

AGENDA

Commuter Rail & Transit Committee Meeting

February 12, 2015

9:00 AM

Location

SANBAG

First Floor Lobby

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

Commuter Rail & Transit Committee Membership

Chair

Mayor Paul Eaton
City of Montclair

Mayor L. Dennis Michael
City of Rancho Cucamonga

Vice Chair

Supervisor James Ramos
County of San Bernardino

Mayor Ray Musser
City of Upland

Mayor Pro Tem Jon Harrison
City of Redlands

Council Member Richard Riddell
City of Yucaipa

Mayor Pro Tem Bill Jahn
City of Big Bear Lake

Mayor Pro Tem Alan Wapner
City of Ontario

Council Member Mike Leonard
City of Hesperia

Mayor Deborah Robertson
City of Rialto

Mayor Larry McCallon
City of Highland

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

AGENDA

Commuter Rail & Transit Committee Meeting

**February 12, 2015
9:00 AM**

**Location
SANBAG Office
First Floor Lobby
1170 W. 3rd Street, San Bernardino, CA 92410**

CALL TO ORDER

(Meeting Chaired by Paul Eaton)

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

Possible Conflict of Interest Issues for the Commuter Rail and Transit Committee

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

1. Information Relative to Possible Conflict of Interest

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

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

CONSENT CALENDAR

Items listed on the Consent Calendar are expected to be routine and non-controversial. The Consent Calendar will be acted upon as a single motion. Items on the Consent Calendar may be removed for discussion by Board Members.

Consent - Transit/Rail

2. Construction Contract Change Orders to on-going SANBAG Construction Contracts with Shimmick and Kemp Bros Construction

Receive and File Change Orders.

Mitch Alderman

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

3. December 2014 Right-of-Way Grants of Use Report

That the Commuter Rail and Transit Committee receive December 2014 Right-of-Way Grants of Use Report.

Monica Morales

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

DISCUSSION ITEMS

Discussion - Transit/Rail

4. Positive Train Control Industry Update

Receive and file this presentation on an Industry update on Positive Train Control.

Mitch Alderman

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

5. Redlands Passenger Rail Project Vehicle Discussion

Receive and file a presentation regarding the potential rail vehicles to be purchased and implemented as part of the Redlands Passenger Rail Project, which will provide passenger rail service between San Bernardino and Redlands.

Mitch Alderman

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

Discussion - Transportation Programming and Fund Administration

6. Fiscal Year 2015/2016 State Transit Assistance Fund – Population Share Apportionment

That the Commuter Rail and Transit Committee recommend the Board, acting as the San Bernardino County Transportation Commission, approve a State Transit Assistance Fund-Population Share Apportionment for Fiscal Year 2015/2016 of \$11,174,541, to be apportioned \$8,109,959 to the Valley and \$3,064,582 to the Mountain/Desert Areas based on 2014 California Department of Finance Population Data.

Nancy Strickert

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

7. Local Transportation Fund Apportionment for Fiscal Year 2015/2016

That the Commuter Rail and Transit Committee recommend the Board, acting as the San Bernardino County Transportation Commission:

A. Maintain Fiscal Year 2014/2015 Local Transportation Fund apportionment of \$80,484,541 as approved by the Board on March 5, 2014.

B. Maintain a Fund Reserve of \$7,250,000 for unexpected financial need.

C. Approve a Local Transportation Fund Estimated Apportionment of \$98,090,287 for Fiscal Year 2015/2016 as detailed in Attachment A and based on \$85,042,252 in estimated receipts, \$13,048,035 from the prior years audited unrestricted fund balance, and maintaining a \$7,250,000 Fiscal Year Fund Reserve.

Nancy Strickert

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

Comments from Board Members

Brief comments from Board Members

Public Comment

Brief comments from the General Public

ADJOURNMENT

Additional Information

Attendance

Entities

Meeting Procedures and Rules of Conduct

General Practices for Conducting Meetings

Acronym List

Mission Statement

The next Commuter Rail and Transit Committee Meeting will be March 12, 2015

Complete packages of the SANBAG 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.

- 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: February 12, 2015

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 SANBAG Board may not participate in any action concerning a contract where they have received a campaign contribution of more than \$250 in the prior twelve months from an entity or individual, except for the initial award of a competitively bid public works contract. This agenda contains recommendations for action relative to the following contractors:

Item No.	Contract No.	Principals & Agents	Subcontractors
2	C14002	Kemp Bros. Construction Inc. <i>Steven R. Solaas</i>	Howard Contracting Harris Rebar Winegardner SCW Contracting Corp. KCB Towers Schmitt Contracting Crown Sheet Metal MK Roofing Hutington Glazing Continental Marble & Tile Company Hamilton Ceiling Systems JH Bryant Signs & Lucite Products Landscape Forms Empyrean Plumbing Inc. Air Flow Safeway Electric A&S Cement Contractors Inc. Western Paving Contractors Inc. Century Fences Pacific Premier Landscape Robert B Longway Inc. DBC Inc.

Entity: CMA, COG, CTA, CTC, SAFE

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2	C14001	Shimmick Construction Company Inc. <i>Paul Camaur</i>	Allied Steel Co., Inc. Marina Landscape, Inc. Innovative Concrete & Engineering Giroux Glass Winegardner Masonry Excelsior Elevator Fencecorp Inc. Ellis Excavating Gerdau Eberhard EMC Rutherford Co., Inc. M.B. Herzog Electric Hardy & Harper, Inc.
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Financial Impact:

This item has no direct impact on the SANBAG budget.

Reviewed By:

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

Responsible Staff:

Mitch Alderman, Director of Transit and Rail Programs

Approved
Commuter Rail & Transit Committee
Date: February 12, 2015

Witnessed By:

Minute Action

AGENDA ITEM: 2

Date: *February 12, 2015*

Subject:

Construction Contract Change Orders to on-going SANBAG Construction Contracts with Shimmick and Kemp Bros Construction

Recommendation:

Receive and File Change Orders.

Background:

Of SANBAG's two on-going Transit and Rail Construction Contracts, both had Construction Change Orders (CCO's) approved since the last reporting to the Commuter Rail & Transit Committee. The CCO's are listed below:

A. Contract Number C14002 with Kemp Bros. Construction, Inc. for construction of the San Bernardino Transit Center project: CCO No. 5 (\$23,325.00 increase for landscape revisions at the Affaitati property). CCO No. 6 (\$40,786.81 increase for additional parking lot paving; additional conduit required for utility services feeds; removal of unforeseen concrete).

B. Contract Number C14001 with Shimmick Construction Company, Inc. for construction of the Downtown San Bernardino Passenger Rail Project: CCO No. 1 (\$87,761.00 increase for replacing signals mast at the Depot and removal/disposal of additional debris along the railroad right-of-way).

Financial Impact:

This item imposes no financial impact, as all CCOs are within previously approved contingency amounts under Task No's. 0322 and 0324.

Reviewed By:

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

Responsible Staff:

Mitch Alderman, Director of Transit and Rail Programs

Approved
 Commuter Rail & Transit Committee
 Date: February 12, 2015

Witnessed By:

Entity: CTC

Rail and Transit Construction Contracts

San Bernardino Transit Center (C14002) – Executed Change Orders		
Number	Description	Amount
1	Removal and Disposal of man-made objects (CN 1-\$50,000), Remove & Replace AC (CN 7-\$31,000).	\$81,000.00
2	Additional Traffic Signal Conduit (CN 3-\$67,046.17), Install Interim Irrigation at Affaitati property (CN 4-\$9,144.15), New Block Wall Drain and Blockout (CN 5-\$9,763.87), Revised Roof Hatch and other Building Revisions (CN 8-\$10,547.77), Remove Buried Debris at Rialto (CN 9-\$5,185.96).	\$101,687.92
3	Affaitati Parking Lot Revisions (CN 2-\$88,941.45), Misc Building/Site Submittal and RFI changes (CN 8.1-\$48,238.58), Storm and Sewer Pipeline Revisions (CN 10-\$17,345.45), Utility Service Feeds (CN 12-\$46,600.00).	\$201,125.48
4	Affaitati Additional Parking Lot Revisions (CN 2.1-\$63,328.70), Armed Guard Services (CN 6-\$14,856.30), Misc Building/Site Submittal and RFI changes (CN 8.2-\$34,470.98).	\$112,655.98
5	Affaitati Parking Lot Landscape Revisions (CN 2.2-\$23,325.00).	\$23,325.00
6	Additional Parking Lot Paving (CN 2.3-\$14,831.81), Misc Building/Site Submittal and RFI changes (CN 8.3-\$13,665.02, CN 13-\$1,232.90), Additional Utility Service Feeds (CN 12.1-\$3,018.85), Unforeseen Concrete Removal (CN 14.1-\$8,038.23) .	\$40,786.81
	CCO TOTAL	\$560,581.19
	APPROVED CONTINGENCY	\$631,175.00
	REMAINING CONTINGENCY	\$70,593.81

Bold-Construction Change Orders approved since the last reporting to the Commuter Rail Transit Committee
Amounts shown in parentheses represent a credit to the Agency

Rail and Transit Construction Contracts

Downtown San Bernardino Passenger Rail Project (C14001) – Executed Change Orders		
Number	Description	Amount
1	Replace Signals Mast at Depot for Tracks P5 and P6, (CN 5-\$60,761), Remove and Dispose of Debris (CN 6-\$27,000).	\$87,761.00
CCO TOTAL		\$87,761.00
APPROVED CONTINGENCY		\$2,981,464.00
REMAINING CONTINGENCY		\$2,893,703.00

Bold-Construction Change Orders approved since the last reporting to the Commuter Rail Transit Committee
 Amounts shown in parentheses represent a credit to the Agency

Minute Action

AGENDA ITEM: 3

Date: February 12, 2015

Subject:

December 2014 Right-of-Way Grants of Use Report

Recommendation:

That the Commuter Rail and Transit Committee receive December 2014 Right-of-Way Grants of Use Report.

Background:

The Board of Directors adopted the SANBAG Rail Property Policy (Policy No. 31602) on July 2, 2014. Within the policy under Section B - Policy Principals and Authority to Execute Grants of Right of Use, the Board authorized the Executive Director, or designee, to approve all grants of rights of use documents as approved to form by General Counsel.

There have been no grants of use approved since last reporting to the January Commuter Rail and Transit Committee.

Financial Impact:

This item imposes no impact on the Fiscal Year 2014/2015 budget. Presentation of the monthly Right-of-Way report demonstrates compliance with the SANBAG Rail Property Policy (Policy No. 31602).

Reviewed By:

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

Responsible Staff:

Monica Morales, Transit Analyst

Approved
 Commuter Rail & Transit Committee
 Date: February 12, 2015

Witnessed By:

Entity: CTA, CTC



Minute Action

AGENDA ITEM: 4

Date: *February 12, 2015*

Subject:

Positive Train Control Industry Update

Recommendation:

Receive and file this presentation on an Industry update on Positive Train Control.

Background:

Positive Train Control (PTC) is a system under development that monitors and controls train movements and is being designed to avoid collisions between trains, enforce speed restrictions, and provide for rail worker safety along the tracks. The U.S. Rail Safety Improvement Act of 2008 mandated that all Class I freight railroads and commuter railroads implement PTC by December 15, 2015. Metrolink is currently working to implement PTC and has committed to meeting the December 2015 deadline. SANBAG staff will provide a general overview of PTC and a rail industry-wide status review of progress made on this new technology.

Financial Impact:

This item has no financial impact on the SANBAG budget.

Reviewed By:

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

Responsible Staff:

Mitch Alderman, Director of Transit and Rail Programs

Approved
 Commuter Rail & Transit Committee
 Date: February 12, 2015

Witnessed By:

Entity: CTC

Minute Action

AGENDA ITEM: 5

Date: *February 12, 2015*

Subject:

Redlands Passenger Rail Project Vehicle Discussion

Recommendation:

Receive and file a presentation regarding the potential rail vehicles to be purchased and implemented as part of the Redlands Passenger Rail Project, which will provide passenger rail service between San Bernardino and Redlands.

Background:

San Bernardino Associated Governments (SANBAG) is currently progressing with the implementation of the Redlands Passenger Rail Project (RPRP), which will provide passenger rail service between San Bernardino and Redlands. Environmental clearance for this project is anticipated in the next few months and the preliminary engineering has already been completed. As SANBAG moves towards final design of RPRP, a decision on the type of rail vehicles to be operated on RPRP will need to be made. SANBAG staff will present information gathered to-date regarding the potential vehicles that could be used and the associated regulatory and operational effects of each type of vehicle.

The environmental document for RPRP proposes two different types of vehicles to be operated between San Bernardino and Redlands, in addition to the extension of two Metrolink vehicles out to Redlands. The first vehicle is a standard commuter rail vehicle or Locomotive Hauled Unit (LHU), similar to a Metrolink train. The LHU for RPRP would consist of a locomotive and two individual commuter cars, one of which would be a “cab car” allowing the train to operate in a push mode where the engine is at the tail end of the train. The other vehicle presented in the environmental document is a Diesel Multiple Unit (DMU), which is much smaller than a LHU, with the operating compartment integrated into the passenger compartment, similar in configuration to a light rail vehicle or the SPRINTER vehicle operated in North San Diego County. It is important to note that whichever vehicle is selected must meet Tier 4 emissions standards.

In order to assist SANBAG in determining which vehicle is best suited for RPRP, staff issued task orders to on-call consultants currently under contract with SANBAG. The scope of these task orders included reviewing other commuter rail operations that employ both LHU and DMU vehicles and determining the service requirements, operational constraints, performance characteristics, capital and life cycle costs, equipment maintenance and storage requirements for each type of vehicle.

Part of the research efforts to provide a recommended vehicle type included site visits in November 2014 to Capital Metropolitan Transportation Authority (Metro) in Austin, Texas,

Entity: CTA

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Denton County Transportation Authority (DCTA) and TEX Rail in and around the Dallas – Fort Worth metropolitan area. Both Metro and DCTA are currently operating DMUs and TEX Rail is in the process of procuring DMU vehicles. These visits provided staff and consultants the opportunity to interview transit officials about the performance, operational characteristics, and maintenance requirements of DMU vehicles. The SANBAG group was also able to complete in depth inspections of the vehicles and the maintenance facilities at each property.

In addition, staff and selected consultants completed a trip to Sacramento in late January 2015 to meet with the Federal Railroad Administration (FRA) Regional Administrator and his staff to brief them on RPRP and request guidance on several regulatory items that will impact how the project is implemented. Key points of the discussion included: the application process required to seek a regulatory waiver to allow a specific DMU model to operate in mixed commuter-freight service; the implementation of Positive Train Control (PTC); train crew size requirements; and vehicle clearance envelope at station platforms.

Staff will provide an overview of these discussions and the information collected to-date regarding the type of vehicles that could be used on RPRP and their associated regulatory and operational requirements.

Financial Impact:

This item has no financial impact on the SANBAG budget.

Reviewed By:

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

Responsible Staff:

Mitch Alderman, Director of Transit and Rail Programs

Approved
Commuter Rail & Transit Committee
Date: February 12, 2015

Witnessed By:

Minute Action

AGENDA ITEM: 6

Date: *February 12, 2015*

Subject:

Fiscal Year 2015/2016 State Transit Assistance Fund – Population Share Apportionment

Recommendation:

That the Commuter Rail and Transit Committee recommend the Board, acting as the San Bernardino County Transportation Commission, approve a State Transit Assistance Fund-Population Share Apportionment for Fiscal Year 2015/2016 of \$11,174,541, to be apportioned \$8,109,959 to the Valley and \$3,064,582 to the Mountain/Desert Areas based on 2014 California Department of Finance Population Data.

Background:

Pursuant to the California Public Utilities Code (CPUC) Section 99312, SANBAG receives State Transit Assistance (STA) funds, which are derived from the statewide sales tax on diesel fuel, from the State Controller's Office. This funding is allocated as follows: 1) 50% for PUC 99313 STA-Population Share based on the ratio of the population of the area under its jurisdiction to the total population of the state and 2) 50% for PUC 99314 STA-Operator Share, which is specific moneys for operators and allocated based on the ratio of the total region's prior year transit operator passenger fare and local support revenues, as well as member agencies, to the total revenue of all operators in the state and member agencies. The amount of STA-Operator Share funds available to each transit operator on an annual basis is determined by the State, and SANBAG functions as a pass through agency for this portion of STA.

There is a three step process for obtaining STA funds: (1) apportionment, (2) allocation, and (3) disbursement or payment of the funds. This item pertains to step one in the process. The apportionment step is the process to determine the amount of STA-Population Share funds available to an area. The second step of the process, allocation, is done after approval of the fiscal year budget. The specific amounts being allocated is coordinated with each operator and presented to the Board for final approval. The third step in the process, disbursement, is handled throughout the fiscal year and does not require any Board action. In the past, the amount of STA-Population Share funds available to SANBAG has been apportioned 75% Valley and 25% Mountain/Desert with the amount available to each transit operator determined on an as-needed basis. Though it has not been SANBAG's practice to request Board approval of STA-Population Share fund apportionments, the actual STA allocations to the operators have been approved by the Board since Fiscal Year 2012/2013.

In the Triennial Performance Audit of SANBAG for Fiscal Year (FY) 2008/2009-2010/2011 a recommendation was made that the apportionment procedures for STA-Population Share funds be formalized. In an effort to formalize the procedures, staff recommended and the SANBAG Board approved, apportioning STA-Population Share funds to the Valley and Mountain/Desert

Entity: CTC

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areas based on population of these larger subareas to the population of the county as a whole. It is time to repeat this process for FY 2015/2016 and results in the Valley receiving 72.6% and the Mountain/Desert receiving 27.4% of the total STA-Population Share apportionment estimated to be available to SANBAG. Staff is recommending that further distribution of these funds be handled on an as-needed basis through the SANBAG Board approved allocation process, which has been the practice in the past. Additionally, this area will be studied as part of SANBAG's larger effort to improve processes and procedures currently in effect in the STA Program.

The State Controller provided SANBAG the FY 2015/2016 preliminary STA estimate on January 30, 2015. Staff's recommended apportionment value for FY 2015/2016 is \$11,174,541, which is consistent with the January 30th estimate. Based on staff's recommended population distribution formula and Fiscal Year 2015/2016 apportionment value, the apportionments to the Valley and Mountain/Desert areas are \$8,109,959 and \$3,064,582, respectively.

			APPORTIONMENT
Prior Year Audited Unrestricted Fund Balance ¹			\$ 626,592
Estimated Annual STA-Population Receipts ²			\$ 10,547,949
Total Estimated Funds Available			\$ 11,174,541
Apportionment Area	Population³	Percentage	APPORTIONMENT
Valley	1,513,681	72.58%	\$ 8,109,959
Mountain/Desert	571,988	27.42%	\$ 3,064,582
Total	2,085,669		

¹ Includes excess revenue from FY 2013/2014 not yet apportioned.

² Estimated Annual STA Receipts based SCO estimate 01/30/15.

³ Population Source: California Department of Finance January 2014

Financial Impact:

The Commission is the designated agency responsible for the administration of the STA-Population Share Apportionment for San Bernardino County. Adoption of the STA Population apportionment will provide SANBAG and the transit operators with revenue estimates to use for Fiscal Year 2015/2016 budgeting purposes. This item has no financial impact on the Fiscal Year 2014/2015 Budget.

Reviewed By:

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

Responsible Staff:

Nancy Strickert, Transit Analyst

Approved
Commuter Rail & Transit Committee
Date: February 12, 2015

Witnessed By:

Minute Action

AGENDA ITEM: 7

Date: *February 12, 2015*

Subject:

Local Transportation Fund Apportionment for Fiscal Year 2015/2016

Recommendation:

That the Commuter Rail and Transit Committee recommend the Board, acting as the San Bernardino County Transportation Commission:

A. Maintain Fiscal Year 2014/2015 Local Transportation Fund apportionment of \$80,484,541 as approved by the Board on March 5, 2014.

B. Maintain a Fund Reserve of \$7,250,000 for unexpected financial need.

C. Approve a Local Transportation Fund Estimated Apportionment of \$98,090,287 for Fiscal Year 2015/2016 as detailed in Attachment A and based on \$85,042,252 in estimated receipts, \$13,048,035 from the prior years audited unrestricted fund balance, and maintaining a \$7,250,000 Fiscal Year Fund Reserve.

Background:

As required by the Transportation Development Act (TDA) SANBAG must analyze and evaluate the total amount of Local Transportation Fund (LTF) revenue anticipated to be available and relative needs and annually determine the amount to be allocated to each claimant. The first step in this process is to determine how much apportionment each area receives based on population data.

Pursuant to Section 6620 of the California Code of Regulations (CCR), the San Bernardino County Auditor/Controller (Auditor) is to provide SANBAG, acting as the County Transportation Commission, with an estimate of LTF revenue available for apportionment and allocation during the ensuing year (Fiscal Year (FY) 2015/2016) and, if requested, a revised or updated estimate of revenues for the current fiscal year (FY 2014/2015) prior to February 1st. Section 6644 of the CCR requires that SANBAG determine and advise all prospective claimants of the amount of all area apportionments for the next fiscal year by March 1st.

The total annual LTF apportionment is a function of three components.

1. Projected annual revenue
2. Prior audited, unapportion fund balance
3. Fund Reserve

Entity: CTC

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Annually, SANBAG staff presents the County Auditor/Controller with an estimate of current year and subsequent year LTF receipts. The revenue component of the proposed FY 2015/2016 Apportionment is \$85,042,252, which is based on doubling the actual revenue from the first six months of FY 2014/2015 and then applying 2.5% escalation.

The amount of actual FY 2014/2015 LTF revenue receipts received to date indicate that FY 2014/2015 LTF revenue is on target to be approximately \$82,968,051, or almost 11% over the estimated revenue. However, in analyzing the projected annual growth between fiscal years, or projected FY 2014/2015 revenue versus actual FY 2013/2014 revenue of \$79,559,209, it appears that the annual growth will be approximately 4%. Staff is cautious about increases in sales tax receipts, as revenue growth trends for LTF have fluctuated in the recent past. As such, staff is recommending that \$85,042,252 be used for the FY 2015/2016 revenue estimate.

Any excess revenue above and beyond the estimated annual LTF receipts is captured in the financial audit and taken into account in the second component of the annual apportionment calculation, which is the unrestricted fund balance. The audit for FY 2013/2014 was completed in January 2015 and shows that SANBAG has an unrestricted fund balance of \$8,322,746 plus an additional \$4,725,289 from FY 2012/2013 not yet apportioned.

Finally, the third component of the apportionment is the fund reserve. In the proposed FY 2015/2016 LTF Apportionment staff is recommending that a fund reserve of \$7,250,000 be maintained for FY 2015/2016.

The total proposed FY 2015/2016 LTF Apportionment is included in Attachment A to this item. The three components of revenue are included at the top of the table. The total apportionment is \$98,090,287. If that total level of apportionment is approved, the individual amounts of apportionment that would be provided to eligible claimants are included in the three sections below. The first section pertains to administration and planning; the second section pertains to non-motorized transportation; and the third section pertains to the Valley and Mountain/Desert jurisdictions for eligible expenditures.

Pursuant to Sections 99233.1, of the California Public Utilities Code, (CPUC), SANBAG and the County Auditor shall allocate such sums as are necessary for the administrative responsibilities under the TDA. The Auditor's staff is requesting an allocation of \$34,020, an increase of \$2,020 from the amount allocated in FY 2014/2015. SANBAG's administrative cost includes conducting the LTF and State Transit Assistance Funds (STAF) financial audits, staff time associated with processing disbursement and fiscal tracking, as well as updating the TDA processes and procedures. This year staff is not requesting any set-aside for SANBAG's administrative cost as there is sufficient fund balance to cover the estimated costs.

Pursuant to Section 99233.2(b)(1) of the CPUC, up to 3% of the annual LTF revenues may be allocated to SANBAG for its transportation planning and programming functions. The amount of LTF planning funds available to the Commission for FY 2015/2016 would be \$2,942,709.

Further, pursuant to Section 99233.2(b)(2) of the CPUC and amended by AB1403 signed into law by the Governor in October 2009, Southern California Association of Governments (SCAG) is to be allocated up to three fourths of one percent (3/4%) of the annual LTF revenues allocated to the County Transportation Commissions. For FY 2015/2016, SCAG's allocation is \$735,677.

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Lastly, in accordance with Section 99233.3 of the CPUC (Article 3), 2% of the remaining balance following allocations for administration and planning is made available to counties and cities, through a competitive grant process, for facilities provided for the exclusive use of pedestrians and bicycles. The allocation for pedestrian and bicycle related projects for FY 2015/2016 is \$1,887,558. SANBAG conducts an Article 3 call for projects every two years. The next call for projects is scheduled for February 2015.

Financial Impact:

The Commission is the designated agency responsible for the administration of the LTF for San Bernardino County. Adoption of the LTF apportionment will provide SANBAG, SCAG, transit agencies, and local jurisdictions with revenue estimates to use for FY 2015/2016 budgeting purposes. This item has no financial impact on the FY 2014/2015 Budget. All staff activities associated with this item are consistent with Task No. 502.

Reviewed By:

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

Responsible Staff:

Nancy Strickert, Transit Analyst

Approved
Commuter Rail & Transit Committee
Date: February 12, 2015

Witnessed By:

			APPORTIONMENT
Prior Year Audited Unrestricted Fund Balance ¹			\$ 13,048,035
Estimated Annual LTF Receipts ²			\$ 85,042,252
Returned FY 2014/2015 Fund Reserve			\$ 7,250,000
Proposed FY 2015/2016 Fund Reserve			\$ (7,250,000)
Total Estimated Funds Available			\$ 98,090,287
Auditor's Administrative Cost ³			\$ 34,020
SANBAG's Administrative Cost Set-Aside ⁴			\$ -
County Transportation Commission Planning ⁵			\$ 2,942,709
SCAG Planning ⁶			\$ 735,677
Resulting Balance			\$ 94,377,881
Article 3 (SB821) Program ⁷			\$ 1,887,558
Balance Available for Apportionment			\$ 92,490,324
Apportionment Area	Population ⁸	Percentage	APPORTIONMENT
Valley	1,513,681	72.58%	\$ 67,125,151
Adelanto	32,511	1.56%	\$ 1,441,721
Apple Valley	70,755	3.39%	\$ 3,137,676
Barstow	23,292	1.12%	\$ 1,032,899
Big Bear Lake	5,121	0.25%	\$ 227,094
Hesperia	91,506	4.39%	\$ 4,057,892
Needles	4,908	0.24%	\$ 217,648
Twentynine Palms	26,576	1.27%	\$ 1,178,530
Victorville	120,590	5.78%	\$ 5,347,641
Yucca Valley	21,053	1.01%	\$ 933,609
County - Unincorporated	175,676	8.42%	\$ 7,790,464
Total	2,085,669	100.00%	\$ 92,490,324

¹ Includes excess revenue from FY12/13 & FY13/14 not yet apportioned.

² Estimated Annual LTF Receipts based on doubling the actuals from the first six months of FY14/15 and 2.5% escalation.

³ Estimate provided by County Auditor on January 21, 2015.

⁴ SANBAG's administrative cost includes staff time associated with administration of TDA funds, audits, TDA update work and unmet needs hearings. Estimated FY14/15 end of year fund balance is sufficient to cover estimated FY15/16 SANBAG administrative costs of \$785,000.

⁵ County Transportation Commission Planning set-aside is 3% of Total Estimated Funds Available.

⁶ SCAG Planning set-aside is 3/4% of Total Estimated Funds Available.

⁷ Article 3 (SB821) Program set-aside is 2% of Resulting Balance.

⁸ Population Source: California Department of Finance January 2014

COMMUTER RAIL AND TRANSIT POLICY COMMITTEE ATTENDANCE RECORD – 2015

Name	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Paul Eaton City of Montclair	X											
James Ramos County of San Bernardino	X											
Jon Harrison City of Redlands	X											
Bill Jahn City of Big Bear Lake	X											
Mike Leonard City of Hesperia	X											
Larry McCallon City of Highland	X											
L. Dennis Michael City of Rancho Cucamonga	X											
Ray Musser City of Upland												
Richard Riddell City of Yucaipa	X											
Alan Wapner City of Ontario												
Deborah Robertson City of Rialto	X											

X = Member attended meeting.

Empty box = Member did not attend meeting.

Crossed out box = Not a member at the time.

CRTC-ATT15

Communication: Attendance (Additional Information)

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.

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, Staff reports related to agenda items may be reviewed at the SANBAG offices located at 1170 W. 3rd Street, 2nd Floor, San Bernardino and our website: www.sanbag.ca.gov.

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

Attendance - The Chair of the Board or a Policy Committee (Chair) has the option of taking attendance by Roll Call or Self-Introductions. If attendance is taken by Roll Call, the Clerk of the Board will call out by jurisdiction or supervisorial district. The Member or Alternate will respond by stating his/her name. If attendance is by Self-Introduction, the Member or Alternate will state his/her name and jurisdiction or supervisorial district.

- A Member/Alternate, who arrives after attendance is taken, shall announce his/her name prior to voting on any item.
- A Member/Alternate, who wishes to leave the meeting after attendance is taken but before remaining items are voted on, shall announce his/her name and that he/she is leaving the meeting.

Basic Agenda Item Discussion.

- The Chair announces the agenda item number and states the subject.
- The Chair calls upon the appropriate staff member or Board Member to report on the item.
- The Chair asks members of the Board/Committee if they have any questions or comments on the item. General discussion ensues.
- The Chair calls for public comment based on “Request to Speak” forms which may be submitted.
- Following public comment, the Chair announces that public comment is closed and asks if there is any further discussion by members of the Board/Committee.
- The Chair calls for a motion from members of the Board/Committee.
- Upon a motion, the Chair announces the name of the member who makes the motion. Motions require a second by a member of the Board/Committee. Upon a second, the Chair announces the name of the Member who made the second, and the vote is taken.
- The “aye” votes in favor of the motion shall be made collectively. Any Member who wishes to oppose or abstain from voting on the motion, shall individually and orally state the Member’s “nay” vote or abstention. Members present who do not individually and orally state their “nay” vote or abstention shall be deemed, and reported to the public, to have voted “aye” on the motion.

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/she would like to amend the motion to include the substitution or withdraw the motion on the floor. If the maker of the original motion does not want to amend or withdraw, the substitute motion is 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 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.

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
S RTP	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