



AGENDA

Commuter Rail and Transit Committee Meeting

February 13, 2014

10:00 a.m.

Location

SANBAG

1170 W. 3rd Street, (1st Floor Lobby)

San Bernardino, CA

Commuter Rail and Transit Committee Membership

Chair

Mayor Patrick Morris
City of San Bernardino

Mayor L. Dennis Michael
City of Rancho Cucamonga

Vice Chair

Mayor Paul Eaton
City of Montclair

Mayor Ray Musser
City of Upland

Mayor Peter Aguilar
City of Redlands

Council Member Richard Riddell
City of Yucaipa

Council Member Bill Jahn
City of Big Bear Lake

Mayor Pro Tem Alan Wapner
City of Ontario

Council Member Mike Leonard
City of Hesperia

Supervisor James Ramos
County of San Bernardino

Mayor Pro Tem Larry McCallon
City of Highland

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

Commuter Rail and Transit Committee Meeting

**February 13, 2014
10:00 a.m.**

Location:

SANBAG Office
1170 West 3rd St., 1st Fl., San Bernardino

CALL TO ORDER – 10:00 a.m.

(Meeting Chaired by Mayor Patrick Morris)

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

Notes/Actions

1. Possible Conflict of Interest Issues for the Commuter Rail and Transit Committee Meeting of February 13, 2014 Pg. 6

Note agenda item contractors, subcontractors and agents, which may require member abstentions due to conflict of interest and financial interests. Committee 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.

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.

Discussion Items

Transit/Commuter Rail

3. **Review Financial Audits for Transit Operators**

Pg. 9

That the Committee recommend the Board review and receive the following Operator financial reports for Fiscal Year 2011/2012: Barstow Area Transit (BAT). **Monica Morales**

Barstow Area Transit has or is scheduled to take these financial reports to their board. This item is scheduled for review by the Mountain/Desert Policy Committee on February 21, 2014. The Finance department has reviewed and approved this item.

4. **Review Financial Audits for Transit Operators**

Pg. 15

That the Committee recommend the Board review and receive the following Operator financial reports for Fiscal Year 2012/2013 for:

- Mountain Area Regional Transit Authority (MARTA)
- Morongo Basin Transit Authority (MBTA)
- Valley Transportation Services (Vtrans)
- Victor Valley Transit Authority (VVTA) **Monica Morales**

Each Operator has or is scheduled to take these financial reports to their respective board. This item is scheduled for review by the Mountain/Desert Policy Committee on February 21, 2014. The Finance department has reviewed and approved this item.

Transportation Fund Administration

5. **Proposition 1B Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) Funding for SANBAG and the City of Barstow**

Pg. 34

That the following be reviewed and recommended for final approval by the Board of Directors, acting as the San Bernardino Transportation Commission, at a regularly scheduled Board meeting:

1. Approve the amendment to the Expenditure Plan for the City of Barstow, Barstow Area Transit, for the remaining Proposition 1B Public Transportation Modernization, Improvement, and Service Enhancement Account funds as identified in Attachment A.
2. Approve the amendment to the Expenditure Plan for the San Bernardino Associated Governments for the remaining Proposition 1B Public Transportation Modernization, Improvement, and Service Enhancement Account funds as identified in Attachment B.
3. Approve Memorandum of Understanding No. C14133 with the City of Barstow defining the roles and responsibilities for the administration of Proposition 1B Public Transportation Modernization, Improvement, and Service Enhancement Account Funds previously allocated to them. **Vanessa Jezik**

This item is not scheduled for review by any other policy committee or technical advisory committee. SANBAG General Counsel has reviewed a draft of the MOU.

Discussion Items Continued....

Council of Governments

6. Letter received regarding Metro Gold Line Extension to Ontario Airport Pg. 47

Prepare a response letter regarding the status of the Ontario Airport Access Study. **Wendy Strack**

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

Transit/Commuter Rail

7. Gold Line Extension to Montclair Potential Funding Agreement Pg. 49

Recommend the Board approve a funding agreement with the City of Montclair for SANBAG's portion of the Preliminary Engineering and Environmental Assessment of the Gold Line Extension to Montclair. **Mitch Alderman**

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

Comments from Committee Members

Public Comment

ADJOURNMENT

Additional Information

- Acronym List Pg. 50

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.

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**

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: February 13, 2014

Subject: Information Relative to Possible Conflict of Interest

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

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

Item No.	Contract No.	Contractor/Agents	Subcontractors
None	None	None	None

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

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

*

Approved
 Commuter Rail and Transit Committee

Date: _____

Moved: _____ *Second:* _____

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

Witnessed: _____

COG	CTC	CTA	SAFE	CMA
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Check all that apply.

COMMUTER RAIL AND TRANSIT POLICY COMMITTEE ATTENDANCE RECORD -- 2014

Name	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Patrick Morris City of San Bernardino	X											
Paul Eaton City of Montclair	X											
James Ramos County of San Bernardino	X											
Peter Aguilar 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	X											
Richard Riddell City of Yucaipa	X											
Alan Wapner City of Ontario	X											

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

COMMUTER RAIL AND TRANSIT POLICY COMMITTEE ATTENDANCE RECORD – 2013

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

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



- 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: February 13, 2014

Subject: Review Financial Audits for Transit Operators

Recommendation:* That the Committee recommend the Board review and receive the following Operator financial reports for Fiscal Year 2011/2012: Barstow Area Transit (BAT).

Background: Public Utility Code 99245.2, Single Audit Act, and the U.S. Office of Management and Budget (OMB) require an annual audit be conducted of SANBAG and affiliated organizations: Barstow Area Transit (BAT), Mountain Area Regional Transit Authority (MARTA), Morongo Basin Transit Authority (MBTA), Needles Area Transit (NAT), Omnitrans, Valley Transportation Services (Vtrans) and Victor Valley Transit Authority (VVTA).

This item presents the results of Barstow Area Transit (BAT) financial audit for Fiscal Year 2011/2012, completed October 2013. The financial statements audits were completed by Vavrinek Trine and Day Co., LLC.

The financial statements for BAT includes an Independent Auditors' Report included as Attachment A. The full financial package report is included as supplemental material with the board packet. It includes the following reports:

1. Audit of Operators Basic Financial Statements
2. Statement on Auditing Standards 114 (SAS 114).

The financial statements for BAT include an Independent Auditors' Report with an unqualified opinion, meaning without material misstatements or omissions.

Approved
 Commuter Rail and Transit Committee

Date: _____

Moved: _____ Second: _____

In Favor: _____ Opposed: _____ Abstained: _____

Witnessed: _____

COG	<input type="checkbox"/>	CTC	<input checked="" type="checkbox"/>	X	CTA	<input checked="" type="checkbox"/>	SAFE	<input type="checkbox"/>	CMA	<input type="checkbox"/>
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Check all that apply.

Report/Letter	BAT
TDA/Prop 1B	X
Financial Statements	
SAS 114 Letter	X

The following is a summary of the audit reports along with any findings or recommendations for BAT:

- **TDA Report:** Unmodified opinion issued.
- **SAS 114 Letter:** Management corrected payroll accrual and salaries expense.

Effective Audit Fiscal Year 2011/2012, SANBAG procured Vavrinek Trine and Day Co., LLC as the new auditor for the transit operators. The previous auditor Miers & Miers provided audit services since 1992 (excluding Omnitrans). This change created challenges for the operators since it was a new process for them. Typically the audits are completed within 180 days after the end of the fiscal year. The transition to the new auditor required a 90 day extension. BAT was not able to meet this extension deadline.

Needles Area Transit is still in the process of completing their financial reports and will have FY2011/2012 audits combined with FY2012/2013. Once these reports are completed, SANBAG staff will present and report them to SANBAG Board.

Financial Impact: This item has no financial impact to the SANBAG Fiscal Year 2013/2014 budget.

Reviewed By: Barstow Area Transit has or is scheduled to take these financial reports to their board. This item is scheduled for review by the Mountain/Desert Policy Committee on February 21, 2014. The Finance department has reviewed and approved this item.

Responsible Staff: Monica Morales, Transit Specialist
Hilda Flores, Chief of Accounting and Procurement

CITY OF BARSTOW, CALIFORNIA

TRANSPORTATION DEVELOPMENT ACT FUNDS

Financial Statements

Year Ended June 30, 2012

CITY OF BARSTOW, CALIFORNIA

TRANSPORTATION DEVELOPMENT ACT FUNDS

Financial Statements

Year Ended June 30, 2012

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**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER
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BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
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INDEPENDENT AUDITORS' REPORT

To the Board of Directors
San Bernardino Associated Governments
San Bernardino, California

We have audited the accompanying financial statements of the Transportation Development Act (TDA) Article 8 Fund (Fund) of the City of Barstow, California (City), as of and for the year ended June 30, 2012, as listed in the table of contents. These financial statements are the responsibility of the management of the City. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over financial reporting. Accordingly, we express no such opinion. An audit also includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements, assessing the accounting principles used and the significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe our audit provides a reasonable basis for our opinion.

As discussed in Note 1, the financial statements present the TDA Fund of the City only and do not purport to, and do not, present fairly the financial position of the City as of June 30, 2012, and the changes in financial position, or, where applicable, its cash flows, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In our opinion, the financial statements referred to previously present fairly, in all material respects, the financial position of the TDA Fund of the City as of June 30, 2012, and the changes in financial position and its cash flows thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued a report dated October 2, 2013 on our consideration of the City's internal control over financial reporting for the TDA Fund, and our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

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

Vermorel, Tami, Day, Co., LLP

Rancho Cucamonga, California
October 2, 2013



- 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: February 13, 2014

Subject: Review Financial Audits for Transit Operators

Recommendation:* That the Committee recommend the Board review and receive the following Operator financial reports for Fiscal Year 2012/2013 for:

- Mountain Area Regional Transit Authority (MARTA)
- Morongo Basin Transit Authority (MBTA)
- Valley Transportation Services (Vtrans)
- Victor Valley Transit Authority (VVTA)

Background: Public Utility Code 99245.2, Single Audit Act, and the U.S. Office of Management and Budget (OMB) require an annual audit be conducted of SANBAG and its affiliated organizations: Barstow Area Transit (BAT), Mountain Area Regional Transit Authority (MARTA), Morongo Basin Transit Authority (MBTA), Needles Area Transit (NAT), Omnitrans, Valley Transportation Services (Vtrans), and Victor Valley Transit Authority (VVTA).

This item presents the results of audits performed on MARTA, MBTA, Vtrans and VVTA. The audit of the financial statements for Fiscal Year 2012/2013 was completed by Vavrinek Trine and Day Co., LLC.

Approved
 Commuter Rail and Transit Committee

Date: _____

Moved: Second:

In Favor: Opposed: Abstained:

Witnessed: _____

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

The financial statements for the transit operators include an Independent Auditors' Report included as MARTA Attachment A, MBTA Attachment B, Vtrans Attachment C and VVTA Attachment D. Each transit operator received an unmodified opinion, meaning no material misstatements or omissions.

The full financial package report for each operator is included as supplemental material with the board packet. It includes a combination of the following reports:

1. Audit of Operators Basic Financial Statements and Annual Financial Report.
2. Single Audit Compliance Reports in accordance with Budget and Management (OMB) Circular A-133.
3. Statement on Auditing Standards 114 (SAS 114).
4. GAGAS (Generally Accepted Government Auditing Standards) Report.

The table below represents the financial reports applicable to each transit operator.

Report/Letter	MARTA	MBTA	Vtrans	VVTA
Basic Financial Report	X	X	X	X
Single Audit Report		X		
SAS 114 Letter	X	X	X	
GAGAS Report	X			

The following is a summary of the audit reports along with any findings or recommendations for each transit agency.

MARTA:

- **Basic Financial Report:** Unmodified opinion issued.
- **SAS 114 Letter:** No findings reported.
- **GAGAS Report:** No findings reported. The report describes scope of internal control testing and compliance.

MBTA:

- **Basic Financial Report:** Unmodified opinion issued.
- **SAS 114 Letter:** Depreciation expense was understated by \$106,419 and was corrected by Management.
- **Management Letter:** MBTA to include controls to review the report on compensated absences to exclude terminated employees.

- **Single Audit:** Unmodified opinion issued. Finding is to include closing procedures to properly review formulas and balances related to depreciation expense to mitigate the risk of errors.

Vtrans:

- **Basic Financial Report:** Unmodified opinion issued.
- **SAS 114 Letter:** No findings reported.

VVTA:

- **Basic Financial Report:** Unmodified opinion issued.
- **SAS 114 Letter:** No findings reported.
- **Single Audit:** Anticipated to be issued prior to March 31, 2014.

Effective Audit Fiscal Year 2011/2012, SANBAG procured Vavrinek Trine and Day Co., LLC as the new auditor for the transit operators. The previous auditor Miers & Miers provided audit services since 1992 (excluding Omnitrans). This change created challenges for the operators during the first year of audits because of the new process. However, Fiscal Year 2012/2013 audits constituted the second year for Vavrinek Trine and Day Co., LLC and these audits were completed within 180 days of the end of the fiscal year.

The transition to the audit firm, Vavrinek, Trine, & Day was effective for audit (FY2011/2012). A 90 day extension was required for BAT, NAT, and Omnitrans. Barstow Area Transit, Needles Area Transit and Omnitrans are still in the process of completing their financial reports and should be completed by the end of January 2014. Once these reports are completed, SANBAG staff will present and report them to SANBAG Board.

Financial Impact: This item has no financial impact to the SANBAG Fiscal Year 2013/2014 budget.

Reviewed By: Each Operator has or is scheduled to take these financial reports to their respective board. This item is scheduled for review by the Mountain/Desert Policy Committee on February 21, 2014. The Finance department has reviewed and approved this item.

Responsible Staff: Monica Morales, Transit Specialist
Hilda Flores, Chief of Accounting and Procurement

**MOUNTAIN AREA REGIONAL
TRANSIT AUTHORITY**

**BASIC FINANCIAL STATEMENTS
WITH
INDEPENDENT AUDITORS' REPORT**

**FOR THE FISCAL YEAR ENDED
JUNE 30, 2013**

Attachment A

MOUNTAIN AREA REGIONAL TRANSIT AUTHORITY

JUNE 30, 2013

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INDEPENDENT AUDITORS' REPORT

To the Board of Directors
Mountain Area Regional Transit Authority
Big Bear Lake, California

Report on the Financial Statements

We have audited the accompanying financial statements of the Mountain Area Regional Transit Authority (MARTA) as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise MARTA's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of MARTA as of June 30, 2013, and the changes in financial position and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Attachment A

Emphasis of Matter

As described in Note 2 to the financial statements, MARTA adopted Statement of Governmental Accounting Standards Board (GASB) Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*, as of July 1, 2012. Our opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information

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

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 11, 2013, on our consideration of MARTA's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering MARTA's internal control over financial reporting and compliance.

Vawter, Tene, Day, Co., LLP

Rancho Cucamonga, California
December 11, 2013

**MORONGO BASIN TRANSIT AUTHORITY
(A JOINT POWERS AUTHORITY)**

ANNUAL FINANCIAL REPORT

**FOR THE FISCAL YEAR ENDED
JUNE 30, 2013**

Attachment B
**MORONGO BASIN TRANSIT AUTHORITY
(A JOINT POWERS AUTHORITY)**

FOR THE FISCAL YEAR ENDED JUNE 30, 2012

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INDEPENDENT AUDITORS' REPORT

To the Board of Directors
Morongo Basin Transit Authority
Joshua Tree, California

Report on the Financial Statements

We have audited the accompanying financial statements of the Morongo Basin Transportation Authority (MBTA), as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise MBTA's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of MBTA as of June 30, 2013, and the changes in its financial position and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Attachment B

Emphasis of Matter

As described in Note 2 to the financial statements, MBTA adopted Governmental Accounting Standards Board (GASB) Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*, effective July 1, 2012. Our opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information

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

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 12, 2013, on our consideration of MBTA's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the MBTA's internal control over financial reporting and compliance.

Varrinck, Tami, Day, Co., LLP

Rancho Cucamonga, California
December 12, 2013

**VALLEY TRANSPORTATION SERVICES
(A California Non-Profit Organization)**

**FINANCIAL STATEMENTS
WITH
INDEPENDENT AUDITORS' REPORT
FOR THE YEAR ENDED JUNE 30, 2013**

**VALLEY TRANSPORTATION SERVICES
(A California Nonprofit Organization)**

JUNE 30, 2013

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INDEPENDENT AUDITORS' REPORT

Board of Directors
Valley Transportation Services
Upland, California

Report on the Financial Statements

We have audited the accompanying financial statements of Valley Transportation Services (V-Trans), (a California nonprofit organization), which comprise the statement of financial position as of June 30, 2013, and the related statements of activities, cash flows and functional expenses for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

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

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of V-Trans as of June 30, 2013, and the changes in its financial position and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Attachment C

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued a report dated December 16, 2013, on our consideration of V-Trans' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering V-Trans' internal control over financial reporting and compliance.

Vavrinek, Tami, Day, Co., LLP

Rancho Cucamonga, California
December 16, 2013

**VICTOR VALLEY
TRANSIT AUTHORITY
(A JOINT POWERS AUTHORITY)**

**BASIC FINANCIAL STATEMENTS
WITH
INDEPENDENT AUDITORS' REPORT**

**FOR THE FISCAL YEAR ENDED
JUNE 30, 2013**

Attachment D

**VICTOR VALLEY TRANSIT AUTHORITY
(A JOINT POWERS AUTHORITY)**

FOR THE FISCAL YEAR ENDED JUNE 30, 2013

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INDEPENDENT AUDITORS' REPORT

To the Board of Directors
Victor Valley Transit Authority
Hesperia, California

Report on the Financial Statements

We have audited the accompanying financial statements of the Victor Valley Transit Authority (Authority) as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Authority, as of June 30, 2013, and the changes in financial position, and, cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As described in Note 1 to the financial statements, the City adopted Statement of Governmental Accounting Standards Board (GASB) Statement No. 62, *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*, and GASB Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and net Position*, effective July 1, 2012. Our opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3-11 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 18, 2013, on our consideration of the Authority's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control over financial reporting and compliance.

Vourmile, Tami, Day, Co., LLP

Rancho Cucamonga, California
December 18, 2013



- 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: February 13, 2014

Subject: Proposition 1B Public Transportation Modernization, Improvement and Service Enhancement Account (PTMISEA) Funding for SANBAG and the City of Barstow

Recommendation:* That the following be reviewed and recommended for final approval by the Board of Directors, acting as the San Bernardino Transportation Commission, at a regularly scheduled Board meeting:

1. Approve the amendment to the Expenditure Plan for the City of Barstow, Barstow Area Transit, for the remaining Proposition 1B Public Transportation Modernization, Improvement, and Service Enhancement Account funds as identified in Attachment A.
2. Approve the amendment to the Expenditure Plan for the San Bernardino Associated Governments for the remaining Proposition 1B Public Transportation Modernization, Improvement, and Service Enhancement Account funds as identified in Attachment B.

*

COG	CTC	X	CTA	SAFE	CMA
-----	-----	---	-----	------	-----

Check all that apply.

Approved
 Commuter Rail and Transit Committee

Date: _____

Moved: _____ Second: _____

In Favor: _____ Opposed: _____ Abstained: _____

Witnessed: _____

CRTC1402b-vj

<http://portal.sanbag.ca.gov/mgmt/committee/commuter/crtc2014/crtc1402/AgendaItems/CRTC1402b1-vj.xls>

<http://portal.sanbag.ca.gov/mgmt/committee/commuter/crtc2014/crtc1402/AgendaItems/CRTC1402b2-vj.xlsx>

<http://portal.sanbag.ca.gov/mgmt/APOR-Mgmt/Shared%20Documents/C14133.docx>

3. Approve Memorandum of Understanding No. C14133 with the City of Barstow defining the roles and responsibilities for the administration of Proposition 1B Public Transportation Modernization, Improvement, and Service Enhancement Account Funds previously allocated to them.

Background:

On February 3, 2010, the SANBAG Board approved an allocation to the transit operators from the Proposition 1B Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) in the amount of \$70,286,423. The allocations provided capital funds to SANBAG and all of the transit operators throughout the county which includes Barstow Area Transit.

AB 1072 and PTMISEA Guidelines require that operators submit to Caltrans a PTMISEA Program Expenditure Plan which contains a list of all projects the operator intends to fund with its share of PTMISEA for the life of the bond, including the amount for each project and the year in which the funds will be requested. An amendment to the Expenditure Plan reallocates any unspent dollars to the projects that the operators currently need; it does not increase or decrease the amount of the original allocation approved in February 2010.

Approval of this item will amend the current Expenditure Plan for Barstow Area Transit and SANBAG. Amendments to the expenditure plan for Barstow Area Transit include increasing the allocation on a bus stop reconstruction project and removing the allocation for replacement vehicles and the design of the Central Transfer Station. Amendments to the expenditure plan for SANBAG include increasing the allocation in order to cover the cost of vehicles for the Redlands Passenger Rail Project and decreasing the allocation for project construction.

Under the California Public Utilities Code Section 99314, only certain agencies are eligible to apply for PTMISEA funds. Since the City of Barstow is not eligible, SANBAG, acting as the Regional Transportation Planning Agency (RTPA), must serve as the contributing project sponsor and the direct recipient for the allocation previously approved for Barstow Area Transit.

There are certain administrative and fiscal responsibilities associated with receiving PTMISEA Population Funds. Under the adopted guidelines for the PTMISEA grant program, the recipient of these funds is required to submit progress reports, fiscal and compliance audits and a close-out report once the project is complete. The purpose of the attached Memorandum of Understanding (MOU) is to identify the roles and responsibilities of SANBAG and the City of Barstow with respect to the receipt of the PTMISEA Funds.

Financial Impact: This item is consistent with the adopted SANBAG Fiscal Year 2013/2014 Budget. The PTMISEA grant does not require matching funds.

Reviewed By: This item is not scheduled for review by any other policy committee or technical advisory committee. SANBAG General Counsel has reviewed a draft of the MOU.

Responsible Staff: Vanessa Jezik, Transportation Programming Analyst

Public Transportation Modernization, Improvement, & Service Enhancement Program (PTMISEA)
PTMISEA Program Expenditure Plan Worksheet

Sponsor Agency: Southern California Regional Rail Authority
City/County: Los Angeles/San Bernardino
Sponsor Contact: Jeanne Capelle
Email: jcapelle@scra.org
Phone: 213 247-4049

Total PTMISEA Appropriation: 6798128 + 28142675 (This is the total amount of PTMISEA funding that was issued in the October 30, 2009 letter from the California State Controller, John Chiang.)

Project Name Operator Allocation	PTMISEA Funds by FY							Other Fund Sources			Total Estimated Project Cost	
	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	Total	Federal		State
GC 8979.35(a)(3) PTC is a predictive collision avoidance technology designed to stop a train before a train movement that may result in an accident can occur. The Rail Safety Improvement Act of 2008 mandates the installation of PTC on passenger rail systems by 12/31/2016. Push back couplers, frangible tables and re-sealing Installation of fencing, barriers and other Safety Improvements	\$874,339	\$608,100 \$144,000	\$608,100 \$144,000	\$589,302 \$144,000						\$73,614,650	\$81,621,734	\$25,805,587
Population Allocation		\$1,843,644	\$1,843,643									
1. Positive Train Control (PTC)	\$5,500,000			\$18,798								
2. Safety Retrofits on Rail Cars	\$3,309,626				\$458,073	\$458,073	\$458,073	\$458,073				
3. SB Line Extension		\$1,000,000	\$5,418,644							\$5,000,000	\$105,000,000	\$10,000,000
4. Redlands Line Construction						\$544,839				\$110,000,000	\$105,000,000	\$10,000,000
5. Redlands Rail Equipment						\$15,827,000				\$2,500,000	\$4,000,000	\$15,500,000
6. Plazo Metrolink Parking		\$1,500,000								\$3,200,000	\$800,000	\$800,000
7. Double Tracking Projects			\$2,000,000									
Libar to Rancho, 3 miles & 9 s-bys; Central to Archibald, 5.5 miles & 12 s-bys												
Total Number of Projects:												
Totals:										\$3,942,001	\$6,723,333	\$7,665,333

Description:
Each project sponsor shall complete the above table listing each project to be funded with PTMISEA funds. These projects should represent the sponsor's entire share of PTMISEA funds for the life of the Bond.
The total amount in the blue highlighted cell (below) should equal the project sponsor's total PTMISEA appropriation (above).
Shaded areas are pre-calculated. Please do not change the formulas.

Sponsor Agency Signature: _____
Caltrans Signature: _____
Date: _____
Date: _____



CONTRACT SUMMARY SHEET

Contract No. C 14133 Amendment No. _____

By and Between

San Bernardino County Transportation Commission and City of Barstow

Contract Description The MOU defines the roles and responsibilities in applying for and administering PTMISEA grant funds. SANBAG is serving as a pass through agency for the City of Barstow.

Board of Director's Meeting Date: 4/5/2014	
Overview of BOD Action: To approve the MOU between SANBAG and City of Barstow.	
Is this a Sole-Source procurement? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

CONTRACT OVERVIEW			
Original Contract Amount	\$	2,232,701	Original Contingency Amount
Revised Contract Amount <i>Inclusive of prior amendments</i>	\$	0	Revised Contingency Amount <i>Inclusive of prior amendments</i>
Current Amendment Amount	\$	0	Contingency Amendment
TOTAL CONTRACT VALUE	\$	2,232,701	TOTAL CONTINGENCY VALUE
TOTAL BUDGET AUTHORITY (contract value + contingency)			\$ 2,232,701

Contract Start Date 3/5/2014	Current Contract Expiration Date 3/4/2017	Revised Contract Expiration Date
Has the contract term been amended? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes - please explain.		

FINANCIAL INFORMATION	
<input type="checkbox"/> Budget authority for this contract currently exists in Task No. _____. N/A	
<input type="checkbox"/> A Budget Amendment is required. N/A	
How are we funding current FY? Staff does not expect to receive the funding in the current fiscal year, 2013/2014.	
<input type="checkbox"/> Federal Funds	<input checked="" type="checkbox"/> State Funds
<input type="checkbox"/> Local Funds	<input type="checkbox"/> TDA Funds
<input type="checkbox"/> Measure I Funds	
Provide Brief Overview of the Overall Funding for the duration of the Contract: SANBAG is serving as a pass through agency for the City of Barstow. The City is not eligible to receive the funding without SANBAG concurrence and participation.	
<input checked="" type="checkbox"/> Payable <input type="checkbox"/> Receivable	

CONTRACT MANAGEMENT INFORMATION	
Check all applicable boxes:	
<input type="checkbox"/> Retention? If yes, indicate % _____. N/A	
<input type="checkbox"/> Disadvantaged Business Enterprise (DBE) Goal ____ % N/A	

Vanessa Jezik		1-28-14
Project Manager (Print Name)	Signature	Date
Task Manager (Print Name) Andrea Turcotte		1/29/14
Dir. of Fund Admin. & Programming (Print Name)	Signature	Date

Detail Contract Summary Sheet

Detail Contract Information (Provided by Project Manager)

Complete this form in conjunction with the Contract Summary Sheet for this Contract.

Finance Contract Summary Sheet

Contract No: C14133 Amendment No. _____ Vendor No. 00227
 Vendor/Customer Name: _____ City of Barstow
 Contract Description: MOU defining roles and responsibilities in applying for/administering PTMISEA grant funds.
 List Any Related SANBAG Contracts Numbers: _____ C09025
 Other Agency Contract Nos.: _____ Contract Expiration Date: 03/04/2017

Contract Management: Payable/Miscellaneous
 Invoice Warning: 20% Renewals: _____ Contract Type: MOU
 Retention: _____ % Max Retention to be held: _____
 Construction A & E Services Other Professional Services Intergovernmental/MOU/COOP

Budget Authority for Current Fiscal Year
 Approved Budget Authority: Fiscal year 2015, Amount \$ 2,232,701.00 N/A

Expense	Fund Source Description	Fund	Program	Project	Object	Amount
	Public Trans Modern, Imprve&Svc P1B	2610	30	0311	54620	\$ 2,232,701.00
						\$ -
						\$ -

Project String (if applicable)	Project	Level 1	Level 2	Object	Amount
					\$ -
					\$ -
					\$ -

Contract Management: Receivable
 E-76 Date _____ (Attach Copy if Available) Program Supplement No.: _____
 Finance Letter Reversion Date: _____ EA No.: _____
 All of the above MUST be submitted to FINANCE. Including Originals, Amendments & Misc transaction changes

Contract Details: Allocate the Total Contract or Current Amendment Amount by funding string

Billing Category (Finance Use Only)	Fund Source Description	Fund	Program	Project	Revenue	Amount
						\$ -
						\$ -
						\$ -

Revenue Project String (if applicable)	Project	Fund	Level 2	Revenue	Amount
					\$ -
					\$ -
					\$ -

Notes

Finance Reviews

A/P Review (Initials): _____ A/R Review (initials): _____ CFO Review (Initials): _____
 (Finance Use Only) Supplemental No.: _____ (Finance Use Only) Z Contract No.: _____

Reviewed by Director of Fund Administration & Programming

Signature Andres Garcia Date 1/29/14

SANBAG AGREEMENT C14133

MEMORANDUM OF UNDERSTANDING

BETWEEN

SAN BERNARDINO COUNTY TRANSPORTATION COMMISSION

AND

CITY OF BARSTOW

This Memorandum of Understanding (MOU) is entered into by and between the San Bernardino County Transportation Commission ("SANBAG") and The City of Barstow ("CITY") for the purpose of defining the roles and responsibilities of the two parties with respect to the receipt of Proposition 1B Public Transportation Modernization, Improvement and Service Enhancement Account ("PTMISEA") funds allocated to SANBAG pursuant to Government Code section 8879.55(a)(2), hereinafter referred to as "PTMISEA Population Funds".

RECITALS

WHEREAS, CITY is a public entity operating Barstow Area Transit; and

WHEREAS, SANBAG, acting as the Regional Transportation Planning Agency ("RTPA"), desires to work as a partner with CITY in ensuring the execution and completion of CITY's projects funded by PTMISEA Population funds and included in the most recent SANBAG Board-approved PTMISEA Expenditure Plan for CITY; and

WHEREAS, SANBAG, must serve as a direct recipient for PTMISEA Population funds that are allocated to CITY by SANBAG due to the ineligibility of CITY to receive PTMISEA funds under State of California Public Utilities Code Section 99314; and

WHEREAS, SANBAG acting as the RTPA is the recipient of PTMISEA Population funds and has identified the projects included in CITY's PTMISEA Expenditure Plan eligible for funding as approved by the SANBAG Board on _____, 2014; and

WHEREAS, C09025, a Memorandum of Understanding between SANBAG and CITY regarding the administration of PTMISEA Population Funds, is specific to a vehicle procurement project that has been completed; and

WHEREAS, C14133, a Memorandum of Understanding between SANBAG and CITY, addresses the roles and responsibilities for the administration of the remaining PTMISEA grant program funds allocated to CITY by SANBAG; and

WHEREAS, the parties understand that the PTMISEA Population Funds applied for by SANBAG, on the behalf of CITY, will be sent directly to SANBAG; and

WHEREAS, the parties acknowledge that certain administrative and financial functions will be necessary in order for the PTMISEA Population Funds allocated to SANBAG to be used for capital projects to be completed by CITY.

NOW, THEREFORE, it is mutually understood and agreed by SANBAG and CITY as follows:

ARTICLE I. RESPONSIBILITIES OF SANBAG AND CITY

- A. CITY shall assist SANBAG in determining eligible capital projects and the amount of PTMISEA Population Funds allocated to SANBAG required for each eligible City of Barstow project and PTMISEA application.
- B. CITY shall prepare and submit an invoice to SANBAG for the PTMISEA Population Funds upon project completion.
- C. CITY shall prepare, with assistance from SANBAG, all required grant progress reports and close out reports, in accordance with the PTMISEA guidelines developed by Caltrans. SANBAG will submit the progress reports and close out reports to Caltrans, on the behalf of CITY. Progress reports are to be submitted to Caltrans on a semi-annual basis. A Project Close-out Report is to be submitted at project completion.
- D. CITY shall, after receipt of any portion of the PTMISEA Population Funds made available from SANBAG and through the completion of the project, include any required fiscal and compliance audit requirements in the annual independent audit of Barstow Area Transit.
- E. CITY will prepare, with assistance from SANBAG, the application and documents required to apply for PTMISEA Population Funds. SANBAG will submit the application and required documents to Caltrans, on the behalf of CITY, in accordance with the schedule developed by Caltrans for the PTMISEA Population Funds for mutually agreed upon eligible projects.
- F. SANBAG shall include the receipt and disbursement of the PTMISEA Population Funds made available to Barstow Area Transit in its annual independent fiscal and compliance audit.
- G. CITY is responsible for ensuring the project is completed as described in the Allocation Request, or Corrective Action Plan approved by Caltrans if applicable, and ensuring compliance with all requirements included in the Certifications and Assurances document as described in Attachment A, included herein and made a part of this agreement.

ARTICLE II. GENERAL PROVISIONS

- A. Term of MOU: This MOU shall be effective upon execution by SANBAG. The MOU shall remain in effect until terminated by mutual written consent of both parties.
- B. The State of California Budget Act of 2013 re-appropriated the remaining PTMISEA Population Fund balances from the Fiscal Year 2007-2008 through to the Fiscal Year 2010-2011 appropriations to be available for allocation until June 30, 2014 and for encumbrance or liquidation until June 30, 2018. It has been the State of California's practice to extend the

encumbrance or liquidation date one year with each budget act. However, there is no guarantee that the extension will continue to occur. The project for which the State of California allocated PTMISEA Population Funds shall commence within six months of the allocation. If the project fails to move forward within six months the State of California will require a Corrective Action Plan in accordance with the PTMISEA Guidelines. If the project continues to experience delays the State of California may request that the PTMISEA Population Funds be reallocated to a different project.

C. Legal Authority: SANBAG and CITY warrant that they are duly authorized to execute this MOU on behalf of said parties and that, by so executing the MOU, the parties hereto are formally bound to the provisions of this MOU.

D. Assignment: Neither this MOU, nor any of the parties' rights, obligations, duties or authority under this MOU may be assigned in whole or in part by either party without the proper written consent of the other party in its sole and absolute discretion. Any such attempt of assignment shall be deemed void and of no force and effect. Consent to any assignment shall not be deemed consent to any subsequent assignment.

E. Governing Law: The laws of the State of California and applicable local and federal laws, regulations and guidelines shall govern this agreement.

F. Withdrawal and Termination: Any party may withdraw from this MOU upon thirty (30) days written notice to each party, providing that the notice of withdrawal sets for the effective date of the withdrawal and the reason for the withdrawal.

G. Notices: Any notices, requests, or demands made between the parties pursuant to this MOU are to be directed as follows:

The City of Barstow
220 East Mountain Avenue
Barstow, CA 92311
Attn: Oliver Chi
City Manager
(760) 255-5101

San Bernardino Associated Governments
1170 W Third Street, 2nd Floor
San Bernardino, CA 92410
Attn: Mitch Alderman
Director of Transit and Rail Programs
(909) 884-8276

H. Severability: If any term, provision, covenant, or condition of this MOU is held to be invalid, void or otherwise unenforceable, to any extent, by any court of competent jurisdiction, the remainder of this MOU shall not be affected thereby, and each term, provision, covenant or condition of this MOU shall be valid and enforceable to the fullest extent permitted by law.

I. Counterparts of MOU: This MOU may be executed and delivered in any number of counterparts, each of which, when executed and delivered shall be deemed an original and all of which together shall constitute the same agreement. Facsimile signatures will be permitted.

J. Force Majeure: Either party shall be excused from performing its obligations under this MOU during the time and to the extent that it is prevented from performing by an unforeseeable cause beyond its control, including but not limited to: any incidence of fire, flood, acts of God,

commandeering of material, products, plants or facilities by the federal, state or local government, national fuel shortage or a material act or omission by the other party, when satisfactory evidence of such cause is presented to the other party and provided further that such nonperformance is unforeseeable beyond the control and is not due to the fault of negligence of the party not performing.

K. The Recitals are incorporated into and made a part of this MOU.

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

In Witness Thereof, the Parties have executed this Memorandum of Understanding effective on the date executed by SANBAG.

SANBAG

CITY OF BARSTOW

W.E. Jahn
Board President

Oliver Chi
Assistant City Manager

Approved as to Form:

Approved as to Form:

Eileen Monaghan Teichert
SANBAG General Counsel

City Attorney
City of Barstow



- 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: February 13, 2014

Subject: Letter received regarding Metro Gold Line Extension to Ontario Airport

Recommendation:* Prepare a response letter regarding the status of the Ontario Airport Access Study.

Background: At the February 5, 2013, Board of Directors meeting, the SANBAG Board of Directors (Board) received a letter from Assembly Member Chris Holden (D-Pasadena) regarding the proposed extension of the Metro Gold Line Foothill Extension from Azusa to Montclair and a possible extension to Ontario International Airport.

The Board has not yet taken a position on any particular alternative for a transit connection to the Ontario Airport as the Airport Access Study is still underway. The final analysis is scheduled to come forward later in 2014. Completion of the Airport Access Study will afford an opportunity for the Board to consider transit alternatives connecting to the Ontario International Airport meeting the mobility needs of the region within the funding levels available.

Staff will prepare a draft letter communicating the status of the Ontario Airport Access Study to Assembly Member Holden and the timing for any future SANBAG decisions in this regard.

Financial Impact: This item has no fiscal impact on the FY 2013-2014 SANBAG Budget.

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

Responsible Staff: Wendy Strack, Director of Legislative and Public Affairs

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

CRTC1402a-wvs

<http://portal.sanbag.ca.gov/mgmt/committee/commuter/crtc2014/crtc1402/AgendaItems/CRTC1402a1-wvs.pdf>

Approved
 Commuter Rail and Transit Committee

Date: _____

Moved: _____ Second: _____

In Favor: _____ Opposed: _____ Abstained: _____

Witnessed: _____

STATE CAPITOL
P.O. BOX 942849
SACRAMENTO, CA 94249-0041
(916) 319-2041
FAX (916) 319-2141

DISTRICT OFFICE
600 NORTH ROSEMEAD BLVD, #117
PASADENA, CA 91107
(626) 351-1917
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COMMITTEES
APPROPRIATIONS
BUSINESS, PROFESSIONS AND
CONSUMER PROTECTION
LABOR AND EMPLOYMENT
TRANSPORTATION

SELECT COMMITTEES
LEGISLATIVE ETHICS

BOARD MEMBER
SANTA MONICA MOUNTAINS
CONSERVANCY BOARD

January 5, 2014

Mr. Bill Jahn, President
and SANBAG Board of Directors
1170 W. Third Street
San Bernardino, CA 92410-1715

Dear President Jahn and Board Members:

I am writing to emphasize my support for completion of the Metro Gold Line Foothill Extension— first to Montclair, and then to Ontario Airport - as a top priority.

This year, the Metro Gold Line Foothill Extension Construction Authority is commencing advanced conceptual engineering for the Azusa to Montclair segment of the Foothill Extension. No construction funding is currently secured; however, this design phase will make this important next segment of the line “shovel ready” for a design-build procurement.

In addition, the Construction Authority is beginning an Alternatives Analysis for the Ontario Airport Extension. This required next phase of study will identify route and mode options available to connect the light rail line to Ontario Airport from the Montclair TransCenter and result in a recommended alternative to study further through the CEQA and NEPA process.

I believe that both projects provide critically-needed connections for San Bernardino and Los Angeles Counties. It would be a serious missed opportunity for SANBAG, and more importantly for the residents of San Bernardino County, if the line were to terminate in Los Angeles County.

The Construction Authority anticipates that the Gold Line from Azusa to Montclair will be ready for construction funding in 2016/2017, at the earliest. Additionally, the Ontario Airport Extension still has many more years of required study ahead. This is the time for SANBAG to continue to provide strong support for these two extensions, as we envision a transportation system that encourages interconnectivity for its citizens.

I would urge SANBAG's support for extending the line from Claremont to Montclair according to the Construction Authority's time line and to support the Authority's efforts studying the potential for connecting the line to Ontario Airport. Thank you for your consideration.

Sincerely,

Chris Holden
Member of the Assembly
41st District

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
IIEP	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