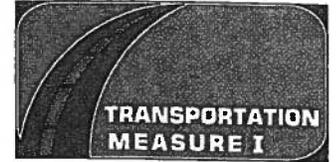




San Bernardino Associated Governments

1170 W. 3rd Street, 2nd Floor, San Bernardino, CA 92410
Phone: (909) 884-8276 Fax: (909) 885-4407
Web: www.sanbag.ca.gov



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

AGENDA

Administrative Committee Meeting

May 9, 2012

9:00 a.m.

Location

SANBAG

Super Chief Conference Room

1170 W. 3rd Street, 2nd 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

Council Member Mike Leonard

City of Hesperia

Mayor Bill Jahn (*Chair-PPC*)

City of Big Bear Lake

Council Member Jim Harris (*Chair-MDC*)

City of Twentynine Palms

Supervisor Neil Derry

County of San Bernardino

East Valley Representatives

Mayor Rhodes Rigsby
City of Loma Linda

Mayor Patrick Morris (*Chair-CRTC*)

City of San Bernardino

Mayor Dick Riddell (*Chair-MPC*)

City of Yucaipa

Mayor Pro Tem Ed Scott

City of Rialto

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

May 9, 2012

9:00 a.m.

Location: SANBAG, Super Chief Conference Room, 1170 W. 3rd Street, 2nd Floor,
San Bernardino

CALL TO ORDER 9:00 a.m.
(Meeting chaired by Larry McCallon)

- 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 May 9, 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. **April 2012 Procurement Report** Pg. 9
Receive April 2012 Procurement Report.
William Stawarski.

Discussion Items

Administrative Matters

4. **SANBAG 2012/2013 Proposed Budget** Pg. 11
 1. Conduct the Board of Directors Workshop for the proposed Fiscal Year 2012/2013 budget; and
 2. Recommend approval of the proposed Fiscal Year 2012/2013 budget and appropriation and estimated revenue amendments in the background information with Exhibits A, B, and C. **William Stawarski**
5. **Budget to Actual Report for second quarter ending December 31, 2011** Pg. 22
 Receive and file Budget to Actual Report for second quarter ending December 31, 2011. **William Stawarski**
6. **Policy 20001 - Post-Issuance Tax Compliance for Tax-Exempt Bonds** Pg. 26
 Approve Policy 20001 - Post-Issuance Tax Compliance for Tax-Exempt Bonds. **William Stawarski**
7. **Award Contract C12193 with McGladrey & Pullen, LLP for SANBAG Auditing Services** Pg. 31
 Award Contract C12193 with McGladrey & Pullen, LLP for Auditing Services in not-to-exceed amount of \$338,270 for a three year period, with two one-year option extensions. **William Stawarski**
8. **Authorized Signers with Community Bank** Pg. 35
 Authorize Executive Director, Chief Financial Officer, and Director of Management Services as Authorized Signers of all accounts with Community Bank. **William Stawarski**
9. **Request for Proposal (RFP) 12238 for On-Call Internal Audit and Price Review Services** Pg. 36
 Authorize and approve release of RFP for qualified firms to provide professional On-Call Internal Audit and Price Review Services to support all San Bernardino Associated Government (SANBAG) procurements. **William Stawarski**
10. **Director of Fund Administration and Programming Position** Pg. 41
 Approve the job description and salary range for the new Director of Fund Administration and Programming. **Duane Baker**

Discussion Items Continued....

Administrative Matters (Cont.)

- 11. **SANBAG Memberships to Regional, State, and National Trade Organizations** Pg. 45

Review SANBAG Memberships to regional, State, and national trade organizations and provide direction, as required.
Duane Baker

Program Support/Council of Governments

- 12. **Recommended Positions for State Legislation** Pg. 49

Support: a. AB 1444 (Feuer)
 b. AB 1665 (Galgiani)
 c. AB 1780 (Bonilla)
 d. AB 2498 (Gordon)

Eric Haley

Transportation Programs & Fund Administration

- 13. **Allocation of Local Transportation Funds (LTF) and State Transit Assistance Funds (STA) for Fiscal Year (FY) 12/13** Pg. 58

Adopt Resolution 13-001 authorizing the allocation of Local Transportation Funds (LTF) and State Transit Assistance Funds (STA) for FY 12/13. **Ryan Graham**

Comments from Committee Members

Brief Comments from Committee Members

Public Comment

Brief Comments by the General Public

Adjourn To:

Closed Session

Conference with Labor Negotiator (Larry McCallon)
 Regarding public employee performance evaluation
 Pursuant to Government Code Sec. 54957 and Sec. 54957.6
 Unrepresented Employee: Executive Director

ADJOURNMENT

Additional Information

Acronym List

Pg. 62

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. 3rd Street, 2nd Floor, San Bernardino, CA.

Agendas – All agendas are posted at 1170 W. 3rd Street, 2nd 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. 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: May 9, 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
7	C12193	McGladrey & Pullen, LLP Jeffrey Altshuler	

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	CTC	CTA	SAFE	CMA
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Check all that apply.

ADMINISTRATIVE COMMITTEE ATTENDANCE RECORD - 2012

Name	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Rick Roelle Town of Apple Valley	X	X	X									
Bill Jahn City of Big Bear Lake	X	X										
Dennis Yates City of Chino	X		X	X								
Mike Leonard City of Hesperia	X		X	X								
Larry McCallon City of Highland	X	X	X	X								
Rhodes Rigsby City of Loma Linda	X	X	X	X								
Janice Rutherford Board of Supervisors	X		X	X								
Ed Scott City of Rialto	X	X	X	X								
Ed Graham City of Chino Hills	X	X	X	X								
Patrick Morris City of San Bernardino	X	X	X	X								
Jim Harris City of Twentynine Palms	X	X	X	X								
Dick Riddell City of Yucaipa	X	X	X									
Josie Gonzales Board of Supervisors	X	X	X	X								
Brad Mitzelfelt Board of Supervisors	X		X									
Gary Ovitt Board of Supervisors	X	X	X	X								
Neil Derry Board of Supervisors	X	X	X									

(Self-Suspension as of 5/3/11)

X = Member attended meeting. Empty box = Member did not attend meeting. Crossed out box = Not a member at the time.
admatt12.docx

ADMINISTRATIVE COMMITTEE ATTENDANCE RECORD -- 2011

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

Crossed out box = Not a member at the time.

Empty box = Member did not attend meeting

X = Member attended meeting.

admatt11.docx



San Bernardino Associated Governments

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- 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: May 9, 2012

Subject: April 2012 Procurement Report

Recommendation:* Receive April 2012 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 April 2012.

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 May 9, 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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Check all that apply.

ADM1205a-ws

April 2012 Report of Purchase Orders

PO No.	PO Issue Date	Vendor	Purpose	Amount
4000806	4/4/12	Mailfinance, Inc.	Postage Meter Equipment Lease for 60 months commencing on May 1, 2012. Vendor is pre-approved from San Bernardino County's list.	\$20,250.00
4000812	3/28/12	California Highway Patrol (CHP)	CHP traffic control services will be provided within the city limits of Victorville and Hesperia including the Nisqualli Road exit overcrossing the Interstate 15 between the exits of Bear Valley and Palmdale Road. The traffic control service to be performed by CHP is currently part of supplemental funds included with La Mesa/Nisqualli Interchange Project.	\$50,000.00
4000813	4/17/12	Michelle Kirkoff Consulting (MK Consulting)	Currently MK Consulting has a purchase order #4000736 for \$24,833 with SANBAG for Design and Development of Vanpools within San Bernardino County. Ft. Irwin has expressed interest in the vanpool program in addition to other mobility services. It is cost effective and time efficient to have one person coordinate with Ft. Irwin, VVTA, and SANBAG on related mobility services. This will resolve a time constraint issue since Ft. Irwin will stop offering mobility services to staff/military personnel in May. The goal of Ft. Irwin, VVTA, and SANBAG staff is to provide alternatives either through VVTA fixed route service, vanpool or some other type of mobility service in a smooth and timely fashion to the Ft. Irwin users.	\$5,000.00
4000775	4/17/12	BNSF Railway Company	BNSF will provide on call flagging services for the Redlands Passenger Rail Project.	\$5,000.00
4000815	4/26/12	TH Enterprises Inc.	Purchase of a HP Proliant DL360 G7 Server with a Quad Core Xeon/2.4 ghz processor, redundant power supplies, DVVD, 12 Gig RAM, four 300-gigabyte hard drives in RAID-5 array, gigabit network cards and a 3 year manufacturer's warranty. Installation, tax, and shipping costs included in the cost. TH Enterprises shall sell to SANBAG, at the option and upon specific authorization by SANBAG, computer hardware and third party software at cost plus 10%.	\$7,162.03
<i>*Note: Sole Source justification is noted in the Purpose statement, if applicable.</i>				Total
				\$87,412.03



- 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: 4

Date: May 9, 2012

Subject: SANBAG 2012/2013 Proposed Budget

- Recommendation:***
1. Conduct the Board of Directors Workshop for the proposed Fiscal Year 2012/2013 budget; and
 2. Recommend approval of the proposed Fiscal Year 2012/2013 budget and appropriation and estimated revenue amendments in the background information with Exhibits A, B, and C.

Background: The development of the 2012/2013 proposed budget has been completed. The proposed budget documents have been distributed to members of the Board prior to the Budget Workshop. This meeting will serve as an opportunity for a final Board of Director's Workshop review of the proposed budget prior to the scheduled adoption at the June 6, 2012 Board meeting. The adoption of a resolution to establish the Appropriations Limitation will be provided with the Budget adoption since information is unavailable until mid-May, when the State Department of Finance releases price and population information.

Task level budget development has been completed relative to all of the activities included in the Fiscal Year 2012/2013 budget. SANBAG's budget process is structured to provide for the maximum level of input from all SANBAG policy committees. Each policy committee has reviewed the tasks that relate to the

Approved
Administrative Committee

Date: _____

Moved: Second:

In Favor: Opposed: Abstained:

Witnessed: _____

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

functional areas of committee oversight and each task has been reviewed by at least one of the policy committees.

SANBAG's budget process includes a review of the Boards' direction as it relates to short term goals and how it integrates with the agency's long term goals and objectives. As part of this review, staff analyzes the resources available to help meet the short term goals as set forth in the fiscal year budget.

Staffing for Fiscal Year 2012-2013 includes 49 regular full-time positions in comparison to 47 positions from the previous fiscal year, and also includes reclassifications.

A proposed cost of living increase of 2.7% is recommended. Changes are also recommended to SANBAG's benefits.

This budget proposes to add a health and dental insurance premium subsidy of \$1,500 annually for each employee. This will be in addition to the existing flexible benefit plan provided to employees to pay for insurance premiums. This amount has not been adjusted in six years while at the same time premiums for health insurance have increased by as much as 57%.

Last year, SANBAG received another health insurance premium increase for our employees of either 9.88% or 15.18% depending on the insurance plan. SANBAG's health benefit is also below the average of health benefits provided by thirteen comparable agencies, and is 15.5% below market for support staff; 21.1% below market for administrative/professional staff; and 49.3% below market for senior management staff. The current flexible benefit is \$8,473/year. The additional health and dental insurance premium subsidy can only be used toward paying the annual health or dental insurance premium paid by SANBAG employees. Those employees who receive their health or dental coverage through a spouse or another mechanism will not see any change and will not receive the additional subsidy. This change is to assist those employees who receive health or dental insurance through SANBAG with the intention to pay increasing premium costs.

The other change to SANBAG's benefits included in the budget is to change the alternative transportation incentive from \$105/month to the amount allowed annually by the IRS, which is \$125/month for 2012. SANBAG currently provides an incentive to employees who ride the train, take a bus or ride in a vanpool. The incentive is used to help the employee offset some of the costs of using these alternative forms of transportation to commute. The IRS sets an amount annually, much like it does for vehicle mileage reimbursement. This budget will authorize

a change to SANBAG policy to change the incentive from a fixed amount, to an amount that will float up or down based on the IRS guideline.

SANBAG develops a program based budget which is adopted with funding source detail. The modified accrual basis (where revenues are recognized when received and available to meet current year obligations) is the basis for the 2012/2013 budget. The budget Summary shows the anticipated revenues and expenditures for the new activity for the upcoming fiscal year.

Estimated revenues for FY 2012/2013 are \$581,862,732 (see Exhibit A). Proposed 2012/2013 Budget appropriations are \$734,349,843 (see Exhibit B).

Proposed increases in revenue of \$3,450,000 for FY 2012/2013 that are not included in the budget document are the result of the following: 1) an increase of Regional Improvement Program funds from \$31,684,882 to \$34,484,882, and (2) an increase in Local Funds/Reimbursements from \$68,042,429 to \$68,692,429. The revenue changes are attributed to proposed budget changes.

The following proposed budget appropriation net increases of \$4,487,300 were not included in the 2012/2013 Proposed Budget document:

1. Appropriation increase of \$11,000 for contributions/sponsorships and \$1,000 for travel expense-mileage-non-employee to be financed with an additional \$5,000 in General Assessment Dues, \$6,000 from Measure I Valley Fund-Administration, and \$1,000 from Measure I Mtn./Desert Fund-Administration.

Task No. 0104 Intergovernmental Relations		
	Proposed Budget	Amended Budget
General Assessment Dues	\$28,654	\$33,654
MSI Valley Admin	\$391,087	\$397,087
MSI Mtn./Desert Admin	\$10,700	\$11,700
TOTAL	\$430,441	\$442,441

2. Additional \$60,000 appropriation in General Transit for the Valley Transportation Services (CTSA) to be financed from the Measure I Valley Fund-Senior & Disabled.

Task No. 0309 General Transit		
	Proposed Budget	Amended Budget
Local Transportation Fund-Planning	\$712,459	\$712,459
Local Transportation Fund Article 4-Planning	\$100,000	\$100,000
MSI Valley Fund-Senior & Disabled	\$0	\$60,000
TOTAL	\$812,459	\$872,459

3. Appropriation increase of \$683,000 in Transit Capital for the sbX project to be financed with an additional \$650,000 reimbursement from the County and \$33,000 from the Measure I Valley Fund-Express Bus/BRT Transit.

Task No. 0311 Transit Capital		
	Proposed Budget	Amended Budget
Local Projects-Omnitrans	\$431,913	\$1,081,913
Transit Center Project Fund	\$2,482,920	\$2,482,920
PTMISEA	\$70,069	\$70,069
MSI Valley Fund-Express Bus/BRT Transit	\$1,664,405	\$1,697,405
TOTAL	\$4,649,307	\$5,332,307

4. During preparation of the original budget figures staff did not include funding for SCRRA operating for \$942,700 which will be financed from the Local Transportation Fund-Rail.

Task No. 0377 Commuter Rail Operating		
	Proposed Budget	Amended Budget
Rail Assets	\$751,000	\$751,000
MSI Valley Fund-Metrolink/Rail Service	\$40,158	\$40,158
Local Transportation Fund-Rail	\$10,400,000	\$11,342,700
TOTAL	\$11,191,158	\$12,133,858

5. During preparation of the original budget figures, staff did not include funding for SCRRA Rehab for \$630,250 to be financed from the Local Transportation Fund-Rail and \$147,300 for SCRRA right of way finance from Measure I Valley-Metrolink/Rail Service.

Task No. 0379 Commuter Rail Capital		
	Proposed Budget	Amended Budget
Local Transportation Fund-Rail	\$6,063,018	\$6,693,268
Measure I 1990 Valley Fund-Commuter Rail	\$1,400,000	\$1,400,000
Measure I Valley Metrolink/Rail Service	\$5,386,000	\$5,533,300
TOTAL	\$12,849,018	\$13,626,568

6. Council of Governments New Initiatives and the General Assessment Dues financing are reduced by \$5,000 to offset an increase in appropriations for Task 0104 Intergovernmental Relations.

Task No. 0490 Council of Governments New Initiatives		
	Proposed Budget	Amended Budget
General Assessment Dues	\$85,585	\$80,585
TOTAL	\$85,585	\$80,585

7. The Local Transportation Fund pass-through is reduced by \$1,572,950 to reflect the increase in Local Transportation Fund-Rail appropriations.

Task No. 0506 Local Transportation Fund		
	Proposed Budget	Amended Budget
Local Transportation Fund-Pass Through	\$92,400,701	\$90,827,751
TOTAL	\$92,400,701	\$90,827,751

8. During preparation of original budget figures, staff did not include additional funding of \$2,800,000 Regional Improvement Program for Landscaping Segments 9 and 11.

Task No. 0824 SR 210 Construction		
	Proposed Budget	Amended Budget
MSI 1990 Valley Fund-Major Projects	\$2,875,168	\$2,875,168
Regional Improvement Program	\$523,300	\$3,323,300
Surface Transportation Program	\$2,749,000	\$2,749,000
TOTAL	\$6,147,468	\$8,947,468

9. Additional appropriations of \$740,000 for right of way legal services in the following tasks and funding sources:

Task No. 0815 Measure I Program Management		
	Proposed Budget	Amended Budget
MSI 1990 Valley Fund-Major Projects	\$2,532,831	\$2,590,956
MSI Cajon Pass Fund	\$631,802	\$631,802
MSI Valley Fund-Freeway Projects	\$702,046	\$725,671
MSI Valley Fund-Fwy Interchange	\$394,240	\$437,365
MSI Valley Fund-Major Street	\$709,130	\$734,255
TOTAL	\$4,970,049	\$5,120,049

Task No. 0825 Interstate 10 Corridor Project Development		
	Proposed Budget	Amended Budget
MSI Valley Fund-Freeway Projects	\$4,023,966	\$4,123,966
TOTAL	\$4,023,966	\$4,123,966

Task No. 0840 I-10 Riverside Interchange		
	Proposed Budget	Amended Budget
MSI Valley Fund-Freeway Projects	\$10,287,000	\$10,287,000
MSI 1990 Valley Fund-Major Projects	\$284,111	\$484,111
TOTAL	\$10,571,111	\$10,771,111

Task No. 0842 I-10 Tippecanoe Interchange		
	Proposed Budget	Amended Budget
MSI 1990 Valley Fund-Major Projects	\$877,372	\$877,372
Local Projects Fund-City of Loma Linda	\$3,594,837	\$3,594,837
Local Projects Fund-IVDA	\$7,023,837	\$7,023,837
Local Projects Fund-City of San Bernardino	\$5,103,837	\$5,103,837
Demonstration High Priority Program	\$4,272,000	\$4,272,000
Interregional Improvement Program	\$1,719,075	\$1,719,075
Surface Transportation Program	\$15,549,000	\$15,549,000
MSI Valley Fund-Fwy Interchange	\$1,364,436	\$1,464,436
TOTAL	\$39,504,394	\$39,604,394

Task No. 0870 Hunts Lane Grade Separation		
	Proposed Budget	Amended Budget
MSI Valley Fund-Major Street	\$183,731	\$183,731
MSI 1990 Valley-Major Projects	\$409,166	\$439,166
Congestion Management Air Quality	\$1,000,000	\$1,000,000
Demonstration High Priority Program	\$2,711,818	\$2,711,818
Project National Regional Significance	\$4,200,000	\$4,200,000
Public Utilities Commission	\$800,000	\$800,000
Traffic Congestion Relief Program	\$3,050,000	\$3,050,000
Valley Major Street Bond Fund	\$200,000	\$200,000
TOTAL	\$12,554,715	\$12,584,715

Task No. 0874 Palm Avenue Grade Separation		
	Proposed Budget	Amended Budget
MSI Valley Fund-Major Street	\$72,837	\$132,837
Congestion Management Air Quality	\$4,300,000	\$4,300,000
Trade Corridor Improvement Fund	\$784,140	\$784,140
Demonstration High Priority Program	\$750,000	\$750,000
Local Projects Fund-City of San Bernardino	\$1,001,844	\$1,001,844
Local Projects Fund-BNSF	\$60,000	\$60,000
Valley Major Street Bond Fund	\$2,870,210	\$2,870,210
TOTAL	\$9,839,031	\$9,899,031

Task No. 0880 Interstate 15/Interstate 215 Devore Interchange		
	Proposed Budget	Amended Budget
MSI Cajon Pass Fund	\$218,444	\$218,444
Cajon Pass Bond Fund	\$21,867,632	\$21,867,632
TOTAL	\$22,086,076	\$22,086,076

Task No. 0881 Lenwood Ave Grade Separation		
	Proposed Budget	Amended Budget
Surface Transportation Program	\$2,950,000	\$2,950,000
MSI North Desert Fund-Major Local Hwy	\$711,169	\$741,169
Local Projects Fund-City of Barstow	\$896,660	\$896,660
Local Projects Fund-San Bernardino County	\$101,052	\$101,052
TOTAL	\$4,658,881	\$4,688,881

Task No. 0883 SR 210 Pepper Avenue Interchange		
	Proposed Budget	Amended Budget
MSI 1990 Valley-Major Projects	\$2,267,989	\$2,277,989
TOTAL	\$2,267,989	\$2,277,989

Task No. 0884 Laurel Avenue Grade Separation		
	Proposed Budget	Amended Budget
Trade Corridor Improvement Fund	\$3,480,000	\$3,480,000
MSI Valley Fund-Major Street	\$1,750,949	\$1,810,949
Local Projects Fund-City of Colton	\$1,689,180	\$1,689,180
Local Projects-Fund-Union Pacific Railroad	\$1,307,155	\$1,307,155
Valley Major Street Bond Fund	\$7,577,084	\$7,577,084
TOTAL	\$15,804,368	\$15,864,368

Note: The appropriation change for Task No. 0880 Interstate 15/Interstate 215 Devore Interchange is an increase (decrease) in legal services and right of way respectively and does not change the total appropriation.

10. Appropriation increase of \$50,000 for professional services for express lane studies to be financed with Measure I Valley Fund-Freeway Projects.

Task No. 0850 Alternative Project Financing		
	Proposed Budget	Amended Budget
Planning, Programming, & Monitoring	\$1,300,000	\$1,300,000
MSI Valley Fund-Freeway Projects	\$1,904,815	\$1,954,815
MSI Victor Valley Fund-Transit Mgmt Sys	\$114,941	\$114,941
MSI Cajon Pass Fund	\$291,300	\$291,300
TOTAL	\$3,611,056	\$3,661,056

The proposed revenue revision increases of \$3,450,000 and budget amendment increases of \$4,487,300 will be included in the final budget document for adoption at the June 6, 2012 Board meeting. The proposed changes will increase the 2012/2013 estimated revenues to \$585,312,732 and budget appropriations total to \$738,837,143.

The detail information for the new Debt Service Program was inadvertently omitted from the proposed budget document and is included in Exhibit C. This information will be incorporated in the final adopted budget.

Financial Impact: Budget appropriations and estimated revenues (including amendments) are \$738,837,143 and \$585,312,732, respectively. The budget will establish the work program and financial approvals to guide the organization throughout the coming fiscal year.

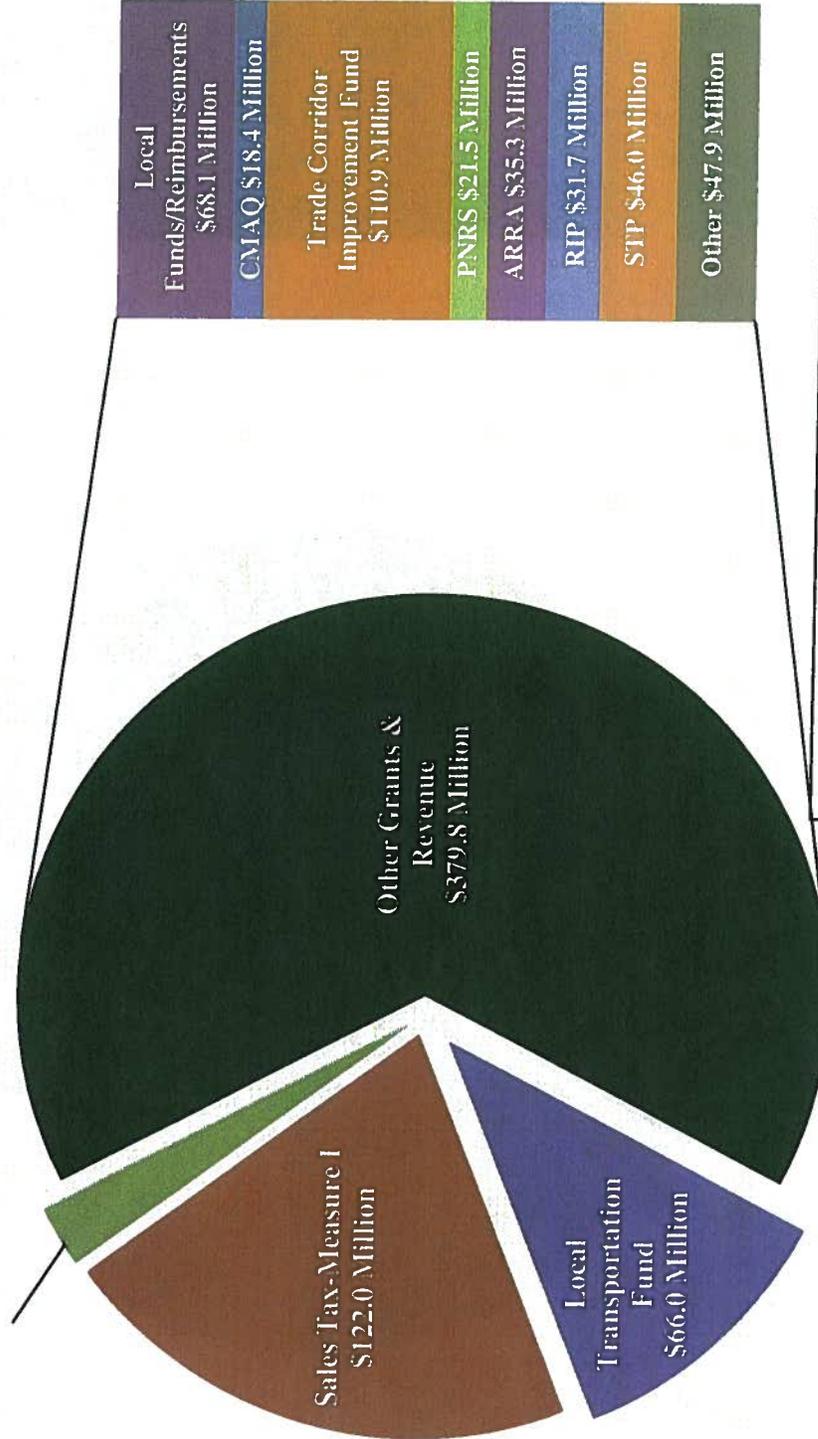
Reviewed By: This item is scheduled for review by the Administrative Committee on May 9, 2012. All five of the SANBAG policy committees have reviewed task descriptions and budgets for activities under their purview during the past month.

Responsible Staff: William Stawarski, Chief Financial Officer

SAN BERNARDINO ASSOCIATED GOVERNMENTS

Estimated Revenues of \$581.9 Million

Fiscal Year 2012/2013



- Note: Other Revenue of \$47.9 Million includes:**
- SAFE Vehicle Registration Fees
 - Federal Demonstration Funds
 - Freeway Service Patrol/MSRC
 - Traffic Congestion Relief Program
 - Planning, Programming & Monitoring
 - Corridor Mobility Improvement Account
 - Rail Assets Revenue
 - Interregional Improvement Program
 - State Highway Operation & Protection Program
 - Department of Energy
 - Transportation Enhancement Activities
 - Interest Earnings
 - Public Transportation Modernization, Improvement and Service Enhancement Account

SAN BERNARDINO ASSOCIATED GOVERNMENTS Budgeted Expenditures of \$734.3 Million Fiscal Year 2012/2013

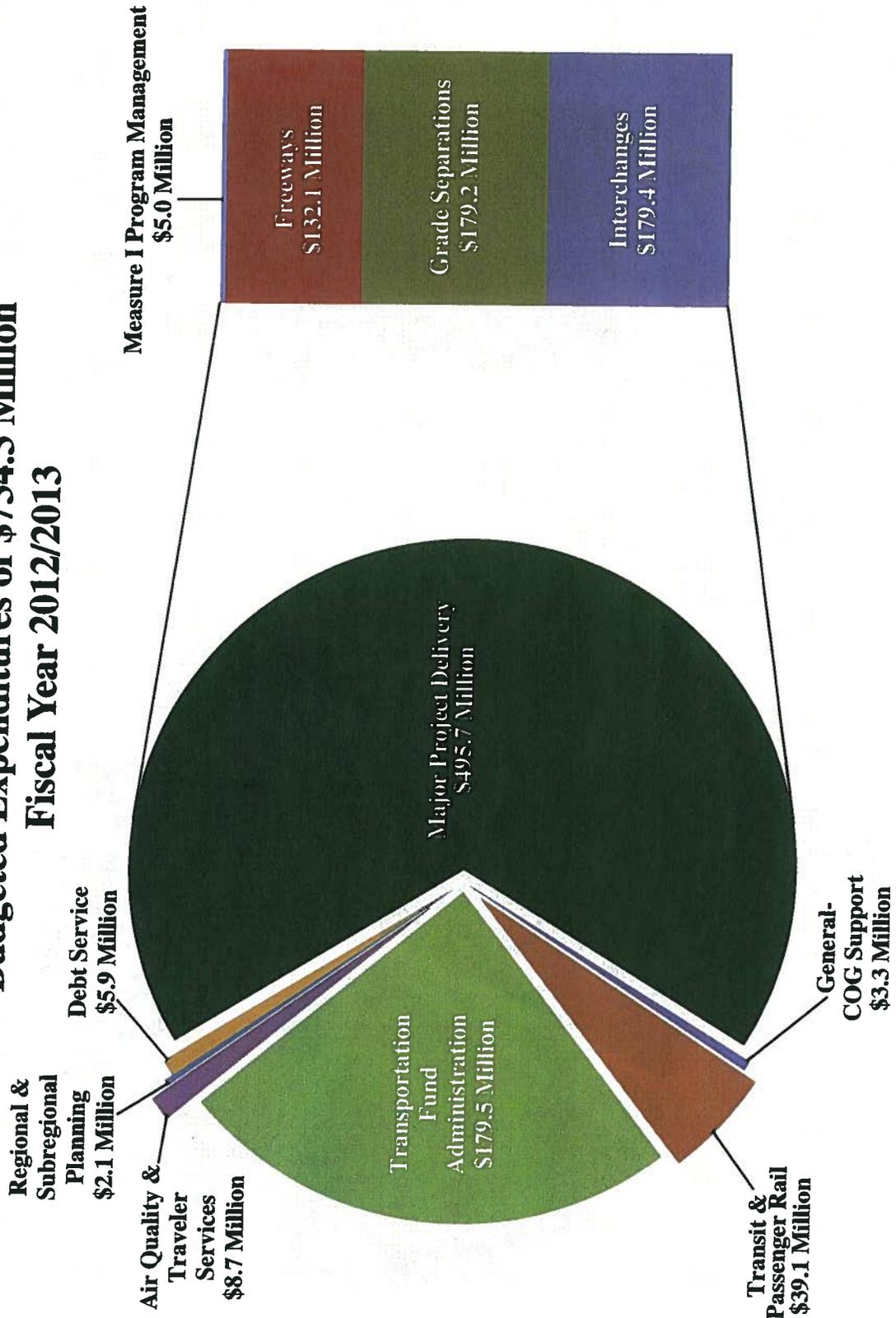


EXHIBIT C

Debt Service Program

Description

This program accounts for the debt service principal, interest and fiscal charges attributed to the outstanding bonded indebtedness of the SANBAG. The Fiscal Year 2012/2013 budget includes the 2012A Sales Tax Revenue Bond debt service expenditures.

Goals and Objectives

1. Record and account for all trustee activity; including interest earnings and debt service costs..
2. Manage outstanding debt ensuring compliance with applicable law and regulations
 - Meet continuing disclosure requirements of the debt program.
 - Prepare arbitrage calculation as required.

Performance/Workload Indicators

	2010/2011 Actual	2011/2012 Estimated	2012/2013 Estimated
Debt Service:			
Principal	\$ -	\$ 250,000,000	\$ -
Interest	\$ 11,609,500	\$ 34,018,998	\$ 3,851,087
Arbitrage Calculation	N/A	Yes	N/A
Debt continuing disclosure requirements	Yes	Yes	Yes

Debt Service Program Task Listing				
		2010/2011 Actual	2011/2012 Revised Budget	2012/2013 Budget
Expenditures				
0960	2009A Sales Tax Revenue Note	11,477,825	261,335,100	-
0965	2012A Sales Tax Revenue Bond	-	-	5,916,411
Total		\$11,477,825	\$261,335,100	\$5,916,411



- 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: May 9, 2012

Subject: Budget to Actual Report for second quarter ending December 31, 2011

Recommendation:* Receive and file Budget to Actual Report for second quarter ending December 31, 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 Fiscal Year 2011/2012 Budget.

Reviewed By: This item is scheduled for review by the Administrative Committee on May 9, 2012.

Responsible Staff: William Stawarski, Chief Financial Officer

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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.
 ADM1205c-ws
 Attachment: ADM1205c1-ws

AIR QUALITY & TRAVELER SERVICES PROGRAM

TASK#	TASK DESCRIPTION	ORIGINAL			REVISED			TASK		% OF BUDGET EXPENDED
		BUDGET	AMENDMENTS	ENCUMBRANCES	BUDGET	EXPENDITURES	BALANCE			
0102	Air Quality Activities	140,177	-	-	140,177	47,535	92,642	33.91%		
0406	Rideshare Management	2,106,653	25,000	600	2,132,253	388,562	1,743,691	18.22%		
0702	Call Box System	1,720,467	-	159,950	1,880,417	350,107	1,530,310	18.62%		
0704	Freeway Service Patrol/State	1,813,207	-	231,045	2,044,252	713,906	1,330,346	34.92%		
0706	Intelligent Transportation Systems	96,820	-	-	96,820	7,218	89,602	7.46%		
0812	Clean Fuels Implementation	4,990,148	-	11,403,503	16,393,651	19,988	16,373,663	0.12%		
TOTAL AIR QUALITY & TRAVELER SERVICES PROGRAM		10,867,472	25,000	11,795,098	22,687,570	1,527,316	21,160,254	6.73%		

TRANSPORTATION PLANNING & PROGRAMMING PROGRAM

TASK#	TASK DESCRIPTION	ORIGINAL			REVISED			TASK		% OF BUDGET EXPENDED
		BUDGET	AMENDMENTS	ENCUMBRANCES	BUDGET	EXPENDITURES	BALANCE			
0110	Regional Transportation Planning	180,599	-	-	180,599	112,056	68,543	62.05%		
0111	Freight Movement Planning	118,921	-	-	118,921	20,206	98,715	16.99%		
0112	Growth Forecasting & Planning	152,844	-	-	152,844	21,928	130,916	14.35%		
0202	Transportation Modeling & Forecasting	184,083	-	53,478	237,561	61,801	175,760	26.01%		
0203	Congestion Management	131,271	-	-	131,271	70,001	61,270	53.33%		
0213	High Desert Corridor Studies	21,856	-	-	21,856	2,867	18,989	13.12%		
0373	Federal/State Fund Administration	890,576	-	-	890,576	289,957	600,619	32.56%		
0404	Subregional Transportation Planning	291,764	-	-	291,764	96,426	195,338	33.05%		
0409	Data Development & Management	228,129	-	-	228,129	131,415	96,714	57.61%		
0500	Transportation Improvement Program	237,447	-	-	237,447	101,884	135,563	42.91%		
0526	Subregional Transportation Monitoring	49,073	-	-	49,073	5,410	43,663	11.02%		
0609	Strategic Planning/Delivery Planning	427,909	-	16,000	443,909	192,028	251,881	43.26%		
0701	Valley Signal Coordination	2,204,486	1,050,000	2,348,588	5,603,074	2,158,162	3,444,912	38.52%		
0941	Mt./Desert Planning & Project Development	221,668	-	-	221,668	94,681	126,987	42.71%		
TOTAL TRANSPORTATION PLANNING & PROGRAMMING PROGRA		5,340,626	1,050,000	2,418,066	8,808,692	3,358,822	5,449,870	38.13%		

MAJOR PROJECT DELIVERY PROGRAM

TASK#	TASK DESCRIPTION	ORIGINAL			REVISED			TASK		% OF BUDGET EXPENDED
		BUDGET	AMENDMENTS	ENCUMBRANCES	BUDGET	EXPENDITURES	BALANCE			
0815	Measure I Program Management	6,053,511	(507,464)	303,904	5,849,951	1,589,345	4,260,606	27.17%		
0817	SR-60 Sound Wall	945,754	-	36,576	982,330	20,517	961,813	2.09%		
0819	Hwy 62 & Rotary Way Traffic Signal Project	205,388	450,000	-	450,000	-	450,000	0.00%		
0820	SR 210 Final Design	2,085,045	-	151,821	357,209	18,676	338,533	5.23%		
0822	SR 210 Right of Way Acquisition	8,922,958	18,000	4,661,934	2,354,172	539,475	1,814,697	22.92%		
0824	SR 210 Construction	1,979,255	-	1,274,705	3,253,960	3,414,426	10,188,466	25.10%		
0825	I-10 Corridor Project Development	42,396,327	-	4,929,102	47,325,429	179,909	3,074,051	5.53%		
0826	I-10 Citrus/Cherry Interchanges	16,758	-	-	16,758	112,802	47,212,627	0.24%		
0830	I-215 San Riv Project Development	276,160	-	192,251	468,411	36,616	431,795	7.82%		
0834	I-215 Final Design	4,123,124	-	2,560,096	6,683,220	119,568	6,563,652	1.79%		
0836	I-215 Right of Way Acquisition	45,115,858	560,000	17,697,240	63,373,098	15,022,319	48,350,779	23.70%		
0838	I-215 Construction	8,725,178	-	576,595	9,301,773	416,495	8,885,278	4.48%		
0839	I-215 Bi-County HOV Gap Closure Project	840,597	-	5,935	846,532	161,988	684,544	19.14%		
0840	I-215 Barton Road Interchange	5,625,035	-	8,314,117	13,939,152	9,184,512	4,754,640	65.89%		
0841	I-10 Riverside Interchange	5,980,901	1,866,439	6,488,967	14,336,307	773,310	13,562,997	5.39%		
0842	I-10 Tippecanoe Interchange	-	-	-	-	-	-	-		
0843	I-10 Live Oak Canyon	-	-	-	8,653	8,653	-	100.00%		

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

0845	Mt. Vernon/Washington Interchange	345,004	-	338,060	683,064	12,044	671,020	1.76%
0850	Alternative Project Financing	3,127,299	-	29,400	3,156,699	51,258	3,105,441	1.62%
0862	I-10 Westbound Lane Addition - Yucaipa	6,042,662	-	6,046,638	12,089,300	4,449,305	7,639,995	36.80%
0869	Glen Helen Parkway Grade Separation	6,144,418	-	-	6,144,418	1,908,818	4,235,600	31.07%
0870	Hunts Lane Grade Separation	14,143,498	18,191,215	634,652	32,969,365	924,505	32,044,860	2.80%
0871	State St./University Parkway Grade Separation	350,956	1,291	-	352,247	143	352,104	0.04%
0874	Palm Avenue Grade Separation	7,000,602	1,507,464	3,022,429	11,530,495	604,270	10,926,225	5.24%
0875	Main Street Grade Separation	50,000	-	-	50,000	-	50,000	0.00%
0876	South Milliken Avenue Grade Separation	5,713,901	-	764,598	6,478,499	1,255	6,477,244	0.02%
0877	Vineyard Avenue Grade Separation	7,347,188	-	24,586	7,371,774	1,280	7,370,494	0.02%
0879	Colton Crossing BNSF/UPRR Grade Separation	36,495,511	44,688	-	36,540,199	68,945	36,471,254	0.19%
0880	I-15/I-215 Devore Interchange	12,098,571	(560,000)	9,800	11,548,371	646,899	10,901,472	5.60%
0881	Lenwood Avenue Grade Separation	6,465,500	37,250	413,568	6,916,318	594,935	6,321,383	8.60%
0882	North Milliken Avenue Grade Separation	26,649,224	-	12,004,553	38,653,777	10,153,052	28,500,725	26.27%
0883	SR 210 Pepper Avenue Interchange	813,252	-	800,000	1,613,252	151,518	1,461,734	9.39%
0884	Laurel Avenue Grade Separation	7,563,452	760,873	53,125	8,377,450	802,148	7,575,302	9.58%
0885	9th Street Rail Improvements	104,437	-	-	104,437	2,278	102,159	2.18%
0886	Colton Quiet Zone Project	2,442,707	-	-	2,442,707	161,602	2,281,105	6.62%
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	163,398	17,991,658	0.90%
0889	Yucca Loma Bridge	4,300,000	-	-	4,300,000	3,480	4,296,520	0.08%
0960	2009 A Sales Tax Revenue Note	261,335,100	-	-	261,335,100	-	261,335,100	0.00%
0965	2012 A Sales Tax Revenue Bond	-	-	-	-	-	-	0.00%
TOTAL MAJOR PROJECT DELIVERY PROGRAM		548,870,192	34,501,003	71,636,241	655,007,436	52,299,744	602,707,692	7.98%

TRANSIT & PASSENGER RAIL PROGRAM

TASK#	TASK DESCRIPTION	ORIGINAL		REVISED		TASK		% OF BUDGET EXPENDED
		BUDGET	AMENDMENTS	ENCUMBRANCES	BUDGET	EXPENDITURES	BALANCE	
0309	General Transit	309,401	-	-	309,401	86,637	222,764	28.00%
0315	Omnitrans	3,976,523	3,304,213	4,433,798	11,714,534	2,885,285	8,829,249	24.63%
0316	Barstow-County- Transit	49,710	141,900	70,069	261,679	1,676	260,003	0.64%
0317	Victor Valley Transit	107,223	633,950	-	741,173	173,055	568,118	23.35%
0318	Morongo Basin Transit	52,913	143,850	-	196,763	93,387	103,376	47.46%
0319	Social Service Transportation Plan	448,315	-	200,000	648,315	90,932	557,383	14.03%
0320	Needles Transit	21,202	12,450	-	33,652	480	33,172	1.43%
0321	Mountain Area Transit	60,727	88,400	86,809	235,936	43,205	192,731	18.31%
0352	General Commuter Rail	573,308	-	76,326	649,634	104,504	545,130	16.09%
0377	Commuter Rail Operating Expenses	10,417,103	1,518,106	287,712	12,222,921	5,195,751	7,027,170	42.51%
0379	Commuter Rail Capital Expenses	-	(1,229,799)	12,118,946	10,889,147	1,617,872	9,271,275	14.86%
0380	Redlands Rail Extension	15,171,583	2,000,000	-	17,171,583	3,834,305	13,337,278	22.33%
0381	Gold Line Phase II	265,451	-	-	265,451	6,375	259,076	2.40%
0382	San Bernardino Transit Center	-	8,943,261	-	8,943,261	4,209	8,939,052	0.00%
0501	Federal Transit Act Programming	24,545	-	14,083	38,628	16,514	22,114	42.75%
TOTAL TRANSIT & PASSENGER RAIL PROGRAM		31,478,004	15,556,331	17,287,743	64,322,078	14,154,187	50,167,891	22.01%

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

TRANSPORTATION FUND ADMINISTRATION PROGRAM

TASK#	TASK DESCRIPTION	ORIGINAL BUDGET	AMENDMENTS	ENCUMBRANCES	REVISED BUDGET	EXPENDITURES	TASK BALANCE	% OF BUDGET EXPENDED
0502	TDA Administration	598,599	44,000	26,505	669,104	93,855	575,249	14.03%
0504	Measure I Administration	360,851	56,972	-	417,823	119,417	298,406	28.58%
0506	Local Transportation Fund	52,977,596	-	64,387,308	117,364,904	-	117,364,904	0.00%
0507	State Transit Assistance Fund	6,900,000	-	36,732,954	43,632,954	-	43,632,954	0.00%
0513	Measure I Valley Senior & Disabled	5,300,000	1,750,250	-	7,050,250	2,566,027	4,484,223	36.40%
0515	Measure I Valley Apportionment & Allocation	8,541,550	-	4,568,426	13,109,976	347,587	12,762,389	2.65%
0610	Measure I 2010-2040 Project Advancement	10,889,226	-	-	10,889,226	4,308,637	6,580,589	39.57%
0615	Measure I Local Stimulus	-	(775,975)	17,359,597	16,583,622	1,883,628	14,699,994	11.36%
0918	Measure I Local Pass-through	31,001,230	-	-	31,001,230	12,818,552	18,182,678	41.35%
TOTAL TRANSPORTATION FUND ADMINISTRATION PROGRAM		116,569,052	1,075,247	123,074,790	240,719,089	22,137,703	218,581,386	9.20%

GENERAL - COUNCIL OF GOVERNMENTS SUPPORT PROGRAM

TASK#	TASK DESCRIPTION	ORIGINAL BUDGET	AMENDMENTS	ENCUMBRANCES	REVISED BUDGET	EXPENDITURES	TASK BALANCE	% OF BUDGET EXPENDED
0104	Intergovernmental Relations	365,865	-	-	365,865	112,335	253,530	30.70%
0490	Council of Governments New Initiatives	125,854	31,970	446,636	604,460	14,429	590,031	2.39%
0503	Legislation	647,827	17,500	-	665,327	209,749	455,578	31.53%
0601	County Transportation Commission-General	454,052	-	-	454,052	204,436	249,616	45.02%
0605	Publications & Public Outreach	509,237	-	-	509,237	155,683	353,554	30.57%
0805	Building Operations	81,039	-	14,392	95,431	8,793	86,638	9.21%
0806	Building Improvements	18,272	-	-	18,272	316	17,956	1.73%
0942	Financial Management	713,834	-	402,548	1,116,382	121,892	994,490	10.92%
TOTAL COUNCIL OF GOVERNMENTS SUPPORT PROGRAM		2,915,980	49,470	863,576	3,829,026	827,633	3,001,393	21.61%
GRAND TOTAL ALL PROGRAMS		716,041,326	52,257,051	227,075,514	995,373,891	94,305,405	901,068,486	9.47%

CONSOLIDATED BY PROGRAM

PROGRAM DESCRIPTION	ORIGINAL BUDGET	AMENDMENTS	ENCUMBRANCES	REVISED BUDGET	EXPENDITURES	PROGRAM BALANCE	% OF BUDGET EXPENDED
AIR QUALITY & TRAVELER SERVICES PROGRAM	10,867,472	25,000	11,795,098	22,687,570	1,527,316	21,160,254	6.73%
TRANSPORTATION PLANNING & PROGRAMMING PROGRAM	5,340,626	1,050,000	2,418,066	8,808,692	3,358,822	5,449,870	38.13%
MAJOR PROJECT DELIVERY PROGRAM	548,870,192	34,501,003	71,636,241	655,007,436	52,299,744	602,707,692	7.98%
TRANSIT & PASSENGER RAIL PROGRAM	31,478,004	15,556,331	17,287,743	64,322,078	14,154,187	50,167,891	22.01%
TRANSPORTATION FUND ADMINISTRATION PROGRAM	116,569,052	1,075,247	123,074,790	240,719,089	22,137,703	218,581,386	9.20%
GENERAL - COUNCIL OF GOVERNMENTS SUPPORT PROGRAM	2,915,980	49,470	863,576	3,829,026	827,633	3,001,393	21.61%
GRAND TOTAL ALL PROGRAMS	716,041,326	52,257,051	227,075,514	995,373,891	94,305,405	901,068,486	9.47%



- 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: May 9, 2012

Subject: Policy 20001 - Post-Issuance Tax Compliance for Tax-Exempt Bonds

Recommendation:* Approve Policy 20001 - Post-Issuance Tax Compliance for Tax-Exempt Bonds

Background: Policy 20001 - Post-Issuance Tax Compliance for Tax-Exempt Bonds is to establish policies and procedures for tax-exempt bonds issued by SANBAG to ensure that the issuer complies with all applicable post-issuance requirements of federal income tax law needed to preserve the tax-exempt status of the bonds.

The policy includes the following main sections:

1. Purpose
2. Responsibility
3. Issuance Compliance Requirements
4. Role of The Issuer as Bond Issuer
5. Arbitrage Rebate and Yield
6. Use of Bond Proceeds
7. Recordkeeping Requirements

Attached is a copy of Policy 20001 for discussion and consideration by this committee.

Financial Impact: This item imposes no impact on the Fiscal Year 2011/2012 Budget.

*

*Approved
 Administrative Committee*

Date: _____

Moved: _____ *Second:* _____

In Favor: _____ *Opposed:* _____ *Abstained:* _____

Witnessed: _____

X	COG	X	CTC	X	CTA	X	SAFE	X	CMA
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Check all that apply
 ADM1205d-ws
 Attachment: Draft Policy 20001

Administrative Committee Agenda Item
May 9, 2012
Page 2

Reviewed By: This item is scheduled for review by the Administrative Committee on May 9, 2012.

Responsible Staff: William Stawarski, Chief Financial Officer

San Bernardino Associated Governments	Policy	20001
Adopted by the Board of Directors	Month Day, Year	Draft 5/9/12
Post-Issuance Tax Compliance for Tax-Exempt Bonds	Revision No.	0

Table of Contents Purpose Responsibility Issuance Compliance Requirements Role of Issuer as Bond Issuer Arbitrage Rebate and Yield Use of Bond Proceeds Recordkeeping Requirements Revision History

I. PURPOSE

To establish policies and procedures for tax-exempt bonds ("bonds") issued by the San Bernardino County Transportation Authority ("Issuer") to ensure that the Issuer complies with all applicable post-issuance requirements of federal income tax law needed to preserve the tax-exempt status of the bonds.

II. RESPONSIBILITY

The Chief Financial Officer (CFO) is responsible for all matters relating to Issuer financings and refinancings.

III. ISSUANCE COMPLIANCE REQUIREMENTS

A. External Advisors/Documentation – At/Before Issuance of Bonds

The CFO and other appropriate Issuer personnel shall consult with bond counsel and other legal counsel and advisors, as needed, throughout the bond issuance process to identify requirements and to establish procedures necessary or appropriate so that the bonds will continue to qualify for the appropriate tax status.

1. Those requirements and procedures shall be documented in an Issuer resolution(s), Tax Certificate(s), and/or other documents finalized at or before issuance of the bonds.
2. Those requirements and procedures shall include future compliance with applicable arbitrage rebate requirements and all other applicable post-issuance requirements of federal tax law throughout (and in some cases beyond) the term of the bonds.

B. External Advisors/Documentation – Following Issuance of Bonds

The CFO and other appropriate Issuer personnel shall consult with bond counsel and other legal counsel and advisors, as needed, following issuance of the bonds to ensure that all applicable post-issuance requirements are met.

1. This shall include, without limitation, consultation in connection with future contracts with respect to the use of bond-financed assets and future contracts with respect to the use of output or throughput of bond-financed assets.
2. Whenever necessary or appropriate, the Issuer shall engage expert advisors (each a "Rebate Service Provider") to assist in the calculation of arbitrage rebate payable in respect of the investment of bond proceeds.

IV. ROLE OF THE ISSUER AS BOND ISSUER

Unless otherwise provided by Issuer documentation, unexpended bond proceeds shall be held by the Issuer, and the investment of bond proceeds shall be managed by the CFO.

The CFO shall maintain records and shall prepare regular periodic statements to the Issuer regarding the investments and transactions involving bond proceeds.

If Issuer documentation provides for bond proceeds to be administered by a trustee, the trustee shall provide regular periodic (monthly) statements regarding the investments and transactions involving bond proceeds.

V. ARBITRAGE REBATE AND YIELD

Unless a Tax Certificate documents that bond counsel has advised that arbitrage rebate will not be applicable to an issue of bonds:

1. The Issuer shall engage the services of a Rebate Service Provider, and the Issuer or the bond trustee shall deliver periodic statements on the investment of bond proceeds to the Rebate Service Provider on a prompt basis;
2. Upon request, the CFO and other appropriate Issuer personnel shall provide to the Rebate Service Provider additional documents and information reasonably requested by the Rebate Service Provider;
3. The CFO and other appropriate Issuer personnel shall monitor efforts of the Rebate Service Provider and assure payment of required rebate amounts, if any, no later than 60 days after each 5-year anniversary of the issue date of the bonds, and no later than 60 days after the last Bond of each issue is redeemed; and
4. During the construction period of each capital project financed in whole or in part by bonds, the CFO and other appropriate Issuer personnel shall monitor the investment and expenditure of bond proceeds and shall consult with the Rebate Service Provider to determine compliance with any applicable exceptions from the arbitrage rebate requirements during each 6-month spending period up to 6 months, 18 months or 24 months, as applicable, following the issue date of the bonds.

The Issuer shall retain copies of all arbitrage reports and trustee statements as described in Para. VII.
RECORDKEEPING REQUIREMENTS.

VI. USE OF BOND PROCEEDS

The CFO and other appropriate Issuer personnel shall:

1. Monitor the use of bond proceeds, the use of bond-financed assets (e.g., facilities, furnishings or equipment) and the use of output or throughput of bond-financed assets throughout the term of the Bonds (and in some cases beyond the term of the bonds) to ensure compliance with covenants and restrictions set forth in applicable Issuer documentation and Tax Certificates;
 2. Maintain records identifying the assets or portion of assets that are financed or refinanced with proceeds of each issue of bonds;
 3. Consult with Bond Counsel and other professional expert advisers in the review of any contracts or arrangements involving use of bond-financed facilities to ensure compliance with all covenants and restrictions set forth in applicable Issuer documentation and Tax Certificates;
 4. Maintain records for any contracts or arrangements involving the use of bond-financed facilities as might be necessary or appropriate to document compliance with all covenants and restrictions set forth in applicable Issuer documentation and Tax Certificates; and
 5. Meet at least annually with personnel responsible for bond-financed assets to identify and discuss any existing or planned use of bond-financed, assets or output or throughput of bond-financed assets, to ensure that those uses are consistent with all covenants and restrictions set forth in applicable Issuer documentation and Tax Certificates.
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VII. RECORDKEEPING REQUIREMENTS

All relevant records and contracts shall be maintained as described in this section.

Unless otherwise specified in applicable Issuer documentation or Tax Certificates, the Issuer shall maintain the following documents for the term of each issue of bonds (including refunding bonds, if any) plus at least three years:

1. A copy of the bond closing transcript(s) and other relevant documentation delivered to the Issuer at or in connection with closing of the issue of bonds;
2. A copy of all material documents relating to capital expenditures financed or refinanced by Bond proceeds, including (without limitation) construction contracts, purchase orders, invoices, trustee requisitions and payment records, as well as documents relating to costs reimbursed with bond proceeds

and records identifying the assets or portion of assets that are financed or refinanced with bond proceeds;

3. A copy of all contracts and arrangements involving private use of bond-financed assets or for the private use of output or throughput of bond-financed assets; and
4. Copies of all records of investments, investment agreements, arbitrage reports and underlying documents, including trustee statements.

VIII. REVISION HISTORY

Revision No.	Revisions	Adopted
0	Adopted.	MM/DD/YYYY



■ 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: May 9, 2012

Subject: Award Contract C12193 with McGladrey & Pullen, LLP for SANBAG Auditing Services

Recommendation:* Award Contract C12193 with McGladrey & Pullen, LLP for Auditing Services in not-to-exceed amount of \$338,270 for a three year period, with two one-year option extensions.

Background: On February 1, 2012 the Board approved the release of a request for proposal (RFP 12-193) for SANBAG auditing services. On March 2, 2012, the following seven firms submitted proposals:

1. Brown Armstrong
2. Christy White
3. Eadie & Payne
4. James Marta
5. McGladrey & Pullen
6. Mayer Hoffinen McCann
7. Vavrinek, Trine, Day & Company

On March 21, 2012, proposals were reviewed by a professional panel consisting of Theresia Trevino, Chief Financial Officer for Riverside County Transportation Commission, Michael O'Kelly, Chief Financial Officer for South Coast Air Quality Management District, and three representatives from SANBAG staff. The professional panel recommended the following firms for interviews:

Approved
Administrative Committee

Date: _____

Moved: _____ Second: _____

In Favor: _____ Opposed: _____ Abstained: _____

Witnessed: _____

COG	X	CTC	X	CTA	X	SAFE		CMA	X
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Check all that apply.
 ADM1205e-ws
 Attachment: ADM1205e1-ws

1. McGladrey & Pullen
2. Mayer Hoffman McCann
3. Vavrinek, Trine, Day & Company

On April 3, 2012, the professional panel interviewed the three firms. The interview process evaluated each firm's 1) overall completeness and thoroughness of the presentation, and 2) qualifications, related experience, proposed staffing, and organization relating to the scope of the work. The professional panel recommended all three firms be forwarded to the SANBAG's Audit Committee for a second interview.

On April 12, 2012, the three firms were interviewed by SANBAG's Audit Committee consisting of the following Board Members: Larry McCallon, President, Janice Rutherford, Vice-President, and Walt Stanckiewicz. The rating of each firm was conducted after the second interview. The rating encompassed a 40% weight of the professional panel evaluations and 60% weight of the Audit Committee rankings. Both the professional panel and Audit Committee unanimously selected McGladrey & Pullen.

McGladrey & Pullen was selected because of the firm's 1) extensive national experience in local government, single audits and transportation agencies, 2) staff qualifications and knowledge, and 3) the audit process. The audit work plan staffing includes significantly more hours for the audit partner and manager to ensure quality, budget and schedule control. The firm also emphasized providing best practices as well as innovative ideas about accounting systems, internal controls, information technology, and other aspects of SANBAG's operations. This will help the Agency manage future risk and become more efficient.

SANBAG staff was directed by the Audit Committee to negotiate the terms of the contract to be submitted to the Administrative Committee. The initial proposed audit fee by McGladrey & Pullen was reduced by 11%. The amended audit fee for the three year contract is \$338,270 (Exhibit A). The contract is subject to two one-year option extensions.

Financial Impact: The recommended action is consistent with the SANBAG fiscal year proposed budget tasks 0502 TDA Administration (1030.50.0502.52100) and 0120 Indirect-General (7110.85.0120.52100).

Reviewed By: This item will be reviewed by the Administrative Committee on May 9, 2012. The contract has been reviewed as to form by SANBAG Legal Counsel and Contracts Manager.

Responsible Staff: William Stawarski, Chief Financial Officer

CONTRACT SUMMARY SHEET

Contract No. C 12-193 Amendment No. 0

By and Between

San Bernardino Associated Governments and McGladrey & Pullen, LLP

Contract Description Professional Auditing Services for three years with two one-year extension

Board of Director's Meeting Date: 06/06/12
Overview of BOD Action: Recommend the approval of Contract C 12-193 with McGladrey & Pullen, LLP for Auditing Services in the amount of \$338,270 for a three year period with two option years.

Is this a Sole-Source procurement? Yes No

CONTRACT OVERVIEW

Original Contract Amount	\$	338,270	Original Contingency Amount	\$	0
Revised Contract Amount <i>Inclusive of prior amendments</i>	\$	0	Revised Contingency Amount <i>Inclusive of prior amendments</i>	\$	0
Current Amendment Amount	\$	0	Contingency Amendment	\$	0
TOTAL CONTRACT VALUE	\$	338,270	TOTAL CONTINGENCY VALUE	\$	0
TOTAL BUDGET AUTHORITY <i>(contract value + contingency)</i>					\$ 338,270

Contract Start Date 6/6/12	Current Contract Expiration Date 6/30/14 Audit	Revised Contract Expiration Date
Has the contract term been amended? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes - please explain.		

FINANCIAL INFORMATION

Budget authority for this contract currently exists in Task No. 0120 and 0502.
 A Budget Amendment is required.
 How are we funding current FY? N/A

Federal Funds
 State Funds
 Local Funds
 TDA Funds
 Measure I Funds

Provide Brief Overview of the Overall Funding for the duration of the Contract:

Payable Receivable

CONTRACT MANAGEMENT INFORMATION

Check all applicable boxes:

Retention? If yes, indicate % _____.

Disadvantaged Business Enterprise (DBE) Goal _____ %
 Underutilized DBE (UDBE) Goal _____ %

*man
4/30/12*

William Stawarski
 Task Manager (Print Name)

Hilda Flores
 Project Manager (Print Name)

KATHLEEN MURPHY-PEREZ
 Contracts Manager (Print Name)

William Stawarski
 Chief Financial Officer Signature (Print Name)

[Signature] 5/16/12
 Signature Date

[Signature] 4/30/12
 Signature Date

[Signature] 4/30/12
 Signature Date

[Signature] 5/16/12
 Signature Date

Proposed Costs

Total All-Inclusive Maximum Price

Our goal is to provide high-quality, reliable service at reasonable fees. Our fees are based on estimated hours and hourly rates, determined by each professional's level of experience. The components of our not-to-exceed fee for the year ended June 30 are summarized as follows:

Component	2011-12	2012-13	2013-14	2014-15	2015-16	Total
CAFR	\$53,550	\$55,700	\$58,000	\$60,300	\$62,700	\$290,250
Annual State Controller's Report	\$5,220	\$5,450	\$5,650	\$5,900	\$6,100	\$28,320
Local Transportation Fund Financial & Compliance Report	\$13,410	\$13,950	\$14,500	\$15,100	\$15,700	\$72,660
State Transit Assistance Fund Financial & Compliance Report	\$10,260	\$10,700	\$11,100	\$11,550	\$12,000	\$55,610
GANN Limit Report	\$1,620	\$1,750	\$1,800	\$1,900	\$2,000	\$9,070
Single Audit	\$24,210	\$25,200	\$26,200	\$27,250	\$28,350	\$131,210
Compliance and control letters required by Government Auditing Standards	Included above	Included above	Included above	Included above	Included above	Included above
Management Letter	Included above	Included above	Included above	Included above	Included above	Included above
Total	\$108,270	\$112,750	\$117,250	\$122,000	\$126,850	\$587,120

Our not-to-exceed fee proposal is contingent upon our continued understanding of your requirements as described in our proposal. Our fees are predicated on existing GASB pronouncements through Statement No. 66. Should there be new pronouncements beyond Statement No. 66 that require significant assistance from us in implementation during our contract period or significant management turnover, our fees may require revision. Additionally, our fees for the Single Audit procedures and required reporting assume that SANBAG is a low risk auditee as defined by OMB Circular A-133 and are predicated on no more than two major programs annually (average annual major program based on SANBAG's single audit for the fiscal years ended June 30, 2010 and 2011). If additional major programs are required (above two annually), or SANBAG's risk level changes (from low risk to high risk) our fees would be adjusted by \$5,500 for each additional major program identified.



- 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: May 9, 2012

Subject: Authorized Signers with Community Bank

Recommendation:* Authorize Executive Director, Chief Financial Officer, and Director of Management Services as Authorized Signers of all accounts with Community Bank.

Background: SANBAG currently banks with Community Bank. Community Bank requires formal authorization from SANBAG's Board of Directors to authorize Executive Director, Chief Financial Officer, and Director of Management Services as authorized signer of all accounts with Community Bank.

Financial Impact: This item imposes no financial impact.

Reviewed By: This item will be received by the Administrative Committee on May 9, 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		CMA	X
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Check all that apply.



- 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: 9

Date: May 9, 2012

Subject: Request for Proposal (RFP) 12238 for On-Call Internal Audit and Price Review Services

Recommendation:* Authorize and approve release of RFP 12238 for qualified firms to provide professional On-Call Internal Audit and Price Review Services to support all San Bernardino Associated Government (SANBAG) procurements.

Background: The Scope of Services for internal audit and price review on-call services is attached to this agenda item. The services provided will be on an "as-needed" basis with no guaranteed level of usage. The contract, if awarded, will be for a three-year initial term with two one-year option terms.

SANBAG will utilize the on-call services of multiple auditing firms to provide internal audit and price review services on a Contract Task Order basis associated with various types of procurements including architectural and engineering services. The selected auditing firms must demonstrate detailed knowledge and experience with Government Auditing Standards issued by the Comptroller General of the United States as well as the cost principles identified in 48 CFR Part 31.

Currently, on state or Federal funded of architectural and engineering services procurements, negotiations are conducted with the top ranked firm. As required by state and Federal law, audits of contracts and subcontracts are required to be

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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.

performed to test compliance of consultant's overhead and indirect rates with the Federal Acquisition Regulations. As such, SANBAG has three options currently to comply with the audit requirements; option one is to request Caltrans to audit the consultant cost proposals; option two is have SANBAG conduct audits internally with SANBAG staff; and option three is for SANBAG staff to contract for internal audit services. SANBAG had been exercising option one, where Caltrans has been conducting the audits. Staff is now recommending that we exercise option three where SANBAG releases an RFP for internal audit services to meet the state and Federal requirements and to allow for expeditious completion of audits as well as more control over the audit process. The reason for the change is for SANBAG to have more control over the audit process as well as to move the projects forward quicker than sending it out for outside resources to perform.

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 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. Staff will return to the Board with approval of the selected firms for contract award.

Financial Impact: The release of the RFP has no financial impact on the current Fiscal Year 2011/2012 budget. Funding provisions are available in the proposed FY 2012/2013 budget.

Reviewed By: This item will be reviewed by the Administrative Committee on May 9, 2012. SANBAG Legal Counsel and Contracts Manager have reviewed and approved the item and RFP as to form.

Responsible Staff: William Stawarski, Chief Financial Officer

ATTACHMENT A
“SCOPE OF SERVICES”

**SCOPE OF WORK
FOR
ON-CALL PRICE REVIEW SERVICES**

BACKGROUND

The San Bernardino Associated Governments, known as SANBAG, is the council of governments and transportation planning agency for San Bernardino County. SANBAG is responsible for cooperative regional planning and furthering an efficient multi-modal transportation system countywide. SANBAG serves the 1.9 million residents of San Bernardino County.

As the County Transportation Commission, SANBAG supports freeway construction projects, regional and local road improvements, train and bus transportation, railroad crossings, call boxes, ridesharing, congestion management efforts and long-term planning studies. SANBAG administers Measure I, the half-cent transportation sales tax approved by county voters in 1989's major programs include bus operations, paratransit services, the 91 Express Lanes, commuter rail, street and road improvements, freeway projects, and a motorist services program.

SERVICES

SANBAG seeks a qualified firm or firms to serve on an on-call basis to assist staff in carrying out Board adopted policy and Federal regulations related to the procurement of goods and services.

Pre-Award Price Review Requirements

To comply with adopted policies and procedures related to the procurement of goods and services, SANBAG will conduct pre-award price reviews for competitive procurements with a value greater than \$1,000,000 where the proposal is evaluated on its technical merit rather than cost. These procurements generally are for:

- Architectural and Engineering Services

Additionally, SANBAG may conduct pre-award price reviews of the following types of procurements:

- Single bid procurements
- Sole source procurements

Approximately 5 -10 pre-award price reviews are required to be performed each fiscal year.

Pre-Award Price Reviews

All pre-award price reviews shall be conducted in accordance with Government Auditing Standards issued by the Comptroller General of the United States as well as the cost principles identified in 48 CFR part 31. Auditing Firms will be selected from a pre-established or on-call list of firms to perform the pre-award price reviews on a sequential basis. Each of the pre-award price reviews should include some or all of the following objectives:

- a. To ensure that the proposer's proposed labor rates, overhead rates, other direct costs, and fixed fee are reasonable, allowable, and allocable and in conformity with the Federal Acquisition Regulations;
- b. To ensure the proposer(s) complied with applicable prevailing wage rates;
- c. To ascertain that the pricing or cost data are current, accurate, and complete;
- d. To determine whether the proposer(s) is financially sound and stable; and
- e. To determine the adequacy of the proposer's accounting systems in order to identify, account for, record, and accumulate costs; to identify and segregate direct and indirect costs; and to determine consistency in accounting treatment of costs.

Written Reports

Independent Accountant's Report for Applying Agreed-Upon Procedures (AUP) will be issued for each pre-award price review performed. In addition to AUP exceptions, all issues or concerns arising during the course of performing the AUPs, such as internal control issues, should be provided in the report. Reports will be submitted to SANBAG' Contract Manager with a copy to the Director of Management Services.

Other Services

SANBAG may request, on an "as-needed basis" other auditing services relative to the procurement function such as closeout audits for capital construction projects or other service contracts.



- 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: 10

Date: May 9, 2012

Subject: Director of Fund Administration and Programming Position

Recommendation: * Approve the job description and salary range for the new Director of Fund Administration and Programming.

Background: On January 4, 2012, the SANBAG Board of Directors approved the creation of a Fund Administration and Programming Department and the addition of a Director of Fund Administration and Programming position. At the same time, the Board of Directors approved a not to exceed amount to be included in the Fiscal Year 2012/2013 budget of \$274,000 to cover salary, benefits and furniture and equipment. At that time, SANBAG was searching for a new Executive Director and the direction at the time was to defer finalizing a job description and salary range or recruiting for this position until after a new Executive Director was hired.

Now that SANBAG has an Executive Director, it is important that we move forward with this recruitment. This new Director of Fund Administration and Programming will manage existing staff and will consolidate fund administration and programming functions that have been spread among the Project Delivery, Planning, Transit and Rail, and Management Services Departments. The functions that this new Director will oversee generally include:

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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		CTC	X	CTA	X	SAFE		CMA	X
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Check all that apply.
 ADM1205a-dab
 Attachment:
 ADM1205a1-dab

- Distribution of Transportation Development Act (TDA) funds
- Preparation of the biennial updates to the 10-year Delivery Plan
- Annual Measure I fund estimation and the annual apportionment and allocation process
- Measure I local streets distribution Capital Improvement Program process and compliance
- Annual Measure I Capital Project Needs Analysis process
- Updates to the Measure I Strategic Plan
- Administration, allocation and programming of Federal funds including the management of our Obligation Authority
- Administration of State funds, including review of the biennial State fund estimate, and preparation of the State Transportation Improvement Program (STIP) submittal to the California Transportation Commission (CTC)
- Working with the CTC staff on issues involving the STIP, Proposition 1B funds and other state controlled funds
- Preparation of the County Transportation Improvement Plan to be included in the Regional Transportation Improvement Plan (RTIP)
- Processing amendments and updates to the RTIP

Attached is the proposed job description for the Director of Fund Administration and Programming. It is recommended that this position be assigned to salary range 40 (\$111,567 to \$167,351). This is consistent with other Director positions at SANBAG.

Because of the importance of this position in helping SANBAG maximize federal and state funds and because of a recently announced resignation in our existing Programming staff, recruitment for this position has started. This recruitment was started based on past Board action creating the position and overall budget. While recruitment has started, it is contingent upon final approval of this job description and salary range.

Financial Impact: This item has been included in the proposed Fiscal Year 2012/2013 Budget. The total amount included in the budget for this position including salary and benefits is \$256,400.

Reviewed By: This item will be reviewed by the Administrative Committee on May 9, 2012.

Responsible Staff: Duane A. Baker, Director of Management Services



Job Description for Chief of Fund Administration and Programming

Job Summary: Under general supervision, manages complex and varied tasks related to a broad range of transportation programming and transportation fund administration activities; assures SANBAG meets Federal, state and local transportation funding commitments for projects.

Essential Functions -- *This list is illustrative only and is not a comprehensive list of all functions and duties performed by employees in this position. Employees are required to be in attendance and prepared to begin work at their assigned work location on the specified days and hours. Factors such as regular attendance at the job are not routinely listed in job descriptions, but are an essential function. Essential duties and responsibilities may include, but are not limited to the following:*

- Manages programming for projects in Federal, state and local transportation improvement programs.
- Manages projects for Measure I local program delivery.
- Manages analyses and programming strategies to support development and approval of regional transportation improvement and capital improvement programs to maximize SANBAG funding levels.
- Develops strategies to maximize SANBAG funding levels.
- Develops plans to support allocation and timely use of local, state, and Federal transportation funds for transportation projects and programs.
- Represents SANBAG at various local, regional, state and public meetings on transportation funding issues.
- Represents SANBAG in state and regional meetings and serves as liaison with local agencies and other regional transportation planning and funding organizations.
- Prepares and presents agenda items to technical and policy committees on issues within areas of responsibility.
- Prepares analyses and programming strategies to support development and approval of regional transportation improvement and capital improvement programs.
- Prepares and presents financial programming scenarios to support development and selection of transportation financing alternatives.
- Works with project development and engineering staff to facilitate transportation projects.
- Provides technical support to development of local, Federal, and state transportation finance and project delivery plans.
- Tracks funding needs and interagency funding commitments for transportation projects and programs; monitors funding agreements with state and local agencies.
- Responds to requests for information and presents SANBAG positions on transportation-related technical and policy issues.
- Establishes and maintains effective working relationships with community leaders, and state and Federal transportation agency representatives.
- Manages staff, assigns tasks, reviews staff work products, and evaluates performance.
- Performs other related duties as required.

Travel: Employees are required to possess a valid California driver's license and proof of automobile liability insurance since occasional travel throughout the County and the Southern California region may be required.

Routinely required to participate in meetings with transportation funding agencies in Sacramento, California.

Minimum Qualifications

Education, Training and Experience Guidelines

Bachelor's Degree (Master's preferred) in Transportation Planning, Urban/Regional Planning, Public Administration, Finance, Engineering, or a related field; AND five years of experience in transportation finance or regional planning; OR an equivalent combination of education, training and experience.

Education, Training and Experience Guidelines

Bachelor's Degree in Engineering, Transportation Planning, Urban Planning, or a related field; AND five years of experience in civil engineering and transportation planning; OR an equivalent combination of education, training and experience. Registration as a Professional Engineer by the California Board for Professional Engineers and Land Surveyors is preferred.

Knowledge of:

- Federal, state and local laws, regulations and rules governing public transportation.
- Federal, state and local responsibilities in transportation funding, programming and review.
- Fundamentals of strategic fund management.
- Policies and procedures of the Federal Highway Administration and Caltrans.
- Community resources, governmental agencies, legislative processes, and business organizations involved with transportation issues.
- Public policy development principles, practices, and processes.
- Business and personal computers, and standard software applications.

Skill in:

- Interpreting and applying state and Federal statutes, rules, codes and regulations.
- Managing transportation projects and analyzing data gathered.
- Developing planning studies and developing sound conclusions from the data collected.
- Using initiative and independent judgment within established procedural guidelines.
- Using tact, integrity and good judgment in a variety of difficult administrative situations.
- Supervising staff and evaluating staff performance.
- Assessing and prioritizing multiple tasks, projects and demands.
- Establishing and maintaining effective working relationships with other employees, public officials, government agency representatives, and the public.
- Communicating effectively verbally and in writing.

Work Environment: Work is performed in a standard office environment.



- 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: 11

Date: May 9, 2012

Subject: SANBAG Memberships to Regional, State, and National Trade Organizations

Recommendation:* Review SANBAG Memberships to regional, State, and national trade organizations and provide direction, as required.

Background: Each year SANBAG staff provides a listing of associations, their purpose, and annual membership dues to regional, State, and national trade organizations (Attachment #1). SANBAG has been a long time member of the listed organizations and has benefited from membership as a source of information relevant to the industry, through advocacy efforts for legislative and/or regulatory change, and through professional associations for program innovation and exchange. Some organizations provide regular information on regulations, funding opportunities, and regulatory requirements. A number of the organizations have provided support for SANBAG projects and programs and transportation improvements. SANBAG, the Board of Directors, and staff has engaged with and benefited from membership in these organizations.

Financial Impact: SANBAG cost for membership is approximately \$72,202. Payment of membership dues is within the Executive Director's approval authority.

Reviewed By: This item will be reviewed by the Administrative Committee on May 9, 2012.

Responsible Staff: Duane A. Baker, Director of Management Services

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Approved
Administrative Committee

Date: _____

Moved: _____ *Second:* _____

In Favor: _____ *Opposed:* _____ *Abstained:* _____

Witnessed: _____

COG	X	CTC	X	CTA	X	SAFE		CMA	
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Check all that apply.
 ADM1205b-dab

ATTACHMENT #1

Association Purpose	Annual Dues
<p><u>American Public Transit Association (APTA)</u> This organization works to ensure that public transportation is available and accessible for all communities in the country through advocacy, innovation and information sharing. APTA provides access to research and reports, standards development in transit, legislative updates and advocacy at the federal level, training opportunities on the latest issues and best practices for transit, and peer review data and panels to ensure our local agencies are keeping up with standards in the field.</p>	<p>\$ 1,310</p>
<p><u>California Transit Association (CTA)</u> Public sector, non-profit association of over 190 of California's largest urban, suburban, and rural transit operators, commuter rail agencies, transit support groups, transit suppliers, and government agencies. CTA is committed to a collaborative approach to advocating for improved transit operations throughout California, and works with local, state and federal legislators advocating for transit. CTA conducts state level advocacy for stable transit funding, provides access to technical reports and updates on issues specific to transit needs in California, and provides access to educational opportunities on transit practices in California.</p>	<p>\$ 1,050</p>
<p><u>California Association of Coordinated Transportation (CalACT)</u> CalACT is the largest state transit association in the United States, with nearly 300 members dedicated to promoting professional excellence, stimulating ideas and advocating for effective community transportation. CalACT is a clearing house for information and resources on transit and paratransit management. This organization also is an advocate for rural transit agencies.</p>	<p>\$ 710</p>
<p><u>Community Transportation Association of America(CTAA)</u> CTAA is a national association that advocates for America's public and community transportation future. At this time, SANBAG staff is proposing not to renew our membership as we have not participated in any activities with this group in the past year and are represented with other organizations in the same topic area.</p>	<p>\$0 (was \$225)</p>
<p><u>Mobility 21</u> Organization of public, business and community stakeholders pursuing regional solutions to the transportation challenges facing Imperial, Los Angeles, Orange, Riverside, San Bernardino, San Diego and Ventura Counties. Mobility 21 provides strong regional advocacy on transportation issue at the state and federal levels. The Board of Directors includes the CEOs of the five transportation commissions, SCAG, AAA, and the major regional Chambers of Commerce.</p>	<p>\$17,000</p>

ATTACHMENT #1

<p><u>Self Help Counties Coalition</u> Organization of 19 California county transportation agencies with voter-approved transportation sales tax measures. In Southern California, revenues from these sales tax measures exceed the combined total of state and federal transportation funds. The SHCC works closely with the California Transportation Commission, Caltrans, the Legislature and Administration, and other groups to protect the interests of the transportation authorities against diversion of transportation funds, increased Board of Equalization fees, impediments to timely project delivery, and concerns over state maintenance of effort that may arise because of the availability of local funds.</p>	<p>\$ 5,700</p>
<p><u>Coalition for Americas Gateways and Trade Corridors (CAGTC)</u> CAGTC focuses attention on the importance and essential federal role in interstate commerce, international trade, and the development and maintenance of the transportation infrastructure and logistics systems that support them. These issues are critical to San Bernardino County because of its position astride the nation's largest multimodal freight corridor and the prominence of the logistics sector in our economy.</p>	<p>\$ 6,500</p>
<p><u>Southern California Association of Governments (SCAG)</u> SCAG bylaws provide for SANBAG, as one of the five County Transportation Commissions within the region, to appoint a representative to the SCAG Regional Council from its governing board, dependent upon being a dues-paying member. SANBAG participation with SCAG is essential for the development of the Regional Transportation Plan/Sustainable Communities Strategy.</p>	<p>\$25,000</p>
<p><u>California Association of Councils of Governments (CALCOG)</u> CALCOG serves as a convener of Councils of Governments, the League of California Cities, and the California State Association of Counties, to share information on successful regional programs. CALCOG also works to assist each member in developing capacity to serve its member's needs for regional coordination and policy development. The COG Directors Association of California (CDAC) is composed of executive directors from each member council, meeting on a regular basis to examine and discuss relevant regional issues, and serves as a staff resource and advisory body to the CALCOG governing council.</p>	<p>\$ 5,132</p>
<p><u>Inland Empire Economic Partnership (IEEP)</u> IEEP is a private sector voice for business and quality of life in the Inland Empire. It recruits and supports business, advocates for an educated workforce, works to ensure business friendly transportation and infrastructure policy for the economic betterment of Riverside and San Bernardino Counties. In 2011, SANBAG suspended its membership as the IEEP was restructuring their membership levels and the expected participation level and benefits for regional agencies like SANBAG. Renewed membership is pending further discussions with IEEP.</p>	<p>\$ 7,000</p>

ATTACHMENT #1

<p><u>Inland Action</u> Inland Action promotes diverse economic development in the Inland Empire. They advocate on a broad array of issues including transportation policy and financing at the state and federal levels. Their membership consists of a large number of private and public interests, interlacing the business and public sectors to form the basis of strong policy advocacy.</p>	<p>\$ 2,800</p>
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- 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: 12

Date: May 9, 2012

Subject: Recommended Positions for State Legislation

Recommendation:* Support: a. AB 1444 (Feuer)
 b. AB 1665 (Galgiani)
 c. AB 1780 (Bonilla)
 d. AB 2498 (Gordon)

Background: In the State Capitol, transportation policy committees are beginning to consider several dozen bills that have been introduced since January. Hearings are scheduled in the Assembly and Senate over the next several weeks. These bills will need to move out of their *House of Origin* by June 1st to remain alive. Below are four bills of interest staff is recommending the Board adopt support positions on. Additional bill information can be found in Attachment #1.

AB 1444 (Feuer) - Environmental Quality

This bill requires a lead agency to prepare a record of proceedings concurrently with the administrative process, streamlining the existing process for challenging California Environmental Quality Act (CEQA) environmental documents for a project. For CEQA actions challenged in court, requires the court to schedule a hearing regarding the record of proceedings within 30 days of respondent's filing

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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.

ADM1205b-eh
 Attachments:
 ADM1205b1-eh
 ADM1205b2-eh

of the statement of issues. The result will be a more efficient CEQA review process for litigants and the public.

**AB 1665 (Galgiani) - California Environmental Quality Act (CEQA)
Exemption: Railroad Crossings**

This bill specifies that CEQA does not apply to the closure of a railroad grade crossing by order of the Public Utilities Commission (PUC) when the PUC has found the crossing to present a threat to public safety. The language in this bill is non-controversial, and appears appropriate under a circumstance where a railroad crossing must be closed quickly to protect public safety.

AB 1780 (Bonilla) - Department of Transportation Project Study Reports

This bill directs Caltrans to pay for the review and approval of locally-sponsored Project Initiation Documents (PIDs) for projects on the state highway system. These include projects that are in an adopted regional transportation plan, a voter-approved county sales tax measure expenditure plan, or other voter-approved transportation program. Requiring local agencies to reimburse Caltrans to review and approve PIDs has delayed or stalled transportation projects impacting the state highway system. By eliminating this new reimbursement policy, AB 1780 will streamline the oversight process of locally-sponsored PIDs.

AB 2498 (Gordon) - Department of Transportation Construction Manager/General Contractor

This bill authorizes Caltrans to use an alternative procurement method referred to as Construction Manager/General Contractor (CM/GC), and states the intent of the Legislature to authorize the use of CM/GC as a cost-effective option for constructing transportation projects. Caltrans would use CM/GC when it anticipates that doing so will result in reduced project costs or expedite project completion.

For a list of all State bills SANBAG has taken positions on and is tracking please see Attachment #2.

Financial Impact: This item has no impact to the FY 2011/2012 SANBAG Budget.

Reviewed By: This item is scheduled for review by the Administrative Committee on May 9, 2012.

Responsible Staff: Eric Haley, Interim Legislative Director

Bill	Issue	Summary	Recommended Position	Platform	Known Support/Opposition
AB 1444 (Feuer) Asm. Appropriations	CEQA	Requires the lead agency for a project reviewed under CEQA to prepare and certify the record of proceedings concurrently with the administrative process for certain environmental documents. For CEQA actions challenged in court, requires the court to schedule a hearing regarding the record of proceedings within 30 days of respondent's filing of the statement of issues.	Support	SANBAG will work to ensure that existing innovative project delivery tools are available and effective.	Support: California Manufacturers & Technology Association
AB 1665 (Galgiani) Asm. Appropriations	CEQA	Specifies that CEQA does not apply to the closure of a railroad grade crossing by order of the PUC when the PUC has found the crossing to present a threat to public safety.	Support	SANBAG will advocate for a safe, funded, and growing rail system in Southern California	Support: PUC (sponsor), American Council of Engineering Companies of CA & CA State Council of Laborers
AB 1780 (Bonilla) Asm. Appropriations	PIDs	This bill amends Caltrans protocols for conducting project study reports (PSR) for transportation projects on the state highway system and assigns cost-sharing responsibilities for the completion of PSR's. This bill may be premature given that the issue addressed in the bill is currently under discussion as a part of the budget process.	Support	SANBAG will advocate for reforms to ensure projects are delivered faster with more coordination.	Support: Self-Help Counties Coalition (sponsor) & Santa Clara Valley Transp. Authority
AB 2498 (Gordon) Asm. Appropriations	Construction Manager/General Contractor	Authorizes Caltrans to use an alternative procurement method referred to as Construction Manager/General Contractor (CM/GC). Caltrans anticipates that doing so will result in reduced project costs or expedite project completion.	Support	SANBAG will work to ensure that existing innovative project delivery tools are available and effective.	Asm. Gordon (Sponsor)

Bill	Issue	Summary	Recommended Position	Platform	Known Support/Opposition	Position Taken
Bills that have been to a SANBAG Board or Policy Committee						
AB 441 (Monning) Sen. Transportation & Housing	Health	This bill requires the Governor's Office of Planning and Research to voluntarily develop guidelines for local and regional agencies to incorporate health issues into local or regional general plans and requires the CTC to include health issues in guidelines circulated by the CTC for the preparation of regional transportation plans.	Oppose	SANBAG supports budget and CTC allocations to fully fund projects for San Bernardino County included in the State Transportation Improvement Program, State Highway Operation and Protection Program, and the Measure I Expenditure Plan.	Support: California Pan-Ethnic Health Network & AQMD	Approved 5/2/2012
AB 890 (Olsen & Perea) Sen. Environmental Quality	CEQA	This bill, until January 1, 2016, would exempt city roadway improvement projects from the requirements of the California Environmental Quality Act (CEQA) if the project is within the existing right-of-way.	Support	SANBAG will advocate for reforms to ensure projects are delivered faster with more coordination.	Support: CSAC, League of California Cities Opposition: The Planning and Conservation League & Sierra Club CA	Approved 5/2/2012
SB 446 (Dutton) Asm. Local Government	ONT Airport	Local control of ONT Airport.	Support	Support local control of the Ontario International Airport in recognition of its goods movement and passenger impacts on San Bernardino County.	City on Ontario (sponsor), County of San Bernardino...	Approved 5/1/2011

Bill	Issue	Summary	Recommended Position	Platform	Known Support/Opposition	Position Taken
SB 986 (Dutton) Sen. Appropriations Hearing: 5/4/12	RDA	Allows successor agencies to keep former redevelopment agencies' bond proceeds and enter into new enforceable obligations funded by bond proceeds.	Support	SANBAG supports the continued regional decision making governing the use of all current funding sources.	Support: Cities of: Colton, Ontario, Rancho Cucamonga, Victorville, Grand Terrace, the County of San Bernardino, & League of California Cities	Approved 5/2/2012
Bills being reviewed						
AB 1444 (Feuer) Asm. Appropriations	CEQA	Requires the lead agency for a project reviewed under CEQA to prepare and certify the record of proceedings concurrently with the administrative process for certain environmental documents. For CEQA actions challenged in court, requires the court to schedule a hearing regarding the record of proceedings within 30 days of respondent's filing of the statement of issues.	Recommend Support	SANBAG will work to ensure that existing innovative project delivery tools are available and effective.	Support: California Manufacturers & Technology Association	
AB 1665 (Galgiani) Asm. Appropriations	CEQA	Specifies that CEQA does not apply to the closure of a railroad grade crossing by order of the PUC when the PUC has found the crossing to present a threat to public safety.	Recommend Support	SANBAG will advocate for a safe, funded, and growing rail system in Southern California.	Support: PUC (sponsor), American Council of Engineering Companies of CA & CA State Council of Laborers	

Bill	Issue	Summary	Recommended Position	Platform	Known Support/Opposition	Position Taken
<p>AB 1780 (Bonilla) Asm. Appropriations</p>	<p>PIDs</p>	<p>This bill amends Caltrans protocols for conducting project study reports (PSR) for transportation projects on the state highway system and assigns cost-sharing responsibilities for the completion of PSR's. This bill may be premature given that the issue addressed in the bill is currently under discussion as a part of the budget process.</p>	<p>Recommend Support</p>	<p>SANBAG will advocate for reforms to ensure projects are delivered faster with more coordination.</p>	<p>Support: Self-Help Counties Coalition (sponsor) & Santa Clara Valley Transportation Authority</p>	
<p>AB 2498 (Gordon) Asm. Appropriations</p>	<p>Construction Manager/General Contractor</p>	<p>Authorizes Caltrans to use an alternative procurement method referred to as Construction Manager/General Contractor (CM/GC). Caltrans anticipates that doing so will result in reduced project costs or expedite project completion.</p>	<p>Recommend Support</p>	<p>SANBAG will work to ensure that existing innovative project delivery tools are available and effective.</p>	<p>Asm. Gordon (Sponsor)</p>	

Bill	Issue	Summary	Recommended Position	Platform	Known Support/Opposition	Position Taken
<p>SB 1003 (Wolk) Sen. Government & Finance Hearing: 5/9/12</p>	<p>Brown Act</p>	<p>Amends the Brown Act to specify that a district attorney or any interested person may commence an action by mandamus, injunction, or declaratory relief to determine whether the Brown Act applies to a local legislative body's past actions, as well as threatened future actions. The bill establishes a procedure for filing an action, limiting filings for past actions to one year, requiring a letter be submitted to the local agency setting forth the alleged violation, and allowing the local agency 30 days to respond prior to proceeding with a legal action.</p>	<p>Tracking</p>	<p>Not Applicable</p>	<p>Opposed: League of CA Cities</p>	
<p>SB 749 (Steinberg) Asm. Transportation</p>	<p>CTC</p>	<p>This bill establishes a procedure for the CTC to adopt guidelines. It is intended to specify a more formal process for the Commission to follow when it adopts guidelines and would exempt the adoption of those guidelines from the requirements of the Administrative Procedure Act.</p>	<p>Tracking</p>	<p>Support continued regional decision making governing the use of all current funding sources.</p>	<p>Self-Help Counties is watching the bill</p>	

Bill	Issue	Summary	Recommended Position	Platform	Known Support/Opposition	Position Taken
<p>SB 1117 (Desaulnier) Sen. Appropriations</p>	<p>Rail</p>	<p>This bill places new responsibility on the CTC to provide state overview of all rail operations through a new expanded rail plan. Caltrans would continue to do the actual support work, with policy guidance and approval by the CTC.</p>	<p>Tracking</p>	<p>Support equitable distribution of the funding for bus and rail services in California.</p>	<p>Sen. Desaulnier (Sponsor)</p>	
<p>SB 1151 (Steinberg) Sen. Appropriations</p>	<p>RDA</p>	<p>The bill requires joint powers authorities to develop Long Range Asset Management Plans to maximize the social and economic value of the former redevelopment agency assets for the public sector. The plans would include detailed valuation and environmental contamination information on a parcel-by-parcel basis and facilitate the integration of properties into local land use plans. The bill authorizes the use of the trust funds to finance public and private infrastructure needed for infill development.</p>	<p>Tracking</p>	<p>Support continued regional decision making governing the use of all current funding sources.</p>	<p>Support: BRIDGE Housing, California Infill Builders Association, California Labor Federation, CSAC, DMB Pacific Ventures, Los Angeles Alliance for a New Economy & Mission Bay Development Group. CSAC is "Supporting w/ Amendments"</p>	

Bill	Issue	Summary	Recommended Position	Platform	Known Support/Opposition	Position Taken
<p>SB 1396 (Dutton) Sen. Transportation & Housing Hearing: 5/8/12</p>	<p>Gas Tax</p>	<p>Would exclude from the terms "gross receipts" and "sales price" the amount charged at retail for gasoline and diesel fuels in excess of \$3.88 or \$3.52 per gallon, respectively, as provided. This bill would require the State Board of Equalization to reduce, but not increase, certain excise tax rates on gasoline and diesel fuels to maintain revenue neutrality.</p>	<p>Tracking</p>	<p>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.</p>		
<p>ACA 23</p>	<p>Voting Requirement</p>	<p>Would change the vote requirement for local transportation taxes from 2/3 to 55% of the voters within the jurisdiction.</p>	<p>Tracking</p>	<p>Not Applicable</p>	<p>Support: League of Cities</p>	



- 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: 13

Date: May 9, 2012

Subject: Allocation of Local Transportation Funds (LTF) and State Transit Assistance Funds (STA) for Fiscal Year (FY) 12/13

Recommendation:* Adopt Resolution 13-001 authorizing the allocation of Local Transportation Funds (LTF) and State Transit Assistance Funds (STA) for FY 12/13.

Background: Section 99214 of the California Public Utilities Code designates the San Bernardino County Transportation Commission as the regional transportation planning agency for the purpose of administering the Transportation Development Act funds (LTF and STA). This responsibility includes the adoption of the LTF apportionments, approval of all LTF and STA claims, issuance of LTF and STA allocation and disbursement instructions.

Section 6659 and Section 6753 of the California Code of Regulations requires the adoption of a resolution authorizing the issuance of LTF and STA allocation instructions, respectively.

The attached Resolution 13-001 fulfills the requirement of California Code of Regulations Section 6659 and Section 6753.

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Approved
 Administrative Committee

Date: _____

Moved: Second:

In Favor: Opposed: Abstained:

Witnessed: _____

COG		CTC	X	CTA		SAFE		CMA	
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Check all that apply

Financial Impact: This item is consistent with the adopted FY 12/13 SANBAG Budget. Adoption of the resolution by the Board will authorize the issuance of LTF and STA allocation instructions for the commission's TDA administration functions, transportation planning and programming functions and commuter rail operating and capital assistance as approved in the FY 12/13 Budget.

Reviewed By: This item is scheduled for review by the Administrative Committee on May 9, 2012.

Responsible Staff: Ryan Graham, Transit Analyst

RESOLUTION NO. 13-001

**RESOLUTION OF THE
SAN BERNARDINO COUNTY TRANSPORTATION COMMISSION
AUTHORIZING THE ALLOCATION OF
LOCAL TRANSPORTATION FUNDS AND
STATE TRANSIT ASSISTANCE FUNDS
FOR FISCAL YEAR 2012/2013**

WHEREAS, the San Bernardino County Transportation Commission is the designated transportation planning agency for the administration of the Transportation Development Act funds within San Bernardino County; and

WHEREAS, the Southern California Association of Governments (SCAG) Executive Committee has adopted a Regional Transportation Plan (RTP) directed toward the achievement of a coordinated and balanced transportation system; and

WHEREAS, the Board of Directors has adopted a Subregional Transportation Improvement Program including planned expenditures of transportation funds, including Local Transportation Funds and State Transit Assistance Funds; and

WHEREAS, claims may be submitted under the Transportation Development Act for allocations from the Local Transportation Fund and State Transit Assistance Funds consistent with the adopted plans, programs and apportionments;

NOW THEREFORE BE IT RESOLVED that the Board of Directors of the San Bernardino County Transportation Commission hereby approves the allocation of Local Transportation Funds and State Transit Assistance Funds for Fiscal Year 2012/2013 subject to those claims conforming to adopted apportionments and all other requirements of the Transportation Development Act, including but not limited to the following findings:

1. The claimant's proposed expenditures are in conformity with the Regional Transportation Plan.
2. The level of passenger fares and charges is sufficient to enable the operator or transit service claimant to meet the applicable fare revenue to operating expense (operating ratio) requirements.
3. The claimant is making full use of federal funds available pursuant to the Safe, Accountable, Flexible, Efficient Transportation Equity Act – A Legacy for Users (SAFETEA-LU).
4. The sum of the claimant's allocations from the State Transit Assistance Funds and Local Transportation Fund does not exceed the amount the claimant is eligible to receive during the fiscal year.

5. Priority consideration has been given to claims to offset reductions in federal operating assistance and the unanticipated increase in the cost of fuel, to enhance existing public transportation services, and to meet high priority regional, countywide, or area wide public transportation needs.
6. The claimant has made reasonable effort to implement the productivity improvements recommended pursuant to Public Utilities Code 99244, including the specific reference to the improvements recommended and the efforts made by the claimant to implement them.
7. The claimant submits a certification issued by the Department of California Highway Patrol within the last 13 months verifying that the claimant is in compliance with Section 1808.1 of the Vehicle Code (Drivers Pull Notice Program), as required by Public Utilities Code 99251.
8. The claimant is in compliance with the qualifying criteria pursuant to Public Utilities Code Section 99314.6 (use of STA for operating purposes).
9. The transportation services contracted for under Public Utilities Code 99400(c) are responding to a transportation need not otherwise being met within the community or jurisdiction of the claimant and that where appropriate, the services are coordinated with the existing transportation service.

BE IT FURTHER RESOLVED that such approval does not include allocations for local street and roads unless the provisions of Sections 99401.5 and 99401.6 of the Public Utilities Code have been met; and

BE IT FURTHER RESOLVED that the Executive Director or her designee is authorized to transmit allocation instructions to the San Bernardino County Auditor/Controller, having first determined that the required allocation meets all requirements of this Resolution and the Transportation Development Act.

Approved by the Board of Directors of the San Bernardino County Transportation Commission at its regular meeting thereof held this 6th day of June 2012.*

*	<p><i>Approved</i> <i>Administrative Policy Committee</i></p> <p><i>Date:</i> _____</p> <p><i>Moved:</i> <i>Second:</i></p> <p><i>In Favor:</i> <i>Opposed:</i> <i>Abstained:</i></p> <p><i>Witnessed:</i> _____</p>
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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

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 st Century
TMC	Transportation Management Center
TMEE	Traffic Management and Environmental Enhancement
TSM	Transportation Systems Management
TSSDRA	Transit System Safety, Security and Disaster Response Account
USFWS	United States Fish and Wildlife Service
VCTC	Ventura County Transportation Commission
VVTA	Victor Valley Transit Authority
WRCOG	Western Riverside Council of Governments

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