CITIES OF BRAWLEY, CALEXICO, CALIPATRIA, EL CENTRO, HOLTVILLE, IMPERIAL, WESTMORLAND,
IMPERIAL IRRIGATION DISTRICT AND COUNTY OF IMPERIAL

T: Projects\ICTC MC\2013\June\A061213
VI. ACTION CALENDAR

A. Staff Presentation of the ICTC Overall Work Program (OWP) and Budget, FY 2013-2014

The Management Committee supports the draft OWP and Budget as presented (with recommendations provided) as part of the ICTC budget workshop scheduled for June 19, 2013.

B. Amendment to the Legal Services Agreement – County of Imperial – Imperial County Transportation Commission (ICTC), FY 2013-14 to FY 2014-15

It is requested that the ICTC Management Committee forward this item to the Commission for their review and approval pending budget approval and after public comment, if any:

1. Authorize the Chairperson to sign the agreement for the continuation of legal services between the County of Imperial and the Imperial County Transportation Commission for an annual cost not to exceed $10,000, effective July 1, 2012 through June 30, 2015.

2. Direct staff to forward the agreement to the County of Imperial.

C. IMPERIAL VALLEY TRANSIT (IVT) – Fixed Route Transit Services Operating Agreement, Fiscal Year 2012-2016, Modification #3

It is requested that the ICTC Management Committee forward this item to the Commission for their review and approval pending budget approval and after public comment, if any:

1. Authorize the Chairperson to sign the modification #3 to the Fixed Route Transit Services Operating Agreement with First Transit Inc. for the continued operation of Imperial Valley Transit for the period effective July 1, 2012 through June 30, 2016, for the not to exceed subsidy as listed:
   a. For the period July 1, 2013 through June 30, 2014, the cost is identified as $3,194,325, the farebox ratio is set at 17%, and the resulting subsidy is then set at $2,651,290.
   b. For the period July 1, 2014 through June 30, 2015, the cost is identified as $3,332,409, the farebox ratio is set at 17%, and the resulting subsidy is then set at $2,765,899.
   c. For the period July 1, 2015 through June 30, 2016, the cost is identified as $3,439,765, the farebox ratio is set at 17%, and the resulting subsidy is then set at $2,855,005.

D. Fourth Amendment to the Med-express Operating Agreement, ARC- Imperial Valley FY 2013-14

It is requested that the ICTC Management Committee forward this item to the Commission for their review and approval pending budget approval and after public comment, if any:

1. Authorize the Chairman to sign an fourth amendment document to the operating agreement with ARC-Imperial Valley for the continued operation of Medexpress for the period effective July 1, 2013 through June 30, 2014, with an annual not to exceed operating subsidy ($161,737.00) with 3% marketing funding ($6,065.00), maintenance escalator ($7,500.00) and fuel escalator.

E. Amendment 6 to the West Shores Dial-A-Ride Operating Agreement, ARC- Imperial Valley, FY 2013-14

It is requested that the ICTC Management Committee forward this item to the Commission for their review and approval pending budget approval and after public comment, if any:

1. Authorize the Chairman to sign an amendment document to the operating agreement with ARC-Imperial Valley for the continued operation of the West Shores Dial-A-Ride for the period effective July 1, 2013 through June 30, 2014 with an annual not to exceed operating subsidy ($66,147.00), a farebox ratio of 5%, with marketing funding of ($1,000.00), maintenance escalator ($3,500.00) and fuel escalator.
VII. NEXT MEETING DATE AND PLACE

The next meeting of the Management Committee will be held on **Wednesday, July 10, 2013 at 10:30 a.m.**, at the **City of Westmorland**, Westmorland, CA.

VIII. ADJOURNMENT

A. Motion to Adjourn
IV. APPROVAL OF CONSENT CALENDAR

A. APPROVAL OF MANAGEMENT COMMITTEE
   DRAFT MINUTES: MAY 8, 2013

B. RECEIVE AND FILE:
   1. ICTC BOARD DRAFT MINUTES:
      MAY 22, 2013
   2. ICTC SSTAC DRAFT MINUTES:
      MAY 1, 2013
IMPERIAL COUNTY TRANSPORTATION COMMISSION
MANAGEMENT COMMITTEE

DRAFT MINUTES OF MAY 8, 2013
10:30 a.m.

VOTING MEMBERS PRESENT:

City of Brawley     Rosanna Bayon Moore
City of Calipatria  Rom Medina
City of Calexico    Nick Servin for Oscar Rodriquez
City of El Centro   Ruben Duran (Chair)
City of Holtville   Nick Wells for Alex Meyerhoff (Vice-Chair)
City of Imperial    Marlene Best
County of Imperial  Bill Brunet

STAFF PRESENT:      Mark Baza, Kathi Williams, David Salgado, Virginia Mendoza, Cristi Lerma

OTHERS PRESENT:     Sam Amen; Caltrans, Grace Connor; City of El Centro

The following minutes are listed as they were acted upon by the Imperial County Transportation Commission Management Committee and as listed on the agenda for the meeting held Wednesday, May 8, 2013 together with staff reports and related documents attached thereto and incorporated therein by reference.

I. CALL TO ORDER AND ROLL CALL

Chairman Duran called the Committee meeting to order at 10:45 a.m. Roll call was taken. Introductions were made.

II. EMERGENCY ITEMS

A. There were none.

III. PUBLIC COMMENTS

A. There were none.

IV. CONSENT ITEMS

A motion was made by Medina seconded by Brunet to approve consent items 4A through 4D. Motion carried unanimously.

A. Approved ICTC Management Committee Minutes for April 17, 2013
B. Received and filed:
   1. ICTC Board Draft minutes for April 24, 2013
   2. ICTC TAC Committee minutes for March 28, 2013
   3. ICTC SSTAC Draft Minutes for April 3, 2013
V. REPORTS

A. ICTC Executive Director

Mr. Baza and staff had the following announcements and/or updates:

- An amendment to the Transportation bill supporting border infrastructure was submitted by Senator Feinstein. Letters of support are being requested from member agencies.
- A 5th round of Tiger grant proposals was announced with the due date for submittal on June 3, 2013. Staff is working with Caltrans and GSA to resubmit an application for improvements at Cesar Chavez and Port Expansion southbound lanes at the East POE. Mr. Baza stated that the original application for port expansion ranked well however funds ran out.
- Ms. Mendoza stated that there will be a meeting of the Imperial Valley/Mexicali binational work group tomorrow, May 9, 2013 at 10:30 a.m. at Club Lohoo in Heber, CA. All are welcome to attend. The group will continue discussions regarding infrastructure along the border; economic development and environmental border issues.
- Ms. Mendoza stated that SCAG released the Request For Proposals for the Calexico Border Intermodal Transportation Center Feasibility Study and proposals are due to SCAG on May 14, 2013. Evaluation of the proposals received will take place the week of June 3rd, with final selection in June and contract approval in July.
- Ms. Williams stated that an IVT SOA Project steering committee meeting will be held on May 9, 2013 at 2 p.m. to discuss the preliminary results and next steps after the public participation workshops.
- Ms. Williams stated that TDA claims are due May 17, 2013 in order for them to be paid this fiscal year. They require council action and previous fiscal year of audits to be filed.
- Ms. Williams stated that other projects that she’s been working on include:
  1. Bus Stop Design Handbook RFP. Currently the draft is 85% complete.
  2. Development of an MOU between the cities and ICTC establishing ICTC transit services priority at bus stops. A draft MOU will be given to the TAC committee at their next meeting.
  3. A bus stop signage re-haul and installation with smart phone capabilities.
  4. A contract with ICTC for the bus stop maintenance responsibilities funded by ICTC. This will relieve the city staff with the task and complaints.
- Mr. Baza stated that at the last LTA meeting a ceremonial check was presented to the LTA Measure D program for $500K by Tenaska Solar Ventures for the purchase of solar panels with the point of sale being Imperial County. The LTA Board also appointed Mr. Dan Brammer to the LTA Measure D oversight committee.
- Mr. Baza stated that at the next meeting the Commission will review his performance and consider a contract renewal.

B. Southern California Association of Governments (SCAG)

- The SCAG General Assembly was held on May 2-3 and Ms. Bayon Moore stated that there was great participation from Imperial Valley including local sponsors. She also stated that it was a great reminder about all the great resources we have available to all of us.

C. California Department of Transportation – District 11

- Mr. Amen stated that an HSIP Call For Projects was announced with a due date of July 26, 2013 to the Caltrans DLAE’s office.
- Mr. Amen gave a status update on several local projects, including dogwood overpass, SR 98 West and the New Maintenance station. He stated that the CTC voted and approved to fund the new maintenance station with $9.6 M. Advertising will take place at the end of June, with September / October to begin groundbreaking.
- An employee memorial was being held in Brawley same day of this meeting.
- Mr. Amen thanked the City of Calexico for coordinating a meeting with Union Pacific to fix road problems near the railroad.
- There will be an upcoming STIP review in which the I-8 Interchange project which was pushed to FY 17/18 at one point will attempt to accelerate to a closer fiscal year.

D. Committee Member Reports

- Ms. Bayon Moore stated that the City Council took action at their meeting the night before to accept the ARRA funds of $211K for remediation services on the Brawley Transit Transfer Center construction.
- Mr. Duran stated that a wet signing of concrete will be held on May 22, 2013 at 8:30 a.m. at the 7th and State Streets El Centro Transfer Terminal.

VII. ACTION CALENDAR

A. DRAFT ICTC Overall Work Program (OWP) and Budget, FY 2013-2014

It was requested that the ICTC Management Committee forward this item to the Commission for their review and approval after public comment, if any:

1. Following review and input, it was requested that ICTC Management Committee recommend that the Draft ICTC Overall Work Program (OWP) and Budget, FY 2013-2014 be sent to the ICTC Commission for their review and input.

A motion was made by Bayon Moore and seconded by Wells, Motion carried unanimously.

B. Imperial Valley Transit – Revision to Fixed Route Transit Operator’s Farebox Ratio Policy

It was requested that the ICTC Management Committee forward this item to the Commission for their review and approval after public comment, if any:

1. Adopt the blended farebox for the operation of IMPERIAL VALLEY TRANSIT of 17% for the period of FY 2013-14 through FY 2015-2016

2. Direct staff to submit the revised farebox ratio for IMPERIAL VALLEY TRANSIT to CALTRANS

A motion was made by Bayon Moore and seconded by Medina, Motion carried unanimously.

C. Request for Public Hearing on Transit Fare Increase for FY 2013-14

It was requested that the ICTC Management Committee forward this item to the Commission for their review and approval after public comment, if any:

1. Set a public hearing for the consideration of the IVT and IVT Access services fare price increase at 6:00 PM on June 26, 2013.

2. Direct staff to conduct the administrative arrangements for the public hearing.

A motion was made by Wells and seconded by Bayon Moore, Motion carried unanimously.
D. Passenger Statistical Summary Project for FY 2013-14 for Imperial Valley Transit (IVT)

It was requested that the ICTC Management Committee forward this item to the Commission for their review and approval after public comment, if any:

1. Authorize the Chairman to sign the Passenger Statistical Sampling Project Agreement with the firm of Rea and Parker Research Inc. for the not to exceed fee of $99,500.00 for FY 2013-14.

2. Direct staff to include this project budget in the FY 2013-14 ICTC OWP Budget and Transit Finance Plan.

A motion was made by Brunet and seconded by Bayon Moore, Motion carried unanimously.

VIII. NEXT MEETING DATE AND PLACE

The next meeting of the Management Committee will be held tentatively on June 12, 2013 at the City of Holtville, Holtville, CA.

IX. ADJOURNMENT

A. Meeting adjourned at 12:04 p.m.
IMPERIAL COUNTY TRANSPORTATION COMMISSION
DRAFT MINUTES FOR MAY 22, 2013
6:00 p.m.

VOTING MEMBERS PRESENT:

City of Brawley          George A. Nava
City of Calipatria      Maria Nava-Froelich
City of Calexico        Bill Hodge
City of El Centro       Efrain Silva (Alt.)
City of Holtville       Mike Goodsell
City of Imperial        Mark Gran
County of Imperial      Jack Terrazas

NON-VOTING MEMBERS PRESENT:

Caltrans District 11    Bill Figge (Alt.)

STAFF PRESENT:          Mark Baza, Kathi Williams, Cristi Lerma, David Salgado, Virginia Mendoza

OTHERS PRESENT:         Ross Cather: Caltrans; Tomas Oliva: SCAG, AJ Gaddis: City of Imperial.
                       Rebecca Terrazas-Baxter: Office of Congressman Juan Vargas, Antonio Ortega: IID

The following action minutes are listed as they were acted upon by the Imperial County Transportation Commission and as listed on the agenda for the meeting held Wednesday May 22, 2013 together with staff reports and related documents attached thereto and incorporated therein by reference.

I. CALL TO ORDER AND ROLL CALL

Chair Terrazas called the Commission meeting to order at 6:52 p.m. Roll call was taken.

II. EMERGENCY ITEMS

A. There were none.

III. PUBLIC COMMENTS

Ms. Terrazas-Baxter stated that she is the Imperial Valley Outreach Coordinator for Congressman Juan Vargas. The Imperial Valley office is located at 380 N. 8th St. Suite 14 in El Centro. She said she is available if anyone has questions on federal issues and will refer those individuals with state issues to the right agency.

Mr. Ortega stated that Mr. Bruce Kuhn was unable to attend today’s meeting and would be available to answer any questions related to IID as they arose.

IV. APPROVAL OF CONSENT CALENDAR

A motion was made by Nava and seconded by Silva to approve consent items A and B; Motion carried

A. Approval of ICTC Board Draft Minutes: April 24, 2013
B. Received and Filed:
   1. ICTC Management Committee Minutes: April 17, 2013
   2. ICTC Management Committee Draft Minutes May 8, 2013

A motion was made by Hodge and seconded by Gran to approve consent item C; **Motion carried**

C. Imperial County Transportation Commission Grant Proposal to SCAG’s Sustainability Program (Active Transportation)
   1. Directed staff to submit the grant application to SCAG for the Sustainability Program (Active Transportation), FY 2013-14 and all required documentation in the amount of $13,625 by May 31, 2013.

V. INFORMATION / DISCUSSION CALENDAR

A. Sea Port Air Lines Services Update

Mr. Geoff Dale gave his update on services during the SAFE Board Meeting due to personal time constraints.

Sea Port Airlines service includes travel from Imperial County to San Diego and Burbank.

Mr. Dale did state that Sea Port is meeting requirements and flights are being filled. Agents are required to ask if everything is current on their Driver’s License including weight. He said that the goal is to have 6 passengers per flight. Currently the price is $39 to San Diego.

B. Draft Overall Work Program (OWP) and Budget, FY 2013-14

Mr. Baza and Ms. Williams gave a presentation on the ICTC OWP and Budget for FY 2013-14. A major change in the budget was the addition of one more staff person. There was further discussion regarding the new position.

The Commission suggested that staff have a workshop as part of the process with both the Commissioners and Management Committee separate than the monthly meeting. A budget workshop was set for June 19, 2013 at 4:30 p.m. at the ICTC offices. Mr. Terrazas requested staff provide one table with the agency’s overhead listed.

VI. REPORTS

A. ICTC Executive Director

Mr. Baza and staff had the following announcements:
- Mr. Baza attended the State Department's Binational Border & Bridges Committee at Caltrans and he presented a border project overview.
- Staff is working with Caltrans, the City of Calexico and GSA for a Tiger Grant submittal.
- Staff is requesting a letter of support from member agencies for Senator Feinstein’s amendment to the Border Infrastructure for border protection bill.
- Imperial Valley/Mexicali binational work group will meet June 13, 2013 in Mexicali.
- SCAG has released the Request For Proposals for the Calexico Border Intermodal Transportation Center Feasibility Study. The RFP will be published on the ICTC website.
- Ms. Williams stated that the Circulator completed the public participation process. Staff has been working with Brawley city staff regarding the Gold Line.
- Construction continues on the transfer terminal at 7th and State Streets in El Centro. A wet signing of the concrete took place earlier that day to celebrate the halfway mark of the project.

B. Southern California Association of Governments (SCAG)
Mr. Oliva had the following announcements:
- Council Member Cheryl Viegas Walker (El Centro) was elected to represent District 1; she will has assumed the 2nd Vice President position for the SCAG Regional Council.
- A Consolidated Call For Proposals for the Sustainability program was released. The deadline for applications is May 31, 2013.

C. California Department of Transportation (Caltrans)
Mr. Figge had the following announcements:
- The Dogwood project on I-8 is still on schedule. Construction will begin early next year. Construction will last about a year and a half. More information regarding road closures will be forthcoming.
- The signage for the Brawley Bypass will be installed soon. Caltrans will be presenting the Brawley City Council in July.
- The CTC approved funds for the new Caltrans Maintenance Station on Ross and Dogwood Roads in El Centro. Construction will begin soon.
- Ms. Nava Froelich brought up a concern regarding the center median on the Brawley Bypass near Best, Hovely and Brandt Roads. Mr. Figge stated Caltrans would look into it.

D. Commission Member Report
- The City of Calipatria will be hosted a Chamber mixer on May 17th at the Calipatria Inn and it was very well attended. The Chamber is planning for the 2nd Annual Fireworks show that will be taking place on 4th of July.
- The City of Brawley had a Cattle Call Park ribbon cutting earlier that morning. Staff will be working on final improvements.
- The City of Holtville will be having a Farmer’s Market Days, next one is in June.
- City of El Centro will be hosting its annual Grito de la Independencia event and will be attended by the winner of The Voice Mexico, Oscar Cruz.

VI. CLOSED SESSION- PERSONNEL MATTER
A. A motion was made by Nava and seconded by Gran to go into Closed Session

B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code §54957)
Title: ICTC Executive Director

C. Announcement of Closed Session Action(s)
Mr. Holbrook stated that no actions were taken and direction was given.

VII. ACTION CALENDAR
A. Discussion / Action regarding the Employment Agreement for the Position of Executive Director.

A motion was made by Gran and seconded by Nava to give Mr. Baza a 60 day extension to his current employment contract pending contract renegotiation, Motion Carried
A subcommittee was appointed (Terrazas, Nava and Nava-Froelich) to negotiate a future contract.

B. Imperial Valley Transit – Revision to Fixed Route Transit Operator's Farebox Ratio Policy

The ICTC Management Committee met on May 8, 2013 and forwarded this item to the Commission for review and approval, after public comment if any:

1. Adopted the blended farebox for the operation of IMPERIAL VALLEY TRANSIT of 17% for the period of FY 2013-14 through FY 2015-2016

2. Directed staff to submit the revised farebox ratio for IMPERIAL VALLEY TRANSIT to CALTRANS

A motion was made by Nava and seconded by Gran, Motion Carried

C. Request for Public Hearing on Transit Fare Increase for FY 2013-14

The ICTC Management Committee met on May 8, 2013 and forwarded this item to the Commission for review and approval, after public comment if any:

1. Set a public hearing for the consideration of the IVT and IVT Access services fare price increase at 6:00 PM on June 26, 2013.

2. Directed staff to conduct the administrative arrangements for the public hearing.

A motion was made by Nava and seconded by Hodge, Motion Carried

D. Passenger Statistical Summary Project for FY 2013-14 for Imperial Valley Transit (IVT)

The ICTC Management Committee met on May 8, 2013 and forwarded this item to the Commission for review and approval, after public comment if any:

1. Authorized the Chairman to sign the Passenger Statistical Sampling Project Agreement with the firm of Rea and Parker Research Inc. for the not to exceed fee of $99,500.00 for FY 2013-14.

2. Directed staff to include this project budget in the FY 2013-14 ICTC OWP Budget and Transit Finance Plan.

A motion was made by Nava and seconded by Nava-Froelich, Motion Carried

VIII. NEXT MEETING DATE AND PLACE

The next meeting of the Imperial County Transportation Commission will be held on June 26, 2013 at 6:00 p.m., at the County of Imperial Board Chambers, at 940 W. Main Street, El Centro, CA.

IX. ADJOURNMENT

A motion was made to adjourn the meeting by Kelley and seconded by Nava, Motion carried. Meeting adjourned at 8:35 p.m.
SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL

DRAFT MINUTES

May 1, 2013

Present

Voting Attendees:

Griselda Martinez (Chair) Work Training Center
Heddy McNeer Consumer
Michael L. Hack Consumer
Sherry Leon Area Agency on Aging
Leticia Vizcarra Access to Independence
Lorena Arambula San Diego Regional Center
Erica Matinez ARC – Imperial Valley
Rosyo Ramirez Imperial County Public Authority / IHSS
Iris Montes Imperial County Dept. of Social Services – Calworks
Ted Ceasar Imperial Valley College
Kathi Williams CTSA – ICTC
David Salgado CTSA – ICTC

Non-Voting Attendees:

Cristi Lerma ICTC
Charles Brockwell IVT/IVT Access/Calexico Dial-A-Ride
Jean Chatel IVT/IVT Access/Calexico Dial-A-Ride
Cesar Sanchez IVT/IVT Access/Calexico Dial-A-Ride

1. Chair Martinez called the meeting to order at 10:02 am. A quorum was present. Introductions were made.


3. IVT Contract Modification and Implementation Of Schedule per the UTN Findings

   A description of the contract modifications was described in detail by Ms. Williams. The modifications will include:

   1. Expanding Saturday service hours in the primary corridor.
   2. Adding “direct” service on Saturdays at 7 a.m. and 4 p.m.
   3. Adding 35 minute headways during peak hours from Calexico and El Centro and El Centro to Calexico (Route 1, North and South)

Ms. Williams stated that a new schedule would need to be printed with an update to the website as well before August 2013.
A motion was made to support the IVT Contract modifications to meet the UTN Needs (Hack/Leon), **Motion Carried.**

4. Fare Increase Public Hearing in June, Effective October 1, 2013

Ms. Williams stated that at the May 22, 2013 Commission meeting staff will be requesting a Fare Increase Public Hearing for June 26, 2013. She also said that a fare increase has only been implemented in 20 years.

The potential schedule for the fare price increase is as follows:

- ICTC sets the time and date of the public hearing – May 22, 2013
- ICTC staff advertise for public comment on fare changes – month of June 2013
- ICTC conducts public hearing and directs staff to implements phase two of the fare pricing increase for IVT and IVT Access - June 26, 2013
- ICTC staff conduct education and outreach to inform public about new fares – Summer 2013
- Implement fare price increase September 2013 – amnesty period for coupon and ticket holders
- Implement fare price increase – October 2013

A motion was made to wait on the support of a fare increase until fare increase options are published (Ramirez/Hack), **Motion Carried.** Ms. Williams stated that a fare pricing table will be available at the next SSTAC meeting.

5. CTSA Reports

- Ms. Williams stated that a farebox ratio analysis is being requested from Caltrans. Currently the blended farebox ratio (urban and rural areas) is set at 14.5%. Due to the recent 2010 census and the increase in population, staff will be requesting that a farebox ratio of 17% be adopted. This item will be on the agenda for the May Commission meeting.
- Ms. Williams stated that the IVT website is still under construction. The new and improved website should be up and running in the July timeframe.
- The Med-Express will be celebrating 20 years of operation next year. The planning process will commence soon. Staff will be working with ARC and other agencies that have clients that use the service. If anyone has any ideas email them to Ms. Williams, Mr. Salgado or Ms. Kennedy. Other services that will also be celebrating an anniversary soon are the West Shores Dial-a-Ride and the ADA Paratransit service.
- A quarterly meeting was held regarding the YCAT Turquoise Route 10. These meeting will be held on a quarterly basis. The majority of riders are going to the casinos, with ridership to 14th and State Streets slowly increasing.
- Mr. Salgado stated that Public outreach was recently concluded for the IVT Circulator Study. The 1st phase was onboard surveys, 2nd phase stakeholder meetings, and 3rd phase were a combination of bus stop workshops and regular workshops in Brawley, Calexico and Imperial. The next step will be to see the preliminary results.
- Mr. Salgado stated that ICTC staff scored applications for FTA 5310 and FTA 5317 grants. Both grants came from ARC. The FTA 5310 grant requests 7 additional buses, for various services. The FTA 5317 grant requests additional ADA funds for Non-Emergency Medical transportation program funds. There was a request from YCAT to provide a letter of support from ICTC for their submittal of FTA 5316 JARC funds to continue funding Route 10 after December. ICTC also resubmitted for FTA 5317 funds. ICTC in coordination with SCAG recently submitted an FTA 5304 grant. If awarded, ICTC will submit an RFP for a Regional Safe Routes to School Plan. This will allow Imperial County agencies to be more competitive with San Diego County when submitting Safe Route to School grant applications to Caltrans.
6. Operator Reports

- Calexico Dial-a-Ride: Everything is good.
- El Centro Dial-a-Ride: Nothing new to report. Service is busy and doing well.
- Imperial Dial-a-Ride: Nothing new to report.
- Imperial Valley Transit: Mr. Brockwell that staff is preparing for the summer and will be prepared if any issues arise due to the hot summer months.
- IVT Access: Mr. Chatel stated that since the No Show / Late Cancellation Policy was adopted denials have gone down immensely. The policy has allowed for an increase of about 200 more reservations per month.

7. General Discussion

- Ms. Vizcarra expressed concern over the bus stop on 4th and Mary Streets in Calexico. She stated that there is no access for the disabled. Ms. Williams stated that the stop may be eliminated when the stop at 3rd and Paulin is moved to 3rd and Heber. Ms. Williams suggested that Ms. Vizcarra summarize her concerns and email them to her and Mr. Salgado for further discussion.

8. Adjournment

- The next meeting of the SSTAC will be on June 5, 2013.
- Meeting adjourned at 10:05 a.m.
A. STAFF PRESENTATION OF THE ICTC OVERALL WORK PROGRAM (OWP) AND BUDGET, FY 2013-2014
May 30, 2013

ICTC Management Committee
1405 N. Imperial Avenue, Suite 1
El Centro, CA 92243

SUBJECT: Draft ICTC Overall Work Program (OWP) and Budget, FY 2013-2014

Dear Committee Members:

The Draft Fiscal Year (FY) 2013-2014 Imperial County Transportation Commission (ICTC) Overall Work Plan (OWP) and Budget is hereby presented for your review and recommendation prior to our Budget Workshop on June 19, 2013.

The previous fiscal year (FY) of 2012-2013 was a productive year for ICTC in our growth as an independent agency as well as the work completed in our Regional Transportation and Transit programs. The following are some of our key milestones and accomplishments initiated or completed in partnership with our member agency staff, the California Transportation Commission (CTC), Caltrans and the Southern California Association of Governments (SCAG):

- Completed the acquisition of 10 new large (40 foot) buses for our Imperial Valley Transit (IVT) regional fixed route service and 8 new buses (25 foot) for our IVT ACCESS paratransit service, and two service vehicles for transit supervisors to monitor and respond to urgent or emergency situations;
- Phase 2 of the Imperial Valley College Transit Transfer Terminal was completed in August 2012;
- The Brawley Bypass was completed in October 2012, a major milestone for our regional highway network;
- Earlier in 2013, the Cities of Brawley and El Centro began construction of our regional transit transfer terminals;
- Completed the ICTC Personnel Policies and Procedures Manual;
- ICTC in partnership with Imperial Valley Economic Development Corporation (IVEDC) and Mexicali’s Economic Development entity (CDEM) created and co-lead the Imperial/Mexicali Binational Workgroup. The goal of the monthly Workgroup is to plan, coordinate, and implement short- to long-term improvements and strategies in the areas of cross-border transportation infrastructure, economic development, and environment (i.e., air quality);
- In preparation for this budget we aggressively worked to develop our proposals to implement some of our highest priorities for increasing transit services as documented in our recent annual Unmet Transit Needs process. These proposals will be presented to the Commission as part of our draft budget. Pending budget approvals, new services will strategically be implemented in FY 2013-2014;
- We have been working with ICTC member agency staff, Caltrans and SCAG to initiate planning studies that will carry forward into FY 2013-2014, such as: the Intracity Transit Circulator Study, the Calexico Intermodal Transportation Center Feasibility Study, and, the California/Baja California Pedestrian and Bicycle Access Study;
- In partnership with our ICTC member agency staff, Caltrans and SCAG teams, and the five other County Transportation Commissions we have been working to implement our projects and strategies as identified in the 2012-2035 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) and to initiate our work to prepare for an update of the RTP/SCS in 2016;
Additionally, I have been working with our statewide and Southern California stakeholders to advocate and pursue future funding opportunities and transportation policies for Imperial Valley benefit. As part of this effort I am honored to represent our region with my participation in statewide organizations, such as, the California Association of Councils of Government (CALCOG), Self-Help Counties Coalition (SHCC), and Mobility 21. I also am an active member of the Southern California Transportation CEO’s monthly meetings. The CEO meetings include executives for the six county transportation commissions, SCAG, the U.S. Department of Transportation agencies responsible for highways, transit and maritime; Caltrans, and the Ports of Los Angeles and Long Beach. At the start of 2013, I was selected as this year’s Chair for the CEO group.

The Draft FY 2013-2014 OWP and Budget is balanced and proposes to implement vital enhancements to projects and programs for our region. The attachments include an Executive Summary and Draft report the describes our programs, planning and programming activities, revenues, and expenditures.

The OWP and Budget is divided into three sections: the Budget Summary, and the core programs of Regional Transportation Planning and Programming, and, Transit Planning and Program Management. Our Budget Summary contains all the program overviews and projections and is intended to provide a general understanding of ICTC’s budgeted activities and programs for the coming fiscal year. Within each of the other program sections, the key services and programs are also described. A summary description of the revenue sources, work activities, overall budget summary and work program elements are provided in the report attached. The total ICTC Budget is estimated at $16.4 million. This amount of our budget does not include state and federal funds allocated for state highways and local roads in Imperial Valley.

This budget proposes staffing of seven full-time positions to manage the programs and services described in this budget. The full-time positions includes one Office Assistant, one Secretary/Clerk to Commission, three transportation planner positions from entry-level to senior-level in classifications (responsible for: Regional Transportation Planning and Programming, and Transit Planning, Programming, Contracts and Transit Service Administration), and the Executive Director. A new position is proposed that would be incorporated into this year’s budget would be for an administrative analyst. This position would assist with the fiscal responsibilities including but not limited to; grant reporting, audit preparation, budget development and oversight and Local Transportation Authority (LTA) apportionments and allocations.

The budget includes funding for consultant and vendor services to continue to support the Commission’s administrative functions, i.e., accounts payable, accounts receivable, payroll, various program and fiscal audits, Human Resource activities and legal counsel. In addition, consultant services are identified for our on-going planning, programming, and transit programs. The work program elements and budgets identify specific priorities identified in our ICTC Strategic Plan and the associated costs.

This draft budget is dependent upon the receipt of revenue and expenditure estimates that are still being finalized at this time. A final budget is anticipated to be submitted for approval at the June Commission meeting. Additionally, staff would like input from the Management Committee for potential policy changes that may directly affect the Commission’s budget and operational procedures.

Following review and input, the Draft ICTC Overall Work Program (OWP) and Budget, FY 2013-2014 be presented for discussion at our Budget Workshop.

Sincerely,

MARK BAZA
Executive Director

MB/ksw/cl

Attachments
SUMMARY OF MAJOR PROGRAMS AND INITIATIVES:

FINANCIAL MANAGEMENT

ICTC will strive to provide fiscally responsible and economic services that also produce timely and accurate data for the Commission and the public. Staff and consultant services have been established for performing the day to day accounting functions consisting of cash management, accounts receivable, accounts payable, payroll, general ledger and financial reports for each of the various federal, state and local program fund sources and the agency’s budget.

COMMUNITY OUTREACH/PUBLIC INFORMATION/MARKETING

The Fiscal Year 2013-2014 ICTC Community Outreach/Public Information/Marketing program will consider ways to incorporate all ICTC services into one comprehensive identifiable entity. For this year, our focus will be to enhance our new ICTC website as well as the IVT and IVT ACCESS web site. Our goal will be to provide easy access for our member agencies, key stakeholders and the general public. We will continue our work to create a recognizable brand with the services and programs offered by the ICTC. In partnership with SCAG, key outreach activities will be undertaken during the development of SCAG’s 2016 Regional Transportation Plan (RTP) and the Sustainable Communities Strategy (SCS).

Other aspects of the Outreach program include the administration and management of information provided for Commission and Management Committee meetings, and the two Technical Advisory Committee’s of ICTC, as well as other public outreach opportunities within Imperial Valley.

REGIONAL TRANSPORTATION PLANNING AND PROGRAM MANAGEMENT

In Fiscal Year 2013-2014 ICTC activities will emphasize the implementation of the Regional Transportation Plan (RTP) and Sustainable Community Strategies (SCS) for Imperial County. In the upcoming year, ICTC and the Southern California Association of Governments (SCAG) will work in partnership with each of the Cities and the County’s agencies to implement the strategies and projects identified. Additionally, ICTC in participation with Caltrans and SCAG will begin development of the scope of work for a comprehensive update of the Imperial County Long Range Transportation Plan (LRTP).

ICTC will continue efforts with SCAG and Caltrans District 11 to update the Imperial County Transportation Model. This regional transportation model is a critical planning tool for evaluating and prioritizing major transportation improvements in the County. Staff and local stakeholders will partner with Caltrans in the development of a project study report for the Forrester Road Corridor from I-8 to SR78/86. Staff will also work to identify funding opportunities to pursue critical planning studies necessary for the Forrester Road Corridor from I-8 to SR-78/86.

As a lead agency in regional transportation efforts, ICTC is also actively involved in cross-border transportation. ICTC is a co-lead agency in successfully initiating and implementing the “Imperial-Mexicali Binational Workgroup.” ICTC’s goals for this group are focused on Cross-border transportation infrastructure, economic development and environmental issues.

CAPITAL PROJECTS

The Capital Projects programs provide oversight, planning, project management and monitoring for on-going roadway and highway improvement projects. One of the key regional projects include the, I-8/Dogwood Road Bridge Widening, I-8/Imperial Avenue Interchange, State Route 98 Widening (West of SR-111)/Cesar Chavez Blvd. Improvements, proposed widening of existing Forrester Road Corridor, Phase 1 construction and expansion of the Calexico West Port of Entry, proposed expansion of the Calexico East Port of Entry; and, other transit, pedestrian, and bicycle capital improvements referenced in the following sections.

TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

The Transportation Improvement Program activity encompasses development and amendments to the State and Federal Transportation Improvement Programs (TIPs), including selection of projects to provide the greatest benefit based on approved criteria. With on-going extensions of the previous federal transportation bill the Safe, Accountable, Flexible, Efficient Transportation Equity Act – A Legacy for Users (SAFETEA-LU) and the potential authorizations of a “TIGER” of the American Reinvestment and Recovery Act (ARRA), we anticipate submitting projects previously identified for programming once the proposed funds are approved by the federal government. Staff will also be finalizing development of the 2013 Federal TIP incorporating all federally funded transportation projects. ICTC has
also submitted project nominations to the California Transportation Commission (CTC) for inclusion in the State TIP (STIP). Staff will continue to work closely with local agencies, SCAG staff and Caltrans staff to insure the timely utilization of the following programmed funds: Regional Surface Transportation Program (RSTP), Congestion Management Air Quality (CMAQ), and Transportation Enhancement (TE).

In addition, ICTC has been successful in securing funding for a Specific Operational Analysis for Imperial Valley Transit, Transit Transfer Terminals, Calexico Intermodal Transportation Center Feasibility Study, and the San Diego State University/Imperial Valley College Shuttle Analysis. In partnership with Caltrans, ICTC will carry out a Pedestrian and Bicycle Transportation Access Study of the California/Baja California Land Ports of Entry (POE). The tables below list the regional transportation planning and program management projects.

### Capital Projects

<table>
<thead>
<tr>
<th>Project Description</th>
<th>Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>I-8/Dogwood Bridge Widening</td>
<td>$33,120,000*</td>
</tr>
<tr>
<td>I-8/Imperial Avenue Interchange</td>
<td>$39,105,000*</td>
</tr>
<tr>
<td>State Route 98 and Cesar Chavez Blvd. Improvements – Calexico West Port of Entry</td>
<td>$18,730,000*</td>
</tr>
<tr>
<td>Pedestrian Lane Expansion – Calexico West Port of Entry</td>
<td>$3,000,000</td>
</tr>
<tr>
<td>Phase 1 Construction &amp; Expansion – Calexico West Port of Entry</td>
<td>$335,000,000*</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$428,955,000</strong></td>
</tr>
</tbody>
</table>

*Source Federal Transportation Improvement Program (FTIP)*

### Planning & Transportation Improvement Program Projects

<table>
<thead>
<tr>
<th>Project Description</th>
<th>Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>RSTP Regional Funding FY13/14</td>
<td>$1,983,000*</td>
</tr>
<tr>
<td>CMAQ Regional Funding FY13/14</td>
<td>$1,825,000*</td>
</tr>
<tr>
<td>TE Regional Funding FY13/14</td>
<td>$950,000*</td>
</tr>
<tr>
<td>Specific Operational Analysis for Imperial Valley Transit</td>
<td>$113,000</td>
</tr>
<tr>
<td>Calexico Intermodal Transportation Center Feasibility Study</td>
<td>$113,000</td>
</tr>
<tr>
<td>San Diego State University/Imperial Valley College Shuttle Analysis</td>
<td>$295,000</td>
</tr>
<tr>
<td>Ped/Bike Transportation Access Study of CA/BC Land POE</td>
<td>$300,000</td>
</tr>
<tr>
<td>Long Range Transportation Plan Update</td>
<td>$200,000¹</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$5,779,000</strong></td>
</tr>
</tbody>
</table>

*Source 2014 Federal Transportation Improvement Program (FTIP)*

¹Funding for this project has not been identified. The funding amount is an estimate.

**Transit Planning and Program Management**

This budget receives input from three sources; the Annual Unmet Transit Needs Public Hearing, a review of available revenues, and the development of service budgets from member agencies. The attached document contains this year’s recommended plan for funding transit planning, programs and operational requirements throughout Imperial County.
The transit budget reflects revenue and expenses of approximately $16.3 million. Approximately $4.3 million of this funding is reserved for the final elements of construction of the El Centro Transfer Terminal at 7th and State Streets and the Brawley Transfer Terminal at 5th and Plaza Streets. Other activities include the continuation of the funded Transit Circulator Project, and Calexico Border Intermodal Transit Facility Study, an ADA Paratransit Demand and Growth Management Plan ($150K), a standardized Bus Stop Design and Standards Guidebook ($75K), and the related Bus Stop Information System Program ($150K), the TDA Triennial Performance Audit ($75K), the IVT Passenger Statistical Summary ($99K) and an update to the 2010 Regional Coordinated Plan for Transit Services ($75K). The table below lists the transit planning and program management projects.

<table>
<thead>
<tr>
<th>Transit Planning and Program Management Projects</th>
<th>Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADA Paratransit Demand and Growth Management Plan</td>
<td>$150,000</td>
</tr>
<tr>
<td>Bus Stop Design and Standards Guidebook</td>
<td>$75,000</td>
</tr>
<tr>
<td>Bus Stop Information System Program</td>
<td>$150,000</td>
</tr>
<tr>
<td>TDA Triennial Performance Audit</td>
<td>$75,000</td>
</tr>
<tr>
<td>IVT Passenger Statistical Summary</td>
<td>$99,500</td>
</tr>
<tr>
<td>Regional Coordinated Plan for Transit Services Update</td>
<td>$75,000</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>$624,500</td>
</tr>
</tbody>
</table>

With regards to specific revenues and expenditures, the following describes the fund revenues and sources:

**FEDERAL REVENUES AND FUND SOURCES**

Federal Transportation Administration (FTA) Section 5307 Urban grant funds received in arrears ICTC totaling $6.9 million are programmed to be utilized for the IVT, IVT Access and IVT Blue and Green Line transit systems, and the El Centro, Brawley and Imperial bus transfer terminals. Actual apportionments for this fund are typically not available until October of each year. The numbers for FY 2013-14 are estimates based on apportionments from prior years.

Federal Transportation Administration (FTA) Section 5307 – ARRA Funds are budgeted for the improvement of the transfer terminal in El Centro.

Federal Transportation Administration (FTA) Section 5309 Federal earmark funds are budgeted for the construction phase of bus transfer terminals in Brawley and Imperial.

Federal Transportation Administration (FTA) Section 5311 Rural funds received in arrears totaling $133K are programmed to be utilized for the IVT fixed route transit system in the rural area. Actual apportionments for this fund are typically not available until October of each year. The numbers for FY 2013-14 are estimates based on apportionments from prior years.

Federal Transportation Administration (FTA) Section 5311 – ARRA Funds are budgeted for the right of way acquisition and design of a bus transfer terminal in Brawley.

Federal Transportation Administration (FTA) Section 5317 Funds received in arrears totaling $200K are pro-
grammed to be utilized for the IVT-ACCESS ADA paratransit system for persons with disabilities. This is a new grant for ICTC for FY 2013-14 which was developed and submitted by ICTC staff, and is anticipated to be approved by CALTRANS in October.

STATE REVENUES AND FUND SOURCES

State Transportation Improvement Program Planning and Program Management (STIP-PPM) funds have been utilized for expenses associated with planning and programming activities. The California Transportation Commission approved the use of these funds annual since May 2010 based on the region’s request. The funds available in FY 2013-2014 are $300,000.

State Transit Assistance (STA) funds received quarterly which were withheld by the Governor in prior years have been released by the passage of ABX8 6 and ABX8 9. These funds are restricted to transit expenses only and are estimated to $900K.

Local Transportation Funds (LTF): funds received monthly from the State Controllers offices based on the retail sales tax collected locally totaling near $5.1 million for transit purposes.

Funds in excess of transit services, if any, are then available for bus stop maintenance and improvements, and bicycle and pedestrian projects, etc. Available revenue received in the prior year, in excess of the previous year’s budgeted amount is reprogrammed as “200X reserve”, “revenue stabilization”, or “operating reserve”.

Public Transportation Modernization Improvement and Service Enhancement Account (PTMISEA) Funds are expected to be received annually, under the Bond Act Prop 1b approved by voters in November 2006. Grant funds are programmed for the completion of the Brawley and Imperial bus transfer terminals.

California Security and Transit Grant Program (CSTGP) Funds were previously utilized for grants that provide lighting, cameras and security phones at the IVC Phase I bus transfer facilities, as well as, solar lighting facilities at the Brawley Transfer terminal. Newer grant funds are budgeted for the installation of security cameras on IVT and IVT ACCESS buses.

LOCAL REVENUES AND FUND SOURCES

Fare Revenue funds to be received from passengers or affiliated agencies on their behalf, as a portion of a cost of the passenger’s trip.

On Hand funds are programmed when there is a balance on account typically as a result of a cost savings, a delay in a project start date or unanticipated revenues from the prior year.

Local Transportation Authority (LTA 2%) these funds are listed due to language in the new LTA ordinance allowing for the use of 2% of the funding for transit services. The Authority took action on May 26th 2010, authorizing the use of these funds for local transit services.

Member Contributions this funding is received from member agencies based upon an adopted formula. The formula was adopted by the Commission on May 26th, 2010.
This page is intentionally left blank.
THE ICTC AND ITS RESPONSIBILITIES

The ICTC or “Commission” was established under Senate Bill 607 (SB 607 - Ducheny) in 2009. As a county transportation commission, ICTC on behalf of its member agencies are enabled to exercise leadership in the regional transportation planning and programming process. The ICTC will act in accordance with all applicable laws and statutes for county transportation commissions. ICTC body will guide the development of the Long Range Transportation Plan for the Imperial region and its Regional, State and Federal transportation improvement programs (TIPs) and their updates, including, but not limited to: the distribution and oversight of Local Transportation Fund monies; the preparation and submittal of applications for transportation related funds; approve the allocation of and claims for Transportation Development Act funds; the planning, programming and administration of regional transit services; and, encourage active citizen participation in the development and implementation of various transportation-related plans and programs. The ICTC is responsible to carry out the above activities in partnership with the California Department of Transportation (Caltrans) and the designated Metropolitan Planning Organization (MPO) the Southern California Association of Governments (SCAG).

As established under SB 607 and ICTC Bylaws, the ICTC Board is currently composed of ten voting members and one non-voting member consisting of two members of the Imperial County Board of Supervisors; one member from each incorporated city (seven) within Imperial County who shall be the mayor of the city or a member of its city council; one member of the Board of Directors of the Imperial Irrigation District; and, one non-voting member appointed by the Governor representing the California Department of Transportation (Caltrans). As shown in the column to the left. In the future the governing Board of the commission may also include the following ex-officio or non-voting members: one member representing the State of Baja California, Mexico, who may be appointed by the governor of the state; one member representing the municipality of Mexicali, Mexico, who may be the mayor or his or her designee; one member representing the Consul of Mexico in Calexico, California, who may be the consul or his or her designee; and, one member representing any federally recognized Native American tribe in Imperial County.

In addition to the responsibilities described above, the Commission provides direct management, administration and oversight for the following local and regional transportation programs:

- Imperial Valley Transit (IVT) System and its Inner City Circulator Services (Blue and Green Lines)
- Med-Express (Non-Emergency Medical Demand Response Service to San Diego)
- IVT Access (Americans with Disabilities Act - ADA Paratransit Service)
- West Shores Dial-A-Ride (Local - Demand Response Transit Service)
- Local Transportation Authority (Measure D Sales Tax Program)

Other regional responsibilities include the administration of the Transportation Development Act (TDA) program, the ADA Certification and Eligibility process and oversight of other local demand response or “Dial-A-Ride” services managed and operated by the City’s of Brawley, Calexico, El Centro and Imperial.
ORGANIZATIONAL STRUCTURE

REGIONAL COORDINATION

To encourage regional and public participation in the development of ICTC’s policies and priorities the ICTC staff provides support to standing regional committees, described below. The Commission has the option of creating special purpose committees as the need arises.

Management Committee The purpose of the Management Committee is to serve as a policy advisory to the Board. Membership of the Management Committee includes two members from the County of Imperial and one member from each member city or agency, that include the City Managers, Chief Executive Officer, General Manager or their designated representative.

Social Services Transportation Advisory Council (SSTAC) The SSTAC is statutorily (PUC 99238) created to serve a broad representation of youth, students, elderly, disabled persons, persons of limited means, social service agencies, the transit dependent, and transit providers. The three tenets of the Council are to participate in the identification of transit needs; review and recommend action; and, provide advice and technical recommendations.

Technical Advisory Committee (TAC) The TAC is composed of Planning and Public Works Department representatives from each member agency including advisory members of Caltrans, SCAG and ICTC. The purpose of the TAC is to coordinate the plans and development of regional transportation improvement program of projects, transportation planning programs, and transportation funding programs.

Imperial/Mexicali Binational Workgroup ICTC is the co-lead to implement in partnership with the Imperial Valley EDC and Mexicali's EDC (CDEM) the "Imperial-Mexicali Binational Workgroup." ICTC’s goals for this group are focused on cross-border transportation infrastructure, economic development and environment issues. ICTC has a primary focus on trying to finance implement short-term low cost improvements and to have consensus of priorities for issues and specific improvements. Additionally, to pursue traditional fund sources and innovative financing mechanisms to implement short- to long-term border infrastructure needs. In addition to the lead agencies, the participants for this group include the Cities of Calexico and Mexicali; County of Imperial; State of Baja California’s Cabinet Offices of Transportation/Urban Planning (SIDUE), Environment, and Economic Development; Caltrans; US and Mexico Federal Agencies at the border, such as the U.S. General Services Administration (GSA) and Customs and Border Protection (CBP); and Mexico’s Secretariat for Communications and Transportation (SCT), Customs and Immigration. Other interested stakeholders are invited, such as Calexico Chamber's Border Ad Hoc Committee, and other Imperial Valley city representatives that wish to attend. This group meets every 2nd Thursday of the month and rotates location between Imperial and Mexicali.

COMMITTEE STRUCTURE
ORGANIZATIONAL STRUCTURE (Continued)

ICTC STAFF

The Imperial County Transportation Commission’s greatest asset is its employees. As recognized in this budget the ICTC staff serves the community through a variety of regional programs and services.

The FY 2013-2014 budget proposes staffing of seven full-time positions to manage the programs and services described in this budget. The full-time positions includes one Office Assistant, one Secretary/Clerk to Commission, three transportation planner positions from entry-level to senior-level in classifications (responsible for: Regional Transportation Planning and Programming, and Transit Planning, Programming, Contracts and Transit Service Administration), and the Executive Director. A new position is proposed that would be incorporated into this year’s budget would be for an administrative analyst. This position would assist with the fiscal responsibilities including but not limited to; grant reporting, audit preparation, budget development and oversight and Local Transportation Authority (LTA) apportionments and allocations.

STAFF ORGANIZATIONAL STRUCTURE
COMMUNITY OVERVIEW AND INTRODUCTION

THE COMMUNITY WE SERVE

Originally part of San Diego County, the Imperial County or synonymously referred to as the “Imperial Valley” is a growing metropolitan community within a large agricultural area along California's border region. Imperial County expands for 4,597 square miles. The California Department of Finance’s January 2013 Population estimate indicates the County has a population of 180,061. Surrounded by San Diego and Riverside Counties in California, the State of Arizona, and the Municipality of Mexicali in the State of Baja California, Mexico. The Imperial Valley is rich in natural beauty, and a local history and economy based on agriculture, and the cross-border family and trade relationships with our neighbors in Mexico. In 2012, there were an estimated 40,000 people that cross daily into the U.S. from Mexico through the U.S. Customs and Border Protection Agency’s two busiest land ports of entry between Imperial County and Mexicali, Mexico at Calexico West/Mexicali I, and Calexico East/Mexicali II (by cars and as pedestrians).

INTRODUCTION

The Imperial County Transportation Commission (ICTC) uses a modified accrual basis accounting for its governmental funds. The Overall Work Plan and Budget is developed by ICTC staff and Executive Director. This process begins with a review of the projected revenues from each source of federal, state and local funds together with a review of current and future projects and programs. The Commission provides policy guidance and sets priorities. This process includes active participation by the technical advisory committees and the recommendations provided by ICTC staff, the Executive Director, the ICTC Management Committee, and Commission.

The Fiscal Year 2013-2014 Overall Work Plan and Budget will demonstrate a comprehensive agency-wide budget that conveys the work to be performed by the Commission. The budget is divided into three sections: the Budget Summary and the core programs of Regional Transportation Planning and Programming, and, Transit Planning and Program Management. The Main Budget contains the program overviews, and revenue and expense projections and is intended to provide a general understanding of ICTC’s budgeted activities and programs for the coming fiscal year. Within each of the other program sections, the work elements and services are also described.

After the budget is adopted, staff has the on-going responsibility to monitor actual revenues and expenditures of the budget. A budget report comparing actual revenues and expenditures to budgeted amounts will be prepared mid-year and presented to the Commission.

When it becomes necessary to modify the adopted budget, the amendment procedure will depend on the type of change that is needed. It is proposed that administrative changes that do not result in an increase in the overall program budget, but require line item transfers of costs and revenues within a work program budget will only require approval of the Executive Director. Amendments that result in an increase to the total expenditures for a program would require Commission approval. These items would be brought to the Commission in a formal agenda item.
REVENUES AND FUNDING SOURCES

An essential role of ICTC is to allocate Federal, State and Local funds to transportation projects within the county. Although many of these funds do not flow through the ICTC budget, the agency is the authority that allocates and administers millions of dollars in transportation funds. Because of the significance of this responsibility, it is important to discuss this role of the agency.

As projects are prioritized in the county in accordance with policy guidelines, ICTC allocates State and Federal funds and designates a lead agency to administer the implementation of these projects. Once the Commission makes an allocation and a project is programmed in the long-range Regional Transportation Plan (RTP) and the short-range Regional Transportation Improvement Program (RTIP), the lead agency is responsible for applying for funds through ICTC, to the State or Federal agencies as appropriate. These funds are then placed in the lead agency’s local budget. If ICTC is designated as the lead or co-lead agency, these funds will appear in its budget. These funds include but are not limited to, Federal Transit Administration (FTA), Federal Surface Transportation Program (STP), Federal Congestion Mitigation and Air Quality (CMAQ), Federal Transportation Enhancement (TE), Congressional Appropriations, State Transportation Improvement Program (STIP) and Proposition 1B funds.

The revenues budgeted for ICTC in FY 2013/2014 are estimated to $16,671,821 and include both new revenues and funds carried-over from the previous fiscal year. As shown in the FY 2013/2014 Overall Work Plan and Budget Summary, the sub-total of the revenues are split by federal, state and local sources (Federal revenues total $6,990,042; State revenues total, $8,006,876; and, Local revenues total $1,674,904).

The following are summary descriptions of the revenues and fund sources.

FEDERAL REVENUES AND FUND SOURCES

Federal Transportation Administration (FTA) Section 5307 Urban grant funds received in arrears ICTC totaling $5,298,988 million are programmed to be utilized for the IVT transit system, IVT Blue/Green Lines, IVT Access, and the El Centro transfer terminal. Actual apportionments for this fund are typically not available until October of each year. The numbers for FY 2013/2014 are estimates based on apportionments from prior years.

Federal Transportation Administration (FTA) Section 5307 – ARRA Funds are budgeted for the improvement of the transfer terminal in El Centro.

Federal Transportation Administration (FTA) Section 5311 Rural funds received in arrears totaling $133,786 are programmed to be utilized for the IVT fixed route transit system in the rural area. Actual apportionments for this fund are typically not available until October of each year. The numbers for FY 2013/2014 are estimates based on apportionments from prior years.

Federal Transportation Administration (FTA) Section 5311 – ARRA Funds are budgeted for the right of way acquisition and design of a bus transfer terminal in Brawley.
STATE REVENUES AND FUND SOURCES

State Transportation Improvement Program  Planning and Program Management (STIP-PPM) funds have been utilized for expenses associated with planning and programming activities. The California Transportation Commission approved the use of these funds in May 2010 based on the region’s request. The funds available in FY 2013/2014 are $300,000.

State Transit Assistance (STA) funds received quarterly are restricted to transit expenses only.

Local Transportation Funds (LTF): funds received monthly from the State Controllers offices based on the retail sales tax collected locally totaling $5,786,199 for transit purposes.

Funds in excess of transit services, if any, are then available for bus stop maintenance and improvements, bicycle, pedestrian, street and road projects, etc. Any available revenue received in the prior year, in excess of the previous year’s budgeted amount is reprogrammed as “2013 reserve”.

Public Transportation Modernization Improvement and Service Enhancement Account (PTMISEA) Funds are expected to be received annually, under the Bond Act Prop 1b approved by voters in November 2006. The State of California recently completed it’s bond sales for the program and allocations are being approved and disbursed throughout the state. ICTC recently received an approved allocation request in the amount of $3,332,000 to be used as a part of the transit fleet capital replacement program.

California Security and Transit Grant Program (CSTGP) Funds are budgeted for grants that will provide lighting, cameras and security phones at the bus transfer facilities and cameras on board transit buses. Funds are expected to be received totaling $133,338 for 2011/2012 under the Bond Act Prop 1b approved by voters in November 2006. 2011/2012 funding will be used for security camera systems to be installed on transit fleet vehicles. CalEMA has approved the allocation requests and bond sales and all funds have been recently disbursed.

LOCAL REVENUES AND FUND SOURCES

Fare Revenue  funds to be received from passengers or affiliated agencies on their behalf, as a portion of a cost of the passenger’s trip.

On Hand  funds are programmed when there is a balance on account typically as a result of a cost savings from the prior year.

Local Transportation Authority (LTA 2%)  these funds are listed due to language in the new LTA ordinance allowing for the use of 2% of the funding for transit services for seniors. The Authority took action on May 26th, 2010 authorizing the use of these funds for local transit services in FY 2011-2012 and subsequent years.

Member Contributions  this funding is received from member agencies based upon an adopted formula. The formula was adopted by the Commission on April 28, 2010.
EXPENDITURES

EXPENSES

Expenses in this report are summarized under the following categories:

Regional Transit Services  Public transit serving multiple jurisdictions and multiple population groups

Local Transit Services  Public transit serving individual jurisdictions and single population groups

Transit Capital Projects  Projects with design and/or capital expenditures for fixed facilities

ICTC Administration and Planning  These expenses are separated into three sub-elements: Transit Administration, Transit Planning and Program Management; and, Transportation Planning (Regional Planning activities).

Operating Reserve  An operating reserve is established to provide revenue stabilization.

Bikes and Peds Article 3  (Bicycle and Pedestrian Projects)  An expense for 3% of the available LTF revenue has been listed. A call for projects is scheduled on an annual basis and is scheduled in FY 2013/2014 for September 2013.

Table 2 on page 19 provides a summary of the FY 2013/2014 Budgets Fund Sources and Expenditures.
<table>
<thead>
<tr>
<th></th>
<th>Budget FY 2012-13</th>
<th>Estimated Actual FY 2012-13</th>
<th>Budget FY 2013-14</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>FEDERAL</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FEDERAL TRANSIT ADMINISTRATION (FTA) SEC 5307 (Urban)</td>
<td>$4,880,320</td>
<td>$3,358,078</td>
<td>$5,298,988</td>
</tr>
<tr>
<td>FEDERAL TRANSIT ADMINISTRATION (FTA) SEC 5317</td>
<td>$200,000</td>
<td>$200,000</td>
<td>$281,006</td>
</tr>
<tr>
<td>FEDERAL TRANSIT ADMINISTRATION (FTA) SEC 5309</td>
<td>$1,200,000</td>
<td>$0</td>
<td>$1,200,000</td>
</tr>
<tr>
<td>FEDERAL TRANSIT ADMINISTRATION (FTA) SEC 5311 (Rural)</td>
<td>$362,869</td>
<td>$79,894</td>
<td>$133,786</td>
</tr>
<tr>
<td>FEDERAL TRANSIT ADMINISTRATION (FTA) SEC 5311 (ARRA)</td>
<td>$290,217</td>
<td>$476,217</td>
<td>$0</td>
</tr>
<tr>
<td><strong>SUBTOTAL</strong></td>
<td>$6,933,406</td>
<td>$4,114,189</td>
<td>$6,913,780</td>
</tr>
<tr>
<td><strong>STATE</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>STIP- PLANNING, PROGRAMMING &amp; MONITORING</td>
<td>$300,000</td>
<td>$300,000</td>
<td>$300,000</td>
</tr>
<tr>
<td>STATE TRANSIT ASSISTANCE (STA)</td>
<td>$987,515</td>
<td>$987,514</td>
<td>$702,000</td>
</tr>
<tr>
<td>LOCAL TRANSPORTATION FUND</td>
<td>$5,396,199</td>
<td>$5,523,080</td>
<td>$5,786,199</td>
</tr>
<tr>
<td>PROP 1B - PTMISEA</td>
<td>$1,642,853</td>
<td>$87,841</td>
<td>$754,000</td>
</tr>
<tr>
<td>PROP 1B - CTSGP</td>
<td>$266,676</td>
<td>$120,000</td>
<td>$266,676</td>
</tr>
<tr>
<td><strong>SUBTOTAL</strong></td>
<td>$8,593,344</td>
<td>$7,018,335</td>
<td>$7,808,875</td>
</tr>
<tr>
<td><strong>LOCAL</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FARE REVENUE</td>
<td>$869,005</td>
<td>$869,005</td>
<td>$970,760</td>
</tr>
<tr>
<td>ON HAND</td>
<td>$500,000</td>
<td>$420,000</td>
<td>$404,144</td>
</tr>
<tr>
<td>LOCAL TRANSPORTATION AUTHORITY (LTA) 2% transit set a side</td>
<td>$200,000</td>
<td>$200,000</td>
<td>$200,000</td>
</tr>
<tr>
<td>MEMBER AGENCY CONTRIBUTIONS</td>
<td>$150,000</td>
<td>$150,000</td>
<td>$100,000</td>
</tr>
<tr>
<td><strong>SUBTOTAL</strong></td>
<td>$1,719,005</td>
<td>$1,639,005</td>
<td>$1,674,904</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>$17,235,755</td>
<td>$12,771,529</td>
<td>$16,397,559</td>
</tr>
</tbody>
</table>

|                           |                   |                             |                   |
| **EXPENSES**              |                   |                             |                   |
| REGIONAL TRANSIT          | $5,419,923 | $5,269,851 | $6,134,586 |
| LOCAL TRANSIT             | $1,353,288 | $1,353,288 | $1,347,524 |
| TRANSIT CAPITAL           | $6,166,765 | $2,072,188 | $6,205,830 |
| ADMINISTRATION AND PLANNING | $1,434,378 | $1,014,378 | $1,631,494 |
| REVENUE STABILIZATION/ OPERATING RESERVE | $720,401 | $275,556 | $925,124 |
| FY 2012-13 LTF ON RESERVE FOR MEMBER CLAIMANTS | $0 | $2,645,268 | $0 |
| BIKES AND PEDS Art 3      | $141,000 | $141,000 | $153,000 |
| **TOTAL**                 | $17,235,755 | $12,771,529 | $16,397,559 |
## Table 2

**Imperial County Transportation Commission FY 2013-14**

### Projected Revenues

<table>
<thead>
<tr>
<th>Service</th>
<th>Federal</th>
<th>State</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Subtotal</td>
<td>Total</td>
</tr>
<tr>
<td>FTA Sec 5307 Urban</td>
<td>$2,783,409</td>
<td></td>
</tr>
<tr>
<td>2008-10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2013-14</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FTA Sec 5307 ARRA</td>
<td>$4,888,942</td>
<td></td>
</tr>
<tr>
<td>2009-10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2013-14</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FTA Sec 5317</td>
<td>$1,200,000</td>
<td></td>
</tr>
<tr>
<td>2009-10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2013-14</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FTA Sec 5309</td>
<td>$1,200,000</td>
<td></td>
</tr>
<tr>
<td>2009-10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2013-14</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FTA Sec 5311 Rural</td>
<td>$1,200,000</td>
<td></td>
</tr>
<tr>
<td>2013-14</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2013-14</td>
<td>$6,913,780</td>
<td></td>
</tr>
</tbody>
</table>

### Local Revenues

<table>
<thead>
<tr>
<th>Service</th>
<th>Federal</th>
<th>State</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Subtotal</td>
<td>Total</td>
</tr>
<tr>
<td>Fare revenue</td>
<td>$970,760</td>
<td></td>
</tr>
<tr>
<td>2013-14</td>
<td></td>
<td></td>
</tr>
<tr>
<td>On Hand</td>
<td>$404,144</td>
<td></td>
</tr>
<tr>
<td>2013-14</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LTA 2%</td>
<td>$200,000</td>
<td></td>
</tr>
<tr>
<td>2013-14</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Member contributions</td>
<td>$1,674,904</td>
<td></td>
</tr>
<tr>
<td>2013-14</td>
<td></td>
<td></td>
</tr>
<tr>
<td>$7,808,875</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Total Revenues

- **Draft**: $16,397,559

### Projected Expenditures

<table>
<thead>
<tr>
<th>Service</th>
<th>Federal</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Subtotal</td>
</tr>
<tr>
<td>Regional Transit</td>
<td>$1,345,586</td>
</tr>
<tr>
<td>2013-14</td>
<td></td>
</tr>
<tr>
<td>Local Transit</td>
<td>$1,347,524</td>
</tr>
<tr>
<td>2013-14</td>
<td></td>
</tr>
<tr>
<td>ICTC Transp Planning projects</td>
<td>$6,205,830</td>
</tr>
<tr>
<td>2013-14</td>
<td></td>
</tr>
<tr>
<td>Admin/Operations</td>
<td>$627,850</td>
</tr>
<tr>
<td>2013-14</td>
<td></td>
</tr>
<tr>
<td>ICTC Transp # 7416</td>
<td>$650,400</td>
</tr>
<tr>
<td>2013-14</td>
<td></td>
</tr>
<tr>
<td>#7417</td>
<td>$353,244</td>
</tr>
<tr>
<td>2013-14</td>
<td></td>
</tr>
<tr>
<td>Admin, Ops and Planning</td>
<td>$1,631,494</td>
</tr>
<tr>
<td>2013-14</td>
<td></td>
</tr>
<tr>
<td>Operating Reserve</td>
<td>$925,124</td>
</tr>
<tr>
<td>2013-14</td>
<td></td>
</tr>
<tr>
<td>Bikes and Peds Art 3</td>
<td>$153,000</td>
</tr>
<tr>
<td>2013-14</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$16,397,559</td>
</tr>
</tbody>
</table>

### Project Summary

- **Draft**: $16,397,559

---

**Special Note**: This table is a draft and may undergo further revisions.
REGIONAL TRANSPORTATION PLANNING

Fiscal Year 2013/2014 will see an even greater emphasis in regional transportation planning than in previous years. With the passage of SB 375 and the requirement to reduce Greenhouse Gas emissions, the relationship between land use and transportation planning has been formalized and ICTC must be prepared to provide leadership in the development of Sustainable Community Strategies (SCS) for Imperial County. In the upcoming year, ICTC and Southern California Association of Governments (SCAG) will work in partnership with each of the Cities and the County’s planning agencies and our regional planning partners to reach consensus on an approach as we prepare for an update to the multi-county SCS and Regional Transportation Plan (RTP) in 2016.

ICTC will continue efforts with SCAG and Caltrans District 11 to update the Imperial County Transportation Model. This regional transportation model is a critical planning tool for evaluating and prioritizing major transportation improvements in the County. Staff will also work to identify funding opportunities to pursue critical planning studies necessary for the Forrester Road Corridor from I-8 to SR-78/86.

REGIONAL TRANSPORTATION PROGRAMMING

For Regional Transportation Programming, the ICTC efforts for Fiscal Year 2013/2014 will be focused on the Capital Projects Program and the Transportation Improvement Program.

**Capital Projects**

The Capital Projects programs provide oversight, planning, project management and monitoring for ongoing roadway and highway improvement projects. One of the key regional projects include the, I-8/Dogwood Road Bridge Widening, I-8/Imperial Avenue Interchange, State Route 98 Widening (West of SR-111)/Cesar Chavez Blvd. Improvements, proposed widening of existing Forrester Road Corridor, Phase 1 construction and expansion of the Calexico West Port of Entry, proposed expansion of the Calexico East Port of Entry; and, other transit, pedestrian, and bicycle capital improvements referenced in the following sections.

**Transportation Improvement Program (TIP)**

The Transportation Improvement Program activity encompasses development and amendments to the State and Federal Transportation Improvement Programs (TIPs), including selection of projects to provide the greatest benefit based on approved criteria. With on-going extensions of the previous federal transportation bill the Safe, Accountable, Flexible, Efficient Transportation Equity Act – A Legacy for Users (SAFETEA-LU) and the potential authorizations of a “TIGER” of the American Reinvestment and Recovery Act (ARRA), we anticipate submitting projects previously identified for programming once the proposed funds are approved by the federal government. Staff will also be finalizing development of the 2013 Federal TIP incorporating all federally funded transportation projects. ICTC has also submitted project nominations to the California Transportation Commission (CTC) for inclusion in the State TIP (STIP). Staff will continue to work closely with local agencies, SCAG staff and Caltrans staff to insure the timely utilization of the following programmed funds: Regional Surface Transportation Program (RSTP), Congestion Management Air Quality (CMAQ), and Transportation Enhancement (TE).

**Local Transportation Authority (LTA)**

On March 24th, 2010, the ICTC Commission approved the LTA’s request to accept the responsibilities of administration and oversight of the LTA program of Measure D sales tax transportation funds. Previously, these responsibilities were managed by the County of Imperial’s Public Works Department. Following the March 24th approval, County and ICTC staff were directed to initiate all necessary steps toward implementing this transfer of responsibilities to be effective July 1st, 2010. These responsibilities include but are not limited to providing staff support to the LTA Board, and administration of the LTA funds.

In March, 2012 the LTA approved and adopted the LTA Bond Financing effort. Participating Agencies included the Cities of Brawley, Calexico, Calipatria, Imperial and the County of Imperial. In FY 2013/2014 staff will administer the member agency’s distributions and bond payments. Staff will also be assisting with the FY 2012/2013 financial reports.
### TABLE 3

**IMPERIAL COUNTY TRANSPORTATION COMMISSION**  
**DRAFT**

**ICTC REGIONAL PLANNING AND PROGRAM MANAGEMENT**

<table>
<thead>
<tr>
<th></th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6</th>
<th>7</th>
<th>8</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A</td>
<td>7417</td>
<td>On hand balance/interest revenue</td>
<td></td>
<td></td>
<td></td>
<td>$3,244</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B</td>
<td>7417</td>
<td>Member Agency Contributions</td>
<td></td>
<td></td>
<td></td>
<td>$50,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>C</td>
<td>7417</td>
<td>STIP-PPM Planning and Programming</td>
<td></td>
<td></td>
<td></td>
<td>$300,000</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| **D** Total Revenues |     |     |     |     |     |     |     | $353,244 |

**EXPENDITURES**

**Administration and Operations**

<p>| | | | | | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>E</td>
<td>501000/0125010</td>
<td>Administrative staffing and support (1 fulltime and 4 part time)</td>
<td></td>
<td></td>
<td></td>
<td>$232,894</td>
<td></td>
<td></td>
</tr>
<tr>
<td>F</td>
<td></td>
<td>TAC Subcommittee Administration</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>G</td>
<td></td>
<td>Contract admin: grants, reporting and oversight</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>H</td>
<td></td>
<td>ICTC Management/Commission Admin</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>I</td>
<td></td>
<td>RTIP/ STIP and project coordination</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>J</td>
<td></td>
<td>Interagency consultation, legisitative affairs</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>K</td>
<td>517055</td>
<td>Insurance and liability</td>
<td></td>
<td></td>
<td></td>
<td>$18,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>L</td>
<td>522000</td>
<td>Memberships, office expense, communications, IT, fuel and mail</td>
<td></td>
<td></td>
<td></td>
<td>$21,050</td>
<td></td>
<td></td>
</tr>
<tr>
<td>M</td>
<td>526000</td>
<td>Legal notices and interpretive services</td>
<td></td>
<td></td>
<td></td>
<td>$1,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>N</td>
<td>528000</td>
<td>Rents, leases, utilities</td>
<td></td>
<td></td>
<td></td>
<td>$19,400</td>
<td></td>
<td></td>
</tr>
<tr>
<td>O</td>
<td>530005</td>
<td>Regional Plans/Project Coordination, Webinars</td>
<td></td>
<td></td>
<td></td>
<td>$2,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>P</td>
<td>531040</td>
<td>Training/Travel Expense</td>
<td></td>
<td></td>
<td></td>
<td>$13,400</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Q</td>
<td>549000</td>
<td>Equipment</td>
<td></td>
<td></td>
<td></td>
<td>$6,000</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| **R** Administration and Operations Subtotal |     |     |     |     |     |     |     | $314,244 |

**Professional and Specialized Projects and Services**

<p>| | | | | | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>S</td>
<td>525010</td>
<td>Legal Consultation 50%</td>
<td></td>
<td></td>
<td></td>
<td>$5,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>T</td>
<td>525010</td>
<td>HR Consultant Services 50%</td>
<td></td>
<td></td>
<td></td>
<td>$7,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>U</td>
<td>525010</td>
<td>Payroll Service fees</td>
<td></td>
<td></td>
<td></td>
<td>$3,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>V</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$16,000</td>
</tr>
</tbody>
</table>

| W | 525010 | Website Consultant |     |     |     | $3,000 |     |     |
| X | 525010 | STIP / RTIP Consultant |     |     |     | $20,000 |     |     |
| Y |     |     |     |     |     |     |     | $23,000 |

| **Z** Total Projects, Services, Plans and Programs |     |     |     |     |     |     |     | $39,000 |

| **AA** Total Expenditures | FY 2013-14 |     |     |     |     |     |     | $353,244 |
This page is intentionally left blank.
OVERVIEW

The Transit Planning and Program Management work element provides the policy guidance for the allocation of transit resources. In the development of this work element, staff receives input from three primary sources; the general public through the mandated annual Unmet Transit Needs Public Hearing process, a comprehensive review of revenue sources, an analysis of existing services and their performance measures and the receipt of budget requests from members agencies.

Approximately ninety five additional persons are employed indirectly through contracts with transit operators, vendors and consultants in support of these programs and services. Funding is also spent locally when and where possible for additional services which may include; fuel, tires, uniforms, heavy duty mechanical, internet and marketing services.

The immediate future holds many opportunities, as well as, challenges. The state and federal budget climate is uncertain. The effort is designed to develop a broad based consensus reflecting the values, needs and preferred solutions for as many transit passengers as possible. The challenges of providing public transit continue. The Imperial Valley represents a true crossroads of people, history, time and place. Each is unique but all share the same goal of a better quality of life.

Striking a balance between public need and available funding is at the center of any public transit project or program. The various sources and administrative requirements can be complicated and challenging to understand. Tables 3 to 6 provides an overview of the revenue and expenditure plan for FY 2013/2014, along with the descriptions of the transit planning services and projects.

THE PREVIOUS YEARS

Staff has also been empowered to turn innovative concepts into plans in prior years.

The most notable accomplishments include:

Intracity Circulators ICTC identified a need in early 2000 to provide increased access to public services within the cities starting with the City of El Centro. The designs for an IVT blue and a green line were approved in 2005. Service began on the IVT- Blue Line in October 2006. The service was reconfigured for 2009/10 and the IVT-Green line began to operate July 2009. Design plans and discussions are under way for a Gold Line in Brawley, a Gold Line in Brawley and a Red line in Imperial. The Circulator Lines provide continuing travel for passengers transferring from the main line Imperial Valley Transit bus routes within the Cities.

Reduction of Headways ICTC directed the reduction of headways (the wait times for the next approaching bus) from two hours to seventy minutes effective in July 2006. The response from the passenger ridership was very positive. Ridership increased approximately 47% since the implementation in 2006/07. Headway reduction to 35 minutes between Calexico and El Centro is scheduled to begin in October 2013 during peak service hours.

Alternative Fuels The California Air Resources Board directed the region to convert the IMPERIAL VALLEY TRANSIT fleet to a clean fuel. After a consultant prepared analysis and significant discussions a policy decision was made in October 2004 incorporating ultra low sulfur diesel into operations. The 40 ft. buses were retrofitted with emission compliant engines in 2005. In January 2007, the smaller cutaway bus fleet was replaced with new emission compliant vehicles. In 2012, a new fleet of 10 Gilligs were introduced.

Transit Mission Statement:
The mission of the Imperial County Transportation Commission (ICTC) public transit systems is to improve the quality of life for the residents of the Imperial Valley through a coordinated, accessible, affordable and efficient countywide transit system.

Transit Vision Statement:
The transit network provides a safe, affordable and reliable transit system that meets the needs of the transit dependent in communities within the Imperial Valley, by providing access to health care, education, public services, employment, commercial and recreational activities.

Source:
Imperial County Transportation Commission Short Range Transit Plan (January 2012)
## TABLE 4

**IMPERIAL COUNTY TRANSPORTATION COMMISSION DRAFT**

**TRANSPORT PLANNING AND PROGRAM MANAGEMENT 7416001**

<table>
<thead>
<tr>
<th></th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6</th>
<th>7</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>A</strong></td>
<td>On-hand Balance</td>
<td>$400,900</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>B</strong></td>
<td>TDA/LTF</td>
<td>$827,350</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>C</strong></td>
<td>STIP-PPM Planning and Programming</td>
<td>$0</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>D</strong></td>
<td>Member Agency Contributions</td>
<td>$50,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>G</strong></td>
<td>Total Revenues</td>
<td>$1,278,250</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| **EXPENDITURES** |     |     |     |     |     |     |     |
| **H** | Administrative Staffing and Support (2 fulltime 4 halftime) | $358,400 |     |     |     |     |     |
| **I** | Transit contract admin: grants, reporting and oversight |     |     |     |     |     |     |
| **J** | SSTAC Subcommittee Admin |     |     |     |     |     |     |
| **K** | ICTC Management Committee/Commission Admin |     |     |     |     |     |     |
| **L** | TDA Finance Admin |     |     |     |     |     |     |
| **M** | ADA Eligibility Certifications, CTSA Admin, UTN Admin |     |     |     |     |     |     |
| **N** | Insurance - Liability | $22,000 |     |     |     |     |     |
| **O** | Memberships, office expense, communications, IT, fuel and mail | $14,750 |     |     |     |     |     |
| **P** | Legal notices and interpretive services | $7,500 |     |     |     |     |     |
| **Q** | Rents, leases and utilities | $41,700 |     |     |     |     |     |
| **R** | Regional Plans/Project Coordination, Webinars | $1,500 |     |     |     |     |     |
| **S** | Training/Travel Expense | $16,000 |     |     |     |     |     |
| **T** | Equipment | $15,000 |     |     |     |     |     |
| **U** | Administration and Operations Subtotal | $476,850 |     |     |     |     |     |

| **Professional and Specialized Projects and Services** |     |     |     |     |     |     |     |
| **V** | Drug and Alcohol Audits | $11,000 |     |     |     |     |     |
| **W** | Legal Consultation 50% | $5,000 |     |     |     |     |     |
| **X** | Payroll vendor services | $3,500 |     |     |     |     |     |
| **Y** | County GSA bookkeeping | $2,000 |     |     |     |     |     |
| **Z** | HR consultant services 50% | $7,500 |     |     |     |     |     |
| **AA** | PM, Engineering Review and Support | $20,000 |     |     |     |     |     |
| **BB** | CPA/auditors (external) | $102,000 |     |     |     |     |     |
| **CC** |             | $151,000 |     |     |     |     |     |

| **DD** | Bus Stop Design Standards Guidebook | $75,000 |     |     |     |     |     |
| **EE** | Bus Stop Information Program | $150,000 |     |     |     |     |     |
| **FF** | ADA Paratransit Growth Management |     |     |     |     |     |     |
| **GG** | and Assessment Plan |     |     |     |     |     |     |
| **HH** | TDA Triennial Performance Audit | $75,000 |     |     |     |     |     |
| **II** | IVT Passenger Statistical Summary | $99,500 |     |     |     |     |     |
| **JJ** | Update to the Regional Coordinated Plan | $75,000 |     |     |     |     |     |
| **KK** | Specific Transit Analysis - Circulator Design Study (local match) | $12,950 |     |     |     |     |     |
| **LL** | Specific Transit Analysis - Calexico intermodal feasibility study (local match) | $12,950 |     |     |     |     |     |
| **MM** |             | $650,400 |     |     |     |     |     |

| **NN** | Total Projects, Services, Plans and Programs | $801,400 |     |     |     |     |     |

| **OO** | Total Expenditures | FY 2013-14 | $1,278,250 |     |     |     |     |
### TABLE 5

**IMPERIAL COUNTY TRANSPORTATION COMMISSION FY 2013-14 TRANSIT PROGRAMS FINANCE PLAN**

<table>
<thead>
<tr>
<th>Projected Revenues</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FEDERAL</strong></td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
<td>7</td>
<td>8</td>
<td>9</td>
<td>10</td>
<td>11</td>
<td>12</td>
</tr>
<tr>
<td>FTA Sec 5307 Urban</td>
<td>2008-10</td>
<td>$2,785,409</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FTA Sec 5307 ARRA</td>
<td>2013-14</td>
<td>$2,085,533</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FTA Sec 5317</td>
<td>2013-14</td>
<td>$430,046</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FTA Sec 5309</td>
<td>2013-14</td>
<td>$1,200,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FTA Sec 5311 Rural</td>
<td>2013-14</td>
<td>$1,200,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>STA</td>
<td>2013-14</td>
<td>$70,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td>$970,759</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>LOCAL</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fare revenue</td>
<td>2013-14</td>
<td>$970,759</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>On Hand</td>
<td>2013-14</td>
<td>$400,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TTA 1%</td>
<td>2013-14</td>
<td>$20,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CTSGP</td>
<td>2013-14</td>
<td>$3,621,659</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td>$7,508,875</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Projected Expenditures</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TOTAL</strong></td>
<td>$16,044,314</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Prop 1B</th>
<th>FTA Sec 5311</th>
<th>FTA Sec 5307</th>
<th>STA</th>
<th>LTF</th>
<th>Total</th>
</tr>
</thead>
</table>

**NOTES:**
- [List of notes or additional information related to the table content]
REGIONAL TRANSIT PLANNING

Regional Transit Planning will continue to be a significant part of the ICTC work program in FY 2013/2014. The proposed products will provide valuable input and guidance to the future transit programs and priorities. The following are the major initiatives:

**Updated Short Range Transit Plan**  The Short Range Transit Plan was completed in 2012 and is generally updated every 3-5 years. Its purpose is to evaluate all aspects of the provision of public transit within Imperial County and to make plans and recommendations for future improvements including fixed route, demand response, Paratransit etc. It also evaluates and makes recommendations concerning public outreach efforts, marketing plans, capital expenditures, financial management, etc.

**Route Design for Local Circulator lines in Brawley, Calexico and Imperial**  Currently, the Blue and Green lines in El Centro provide local circulator service to a variety of destinations not serviced by other Imperial Valley Transit (IVT) bus routes. The local routes have timed transfers with IVT buses at transfer terminals. A federal planning grant was approved and consultant work is underway for plans that include routes and schedules for similar services in Brawley (Gold line), Imperial (Red line) and Calexico (Orange line).

**Feasibility Study of the Calexico Border Intermodal Transportation Center**  A grant for a proposed Calexico Border Intermodal Transportation Center (ITC) study that will facilitate the movement of pedestrians and access with public and private transit services was submitted in FY 2010/2011 to Caltrans and was approved. The study will be underway in FY 2013/2014.

**State Triennial Performance Audit**  State law requires that this audit be performed every three years by all agencies receiving Transportation Development Act (TDA) funds. ICTC contracts with a private firm to perform this audit. Its purpose is to ensure that ICTC is meeting all its obligations under the TDA and to evaluate ICTC’s organizational management and efficiency as a Regional Transportation Planning Agency (RTPA). Audit results are useful for identifying areas for improvement in ICTC’s future performance. This audit is required and scheduled in FY 2013/2014.

**Federal Triennial Performance Audit**  Federal law requires that this audit be performed every three years by all agencies receiving grant funding from the Federal Transit Agency (FTA). The FTA contracts with a private firm to perform this audit. Its purpose is to ensure that ICTC is meeting all grant requirements established by the FTA. It is also used to identify areas for improvement in ICTC’s future performance. This audit is required and scheduled in FY 2013/2014.

**Public Transit Statistical Sampling Project**  The Federal Transit Administration (FTA) requires that certain statistical information be recorded in the National Transit Database (NTD) by all agencies receiving FTA funds on a monthly basis. Some of this information requires the assistance of a consulting statistical research firm. Every three years ICTC contracts with such a firm to conduct a year long study to collect the required information. The amount of financial assistance received from the FTA is largely determined by the results of this study. This project is required and scheduled in FY 2013/2014.

**Update to the Regional Coordinated Plan**  The Federal Transit Administration (FTA) requires that a review of local attempts at coordination be maintained. This document justifies and is the support source for various grants and funding requests particularly for social service agencies. This project is required and scheduled in FY 2013/2014.

**ADA Demand Management and Eligibility Assessment Study**  This planning effort will be an attempt to review the ADA paratransit service and the local certification and eligibility process for productivity/efficiency improvements and cost containment. This project is scheduled in FY 2013/2014.

**Bus Stop Standards and Guidelines Book**  This planning effort is an attempt to develop a local source of information on bus and bus stop requirements for planners, public works staff and developers in order to accommodate and incorporate the use of transit buses in member agencies’ communities and development plans.
REGIONAL PUBLIC TRANSIT SERVICES

IMPERIAL VALLEY TRANSIT

IMPERIAL VALLEY TRANSIT (IVT) is an inter-city fixed route bus system, subsidized and administered by the ICTC, and operated by FIRST TRANSIT, INC. a private for profit service. The service has ten (10) wheelchair accessible 40 ft. transit buses and four (4) wheelchair accessible minibuses.

Service is provided from 6:00 AM until approximately 11:00 PM weekdays while Imperial Valley College is in session and 6:00 AM to 5:00 PM on Saturdays, within the areas classified as the Primary Zone; a North-South axis throughout Brawley, Imperial, El Centro, Heber and Calexico, and from 6:00 AM until approximately 6:00 PM in the Secondary Zones; outlying cities and communities of Niland, Calipatria, Westmorland, Seeley and Holtville. The outlying Remote Zone communities including the East and West sides of the Salton Sea; Desert Shores, Salton City, Salton Sea Beach and Bombay Beach are served once a week, on a lifeline.

Currently IVT provides, on average 58,000 passenger trips per month.

A website offers passenger schedule information. For information please call 760-482-2900, or visit www.ivtransit.com.

IMPERIAL VALLEY TRANSIT - BLUE and GREEN LINES

This transit system is an extension of IMPERIAL VALLEY TRANSIT. The intra-city system operates utilizing smaller buses and connects to the public facilities and services that are not currently served by the larger bus system. There are timed transfer points at 14th and State Streets in El Centro for passengers to transfer to and from both bus systems. A Transfer Terminal to facilitate synchronized transfers between modes is under construction by the City of El Centro in 2013

The service is subsidized and administered by the ICTC, and operated by FIRST TRANSIT, INC. a private for profit service. Currently the service provides, on average 3,000 passengers trips per month.

A website offers passenger schedule information. For information please call 760-482-2900, or visit www.ivtransit.com.

IVT ACCESS

The Americans With Disabilities Act (ADA) Comparable Complementary Paratransit Service is a federally mandated service requiring equal access to the public fixed route bus system for individuals with disabilities. The service operates eight (8) wheelchair accessible, minibuses as a demand response service, in tandem with the fixed route bus system. The service is available to disabled passengers who are certified as eligible.

The service area and hours are the same as the fixed route bus system. For trip information call 760-482-2908 For eligibility information, please call 760-592-4494. A website offers passenger eligibility forms and information at www.ivtaccess.com

Currently the service transports, on average 2,500 passengers per month.

The service is subsidized and administered by the ICTC, and operated by FIRST TRANSIT, INC. a private for profit service.
REGIONAL PUBLIC TRANSIT SERVICES

Yuma County Area Transit (YCAT) Turquoise Route 10

In Spring of 2012 ICTC was approached by the Quechan Indian Tribe and Yuma County Intergovernmental Public Transportation Authority (YCIPTA) to form a partnership to provide increased public transit services to eastern Imperial County residents and the Quechan Indian Tribe of the Fort Yuma Indian Reservation. As a result of the collaboration the Turquoise Route 10 was created as a demonstration service and implemented January 1, 2013. The route provides service 3 days a week, Monday, Wednesday, and Saturday with 2 round trips daily, one in the morning and one in the afternoon. The route originates in Yuma with stops in Winterhaven and Fort Yuma Indian Reservation, and ends in El Centro, where the return trip to Yuma originates.

The service is operated by the Yuma County Transit Agency (YCAT). The service is funded by a State Tribal Transit Grant and ICTC transit funds. The service is in its “demonstration” phase and provides service to eastern Imperial County residents who require regular access to local government offices, medical services, and commercial retail opportunities in the City of El Centro. IVT and YCAT have route and schedule information available online at www.ivtransit.com and www.ycipta.org.

For further information please call IVT at (760)482-2900 or YCAT at (928)783-2235.
All the public services in the world are useless if people can not get to them. How do seniors get to nutrition sites, if they can not drive? How do clients get to drug treatment programs if their licenses are suspended?

MEDEXPRESS

The Med-Express is a non-emergency medical transportation service between communities in Imperial County and the large hospitals and medical facilities in San Diego County. Demand response service is provided four (4) days a week, with three (3) pick up spots in Brawley, El Centro and Calexico. Pick up service is available on a limited basis from the home for an additional fare. The service is designed to provide persons with disabilities, low-income and transit dependent persons access to medical facilities and services not available within Imperial County, i.e. Children's Hospital in San Diego. For information please call 760-337-8002. The service is subsidized and administered by the Imperial County Transportation Commission (ICTC) and operated by a private non-profit transportation carrier.

INDIVIDUAL AGENCY PUBLIC TRANSIT SERVICES
(TDA-LTF Article 8c)

BRAWLEY Dial-A-Ride

The Brawley Dial-A-Ride is a demand response transit service within the City of Brawley. Demand response service is available to the general public and provided six (6) days a week. For information please call 760-344-5377. The service is subsidized by the Imperial County Transportation Commission (ICTC), administered by the City of Brawley and operated by a private for-profit transportation carrier.

CALEXICO Dial-A-Ride

The Calexico Dial-A-Ride is a demand response transit service within the City of Calexico. Demand response service is available to seniors and persons with disabilities and provided seven (7) days a week. For information please call 760-482-0184. The service is subsidized by the Imperial County Transportation Commission (ICTC), administered by the City of Calexico and operated by a private for-profit transportation carrier.
In FY 2012/13, the various public transit services provided an average of 63,000 trips a month, throughout the Imperial Valley.

EL CENTRO Dial-A-Ride

The El Centro Dial-A-Ride is a demand response transit service within the City of El Centro. Demand response service is provided five (5) days a week for seniors and persons with disabilities. For information please call 760-337-8002.

The service is subsidized by the ICTC, administered by the City of El Centro and operated by a private non-profit transportation carrier.

WEST SHORES Dial-A-Ride

The West Shores Roadrunner Dial-A-Ride is a demand response transit service within the County of Imperial. The service operates in the communities on the West side of the Salton Sea. Demand response service is available to the general public and provided two (2) days a week. For information please call 760-337-8002.

The service is subsidized and administered by the ICTC and operated by a private non-profit transportation carrier.

IMPERIAL Dial-A-Ride

The Imperial Dial-A-Ride is a demand response transit service within the City of Imperial. The service also operates between the City of Imperial and El Centro. Demand response service is provided five (5) days a week to seniors and persons with disabilities. For information please call 760-337-8002.

The service is subsidized by the ICTC, administered by the City of Imperial and operated by a private non-profit transportation carrier.
Bicycle and Pedestrian Projects (TDA-LTF Article 3)

On an annual basis three percent (3%) of the Local Transportation Fund (LTF) is set aside for the development of bicycle and pedestrian related projects. Each year in the month of September, the member agencies submit candidate projects. These projects are approved in a public process by the Imperial County Transportation Commission (ICTC). Member agencies then submit claim forms for approved projects throughout the fiscal year. Typically agencies submit projects to create curb cuts for handicap access where currently none exists. In addition, all of the member agencies have completed, or are in the process of completing Master Bicycle Plans. For further information please contact the specific public works department in each community.

Local Bus Stop Benches and Shelters Program (TDA-LTF Article 8e)

The ICTC created a bench and shelter program to facilitate the installation and maintenance of bus stops for the regional public transit services. The program sets aside funding annually for the member agencies. This funding can be used for the installation of new bus stops, and the upgrade and refinement of existing stops. This includes adding benches and shelters and general maintenance i.e., painting red curbs. Bus stops are identified and located by authorized agency personnel according to approved industry standards. At this time each agency is responsible for the bus stop locations in their respective jurisdictions. Each agency chooses the amenities and aesthetics desired as per local requirements and values.

Without a public bus stop, what good is a public bus?
Capital Improvement Program

Imperial Valley College Transfer Terminal

Upon a request from the ICTC, the County and Imperial Valley College (IVC) developed plans and received approval for grant funding to improve the transit transfer facility at IVC. There are approximately 1,200 students embarking and disembarking from transit buses daily; Monday through Friday. Concurrent with the development of a new technology and science center at IVC, the project will include an enhanced waiting area with benches, shelters and landscaping on the North east section of the campus. Construction was completed in 2012.

This project is funded with the first two years of proceeds from components of the State’s Prop 1B Bond measure approved by voters in November 2006 called the Public Transportation Modernization Improvement and Service Enhancement Account (PTMISEA) program and the California Transit System Security Grant (CTSGP).

7th and State Streets Intermodal Transfer Terminal—El Centro

The ICTC and the City of El Centro developed plans and received grant funding to create a unique transfer facility at 7th and State Streets in El Centro. The facility will provide the opportunity to transfer from the public intra city transit system, the IVT Blue and Green Lines, to the public intercity transit system Imperial Valley Transit.

The City has selected the location and identified specific amenities. The design process is complete. Construction is underway and estimated to be completed by December 2013.

This project is funded with the grant funds through the Federal Transit Administration (FTA) 5307 program, as well as economic stimulus funding from the American Reinvestment and Recovery Act (ARRA).
Capital Improvement Program (cont.)

Brawley Transfer Transit Terminal – S. 5th St. and S. Plaza Street, Brawley CA

The ICTC and the City of Brawley have received state and federal funding to complete a unique transfer facility at S. 5th Street and S. Plaza Streets in Brawley. The facility will initially provide the opportunity to transfer from taxis, Dial-A-Ride and routes on Imperial Valley Transit. This terminal will also allow for the future creation and implementation of Brawley’s intra-city transit service to be known as the “IVT Gold Line.” Upon implementation of the Gold Line, Brawley residents will be able to use this facility for both intercity and intra-city transit trips and transfers.

The City has completed design plans, selected the location and identified specific amenities (i.e., landscaping, benches, shelters, and restrooms) and acquired the right-of-way. Construction is underway with an estimated completion date of June 2013.

The right-of-way and design for the project was federally funded through the FTA 5311 funds through the American Recovery and Reinvestment Act of 2009 (ARRA). Construction will be completed with FTA 5309 and State funds through the Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) of Proposition 1B Bond Program. PTMISEA funds are set aside for transit operators to use for transit rehabilitation, safety or modernization improvements, capital service enhancements or expansions, new capital projects, bus rapid transit improvements, or rolling stock (buses and rail cars) procurement, rehabilitation or replacement.
ADMINISTRATION / OPERATIONS / PROGRAMS:

Staff will continue to coordinate the various subcommittees, administer the transit services contracts, monitor for compliance issues, coordinate various consultant prepared technical documents, provide technical assistance to public and private service providers and coordinate the disability eligibility certification process. There are several new planning projects scheduled for this year. Staff time is dedicated to finalizing the projects and plans currently in progress and getting the new projects under way.

The following list details the planning and technical studies or projects recently completed to date

1. Continuation of the El Centro Circulator Blue/Green Line Design Study—Implementation Phase
2. Continuation of the El Centro Transfer Terminal Analysis and Site Location—Implementation Phase
3. The FY 2008-2010 ICTC Performance and Management Audit
4. Rideshare Program for Imperial Valley College (IVC) - Phase I only, Phase II on hold per IVC request
5. Conversion of Bus route map to GIS format
6. Development of the “Imperial Valley Transit” website (www.ivtransit.com)
7. Full implementation of retrofits and low emission diesel engines in fixed route transit buses
8. Relocation to newly leased facility to provide in house maintenance and achieve self sufficiency
9. Evaluation/Analysis of Public Transit Fare Pricing
10. Social Services Transportation Coordination Plan
12. 2011 update to the Short Range Transit Plan
13. Circulator design study for the IVT Gold, Orange and Red Lines
14. 2012 update to the IVtransit.com website

The following list details the formal planning studies scheduled in future years which are not included in these budget figures

1. Cost benefit analysis of a transfer to public agency owned vehicles/equipment versus contractor owned vehicles
2. Development of regional bus stop standards and designs handbook
3. Feasibility Review of Replacement of Colorized Bus Stop Signs
4. Update to the 1995 IVAG TDA Guidebook

Tables 8 provides a historical overview of the state and federal transit fund allocations and apportionments to the Imperial Valley region.
## TABLE 8

**PERIMIAL COUNTY TRANSPORTATION COMMISSION FY 2013-14 TRANSIT PROGRAMS FINANCE PLAN**

### LTF DISTRIBUTION TABLE

Department of Finance Population as of: May 13

<table>
<thead>
<tr>
<th>Agency</th>
<th>Population Total</th>
<th>2014 Allocation</th>
<th>2011 Reserve</th>
<th>Grand Reserve</th>
<th>Population % to Total</th>
<th>Art 8c DARS</th>
<th>Art 8e Benches</th>
<th>Art 8e Shelters</th>
<th>Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A</strong> Revenue</td>
<td>$5,100,000</td>
<td>$577,850</td>
<td>$577,850</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$5,766,199</td>
</tr>
<tr>
<td><strong>B</strong> ICTC Admin</td>
<td>$249,500</td>
<td>$249,500</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$249,500</td>
</tr>
<tr>
<td><strong>C</strong> ICTC Plan</td>
<td>$153,000</td>
<td>$153,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$153,000</td>
</tr>
<tr>
<td><strong>D</strong> Bikes/Peds</td>
<td>$1,436,544</td>
<td>$409,250</td>
<td>$409,250</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$1,846,044</td>
</tr>
<tr>
<td><strong>E</strong> CWTS - IVT</td>
<td>$71,661</td>
<td>$71,661</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$71,661</td>
</tr>
<tr>
<td><strong>F</strong> ADA Para</td>
<td>$174,569</td>
<td>$174,569</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$174,569</td>
</tr>
<tr>
<td><strong>G</strong> Medex</td>
<td>$15,000</td>
<td>$15,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$15,000</td>
</tr>
<tr>
<td><strong>H</strong> Tnfr Tmnl Res</td>
<td>$3,000</td>
<td>$3,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$3,000</td>
</tr>
<tr>
<td><strong>I</strong> EC Tmnl</td>
<td>$2,500</td>
<td>$2,500</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$2,500</td>
</tr>
<tr>
<td><strong>J</strong> Wntrvhn bus stp</td>
<td>$925,124</td>
<td>$925,124</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$925,124</td>
</tr>
<tr>
<td><strong>K</strong> Reg maint</td>
<td>$10,000</td>
<td>$10,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$10,000</td>
</tr>
<tr>
<td><strong>L</strong> Calexico Tmnl</td>
<td>$40,393</td>
<td>$251,475</td>
<td>$251,475</td>
<td>$344,533</td>
<td>$356,317</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>M</strong> Calipatria</td>
<td>$2,670</td>
<td>$2,670</td>
<td>$2,670</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>N</strong> El Centro</td>
<td>$43,511</td>
<td>$270,887</td>
<td>$270,887</td>
<td>$394,403</td>
<td>$407,097</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>O</strong> Holtville</td>
<td>$6,151</td>
<td>$38,294</td>
<td>$38,294</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>P</strong> Imperial</td>
<td>$16,117</td>
<td>$100,340</td>
<td>$100,340</td>
<td>$92,611</td>
<td>$97,313</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Q</strong> Westmorland</td>
<td>$2,309</td>
<td>$14,375</td>
<td>$14,375</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>R</strong> County</td>
<td>$33,500</td>
<td>$208,562</td>
<td>$208,562</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>S</strong> Totals</td>
<td>$171,383</td>
<td>$1,066,962</td>
<td>$1,066,962</td>
<td>$1,753,181</td>
<td>$100%</td>
<td>$1,016,962</td>
<td>$50,000</td>
<td></td>
<td>$1,066,962</td>
</tr>
</tbody>
</table>

Note: The table above represents the distribution of funds allocated for various transit programs in Imperial County, FY 2013-14. The figures include allocations, reserves, and the percentage of the total population served by these programs. The total funds distributed are $1,066,962, covering various transit-related services and infrastructure projects.
### APPENDIX A

#### FY 2013-14 Imperial County Transportation Commission Cost Sharing Agreement

**OPTION 3** (Population Distribution)

<table>
<thead>
<tr>
<th>AGENCY</th>
<th>POPULATION</th>
<th>%</th>
<th>Base AMOUNT</th>
<th>Adjusted %</th>
<th>Adjusted AMOUNT</th>
<th>Quarterly Billing Amount</th>
<th>change from prior year</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of Brawley</td>
<td>25,732</td>
<td>15.0%</td>
<td>$15,014</td>
<td>12.4%</td>
<td>$12,371</td>
<td>$3,002.80</td>
<td>$(6,350)</td>
</tr>
<tr>
<td>City of Calexico</td>
<td>40,393</td>
<td>23.6%</td>
<td>$23,569</td>
<td>19.4%</td>
<td>$19,420</td>
<td>$4,854.95</td>
<td>$(9,783)</td>
</tr>
<tr>
<td>City of Calipatria</td>
<td>3,670</td>
<td>2.1%</td>
<td>$2,141</td>
<td>1.8%</td>
<td>$1,764</td>
<td>$441.11</td>
<td>$(908)</td>
</tr>
<tr>
<td>City of El Centro</td>
<td>43,511</td>
<td>25.4%</td>
<td>$25,388</td>
<td>20.9%</td>
<td>$20,919</td>
<td>$5,229.71</td>
<td>$(10,614)</td>
</tr>
<tr>
<td>City of Holtville</td>
<td>6,151</td>
<td>3.6%</td>
<td>$3,569</td>
<td>3.0%</td>
<td>$2,957</td>
<td>$739.31</td>
<td>$(1,523)</td>
</tr>
<tr>
<td>City of Imperial</td>
<td>16,117</td>
<td>9.4%</td>
<td>$9,404</td>
<td>7.7%</td>
<td>$7,749</td>
<td>$1,937.15</td>
<td>$(3,596)</td>
</tr>
<tr>
<td>City of Westmorland</td>
<td>2,309</td>
<td>1.3%</td>
<td>1,347</td>
<td>1.1%</td>
<td>1,110</td>
<td>$277.53</td>
<td>$(571)</td>
</tr>
<tr>
<td>County of Imperial</td>
<td>33,500</td>
<td>19.5%</td>
<td>$19,547</td>
<td>16.1%</td>
<td>$16,106</td>
<td>$4,026.46</td>
<td>$(8,285)</td>
</tr>
<tr>
<td><strong>IID</strong></td>
<td>0</td>
<td>0.0%</td>
<td>0</td>
<td>0%</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>171,383</td>
<td>100%</td>
<td>$100,000</td>
<td>100%</td>
<td>$100,000</td>
<td>$25,000.00</td>
<td></td>
</tr>
</tbody>
</table>

* population from Dept of Finance May 2013
** IID percentage is based on an average of the 4 largest agencies = 35,000 which equates to 17.5% and reduces the base amount for the remaining member agencies to $82,891

Brawley: 25,732
Calexico: 40,393
El Centro: 43,511
County: 33,500

average: 35,784

add IID average of the population to total population, then divide to get %

$$\frac{167,489}{35,784} \times \frac{203,273}{17.6\%} = 17.6\%$$

$$\frac{203,273}{100,000} \times \frac{17,604}{17.6\%} = \$17,604$$

$$\frac{100,000}{100,000} \times \frac{82,396}{17.6\%} = \$82,396$$

formula approved by the ICTC May 2010 for $150K
reduced in FY 2013-14 to $100K
VI. ACTION CALENDAR

B. AMENDMENT TO THE LEGAL SERVICES AGREEMENT—COUNTY OF IMPERIAL—ICTC, FY 2013-14 TO FY 2014-15
June 7, 2013

ICTC Management Committee
Imperial County Transportation Commission
1405 N. Imperial Ave. Suite 1
El Centro, CA 92243

SUBJECT: Amendment to the Legal Services Agreement – County of Imperial - Imperial County Transportation Commission (ICTC) FY 2013-14 to FY 2014-15

Dear Members of the Committee:

On March 24th 2010, the Commission adopted a resolution that authorized consultant legal services for the Commission through the County Counsel’s office at the County of Imperial. The legal agreement has now ended and ICTC staff is recommending a two amendment of this agreement be granted that will cover FY 2013-14 through FY 2014-15.

ICTC and County Counsel staff have developed an agreement for FY 2013-14 through FY 2014-15. The requested reimbursement remains at $10,000 per year.

It is requested that the ICTC Management Committee forward this item to the Commission for their review and approval pending budget approval and after public comment, if any:

1. Authorize the Chairperson to sign the agreement for the continuation of legal services between the County of Imperial and the Imperial County Transportation Commission for an annual cost not to exceed $10,000, effective July 1, 2012 through June 30, 2015.

2. Direct staff to forward the agreement to the County of Imperial.

Sincerely yours,

MARK BAZA
Executive Director

BY: ____________________________________________

Kathi Williams
Senior Transit Planner

Attachment

CITIES OF BRAWLEY, CALEXICO, CALIPATRIA, EL CENTRO, HOLTVILLE, IMPERIAL, WESTMORLAND, IMPERIAL IRRIGATION DISTRICT AND COUNTY OF IMPERIAL
FIRST AMENDMENT TO AGREEMENT FOR LEGAL SERVICES

This First Amendment to Agreement for legal services ("AMENDMENT"), made and entered into effective the ___ day of __________, 2013, is by and between Imperial County, a political subdivision of the State of California, hereinafter referred to as "COUNTY", and Imperial County Transportation Commission, hereinafter referred to as "ICTC", collectively referred to as "Parties".

WITNESSETH

WHEREAS, ICTC entered into that certain Agreement dated July 1, 2012, hereinafter the "AGREEMENT", and attached hereto as Exhibit "1";

WHEREAS, during the course of the performance of that Agreement the Parties became aware that additional time is needed for the performance of services of said Agreement; and

WHEREAS, the parties to that Agreement have identified the nature and cost of such additional work and wish to provide for completion of additional work so identified;

NOW THEREFORE, and in consideration of the promises and payments herein set forth, the parties agree as follows:

1. Paragraph 1 of the AGREEMENT is hereby deleted and a new Paragraph 1 shall be added to read as follows:

   "1. TERM. This Agreement shall become effective July 1, 2012, and remain in effect until June 30, 2015. It may be renewed upon the mutual, written, consent of both parties."

2. In all other respects, the AGREEMENT remains in full force and effect.

3. This First Amendment is effective as of the day and year first written above.
IN WITNESS WHEREOF, the Parties hereto have caused this AGREEMENT to be executed the day and year first above written.

IMPERIAL COUNTY:

By: __________________________
   RAYMOND R. CASTILLO
   Chairman of the Board of Supervisors

IMPERIAL COUNTY TRANSPORTATION COMMISSION:

By: __________________________
   JACK TERRAZAS
   Chair of the Board

ATTEST:

By: __________________________
   BLANCA ACOSTA,
   Interim Clerk of the Board of Supervisors

ATTEST:

By: __________________________
   CRISTI LERMA
   Secretary to the Commission

APPROVED AS TO FORM AND CONTENT:

MICHAEL L. ROOD
County Counsel

By: __________________________
   KENDRA A. MARTINEZ,
   Deputy County Counsel

MICHAEL L. ROOD
County Counsel

By: __________________________
   GEOFFREY HOLBROOK
   Senior Deputy County Counsel

S:\Departments\ICTC\Action Request\2013\13-0363 ICTC Legal Service Contract 10,000\Amendment1\LegalServicesAgreement.docx
C. IMPERIAL VALLEY TRANSIT—FIXED ROUTE TRANSIT SERVICES OPERATING AGREEMENT, FY 2012-2016, MODIFICATION #3
June 7, 2013

ICTC Management Committee
Imperial County Transportation Commission
1405 N. Imperial Ave. Suite 1
El Centro, CA 92243

SUBJECT: **IMPERIAL VALLEY TRANSIT (IVT) — Fixed Route Transit Services Operating Agreement, Fiscal Year 2012-2016, Modification #3**

Dear Committee Members:

**IVT** is the public fixed route bus system operated by First Transit, Inc. The ICTC administers and manages the fixed route contract on behalf of the member agencies. The service operates in tandem with IVT – ACCESS for persons with disabilities, with coordinated service schedules and services areas. There currently is an average of 58,000 passenger trips a month, Monday through Saturday. The services are provided by a fleet of 40 ft. and 22 ft. ramp or wheelchair lift equipped buses.

In accordance with the FY 2013-14 Unmet Transit Needs Public Hearing process concluded in April 2013, ICTC staff have negotiated transit service adjustments based on the prioritized list in the FY 2013-14 Unmet Transit Needs “Findings”.

1. The addition of two IVC Express trips from Calexico to IVC in the early morning. The service adds 335 service hours and is effective August 1, 2013.
2. The addition of three trips on the Saturday service schedule in the Primary Service Corridor; between Brawley, Imperial, IVC, El Centro, Heber and Calexico. The service adds 1,201 service hours and is effective August 1, 2013.
3. The addition of 35 minute headways between El Centro and Calexico. This service adds 3,464 service hours and is effective October 1, 2013.

The total service hour increase is approximately 18.5% and the cost increase is approximately 11.8% to the existing contract.

CITIES OF BRAWLEY, CALEXICO, CALIPATRIA, EL CENTRO, HOLTVILLE, IMPERIAL, WESTMORLAND, IMPERIAL IRRIGATION DISTRICT AND COUNTY OF IMPERIAL
ICTC Management Committee (2) June 7, 2013

Funding for these service increases is derived from the State’s Transportation Development ACT (TDA) Fund, the State Transit Assistance Fund, as well as, the Federal Transit Administration (FTA) and is available in the FY 2013-14 ICTC Overall Work Program and Budget. Additional funding has been obtained from the Federal Transit Administration due to the 2010 census apportionment and is the primary source of revenue for the additional expense.

ICTC staff will continue to research the potential for funds to cover the remaining issue from the FY 2013-14 Unmet Transit Needs hearing regarding the implementation of limited Sunday services. Should ICTC staff be successful in future months in locating funding, another modification would be presented to the Commission for approval at that time.

ICTC staff recommends that the ICTC Management Committee forward this item to the Commission for their review and approval, pending budget approval and public comment, if any:

1. Authorize the Chairperson to sign the modification #3 to the Fixed Route Transit Services Operating Agreement with First Transit Inc. for the continued operation of Imperial Valley Transit for the period effective July 1, 2012 through June 30, 2016, for the not to exceed subsidy as listed:

   a. For the period July 1, 2013 through June 30, 2014, the cost is identified as $3,194,325, the farebox ratio is set at 17%, and the resulting subsidy is then set at $2,651,290.

   b. For the period July 1, 2014 through June 30, 2015, the cost is identified as $3,332,409, the farebox ratio is set at 17%, and the resulting subsidy is then set at $2,765,899.

   c. For the period July 1, 2015 through June 30, 2016, the cost is identified as $3,439,765, the farebox ratio is set at 17%, and the resulting subsidy is then set at $2,855,005.

Sincerely yours,

MARK BAZA
Executive Director

BY: [Signature]

Kathi Williams
Senior Transit Planner

MB/ksw/cl

attachment
THIRD AMENDMENT TO AGREEMENT

This Third Amendment to Agreement for fixed-route transit services ("AMENDMENT"), made and entered into effective the 1st day of July, 2013, is by and between the IMPERIAL COUNTY TRANSPORTATION COMMISSION ("ICTC"), and FIRST TRANSIT, INC., a Delaware corporation qualified to do business in California ("PROVIDER").

WITNESSETH

WHEREAS, ICTC entered into that certain Agreement dated May 25, 2011, hereinafter the "AGREEMENT", and attached hereto as Exhibit "1";

WHEREAS, ICTC entered into that certain First Amendment to Agreement dated August 22, 2012, hereinafter the "FIRST AMENDMENT", and attached hereto as Exhibit "2";

WHEREAS, ICTC entered into that certain Second Amendment to Agreement dated May 27, 2013, hereinafter the "SECOND AMENDMENT", and attached hereto as Exhibit "3";

WHEREAS, during the course of the performance of that Agreement the parties became aware that additional services should be performed for the completion of said Agreement; and

WHEREAS, the parties to that Agreement have identified the nature and cost of such additional work and wish to provide for completion of additional specialized work so identified.

NOW THEREFORE, and in consideration of the promises and payments herein set forth, the parties agree as follows:

1. Paragraph 8.1.1 of the AGREEMENT is hereby amended and shall read as follows:

8.1.1. "Compensation for services provided for under the Scope of Work: "Imperial Valley Transit Fixed-Route Bus Services Scope of Work FY 2011-12 through FY 2015-2016" shall be as follows:

8.1.1.1. For the period July 1, 2011 through June 30, 2012, the cost is identified as $2,491,560.00. The fare box is established at 17%; therefore the annual not-to-exceed subsidy will be $2,067,995.00.
8.1.1.2. For the period July 1, 2012 through June 30, 2013, the cost is identified as $2,737,061.00. The fare box is established at 17%; therefore the annual not-to-exceed subsidy will be $2,272,228.00.

8.1.1.3. For the period July 1, 2013 through June 30, 2014, the cost is identified as $3,194,325.00. The fare box is established at 17%; therefore the annual not-to-exceed subsidy will be $2,651,290.00.

8.1.1.4. For the period July 1, 2014 through June 30, 2015, the cost is identified as $3,332,409.00. The fare box is established at 17%; therefore the annual not-to-exceed subsidy will be $2,765,899.00.

8.1.1.5. For the period July 1, 2015 through June 30, 2016, the cost is identified as $3,439,765.00. The fare box is established at 17%; therefore the annual not-to-exceed subsidy will be $2,855,005.00.

8.1.1.6. For the period July 1, 2016 through June 30, 2017, the cost is identified as $2,939,760.00. The fare box and not-to-exceed subsidy will be established in good faith by mutual consideration at the time of contract extension.

8.1.1.7. For the period July 1, 2017 through June 30, 2018, the cost is identified as $3,013,200.00. The fare box and not-to-exceed subsidy will be established in good faith by mutual consideration at the time of contract extension.

8.1.1.8. For the period July 1, 2018 through June 30, 2019, the cost is identified as $3,011,040.00. The fare box and not-to-exceed subsidy will be established in good faith by mutual consideration at the time of contract extension.

8.1.1.9. The fare box recovery ratio calculated and required annually during the course of this Agreement is subject to the deduction of normal Transportation Development Act operating cost exclusions. PROVIDER shall provide all operating cost exclusions to ICTC.

8.1.1.10 In the event that the required fare box revenue is not achieved on an annual basis, the PROVIDER may be allowed to request compensation from the ICTC for reimbursement up to the agreed upon annual cost. The
lack of attainment for the annual fare box revenue must not be due to circumstances affecting the quality of transit service within the PROVIDER’s control, e.g. ICTC’s documentation of poor maintenance affecting the reliability of service or passenger comfort on vehicles, or inappropriate behavior by customer service staff or vehicles drivers.”

3. In all other respects, the AGREEMENT remains in full force and effect.

4. This Third Amendment is effective as of the day and year first written above.

IN WITNESS WHEREOF, the Parties hereto have caused this AGREEMENT to be executed the day and year first above written.

IMPERIAL COUNTY
TRANSPORTATION COMMISSION:

By: ____________________________
JACK TERRAZAS, Chairman

PROVIDER:

By: ____________________________
NICK PROMPONAS
Senior Vice President

ATTEST:

CHRISTI LERMA,
Secretary to the Commission

APPROVED AS TO FORM:

MICHAEL L. ROOD
County Counsel

By: ____________________________
KENDRA A. MARTINEZ
Deputy County Counsel
VI. ACTION CALENDAR

D. FOURTH AMENDMENT TO THE MED-EXPRESS OPERATING AGREEMENT, ARC-IMPERIAL VALLEY FY 2013-14
June 7, 2013

ICTC Management Committee
Imperial County Transportation Commission
1405 N. Imperial Ave. Suite 1
El Centro, CA 92243

SUBJECT: Fourth Amendment to the Med-express Operating Agreement, ARC-Imperial Valley FY 2013-14

Dear Members of the Committee:

Medexpress is the public non emergency transportation to medical facilities in the San Diego County area and is operated by ARC-Imperial Valley. The service has been in existence since 1994. The service operates four days a week for disabled and transit dependent persons.

The service is designed for access to medical facilities, clinics and other medical services that are not available in Imperial Valley. The vehicle operated is a lift equipped minibus designed for the physically and/or mentally disabled passenger. Currently the service operates 4 days a week, with a 30 day advance reservation system. There are an average of 23 passengers a trip and the farebox ratio is approximately 16.7%.

There is no increase in subsidy requested by the operator. Therefore the cost is the same as in the current FY 2012-13 year. The cost is expected to be $202,171 less fares of $40,434 and a resulting subsidy of $161,737. Funding for this service is derived from the Transportation Development ACT (TDA) Fund and passengers fares. Funding for this project is in the ICTC 2013-14 Budget.

Therefore, it is requested the Management Committee forward this item to the ICTC Commission for review and approval, pending budget approval and public comment, if any:

1. Authorize the Chairman to sign an fourth amendment document to the operating agreement with ARC-Imperial Valley for the continued operation of the Medexpress for the period effective July 1, 2013 through June 30, 2014, with an annual not to exceed operating subsidy ($161,737.00) with 3% marketing funding ($6,065.00), maintenance escalator ($7,500.00) and fuel escalator.

Sincerely yours,

MARK BAZA
Executive Director

BY: [Signature]

Kathi Williams
Senior Transit Planner
Attachment

CITIES OF BRAWLEY, CALEXICO, CALIPATRIA, EL CENTRO, HOLTVILLE, IMPERIAL, WESTMORLAND, IMPERIAL IRRIGATION DISTRICT AND COUNTY OF IMPERIAL
FOURTH AMENDMENT TO AGREEMENT

This Fourth Amendment (the "Fourth Amendment") dated July 1, 2013, amends the Agreement between Imperial County for and on behalf of Imperial Valley Association of Governments ("IVAG") and ARC – Imperial Valley, a California nonprofit corporation, as PROVIDER, dated December 19, 2006, and amended on August 17, 2010, July 27, 2011, and July 25, 2012, for the MedExpress program.

WITNESSETH:

WHEREAS, Imperial County, on behalf of IVAG, and PROVIDER entered into that certain agreement for paratransit services dated December 19, 2006 and attached hereto as Exhibit "1" and incorporated by this reference; and

WHEREAS, on March 24, 2010, the Imperial County Transportation Commission ("ICTC") assumed all of the assets and liabilities of IVAG as well as the authority to enter into contracts; and

WHEREAS, on August 17, 2010, that certain Agreement was amended, and is attached hereto as Exhibit "2" and incorporated by this reference;

WHEREAS, on July 27, 2011, that certain Agreement was amended, and is attached hereto as Exhibit "3" and incorporated by this reference;

WHEREAS, on July 25, 2012, that certain Agreement was amended, and is attached hereto as Exhibit "4" and incorporated by this reference;

NOW THEREFORE, the parties agree as follows:

1. Paragraph 1.1 of the Agreement is deleted and replaced by the following:

   “1.1 This Agreement shall commence on October 1, 2006 and shall continue until June 30, 2014.”

2. All other terms and conditions are and will remain in full force and effect. There are no other modifications, express or implied except as herein provided.
IN WITNESS WHEREOF, the parties have executed this Amendment on the day and year first above written.

IMPERIAL COUNTY TRANSPORTATION COMMISSION:

By: ____________________________

JACK TERRAZAS
Chair of the Board

ATTEST:

By: ____________________________

CRISTI LERMA
Secretary to the Commission

PROVIDER:

ARC – IMPERIAL VALLEY

By: ____________________________

ART SANTOS
Chief Executive Officer

APPROVED AS TO FORM:

ICTC COUNSEL

MICHAEL L. ROOD
County Counsel

By: ____________________________

KENDRA A. MARTINEZ
Deputy County Counsel
E. AMENDMENT 6 TO THE WEST SHORES DIAL-A-RIDE OPERATING AGREEMENT, ARC-IMPERIAL VALLEY, FY 2013-14
June 7, 2013

ICTC Management Committee
Imperial County Transportation Commission
1405 N. Imperial Ave. Suite 1
El Centro, CA 92243

SUBJECT: Amendment 6 to the West Shores Dial-A-Ride Operating Agreement, ARC-Imperial Valley, FY 2013-14

Dear Members of the Committee:

The West Shores Dial-A-Ride is the public paratransit service operated by ARC-Imperial Valley within the communities along the West side of the Salton Sea. The use of the service revolves primarily around access by transit dependent residents to the nutrition program and medical clinic. There is also some use of the connection to Imperial Valley Transit in Westmorland, for those that need to travel into the more urbanized area (i.e. Brawley) for banking and other necessities. There are an average of 15 passengers a day and the farebox ratio is approximately 5%.

The contract has been modified several times since 2007, due to the service’s difficulty in meeting the minimum farebox ratio requirement of 10% required by the State funding source. Staff and the operator have provided public presentations and marketing within the area in an attempt to increase ridership. The service hours have been reduced to two (2) days per week on Tuesdays and Thursdays.

Effective FY 2012-13, funding for this service is now derived from the Local Transportation Authority (LTA) 2% set aside for transit services, and is included in the FY 2013-14 ICTC OWP and Transit Budget that is expected to be approved on June 26, 2013. Because this service is now funded with local transit revenues from the LTA funds, the farebox ratio requirement has been able to be reduced from 10% to 5%.

There is no increase in subsidy requested by the operator. Therefore the cost is the same as in the current FY 2012-13 year. The cost is expected to be $69,629, less fares of $3,481 and a resulting subsidy of $66,147.

CITIES OF BRAWLEY, CALEXICO, CALIPATRIA, EL CENTRO, HOLTVILLE, IMPERIAL, WESTMORLAND, IMPERIAL IRRIGATION DISTRICT AND COUNTY OF IMPERIAL
Therefore, it is requested that the Management Committee forward this item to the ICTC Commission for review and approval pending budget approval and public comment, if any:

1. Authorize the Chairman to sign an amendment document to the operating agreement with ARC-Imperial Valley for the continued operation of the West Shores Dial-A-Ride for the period effective July 1, 2013 through June 30, 2014 with an annual not to exceed operating subsidy ($66,147.00), a farebox ratio of 5%, with marketing funding of ($1,000.00), maintenance escalator ($3,500.00) and fuel escalator.

Sincerely yours,

MARK BAZA
Executive Director

BY: [Signature]

Kathi Williams
Senior Transit Planner

Attachment
MODIFICATION AGREEMENT No. 6

THIS MODIFICATION AGREEMENT, dated this July 1, 2013, is by and between the IMPERIAL COUNTY TRANSPORTATION COMMISSION ("ICTC") as the successor entity to the IMPERIAL VALLEY ASSOCIATION OF GOVERNMENTS ("IVAG"), and ARC – IMPERIAL VALLEY, a California non-profit corporation ("PROVIDER"), collectively referred to as "Parties".

WITNESSETH:

WHEREAS, IMPERIAL COUNTY, a political subdivision of the State of California, on behalf of IVAG, and PROVIDER entered into that certain agreement for paratransit services dated March 30, 2007, ("the Agreement") attached hereto as Exhibit "1" and incorporated by this reference; and

WHEREAS, the Agreement was modified on July 7, 2009 ("Modification Agreement"); March 16, 2010 ("Modification Agreement No. 2"); November 9, 2010 (Modification Agreement No. 3"), July 27, 2011 ("Modification Agreement No. 4"), and August 22, 2012 ("Modification Agreement No.5"), all of which are attached hereto as Exhibits "2", "3", "4", "5", and "6" respectively, and incorporated by this reference; and

WHEREAS, ICTC, as the successor entity to IVAG, on March 24, 2010, adopted a resolution authorizing it to enter into contracts pursuant to Public Utilities Code Section 132800, et seq.

NOW THEREFORE, the parties agree as follows:

1. Paragraph 1.1 is deleted and replaced with a new 1.1 to read as follows:

   "1.1 This Agreement shall commence on September 1, 2006 and shall continue until June 30, 2014 ("the Term")."

2. All other terms and conditions are and will remain in full force and effect. There are no other modifications, express or implied except as herein provided.
IN WITNESS WHEREOF, the parties have executed this Modification Agreement No. 5 on
the day and year first above written.

IMPERIAL COUNTY:
TRANSPORTATION COMMISSION

By: JACK TERRAZAS
Chair of the Board

Attest:

By: CRISTI LERMA
Secretary to the Commission

ARC - IMPERIAL VALLEY:

By: ART SANTOS,
Chief Executive Officer

Approved as to Form:
COUNTY COUNSEL
Michael L. Rood

By: KENDRA A. MARTINEZ
Deputy County Counsel