of Governments Fund				7,673,142
<b>Total Funding Sources</b>				<b>9,396,313</b>

Attachment: GPC Task Review [Revision 1] (12246 : SBCTA Fiscal Year 2026/2027 Budget Task Review - GPC)

## Fund Administration Program Budget

### Description

The Fund Administration Program contains tasks that are most central to SBCTA's responsibilities for administering Federal and State funds and Measure I revenue. Maximizing transportation funding to San Bernardino County; determining how best to use the many Federal, State, and local funding types to improve local and regional transportation systems within the county; and fulfilling the procedural and eligibility requirements associated with various funds are core functions under this program. Tasks within the program relate directly to the allocation, programming, and administration of funds for the implementation of various transportation projects. These tasks support the policy considerations that lead to project prioritization and distribution of funds under the discretion of the SBCTA Board.

Fund Administration tasks include administering the Measure I Transportation and Use Tax and Measure I allocations per the Measure I Ordinance and Expenditure Plan and the Measure I Strategic Plan; nominating and programming projects that receive Federal and State highway and transit funds in required Federal and State transportation improvement programs; timely allocation of various fund types to meet project financial needs at the time of project delivery; monitoring timely expenditure of funds per Federal and State requirements; strategic planning of fund allocations to ensure that SBCTA maximizes opportunities to bring additional Federal and State funds to meet project commitments as established in the Measure I Expenditure Plan; and implementation and updating of SBCTA's 10-Year Delivery Plan. Note that Fund Administration is also responsible for administering the Local Transportation Fund (LTF), the State Transit Assistance Fund (STA), Low Carbon Transit Operations Program (LCTOP), Senate Bill (SB) 1, SB 125, State of Good Repair (SGR), and Federal Transit Administration (FTA) fund revenues for local transit operators and Metrolink. Any pass-through funds for these sources are budgeted in the Transit Program.

Tasks in this program include pass-through of an estimated \$72,069,100 in Measure I Funds for road priorities determined by local jurisdictions on their local streets, reimbursement of an estimated \$25,000,000 in Measure I Funds for locally delivered projects in the Valley Major Street and Interchange Programs, and \$46,632,260 in Measure I Funds for projects in the Mountain/Desert Major Local Highway Program.

### Objectives

1. Manage the allocations of SBCTA public funds such as Measure I and Federal and State funds per approved 10-Year Delivery Plan and Board allocations to meet project delivery needs.
2. Develop and implement funding strategies that result in SBCTA using all Federal and State funds available and receiving additional Federal and State funds in the form of apportionments and new grants.
3. Develop and amend the Federal Transportation Improvement Program (FTIP) for projects within San Bernardino County as required by law.
4. Develop and amend the State Transportation Improvement Program (STIP) as required by the California Transportation Commission (CTC).
5. Manage contracts for on-call air quality consultant and Triennial Performance Audits for Fiscal Years 2023/2024 to 2025/2026.
6. Provide support to local jurisdictions and transit operators in the area of FTIP development, allocation and obligation processes, and fund management strategies that have impact to SBCTA's public funds.
7. Evaluate public fund revenue when revenue assumptions change, and make allocation planning recommendations for consideration in the SBCTA budget.
8. Manage Measure I reimbursement programs:
  - a. For the arterial portion of the Measure I Valley Major Street Program, plan annual allocations based on the estimated revenue and the local jurisdictions' equitable fair share percentage from the Nexus Study, review and approve invoice submittals, and document information in SBCTA's arterial program database.
  - b. For Measure I Valley Interchange Program, work with project sponsors to discuss proposed project allocations, recommend allocations to the Metro Valley Study Session and the Board, process funding agreements with local jurisdictions, and review and approve invoice submittals for payment.

### Fund Administration Program Budget

- c. For Measure I Mountain/Desert Major Local Highway and Project Development/Traffic Management Systems Programs, convene Subarea meetings to review and update projects identified in the 10-Year Delivery Plan, discuss proposed project allocations, recommend allocations to the Mountain/Desert Policy Committee and the Board, process funding agreements with local jurisdictions, and review and approve invoice submittals for payment.
  - d. Develop term loan agreements as appropriate to expedite delivery of Measure I projects in advance of the availability of the required development mitigation fair share percentage identified in the Development Mitigation Nexus Study.
9. Provide timely local pass-through distribution and invoice reimbursement to jurisdictions and transit operators.
10. Prioritize projects and revise funding plans and revenue projections for the 2026 update to the 10-Year Delivery Plan and update the bonding strategy as necessary to implement projects according to the plan.

#### Performance/Workload Indicators

	2023-2024 Actual	2024-2025 Actual	2025-2026 Revised Budget	2026-2027 Budget
Federal Funds Delivery <sup>1</sup>	157%	151%	131%	122%
FTIP Amendments	19	16	18	19
Programming Changes Processed	96	318	129	338
10-Year Delivery Plan Update	N/A	2/5/2025	N/A	12/2/2026
Measure I Valley Arterial Reimbursements	\$3,554,326	\$13,992,501	\$25,000,000	\$25,000,000
Measure I Mtn./Desert Reimbursements	\$4,188,306	\$7,779,708	\$46,404,374	\$42,632,260
Local Transportation Fund Pass-through <sup>2</sup>	\$122,444,662	\$163,813,923	\$177,460,004	\$197,717,773
State Transit Assistance Fund Pass-through <sup>2</sup>	\$15,116,090	\$56,738,184	\$52,544,966	\$33,782,736
Local Agency Reimbursements Processed	34	19	22	25
Funding Agreements Managed	38	41	41	49
Development Share Loan Agreements Managed	6	6	6	3

<sup>1</sup> Lower delivery in fiscal years is intentional when funds have been advanced or are being saved for large projects, like the Interstate 10 Corridor Contract 2 and zero emission bus conversions. Percentage is based on San Bernardino County's target share of Surface Transportation Block Grant (STBG) Program and Congestion Mitigation and Air Quality (CMAQ) Funds.

<sup>2</sup> Pass-throughs specific to Transit are budgeted in the Transit Program Budget.

## Fund Administration

### Task 0500 Fund Administration

#### Purpose

Facilitate and oversee the administration and programming of transportation projects through funding provided by a variety of Federal and State revenue sources and Measure I to allow timely delivery of transportation projects and to demonstrate compliance with applicable Federal, State, and local guidelines; fiscal constraint; and air quality conformity requirements. Federal and State revenue sources include Infrastructure Investment and Jobs Act (IIJA) programs, such as Federal Surface Transportation Block Grant Program (STBG), Congestion Mitigation and Air Quality Improvement (CMAQ) Program, and Carbon Reduction Program (CRP); State Transportation Improvement Program (STIP); Local Transportation Funds (LTF) and State Transit Assistance (STA) Funds made available from State Transportation Development Act (TDA); State Active Transportation Program (ATP); State Proposition 1B Bond, Senate Bill 862 (SB862), Senate Bill 125 (SB125), and Senate Bill 1 (SB1) Programs; and various Federal appropriations.

#### Accomplishments

SBCTA staff has administered and programmed the above funding based on the Board-approved priorities and strategies as communicated through the Measure I Strategic Plan; 10-Year Delivery Plan, which was updated and approved by the Board in February 2025; program apportionments; and project-specific allocations. Through strategic fund management and timely delivery of existing committed funds, SBCTA has maximized and protected Federal and State funding revenues. SBCTA coordinated with Southern California Association of Governments (SCAG) and other transportation commissions in the SCAG region to develop the program guidelines and application for STBG and CMAQ funds. With a Project Prioritization Framework approved by the Board, SBCTA staff assembled and submitted projects for consideration as a part of the SCAG CMAQ/STBG Federal Fiscal Years 2026/2027 - 2027/2028 Call for Projects. SBCTA staff efforts successfully secured \$78.4 million of STBG and \$68.7 million of CMAQ for projects and programs from the SCAG's regional apportionment of funds. Additionally, SBCTA, as the regional transportation planning agency for San Bernardino County, coordinated the completion and submittal of the second Allocation Package for SB125 funds, which included allocations made by the Board to transit operators in April 2024, and developed funding agreements with the transit operators to be used in administration of the SB125 funds. SB125 funds may be used for a broad range of projects including operations, rail capital projects, bus rapid transit investments, zero-emission transit equipment, and transit facility and network improvement projects.

SBCTA continues to support local agencies and transit operators with information on funding opportunities, transportation program financial forecasts, guidelines, requirements, policies, and schedules. SBCTA serves as a liaison between local agencies and the California Department of Transportation (Caltrans), the California Transportation Commission (CTC), the San Bernardino County Auditor/Controller-Treasurer-Tax Collector, and various other Federal and State agencies to assist local implementation of projects funded by Federal and State sources. As part of the requirement under the TDA, SBCTA is responsible for coordinating the completion of the Triennial Performance Audits. In Fiscal Year 2025/2026, SBCTA staff completed the procurement of an auditing firm to prepare the audits during Fiscal Year 2026/2027. The TDA Triennial Audit will cover Fiscal Years 2023/2024 - 2025/2026. The agencies involved in these audits will include SBCTA, City of Needles Transit Fund, Omnitrans, Victor Valley Transit Authority, Basin Transit, and Mountain Transit.

#### Work Elements

##### Manage Federal and State Funds

1. Program and allocate Federal and State funds, leverage funding, and integrate with local and private funds to maximize funding and delivery of high-priority transportation projects, comply with Measure I Strategic Plan Policy, and minimize administrative burdens. Ensure the region's delivery goals are met or exceeded on an annual basis, long-term projects can be adequately funded, and equity is maintained between and within the different Subareas of the County.
2. Coordinate with SBCTA staff, transit operators and local agencies to propose projects to be funded by STBG and CMAQ to SCAG consistent with the 2025 10-Year Delivery Plan and the program guidelines for these fund sources to ensure that San Bernardino County continues to receive its historical share of these fund sources.

## Fund Administration

### Task 0500 Fund Administration

3. Develop program-level annual delivery plans to ensure SBCTA, transit operators, and member agencies deliver projects as planned to maximize funding opportunities and guard against loss. Maintain SBCTA's program/project-level database to support program management activities. Monitor and track obligation and implementation progress of projects funded with Federal and State funds to protect SBCTA's fiscal allocations pursuant to timely use of funds deadlines.
4. Identify eligible candidate projects for various formula and competitive grant programs, and provide support to responsible agencies to submit applications and administer funding requirements for projects if selected. Assist in development of legislative support for candidate projects.
5. Identify and submit candidate projects for inclusion into the Federal Transportation Improvement Program (FTIP) from the SBCTA Development Mitigation Nexus Study and Measure I 2010-2040 Strategic Plan, the 10-Year Delivery Plan, the Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS), local agencies, transit operators, and Caltrans. Review and assist with candidate project submittals and work with SCAG, Caltrans District 8, and Caltrans Headquarters to ensure that candidate FTIP projects meet eligibility requirements, including fiscal constraint. Prepare, submit, and track FTIP amendments.
6. Manage an on-call air quality consultant to assist SBCTA, transit operators, and local agencies with required emissions reductions calculations for various grant programs.
7. Support projects included into the 2026 STIP as approved by the SBCTA Board and the CTC. Meet and confer with CTC staff and Commissioners to advocate for STIP funding of key projects through the Regional and Interregional Programs as appropriate.

#### Coordinate Transit Operator Allocations

1. Allocate LTF to transit operators and local agencies for public transportation and bicycle and pedestrian projects and STA to transit operators for capital projects and eligible operating costs in accordance with the TDA statutes and the California Code of Regulations (CCR).
2. Apportion Low Carbon Transit Operations Program (LCTOP) funds for projects that reduce greenhouse gas emissions and SB1 State of Good Repair (SGR) funds for transit infrastructure repair and service improvements in accordance with State guidance.
3. Working with the Transit and Rail Department and the transit operators, determine the distribution of SB125 and Federal Transit Administration (FTA) formula funds and the Federal Highway Administration (FHWA) CMAQ amounts to be proposed to SCAG for transit projects. Assist operators in the preparation of annual Section 5311 and Section 5307 Programs of Projects and grant applications, and provide concurrence with the use of FTA formula funds. Provide assistance in the administration of the Full Funding Grant Agreement for the West Valley Connector Project.
4. Coordinate with SBCTA's auditor for the annual fiscal audits of LTF and STA funds, and monitor contract auditor work and final product for TDA claimants.
5. Support SBCTA's auditor for the Triennial Performance Audit for the Fiscal Years 2023/2024 to 2025/2026.

#### Manage Measure I Near-Term and Long-Term Funding Needs

1. Complete the 2026 Update to the 10-Year Delivery Plan for Board approval in Fiscal Year 2026/2027, with emphasis on facilitating approval of project priorities by Subarea, seeking cost-effective alternatives to bonding, considering opportunities for future grant funding, and reevaluating funding plans for the most efficient funding strategies through the end of Measure I 2010-2040.
2. Request Capital Project Needs Analyses (CPNA) from Valley and Victor Valley Subarea jurisdictions and SBCTA program managers and compile into a comprehensive assessment of funding needs for each fiscal year. Conduct cash-flow analyses of needs versus available revenues, and develop alternatives for the allocation of Measure I funds, together with the use of Federal and State funds.
3. Review member agency Measure I policy compliance through audits, Capital Improvement Plans, and CPNA, and recommend policy updates where appropriate.
4. Facilitate Mountain/Desert Subarea meetings for project identification, prioritization, and allocations, and present Mountain/Desert Subarea representatives' recommendations to the Board for approval.
5. Support the development of the expenditure plan and revenue projections for a 2026 Measure I Renewal ballot measure.

## Fund Administration

Task 0500 Fund Administration

	2023/2024	2024/2025	2025/2026	2026/2027
<b>Expenditures</b>	<b>Actual</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Budget</b>
Regular Full-Time Employees	672,952	707,726	953,970	942,968
Overtime	351	471	-	-
Fringe Allocation-General	598,871	504,329	598,997	465,545
Consulting Services	1,813	18,998	10,000	10,000
Auditing and Accounting	114,601	-	10,000	145,000
Training/Registration	1,346	2,170	8,250	8,250
Postage	87	-	650	650
Travel Expense - Employee	6,383	5,811	16,975	17,975
Travel Expense-Mileage-Employee	299	232	4,300	5,050
Travel Expense-Other-Metrolink Tickets	-	-	450	450
Advertising	-	-	800	-
Printing - External	-	-	275	275
Office Expense	-	-	500	500
Meeting Expense	-	-	1,650	1,650
Total Expenditures	<u>1,396,703</u>	<u>1,239,737</u>	<u>1,606,817</u>	<u>1,598,313</u>
<b>Funding Sources</b>				
MSI Administration				274,183
Local Transportation Fund - Admin				267,129
Local Transportation Fund - Planning				51,681
Local Transportation Fund - Rail				15,533
Planning, Programming and Monitoring				945,327
Zero Emission Transit Capital Program-SB125				32,848
MSI Valley Fund-Freeway Projects				4,427
MSI Valley Fund-Fwy Interchange				2,874
MSI Valley Fund-Express Bus/Rapid Trans				2,874
Indirect Cost Fund				1,437
Total Funding Sources				<u>1,598,313</u>

Attachment: GPC Task Review [Revision 1] (12246 : SBCTA Fiscal Year 2026/2027 Budget Task Review - GPC)

## Fund Administration

**Task** 0550 Allocations/Pass-through

### Purpose

To serve as a depository for Measure I 2010-2040 local pass-through and reimbursement funds prior to disbursement to local agencies.

### Accomplishments

As the administrator of Measure I, SBCTA is responsible for the disbursement of funding from the Measure I 2010-2040 local pass-through and reimbursement programs. SBCTA staff disburses these funds based on the Board-approved priorities and strategies as communicated through the Strategic Plan, 10-Year Delivery Plan, program apportionments, and project-specific allocations.

### Work Elements

1. Reimburse jurisdictions for Measure I Valley Major Street Projects Program/Arterial Sub-Program and Measure I Mountain/Desert Major Local Highway (MLH) Projects Program and Project Development/Traffic Management Systems Program expenditures based on invoices received.
2. Reimburse jurisdictions for Measure I Valley Freeway Interchange Projects Program Agreements for interchange/phasing projects managed by Valley jurisdictions.
3. Disburse Measure I Local pass-through funds to Valley jurisdictions and the Valley portion of San Bernardino County based on the ratio of each jurisdiction's population to the total Valley population, as specified by Ordinance.
4. Disburse Measure I Local Pass-through funds to Mountain/Desert jurisdictions and the Mountain/Desert portion of San Bernardino County with a formula based 50 percent on sales and use tax generated at point of generation in each Subarea and 50 percent on population, as specified by Ordinance.

This task represents only funding allocations and pass-through payments. All administrative costs are budgeted in Task 0500 Fund Administration.

### Product

Fiscal Accounting. Disbursements that support the delivery of locally-funded projects in San Bernardino County.

### Contract Information

- a. Existing Contracts
  - i. Various, Jurisdictional Master Agreements, Valley Arterial Sub-Program, Amount Budgeted \$25,000,000.
  - ii. 22-1002725, Rialto, Interstate 10/Riverside Avenue Interchange Phase 2, Amount Budgeted \$4,564,000.
  - iii. 25-1003336, Ontario, State Route 60/Euclid Avenue Interchange, Amount Budgeted \$360,000.
  - iv. 23-1002977, Adelanto, Bartlett Avenue Widening Project, MLH, Amount Budgeted \$292,000.
  - v. 25-1003293, Adelanto, Bellflower Street Widening (Phase 2), MLH, Amount Budgeted \$2,190,000.
  - vi. 26-1003420, Adelanto, Seneca Road Pavement Rehabilitation, MLH, Amount Budgeted \$680,550.
  - vii. 22-1002754, Apple Valley, Bear Valley Road Bridge, Amount Budgeted \$3,844,090.
  - viii. 24-1003077, Apple Valley, Yucca Loma Road Widening, Amount Budgeted \$636,000.
  - ix. 25-1003283, Apple Valley, Central Road Widening, MLH, Amount Budgeted \$4,149,000.
  - x. 17-1001692, Hesperia, Rancho Road Widening, MLH, Amount Budgeted \$5,517,000.
  - xi. 19-1002202, San Bernardino County, Rock Springs Road, MLH, Amount Budgeted \$3,980,000.
  - xii. 20-1002368, San Bernardino County, Phelan Road Widening, MLH, Amount Budgeted \$2,494,000.
  - xiii. 15-1001119, Barstow, First Avenue Bridge over Burlington Northern Santa Fe Railroad (BNSF), MLH, Amount Budgeted \$830,000.
  - xiv. 15-1001118, Barstow, First Avenue Bridge over Mojave River, MLH, Amount Budgeted \$840,000.
  - xv. 19-1002193, Barstow, Rimrock Road Rehabilitation, MLH, Amount Budgeted \$4,314,280.
  - xvi. 15-1001157, San Bernardino County, Baker Boulevard Bridge, MLH, Amount Budgeted \$695,610.

## Fund Administration

### Task 0550 Allocations/Pass-through

- xvii. 19-1002192, Big Bear Lake, Moonridge Road Advanced Expenditure Agreement, MLH, Amount Budgeted \$680,000.
- xviii. 20-1002325, San Bernardino County, State Route 38/Stanfield Cutoff Roundabout, MLH, Amount Budgeted \$2,888,910.
- xix. 19-1002195, Twentynine Palms, Split Rock Bridge, MLH, Amount Budgeted \$411,190.
- xx. 24-1003045, Twentynine Palms, State Route 62 Phase 2B, MLH, Amount Budgeted \$495,000.
- xxi. 25-1003282, Yucca Valley, Yucca Trail, MLH, Amount Budgeted \$148,000.
- xxii. 25-1003287, Needles, River Road Widening, MLH, Amount Budgeted \$60,000.
- xxiii. 25-1003288, Needles, River Street Widening, MLH, Amount Budgeted \$13,500.
- xxiv. 22-1002711, San Bernardino County, Needles Highway Segment 1C Advanced Expenditure Agreement, Amount Budgeted \$93,600.

### b. New Contracts

- i. Anticipated Victor Valley MLH Allocations, Amount Budgeted \$5,000,000, Total Estimated Contract Amount to be based on services provided.
- ii. Anticipated North Desert MLH Allocations, Amount Budgeted \$500,000, Total Estimated Contract Amount to be based on services provided.
- iii. Anticipated Morongo Basin MLH Allocations, Amount Budgeted \$1,500,000, Total Estimated Contract Amount to be based on services provided.

### Manager

Ryan Graham, Director of Fund Administration

	2023/2024	2024/2025	2025/2026	2026/2027
Expenditures	Actual	Actual	Revised Budget	Budget
Pass-through Payments	68,818,491	64,951,107	69,107,640	72,069,100
Major Street Payments	3,554,326	13,992,501	25,000,000	25,000,000
Major Local Highway Payments	4,188,306	7,779,708	46,404,374	42,632,260
Total Expenditures	<u>76,561,122</u>	<u>86,723,317</u>	<u>140,512,014</u>	<u>139,701,360</u>
<b>Funding Sources</b>				
MSI Valley Fund-Fwy Interchange				2,889,300
MSI Valley Fund-Arterials				25,000,000
MSI Valley Fund-Local Street				41,983,800
MSI Victor Valley Fund-Major Local Hwy				5,782,640
MSI Victor Valley Fund-Local Street				16,847,000
MSI North Desert Fund-Major Local Hwy				7,179,890
MSI North Desert Fund-Local Street				3,106,200
MSI Colorado River Fund-Major Local Hwy				167,100
MSI Colorado River Fund-Local Street				254,700
MSI Morongo Basin Fund-Major Local Hwy				2,933,720
MSI Morongo Basin Fund-Local Street				1,874,600
MSI Mountain Fund-Major Local Highway				3,568,910
MSI Mountain Fund-Local Street				3,078,800
Victor Valley Project Fund				23,000,000
Valley Project Fund				2,034,700
Total Funding Sources				<u>139,701,360</u>

## Debt Service Program Budget

### Description

This program accounts for the debt service principal, interest, and fiscal charges attributed to the outstanding bonded indebtedness of SBCTA. The Fiscal Year 2026/2027 Budget includes the 2022A Sales Tax Revenue Refunding Bond, the 2023A Sales Tax Revenue Refunding Bond, and the 2026 A Sales Tax Revenue Bond debt service expenditures.

### Objectives

1. Record and account for all trustee activity, including interest earnings and debt service costs.
2. Manage outstanding debt ensuring compliance with applicable laws and regulations.
  - a. Comply with continuing disclosure requirements of the Debt Service Program.
  - b. Prepare arbitrage calculation, as required.

### Allocation of bond proceeds and debt service:

	Actual				Budget			
	2024		2025		2026		2027	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
<u>2014/2023 Bond Issue**</u>								
Freeway Interchange	605,000	1,104,995	591,424	1,009,837	656,140	984,024	726,705	948,741
Valley Major Streets	1,082,950	1,977,941	680,042	1,161,149	754,455	1,131,469	835,595	1,090,899
Rail	680,625	1,243,118	599,545	1,023,704	665,150	997,537	736,685	961,769
Victor Valley Major								
Local Highway	151,250	276,249	119,431	203,925	132,500	198,713	146,750	191,588
Cajon Pass	505,175	922,671	398,184	679,886	441,755	662,507	489,265	638,753
	<u>3,025,000</u>	<u>5,524,974</u>	<u>2,388,625</u>	<u>4,078,500</u>	<u>2,650,000</u>	<u>3,974,250</u>	<u>2,935,000</u>	<u>3,831,750</u>
<u>2012/2022 Bond Issue*</u>								
Valley Major Streets	1,276,080	1,192,276	1,364,015	1,058,717	1,374,240	995,342	1,378,330	922,540
Victor Valley Major								
Local Highway	670,800	626,746	717,025	556,538	722,400	523,224	724,550	484,954
Cajon Pass	1,173,120	1,096,078	1,253,960	973,295	1,263,360	915,034	1,267,120	848,106
	<u>3,120,000</u>	<u>2,915,100</u>	<u>3,335,000</u>	<u>2,588,550</u>	<u>3,360,000</u>	<u>2,433,600</u>	<u>3,370,000</u>	<u>2,255,600</u>
<u>2026 Bond Issue</u>								
Freeway							2,394,000	2,788,916
Freeway Interchange							3,591,000	4,183,374
							<u>5,985,000</u>	<u>6,972,290</u>
Bond Issue Totals	<u>6,145,000</u>	<u>8,440,074</u>	<u>5,723,625</u>	<u>6,667,050</u>	<u>6,010,000</u>	<u>6,407,850</u>	<u>12,290,000</u>	<u>13,059,640</u>

\* The 2012 Bond Issue was refunded in Fiscal Year 2022. This section shows the issues combined.

\*\* The 2014 Bond Issue was refunded in Fiscal Year 2024. This section shows the issues combined.

### Performance/Workload Indicators

	2023/2024 Actual	2024/2025 Actual	2025/2026 Budget	2026/2027 Budget
Debt Service:				
Principal	\$6,145,000	\$5,720,000	\$6,010,000	\$12,290,000
Interest	\$8,440,074	\$6,693,850	\$6,407,850	\$13,059,640
Arbitrage Calculation	YES	NO	NO	NO
Debt continuing disclosure requirements	YES	YES	YES	YES
Bond refunding	YES	NO	NO	NO

Debt Service

Task 0967 2022A Sales Tax Revenue Refunding Bond

Purpose

Account for the proceeds held by the Bond Trustee and payments for interest, principal, and trustee fees for the Debt Service on the 2022A Sales Tax Revenue Refunding Bond.

Accomplishments

The Finance Department monitored the activities of the trustee including investment and disbursement of bond proceeds. This activity relates to the 2022A Sales Tax Revenue Refunding Bond issuance. The refunding of the 2012A Sales Tax Revenue Bonds resulted in reduction of interest cost of over \$21 million through 2040, or \$16.9 million on a net present value basis.

Work Elements

This task accounts for the Debt Service of the 2022A Sales Tax Revenue Refunding Bond.

The task contains the accounting of the principal, interest, and fiscal charges of the Debt Service Fund. This task is for accounting purposes only.

Product

Fiscal Accounting.

Manager

Lisa Lazzar, Chief Financial Officer

	2023/2024	2024/2025	2025/2026	2026/2027
Expenditures	Actual	Actual	Revised Budget	Budget
Bond Principal	3,275,000	3,335,000	3,360,000	3,370,000
Bond Interest	2,749,100	2,585,350	2,418,600	2,250,600
Fiscal Agent Fees	9,250	3,200	15,000	5,000
Total Expenditures	6,033,350	5,923,550	5,793,600	5,625,600
Funding Sources				
Sales Tax Revenue Bonds 2022A Fund				5,625,600
Total Funding Sources				5,625,600

Attachment: GPC Task Review [Revision 1] (12246 : SBCTA Fiscal Year 2026/2027 Budget Task Review - GPC)

## Debt Service

**Task** 0968 2023A Sales Tax Revenue Refunding Bond

### Purpose

Account for the proceeds held by the Bond Trustee and payment for interest, principal, and trustee fees for the Debt Service on the 2023A Sales Tax Revenue Refunding Bond.

### Accomplishments

The Finance Department monitored the activities of the trustee including investment and disbursement of bond proceeds. This activity relates to the 2023A Sales Tax Revenue Refunding Bond issuance. The refunding of the 2014A Sales Tax Revenue Bonds resulted in a reduction of interest cost of \$17.4 million through 2040, or \$14 million on a net present value basis.

### Work Elements

This task accounts for the Debt Service of the 2023A Sales Tax Revenue Refunding Bond.

This task contains the accounting of the principal, interest, and fiscal charges of the Debt Service Fund. This task is for accounting purposes only.

### Product

Fiscal Accounting.

### Manager

Lisa Lazzar, Chief Financial Officer

	2023/2024	2024/2025	2025/2026	2026/2027
<b>Expenditures</b>	<b>Actual</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Budget</b>
Bond Principal **	98,425,000*	2,385,000	2,650,000	2,935,000
Bond Interest	5,662,888	4,078,500	3,959,250	3,826,750
Fiscal Agent Fees	-	3,625	15,000	5,000
Total Expenditures	104,087,888	6,467,125	6,624,250	6,766,750
<b>Funding Sources</b>				
Sales Tax Revenue Bonds 2023A Fund				6,766,750
Total Funding Sources				6,766,750

\* Includes amounts from Task 0966 2014A Sales Tax Revenue Bond that was refunded with the 2023A Sales Tax Revenue Bond and refunding.

**Debt Service**

**Task** 0969 2026A Sales Tax Revenue Bond

**Purpose**

Account for the proceeds held by the Bond Trustee and payment for interest, principal, and trustee fees for the Debt Service on the 2026A Sales Tax Revenue Bond.

**Accomplishments**

The Finance Department monitored the activities of the trustee including investment and disbursement of bond proceeds. This activity relates to the 2026A Sales Tax Revenue Bond issuance.

**Work Elements**

This task accounts for the Debt Service of the 2026A Sales Tax Revenue Bond.

This task contains the accounting of the principal, interest, and fiscal charges of the Debt Service Fund. This task is for accounting purposes only.

**Product**

Fiscal Accounting.

**Manager**

Lisa Lazzar, Chief Financial Officer

	<u>2023/2024</u>	<u>2024/2025</u>	<u>2025/2026</u>	<u>2026/2027</u>
<b>Expenditures</b>	<b>Actual</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Budget</b>
Bond Principal	-	-	-	5,985,000
Bond Interest	-	-	-	6,967,290
Fiscal Agent Fees	-	-	-	5,000
Total Expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>12,957,290</u>
 <b>Funding Sources</b>				
Sales Tax Revenue Bonds 2026A Fund				<u>12,957,290</u>
Total Funding Sources				<u>12,957,290</u>

Attachment: GPC Task Review [Revision 1] (12246 : SBCTA Fiscal Year 2026/2027 Budget Task Review - GPC)

## *Minute Action*

AGENDA ITEM: 6

***Date:*** April 8, 2026

***Subject:***

Capital Projects and Reserves Based on Policy No. 20600 Funding Indirect Costs

***Recommendation:***

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

A. Approve reserves for capital costs of \$390,000 and for emergency purposes of \$500,000 based on Policy No. 20600, Funding Indirect Costs and Establishing Fund Balance Reserves and a Capital Improvement Plan.

B. Review and provide direction relative to budgetary information to be included in the Indirect Fund for the Fiscal Year 2026/2027 Budget.

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

C. Approve the updated Capital Improvement Plan for the Santa Fe Depot and for the Agency's Information Technology systems.

***Background:***

San Bernardino County Transportation Authority (SBCTA) Policy No. 20600, Funding Indirect Costs and Establishing Fund Balance Reserves and a Capital Improvement Plan (CIP), delineates how indirect costs will be funded; establishes reserves for general purposes and capital improvements; establishes a fund to account for the indirect costs and the allocated revenue, fund balance, and reserves; and requires adoption of a five-year CIP as part of the annual budget to identify and plan accordingly for building improvements, maintenance, and information technology needs. Furthermore, the policy establishes a fund balance reserve policy for capital costs and general purposes, such as emergencies and unexpected costs. The General Purpose Reserve shall be at least \$500,000 and shall not exceed 20% of indirect costs budgeted for the next budgetary fiscal year. A Capital Improvement Reserve is established for capital costs anticipated in the CIP. The fund balance is available to pay for unexpected costs or cost increases due to cyclical activities.

Exhibit A is a summary of indirect costs of \$10,582,372, proposed for Fiscal Year 2026/2027. This represents an increase of \$171,408 from the current budget of \$10,410,964. Cost increases are primarily related to salaries, professional services, building maintenance, and insurance, which are offset by decreases in fringe, auditing and accounting, improvements other than buildings, and computer hardware and software. CIP costs include tile lobby restroom, Americans with Disabilities Act repairs, breakroom modernization, irrigation system upgrade, crack survey, depot exterior trim paint, new office buildout and switching and backbone modernization.

Exhibit B is a listing of capital improvement projects for the next five years. Capital projects for Fiscal Year 2026/2027 in the amount of \$369,000 are included in the proposed Budget for Fiscal Year 2026/2027.

In accordance with Policy No. 20600, the allocation of revenue to the Indirect Fund is based on the percentage of full-time equivalents budgeted for each major program of SBCTA, except for

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

## General Policy Committee Agenda Item

April 8, 2026

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Finance Department Indirect Costs, which are allocated based on the number of transactions for the recently audited fiscal year. The allocation of revenue for Fiscal Year 2026/2027 also accounts for a “true-up” of the Fiscal Year 2024/2025 Indirect Fund allocations based on the actual staff time expended, per program, in that year. The Finance Department indirect cost “true up” of the Fiscal Year 2024/2025 Indirect Fund allocation was based on the number of transactions for the recently audited fiscal year for the Finance Department. Additionally, staff recommends budgeting revenues at less than the budgeted expenditures since staff anticipates a carryover balance (revenue exceeding expenditures) of \$2,017,799 in the Indirect Fund from current fiscal year operations. Combined with the projected revenue allocation of \$9,454,573, less estimated indirect costs of \$10,582,372, a balance of \$890,000 remains for recommended reserves. Staff will continue to monitor fund balances and indirect expenses to mitigate any funding shortfalls.

Per Policy No. 20600, the revenue that can be allocated to fund indirect costs and the reserves is derived from the various funding sources as shown below. The Measure I allocation is 2.2% of projected Measure I Revenue, which is slightly above the calculated share of 2.0% and less than the maximum allowed of 3%. A reconciliation of Fiscal Year 2024/2025 actual Indirect Fund allocations is included in the amounts allocated:

Funding Source	Indirect Costs by full time equivalents	FY 2024/2025 Actual Adjustments	Indirect Costs by # of transactions	FY 2024/2025 Actual Adjustments By # of transactions	Total
Local Transportation Fund-Administration	800,271	-	34,625	(84,896)	750,000
Local Transportation Fund-Planning	1,412,541	410,925	131,349	(91,517)	1,863,298
Service Authority for Freeway Emergencies	262,784	(73,389)	170,114	(137,137)	222,372
Council of Governments-Assessment Dues	280,786	187	127,048	21,980	430,001
Council of Governments-Grants	340,713	(90,440)	14,463	(108,512)	156,224
Council of Governments-Housing Trust	-	(119,752)	-	-	(119,752)
Enterprise Fund - Express Lanes	426,616	(127,531)	99,735	125,794	524,614
Sales Tax MSI-Administration	2,000,000	-	-	-	2,000,000
Sales Tax MSI-Valley Freeway	1,127,460	(8,746)	311,642	105,933	1,536,289
Sales Tax MSI-Valley Interchange	673,256	81,088	300,416	68,333	1,123,093
Sales Tax MSI-Valley Grade Separation	35,295	(34,450)	35,230	46,762	82,837
Sales Tax MSI-Valley Arterial	47,437	(25,283)	25,164	(16,360)	30,958
Sales Tax MSI-Valley Rail	47,437	(55,224)	29,422	(102,808)	(81,173)
Sales Tax MSI-Valley Bus Rapid Transit	98,544	75,995	90,590	78,778	343,907
Sales Tax MSI-Victor Valley Major Local Highway	167,789	21,558	55,360	23,723	268,430
Sales Tax MSI-North Desert Major Local Highway	15,812	(41,378)	39,100	22,219	35,753
Sales Tax MSI-Colorado River Major Local Highway	9,487	1,716	8,904	1,780	21,887
Sales Tax MSI-Morongo Basin Major Local Highway	84,440	(7,108)	8,517	829	86,678
Sales Tax MSI-Mountain Major Local Highway	6,325	(7,049)	8,904	907	9,087
Sales Tax MSI-Cajon Pass	93,703	(1,119)	33,294	44,192	170,070
Total	7,930,696	-	1,523,877	-	9,454,573

Staff recommends approval of the Capital Improvement Projects listed in Exhibit B and maintaining a General Purpose Reserve for emergencies of \$500,000 and a Capital Improvement Reserve of \$390,000 for future projects.

**Financial Impact:**

This item has no financial impact on the adopted Budget for Fiscal Year 2025/2026. Capital Projects and Indirect Fund expenditures are included in the proposed Budget for Fiscal Year 2026/2027.

San Bernardino Council of Governments  
San Bernardino County Transportation Authority

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**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.

**Responsible Staff:**

Michael Hernandez, Chief of Fiscal Resources

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Approved  
General Policy Committee  
Date: April 8, 2026

Witnessed By:

Exhibit A

Budgeted Tasks to Indirect Fund

Object Code	0200	0206	0312	0313	0350	0400	0410	0450	0470	0500	0501	0503	0605	0805	Fiscal Year 2026/2027 Budget	Fiscal Year 2025/2026 Budget
51010 Salaries	\$ 698,331	\$ 4,064	\$ 5,378	\$ 1,663	\$ 307,579	\$ 679,475	\$ 184,718	\$ 185,553	\$ 150,867	\$ 962	\$ 52,123	\$ 222,124	\$ 189,170	\$ 160,333	\$ 2,842,340	\$ 2,512,681
51030 Overtime	14,850	-	-	-	-	14,850	-	-	-	-	-	9,176	-	-	38,876	29,700
51990 Fringe	352,099	2,006	2,655	821	151,852	304,452	91,196	91,608	74,483	475	25,733	114,193	93,393	79,156	1,384,122	1,596,360
52001 Professional Services	30,000	-	-	-	9,500	95,000	200,000	340,400	36,590	-	690,000	182,250	180,000	11,707	1,775,447	1,545,606
52005 Consulting Services	20,000	-	-	-	-	20,000	-	-	-	-	-	-	-	-	40,000	90,000
52015 County Fees	-	-	-	-	-	169,000	-	-	-	-	-	-	-	-	169,000	100,000
52100 Auditing & Accounting	-	-	-	-	-	198,600	10,000	-	-	-	-	-	-	-	208,600	315,000
52200 Legal Fees	-	-	-	-	90,000	-	-	25,000	25,000	-	-	-	-	10,000	150,000	175,000
52300 Claims	-	-	-	-	95,000	-	-	-	-	-	-	-	-	-	95,000	85,000
52500 Security	-	-	-	-	-	-	-	-	-	-	-	-	-	262,277	262,277	249,786
53120 Utilities	-	-	-	-	-	-	-	-	-	-	-	-	-	200,078	200,078	190,550
53400 Maintenance-Buildings	-	-	-	-	-	-	-	-	-	-	-	-	-	1,193,540	1,193,540	1,070,551
53450 Maintenance-Motor Vehicles	-	-	-	-	-	-	-	2,500	-	-	-	-	-	-	2,500	2,500
53465 Maintenance-Office Equipment	1,000	-	-	-	-	-	-	-	-	-	-	-	-	-	1,000	1,000
53670 Rentals-Office Equipment	5,000	-	-	-	-	-	-	-	-	-	-	-	-	-	5,000	5,000
54010 General Liability Insurance	-	-	-	-	-	-	295,000	-	-	-	-	-	-	-	295,000	275,000
54020 Umbrella Liability Insurance	-	-	-	-	-	-	320,000	-	-	-	-	-	-	-	320,000	135,000
54030 Property Insurance	-	-	-	-	-	-	125,000	-	-	-	-	-	-	-	125,000	80,000
54040 Crime Insurance	-	-	-	-	-	-	10,600	-	-	-	-	-	-	-	10,600	16,500
54060 Automotive Insurance	-	-	-	-	-	-	1,000	-	-	-	-	-	-	-	1,000	2,000
54070 Cyber Insurance	-	-	-	-	-	-	32,000	-	-	-	-	-	-	-	32,000	50,000
54100 Dues/Memberships	35,000	-	-	-	3,360	6,000	-	-	2,680	-	-	7,000	9,493	-	63,533	65,170
54200 Training/Registration	7,500	-	-	-	6,200	12,000	2,575	10,000	61,318	-	-	3,000	10,000	-	112,593	127,480
54300 Postage	1,250	-	-	-	100	2,000	-	3,500	200	-	-	-	-	200	7,250	7,350
54410 Travel Expense - Employee	12,000	-	-	-	6,000	5,000	5,000	1,000	4,750	-	-	1,500	10,000	-	45,250	45,000
54430 Travel Expense-Mileage-Employee	1,500	-	-	-	500	2,000	1,000	200	500	-	-	2,000	2,500	-	10,200	11,700
54500 Advertising	1,500	-	-	-	-	2,000	750	-	26,300	-	-	-	-	-	30,550	24,850
54520 Public Information Activities	-	-	-	-	-	-	-	-	-	-	-	-	60,000	-	60,000	60,000
54590 Printing - External	5,000	-	-	-	-	1,500	-	-	-	-	-	-	-	-	6,500	7,000
54595 Printing - Internal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5,000
54640 Communications	-	-	-	-	-	-	-	48,160	-	-	-	-	-	8,600	56,760	66,260
54655 Record/Equipment Storage	20,000	-	-	-	-	-	-	-	-	-	-	-	-	-	20,000	20,000
54900 Bank charges	-	-	-	-	-	1,000	-	-	-	-	-	-	-	-	1,000	1,000
55005 Office Expense	15,000	-	-	-	-	500	350	1,500	1,000	-	-	-	-	15,256	33,606	32,763
55410 Meeting Expense	5,000	-	-	-	500	500	500	200	27,000	-	-	1,000	2,500	-	37,200	32,825
56200 Improvements OTBS	-	-	-	-	-	-	-	-	-	-	-	-	-	269,000	269,000	550,000
56600 Office Furniture & Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	30,000	30,000	40,000
56650 Office Equipment/Software-Inventorial	15,000	-	-	-	50	10,000	-	474,000	-	-	-	-	-	23,500	522,550	487,332
56700 Computer Hardware & Software	-	-	-	-	-	-	-	125,000	-	-	-	-	-	-	125,000	300,000
<b>Total</b>	<b>\$ 1,240,030</b>	<b>\$ 6,070</b>	<b>\$ 8,033</b>	<b>\$ 2,484</b>	<b>\$ 670,641</b>	<b>\$ 1,523,877</b>	<b>\$ 1,279,689</b>	<b>\$ 1,308,621</b>	<b>\$ 410,688</b>	<b>\$ 1,437</b>	<b>\$ 767,856</b>	<b>\$ 542,243</b>	<b>\$ 557,056</b>	<b>\$ 2,263,647</b>	<b>\$ 10,582,372</b>	<b>\$ 10,410,964</b>

Task Descriptions:  
 0200 - Executive Administration and Support      0313 - Transit Right of Way Management      0410 - Procurement      0500 - Fund Administration      0605 - Public Affairs      Increase from Fiscal Year 2025 Budget      \$ 171,408  
 0206 - Data Program Management      0350 - General Counsel      0450 - Management Services      0501 - Intergovernmental      0805 - Building Operation

Attachment: Indirect PDF 2027 (12248 : Capital Projects and Reserves Based on Policy No. 20600

Capital Projects Plan

Fiscal Year	Item Description	Estimated Cost
2026/2027	Tile lobby restrooms upgrade (ADA findings per CASp, cosmetic, reglazing of urinals)	25,000
	SBCTA ADA Repairs	10,000
	SBCTA Breakroom Modernization	25,000
	Irrigation System Upgrade for all landscaping	50,000
	Crack Repairs per 2025 Crack Survey	25,000
	Depot Exterior Green Trim Painting	59,000
	SBCTA New Office Buildout	50,000
	Switching and Backbone Modernization	125,000
	Total Fiscal Year 2026/2027	\$ 369,000
2027/2028	Workstation Rotation Plan Group A	75,000
	Tile Lobby Exterior Door Restoration and Nearby Window Trim	25,000
	Pump House Chemical Treatment Equipment Upgrade	15,000
	Total Fiscal Year 2027/2028	\$ 115,000
2028/2029	Workstation Rotation Plan Group B	75,000
	Conference Room Modernization (Excludes Board Room)	50,000
	Replace Depot's Roof	150,000
	Total Fiscal Year 2028/2029	\$ 275,000
2029/2030	Parking Lot Slurry Seal/Stencil	200,000
		Total Fiscal Year 2029/2030
2030/2031	Depot Exterior Paint	200,000
		Total Fiscal Year 2029/2030
	Total Capital Projects	\$ 2,574,000

Beginning Fund Balance	\$ 2,017,799
Estimated Revenues:	
Measure I (MSI)	5,627,816
Transportation Development Act (TDA)	2,613,298
Service Authority for Freeway Emergencies (SAFE)	222,372
Council of Governments (COG)	466,473
Express Lanes	524,614
Total revenues to fund indirect	9,454,573
Indirect expenditures	10,582,372
Amount available for Reserves	\$ 890,000
Reserve for Emergencies	\$ 500,000
Reserve for Capital Projects	\$ 390,000

Attachment: Capital Projects PDF 2027 (12248 : Capital Projects and Reserves Based on Policy No. 20600 Funding Indirect Costs)

## *Minute Action*

AGENDA ITEM: 7

**Date:** *April 8, 2026*

**Subject:**

Amendment No. 4 to Contract No. 23-1002949 with Best Best & Krieger LLP

**Recommendation:**

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

Approve Amendment No. 4 to Contract No. 23-1002949 with Best Best & Krieger, LLP for Legal Opinions Regarding Government Operations to add \$100,000 to the contract, bringing the total contract not-to-exceed amount to \$200,000, to be funded by Indirect and Local Transportation Fund – Rail funds, to ensure continued legal services.

**Background:**

Contract No. 23-1002949 was initially issued under San Bernardino County Transportation Authority (SBCTA) General Counsel’s authority per Contracting and Procurement Policy No. 11000, section VIII.B.5 on January 30, 2023, in order to obtain supporting legal advisement on various governmental operations and functions, in the amount of \$5,000. Under this contract Best Best & Kreiger, LLP (“BBK”) has provided legal advice and opinions regarding the Brown Act, Public Records Act, advising about procedure regarding a ballot measure to extend Measure I and assisting with drafting said measure, and other legal issues pertaining to local government agency law.

On June 27, 2024, due to the departure of Assistant General Counsel and in anticipation of requiring further services, Amendment No. 1 was executed by General Counsel. Amendment No. 1 increased the total not-to-exceed contract amount to \$55,000 to ensure that the contract was adequately funded when General Counsel required fill-in support. Amendment No. 2, executed on July 29, 2024, increased BBK’s hourly billing rates and provided for annual escalation tied to Consumer Price Index for the duration of the contract period, to align with other contracts between SBCTA and BBK. Amendment No. 3 was executed on September 4, 2025, and added \$45,000 to the Contract for a total not-to-exceed amount of \$100,000 to fund legal services regarding SBCTA’s efforts to place an extension of Measure I’s transaction and use tax on the 2026 ballot. The forementioned amendments were executed under General Counsel’s authority per Policy No. 11000, section VIII.B.5.

Approximately seventy percent (70%) of the contract amount has been expended; the contract is not set to expire until January 1, 2028. Amendment No. 4 would add an additional \$100,000 to the contract, for a total not-to-exceed amount of \$200,000, for continued legal advisement to SBCTA government operations on an as-needed basis, including continued services regarding the Measure I extension effort.

Staff recommends the approval of Amendment No. 4 to Contract 23-1002949 with Best Best & Kreiger, LLP.

**Financial Impact:**

The item is included in the adopted Budget for Fiscal Year 2025/2026 and funded with Indirect and Local Transportation Fund - Rail funds in Program 01, General Government.

*Entity: San Bernardino County Transportation Authority*

General Policy Committee Agenda Item  
April 8, 2026  
Page 2

***Reviewed By:***

This item is not scheduled for review by any other policy committee or technical advisory committee. SBCTA General Counsel and Procurement Manager have reviewed this item and the draft amendment.

***Responsible Staff:***

Julianna Tillquist, General Counsel

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Approved  
General Policy Committee  
Date: April 8, 2026

Witnessed By:

**General Contract Information**

Contract No: 23-1002949 Amendment No.: 4  
 Contract Class: Payable Department: General Counsel  
 Vendor No.: 00235 Vendor Name: Best Best & Kreiger, LLP  
 Description: Legal Services re Government Operations

List Any Related Contract Nos.:

Dollar Amount					
Original Contract	\$	5,000.00	Original Contingency	\$	-
Prior Amendments	\$	95,000.00	Prior Amendments	\$	-
Prior Contingency Released	\$	-	Prior Contingency Released (-)	\$	-
Current Amendment	\$	100,000.00	Current Amendment	\$	-
<b>Total/Revised Contract Value</b>	<b>\$</b>	<b>200,000.00</b>	<b>Total Contingency Value</b>	<b>\$</b>	<b>-</b>
<b>Total Dollar Authority (Contract Value and Contingency)</b>				<b>\$</b>	<b>200,000.00</b>

**Contract Authorization**

Board of Directors Date: 5/6/2026 Committee \_\_\_\_\_ Item # \_\_\_\_\_

**Contract Management (Internal Purposes Only)**

Other Contracts \_\_\_\_\_ Sole Source? No No Budget Adjustment \_\_\_\_\_  
 Local \_\_\_\_\_ Services \_\_\_\_\_ N/A \_\_\_\_\_

**Accounts Payable**

Estimated Start Date: 1/1/2023 Expiration Date: 1/1/2028 Revised Expiration Date: \_\_\_\_\_  
 NHS: N/A QMP/QAP: N/A Prevailing Wage: N/A

Fund	Prog	Task	Sub-Task	Object	Revenue	PA Level	Revenue Code Name	Total Contract Funding:	Total Contingency:
								\$	\$
GL	7001				43001000		Multi Tasks	100,000.00	-
GL	1040				41200000		Multi Tasks	100,000.00	-
GL								-	-
GL								-	-
GL								-	-
GL								-	-
GL								-	-
GL								-	-
GL								-	-
GL								-	-
GL								-	-
GL								-	-
GL								-	-
GL								-	-
GL								-	-
GL								-	-

Julianna Tillquist  
 Project Manager (Print Name)

Julianna Tillquist  
 Task Manager (Print Name)

Additional Notes:

Attachment: CSS - Revised - Amendment 4 (12400 : Amendment No. 4 to Contract 23-1002949 with BBK)

**AMENDMENT NO. 4 TO CONTRACT 23-1002949**  
**BY AND BETWEEN**  
**SAN BERNARDINO COUNTY TRANSPORTATION AUTHORITY**  
**AND**  
**BEST BEST & KRIEGER LLP**  
**FOR**  
**LEGAL OPINIONS REGARDING GOVERNMENT OPERATIONS**

This Amendment No. 4 to Contract No. 23-1002949 is made by and between BEST BEST & KRIEGER LLP ("ATTORNEY") and the SAN BERNARDINO COUNTY TRANSPORTATION AUTHORITY ("SBCTA"). ATTORNEY and SBCTA are each a "Party" and collectively "Parties."

**RECITALS**

- A. SBCTA, under Contract No. 23-1002949 ("Contract"), engaged ATTORNEY to provide certain legal services.
- B. On June 27, 2024, Amendment No. 1, adding \$50,000 to the Contract for a total not-to-exceed amount of \$55,000, was executed.
- C. On July 29, 2024, Amendment No. 2, updating the hourly rates charged, was executed.
- D. On September 4, 2025, Amendment No. 3, adding \$45,000 to the Contract was executed, for a total not-to-exceed Contract amount of \$100,000.
- E. The Parties now desire to further amend the Contract to add an additional \$100,000 to the Contract, for a total not-to-exceed amount of \$200,000 to ensure the continuation of legal services.

**NOW, THEREFORE**, in consideration of the terms and conditions set forth herein, the Parties agree as follows.

- 1. ARTICLE 3.1 COMPENSATION is deleted and replaced in its entirety to read as follows:

“3.1 The total Not-To-Exceed Amount is Two Hundred Thousand Dollars (\$200,000) for Services to be provided under this Contract. SBCTA shall compensate ATTORNEY for Work performed pursuant to the rates set forth in Exhibit B.1, “Attorneys' Fees and Charges.” The hourly rates identified in Exhibit B shall remain fixed for the term of this Contract and include ATTORNEY's direct labor costs, indirect costs, and profit. All costs and

expenses shall be reimbursed for the amounts identified in Exhibit B. 1. SBCTA will not reimburse for any expenses not shown in Exhibit B. 1. If the total cost of services approaches the Not-To-Exceed figure, ATTORNEY will notify SBCTA so that SBCTA and ATTORNEY can prepare a written amendment to this Agreement increasing the Not-To-Exceed Amount.”

- 2. The Recitals set forth above are incorporated herein by this reference.
- 3. Except as amended by this Amendment No. 4, all other provisions of the Contract, as previously amended, shall remain in full force and effect and are incorporated herein by this reference.
- 4. This Amendment No. 4 is effective upon the execution by SBCTA.

-----SIGNATURES ON FOLLOWING PAGE-----

Attachment: 23-1002949 - Amendment No. 4 - TC (12400 : Amendment No. 4 to Contract 23-1002949 with BBK)

IN WITNESS WHEREOF, the Parties have duly executed this Amendment No. 4 below.

**BEST BEST & KRIEGER LLP**

**SAN BERNARDINO COUNTY  
TRANSPORTATION AUTHORITY**

By: \_\_\_\_\_  
Steve DeBaun  
Partner

By: \_\_\_\_\_  
Rick Denison  
President, Board of Directors

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**APPROVED AS TO FORM:**

By: \_\_\_\_\_  
Julianna K. Tillquist  
General Counsel

Date: \_\_\_\_\_

**CONCURRENCE:**

By: \_\_\_\_\_  
Alicia J. Bullock  
Procurement Manager

Date: \_\_\_\_\_

Attachment: 23-1002949 - Amendment No. 4 - TC (12400 : Amendment No. 4 to Contract 23-1002949 with BBK)

## Additional Information

## GENERAL POLICY COMMITTEE ATTENDANCE RECORD – 2026

Name	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
<b>Dawn Rowe</b> Board of Supervisors												
<b>Joe Baca, Jr.</b> Board of Supervisors	X	X	X									
<b>Curt Hagman</b> Board of Supervisors	X	X										
<b>Art Bishop</b> Town of Apple Valley	X		X									
<b>Ray Marquez</b> City of Chino Hills	X	X	X									
<b>Frank Navarro</b> City of Colton	X	X	X									
<b>Josh Pullen</b> City of Hesperia	X		X									
<b>Larry McCallon</b> City of Highland	X	X	X									
<b>John Dutrey</b> City of Montclair	X	X	X									
<b>Alan Wapner</b> City of Ontario		X	X									
<b>Helen Tran, Mayor</b> City of San Bernardino	X	X	X									
<b>Rick Denison</b> Town of Yucca Valley	X	X	X									

Communication: Attendance (Additional Information)

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

\* = Alternate member attended meeting.

Empty box = Member did not attend meeting.

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

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

AB	Assembly Bill
ACFR	Annual Comprehensive Financial Report
ACT	Association for Commuter Transportation
ADA	Americans with Disabilities Act
APTA	American Public Transportation Association
AQMP	Air Quality Management Plan
ARRA	American Recovery and Reinvestment Act
ATC	San Bernardino County Auditor-Controller/Treasurer/Tax Collector
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
CAMP	California Asset Management Program
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 or County Transportation Commission
CTP	Comprehensive Transportation Plan
DBE	Disadvantaged Business Enterprise
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
ERP	Enterprise Resource Planning
FHWA	Federal Highway Administration
FSP	Freeway Service Patrol
FRA	Federal Railroad Administration
FTA	Federal Transit Administration
FTIP	Federal Transportation Improvement Program
GAAP	Generally Accepted Accounting Principals
GA Dues	General Assessment Dues
GASB	Governmental Accounting Standards Board
GFOA	Government Finance Officers Association
GIS	Geographic Information Systems
HOV	High-Occupancy Vehicle
ICAP	Indirect Cost Allocation Plan
IIEP	Inland Empire Economic Partnership
IREN	Inland Regional Energy Network
ISTEA	Intermodal Surface Transportation Efficiency Act of 1991
IIP/ITIP	Interregional Transportation Improvement Program
ITOC	Independent Taxpayer Oversight Committee
ITS	Intelligent Transportation Systems
IVDA	Inland Valley Development Agency

**Acronym List**

LACMTA	Los Angeles County Metropolitan Transportation Authority
LAIF	Local Agency Investment Fund
LAPM	Local Assistance Procedures Manual - Caltrans
LNG	Liquefied Natural Gas
LTF	Local Transportation Funds
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
ONT	Ontario International Airport
PACE	Property Assessed Clean Energy
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
PS&E	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
SBCERA	San Bernardino County Employees' Retirement Association
SCAB	South Coast Air Basin
SCAG	Southern California Association of Governments
SCAQMD	South Coast Air Quality Management District
SCCP	Solutions for Congested Corridors Program
SCRRA	Southern California Regional Rail Authority
SHA	State Highway Account
SHOPP	State Highway Operations and Protection Program
SRTP	Short Range Transit Plan
SGR	State of Good Repair Funds
STA	State Transit Assistance Funds
STIP	State Transportation Improvement Program
STP	Surface Transportation Block Grant Program
TAC	Technical Advisory Committee
TCEP	Trade Corridor Enhancement Program
TCIF	Trade Corridor Improvement Fund
TCM	Transportation Control Measure
TCRP	Traffic Congestion Relief Program
TDA	Transportation Development Act
TIFIA	Transportation Infrastructure Finance and Innovation Act
TIRCP	Transit and Intercity Rail Capital Program
TMC	Transportation Management Center

## Acronym List

TMEE	Traffic Management and Environmental Enhancement
TSM	Transportation Systems Management
UAAL	Unfunded Actuarial Accrued Liability
USFWS	United States Fish and Wildlife Service
VMT	Vehicle Miles Traveled
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