



San Bernardino Associated Governments

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



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

Support Material Agenda Item No. 7

General Policy Committee Meeting

May 11, 2016

9:00 AM

Location:

SANBAG

Santa Fe Depot - 1st Floor Lobby
1170 W. 3rd Street; San Bernardino, California 92410

Discussion Calendar

Administrative Matters

7. Fiscal Year 2016/2017 Work Goals and Objectives

Receive update on the Fiscal Year 2016/2017 Work Goals and Objectives

The attached Fiscal Year 2016/2017 Works Goals and Objectives report is being provided under separate cover.

SAN BERNARDINO ASSOCIATED GOVERNMENTS
 FISCAL YEAR 2016/2017 INITIATIVES AND ACTION PLAN
 REPORT



Initiative #1: Transparent and Accountable Allocation Strategies				
Division Strategy: Implement electronic financial records management system				
1A	Action Plan	Milestones	Milestone Status	Responsibility
	1. Implement electronic accounts receivable system	Create file structure in Laserfiche FY 2016/2017-Q1		Finance
		Prepare connection with Laserfiche and EDEN for accounts receivable FY 2016/2017-Q2		Finance
		Test electronic accounts receivable process FY 2016/2017-Q3		Finance
		Finalize agency-wide electronic accounts receivable process FY 2016/2017-Q4		Finance
Notes				
Division Strategy: Complete timely audits of TDA recipients				
1B	Action Plan	Milestones	Milestone Status	Responsibility
	1. Manage audit consultant to ensure timely completion of audits	Communicate with operators and auditor to develop time table and action plan FY 2016/2017-Q1		Finance
	2. Establish expectations of audits with operators	Work with operators and auditor to ensure work begins in a timely manner FY 2016/2017-Q2		Finance

1 Yellow shading means the work is behind schedule
 Red text signifies urgent and significant challenges in completing the task

	3. Update SANBAG and Transit Boards on status of audits	Provide report and recommendations FY 2016/2017-Q3		
Notes				
Division Strategy: Use strategic programming to ensure that no funds are lost				
1C	Action Plan	Milestones	Milestone Status	Responsibility
	Manage projects closely with Caltrans to ensure adequate review resources are available when projects are ready	May 1 is Caltrans' deadline for guaranteed access to federal OA		Fund Administration (Project Delivery)
		June 30 is CTC deadline for project allocation or extension requests		Fund Administration
Notes				
Division Strategy: Protect San Bernardino County's equitable share of available state and federal funds				
1D	Action Plan	Milestones	Milestone Status	Responsibility
	Develop funding strategies that maximize resources available and result in opportunities to seize additional state and federal funds	Ensure that OA and apportionment won't be lost as SANBAG continues to accumulate OA for future project priorities - Q4		Fund Administration
		Work with local jurisdictions to identify federal earmark repurposing opportunities under the federal FY2016 Appropriation Act - Q1		Fund Administration (Project Delivery)
Develop plan to fully allocate all expiring Trade Corridors			Fund Administration (Project Delivery)	

2 | Yellow shading means the effort is lagging the committed time schedule
 Red text signifies serious impediments to progress that could translate to failure in completing the task

		Improvement Fund formula shares – Q4		
		Work with Legislative and Public Affairs and California Transit Association to ensure revised legislative language provides City of Needles a share of State Transit Assistance (STA) funds and other funds that use the STA formula. – through FY 2018		Fund Administration, Legislative and Public Affairs
Notes				
The need to accumulate federal apportionments for SANBAG’s large delivery program in Fiscal Year 2017/2018 could result in apportionments expiring or loss of obligation authority. Staff will work closely with Caltrans and other regions to develop plans for extensions or funding loans as necessary.				
Division Strategy: Develop long-term bonding needs to help leverage other funds and deliver projects				
1E	Action Plan	Milestones	Milestone Status	Responsibility
	Establish plan for 2018 sales tax revenue bond program	Update Ten-Year Delivery Plan – Q3		Fund Administration (Finance, Project Delivery, Transit and Rail, Planning)
Notes				
The 2016 Update to the Ten-Year Delivery Plan was delayed into 2017 to allow for results of grant opportunities to be realized. Those results will determine the complexity of the process required to develop a funding strategy that allows all planned projects to proceed on schedule.				

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Division Strategy: Manage geographic equity in fund distribution across the County				
1F	Action Plan	Milestones	Milestone Status	Responsibility
	Develop long-term strategy for ensuring geographic equity in fund distribution over the life of the Measure	Include refined project priorities through 2025 for Mountain/Desert subareas in 2016 update to the Ten-Year Delivery Plan – Q3		Fund Administration
		Develop constrained project priorities through 2040 for Mountain/Desert subareas through 2040 – Q3		Fund Administration (Planning)
Notes				
Division Strategy: Administer Transportation Development Act (TDA) funds in an efficient and transparent manner				
1G	Action Plan	Milestones	Milestone Status	Responsibility
	Implement a TDA database for tracking allocations and disbursements	Implement and train operators on database for internal tracking of TDA allocations and disbursements – Q3		Fund Administration
Notes				

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Division Strategy: Enhance management of SANBAG owned rail right-of-way.				
1H	Action Plan	Milestones	Milestone Status	Responsibility
	Develop an implementation plan for collection of revenue generated by SANBAG railroad property use agreements.	Q3		Transit & Finance
	Update rights of use agreements along SANBAG owned railroad right-of-way.	Identify a key group of use agreements and plan for updating them to be compliant with the Board approved templates. - Q2		Transit & General Counsel
	Where appropriate recommend excess property be deemed surplus and disposed of.	Q3		Transit & General Counsel
Notes				
Initiative #2: Engender Public Trust				
Division Strategy: Secure an unmodified opinion on annual financial statements				
2A	Action Plan	Milestones	Milestone Status	Responsibility
	1. Initiate meeting with Executive Board Officers and independent auditor	Schedule meeting FY 2016/2017-Q1		Finance
	2. Preliminary audit work	Schedule work FY 2016/2017-Q1		Finance
	3. Audit field work	Schedule work FY 2016/2017-Q2		Finance

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	4. Submission of CAFR, Single Audit and other related reports	Submitted to Executive Board Officers		Finance
		FY 2016/2017-Q2 Submitted to Board FY 2016/2017-Q3		
Notes				
<p>NOTE: Generally Accepted Auditing Standards require the independent auditor (who reports to the Board) have access to the Board on an ongoing basis. This is accomplished by having an initial meeting with the Executive Board Officers to confirm the scope of the forthcoming audit and review any prior issues of concern. The Board Officers also meet with the auditor at the conclusion of the financial audit to review the CAFR, Single Audit and other reports. The independent auditor also has access to the Board for any significant items identified during the financial audit.</p>				
Division Strategy: Obtain Certificate of Achievement for Excellence in Financial Reporting				
2B	Action Plan	Milestones	Milestone Status	Responsibility
	Apply for GFOA award for CAFR	Submission of application FY 2016/2017-Q2		Finance
Notes				

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Division Strategy: Obtain Distinguished Budget Presentation				
2C	Action Plan	Milestones	Milestone Status	Responsibility
	Apply for GFOA award for Annual Budget	Submit application FY 2016/2017-Q1		Finance
Notes				
Division Strategy: Develop Comprehensive Quarterly Budget Report for Board				
2D	Action Plan	Milestones	Milestone Status	Responsibility
	Identify improvements to the quarterly budgetary report to the Board	Identify and design additional reports in EDEN 1. Budget-to-Actual Governmental Funds 2. Revenues and Expenditures Capital Projects Funds 3. Revenues and Expenditures MSI 1990-2010 Fund 4. Revenues and Expenditures MSI 2010-2040 Fund 5. Budget-to-Actual by Program/Task FY 2016/2017-Q3		Finance
Notes				

7

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Division Strategy: Ensure compliance with Measure I Ordinance and Policies				
2E	Action Plan	Milestones	Milestone Status	Responsibility
	Implement Maintenance of Effort requirements for the Local Streets Program	Review MOE baseline levels with Independent Taxpayer Oversight Committee for two remaining jurisdictions – Q2		Fund Administration
		Adopt MOE baseline levels for remaining jurisdictions – Q2		Fund Administration
		Work with Finance and Auditors in determining compliance with MOE baseline levels for Fiscal Years 2009/2010 – 2014/2015 – Q3		Finance, Fund Administration
Notes				
Initiative #3: Focus on Creating and Strengthening Collaborative Partnerships with Governmental and Business Entities				
Division Strategy: Continue regional forums to discuss issues of importance across our region.				
3A	Action Plan	Milestones	Milestone Status	Responsibility
	Actively seek to develop programs on regional issues, coordinate meetings with key stakeholders including legislators.	Conduct forums with neighboring COGs in Riverside and LA Counties of broader regional issues. Expect meetings in Q1 and Q2.		COG, Legislative and Public Affairs
Notes				

8

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Division Strategy: Provide input to the South Coast Air Quality Management Plan (AQMP) and promote a greater understanding of feasible strategies and timelines for attainment of air quality standards.				
3B	Action Plan	Milestones	Milestone Status	Responsibility
	1. Work with stakeholders to build a coalition to advocate for a more rational approach.	Develop material and data to support our position on the AQMP requirements, the impacts of its implementation schedule. Q1		COG, Legislative and Public Affairs, Planning
	2. Provide opportunities to educate policymakers on the issues, options and implications related to the AQMP.	Present information on the 2016 AQMP to Board. Q1 based on current understanding of AQMD's schedule.		COG, Planning
Notes				
Division Strategy: Enhance COG role.				
3C	Action Plan	Milestones	Milestone Status	Responsibility
	1. Prepare an annual COG work plan and increase COG activities.	Present work plan as part of budget process in May 2017.		COG
		Include new staff to focus on COG as part of the FY 16/17 budget.		COG
		Work cooperatively with Ontario International Airport Authority to engage local governments in assisting in the success of the airport. Schedule to be worked out with OIAA.		COG, Legislative and Public Affairs
		Work with local governments and medical stakeholders on local government actions that can be used to combat illegal opiate use. Report to the Board in Q2		COG

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	Explore opportunities for coordinating efforts and funding opportunities to modernize public safety communications. Initial report in Q3.		COG
	Complete Forest Service Study focused on Cucamonga Canyon and Lytle Creek and use results to strategize long term funding. Report to Board in Q2		COG
	Help coordinate local government responses to proposed NPDES Storm Water Permit. Begin conducting meeting with stakeholders in cooperation with County Public Works in Q2.		COG
Notes			

Division Strategy: Enhance SANBAG's and the regions ability to compete for grant funding				
3D	Action Plan	Milestones	Milestone Status	Responsibility
	1. Work with grants consultant to improve SANBAG grant applications.	Track all grant submittals and our success rate. Provide a progress report to the Board at the beginning of Q4.		COG, Planning
	2. Hosts grant workshops for cities and county on grant opportunities and on successful grant writing strategies.	Host workshops in Q2 and Q4.		COG, Planning
	3. Provide comments on grant guidelines, as appropriate	Monitor and provide comments on draft guidelines as they become available – Q1–Q4		Planning, COG
Notes				

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Division Strategy: Assist local governments with environmental and efficiency initiatives				
3E	Action Plan	Milestones	Milestone Status	Responsibility
	Provide leadership and assistance to our members in implementing clean energy and conservation projects to reduce utility costs and greenhouse gas emissions.	Apply for grant funding for electric vehicle charging network in the region in Q1.		Air Quality and Mobility
		Host LED holiday light exchanges with local cities Q2.		Air Quality and Mobility
		Complete Community Choice Aggregation feasibility study with WRCOG and CVAG on ways to provide lower energy costs to the region. Present finding for Board action in Q2.		COG
		Complete Phase I of battery truck deployment at BNSF yard and logistics facility in Fontana Q4.		Air Quality and Mobility
Notes				
Division Strategy: Develop programs to reduce commute times				
3F	Action Plan	Milestones	Milestone Status	Responsibility
	Implement and expand programs that help reduce congestion and traffic delays.	Implement county-wide vanpool program by Q3.		Air Quality and Mobility
		Expand Freeway Service Patrol to I-210 in Q3.		
Notes				

Initiative #4: Accelerate Delivery of Capital Projects				
Division Strategy: Develop financing plan for I-10 corridor				
4A	Action Plan	Milestones	Milestone Status	Responsibility
	Establish short-term and long-term financing for the first phase of the I-10 express lane project	Meet with finance team and staff to schedule : 1. TIFIA loan 2. Toll revenue bonds and notes 3. GARVEE bonds 4. Sales tax revenue bonds and notes FY 2-16/2017 Q3		Finance
Notes				
Division Strategy: Promote expanded alternative project delivery mechanisms and project streamlining				
4B	Action Plan	Milestones	Milestone Status	Responsibility
	Work with regional and statewide partners on streamlining and expanded/extended authorities for project delivery	P3 authority expires in 2017		
Notes				

Division Strategy: Delivery of Capital Projects				
4C	Action Plan	Milestones	Milestone Status	Responsibility
	Project Study Report (PSR) and Project Approval and Environmental Document (PAED) Milestones	SR60 Central Interchange PAED Approved: Q4		Major Projects
		I-215 University Interchange PAED Started: Q1		Major Projects
		I-10 Truck Climbing Lane PAED Started: Q1		Major Projects
Notes				
Division Strategy: Delivery of Capital Projects				
4D	Action Plan	Milestones	Milestone Status	Responsibility
	Plans, Specifications and Estimate (PSE) Milestones	I-10 University Interchange PS&E Approved: Q4		Major Projects
		I-215 Barton Interchange PS& E Approved: Q4		Major Projects
Notes				

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Division Strategy: Delivery of Capital Projects				
4E	Action Plan	Milestones	Milestone Status	Responsibility
	Construction Milestones	I-15/I-215 Improvement (Devore) Open for Beneficial Use: Q1		Major Projects
		South Milliken Ave Grade Separation Open for Beneficial Use: Q3		Major Projects
		Laurel Avenue Grade Separation Open for Beneficial Use: Q1		Major Projects
		SR210 Pepper Interchange Start Construction: Q3		Major Projects
		Monte Vista Grade Separation Start Construction: Q3		Major Projects
Notes				
Division Strategy: Construct the Downtown San Bernardino Passenger Rail Project and Implement Metrolink Service				
4F	Action Plan	Milestones	Milestone Status	Responsibility
	Commission Metrolink Service	Q3		Transit
	Substantially complete construction and begin closeout of construction contract.	Q4		Transit
Notes				

Division Strategy: Delivery the Redlands Passenger Rail Project and Implement New Passenger Rail Service				
4G	Action Plan	Milestones	Milestone Status	Responsibility
	Award the construction management services consultant contract.	Q1		Transit
	Advertise and award vehicle procurement contract and award.	RFP - Q1 and Award - Q3		Transit
	Advertise and award early utility relocation contract.	IFB - Q2 and Award - Q3		Transit
	Enter agreement with OmniTrans for rail operations and maintenance of equipment.	Q2		Transit
	Enter agreement with Metrolink for maintenance of way and dispatch.	Q3		Transit
	Complete 95% Design	Q4		Transit
Notes				
Division Strategy: Support delivery of the extension Gold Line from Azusa to Montclair				
4H	Action Plan	Milestones	Milestone Status	Responsibility
	Provide oversight and coordination for the extension of the Gold Line from Azusa to Montclair, including preliminary engineering effort by the Gold Line Construction Authority.	Q4		Transit
	Seek non-federal funding sources and work with SANBAG Fund Administration Department to implement a non-federalized funding plan if possible.	Q3		Transit & Fund Administration
Notes				

Division Strategy: Develop the Metrolink San Bernardino Line Double Track Project - Control Point (CP) Lilac to CP Rancho to a shelf-ready project				
4I	Action Plan	Milestones	Milestone Status	Responsibility
	Seek CEQA and NEPA environmental clearance.	FY 2017/2018 -Q1		Transit
	30% Preliminary Engineering	FY 2017/2018 -Q1		Transit
Notes				
Division Strategy: Complete the Fontana At-grade Crossing Improvements				
4J	Action Plan	Milestones	Milestone Status	Responsibility
	Advertise and award the construction contract for Sierra Avenue.	IFB - Q1 and Award – Q2		Transit
	Advertise and award the construction contract for Juniper Avenue.	IFB - Q1 and Award – Q2		Transit
Notes				
Division Strategy: Implement a Quite Zone along the Shortway				
4K	Action Plan	Milestones	Milestone Status	Responsibility
	CEQA Approval	Q1		Transit
	Advertise and award the construction contract.	IFB - Q3 and Award – Q2		Transit
Notes				

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Division Strategy: Construct Phase 2 of the San Bernardino Transit Center				
4L	Action Plan	Milestones	Milestone Status	Responsibility
	Advertise and award - Generator and landscape construction contract.	IFB - Q1 and Award - Q2		Transit
	Complete construction and closeout of construction contract.	Q4		Transit
Notes				
Initiative #5: Maximize Funding Opportunities and Cost-Effectiveness of Investments				
Division Strategy: Effectively advocate to maintain or grow historic funding levels provided by state and federal governments				
5A	Action Plan	Milestones	Milestone Status	Responsibility
	Work with regional and statewide entities to ensure that funding structures and policies are in place that are consistent with SANBAG's goals and priorities.	Evaluate results of prior year's advocacy		Legislative and Public Affairs
	Advocate for legislation that protects and grows state and federal funds.	Passage of state legislation to take effect in 2017		Legislative and Public Affairs
	Work with regional and statewide entities to ensure that funding structures and policies are in place that are consistent with SANBAG's goals and priorities.	Annual Federal Appropriations		Legislative and Public Affairs
	Advocate for legislation that protects and grows state and federal funds.	State Budget, Cap and Trade Funding		Legislative and Public Affairs
Notes				

Division Strategy: Build awareness of SANBAG programs and services				
	Action Plan	Milestones	Milestone Status	Responsibility
6A	Highlight Measure I's contributions to the region's transportation system	Development of Measure I Education Campaign		Legislative and Public Affairs, Fund Administration
	Brand and market SANBAG/San Bernardino County Transportation Authority (SBCTA) identity, promote awareness of programs and services			
		Development of associated logos and taglines		Legislative and Public Affairs
		Q1 – Completion of Internal/External Communications Plan		Legislative and Public Affairs
		Q4 – Integration of Communications Plan with development of Agency Marketing Plan		Legislative and Public Affairs
Notes				
Division Strategy: Leverage and grow public outreach and communication services				
	Action Plan	Milestones	Milestone Status	Responsibility
6B	Continue to enhance social media presence	Conduct one social media ad campaign per quarter highlighting project outreach and/or upcoming events		Legislative and Public Affairs

<p>Utilize On-Call Public Outreach Contracts, On-Call Graphic Design Services Contracts, Marketing and Branding Services Contract, and Redlands Passenger Rail Project Outreach Contract to utilize new tools and capitalize on communications opportunities throughout the region.</p> <p>Utilize On-Call Graphic Design Services Contracts and Marketing and Branding Services Contract to support each Division in their efforts to communicate internally and externally.</p>			
<p>Continue to enhance social media presence</p>	<p>Q1 – Conduct agency wide background research and brand audit</p>		<p>Legislative and Public Affairs</p>
<p>Utilize On-Call Public Outreach Contracts, On-Call Graphic Design Services Contracts, Marketing and Branding Services Contract, and Redlands Passenger Rail Project Outreach Contract to utilize new tools and capitalize on communications opportunities throughout the region.</p>	<p>Q1 - Analyze RPRP Brand Development Focus Group and Working Group data to develop logo, tagline and messaging options.</p>		<p>Legislative and Public Affairs, Transit</p>
	<p>Q2 - Finalize RPRP Service Branding for presentation to Transit Committee and Board</p>		<p>Legislative and Public Affairs, Transit</p>
<p>Utilize On-Call Graphic Design Services Contracts and Marketing and Branding Services Contract to support each Division in their efforts to communicate internally and externally.</p>	<p>Q3 – Assist Fund Admin and Programming with design of 2016 10-Year Delivery Plan</p> <p>Q3 – Submit finalized 2016 10-Year Delivery Plan for CAPIO and/or PRSA awards</p>		<p>Legislative and Public Affairs, Fund Admin</p> <p>Legislative and Public Affairs</p>

Notes				
Division Strategy: Highlight transit options in San Bernardino County				
6C	Action Plan	Milestones	Milestone Status	Responsibility
	In partnership with transit operators, highlight transit connectivity options in the region	Promote special event transportation services		Legislative and Public Affairs
	In partnership with transit operators, highlight transit connectivity options in the region	Leverage existing resources to build awareness of transit services in San Bernardino County		Legislative and Public Affairs
		Successfully implement LCTOP grant for marketing & branding services in the mountain/desert region		Legislative and Public Affairs
		Submit successful projects for regional awards (i.e. CAPIO, PRSA, etc)		Legislative and Public Affairs
Notes				

Initiative #7: Long Range Strategic Planning				
Division Strategy: Analyze long range transit strategy in a financially constrained framework				
	Action Plan	Milestones	Milestone Status	Responsibility
7A	Update Long Range Transit Plan	Develop Plan outline – Q1		Planning, Transit, Fund Administration
	Update Long Range Transit Plan Notes	Complete existing conditions and identify LRTP alternatives – Q2		Planning, Transit, Fund Administration
		Complete initial SBTAM transit model calibration/validation – Q4		Planning
	Notes			
Division Strategy: Conduct strategic planning of Measure I projects and update policies to be consistent with practice				
	Action Plan	Milestones	Milestone Status	Responsibility
7B	Update Parts 1 and 2 of the Measure I 2010-2040 Strategic Plan	Prepare scope of update effort and discuss internally – Q1		Planning, Transit, Fund Administration
	Update Parts 1 and 2 of the Measure I 2010-2040 Strategic Plan	Prepare draft update of Part 1 with current data – Q2		Planning, Transit, Fund Administration
		Prepare draft edits of Measure I policies (Part 2) – Q2		Planning, Transit, Fund Administration
		Review drafts of Part 1 and Part 2 with technical advisory committees – Q3		Planning, Transit, Fund Administration
		Obtain Board approval of Strategic Plan updates – Q4		Planning, Transit, Fund Administration
Notes				

Division Strategy: Provide current, quality planning data				
7C	Action Plan	Milestones	Milestone Status	Responsibility
	Enhance iPeMS system as an effective tool for SANBAG and partner agencies	Identify long-term application enhancements, and implement where practical – Q4		Planning
	Work with SANBAG departments and local jurisdictions to determine data needs and identify areas of potential assistance.			
	Enhance iPeMS system as an effective tool for SANBAG and partner agencies	Review potential enhancements to SWIM 1.0 (SANBAG Warehouse of Information and Mapping) – Q1		Planning
	Work with SANBAG departments and local jurisdictions to determine data needs and identify areas of potential assistance.	Implement and maintain mapping applications and data resources – Q1-Q4		Planning
		Roll out SWIM 2.0 and review with departments – Q4		Planning
		Identify opportunities and mechanisms for outside access to SWIM – Q4		Planning
Notes				
7D	Upgrade GIS land use and demographic growth model	Map out approach to specific growth model enhancements – Q1		Planning
	Upgrade GIS land use and demographic growth model	Collect applicable data – Q2		Planning
		Design and test scripts – Q3		Planning
	Notes	Revise and validate growth model – Q4		Planning

Notes				
Division Strategy: Conduct subarea and modal studies				
7E	Action Plan	Milestones	Milestone Status	Responsibility
	Conduct Customer-Based Ridesharing and Transit Interconnectivity Study (Caltrans grant)	Draft Existing Conditions Report – Q2		Planning, Transit, Air Quality/Mobility
	Conduct Customer-Based Ridesharing and Transit Interconnectivity Study (Caltrans grant)	Employer/customer outreach – Q3		Planning, Transit, Air Quality/Mobility
		Draft Action Plan of Strategies – Q4		Planning, Transit, Air Quality/Mobility
	ARRIVE Corridor	Define next steps for ARRIVE – Q2		Planning, Transit
	Mountain Area Transportation Study (MATS) -	Draft Implementation Plan – Q2		Planning, Fund Administration
		Present Final Report to Committees and Stakeholder Groups – Q3		Planning
Notes				
Initiative #8: Environmental Stewardship and Sustainability				
Division Strategy:				
8A	Action Plan	Milestones	Milestone Status	Responsibility
	Provide technical comments on the draft 2016 AQMP and input at AQMP-related meetings	Comment periods anticipated in Q1 and Q2. Dependent on AQMD and CARB.		Planning, COG

Notes				
Division Strategy: Assist jurisdictions, developers, and other stakeholders with area-wide habitat conservation planning				
8B	Action Plan	Milestones	Milestone Status	Responsibility
	Conduct Habitat Preservation/Conservation Framework, Phase 2	Complete habitat data inventory – Q2		Planning
	Conduct Habitat Preservation/Conservation Framework, Phase 2 Notes	Complete gap analysis – Q4		Planning
	Notes			
Division Strategy: Prepare effective active transportation plans				
8C	Action Plan	Milestones	Milestone Status	Responsibility
	Successfully complete Active Transportation Program grants: Points of Interest Pedestrian Plan (PIPP), Safe Routes to School (SRTS) Plan, Phase 2, and Rim-Of-The-World (ROTW) Active Transportation Plan. Update the Non-Motorized Transportation Plan to the 2017 Countywide Active Transportation Plan (CATP)	Finalize PIPP – Q2		Planning

	Successfully complete Active Transportation Program grants: Points of Interest Pedestrian Plan (PIPP), Safe Routes to School (SRTS) Plan, Phase 2, and Rim-Of-The-World (ROTW) Active Transportation Plan. Update the Non-Motorized Transportation Plan to the 2017 Countywide Active Transportation Plan (CATP)	Finalize SRTS – Q4		Planning
		Finalize ROTW ATP – Q4		Planning
		Provide draft of CATP – Q3		Planning
Notes				
Division Strategy: Implement components of ATP Metrolink Station Accessibility Grant				
8D	Action Plan	Milestones	Milestone Status	Responsibility
	Construction of the Bicycle and Pedestrian improvements around the six Metrolink Stations as identified in the Transit Access Plan	PS&E Approved: Q4		Major Projects, Planning
Notes				