

## AGENDA

### Administrative Committee Meeting

January 11, 2012

9:00 a.m.

Location

SANBAG  
*Super Chief Conference Room*  
1170 W. 3<sup>rd</sup> Street, 2<sup>nd</sup> Floor  
San Bernardino, CA

### *Administrative Committee Membership*

*Chair – SANBAG Vice President*

Supervisor Janice Rutherford  
County of San Bernardino

*SANBAG President*

Mayor Larry McCallon  
City of Highland

*SANBAG Past President*

Supervisor Brad Mitzelfelt  
County of San Bernardino

*Mt./Desert Representatives*

Council Member Rick Roelle  
Town of Apple Valley

Mayor Mike Leonard  
City of Hesperia

Supervisor Neil Derry  
County of San Bernardino  
*(Self-Suspension 5/3/2011)*

*East Valley Representatives*

Mayor Rhodes Rigsby  
City of Loma Linda

Mayor Patrick Morris  
City of San Bernardino

Supervisor Josie Gonzales  
County of San Bernardino

*West Valley Representatives*

Council Member Ed Graham  
City of Chino Hills

Mayor Dennis Yates  
City of Chino

Supervisor Gary Ovitt  
County of San Bernardino

*San Bernardino Associated Governments (SANBAG) is a council of governments formed in 1973 by joint powers agreement of the cities and the County of San Bernardino. SANBAG is governed by a Board of Directors consisting of a mayor or designated council member from each of the twenty-four cities in San Bernardino County and the five members of the San Bernardino County Board of Supervisors.*

*In addition to SANBAG, the composition of the SANBAG Board of Directors also serves as the governing board for several separate legal entities listed below:*

***The San Bernardino County Transportation Commission**, which is responsible for short and long range transportation planning within San Bernardino County, including coordination and approval of all public mass transit service, approval of all capital development projects for public transit and highway projects, and determination of staging and scheduling of construction relative to all transportation improvement projects in the Transportation Improvement Program.*

***The San Bernardino County Transportation Authority**, which is responsible for administration of the voter-approved half-cent transportation transactions and use tax levied in the County of San Bernardino.*

***The Service Authority for Freeway Emergencies**, which is responsible for the administration and operation of a motorist aid system of call boxes on State freeways and highways within San Bernardino County.*

***The Congestion Management Agency**, which analyzes the performance level of the regional transportation system in a manner which ensures consideration of the impacts from new development and promotes air quality through implementation of strategies in the adopted air quality plans.*

*As a **Subregional Planning Agency**, SANBAG represents the San Bernardino County subregion and assists the Southern California Association of Governments in carrying out its functions as the metropolitan planning organization. SANBAG performs studies and develops consensus relative to regional growth forecasts, regional transportation plans, and mobile source components of the air quality plans.*

*Items which appear on the monthly Board of Directors agenda are subjects of one or more of the listed legal authorities. For ease of understanding and timeliness, the agenda items for all of these entities are consolidated on one agenda. Documents contained in the agenda package are clearly marked with the appropriate legal entity.*

**San Bernardino Associated Governments  
County Transportation Commission  
County Transportation Authority  
Service Authority for Freeway Emergencies  
County Congestion Management Agency**

**AGENDA**

**Administrative Committee Meeting**

**January 11, 2012  
9:00 a.m.**

**Location:** SANBAG, Super Chief Conference Room, 1170 W. 3<sup>rd</sup> Street, 2<sup>nd</sup> Floor,  
San Bernardino

**CALL TO ORDER 9:00 a.m.**  
(Meeting chaired by Janice Rutherford)

- I. Pledge of Allegiance
- II. Attendance
- III. Announcements
- IV. Agenda Notices/Modifications – Anna Aldana

**Notes/Actions**

**1. Possible Conflict of Interest Issues for the Administrative Committee Meeting January 11, 2012. Pg. 6**

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.

**Consent Calendar**

Consent Calendar items shall be adopted by a single vote unless removed by member request.

**Administrative Matters**

**2. Attendance Register Pg. 7**

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

**3. December 2011 Procurement Report Pg. 9**

Receive December 2011 Procurement Report.  
William Stawarski

## Discussion Items

### Administrative Matters

4. **Status of San Bernardino Associated Governments (SANBAG) Financial Audit** Pg. 11

Receive Status Report on the Annual Financial Audit for Fiscal Year 2010/2011. **William Stawarski**

5. **Request for Proposal (RFP) for Professional Auditing Services** Pg. 13

Authorize and approve release of RFP 12-193 for professional auditing services for San Bernardino Associated Government (SANBAG). **William Stawarski**

6. **Budget to Actual Report for first quarter ending September 30, 2011** Pg. 19

Receive and file Budget to Actual Report for first quarter ending September 30, 2011. **William Stawarski**

7. **Encumbrance Adjustments for Fiscal Year 2010-2011** Pg. 23

Approve Encumbrance Adjustments for the following projects to be incorporated in the SANBAG 2011-2012 Budget:

<b>Task</b>	<b>Description</b>	<b>Increase (Decrease)</b>
0315	Omnitrans	(\$1,773,810)
0352	General Commuter Rail	(\$10)
0504	Measure I Administration-Valley	\$765,000
0506	Local Transportation Fund	\$3,788,152
0507	State Transit Assistance Fund	(\$5,769,796)
0701	Valley Signal Coordination Program	(\$45,000)
0884	Laurel Avenue Grade Separation	(\$91)

**William Stawarski**

8. **Proposed Modification of Administrative Committee Membership to Include All SANBAG Officers and Committee Chairs** Pg. 25

1) Approve modification of Policy 10002 Part III, composition of the Administrative Policy Committee, to include all SANBAG Officers, all Policy Committee Chairs, and additional appointees as needed to maintain geographic balance as currently defined.

2) Approve modification of Policy 10002 Part V, Membership Terms, to stipulate that Administrative Policy Committee terms shall extend from July 1 to June 30 to be consistent with the terms of SANBAG Officers and Policy Committee Chairs.  
**Ty Schuiling**

**Program Support/Council of Governments**

**9. SANBAG 2012 State and Federal Legislative Platforms Pg. 30**

Approve the 2012 State and Federal Legislative Platforms.  
Eric Haley

**Comments from Committee Members**

Brief Comments from Committee Members

**Public Comment**

Brief Comments by the General Public

**ADJOURNMENT**

**Additional Information**

**Acronym List**

**Pg. 38**

Complete packages of the SANBAG agenda are available for public review at the SANBAG offices. Staff reports for items may be made available upon request. For additional information call (909) 884-8276.

## Meeting Procedures and Rules of Conduct

### **Meeting Procedures**

The Ralph M. Brown Act is the state law which guarantees the public's right to attend and participate in meetings of local legislative bodies. These rules have been adopted by the Board of Directors in accordance with the Brown Act, Government Code 54950 et seq., and shall apply at all meetings of the Board of Directors and Policy Committees.

### **Accessibility**

The SANBAG meeting facility is accessible to persons with disabilities. If assistive listening devices or other auxiliary aids or services are needed in order to participate in the public meeting, requests should be made through the Clerk of the Board at least three (3) business days prior to the Board meeting. The Clerk's telephone number is (909) 884-8276 and office is located at 1170 W. 3<sup>rd</sup> Street, 2<sup>nd</sup> Floor, San Bernardino, CA.

**Agendas** – All agendas are posted at 1170 W. 3<sup>rd</sup> Street, 2<sup>nd</sup> Floor, San Bernardino at least 72 hours in advance of the meeting. Complete packages of this agenda are available for public review at the SANBAG offices and our website: [www.sanbag.ca.gov](http://www.sanbag.ca.gov). Staff reports for items may be made available upon request. For additional information call (909) 884-8276.

**Agenda Actions** – Items listed on both the “Consent Calendar” and “Items for Discussion” contain suggested actions. The Board of Directors will generally consider items in the order listed on the agenda. However, items may be considered in any order. New agenda items can be added and action taken by two-thirds vote of the Board of Directors.

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

**Public Testimony on an Item** – Members of the public are afforded an opportunity to speak on any listed item. Individuals wishing to address the Board of Directors or Policy Committee Members should complete a “Request to Speak” form, provided at the rear of the meeting room, and present it to the Clerk prior to the Board's consideration of the item. A “Request to Speak” form must be completed for *each* item an individual wishes to speak on. When recognized by the Chair, speakers should be prepared to step forward and announce their name and address for the record. In the interest of facilitating the business of the Board, speakers are limited to three (3) minutes on each item. Additionally, a twelve (12) minute limitation is established for the total amount of time any one individual may address the Board at any one meeting. The Chair or a majority of the Board may establish a different time limit as appropriate, and parties to agenda items shall not be subject to the time limitations.

The Consent Calendar is considered a single item, thus the three (3) minute rule applies. Consent Calendar items can be pulled at Board member request and will be brought up individually at the specified time in the agenda allowing further public comment on those items.

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

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

**Disruptive Conduct** – If any meeting of the Board is willfully disrupted by a person or by a group of persons so as to render the orderly conduct of the meeting impossible, the Chair may recess the meeting or order the person, group or groups of person willfully disrupting the meeting to leave the meeting or to be removed from the meeting. Disruptive conduct includes 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, or otherwise preventing the Board from conducting its meeting in an orderly manner. *Please be aware that a NO SMOKING policy has been established for meetings. Your cooperation is appreciated!*

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

**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 Vote as specified in the SANBAG Bylaws.**

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

**Amendment or Substitute Motion.**

- Occasionally a Board Member offers a substitute motion before the vote on a previous motion. In instances where there is a motion and a second, the maker of the original motion is asked if he would like to amend his 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 not addressed until after a vote on the first motion.
- Occasionally, a motion dies for lack of a second.

**Call for the Question.**

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

**The Chair.**

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



- San Bernardino County Transportation Commission ■ San Bernardino County Transportation Authority
- San Bernardino County Congestion Management Agency ■ Service Authority for Freeway Emergencies

*Minute Action*

AGENDA ITEM: 1

**Date:** January 11, 2012

**Subject:** Information Relative to Possible Conflict of Interest

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

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

Item No.	Contract No.	Contractor/Agents	Subcontractors
		None	

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

**Reviewed By:** This item is prepared monthly for review by the Board of Directors and Policy Committee members.

\*

*Approved  
 Administrative Committee*

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

*Moved:* \_\_\_\_\_ *Second:* \_\_\_\_\_

*In Favor:* \_\_\_\_\_ *Opposed:* \_\_\_\_\_ *Abstained:* \_\_\_\_\_

*Witnessed:* \_\_\_\_\_

COG	X	CTC	X	CTA	X	SAFE	X	CMA	X
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Check all that apply.

**ADMINISTRATIVE COMMITTEE ATTENDANCE RECORD -- 2011**

Name	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
<b>Rick Roelle</b> Town of Apple Valley		X	X	X	X	X	X		X	X	X	
<b>Dennis Yates</b> City of Chino	X	X	X	X	X	X	X	X	X	X	X	X
<b>Mike Leonard</b> City of Hesperia	X			X	X	X		X		X	X	X
<b>Larry McCallon</b> City of Highland	X		X	X	X	X	X	X	X	X	X	X
<b>Rhodes Rigby</b> City of Loma Linda	X		X	X		X	X		X	X	X	X
<b>Paul Eaton</b> City of Montclair	X	X	X	X		X	X	X	X	X	X	X
<b>Janice Rutherford</b> Board of Supervisors	X	X	X	X	X	X	X	X	X	X	X	X
<b>Patrick Morris</b> City of San Bernardino	X	X		X	X	X	X	X	X	X	X	X
<b>John Pomierski</b> City of Upland	X		X	X	X	X	X	X	X	X	X	X
<b>Ed Graham</b> City of Chino Hills	X	X	X	X	X	X	X	X	X	X	X	X
<b>Josie Gonzales</b> Board of Supervisors	X		X		X	X			X	X	X	X
<b>Brad Mitzelfelt</b> Board of Supervisors	X	X		X	X	X	X	X			X	X
<b>Gary Ovitt</b> Board of Supervisors	X	X		X	X	X	X	X	X	X	X	X
<b>Neil Derry</b> Board of Supervisors (Self-Suspension as of 5/3/11)	X	X	X	X	X	X	X	X	X	X	X	X

X = Member attended meeting.  
Empty box = Member did not attend meeting  
Crossed out box = Not a member at the time.

**ADMINISTRATIVE COMMITTEE ATTENDANCE RECORD - 2010**

Name	Jan	Feb	March	April	May	June	July	Aug	Sept	*Oct	Nov	Dec
<b>Paul Biane</b> Board of Supervisors	X			X	X		X	X			X	X
<b>Patrick Morris</b> City of San Bernardino	X	X		X	X	X	X	X	X		X	X
<b>Mike Leonard</b> City of Hesperia	X	X	X	X	X	X	X	X			X	X
<b>Patricia Gilbreath</b> City of Redlands	X	X	X	X	X	X	X		X		X	X
<b>Paul Eaton</b> City of Montclair	X	X	X		X	X	X	X	X		X	X
<b>Josie Gonzales</b> Board of Supervisors	X	X		X	X	X		X			X	X
<b>Brad Mitzelfelt</b> Board of Supervisors	X	X		X	X	X	X	X			X	X
<b>Gary Ovitt</b> Board of Supervisors	X	X			X	X	X	X	X		X	X
<b>Bea Cortes</b> City of Grand Terrace							X	X	X			
<b>Larry McCallon</b> City of Highland												X
<b>Dennis Yates</b> City of Chino	X	X	X	X	X	X	X	X			X	X
<b>John Pomierski</b> City of Upland	X	X	X	X	X	X	X	X	X		X	X
<b>Rick Roelle</b> Town of Apple Valley	X	X	X	X	X	X	X	X	X		X	X
<b>Neil Derry</b> Board of Supervisors	X			X	X	X	X	X	X		X	X

X = Member attended meeting. Empty box = Member did not attend meeting. Crossed out box = Not a member at the time.

\* The Administrative Committee did not meet in October



- San Bernardino County Transportation Commission
- San Bernardino County Transportation Authority
- San Bernardino County Congestion Management Agency
- Service Authority for Freeway Emergencies

*Minute Action*

AGENDA ITEM: 3

**Date:** January 11, 2012

**Subject:** December 2011 Procurement Report

**Recommendation:**\* Receive December 2011 Procurement Report.

**Background:** The Board of Directors adopted the Contracting and Procurement Policy (Policy No. 11000) on January 3, 1997 and approved the last revision on October 6, 2010. The Executive Director, or designee, is authorized to approve Purchase Orders up to an amount of \$50,000. All procurements for supplies and services approved by the Executive Director, or designee, in excess of \$5,000 shall be routinely reported to the Administrative Committee and to the Board of Directors.

Attached are the purchase orders in excess of \$5,000 to be reported to the Administrative Committee for the month of December 2011.

**Financial Impact:** This item imposes no impact on the fiscal year 2011/2012 budget. Presentation of the monthly procurement report will demonstrate compliance with the Contracting and Procurement Policy (Policy No. 11000).

**Reviewed By:** This item is scheduled for review by the Administrative Committee on January 11, 2012.

**Responsible Staff:** William Stawarski, Chief Financial Officer

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	<p><i>Approved</i>                  Administrative Committee</p> <p>Date: _____</p> <p>Moved: _____ Second: _____</p> <p>In Favor: _____ Opposed: _____ Abstained: _____</p> <p>Witnessed: _____</p>
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COG	X	CTC	X	CTA	X	SAFE	X	CMA	X
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Check all that apply.  
 ADM1201a-ws  
 ISF12

### December 2011 Report of Purchase Orders

PO No.	PO Issue Date	Vendor	Purpose	\$ Amount
4000756	10/25/11	Environmental Systems Research (ESRI)	ESRI has been SANBAG's GIS software provider for 15 years. This PO is for continued maintenance on existing software.	\$12,276.00
4000746	11/14/11	County of San Bernardino, Information Services Department	County personnel have previously engaged in similar projects dealing with crystal reports. Due to the unique qualifications required to create custom reports, County personnel was selected for this project.	\$9,900.00
4000751	11/18/11	Coalition for America's , Gateways & Trade Corridors	Coalition for America's Gateways and Trade Corridors (CAGTC) is a freight Coalition which SANBAG is a member.	\$6,500.00
4000748	12/5/11	TH Enterprises Inc.	Regional Council Management System software agreement for 2012 (January thru December).	\$6,480.00
4000758	12/15/11	Source Graphics	HP Designjet T2300ps PostScript color printer with scanner	\$7,688.92
4000760	12/21/11	Tyler Technologies, Inc.	EDEN software support maintenance for 2012 (January thru December).	\$35,002.51
4000703	12/27/11	Bureau Vertas (BV) North America, Inc.	Original PO was issued to the City of San Bernardino (PO #4000703) because BV currently has an open contract for plan checking. However, due to limited City resources it was concluded that instead of BV invoicing the City of San Bernardino, and the City invoice SANBAG for the services, SANBAG would work directly with BV for the work performed.	\$48,020.00
<i>*Note: Sole Source justification is noted in the Purpose statement, if applicable.</i>				<b>Total</b>
				<b>\$125,867.43</b>



The following major changes will be incorporated in Basic Financial Statements:

1. Implementation of GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definition*. Fund balances reporting are made up of the following classifications:
  - Nonspendable Fund Balance
  - Restricted Fund Balance
  - Committed Fund Balance
  - Assigned Fund Balance
  - Unassigned Fund Balance

A majority of SANBAG's fund balances will be classified as Restricted Fund Balance.
2. Restatement of Fund Type. Certain funds are being reclassified to better reflect their purpose and function. Measure I administration; TDA administration, planning and rail expenditures; and rail asset activities will be accounted for in the General Fund rather than Measure I and Other Special Revenue Funds.
3. Measure I Detail Financial Summaries. The Basic Financial Statements will provide balance sheet; and statement of revenues, expenditures, and changes in fund balances for the Measure I Fund Programs. This information will be provided to the Measure I oversight committee.

The audit is near completion. The Auditors are in the process of completing the quality control review segment of the year-end audit. There have been delays with the audit due to information not being provided for certain grants and prior year Single audit findings. Representatives from Vavrinek, Trine, Day & Co. will be present to provide information.

**Financial Impact:** This item has no direct impact on the budget. The audit contract costs are budgeted in the Indirect-General (0120) and TDA Administration (0502) tasks.

**Reviewed By:** This item will be received by Administrative Committee on January 11, 2012.

**Responsible Staff:** William Stawarski, Chief Financial Officer



- San Bernardino County Transportation Commission ■ San Bernardino County Transportation Authority
- San Bernardino County Congestion Management Agency ■ Service Authority for Freeway Emergencies

*Minute Action*

AGENDA ITEM: 5

**Date:** January 11, 2012

**Subject:** Request for Proposal (RFP) for Professional Auditing Services

**Recommendation:**\* Authorize and approve release of RFP 12-193 for professional auditing services for San Bernardino Associated Government (SANBAG).

**Background:** Vavrinek, Trine, Day & Co., LLP has been the auditing firm for SANBAG for the past five fiscal years, beginning in 2006-2007. Staff is now proposing to solicit proposals for audit professional services.

The Scope of Services for auditing services is attached to this agenda item. The scope includes completing a Comprehensive Annual Financial Report, audit to be performed in accordance with Government Auditing Standards and US Office of Management and budget Circular A-133. The reports to be issued include: Comprehensive Annual Financial Report, Single Audit Report, Local Transportation Fund Financial and Compliance Report, State Transit Assistance Fund Financial and Compliance Report, Report on Applying Agreed Upon Procedures for Appropriations Limit Calculation, Audit Committee Letter, and Management Letter (if required).

Pursuant to policy direction, SANBAG is required to award this type of contract on the basis of demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services at a fair and reasonable price to SANBAG. Such selection shall take into consideration prior experience

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	<p><i>Approved</i>                  Administrative Committee</p> <p>Date: _____</p> <p>Moved: _____ Second: _____</p> <p>In Favor: _____ Opposed: _____ Abstained: _____</p> <p>Witnessed: _____</p>
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COG	X	CTC	X	CTA	X	SAFE	X	CMA	X
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of the firm and/or representatives, understanding of work to be completed, knowledge of the working environment, and particular skills and expertise of the firm and/or representatives proposed for the function.

Attached is a survey conducted by staff summarizing contract terms for auditing services among various Cities and transportation agencies within San Bernardino County. The majority of contracts are for 3 years with extension options.

***Financial Impact:*** There is no financial impact associated with this item.

***Reviewed By:*** This item will be received by Administrative Committee on January 11, 2012. SANBAG Legal Counsel and Contracts Manager have reviewed and approved the RFP and contract as to form.

***Responsible Staff:*** William Stawarski, Chief Financial Officer

ATTACHMENT I

RE: Annual Audit Contracts for Local Cities

Listed below are the local cities of San Bernardino County and the current terms of its annual audit contract with extension options:

CITY	Current Contract Term	Extension Options
Chino	5	1
Chino Hills	5	New 5 yr Contract
Colton	2	1
Fontana	3	1+1
Grand Terrace	5	1+1
Hesperia	1	Yr by Yr
Highland	3	1+1
Loma Linda	3	2
Needles	5	1-5
Ontario	5	New 5 yr Contract
Rialto	3	2
San Bernardino	2	
Twentynine Palms	3	1
Victorville	3	2
Yucaipa	3	1
Yucca Valley	3	3
RCTC	3	1+1
OCTA	3	1+1

**ATTACHMENT A**

**“SCOPE OF SERVICES”**

## **General:**

San Bernardino Associated Governments (SANBAG) is requesting proposals from qualified certified public accounting firms to audit its financial statements beginning with the Fiscal Year ending June 30, 2012. SANBAG requires an audit of its Comprehensive Annual Financial Report in accordance with generally accepted accounting principles and the governmental auditing standards as promulgated by the Comptroller General of the United States. Additionally, this audit should include compliance with covenants and related testing as required by indenture for SANBAG's Sales Tax Revenue Bonds.

## **Auditing Standards to be Followed-**

The audit shall be performed so as to satisfy the audit requirements in accordance with the generally accepted government auditing standards set forth for the financial audits in the General Accounting office's (GAO) Government Auditing Standards (1994), the Single Audit Act of 1984, as amended, and U.S. Office of Management and Budget (OMB) Circular A-133 and OMB's Compliance Supplement titled Uniform Requirements for Grants to State and Local Governments.

## **Reports to be Issued –**

Following the completion of the audit of the fiscal year's financial statements, the Auditor shall issue the following reports and letters:

1. Independent Auditor's Report on Comprehensive Annual Financial Report (CAFR);
2. Independent Auditor's Single Audit Report;
3. Local Transportation Fund (LTF) Financial and Compliance Report
4. State Transit Assistance Fund (STAF) Financial and Compliance Report
5. Report on Applying Agreed Upon Procedures for Appropriations Limit Calculation
6. Audit Committee Letter
7. Management Letter (if required)

## **Additional Considerations –**

1. SANBAG will complete its first CAFR for FY 11-12, and the Auditor is expected to provide information to SANBAG to ensure completeness of report.
2. It is expected that the Auditor shall keep SANBAG informed of new state and Federal

Developments affecting municipal and local government finance. Additionally, reporting standards and trends including changes in federal or state grant program accounting and reporting requirements shall be communicated to SANBAG.

3. SANBAG may require other generalized auditing requirements as needed by SANBAG.

**SCHEDULE –**

Annual audit schedule, subject to change:

May/June	– Interim field work
September/October	– Year-end field work
October/November	– Review drafts of all reports and finalize them by month-end
	November/December - Financial statements presented to Audit Committee and Administrative Committee
December/January	– Financial statements presented to the SANBAG Board of Directors

\* Note: Auditors should be prepared to attend meetings as requested:

- Audit Committee meetings (Normally held twice a year – end of interim work and end of year-end to present financial reports),
- Administrative Committee meetings (Held after the Audit Committee meetings. The meetings are held on the second Wednesday of the month), and
- Board of Directors meetings (held on the first Wednesday of the month).



- San Bernardino County Transportation Commission
- San Bernardino County Transportation Authority
- San Bernardino County Congestion Management Agency
- Service Authority for Freeway Emergencies

*Minute Action*

AGENDA ITEM: 6

**Date:** January 11, 2012

**Subject:** Budget to Actual Report for first quarter ending September 30, 2011

**Recommendation:**\* Receive and file Budget to Actual Report for first quarter ending September 30, 2011.

**Background:** SANBAG's Budget for Fiscal Year 2011-2012 for new activity was adopted by the Board of Directors on June 1, 2011. This report provides a summary of program activity and task activity compared to budget. Budgetary information includes the original and revised budgets, and year to date expenditures.

**Financial Impact:** This item reports the status of expenditures against budget and imposes no financial impact on the FY 2011/2012 Budget.

**Reviewed By:** This item is scheduled for review by the Administrative Committee on January 11, 2012.

**Responsible Staff:** William Stawarski, Chief Financial Officer

\*

*Approved*  
 Administrative Committee

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

Moved:      Second:

In Favor:      Opposed:      Abstained:

Witnessed: \_\_\_\_\_

COG	X	CTC	X	CTA	X	SAFE	X	CMA	X
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**AIR QUALITY & TRAVELER SERVICES PROGRAM**

TASK#	TASK DESCRIPTION	ORIGINAL			REVISED			TASK		
		BUDGET	AMENDMENTS	ENCUMBRANCES	BUDGET	EXPENDITURES	BALANCE	EXPENDITURES	BALANCE	% OF BUDGET EXPENDED
0102	Air Quality Activities	140,177	-	-	140,177	28,019	112,158	28,019	112,158	19.99%
0406	Rideshare Management	2,106,653	-	600	2,107,253	49,824	2,057,429	49,824	2,057,429	2.36%
0702	Call Box System	1,720,467	-	159,950	1,880,417	144,114	1,736,303	144,114	1,736,303	7.66%
0704	Freeway Service Patrol/State	1,813,207	-	231,045	2,044,252	305,698	1,738,554	305,698	1,738,554	14.95%
0706	Intelligent Transportation Systems	96,820	-	-	96,820	3,789	93,031	3,789	93,031	3.91%
0812	Clean Fuels Implementation	4,990,148	-	11,403,503	16,393,651	10,121	16,383,530	10,121	16,383,530	0.06%
<b>TOTAL AIR QUALITY &amp; TRAVELER SERVICES PROGRAM</b>		<b>10,867,472</b>	<b>-</b>	<b>11,795,098</b>	<b>22,662,570</b>	<b>541,565</b>	<b>22,121,005</b>	<b>541,565</b>	<b>22,121,005</b>	<b>2.39%</b>

**TRANSPORTATION PLANNING & PROGRAMMING PROGRAM**

TASK#	TASK DESCRIPTION	ORIGINAL			REVISED			TASK		
		BUDGET	AMENDMENTS	ENCUMBRANCES	BUDGET	EXPENDITURES	BALANCE	EXPENDITURES	BALANCE	% OF BUDGET EXPENDED
0110	Regional Transportation Planning	180,599	-	-	180,599	46,014	134,585	46,014	134,585	25.48%
0111	Freight Movement Planning	118,921	-	-	118,921	10,947	107,974	10,947	107,974	9.21%
0112	Growth Forecasting & Planning	152,844	-	-	152,844	6,565	146,279	6,565	146,279	4.30%
0202	Transportation Modeling & Forecasting	184,083	-	53,477	237,560	30,570	206,990	30,570	206,990	12.87%
0203	Congestion Management	131,271	-	-	131,271	38,057	93,214	38,057	93,214	28.99%
0213	High Desert Corridor Studies	21,856	-	-	21,856	745	21,111	745	21,111	3.41%
0373	Federal/State Fund Administration	890,576	-	-	890,576	151,895	738,681	151,895	738,681	17.06%
0404	Subregional Transportation Planning	291,764	-	-	291,764	55,930	235,834	55,930	235,834	19.17%
0409	Data Development & Management	228,129	-	-	228,129	51,919	176,210	51,919	176,210	22.76%
0500	Transportation Improvement Program	237,447	-	-	237,447	42,207	195,240	42,207	195,240	17.78%
0526	Subregional Transportation Monitoring	49,073	-	-	49,073	3,181	45,892	3,181	45,892	6.48%
0609	Strategic Planning/Delivery Planning	427,909	-	16,000	443,909	75,145	368,764	75,145	368,764	16.93%
0701	Valley Signal Coordination Program	2,204,486	1,050,000	2,393,588	5,648,074	445,748	5,202,326	445,748	5,202,326	7.89%
0941	Mt/Desert Planning & Project Development	221,668	-	-	221,668	47,779	173,889	47,779	173,889	21.55%
<b>TOTAL TRANSPORTATION PLANNING &amp; PROGRAMMING PROGRA</b>		<b>5,340,626</b>	<b>1,050,000</b>	<b>2,463,065</b>	<b>8,853,691</b>	<b>1,006,702</b>	<b>7,846,989</b>	<b>1,006,702</b>	<b>7,846,989</b>	<b>11.37%</b>

**MAJOR PROJECT DELIVERY PROGRAM**

TASK#	TASK DESCRIPTION	ORIGINAL			REVISED			TASK		
		BUDGET	AMENDMENTS	ENCUMBRANCES	BUDGET	EXPENDITURES	BALANCE	EXPENDITURES	BALANCE	% OF BUDGET EXPENDED
0815	Measure I Program Management	6,053,511	-	303,904	6,357,415	570,322	5,787,093	570,322	5,787,093	8.97%
0817	SR-60 Sound Wall	945,754	-	36,576	982,330	8,521	973,809	8,521	973,809	0.87%
0820	SR 210 Design	205,388	-	151,821	357,209	3,155	354,054	3,155	354,054	0.88%
0822	SR 210 Right of Way Acquisition	2,085,045	-	269,127	2,354,172	14,619	2,339,553	14,619	2,339,553	0.62%
0824	SR 210 Construction	8,922,958	-	4,661,934	13,584,892	516,828	13,068,064	516,828	13,068,064	3.80%
0825	I-10 Corridor Project Development	1,979,255	-	1,274,705	3,253,960	23,563	3,230,397	23,563	3,230,397	0.72%
0826	I-10/Citrus/Cherry Interchanges	42,396,327	-	4,929,102	47,325,429	63,678	47,261,751	63,678	47,261,751	0.13%
0830	I-215 San Riv Project Development	16,758	-	-	16,758	-	16,758	-	16,758	0.00%
0834	I-215 Final Design	276,160	-	192,251	468,411	26,305	442,106	26,305	442,106	5.62%
0836	I-215 Right of Way Acquisition	4,123,124	-	2,560,096	6,683,220	100,329	6,582,891	100,329	6,582,891	1.50%
0838	I-215 Construction	45,115,858	-	17,697,240	62,813,098	4,753,292	58,059,806	4,753,292	58,059,806	7.57%
0839	I-215 Bi-county HOV Gap Closure Project	8,725,178	-	576,595	9,301,773	46,054	9,255,719	46,054	9,255,719	0.50%
0840	I-215 Barton Road Interchange	840,597	-	5,935	846,532	32,335	814,197	32,335	814,197	3.82%
0841	I-10 Riverside Interchange	5,625,035	-	8,314,117	13,939,152	3,775,211	10,163,941	3,775,211	10,163,941	27.08%
0842	I-10 Tippecanoe Interchange	5,980,901	-	6,488,967	12,469,868	150,008	12,319,860	150,008	12,319,860	1.20%
0843	I-10 Live Oak Canyon	-	-	8,653	8,653	8,653	-	8,653	-	100.00%

San Bernardino Associated Governments  
 Budget to Actual Report: July 2011 - September 2011  
 Fiscal Year 2011/2012

0845	Mt. Vernon/Washington Interchange	345,004	-	338,060	683,064	770	682,294	0.11%
0850	Alternative Project Financing	3,127,299	-	29,400	3,156,699	20,192	3,136,507	0.64%
0862	I-10 Westbound Lane Addition - Yucaipa	6,042,662	-	6,046,639	12,089,301	1,249,839	10,839,462	10.34%
0869	Glen Helen Parkway Grade Separation	6,144,418	-	-	6,144,418	3,922	6,140,496	0.06%
0870	Hunts Lane Grade Separation	14,143,498	2,049,008	634,652	16,827,158	819,741	16,007,417	4.87%
0871	State St./University Parkway Grade Separation	350,956	-	-	350,956	-	350,956	0.00%
0874	Palm Avenue Grade Separation	7,000,602	1,000,000	3,022,429	11,023,031	151,676	10,871,355	1.38%
0875	Main Street Grade Separation	50,000	-	-	50,000	-	50,000	0.00%
0876	S Milliken Avenue Grade Separation	5,713,901	-	764,598	6,478,499	599	6,477,900	0.01%
0877	Vineyard Avenue Grade Separation	7,347,188	-	24,586	7,371,774	519	7,371,255	0.01%
0879	Colton Crossing BNSF/UPRR Grade Separation	36,495,511	44,688	-	36,540,199	28,436	36,511,763	0.08%
0880	I-15/I-215 Devore Interchange	12,098,571	-	9,800	12,108,371	67,815	12,040,556	0.56%
0881	Lenwood Avenue Grade Separation	6,465,500	-	413,568	6,879,068	21,457	6,857,611	0.31%
0882	N. Milliken Avenue Grade Separation	26,649,224	-	12,004,553	38,653,777	2,077,138	36,576,639	5.37%
0883	SR 210 Pepper Avenue Interchange	813,252	-	800,000	1,613,252	64,275	1,548,977	3.98%
0884	Laurel Avenue Grade Separation	7,563,452	(44,688)	53,216	7,571,980	281,659	7,290,321	3.72%
0885	9th Street Rail Improvements	104,437	-	-	104,437	1,038	103,399	0.99%
0886	Colton /BNSF Quiet Zone	2,442,707	-	-	2,442,707	85,491	2,357,216	3.50%
0887	SR 210 Lane Addition	1,045,061	-	-	1,045,061	-	1,045,061	0.00%
0888	I-15 La Mesa/Nisqualli Interchange	6,000,000	12,131,247	23,809	18,155,056	17,723	18,137,333	0.10%
0889	Yuca Loma Bridge	4,300,000	-	-	4,300,000	3,480	4,296,520	0.08%
0950	2009 A Sales Tax Revenue Note	261,335,100	-	-	261,335,100	-	261,335,100	0.00%
<b>TOTAL MAJOR PROJECT DELIVERY PROGRAM</b>		<b>548,870,192</b>	<b>15,180,255</b>	<b>71,636,333</b>	<b>635,686,780</b>	<b>14,988,643</b>	<b>620,698,137</b>	<b>2.36%</b>

**TRANSIT & PASSENGER RAIL PROGRAM**

TASK#	TASK DESCRIPTION	ORIGINAL				REVISED				TASK BALANCE	% OF BUDGET EXPENDED
		BUDGET	AMENDMENTS	ENCUMBRANCES	BUDGET	BUDGET	EXPENDITURES	BALANCE			
0309	General Transit	309,401	-	-	309,401	-	-	-	36,981	272,420	11.95%
0315	Omnitrans	3,976,523	3,304,213	6,207,607	13,488,343	-	-	-	1,008,498	12,479,845	7.48%
0316	Barstow-County- Transit	49,710	141,900	70,069	261,679	-	-	-	1,220	260,459	0.47%
0317	Victor Valley Transit	107,223	633,950	-	741,173	-	-	-	7,732	733,441	1.04%
0318	Morongo Basin Transit	52,913	115,850	-	168,763	-	-	-	32,925	135,838	19.51%
0319	Social Service Transportation Plan	448,315	-	200,000	648,315	-	-	-	45,874	602,441	7.08%
0320	Needles Transit	21,202	12,450	-	33,652	-	-	-	429	33,223	1.27%
0321	Mountain Area Transit	60,727	88,400	86,809	235,936	-	-	-	22,349	213,587	9.47%
0352	General Commuter Rail	573,308	-	76,340	649,648	-	-	-	58,561	591,087	9.01%
0377	Commuter Rail Operating Expenses	10,417,103	-	287,712	10,704,815	-	-	-	66,529	10,638,286	0.62%
0379	Commuter Rail Capital Expenses	-	288,308	12,118,946	12,407,254	-	-	-	104,334	12,302,920	0.84%
0380	Redlands Rail Extension	15,171,583	-	-	15,171,583	-	-	-	1,643,225	13,528,358	10.83%
0381	Gold Line Phase II	265,451	-	-	265,451	-	-	-	1,808	263,643	0.68%
0382	San Bernardino Transit Center	-	-	-	-	-	-	-	-	-	0.00%
0501	Federal Transit Act Programming	24,545	-	14,083	38,628	-	-	-	7,441	31,187	19.26%
<b>TOTAL TRANSIT &amp; PASSENGER RAIL PROGRAM</b>		<b>31,478,004</b>	<b>4,585,071</b>	<b>19,061,566</b>	<b>55,124,641</b>	<b>3,037,906</b>	<b>52,086,735</b>	<b>5.51%</b>			

**TRANSPORTATION FUND ADMINISTRATION PROGRAM**

TASK#	TASK DESCRIPTION	ORIGINAL			REVISED			TASK		% OF BUDGET EXPENDED
		BUDGET	AMENDMENTS	ENCUMBRANCES	BUDGET	EXPENDITURES	BALANCE	BALANCE		
0502	TDA Administration	598,599	22,000	26,505	647,104	24,389	622,715	3.77%		
0504	Measure I Administration	360,851	23,000	-	383,851	40,234	343,617	10.48%		
0506	Local Transportation Fund	52,977,596	-	60,599,156	113,576,752	-	113,576,752	0.00%		
0507	State Transit Assistance Fund	6,900,000	-	42,502,750	49,402,750	-	49,402,750	0.00%		
0513	Measure I Valley Senior & Disabled	5,300,000	1,750,250	-	7,050,250	2,105,817	4,944,433	29.87%		
0515	Measure I Valley Apportionment/Allocation	8,541,550	-	4,568,426	13,109,976	130,293	12,979,683	0.99%		
0610	Measure I 2010-2040 Project Advancement	10,889,226	-	16,594,595	10,889,226	6,951	10,882,275	0.06%		
0615	Measure I Local Stimulus	-	-	-	-	988,622	15,605,973	5.96%		
0918	Measure I Local Pass-through	31,001,230	-	-	31,001,230	3,344,322	27,656,908	10.79%		
<b>TOTAL TRANSPORTATION FUND ADMINISTRATION PROGRAM</b>		<b>116,569,052</b>	<b>1,795,250</b>	<b>124,291,432</b>	<b>242,655,734</b>	<b>6,640,628</b>	<b>236,015,106</b>	<b>2.74%</b>		

**GENERAL - COUNCIL OF GOVERNMENTS SUPPORT PROGRAM**

TASK#	TASK DESCRIPTION	ORIGINAL			REVISED			TASK		% OF BUDGET EXPENDED
		BUDGET	AMENDMENTS	ENCUMBRANCES	BUDGET	EXPENDITURES	BALANCE	BALANCE		
0104	Intergovernmental Relations	365,865	-	-	365,865	65,856	300,009	18.00%		
0490	Council of Govts New Initiatives	125,854	-	446,636	572,490	6,550	565,940	1.14%		
0503	Legislation	647,827	-	-	647,827	100,308	547,519	15.48%		
0601	County Transportation Commission-General	454,052	-	-	454,052	107,025	347,027	23.57%		
0605	Publications & Public Outreach	509,237	-	-	509,237	80,432	428,805	15.79%		
0805	Building Operations	81,039	-	14,392	95,431	4,997	90,434	5.24%		
0806	Building Improvements	18,272	-	-	18,272	53	18,219	0.29%		
0942	Financial Management	713,834	-	402,547	1,116,381	52,266	1,064,115	4.68%		
<b>TOTAL COUNCIL OF GOVERNMENTS SUPPORT PROGRAM</b>		<b>2,915,980</b>	<b>-</b>	<b>863,575</b>	<b>3,779,555</b>	<b>417,487</b>	<b>3,362,068</b>	<b>11.05%</b>		

**GRAND TOTAL ALL PROGRAMS**

<b>716,041,326</b>	<b>22,610,576</b>	<b>230,111,069</b>	<b>968,762,971</b>	<b>26,632,932</b>	<b>942,130,039</b>	<b>2.75%</b>
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**CONSOLIDATED BY PROGRAM**

PROGRAM DESCRIPTION	ORIGINAL			REVISED			PROGRAM		% OF BUDGET EXPENDED
	BUDGET	AMENDMENTS	ENCUMBRANCES	BUDGET	EXPENDITURES	BALANCE	BALANCE		
AIR QUALITY & TRAVELER SERVICES PROGRAM	10,867,472	-	11,795,098	22,662,570	541,565	22,121,005	2.39%		
TRANSPORTATION PLANNING & PROGRAMMING PROGRAM	5,340,626	1,050,000	2,463,065	8,853,691	1,006,702	7,846,989	11.37%		
MAJOR PROJECT DELIVERY PROGRAM	548,870,192	15,180,255	71,636,333	635,686,780	14,988,643	620,698,137	2.36%		
TRANSIT & PASSENGER RAIL PROGRAM	31,478,004	4,585,071	19,061,566	55,124,641	3,037,906	52,086,735	5.51%		
TRANSPORTATION FUND ADMINISTRATION PROGRAM	116,569,052	1,795,250	124,291,432	242,655,734	6,640,628	236,015,106	2.74%		
GENERAL - COUNCIL OF GOVERNMENTS SUPPORT PROGRAM	2,915,980	-	863,575	3,779,555	417,487	3,362,068	11.05%		
<b>GRAND TOTAL ALL PROGRAMS</b>		<b>716,041,326</b>	<b>22,610,576</b>	<b>230,111,069</b>	<b>968,762,971</b>	<b>26,632,932</b>	<b>942,130,039</b>	<b>2.75%</b>	



- San Bernardino County Transportation Commission
- San Bernardino County Transportation Authority
- San Bernardino County Congestion Management Agency
- Service Authority for Freeway Emergencies

*Minute Action*

AGENDA ITEM: 7

**Date:** January 11, 2012

**Subject:** Encumbrance Adjustments for Fiscal Year 2010-2011

**Recommendation:\*** Approve Encumbrance Adjustments for the following projects to be incorporated in the SANBAG 2011-2012 Budget:

<b>Task</b>	<b>Description</b>	<b>Increase (Decrease)</b>
0315	Omnitrans	(\$1,773,810)
0352	General Commuter Rail	(\$10)
0504	Measure I Administration-Valley	\$765,000
0506	Local Transportation Fund	\$3,788,152
0507	State Transit Assistance Fund	(\$5,769,796)
0701	Valley Signal Coordination Program	(\$45,000)
0884	Laurel Avenue Grade Separation	(\$91)

**Background:** On December 7, 2011, encumbrances totaling \$230,414,570 were approved by the Board to formally incorporate into SANBAG's Fiscal Year 2011-2012. The proposed changes will provide an adjusted encumbrance total of \$227,379,015. The adjustments are attributed to final fiscal year 2010-2011 contract amounts, calculations and funding source balances available. The proposed adjustments will be incorporated with the previous approved encumbrance schedule.

**Financial Impact:** Approval of this item will result in a reduction of \$3,035,555 of encumbrances for FY 2010-2011 to be included in the FY 2011-2012 Budget.

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	<p><i>Approved</i>  <i>Administrative Committee</i></p> <p>Date: _____</p> <p>Moved: _____ Second: _____</p> <p>In Favor: _____ Opposed: _____ Abstained: _____</p> <p>Witnessed: _____</p>
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COG	X	CTC	X	CTA	X	SAFE	X	CMA	X
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Check all that apply.  
 ADM1201c-ws

Administrative Committee Agenda Item  
January 11, 2012  
Page 2

**Reviewed By:** This item is scheduled for review by the Administrative Committee on January 11, 2012.

**Responsible Staff:** William Stawarski, Chief Financial Officer



- San Bernardino County Transportation Commission
- San Bernardino County Transportation Authority
- San Bernardino County Congestion Management Agency
- Service Authority for Freeway Emergencies

*Minute Action*

AGENDA ITEM: 8

**Date:** January 11, 2012

**Subject:** Proposed Modification of Administrative Committee Membership to Include All SANBAG Officers and Committee Chairs

- Recommendation:\***
- 1) Approve modification of Policy 10002 Part III, composition of the Administrative Policy Committee, to include all SANBAG Officers, all Policy Committee Chairs, and additional appointees as needed to maintain geographic balance as currently defined.
  - 2) Approve modification of Policy 10002 Part V, Membership Terms, to stipulate that Administrative Policy Committee terms shall extend from July 1 to June 30 to be consistent with the terms of SANBAG Officers and Policy Committee Chairs.

**Background:** The Administrative Policy Committee has, for many years, served as SANBAG's legislative review committee as well as providing policy oversight for fiscal and organizational affairs. This is consistent with SANBAG Policy 10000 Part IIIB, which states that the Administrative Policy Committee shall "serve as policy review committee for any program area which lacks active policy committee oversight." However, for the past several years the SANBAG President, Vice-President, Past President, and Policy Committee Chairs have comprised SANBAG's informal legislative advocacy group. Membership on the Administrative Policy Committee and the legislative advocacy group always overlaps, but the Administrative Committee has rarely (if ever) included all

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*Approved*  
*Administrative Committee*

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

*Moved:* \_\_\_\_\_ *Second:* \_\_\_\_\_

*In Favor:* \_\_\_\_\_ *Opposed:* \_\_\_\_\_ *Abstained:* \_\_\_\_\_

*Witnessed:* \_\_\_\_\_

COG	X	CTC	X	CTA	X	SAFE		CMA	X
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members of the legislative advocacy group. Therefore, a mismatch usually exists between membership on the policy committee responsible for legislative review and the SANBAG Board Members responsible for legislative advocacy.

This proposal would address that mismatch by modifying the Administrative Committee membership to include all Officers and Policy Committee Chairs, while maintaining the geographic balance required by existing policy. Because both SANBAG Officers and Policy Committee Chairs serve terms from July 1 to June 30, terms of the Administrative Committee members would extend over that period as well. Proposed modifications to SANBAG Policy 10002, that governs policy committee memberships and terms, are Attachment 1 to this item.

***Financial Impact:*** The restructuring of Administrative Policy Committee membership would increase cost only in the rare case in which the Chairs of the Major Projects, Plans and Programs, and Commuter Rail and Transit Committees were all from the East Valley or all from the West Valley. This would necessitate the addition of a member from the other two subareas to maintain geographic balance, and increase the size of the committee from 12 to 15 members. The outlay for stipends would increase accordingly.

***Reviewed By:*** These proposed changes to the Administrative Committee membership and terms were discussed with the SANBAG President, other Officers, and Committee Chairs as the preferred way to address the mismatch between Committee and advocacy group membership without formation of a new policy committee or incurring delays in bringing legislative matters to the SANBAG Board of Directors. This item will be reviewed by the Administrative Policy Committee on January 11, 2012.

***Responsible Staff:*** Ty Schuiling, Interim Executive Director

San Bernardino Associated Governments	<b>Policy</b>	<b>10002</b>
Adopted by the Board of Directors September 6, 1995	Revised	<b>1/11/12</b> 4/6/11
<b>SANBAG Policy Committee Membership</b>	Revision No.	9 8

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<a href="#">Purpose</a>   <a href="#">Membership Structure</a>   <a href="#">Membership Composition</a>   <a href="#">Methods of Appointment</a>   <a href="#">Membership Terms</a>   <a href="#">Member Absences</a>   <a href="#">Revision History</a>
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**I. PURPOSE**

The SANBAG Board of Directors has created a number of Policy Committees for the purpose of providing oversight and policy guidance relative to development and implementation of SANBAG programs. The purpose of this policy is to establish guidelines as they relate to Policy Committee membership structure, composition, terms, and absences.

**II. MEMBERSHIP STRUCTURE**

Due to funding sources and the geographic nature of issues under their purview, the membership of three policy committees (Major Projects, Mountain Desert, and Commuter Rail and Transit) shall be limited by geographic area. The two remaining policy committees (Administrative and Plans & Programs) shall be structured to insure balance participation by representatives from the East Valley, West Valley, and Mountain/Desert subregions, as well as city and county interests.

**Mountain/Desert Policy Committee Membership**

The Mountain/Desert Policy Committee is composed of SANBAG Board Members representing jurisdictions within the Mountain/Desert subregion. However, meetings and agendas of the Mountain/Desert Policy Committee and the Mountain/Desert Measure I Committee are combined, and the Mountain/Desert Measure I Committee members shall be appointed by the governing bodies of local jurisdictions.

**III. MEMBERSHIP COMPOSITION**

Membership on SANBAG policy committees shall consist of members of the SANBAG Board of Directors.

- **Administrative Policy Committee**
  - SANBAG President
  - Vice President
  - Immediate Past President
  - 3 East Valley members (2 City, 1 County)
  - 3 West Valley members (2 City, 1 County)
  - 3 Mountain/Desert members (2 City, 1 County)
  - **All Policy Committee Chairs should be included within the above.**

**Note: Should the chairs of the Major Projects, Plans and Programs, and the Commuter Rail and Transit committees all be from the East Vally or all from the West Valley, additional members would need to be added to maintain geographical balance.**

- Audit Subcommittee
  - SANBAG President
  - Vice President
  - Immediate Past President

Additional SANBAG Board Member may be appointed annually at the discretion of the Board President

City members shall be SANBAG Board members elected by caucus of city SANBAG Board members within the subarea. Supervisors collectively select their representatives. The SANBAG Vice President shall serve as Chair of the Administrative Committee.

- **Commuter Rail and Transit Policy Committee**
  - 9 Valley-members, two being Southern California Regional Rail Authority (SCRRA) primary (\*) and two being SCRRA alternate (\*\*) members; 5 Valley members appointed by the SANBAG President.
  - 2 Mountain/Desert Board Members who serve on the Board of a Mountain/Desert transit agency.
- **Major Projects Policy Committee**
  - All SANBAG Board members representing jurisdictions in San Bernardino Valley.
- **Mountain/Desert Policy Committee**
  - All SANBAG Board members representing jurisdictions in Mountain/Desert.
- **Plans & Programs Policy Committee**
  - 3 West Valley City SANBAG Board Members
  - 3 East Valley City SANBAG Board Members
  - 3 Mountain/Desert City SANBAG Board Members
  - All County Supervisors

City members shall be elected by caucus of city SANBAG Board members within the subarea.

#### IV. METHODS OF APPOINTMENT

The city membership of the Administrative and Plans & Programs policy committees shall be elected by caucus of the city representatives on the SANBAG Board of Directors.

The SANBAG President is authorized to appoint the membership of Commuter Rail and Transit Policy Committee.

The membership of the Mountain/Desert and Major Projects policy committees shall be specified as all SANBAG Board Members who represent areas within the Mountain/Desert and Valley subregion respectively.

At the discretion of the SANBAG President other members of the Board may be appointed annually to the Audit Subcommittee.

#### V. MEMBERSHIP TERMS

Appointed and elected membership on the SANBAG Administrative, Commuter Rail and Transit, and Plans & Programs policy committees shall consist of two-year terms to be staggered in such a manner that terms of half of the membership expire annually on December 31.

**Membership on the Administrative Policy Committee shall be from July 1 to June 30 to be consistent with the terms of SANBAG Officers and Policy Committee Chairs.**

Membership on the Major Projects and Mountain/Desert policy committees are for the term as members of the SANBAG Board of Directors.

There are no maximum number of terms for any individual member.

## VI. MEMBER ABSENCES

The regular participation of Policy Committee members is essential to appropriate policy oversight and staff direction.

This policy shall establish a procedure whereby absences on the part of Policy Committee members can be addressed in a manner which insures active participation in committee activities or, as appropriate, to provide the opportunity for rotation of responsibilities. This procedure will provide for other interested SANBAG Board members to participate on SANBAG Policy Committees in the case of absences.

1. Regular participation in SANBAG Policy Committees is encouraged, recognizing that unavoidable absences will occur on an occasional basis.
2. Should a regular city member of the Mountain/Desert Committee be unable to attend a meeting of that Committee, then the SANBAG Board of Directors alternate for that city may participate and vote in the Committee as the regular member representing that city.
3. SANBAG staff shall notify the SANBAG President in the event that any one SANBAG Policy Committee member is absent from three consecutive Policy Committee meetings.
4. Upon notification by SANBAG staff, the SANBAG President or designee shall contact the Policy Committee member to discuss the record of absences.
5. Based upon information obtained from the Policy Committee member and knowledge of the Policy Committee activities, the SANBAG President shall make a determination relative to retention or replacement of the Committee member. Appointment of new Policy Committee members shall be made in accordance with Board of Directors policy established for each Committee.

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## VII. REVISION HISTORY

Revision No.	Revisions	Adopted
0	Adopted.	09/06/95
1	Added Section 10002.6 Membership Terms	09/06/95
2	Added Section 10002.7 Member Absences	11/06/96
3	Changed name of Major Projects Task Force to Major Projects Committee	08/05/98
4	Par. IV: Commuter Rail Committee and Major Projects Committee - membership revised. Par. V: Revised. Par. VI: Revised. For all changes, refer to 12/3/03 SANBAG Board Agenda, Item 5.	12/03/03
5	Par. IV: Commuter Rail Committee - membership revised	05/06/06
6	Par. III: Added Audit Subcommittee. Par. IV: Added second last paragraph. Removed Par. II which as previously titled DEFINITIONS since there were no definitions; renumbered all subsequent paragraphs.	11/05/08
7	Par. VI: Added new par. 2 to allow participation of the alternate; renumbered subsequent paragraphs.	12/03/08
8	Par. II, III, IV, and V: Revised committee name – was Commuter Rail Committee. The name change was approved by the Board on October 7, 2009, as well as the appointment of two additional members representing areas of the Mountain/Desert areas who also serve as members of the Mountain/Desert transit boards.	04/06/11
9	<b>Par. III: Administrative Policy Committee membership modified to include all Policy Committee chairs and additional appointees as needed to maintain geographic balance.</b> <b>Par. V: Administrative Policy Committee membership modified to change terms – July 1 to June 30 to be consistent with the terms of Officers and Policy Committee chairs.</b>	



SANBAG's Federal Legislative Platform provides Board direction to work with our Congressional delegation and the Administration to increase current funding levels for transportation programs, and flexibility in the use of transportation revenue. Please see attachment 2 for a full description of SANBAG's Federal Legislative Platform.

***Financial Impact:*** There is no financial impact associated with this item.

***Reviewed By:*** This item is scheduled for review by the Administrative Committee on January 11, 2012.

***Responsible Staff:*** Eric Haley, Interim Director of Legislative Affairs

## **SANBAG 2012 State Legislative Platform**

### **Funding**

**SANBAG will advocate for stable State funding, indexed for population growth, for transportation projects in San Bernardino County; and request that the State honor all of its previous commitments without imposing unfunded mandates:**

- Support priority funding for projects supported by voter-approved transportation local sales tax measures.
- Oppose the diversion of transportation revenues for non-transportation purposes.
- Support actions that ensure the ability of the state to sell transportation infrastructure bonds.
- Support budget and California Transportation Commission (CTC) allocations to fully fund projects for San Bernardino County included in the State Transportation Improvement Program (STIP), State Highway Operation and Protection Program (SHOPP), bond programs, and the Measure I Expenditure Plan.
- Support continued regional decision making governing the use of all current funding sources.
- Oppose legislative or regulatory actions that rely on regional transportation agencies to sponsor ballot measures to raise revenue for transportation or planning purposes.
- Oppose legislative or regulatory actions that require the payment of interest on State General Obligation (GO) bonds out of the State Highway Account.
- Obtain a fair share for San Bernardino County of any state discretionary funding made available through transportation grants or programs.
- Participate in studies of market-based pricing measures to relieve traffic congestion, improve air quality and/or fund transportation alternatives.
- Develop Board policy on the revenue package to fund the fiscally constrained Regional Transportation Plan (RTP).
- Support legislation to provide funding for innovative, intelligent/advanced transportation, goods movement, demand management and air quality programs which relieve congestion, improve air quality and enhance economic development.

### **Goods Movement**

- Support legislation that reduces freight-related impacts to San Bernardino County, including disparate impacts to disadvantaged communities (e.g. grade separations and clean fuel or Tier IV locomotives).
- Monitor any state container fee legislation to ensure:
  - San Bernardino County goods movement projects are funded; and
  - San Pedro Bay Ports are not placed at a competitive disadvantage that would harm the overall Southern California economy.
- Support local control of the Ontario International Airport in recognition of its goods movement and passenger impacts on San Bernardino County.
- Oppose legislation that allows triple trailers in San Bernardino County because of safety concerns with the exception of border cities and/or bump stations near state lines, or dedicated truck lanes (e.g. Needles).
- Support legislation to reduce road damage from heavy trucks by reduced axle loading rather than an exclusive focus on gross vehicle weight.

### **Self-Help Counties**

**SANBAG will speak with one voice with the 18 other “self-help” counties in California:**

- Support protection of the statutory 1.5 percent of revenue cap on administrative fees levied by the Board of Equalization (BOE) for the collection and administration of county transportation sales tax measures.
- Support legislation that will incentivize counties without a voter approved tax measure for transportation to become “self-help” counties.
- Seek state preference of projects that ensure state funding equity for self-help counties, thus ending the indirect subsidization of the thirty-nine non self-help counties.

### **Project Delivery, Finance, Innovation & Maintenance**

**SANBAG will advocate that innovative financing opportunities remain available for county transportation commissions to leverage local dollars, accelerate construction and job creation, and provide mobility options for the traveling public:**

- Support state policies that assure timely allocation of transportation revenue, including allocations of new funds available to the STIP and SHOPP major rehabilitation projects as soon as they are available.
- Encourage the consideration of P3s in the development of transportation improvements.

**SANBAG will work to ensure that existing innovative project delivery tools are available and effective:**

- Support measures that expand the use of design-build and public-private partnerships (P3s).
- Support continued delegation to Caltrans of National Environmental Policy Act (NEPA) oversight.

**SANBAG will advocate for reforms to ensure projects are delivered faster with more coordination:**

- Support legislation and/or administrative reforms to enhance Caltrans project delivery, including contracting out of appropriate activities to the private sector.

**In addition, SANBAG will:**

- Support current program funding for Freeway Service Patrol (FSP), ride-sharing and call boxes, consistent with the level of growth and utilization.
- Support equitable funding and resources for San Bernardino County freeway landscaping and maintenance.
- Encourage an approach to livability and sustainability programs that meets the needs of existing and future citizens of San Bernardino County.

### **Energy & Alternative Fuels**

**SANBAG will support incentives to transition to alternative fuels and electric vehicles (EVs) that will clean our air and reduce our dependency on foreign oil:**

- Support tax benefits and incentives that encourage use of clean alternative fuel vehicles.
- Support cost effective conversion and replacement of public transit fleets to alternative fuels and EVs.

- Support, and as appropriate, participate in programs to provide refueling/recharging infrastructure for alternative fuel or electric vehicles.
- Support Property Assessed Clean Energy (PACE) financing.

### **Transit & Commuter Rail**

**SANBAG will advocate that transit be funded as a vital service that improves mobility and helps meet federal and state mandates:**

- Support equitable distribution of the funding for bus and rail services in California.

**SANBAG will advocate for a safe, funded, and growing rail system in Southern California:**

- Support state funding for Positive Train Control (PTC).
- Increase state funding and recognize Metrolink's high ridership from inland counties.
- Support legislation and programs that facilitate (or remove obstacles to) transit oriented development near rail and bus rapid transit stations.

### **High-Speed Rail**

**SANBAG will advocate for high speed, and higher speed rail investment in San Bernardino County and connectivity with local and regional transit:**

- Assure a SANBAG role in the planning for High-Speed Rail (HSR) and advocate for the full evaluation of a I-215/HSR route that serves San Bernardino County.
- Advocate priority for the L.A.-San Diego via the Inland Empire HSR route.
- Support increased funding for higher speed commuter rail and improved transit connectivity as feeder services for HSR.

### **Air Quality**

- Continue to support the independence of the Mobile Source Air Pollution Reduction Review Committee (MSRC), and the protection of AB 2766.
- Oppose legislative action that would reduce SANBAG's discretion to allocate Congestion Mitigation and Air Quality (CMAQ) funds, or the existing allocation of such funds.
- Support partnership with the South Coast Air Quality Management District (SCAQMD), when possible, and advocate to protect the health of residents in San Bernardino County.

### **Coalitions**

Gain support for SANBAG's program through participation in the Southern California Consensus Group, Mobility 21, California Councils of Governments (CALCOG) in addition to the Self-Help Counties Coalition, the Southern California Regional Rail Authority, and Southern California National Freight Gateway Callaboration.

## **SANBAG 2012 Federal Legislative Platform**

### **Funding**

#### **SANBAG will seek:**

- The highest level of federal formula transportation dollars to California and San Bernardino County.

#### **SANBAG will support funding priorities including, but not limited to:**

- Federal investment in interstate highways, transit, intercity, commuter, and High-Speed Rail (HSR);
- Goods movement projects with public benefits focusing on community impacts and the environment;
- Intelligent Transportation System (ITS) and new technologies that maximize the productivity of existing infrastructure;
- The safe development and operation of all transportation modes in San Bernardino County; and
- Airport ground access and other airport development needs in San Bernardino County;

#### **SANBAG will advocate for the protection of current transportation revenues and the development of new proposals for increased and accelerated national investment in infrastructure:**

- Support regional consensus building efforts for potential new funding strategies for transportation, including strategies modeled on California State Local Partnership Program (SLPP).
- Oppose efforts to eliminate or erode contract authority for the Highway Trust Fund and support efforts to maintain the principle that transportation-based revenue should be reserved only for transportation purposes.
- Support the Transportation Infrastructure Finance and Innovation Act (TIFIA) program which provides Federal credit assistance in the form of direct loans, loan guarantees, and standby lines of credit to finance highway projects of national and regional significance.
- Support Build America Bonds program to help states and localities pursue needed capital projects which build infrastructure.
- Advocate that Los Angeles' 30-10 America Fast Forward program apply to all Self-Help counties and all modes of transportation.

### **Goods Movement**

- SANBAG will advocate for federal investment in goods movement infrastructure, and policies that properly recognize Southern California and San Bernardino County's role as the nation's freight gateway.
- Support specialized funding for goods movement projects of national significance that are beyond the funding ability of local and state transportation programs and budgets (e.g. dedicated exclusive clean truck lanes).
- Advocate that any federal goods movement program is funded at a level that is commensurate with national needs, recognizing the economic significance of the national freight system.

- Ensure that revenues generated by any fee that is levied on freight would be specifically designated to fund projects that mitigate congestion, air quality, and community impacts directly associated with the movement of freight, and a clear causal relationship should exist between the freight system on which fees are levied and the impacts to be mitigated.
- Ensure that revenue collected on freight be administered in partnership with local and regional elected officials and entities impacted by freight movement. San Bernardino County should be included in any governance structure dealing with revenue collected from freight moved through San Bernardino County.
- Support development of a national/regional freight movement plan with clearly defined ports, corridors, and inland improvement needs to provide for timely, reliable freight transport, timely implementation of freight-related strategies needed for attainment of federal health-based air quality standards, and mitigation of freight-related impacts to communities.
- Ensure that federal goods movement legislation imposes no unfunded mandates for administration or oversight regarding new revenue mechanisms.
- Oppose legislation that allows triple trailers in San Bernardino County because of safety concerns with the exception of border cities and/or bump stations near state lines, or dedicated truck lanes (e.g. Needles).
- Support legislation to reduce road damage from heavy trucks by reduced axle loading rather than an exclusive focus on gross vehicle weight.

### **Project Delivery & Innovation**

**SANBAG will advocate for reforms that will accelerate project procurement and promote flexibility and innovation in financing, while respecting local control:**

- Support the use of design-build project delivery that will save time and/or money compared to traditional design-bid-build.
- Support the streamlining of federal reporting/monitoring requirements.
- Support regional transportation entities, such as SANBAG, to reduce congestion and maximize transportation investments through implementing pricing measures on federal-aid highways.
- Support local options to privatize various aspects of transportation that would maximize available federal funding (e.g. P3s).
- Support continued delegation to Caltrans of National Environmental Policy Act (NEPA) oversight.

### **Energy**

- Support legislation and administrative actions that enable the implementation of the Property Assessed Clean Energy (PACE) program in San Bernardino County.
- Support the creation of other incentives to develop renewable energy industries in San Bernardino County.
- Advocate that any federal revenue generated from taxes or fees on energy products used for transportation are utilized for transportation purposes.

## **Transit & Commuter Rail**

**SANBAG will advocate for policies that keep our rail systems safe and increase federal investment in commuter rail services:**

- Support federal funding of Positive Train Control (PTC) and rail safety programs.
- Support the streamlining of New Starts alternative analysis requirements for those transit projects in an existing agency owned rail right-of-way.
- Advocate that the appropriate local or regional entity, such as SANBAG, be partners in on-going federal policy discussions to alter the liability cap for commuter rail accidents.
- Support legislation to change and/or exempt level boarding access requirements for existing commuter rail systems.

## **High Speed Rail**

- Encourage the federal government to establish a stable, dedicated source of funding for higher-speed commuter rail and transit.
- Support policies that recognize the importance and fund commuter rail and transit connectivity to HSR.

## **Air Quality**

**SANBAG will vigorously protect funding sources for congestion relief and pollution reduction related to the transportation sector, while asking the federal government to do its part:**

- Support efforts to secure funds to facilitate the conversion of public sector fleets to alternative fuels to meet local, state and federal fleet conversion mandates, and provide for the replacement of aging alternative fuel fleets.
- Support tax benefits and/or incentives for transportation demand management programs and alternative fuel programs to promote the use of clean alternate modes of transportation.
- Ensure that federal goods movement legislation considers and underscores federal responsibilities for facilitation of international trade and interstate commerce, and regulation of interstate commerce in ways consistent with attainment of federal air quality standards and the intent of the National Environmental Policy Act (NEPA).
- Support efforts to increase the amount and proportion of CMAQ funds received by SANBAG and the South Coast and Mojave Desert Air Basins.
- Assure that CMAQ funding continues to be allocated directly to transportation commissions, such as SANBAG.
- Encourage livability and sustainability programs that meet the needs of existing and future citizens of San Bernardino County.

## **Coalitions**

**SANBAG will continue to join forces with allies in the region and across the nation in support of common objectives in Washington:**

- Support the unity of the Southern California Consensus Group.
- Gain support for SANBAG's program through participation in the Coalition for America's Gateways and Trade Corridors (CAGTC) and Mobility 21 on a national freight system.

This list provides information on acronyms commonly used by transportation planning professionals. This information is provided in an effort to assist SANBAG Board Members and partners as they participate in deliberations at SANBAG 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. SANBAG staff makes every effort to minimize use of acronyms to ensure good communication and understanding of complex transportation processes.

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

**SANBAG Acronym List**

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

## ***San Bernardino Associated Governments***



### **MISSION STATEMENT**

To enhance the quality of life for all residents, San Bernardino Associated Governments (SANBAG) will:

- Improve cooperative regional planning
- Develop an accessible, efficient, multi-modal transportation system
- Strengthen economic development efforts
- Exert leadership in creative problem solving

To successfully accomplish this mission, SANBAG will foster enhanced relationships among all of its stakeholders while adding to the value of local governments.

Approved June 2, 1993  
Reaffirmed March 6, 1996