

## **AGENDA**

### **City/County Manager's Technical Advisory Committee**

**Thursday, September 7, 2017**

**10:00 AM**

#### **LOCATION:**

**San Bernardino County Transportation Authority  
First Floor Lobby - Board Room  
1170 W. 3<sup>rd</sup> Street, 2<sup>nd</sup> Floor, San Bernardino, CA 92410**

#### **1. Attendance**

##### **Council of Governments**

#### **2. Affordable Housing & Sustainable Communities (AHSC) and Cap and Trade Funding Guidelines – Josh Lee, SBCTA**

With the extension of the Cap and Trade program, the guidelines for the AHSC program were changed in a way that could help our region be more competitive. This will be a briefing on these changes and upcoming technical assistance opportunities that will be made available through Southern California Association of Governments (SCAG) and San Bernardino Council of Governments (SBCOG).

#### **3. 2020 Census – Duane Baker, SBCOG**

The process for the Local Update of Census Addresses (LUCA) is about to begin. This is the only opportunity offered to local governments to comment on the Census Bureau's address list prior to the 2020 Census. Participation in this effort is critical to help ensure as complete a count as possible in our jurisdictions. Workshops will begin in October and all agencies are being asked to register (even if they will not participate) by December 2017 (Attachment). For additional information, please access the following link:

<https://www.census.gov/geo/partnerships/luca.html>

#### **4. City/County Conference Update – John Gillison, Rancho Cucamonga**

Planning has started for the 2018 City/County Conference. The committee is beginning to identify sessions and speakers. All ideas are welcome.

##### **Transportation**

#### **5. Regional General Contractor Pre-Qualification – Duane Baker, SBCOG**

Representatives of the public works construction community recently met with SBCTA and brought up the concept of a regional pre-qualification list. The rationale behind the concept is to make it easier for contractors to pre-qualify and therefore increase the pool of contractors bidding on public works projects. This is a general discussion to see if there is any support for the idea, if so; it is recommended that the item be given to the Transportation Technical Advisory Committee (TTAC) to work on in more detail.

CCM1709-DAB

**Public Comment**

Brief comments by General Public

**ADJOURNMENT**

**The next meeting of the City/County Manager's Technical Advisory Committee is  
October 5, 2017**

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

**Agendas** – All agendas are posted at 1170 W. 3<sup>rd</sup> Street, 1st Floor, San Bernardino at least 72 hours in advance of the meeting. Staff reports related to agenda items may be reviewed at the SBCTA offices located at 1170 W. 3<sup>rd</sup> Street, 2<sup>nd</sup> Floor, San Bernardino and our website: [www.gosbcta.com](http://www.gosbcta.com).

**Agenda Actions** – Items listed on both the “Consent Calendar” and “Discussion” contain recommended 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 or unanimous vote of members present as provided in the Ralph M. Brown Act Government Code Sec. 54954.2(b).

**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. Members of the public requesting information be distributed to the Board of Directors must provide 40 copies of such information in advance of the meeting, except for noticed public hearings. Information provided as public testimony is not read into the record by the Clerk.

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 applies.

**Disruptive or Prohibited 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 or prohibited conduct includes without limitation 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, bringing into the meeting any type of object that could be used as a weapon, including without limitation sticks affixed to signs, or otherwise preventing the Board from conducting its meeting in an orderly manner. Your cooperation is appreciated!

D-2060  
(6-2017)



**UNITED STATES DEPARTMENT OF COMMERCE**  
**Economics and Statistics Administration**  
**U.S. Census Bureau**  
Washington, DC 20233-0001  
OFFICE OF THE DIRECTOR

FROM THE ASSOCIATE DIRECTOR FOR  
DECENNIAL CENSUS PROGRAMS

The U.S. Census Bureau invites your government to participate in the 2020 Census Local Update of Census Addresses Operation (LUCA), as mandated by the Census Address List Improvement Act of 1994 (Public Law 103-430). This is the only opportunity offered to tribal, state, and local governments to review and update the Census Bureau's residential address list prior to the 2020 Census. The Census Bureau relies on a complete and accurate address list to reach every living quarters and associated population for inclusion in the census. Participation in LUCA can help ensure an accurate count for your jurisdiction.

Enclosed with this letter are:

***2020 Census Local Update of Census Addresses Operation (LUCA) Information Guide***

Use this guide to answer questions about participation in LUCA.

***Confidentiality and Security Guidelines***

All LUCA liaisons, reviewers, and anyone with access to the Census Bureau's Title 13 materials must read, understand, and agree to abide by these guidelines.

Please respond to the LUCA invitation by completing the ***Registration Form***. We appreciate a response, even if you decline to participate. If your government plans to participate, then also complete and return the following forms:

- *Self-Assessment Checklist;*
- *Confidentiality Agreement; and*
- *Product Preference Form.*

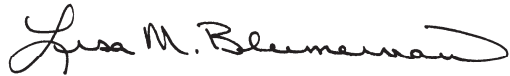
For your convenience, enclosed is a postage-paid envelope for your response. As an alternative, you may also scan your completed forms, including forms with signatures, and email them to [GEO.2020.LUCA@census.gov](mailto:GEO.2020.LUCA@census.gov).

We will offer LUCA training workshops, both as classroom training and via online webinars, to provide participation instructions for completing your address review. If you are interested in attending a workshop, check our LUCA Web site at [www.census.gov/geo/partnerships/luca.html](http://www.census.gov/geo/partnerships/luca.html). We will update the site continuously as classes are scheduled.

If you have any questions regarding LUCA, please contact us via email at [GEO.2020.LUCA@census.gov](mailto:GEO.2020.LUCA@census.gov), by phone at 1-844-344-0169, or you can visit us on the Web site at [www.census.gov/geo/partnerships/luca.html](http://www.census.gov/geo/partnerships/luca.html).

Per the Federal Cybersecurity Enhancement Act of 2015, your data are protected from cybersecurity risks through screening of the systems that transmit your data.

Sincerely,

A handwritten signature in black ink that reads "Lisa M. Blumerman". The signature is fluid and cursive, with the first letters of each word being capitalized and prominent.

Lisa M. Blumerman  
Associate Director for  
Decennial Census Programs

Enclosures

cc: