I. CALL TO ORDER AND ROLL CALL

II. EMERGENCY ITEMS
   A. Discussion/Action of emergency items, if necessary.

III. PUBLIC COMMENTS

Any member of the public may address the Committee for a period not to exceed three minutes on any item of interest not on the agenda within the jurisdiction of the Committee. The Committee will listen to all communication, but in compliance with the Brown Act, will not take any action on items that are not on the agenda.

IV. APPROVAL OF CONSENT CALENDAR

A. Approval of Management Committee Draft Minutes: July 8, 2015
B. Receive and File:
   1. ICTC Board Draft Minutes Special Meeting: July 22, 2015
   2. ICTC Board Draft Minutes Meeting: July 22, 2015
   3. ICTC TAC Draft Minutes: July 23, 2015
   4. ICTC SSTAC Draft Minutes: September 2, 2015

V. REPORTS

A. ICTC Executive Director
   • See attached Executive Director Report on page 19
B. Southern California Association of Governments
C. California Department of Transportation – District 11
   • See attached Caltrans Report on page 31
D. Committee Member Reports

CITIES OF BRAWLEY, CALEXICO, CALIPATRIA, EL CENTRO, HOLTVILLE, IMPERIAL, WESTMORLAND, IMPERIAL IRRIGATION DISTRICT AND COUNTY OF IMPERIAL
VI. ACTION CALENDAR

A. Competitive Bid for the Coordination of Public Dial-a-Ride Paratransit Services – IVT RIDE El Centro

ICTC staff request that Management Committee forward a recommendation to the Commission to consider the following actions for review and approval, after public comment, if any:

1. Approve the request from the City of El Centro; for ICTC staff to conduct a competitive bid for the IVT RIDE El Centro service area, and for ICTC staff to administer the IVT RIDE El Centro service contract.
2. Direct staff to complete the competitive bid process and return for execution of the IVT RIDE El Centro contract, and for direction on the IVT RIDE El Centro vehicle procurement.

B. Revised Memorandum of Understanding (MOU); ICTC - Quechan Indian Tribe - Yuma County Intergovernmental Public Transit Authority (YCIPTA) for Turquoise Route #10 and Blue Route #5

ICTC Staff requests that the Management Committee forward this item to the Commission for review and approval after public comment, if any:

1. Authorize the Chairperson to sign the Memorandum of Understanding (MOU) between the Yuma County Intergovernmental Public Transportation Authority (YCIPTA), The Imperial County Transportation Commission (ICTC) and the Quechan Indian Tribe for the continued implementation and operation of a regional connector bus service (YCAT Turquoise #10) between Yuma AZ, Winterhaven and El Centro, California; and, a circulator route from Yuma with stops in the eastern Imperial County area (YCAT Blue #5) effective July 1, 2015 through June 30, 2016 and provide a not to exceed subsidy to the Quechan and YCIPTA in an amount of $172,270.

VII. INFORMATION/DISCUSSION CALENDAR

A. Status of Delivery of Federal Funding for FFY 2014-2015

VIII. NEXT MEETING DATE AND PLACE

A. The next meeting of the Management Committee is currently scheduled for Wednesday, October 14, 2015 at 10:30 a.m., at the City of Holtville, Holtville CA.

IX. ADJOURNMENT

A. Motion to Adjourn
A. Approval of Management Committee Draft Minutes: July 8, 2015

B. Receive and File:

1. ICTC Board Draft Minutes Special Meeting: July 22, 2015
2. ICTC Board Draft Minutes Meeting: July 22, 2015
3. ICTC TAC Draft Minutes: July 23, 2015
4. ICTC SSTAC Draft Minutes: September 2, 2015
VOTING MEMBERS PRESENT:

City of Brawley        Rosanna Bayon Moore
City of Calipatria    Rom Medina
City of Calexico      Nick Servin for Richard Warne
City of El Centro     Ruben Duran
City of Holtville     Nick Wells
City of Imperial      George Galvan for Marlene Best
County of Imperial    Armando Villa

STAFF PRESENT:        Virginia Mendoza, Cristi Lerma

OTHERS PRESENT:       Joe Picazo and Esperanza Colio: County of Imperial, Sam Amen and Luis Medina: Caltrans, Tomas Oliva: SCAG, Liz Zarate: 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, July 8, 2015 together with staff reports and related documents attached thereto and incorporated therein by reference.

I.  CALL TO ORDER AND ROLL CALL
Chair Bayon Moore called the Committee meeting to order at 10:43 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 Servin seconded by Duran to approve consent items 4A and 4B. Motion carried unanimously.

A. Approved ICTC Management Committee Minutes for June 10, 2015
B. Received and filed:
   1. ICTC Board Draft Minutes for June 24, 2015

V. REPORTS
A. ICTC Executive Director
   - Mr. Baza attended a meeting for the Cap and Trade Program in Sacramento recently and stated that there are concerns in the State about the amount of revenues received and the requirement to have shovel-ready projects. A letter was sent to SCAG President Cheryl Viegas-Walker.
ICTC MANAGEMENT COMMITTEE MINUTES  July 8, 2015

- CAIVans has 47 vans in Imperial County that rotate during different farming seasons. ICTC benefits from this specifically in the National Transit Database (NTD) reporting system.
- The videos created for ICTC regarding the IVT Ride services were shown to the committee. A video was created for each participating city that reflects each of the communities the service is providing transportation to.
- A complete list of ICTC updates can be found on Page 13 of the agenda.

B. Southern California Association of Governments (SCAG)
- Mr. Oliva stated that SCAG sent a delegate to Sacramento to attend a hearing on the Cap and Trade Funding. He said it does not look favorable for Southern California.
  Mr. Oliva echoed similar comments as Mr. Baza did previously.

C. Caltrans Department of Transportation – District 11
Mr. Amen had the following updates:
- Caltrans awarded 4 projects, Interstate 8 (from Hwy 111 13 miles west); State Route 86 (23 miles North); Hwy 111 (16 miles North of Brawley Bypass); and, Hwy 111 in Holtville (North of Hwy 115 for 13 miles).
- Mr. Amen also highlighted other projects that are found in the Caltrans Report on Page 17.

Mr. Medina had the following updates:
- Active Transportation Program (ATP) Cycle 2 “Call for Projects”: Caltrans received a total of 38 project applications for the District, including 31 from the San Diego Region and 7 from the Imperial Region. Successful project applications will be adopted at the California Transportation Committee (CTC) scheduled to be held on October 21-22, 2015.
- Local Agencies are required to designate a “Local Agency Employee in Responsible Charge.” In the Caltrans Local Assistance Procedures Manual (LAPM), there are several sections that indicate, imply or infer that an Architectural and Engineering (A&E) consultant, whether procured as a retained Agency Engineer or in a project-specific engineering role may fulfill this requirement. OB 15-02 serves to supersede the portions of LAPM Chapters 15 and 16 that do not correctly state that the local agency must provide a full-time employee (not just a consultant) to be in responsible charge of, and maintain a level of engagement in, each project. This individual must be employed directly by the local agency who is the direct recipient of Federal or State funds. The Local Agency Employee in Responsible Charge need not be an Engineer. The complete office bulletin can be found at the link provided below: http://www.dot.ca.gov/hq/LocalPrograms/DLA_OB/2015/ob15-02.pdf
- The Prompt Payment methodology designated by most Agencies on the annual DBE Exhibit 9-B is Method 3. Please be reminded that the Agency is responsible for making regular incremental acceptances and incrementally releasing retention on the accepted work. If the retention was released for work performed by a subcontractor, the Agency is required per 49 CFR, Part 26.29(d) to enforce prompt payment to the subcontractors.
- Annual DBE Exhibit 9-B and ADA Exhibit 9-C – Deadline of JUNE 30, 2015 Has Passed Annual DBE and ADA Exhibits 9-B and 9-C forms were due to Caltrans D11 Local Assistance by June 30, 2015. These forms are critical to receiving federal funding. Request for Authorizations will be not be obligated for FFY15-16 until receipt and approval of these forms. Additional information and the current version of these exhibits are available in the Local Programs Procedures Manual (LAPM) Chapter 9. Please find the link to Chapter 9 below: http://www.dot.ca.gov/hq/LocalPrograms/lam/lapm.htm
- Code of Federal Regulations, Title 23, Section 230.121 (a) through (c)(2) requires contractors to report annually on the composition of their workforce by race, gender,
and job category. Prime contractors and all subcontractors with construction contracts of $10,000 or more must complete the report for work performed during the last pay period of July 2015. The reporting period is June 29, 2015 through July 31, 2015. Prime contractors, as well as each subcontractor, must complete and submit their report(s) to their respective Local Agency Resident Engineer, who must certify that the information is correct and complete. Once certified by the Local Agency Resident Engineer, Contractors are to submit their certified report(s) to the sponsor Local Agency no later than August 14, 2015. District 11 Local Agencies shall now submit all of the reports to Miyoko Nakajima at miyoko.nakajima@dot.ca.gov and “cc” Anh-Vu Pham at anhvu.pham@dot.ca.gov, Local Area Engineer for the Imperial Region, no later than August 21, 2015.

D. Committee Member Reports
- There were none.

VI. ACTION CALENDAR

A. Regional Surface Transportation Program and Congestion Mitigation and Air Quality Call for Projects – FY 2016/2017 to FY 2018/2019

Ms. Mendoza stated that the Imperial County Transportation Commission received the revenue information for the Regional Surface Transportation Program (RSTP) and the Congestion Mitigation and Air Quality (CMAQ) funding by staff at SCAG.

She said that approximately $10.9 million may be available over a three-year period beginning in federal fiscal year 2016/2017 and ending in FFY 2018/2019. SCAG staff has recommended that the subregions proceed with a call for projects as staff wait for confirmation of future funding.

ICTC staff reviewed the draft guidelines with the ICTC Technical Advisory Committee on July 2, 2015. The TAC recommended that a competitive call for projects be conducted for member agencies under the local program guidelines approved by ICTC and used previously in 2008 and 2012. An attachment was provided that summarizes the revenue estimates, the eligibility criteria under the RSTP and CMAQ programs, the proposed schedule, the selection criteria and a draft application. It was noted that RSTP and CMAQ are two separate programs and different backup documentation is required.

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

1. Directed staff to open a competitive call for projects for member agencies for estimated RSTP and CMAQ funds, effective August 2015 through November 2015;
2. Directed staff to convene an evaluation committee to score and rank the projects; and,
3. Directed staff to return with a list of recommended projects for approval by the Commission.

A motion was made by Brunet seconded by Wells, Motion carried unanimously.
VII. NEXT MEETING DATE AND PLACE

The next meeting of the Management Committee will be held on September 9, 2015 at the City of El Centro, El Centro, CA.

VIII. ADJOURNMENT

A. Motion to adjourn by Wells/Brunet, Motion Carried. Meeting adjourned at 12:13 p.m.
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 July 22, 2015 together with staff reports and related documents attached thereto and incorporated therein by reference.

I. CALL TO ORDER AND ROLL CALL
Chair Kuhn called the Commission meeting to order at 6:00 p.m. Roll call was taken and a quorum was present.

III. PUBLIC COMMENTS
There were none.

VI. CLOSED SESSION
A. Motion to Adjourn to Closed Session by Nava-Froelich seconded by Goodsell, Motion Carried.

B. CONFERENCE WITH LABOR NEGOTIATORS, Government Code section 54957.6.
Agency Designated Representative: AJ Gaddis
Unrepresented Employee: Executive Director

C. Announcement of Closed Session Action(s)
1. The Commission approved a 4% salary increase to the Executive Director with a Motion by Nava-Froelich and a second by Goodsell, Motion Carried.

VII. ADJOURNMENT
A Motion was made to adjourn by Sanders, seconded by Kelley, Motion Carried. Meeting adjourned at 6:20 p.m.
I. CALL TO ORDER AND ROLL CALL
Chair Kuhn called the Commission meeting to order at 6:21 p.m. Roll call was taken and a quorum was present.

II. EMERGENCY ITEMS
There were none.

III. PUBLIC COMMENTS
There were none.

IV. APPROVAL OF CONSENT CALENDAR
A motion was made by Kelley and seconded by Ritchie to approve the consent calendar, Motion carried with 1 Abstention from Goodsell.

A. Approved ICTC Board Draft Minutes: June 24, 2015
B. Received and Filed:
   1. ICTC Management Committee Minutes July 8, 2015
   2. ICTC Draft TAC Minutes: July 2, 2015
C. ICTC Disadvantaged Business Enterprise Goal for FY 2015-16 for FTA funds for Transit Programs and Services
   1. Approved the proposed FY 2015-16 DBE goal of 2% for transit programs and services
V. REPORTS

A. ICTC Executive Director

Mr. Baza and staff had the following announcements:
- The Regional Mobility Hubs Strategy is a new project funded by Caltrans and will develop a Regional Mobility Hubs Implementation Plan for San Diego County and Imperial Valley. This project will be led by SANDAG in conjunction with ICTC. The focus of the plan will be to develop recommended improvements, conceptual designs, and implementation strategies for different mobility hub station place types for both regions. Consultant work is underway with preparation for a full range of stakeholder outreach.
- The California-Baja California Binational Region: A Fresh Look at Impacts of Border Delays: Building upon previous Caltrans, SANDAG, and ICTC studies, this project will refine the economic models developed to assess economic impacts of delays at the land ports of entry (POEs) between the San Diego and Imperial Counties region and Baja California, Mexico, on the border region economies. It will also estimate greenhouse gas (GHG) emissions of passenger and commercial vehicles due to northbound and southbound border delays at the six California POEs, and propose strategies to reduce GHG emissions at the border region. Lastly, extensive outreach to government agencies, local border communities, and private sector stakeholders will be conducted. Extensive data collection and modeling work has been conducted on these areas by ICTC, SANDAG and other agencies, this project will build upon that work. The funding is provided by Caltrans, SANDAG, and in-kind contributions from ICTC. Consultant selection will be getting underway in late July.
- Transit Updates: On June 16, 2015 the Gillig Bus Corporation was able to provide a demonstration of a 40ft. Low Floor Gillig Hybrid Diesel/Electric vehicle to ICTC and IVT Staff. These buses are the same size of the low emission, low sulfur diesel vehicles ICTC currently operates, but contain a hybrid diesel drivetrain. The vehicles reportedly reduce emissions and fuel usage by 25%, respectively. Additionally our 6 new Gillig Low Floor buses hit the assembly line on June 18, 2015. The 6 vehicles are scheduled to be completed and delivery is expected by mid-July. The 6 new Gillig buses will allow for the retirement of the five 1988 Gillig Phantom buses which are currently in operation and past their useful life. However, 1 of the older Gillig Phantom buses will be kept on site for driver training purposes.
- General Services Administration (GSA) will be holding a “Groundbreaking” event for the Downtown Calexico West Port of Entry, Phase 1 project on November 12, 2015. Exact time and location of the groundbreaking are yet to be finalized by GSA.
- A full Executive Director report is located on page 51 of the revised agenda.

B. Southern California Association of Governments (SCAG)

- A SCAG report is attached on page 54 of the revised agenda. No additional updates were given.

C. California Department of Transportation (Caltrans)

Ms. Berman had the following updates and announcements:
- The summer edition of the Mile Marker publication has been released and can be found at http://www.dot.ca.gov/cjournal/MileMarker/2015-2/index.html. The purpose of The Mile Marker is to provide a transparent, plain-language accounting of Caltrans performance.
- Caltrans received a total of 38 project applications for the District, with seven from the Imperial region. It is anticipated that successful applications will be adopted at the California Transportation Committee (CTC) meeting scheduled on October 21-22, 2015. The total ATP Funds requested from the Imperial Region for the applications totals $10,142,000.
- The design for the signal at Hovely in Brawley is complete. Installation is anticipated to be completed in November. Mr. Campbell gave his thanks to ICTC and Caltrans for their efforts at Hovely.
- A full report of Caltrans updates can be found on page 56 of the agenda.

D. Commission Member Report
- There were various reports by Commission members of countywide issues and events happening in each of their respective cities.

VI. ACTION CALENDAR

A. Regional Surface Transportation Program and Congestion Mitigation and Air Quality Call for Projects – FY 2016/2017 to FY 2018/2019

Ms. Mendoza stated that the Imperial County Transportation Commission received the revenue information for the Regional Surface Transportation Program (RSTP) and the Congestion Mitigation and Air Quality (CMAQ) funding by staff at SCAG.

She said that approximately $10.9 million may be available over a three-year period beginning in federal fiscal year 2016/2017 and ending in FFY 2018/2019. SCAG staff has recommended that the subregions proceed with a call for projects as staff wait for confirmation of future funding.

ICTC staff reviewed the draft guidelines with the ICTC Technical Advisory Committee on July 2, 2015. The TAC recommended that a competitive call for projects be conducted for member agencies under the local program guidelines approved by ICTC and used previously in 2008 and 2012. An attachment was provided that summarizes the revenue estimates, the eligibility criteria under the RSTP and CMAQ programs, the proposed schedule, the selection criteria and a draft application. It was noted that RSTP and CMAQ are two separate programs and different backup documentation is required.

The ICTC Technical Advisory Committee and the ICTC Management Committee forwarded this item to the Commission for their review and approval after public comment if any:

1. Directed staff to open a competitive call for projects for member agencies for estimated RSTP and CMAQ funds, effective August 2015 through November 2015;
2. Directed staff to convene an evaluation committee to score and rank the projects; and,
3. Directed staff to return with a list of recommended projects for approval by the Commission.

A motion was made by Kuhn and seconded by Kelley, Motion Carried unanimously.

B. Revised Memorandum of Understanding (MOU); ICTC - Quechan Indian Tribe - Yuma County Intergovernmental Public Transit Authority (YCIPTA) for Turquoise Route #10 and Blue Route #5

ICTC Staff recommended that the Commission review and approve after public comment, if any:
1. Authorized the Chairperson to sign the Memorandum of Understanding (MOU) between the Yuma County Intergovernmental Public Transportation Authority (YCIPTA), The Imperial County Transportation Commission (ICTC) and the Quechan Indian Tribe for the continued implementation and operation of a regional connector bus service (YCAT Turquoise #10) between Yuma AZ, Winterhaven and El Centro, California; and, a circulator route from Yuma with stops in the eastern Imperial County area (YCAT Blue #5) effective July 1, 2015 through June 30, 2016 and provide a not to exceed subsidy to the Quechan and YCIPTA in an amount of $172,270.

A motion was made by Kelley and seconded by Sanders, **Motion Carried unanimously.**

C. Discussion/Action regarding an annual merit increase of up to 5% pursuant to the Executive Director contract

The Commission met in Closed Session at a Special Meeting to discuss this item. The Commission approved a merit increase of 4% for the Executive Director. A motion was made by Nava-Froelich and seconded by Goodsell, **Motion Carried unanimously.**

VII. NEXT MEETING DATE AND PLACE

A. The next meeting of the Imperial County Transportation Commission will be held on **Wednesday, September 23, 2015 at 6:00 p.m.**, at the County of Imperial Board Chambers, at 940 W. Main Street, El Centro, CA.

VIII. ADJOURNMENT

A. Meeting adjourned at 7:00 p.m. Motion by Nava, seconded by Hurtado, **Motion Carried.**
1. Chair Zuno called the meeting to order at 10:02 a.m. A quorum was present. Introductions were made.

2. Minutes adopted for May 6, 2015 (Ramirez/Hack) 1 Abstention by Viegas-Walker, Motion Carried.

3. Discussion/Review of SSTAC’s Roles and Responsibilities

Ms. Williams described the charge of the SSTAC and referred to Public Utilities Code (PUC) 99238. Each transportation planning agency shall provide for the establishment of a social services transportation advisory council for each county, or counties operating under a joint
powers agreement, which is not subject to the apportionment restriction established in Section 99232(c). The social service transportation advisory council has the following responsibilities:

- Participate in the identification of transit needs including unmet transit needs which are “Reasonable to Meet”
- Annually review and recommend action by the ICTC through the Unmet Transit Needs Hearing process
  - No Unmet Transit Needs
  - No Unmet Transit Needs which are “Reasonable to Meet”
  - There are Unmet Transit Needs which are “Reasonable to Meet”
- Advise RTPA on any major transit issues, including coordination and consolidation of specialized transportation services
- Definitions for “Unmet Need” and “Reasonable to Meet” have been previously adopted by the Commission.
  - Unmet Transit Needs are at a minimum, those public transportation or specialized transportation services that are identified in the Regional Short Range Transit Plan, Regional Transportation Plan or similar Mobility Plan, that have not been implemented or funded
  - Reasonable to Meet shall include all of the following factors:
    - Community Acceptance: Whether or not the community will allow buses or a facsimile in their area.
    - Timing: Whether or not the social, economic or political environment is amiable to project implementation.
    - Equity: The fair availability of the service to all affected persons.
    - Economy: The project can be implemented at reasonable cost.
    - Cost Effectiveness: The ratio of the service cost to product shall be at or below the standards of evaluation criteria, or minimum farebox ratio (10%).

- Membership Composition of the SSTAC:
  - Participants in the Social Services Transportation Advisory Council (SSTAC) under Section A are users, purchasers or providers of transit services. Voting members serve three year terms and are appointed by the Commission. Alternates attend and vote as necessary in the absence of the Primary Appointee.
  - The SSTAC is made up of the following groups:
    - One potential transit users who is a representatives of the general public, seniors
    - One potential transit users who is a representatives of the general public, disabled
    - Two social service providers for seniors
    - Two social service providers for disabled
    - One social service providers for persons of limited means
    - Two representatives from the local consolidated transportation service agency (CTSA)
    - The transportation planning agency may appoint additional members in accordance with the procedure prescribed in subdivision (b) of PUC 99238.
  - Section B refers to Non-Voting Technical Resource members such as:
    - Public Transit Providers, Private Transit Providers, Caltrans, Interested Parties and Advocates, and Others
- SSTAC Officers, such as the Chairperson, Vice Chairperson and the Secretary are nominated for terms from voting membership for one year terms.
- The Consolidated Transportation Services Agency (CTSA) works to expand the availability and use of specialized transportation services; serves as an information resource and provides technical assistance for specialized transportation providers; provides public outreach to increase awareness of specialized transportation options.

- After reviewing SSTAC’s Charge, Ms. Williams gave an update regarding the focus for FY 2015-16
  - Review of Demonstration Routes
• Recruitment of a Mobility Coordinator
• Requests for Proposals:
  ▶ IVT RIDE El Centro
  ▶ Medexpress
  ▶ Bus Stop Inventory
  ▶ New Transfer Terminals - Calexico and Imperial

Ms. Williams provided a monthly schedule of anticipated topics for discussion and events for FY 2015-16

  o October 7, 2015 - Transit 101 (Condensed Version)
    ▶ Review of Imperial Valley Transit (IVT)
    ▶ Review of IVT Access
    ▶ Review of IVT RIDE
    ▶ Review of Medexpress
    ▶ Review of Specialized Transportation Options
  
  o November 4, 2015
    ▶ Review of Agencies’ Missions and Clientele
    ▶ Review of Agencies Transportation
    ▶ Review of Perceived Transportation Gaps
  
  o December 2, 2015
    ▶ Identification of Perceived Transportation Gaps
    ▶ Review of Potential Transportation Solutions
    ▶ Review of ICTC’s Definition of “Reasonable to Meet” and “Unmet Transit Need”
    ▶ Identification of Unmet Transit Needs
  
  o January 2, 2016
    ▶ Adoption of the SSTAC Master Unmet Needs List
    ▶ Selection of Priorities for the FY 2016-17 Unmet Transit Needs Public Hearing Process
    ▶ Development of the SSTAC Letter
    ▶ Nomination of the SSTAC Representative to deliver the SSTAC Letter
  
  o February 2016 - Dates to be Determined
    ▶ Unmet Transit Needs Public Hearing
  
  o March - Dates to be Determined
    ▶ Review and Respond to the Unmet Transit Needs Public Hearing Panel “Findings”
  
  o April - Date to be Determined
    ▶ Review and Respond to the Unmet Transit Needs Public Hearing Panel FY 2016-17 Unmet Transit Needs “Findings”
  
  o May 6, 2016 – updates on transit services
  
  o June 3, 2016 – updates on transit services
  
  o July 2016 – no meeting
  
  o August 2016 – no meeting

4. Reappointment of Voting Positions

The term for Category 4 member(s) (Providers for the Disabled) Letty Zuno and Ted Ceasar will expire in November. Both members expressed continued interest. A motion was made to re-establish the voting positions for FY 15/16 for a 3 year term (Zuno/Hack), Motion Carried.

The term for Category 5 member (Providers for Limited Means) Rosyo Ramirez will expire in November. Ms. Ramirez expressed continued interest. Dr. Kathleen Lang expressed interest in serving as a voting member in Category 5. There was consensus from the group to appoint Dr. Lang as a voting member and assign Calworks as an alternate. A motion was made to establish the voting positions for FY 15/16 for a 3 year term (Ramirez/Hack), Motion Carried.
The term for Category 6 member (CTSA) Kathi Williams will expire in November. Ms. Williams will also continue on the SSTAC. A motion was made to re-establish the voting positions for FY 14/15 for a 3 year term (Ramirez/Hack), Motion Carried.

5. Installation of Officers

A motion was made to appoint Letty Zuno as the Chairperson for FY 2015-16 (Williams/McNeer), Motion Carried. A motion was made to appoint Mike Hack as the Vice Chairperson for FY 2015-16 (Ramirez/Williams), Motion Carried.

6. CTSA Reports

Mr. Salgado had the following updates:
- The Emilio Nares Foundation is a non-profit agency that is providing free transportation services from Imperial Valley to San Diego to children with cancer.
- The Safe Routes to School Masterplan outreach activities are underway. The plan will identify hazardous areas near schools and funding opportunities. Outreach is scheduled in the communities of Brawley, Calexico, El Centro, and Heber, details are provided below. Input from the public is important and all are encouraged attend or inform interested parties.
  - Sept. 23, 2015, 6 – 8 pm. Calexico Unified School District, Jefferson Elementary School Multipurpose Room, 1120 E. 7th St. Calexico, CA 92231
  - Sept. 24, 2015, 6 – 8 pm. El Centro Elementary School District, El Centro Elementary School District Board Room, 1256 Broadway, El Centro, CA 92243

7. Transit Operator Reports

c. Imperial Valley Transit: Updates were given by Mr. Sanchez for the month of August
  o IVT Ridership was 3,500 average daily
  o Sunday services: There were an average of 440 passengers per Sunday
  o Saturday services: There were an average of 1200 per Saturday
  o IVC Express: There were an average of 50 passengers per trip in the morning and an average of 48 passengers in the evening.
d. IVT Access: Updates were given by Ms. Pacheco for the month of August
  o On time performance was 95%
  o No Shows: 81
  o Late Cancellations: 35
  o Wheelchairs: 772
  o Passenger Count: 2,503
  o Saturdays: 16 per Saturday
  o Sundays: 8-10 per Sunday
e. IVT Ride – Updates were given by Ms. Montemayor for the month of August
  i. City of Brawley
  o 60 or older or disabled can use this service with an ID card
  o Passenger per revenue hour: 3.05
  o On time performance was 97%
  o Wheelchairs: 187
  o Passenger Count: 830 weekday; 64 Saturday
  o No-Shows: 85
  o Late Cancellations: 5
ii. City of Calexico
- 60 or older or disabled can use this service with an ID card
- On time performance was 95%
- Passenger per revenue hour: 4.22
- Wheelchairs: 503
- Passenger Count: 2,223 weekday; 1,335 Saturday
- No-Shows: 85
- Late Cancellations: 5

iii. City of Imperial
- 60 or older or disabled can use this service with an ID card
- On time performance was 98%
- Passenger per revenue hour: 1.99
- Wheelchairs: 13
- Passenger Count: 392 weekday passengers; 42 passengers (Saturday)
- No-Shows: 13
- Late Cancellations: 2

vi. West Shores
- 60 or older or disabled can use this service with an ID card
- On time performance was 96%
- Tuesdays/Thursdays service
- Passenger per revenue hour: 1.61
- Wheelchairs: 0
- Passenger Count: 94 passengers for the month
- No-Shows: 10
- Late Cancellations: 0

8. General Discussion
- Ms. Williams requested that next month, transit providers be prepared to provide detailed information about their services.
- Ms. Ramirez requested that ARC-IV provide statistics for Me-Express.
- Ms. McNeer announced that the United Way will be having their 6th Annual Kick-Off breakfast at the El Centro PAL on September 16, 2015 from 7:30 a.m. to 8:30 a.m.
- Ms. Gutierrez passed out a flyer for the Department of Rehabilitation. She stated that they assist people with disabilities with vocational services.

9. Adjournment
- Meeting adjourned at 11:25 a.m.
V. REPORTS

A. ICTC EXECUTIVE DIRECTOR

C. CALTRANSDISTRICT 11
Memorandum

Date: September 2, 2015
To: ICTC Management Committee
From: Mark Baza, Executive Director
Re: Executive Director’s Report

The following is a summary of the Executive Director’s Report for the Management Committee meeting of September 9, 2015.

1. **Imperial County Local Transportation Authority, California; Sales Tax Credit Profile** – For your review, attached is a copy of the recent Standard & Poor's Ratings Services for Imperial County Local Transportation Authority, Calif.’s 2012 sales tax revenue bonds, series A, B, C, D, and E. The rating reflects their view of:
   - The currently strong coverage of maximum annual debt service (MADS), and
   - The countywide revenue base, although the bonds are secured by separate pledges from each participating member

2. **Imperial-Mexicali Binational Alliance**: The next meeting is scheduled for September 23, 2015 at the Carmen Durazo Cultural Arts Center in Calexico. Virginia Mendoza, Project Manager

3. **Transit Updates**: ICTC received delivery of 6 brand new 40ft Low Floor Gillig transit buses the week of July 13, 2016. The vehicles were received ready for service and are all operating on the fixed route services. ICTC is currently working with a vendor to receive a quote for 11 small 25ft. cutaway transit vehicles to be operated on the lower ridership fixed route services. Those vehicles will be purchased under the CalAct statewide cooperative purchasing agreement. All 11 vehicles will replace a mixture of leased and First Transit owned vehicles to make the entire fixed route fleet ICTC owned. The order and receipt of the vehicles should take place over the coming months with project completion scheduled for January 2016.

4. **IVT RIDE Update**: IVT RIDE service began operations in the Cities of Calexico and Imperial October 1, 2014; in the West Shores community on December 1, 2014; and, in the City of Brawley on January 2, 2015. Several Public Outreach Workshops were held in each of the four communities before the service began. Staff also implemented the no show/late cancellation policy. The policy has lowered no-show occurrences significantly. All 9 of the newly purchased low floor cutaway bus vehicles are in operation and equipped with camera systems. The use of wireless tablet devices on the service was implemented April 1st and the service has experienced increased efficiencies, such as increased ability to accommodate same day trips, increased passengers per hour and less need for constant radio contact as manifests are updated in real time via wireless connection. Not including West Shores, the IVT Ride service is averaging 3.14 passengers per hour with close to 4 passengers per hour in the City of Calexico. An IVT Ride Paratransit Coordinating Committee (PCC) meeting is tentatively scheduled for September 24, 2015 to review operational issues and performance data, and to review upcoming projects and activities. Public Workshops are tentatively scheduled for the cities of Brawley and Calexico the week of October 16, 2015. Once confirmed those dates will be distributed to all stakeholders. David Salgado, Project Manager
5. **Regional Mobility Hubs Strategy for Imperial and San Diego** - This project funded by Caltrans will develop a Regional Mobility Hubs Implementation Plan for San Diego County and Imperial Valley. This project will be led by SANDAG in conjunction with ICTC. The focus of the plan will be to develop recommended improvements, conceptual designs, and implementation strategies for different mobility hub station place types for both regions. Consultant work is underway with preparation for a full range of stakeholder outreach.

Mobility hubs provide an integrated suite of transportation services, supporting amenities, and urban design enhancements that reduce the need for single occupant vehicle trips by increasing first mile/last mile access to high-frequency transit stations. Mobility hubs are places of connectivity where different modes of transportation - walking, biking, ridesharing, and public transit – come together seamlessly at concentrations of employment, housing, shopping, and/or recreation. Hub features can include: bikeshare, carshare, neighborhood electric vehicles, bike parking, dynamic parking management strategies, real-time traveler information, real-time ridesharing, demand based shuttle or jitney services, bicycle and pedestrian facility improvements, wayfinding, urban design enhancements, and supporting systems like mobile applications, electric vehicle charging, smart intersections, and a universal payment system to make it easy to access a wide range of travel. Mobility hubs can help maximize the capital investment in transit services and support the emphasis on smart growth and transit-oriented development.

6. **California-Baja California Binational Region:** A Fresh Look at Impacts of Border Delays: Building upon previous Caltrans, SANDAG, and ICTC studies, this project will refine the economic models developed to assess economic impacts of delays at the land ports of entry (POEs) between the San Diego and Imperial Counties region and Baja California, Mexico, on the border region economies. It will also estimate greenhouse gas (GHG) emissions of passenger and commercial vehicles due to northbound and southbound border delays at the six California POEs, and propose strategies to reduce GHG emissions at the border region. Lastly, extensive outreach to government agencies, local border communities, and private sector stakeholders will be conducted. Extensive data collection and modeling work has been conducted on these areas by ICTC, SANDAG and other agencies, this project will build upon that work.

The critical economic link between San Diego and Imperial Counties, and Baja California border region has local, regional, statewide, and national importance in both the U.S. and Mexico, and as such, the economic impacts of delays at the border have been shown to be significant. Additionally, the GHG emissions impacts of these delays to border communities are unknown. This study will primarily address these two concerns. The project will be funding is provided by Caltrans, SANDAG, and in-kind contributions from ICTC. Consultant selection will be getting underway in late July.

7. **California's Road Use Charge Pilot:** In 2014, Legislature passed Senate Bill 1077 (SB 1077) directing California to conduct a pilot program to study the feasibility of a road charge as a replacement for the gas tax to pay for road maintenance and repairs. A 15-member technical advisory committee (TAC), composed of representatives from diverse interests, is now working to study the potential for a road charge and outline the parameters of the pilot program. The TAC will craft the parameters of the road charge pilot program by the end of 2015. Beginning no later than January 1, 2017, thousands of California drivers will make history by volunteering to participate in the road charge pilot program to test new approaches. The pilot program will be implemented by the California State Transportation Agency. The outcomes of the road charge pilot program will be reported back to the TAC, the California Transportation Commission (CTC), and the Legislature no later than June 30, 2018. The CTC will provide recommendations on the pilot program to the Legislature in December 2018. The Legislature will then decide whether and how to enact a full-scale permanent road charge program. More information is attached to this report.

8. **Downtown Calexico West Port of Entry:** Congress authorized $98 million for Phase 1 of the port expansion. The U.S. General Services Administration (GSA) will be developing construction bid documents. Phase I construction is scheduled to begin in August 2015 with completion in January 2018. GSA will be hosting a ground breaking for Phase 1 on November 12, 2015. The ceremony will take place at both the old commercial port location and the Carmen Durazo Cultural Arts Center; details on the events program are yet to be finalized by GSA.
9. **Calexico East/ Mexicali II Port of Entry - Proposed Binational Toll Pilot Project:** The Executive Director has been working with the County of Imperial, the private/non-profit group – “Safer Communities,” and U.S. federal agency staff toward our local effort to prepare for a successful proposal to the U.S. CBP and GSA to implement a toll pilot project that would pay for the port expansion infrastructure and required CBP staffing. In October 2014, the U.S. government released new regulations under Section 559 that would allow for proposals to complete land port of entry improvements using a public-private partnership (P3) model and toll pilot project as the financing mechanism. A proposal must include project specific details about the infrastructure improvements required and costs, operations and maintenance costs, CBP staffing costs, and a toll feasibility analysis. To this end, the ED worked with Safer Communities to prepare a proposal that would address all elements required by the U.S. government. A proposal was submitted by Safer Communities with support by the County of Imperial and ICTC before the December 23, 2014 CBP deadline. In late April 2015, a response was received from CBP. The proposal was temporarily rejected for concerns regarding toll collection locations proposed near security operations. CBP welcomes a re-submittal in October 2015 and is working with Safer Communities to address safety concerns and the toll collection locations prior to re-submittal.

10. **The San Diego State University / Imperial Valley College Transit Shuttle Analysis:** The Transit Shuttle Analysis will assess the feasibility of an inter-college shuttle service in Imperial County. ICTC and SCAG staffs worked together with Imperial Valley College and San Diego State University staff to complete the consultant selection process. SCAG staff completed the contract agreement with the selected consultant AECOM. The project kick-off meeting is scheduled for September 14, 2015 at ICTC. Virginia Mendoza, Project Manger

11. **Imperial County Regional Safe Routes to School (SRTS) Masterplan:** The Imperial County Safe Routes to School (SRTS) Regional Masterplan Project is underway. The consultant selected to carry out the study is Ryan Snyder and Associates. The project is funded by the Community Based Transportation Planning (CBTP) program administered by Caltrans. The local match was provided by the Southern California Association of Governments (SCAG) from the Sustainability Grant program. Outreach has been conducted in the communities of Calipatria, Westmorland, San Pasqual, Brawley, Imperial and El Centro. Currently outreach is scheduled in the communities of Brawley, Calexico, El Centro, and Heber, details are provided below. David Salgado, Project Manager

- **Wed. Sept. 23, 2015, 6 – 8 pm.**
  Calexico Unified School District, Jefferson Elementary School Multipurpose Room, 1120 E. 7th St.
  Calexico, CA 92231
- **Thurs. Sept. 24, 2015, 6 – 8 pm.**
  El Centro Elementary School District, El Centro Elementary School District Board Room, 1256 Broadway, El Centro, CA 92243
- **Wed. Sept. 30, 2015, 6 – 8 pm.**
  Heber Elementary School District, Heber School Multipurpose Room, 1052 Heber Ave., Heber, CA 92249
- **Thurs. Oct. 1, 2015, 6 – 8 pm.**
  Brawley Elementary School District, Brawley Elementary School District Community Learning Center, 206 D. Street, Brawley, CA 92227

12. **Meetings attended on behalf of ICTC:**

- July 17, 2015 – Smart Border Coalition Stakeholders’ Working Committee Meeting at the World Trade Center in Tijuana, Mexico
- July 28, 2015 – Council of Governments (COG) Board of Directors Meeting in Sacramento
- August 12, 2015 – Meeting with State Assembly Transportation Committee Chair Jim Frazier in the Coachella Valley
- August 20, 2015 – CalVans Board of Directors Meeting, via Teleconference
- August 21, 2015 – Mobility 21 and Regionwide CEO’s Meeting in Los Angeles
- August 27, 2015 – California Transportation Commission Meeting in San Diego
- August 27, 2015 – CalVans Technical Advisory Committee Meeting, via Teleconference
- August 27, 2015 – Mobility 21 VIP Reception in Anaheim (also attended by Vice-Chair James Predmore)
- August 28, 2015 – Mobility 21 Summit in Anaheim (also attended by Vice-Chair James Predmore)
August 25, 2015

Imperial County Transportation Commission
1405 N. Imperial, Ave., Suite 1
El Centro, CA 92243
Attention: Mr. Mark Baza, Executive Director

Re: Imperial County Local Transportation Authority, California, Limited Tax Sales Tax Revenue Bonds (Measure D), Various Series

Dear Mr. Baza:

Standard & Poor's Ratings Services ("Ratings Services") hereby affirms its rating of "A+" for the above-referenced obligations and stable outlook. A copy of the rationale supporting the rating and outlook is enclosed.

This letter constitutes Ratings Services’ permission for you to disseminate the above rating to interested parties in accordance with applicable laws and regulations. However, permission for such dissemination (other than to professional advisors bound by appropriate confidentiality arrangements) will become effective only after we have released the rating on standardandpoors.com. Any dissemination on any Website by you or your agents shall include the full analysis for the rating, including any updates, where applicable.

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Sincerely yours,

Standard & Poor's Ratings Services

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Summary:  
Imperial County Local Transportation Authority, California; Sales Tax

Primary Credit Analyst:  
Misty L Newland, San Francisco (1) 415-371-5073; misty.newland@standardandpoors.com

Secondary Contact:  
Li Yang, San Francisco (1) 415-371-5024; li.yang@standardandpoors.com

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Rationale

Standard & Poor's Ratings Services affirmed its 'A+' rating on Imperial County Local Transportation Authority, Calif.'s 2012 sales tax revenue bonds, series A, B, C, D, and E. The outlook is stable.

The rating reflects our view of:

- The currently strong coverage of maximum annual debt service (MADS), and
- The countywide revenue base, although the bonds are secured by separate pledges from each participating member

The rating strengths are somewhat offset by our view of the county's below-average incomes and elevated unemployment rates, adequate but not strong additional bonds coverage requirement, and additional transportation infrastructure needs.

The bonds are limited obligations of the authority severally secured by payment of pledged sales tax revenue made by the participating agency for each bond series. Pledged revenue consists of each participating agency's share of Measure D net sales tax revenue. County voters approved a 0.5% retail sales and use tax in November 2008 to be levied for 40 years between April 1, 2010, and March 31, 2050.

Pledged sales tax revenue is net of a distribution of 8% of gross Measure D revenue to the authority for administrative expenses, state highway improvements, and transportation projects. Measure D is an extension of a 20-year sales and use tax approved in 1989. Measure D tax revenue will be collected by the state and distributed to the bond trustee. Of net sales tax revenue, each member agency receives an annual base amount of $150,000, with the remaining net revenue distributed on a basis of 80% by population and 20% by road mileage.
The bond indenture requires a debt service reserve (DSR) to be funded at an amount at least equal to 10% of par, 125% of average annual debt service, or MADS. We understand that the DSR was funded from bond proceeds in an amount equal to MADS. Under the indenture, the authority may issue additional debt if pledged revenue for any 12 consecutive months out of the past 18 is equal to 1.3x MADS on all series of bonds. We understand that the authority currently has no plans for additional debt. However, officials previously expressed the need for extensive road improvements to attract new business to the county.

Coverage of MADS on each series of bonds is strong, in our view, ranging from 2.5x to 3.5x based on fiscal 2014 pledged revenue. Of the eight authority members, five participated in the bond issuance. Total authority net revenue declined by 11% and 12% during fiscal 2009 and fiscal 2010, respectively, before rebounding, growing by 94% between fiscal 2010 and fiscal 2014 to $17.5 million. Authority net revenues are amounts available for distribution to the member agencies after the 8% allocation to the authority for administrative expenses and capital. We understand that sales tax revenues have experienced growth spikes in recent years due to the sale of solar panels and that management expects revenues will return to previous trend of about $15 million annually.

Imperial County is in California’s southeast corner and borders Mexico to the south. There are seven incorporated cities, the largest of which is El Centro, the county seat, which is located about 113 miles east of the city of San Diego. El Centro is also a strong sales tax generator, likely because the Imperial Valley Mall is located in the city. The economy is dominated by agriculture and utilities. The agricultural industry is supported by a large amount of Colorado River water and the infrastructure of the Imperial Irrigation District. Also, the county claims to be home to the country’s largest known geothermal reserve, which has the potential to be developed for electricity generation. County per capita retail sales are about average, in our view, at 96% of the national level. The county’s per capita effective buying income is low, in our opinion, at 59% of the national level. The county unemployment rate is elevated, at 24% for 2014. During the past 10 years, the county annual unemployment rate has been between 15% and 29%.

The following are the participating members along with MADS coverage by 2014 pledged revenue, MADS year, pledged revenue growth from 2009 to 2014, population, and per capita effective buying income as a percentage of the U.S. level in 2014, respectively:

- Calipatria: 2.54x, 2017, 77%, 7,326, and 62%;
- Imperial: 3.05x, 2028, 108%, 14,985, and 78%;
- Brawley: 3.50x, 2028, 62%, 25,601, and 61%;
- Imperial County (unincorporated county communities): 3.42x, 2022, 66%, 180,666, and 59%; and
- Calexico: 2.95x, 2018, 72%, 40,350, and 50%.

**Outlook**

The stable outlook reflects our view of the strong coverage, which we anticipate will provide adequate cushion against a potential drop in sales tax revenue. We do not expect to change the rating during the current two-year outlook time frame. However, we could lower the rating if coverage weakens significantly. Upward potential of the rating is limited somewhat by below-average income indicators and persistent high unemployment.
Related Criteria And Research

Related Criteria
- Criteria: Use of CreditWatch And Outlooks, Sept. 14, 2009

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The following is the California Department of Transportation, District 11 report for the Imperial County Transportation Commission Management meeting of September 9, 2015:

1. Project Updates:

   **I-8 at Dogwood Project:**
   - Replace connector
   - Construction Began, October 2014
   - Complete Construction, September 2016
   - Total Cost: $27.0 million

   **El Centro Maintenance Station:**
   - Contract Approved, April 2014
   - Construction Began, July 2014
   - Complete Construction, July 2017
   - Addition of sub-shop building via informal bid with Director’s order
   - Total Cost: $12.4 million

   **I-8/Imperial Avenue Interchange:**
   - Design Complete, late 2016
   - Construction Begins, Fall 2017
   - Complete Construction, Winter 2019
   - Total Cost: $39 million (fully funded)

   **SR-98 Phase 1B:**
   - Widen from two to four lanes between VV Williams and Ollie Avenue in Calexico
   - Design Complete, October 2015
   - Construction Begins, Summer 2016
   - Construction Complete, Fall 2017
   - Total Cost: $13.5 million
**Project Updates (continued):**

**SR-111 Rest Area Project:**
Environmental Document approved June 30, 2015.
Closure scheduled for September 2015.

**SR-7 Repavement Project:**
From the Calexico East Port of Entry to SR-98
Replace concrete pavement with long-life pavement
Construction Began, January 2015
Construction Complete, September 2015
Total Cost: $16.3 million

**I-8 Repavement Project:**
Three projects on I-8 at various locations to replace concrete pavement with long-life pavement. Traffic will be detoured as necessary to complete work.

The current schedule for the 1st of the three I-8 projects is as follows:
HQ Advertised, end of August 2015
Bid Opening, October 2015
HQ Award, November 2015
Approval, December 2015
Construction Begins, February 2016
Construction Complete, February 2018
Estimated Construction Cost: $78.5 million

The next two segments will follow spaced approximately two to three weeks apart. The estimated construction cost for the 2nd segment is $79.7 million and $58.7 for the 3rd segment.

**SR-86 Pavement Rehabilitation Project:**
From 15th Street (City of Imperial) to SR-78 (City of Brawley)
Seal coat and repair pot holes
Construction Began, August 2014
Construction Complete, Summer 2015
Total Cost: $3.9 million

**SR-111 Pavement Rehabilitation Project**
From 0.1 mile north of Del Rio Road to Main Street
Seal coat
Contract approved, July 2015
Construction Begins, September 2015
Construction Ends, February 2016
Total Cost: $5.7 million
Project Updates (continued):

I-8 Pavement Rehabilitation Project:
From 0.6 miles east of Westside Road to 0.3 miles west of SR-111
Overlay
Advertisement, April 2015
Contract Approval, August 2015
Total Cost: $6.7 million

SR-115 Pavement Rehabilitation Project
From 0.2 miles east of Towland Road to Taecker Road
Chip seal
Project moved to FY15/16
Total Cost: $2.9 million

SR-86 Pavement Rehabilitation Project
From 0.4 miles south of SR-78 west junction to the Riverside County line
Chip seal
Bid Open, May 2015
Award, June 2015
Construction Begins July 2015
Construction Ends, March 2016
Total Cost: $4.5 million

Dogwood Landscape Project:
Design Complete, December 2015
HQ Advertisement, July 2016
HQ Award, September 2016
Construction Begins, December 2016
Construction Complete, April 2017
Total Cost: $3.7 million

SR-78 Pavement Preservation Project:
3.7 miles west of Vallecitos Road to north junction SR-86 (SD & IMP Counties)
Seal coat
Design Complete, December 2015
Construction Begins, Spring 2016
Construction Complete, Fall 2016
Total Cost: $7.3 million

SR-111 and SR-186 Pavement Preservation Project:
SR-111 from 9.4 miles south of Imperial County Line to Imperial County Line
Overlay
SR-186 at Andrade from International Border to I-8/SR-186 Separation
Seal coat
Design Complete, December 2015
Construction Begins, Spring 2016
Construction Complete, Fall 2016
Total Cost: $4.0 million
Project Updates (continued):

SR-78 Pavement Preservation Project:
SR-78 in Imperial County from PM R50.0 to Riverside County Line
Seal coat
Design Complete, December 2015
Construction Begins, Spring 2016
Construction Complete, Fall 2016
Total Cost: $4.5 million

Total Estimated Investment – Imperial County Projects*: $368.3 million
*Includes both capital and support costs
VI. ACTION CALENDAR

A. COMPETITIVE BID FOR THE COORDINATION OF PUBLIC DIAL-A-RIDE PARATRANSIT SERVICES—IVT RIDE EL CENTRO
August 26, 2015

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

SUBJECT: Competitive Bid for the Coordination of Public Dial-a-Ride Paratransit Services – IVT RIDE El Centro

Dear Committee Members:

As a result of prior direction from the Commission, ICTC recently completed a competitive bid focused on the consolidation of the four public dial-a-ride services. The Cities of Brawley, Calexico and Imperial had previously administered separate turnkey contracts for intra-city Dial-A-Ride services. ICTC had administered the West Shores Dial-A-Ride contract.

The four (4) agencies determined that they were interested in determining if greater efficiencies, better coordination, better compliance with regulations and cost savings could be achieved through the consolidation of the management, dispatch, reservationists, maintenance and marketing etc. under one turnkey contractor with one administering agency. This process was completed through this competitive bid, whereby one contractor was offered the new contract for all four services with ICTC as the administrator.

The participating public agencies terminated their individual contracts during a scheduled transition last fiscal year and operations have been underway after a phasing in approach.

For management and accountability, a new Paratransit Coordination Committee (PCC) has also been created and agency staff meet quarterly. The participating public agencies retain the ability to be responsive to their constituents, by reviewing system performance and making recommendations if necessary to the Commission.

The City of El Centro did not participate in the IVT RIDE competitive bid, however the City has now requested that ICTC conduct the upcoming required competitive bid and administer a contract for the continuation of services (see attached letter). The State and local transit funds currently provided by ICTC to the City would be used to pay the cost of a new service contract.

CITIES OF BRAWLEY, CALEXICO, CALIPATRIA, EL CENTRO, HOLTVILLE, IMPERIAL, WESTMORLAND, IMPERIAL IRRIGATION DISTRICT AND COUNTY OF IMPERIAL
The new El Centro area service scope including service area and approximately 6,500 annual service hours, exceeds the federal requirements for creating a modification of the existing IVT RIDE contract. A new separate contract is required for that new service area.

It is feasible for ICTC staff to conduct a new separate bid and again address the mandatory issues including: compliance with the twenty-four mandatory functional areas in order to be eligible for federal transit funding, i.e., drug and alcohol testing, the Americans with Disabilities Act, performance measures, as well, as State requirements for driver training and offering employment to incumbent displaced transit personnel, and local requirements for facilities, marketing, bilingual drivers and reservationists, and participation with local agency Office of Emergency Services for emergency evacuation purposes etc.

In addition, up to five (5) paratransit vehicles must be procured in late FY 2015-16 for the service area. ICTC has budgeted for twenty one (21) paratransit vehicles this year in the FY 2015-16 Overall Work Plan and Transit Finance Plan. The vehicles could be acquired through these same resources.

The proposed IVT RIDE El Centro service contract would be recommended for a three-year term, in order to terminate when the exiting IVT RIDE contract terminates in FY 2018-19. At that time, it would be possible to circulate a competitive bid for one contract for all service areas.

ICTC staff request that Management Committee forward a recommendation to the Commission to consider the following actions for review and approval, after public comment, if any:

1. Approve the request from the City of El Centro; for ICTC staff to conduct a competitive bid for the IVT RIDE El Centro service area, and for ICTC staff to administer the IVT RIDE El Centro service contract.
2. Direct staff to complete the competitive bid process and return for execution of the IVT RIDE El Centro contract, and for direction on the IVT RIDE El Centro vehicle procurement.

Sincerely,

MARK BAZA
Executive Director

BY: [Signature]

Kathi Williams
Senior Transit Planner

MB/ksw/cl
July 21, 2015

Mark Baza
Executive Director
Imperial County Transportation Commission
1405 N. Imperial Avenue - Suite 1
El Centro CA 92243

Subject: El Centro Paratransit Services

Mr. Baza,

In accordance with El Centro Council direction from the June 16th 2015 Council Meeting, please accept this letter as a formal request from the City of El Centro for the Imperial County Transportation Commission to manage the next City of El Centro Paratransit Services contract including the RFP selection process.

Respectfully,

[Signature]
Ruben A. Duran
City Manager

Office of the City Manager
1275 Main Street, El Centro, CA 92243 (760) 337-4540 Fax (760) 352-6177
B. Revised Memorandum of Understanding (MOU); ICTC - Quechan Indian Tribe - Yuma County Intergovernmental Public Transit Authority (YCIPTA) for Turquoise Route #10 and Blue Route #5
September 4, 2015

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

SUBJECT: Revised Memorandum of Understanding (MOU); ICTC - Quechan Indian Tribe - Yuma County Intergovernmental Public Transit Authority (YCIPTA) for Turquoise Route #10 and Blue Route #5

Dear Committee Members:

In 2012, ICTC staff entered into discussions, at the request of staff of the Quechan Tribe and YCIPTA, regarding the potential for a public transit route between Yuma AZ, the Winterhaven Ca. area, and El Centro, CA. Discussions ensued over an eight month period regarding operational issues including routing, scheduling, funding, access to bus stop locations and the continuation of travel once in El Centro on Imperial Valley Transit (IVT) for access to social service and commercial activities.

The project required the Boards of the three agencies to approve and give final direction on implementation for services. The Turquoise Route 10 started operation in January 2013. The business plan proposed twice daily roundtrips, three days a week on a YCAT bus. The new YCAT route offered travel opportunities that connected in El Centro to IVT intercity and intracity routes at 7th and State Streets. The price was established at a $2.00 one way fare.

As a result of the current federal transportation bill, *Moving Ahead for Progress in the 21st Century Act (MAP-21)*, it appears that FTA 5311(c) funding will no longer be available to the Quechan Indian Tribe in the future. 5311(c) funding is also known as the Tribal Transit Grant Funding Program and allowed the tribe to apply and be a direct recipient of public transit operational funding. Previously those 5311(c) funds were used to operate the Blue Route 5 in cooperation with YCIPTA. Blue Route 5 is a circulator route with stops in the eastern Imperial County, the Fort Yuma Indian reservation and Yuma. ICTC has now received a request to share in the future cost to provide funding for the Blue Route 5 service, as it does serve eastern Imperial County residents.
The current evaluations have determined that while modest, the Turquoise Route 10 and Blue Route 5 have shown a slight increase in ridership over the previous year.

ICTC staff continues to support and recommends the participation in the revised MOU due to the increased access for Eastern Imperial County residents. However, ICTC will continue to meet with both agencies and continue to monitor both the Turquoise Route 10 and Blue Route 5, in cooperation with YCIPTA and the Quechan Tribe, in order to ensure the proper portion of funding is provided to supplement the transit service in eastern Imperial County. Recommendations from ICTC staff for funding in future years will be based on service needs and service performance for the eastern Imperial County, Winterhaven community.

Funding for this service is derived from the Transportation Development ACT (TDA) Fund, a contribution from the Quechan Tribe, the YCIPTA organization and passenger fares, and is in the recently approved FY 2015-16 ICTC Overall Work Program and Budget.

The Table for the breakdown of the subsidy allocations is on page 9 of the attached “Eastern Imperial County Transit Services Operations and Implementation Business Plan”.

ICTC Staff requests that the Management Committee forward this item to the Commission for review and approval after public comment, if any:

1. Authorize the Chairperson to sign the Memorandum of Understanding (MOU) between the Yuma County Intergovernmental Public Transportation Authority (YCIPTA), The Imperial County Transportation Commission (ICTC) and the Quechan Indian Tribe for the continued implementation and operation of a regional connector bus service (YCAT Turquoise #10) between Yuma AZ, Winterhaven and El Centro, California; and, a circulator route from Yuma with stops in the eastern Imperial County area (YCAT Blue #5) effective July 1, 2015 through June 30, 2016 and provide a not to exceed subsidy to the Quechan and YCIPTA in an amount of $172,270.

Sincerely,

[Signature]

MARK BAZA
Executive Director

MB/ksw/ds
Eastern Imperial County Transit Services Operations and Implementation Business Plan

Presented by:
Yuma County Intergovernmental Public Transportation Authority
October 2012
Amended October 2013
Amended September 2014
Amended July 2015
**Eastern Imperial County**  
**Transit Operations and Implementation Business Plan**

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</tr>
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**Exhibits**  
1. Schedules and Route Maps Effective July 1, 2015
Section 1

Overview of Routes
The Yuma County Intergovernmental Public Transportation Authority ("YCIPTA"), on behalf of the Quechan Indian Tribe ("QUECHAN"), is proposing to operate the following transit services in eastern Imperial County effective July 1, 2015:

Yuma County Area Transit Service Summary – Effective July 1 2015

<table>
<thead>
<tr>
<th>Route Number/Name</th>
<th>Type of Route</th>
<th>Number of Stops</th>
<th>Frequency Of Route</th>
<th>Peak Bus Requirement</th>
<th>Service Hours</th>
<th>Where Does Route Go?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Blue Route 5 Quechan Shuttle</td>
<td>Rural Flex Route</td>
<td>43 Stops</td>
<td>80 minutes</td>
<td>1</td>
<td>7:15 am to 7:10 pm – Monday – Friday 9:15 am to 4:10 pm – Saturday</td>
<td>Flex route service in a counter clockwise direction within the Fort Yuma Indian Reservation and Winterhaven from Paradise Casino via Picacho Road and Interstate 8 to Andrade Port of Entry, Downtown Yuma Transit Center and Quechan Casino Resort.</td>
</tr>
<tr>
<td>Turquoise Route 10 Interstate 8/El Centro</td>
<td>Special Service</td>
<td>29 Stops</td>
<td>2 round trips</td>
<td>1</td>
<td>9:15 am to 11:30 am/2:00 pm to 5:30 pm Monday &amp; Wednesday 10:15 am to 1:30 pm/3:00 pm to 5:30 pm Saturday</td>
<td>Fixed route service from Yuma Palms Regional Center to downtown El Centro via Paradise Casino, Winterhaven, Quechan Casino Resort and Interstate 8 with service to Imperial Valley Mall on request.</td>
</tr>
</tbody>
</table>

These routes do not operate on Sundays and major holidays observed by YCIPTA. YCIPTA-observed holidays are: New Year’s Day, Dr. Martin Luther King, Jr. Day, Presidents Day, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving Day and Christmas Day. Saturday service operates on the day after Thanksgiving, Christmas Eve and New Year’s Eve. One (1) bus will operate on each route for a maximum peak vehicle demand of two (2) in eastern Imperial County.

YCIPTA shall oversee and operate these routes in conjunction with the QUECHAN and Imperial County Transportation Commission ("ICTC").

Under the California Transportation Development Act ("TDA"), new routes that are implemented could be exempt from the farebox recovery ratio requirements or other performance measures for three (3) years. Blue Route 5 would be treated as a new route for the purposes of the use of TDA funding effective July 1, 2014. Turquoise
Route 10 is in its second year using an exemption due to the route's inability to meet the 18% farebox recovery ratio standard established by ICTC.

This business plan will replace the Regional Connector Operations and Implementation Plan developed in October, 2012, and amended in October, 2013 due to the inclusion of the Blue Route 5 and the re-designation of the business plan to focus on Eastern Imperial County Transit Services. The routes identified in the plan will continue to act as an extension of the Imperial Valley Transit (IVT) system and continue to replace the former IVT Route 3 between Holtville and Winterhaven, California on Wednesdays. IVT Route 3 continues to operate west of Holtville to El Centro, Monday through Saturday.

**Statement of Purpose and Need**
The purpose of operating transit services in eastern Imperial County is to provide mobility for Winterhaven and Fort Yuma Indian Reservation residents and visitors within eastern Imperial County and to Yuma, Arizona. Six (6) days a week the Blue Route 5 services extend to Andrade Port of Entry as well as providing access to services Yuma. Three (3) days a week the Turquoise Route 10 services would be extended to El Centro to access services at the County Seat, as well as other quality of life opportunities that are not available in Winterhaven.

Regional and local travel needs were identified below:

- Access to California State and Imperial County agencies and services in El Centro (DMV, courts, Imperial County Public Health Department, Imperial County Department of Social Services).
- Access to medical care in El Centro (health specialists, El Centro Regional Medical Center, Pioneer Memorial Hospital).
- Access to medical care in San Diego, Phoenix (Phoenix Indian Medical Center), and Tucson.
- Access to destinations within Winterhaven and the Fort Yuma Indian Reservation.
- Access to medical care, social services and other destinations in Yuma.

Two (2) studies were completed to assess the potential demand for improved service; Winterhaven Quechan Reservation Rural Connector Report (October, 2007) and the Quechan – Tribal Transit Planning, Service Strategies Report (July, 2011), and a recommendation was derived from these studies to provide a local shuttle connecting the Fort Yuma Indian Reservation within Winterhaven and Yuma as well as a lifeline service connecting the Fort Yuma Indian Reservation with El Centro to provide additional access for the eastern portion of Imperial County with the County Seat.
Section 2
Roles and Responsibilities

YCRIPTA - Operating and Contract Authority and Oversight: YCRIPTA will use its present transit operations contractor (National Express Transit Services Corporation) to operate both Blue Route 5 - Quechan Shuttle and Turquoise Route 10 - Interstate 8/EI Centro/Yuma. However, YCRIPTA, in its sole discretion, reserves the right to replace the transit operations contractor with another company or entity as it deems appropriate.

YCRIPTA will administer the operating contract; provide the legal operating authority for this transit service as well as umbrella operating insurance through its operations contractor. YCRIPTA will receive monthly reports on project operations and program results, as prepared by the operations contractor. YCRIPTA’s Project Liaison shall be the primary contact between the operations contractor, QUECHAN and ICTC.

YCRIPTA Project Liaison - Planning, Contract Management and Marketing: YCRIPTA shall designate its Transit Director, or designee, as the Project Liaison. The Project Liaison shall conduct daily interactions with the operations contractor, ensuring compliance with all contract terms and conditions, receipt and review of all reports required by the operations contractor, and the coordination of all marketing and promotional programs designed and implemented to support the routes. The Project Liaison will ensure the development and implementation of all programs so that employers, YCRIPTA, the contractor, and other partners work together to maximize ridership and the overall effectiveness of the routes.

The Project Liaison shall be responsible for the review and payment of monthly subsidy statements provided by the transit operations and maintenance contractor.

ICTC – Supporting Role:
ICTC will provide a supporting role related to these routes, including providing recommendations to YCRIPTA through technical and policy levels, marketing the service in Imperial County and contributing up to One Hundred Seventy Two Thousand Two Hundred Seventy Dollars and No Cents ($172,270.00) of Transportation Development Act ("TDA") Local Transportation Fund ("LTF") Article 8(c) funds for a continuation of the these routes.

QUECHAN – Supporting Role:
QUECHAN will provide a supporting role related to these funds, including providing recommendations to YCRIPTA through technical and policy levels, marketing the route on the Fort Yuma Indian Reservation and contributing Eighteen Thousand Eight Hundred and Thirty Three Dollars and No Cents ($18,833.00) of Federal Transit Administration ("FTA") Section 5311(c) to operate these routes.

YCRIPTA would continue to use FTA Section 5307 allocated to the Winterhaven area, FTA Section 5311 allocated by ADOT to the small portion of the Fort Yuma Indian Reservation that is in Arizona, plus YCRIPTA-generated match, fare revenue collected
from the routes, and a portion of the Quechan Business Enterprise parking lot in-kind revenue to cover those expenses not included in the per-hour rate.

Section 3
Overview of Operating Plan

Route Plans
The transit service will cover two (2) routes, Blue Route 5, Quechan Shuttle operating between Yuma, Winterhaven and Fort Yuma Indian Reservation, and Turquoise Route 10 between Yuma, Arizona, Winterhaven, California and El Centro via Interstate 8. The routes would be branded under the name Yuma County Area Transit (“YCAT”).

The routes and bus stop placement are subject to concurrence by QUECHAN, City of El Centro, Imperial County and ICTC. YCIPTA staff shall work with the staff from these agencies regarding route changes/development and to obtain approval to place a YCAT bus stop sign in their area of jurisdiction.

Bus stops in the City of Yuma and Fort Yuma Indian Reservation would be coordinated through YCIPTA’s existing encroachment permits for bus stops that are already in place in those jurisdictions.

Imperial Valley Transit (IVT) shall have priority use of its bus stops within the El Centro-Calexico Urbanized Area (“UZA”) as well as other areas of Imperial County served by IVT buses that YCAT would also serve and if a conflict arises where two (2) buses arrive at the bus stop at the same time, IVT’s use of the bus stop shall take priority. IVT’s use of the bus stops shall not, however, unreasonably interfere with YCIPTA’s obligations under this Business Plan and other agreements between YCIPTA, City of El Centro, Imperial County, ICTC and/or QUECHAN.

Exhibit 1 includes the route map, bus stop list and schedules effective July 1, 2015.

The Blue Route 5 will travel 23.9 miles one way, in a clockwise loop from Downtown Yuma Transit Center, through Fort Yuma Indian Reservation and Winterhaven, California serving 41 bus stops. The Turquoise Route 10 will travel 69.4 miles one way, between Yuma, Arizona, and El Centro, California, serving 27 bus stops.

Service Hours
The service hours, days and routes are outlined in Section One – Overview of Proposed Routes above.
### Fares – Effective January 9, 2012

<table>
<thead>
<tr>
<th>Description</th>
<th>Basic</th>
<th>Discount</th>
<th>Express</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Ages 19-64 years old</td>
<td>Seniors age 65 &amp; older</td>
<td>Commuter routes for all fare categories</td>
</tr>
<tr>
<td></td>
<td>Youth ages 5-18 years old without school ID</td>
<td>Persons with Disabilities</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$2.00</td>
<td>$1.00</td>
<td>$5.00</td>
</tr>
<tr>
<td>One Way (Using Smart Card)</td>
<td>$1.75</td>
<td>$0.75</td>
<td>$4.00</td>
</tr>
<tr>
<td>Day YCAT Pass (valued at 2.5 trips)</td>
<td>$5.00</td>
<td>$2.50</td>
<td>$12.50 (valued at 2.5 trips)</td>
</tr>
<tr>
<td>Day YCAT Pass (Using Smart Card)</td>
<td>$3.50 (valued at 1.75 trips)</td>
<td>$1.75 (valued at 1.75 trips)</td>
<td>$10.00 (valued at 2.5 trips)</td>
</tr>
<tr>
<td>10-Ride YCAT Pass (Use Smart Card)</td>
<td>$17.50 ($1.75 per ride)</td>
<td>$7.50 ($0.75 per ride)</td>
<td>$45.00 (valued at $4.50 per ride)</td>
</tr>
<tr>
<td>31-Day YCAT Pass (Use Smart Card)</td>
<td>$60.00 ($1.50 per ride/20 days/2 trips each)</td>
<td>$30.00 ($0.75 per ride/20 days/2 trips each)</td>
<td>$150.00 (valued at $3.75 per ride/20 days/2 trips each)</td>
</tr>
<tr>
<td>Express Fare Up-Charge</td>
<td>$2.25</td>
<td>$2.25</td>
<td>N/A</td>
</tr>
</tbody>
</table>

- No transfers – use Day YCAT Pass or pay one–way fares.
- Cocopah Tribe members can ride free by showing their tribal ID card.
- AWC, UA and NAU students and employees can ride free by showing their student ID card with the current semester sticker.
- YPIC Charter High School and Aztec High School students and employees can ride free by showing their student or employee ID card with current semester sticker.
- YRMC and ACCT employees can ride free by showing their employee ID card.
- Children under 5 years old ride free – up to four (4) children; five (5) or more children pay discount fare.
- Smart Card Initial Fee - $2.00.
- Lost Smart Card Replacement Fee - $5.00.
- Yuma Sun or Imperial Valley Press newspaper on buses – $0.50.
- Class Pass - $45.00 (Up to 5 adults and 40 students @ $1.00 per ride).
- This fare structure would be applicable on the evening NightCAT service from AWC/NAU/UA.

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1 Fares are subject to change based upon the costs associated with YCIPTA’s operation of the route.
Ridership Forecasts
While the two studies identified in Section One did not provide any ridership forecasts, based on historical data in regard to Blue Route 5 and Turquoise Route 10, YCJPTA staff projects that approximately fifty (50) passengers may ride Blue Route 5 each operating day and that approximately fifteen (15) passengers may ride Turquoise Route 10 each operating day.

Based on data from YCJPTA in regard to fiscal year 2013-2014, Blue Route 5 carried approximately 4.82 passengers per hour which is an increase from 3.41 from FY12-13, as this was the second fiscal year of the route's operation. (Blue Route 5 started on June 1, 2012).

Based on data from ICTC in regard to fiscal year 2011-2012, IVT Routes 3/300/350 carried approximately 3.75 passenger trips in the morning and 3.50 passenger trips in the afternoon/evening on Wednesdays. With the transition to Turquoise Route 10, the route performance was 3.41 passengers per hour which is an increase from 2.99 from FY12-13.

In determining a forecast ridership number for the route, several factors should be considered. This includes reconciliation of passengers boarding from Winterhaven on IVT Route 3/300/350, the use of the demographic information in the Winterhaven /Quechan Reservation Rural Connector Report and Quechan Service Strategies Report and data from public workshops held by QUECHAN.

Fare Revenue Forecasts
Based on the projected ridership and historical data for each of the two routes and to take a conservative approach, the fare revenue forecast of Twenty Seven Thousand Six Hundred Eighteen Dollars and Twenty Seven Cents ($27,618.27) for Blue Route 5 and Eleven Thousand Eighteen Dollars and Three Cents ($11,018.03) for Turquoise Route 10 is projected. It is imperative that a fare structure is established to ensure the maximum farebox recovery in compliance with the TDA. As part of the performance measures, ICTC would review the farebox recovery ratio to ensure compliance with TDA requirements. The proposed farebox ratio and route classification requirements are defined below:

<table>
<thead>
<tr>
<th>Route</th>
<th>Proposed Classification</th>
<th>Route</th>
<th>Proposed Farebox Recovery Ratio</th>
</tr>
</thead>
<tbody>
<tr>
<td>Blue Route 5</td>
<td>Rural Flex Route</td>
<td>10%</td>
<td></td>
</tr>
<tr>
<td>Turquoise Route 10</td>
<td>Special Service</td>
<td>12% (blended rural/urban)</td>
<td></td>
</tr>
</tbody>
</table>

Cost and Subsidy Projections
ICTC will pay QUECHAN an amount not to exceed the annual subsidy amount of One Hundred Seventy Two Thousand Two Hundred Seventy Dollars and No Cents ($172,270.00) to fund Eastern Imperial County Transit Services after QUECHAN files a TDA Article 8c claim and supporting documentation with ICTC and QUECHAN will pay YCJPTA the monthly costs based on revenue service hours with these ICTC funds
along with QUECHAN funds of an amount not to exceed the annual subsidy of Twenty Four Thousand, Five Hundred Ninety Dollars and No Cents ($24,590.00) to operate Eastern Imperial County Transit Services, to be paid based on revenue vehicle service hours as established through a separate Memorandum Of Understanding between YCIPTA and QUECHAN.

For cost and subsidy projections, see the charts below.

**Performance Standards**

Since ICTC would provide TDA-LTF Article 8(c) funds as contributions to this route, the following proposed performance standards would apply towards these routes, and YCIPTA would report these figures to ICTC and QUECHAN monthly. These reports may be reviewed by ICTC’s Social Services Transportation Advisory Council.

<table>
<thead>
<tr>
<th>Routes</th>
<th>Blue Route 5</th>
<th>Turquoise Route 10</th>
</tr>
</thead>
<tbody>
<tr>
<td>Days Operating</td>
<td>Monday-Saturday</td>
<td>Mon, Wed, Sat</td>
</tr>
<tr>
<td>Fiscal Year 2015/2016</td>
<td>Budget</td>
<td>Budget</td>
</tr>
<tr>
<td>a Fully Allocated Operating Cost (minus ADA para-transit, other YCAT hours, YMPO Audit, Vanpool and Greyhound)</td>
<td>$276,182.71</td>
<td>$91,816.92</td>
</tr>
<tr>
<td>b Fare Revenue Collected</td>
<td>$27,618.27</td>
<td>$11,018.03</td>
</tr>
<tr>
<td>c Subsidy Required</td>
<td>$248,564.44</td>
<td>$80,798.89</td>
</tr>
<tr>
<td>d Quechan Subsidy</td>
<td>$12,295.00</td>
<td>$12,295.00</td>
</tr>
<tr>
<td>e ICTC Subsidy</td>
<td>$120,633.64</td>
<td>$31,982.32</td>
</tr>
<tr>
<td>f YCIPTA Subsidy</td>
<td>$115,635.80</td>
<td>$36,521.57</td>
</tr>
<tr>
<td>g TOTAL SUBSIDY (Over)/Under</td>
<td>$248,564.44</td>
<td>$80,798.89</td>
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<tr>
<td>h Total Miles</td>
<td>89,132.80</td>
<td>22,651.20</td>
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<tr>
<td>i Total Revenue Miles</td>
<td>87,187.20</td>
<td>21,652.80</td>
</tr>
<tr>
<td>j Total Deadhead Miles</td>
<td>1,945.60</td>
<td>998.40</td>
</tr>
<tr>
<td>k service days</td>
<td>304</td>
<td>153</td>
</tr>
<tr>
<td>l Total Hours</td>
<td>2,669.16</td>
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<td>m Total Revenue Hours</td>
<td>2,565.80</td>
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<td>n Total Deadhead Hours</td>
<td>103.36</td>
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<td>-----</td>
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</tr>
<tr>
<td></td>
<td>Passenger Trips</td>
<td>15,000.0</td>
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<tr>
<td>q</td>
<td>pass/hour</td>
<td>5.85</td>
</tr>
<tr>
<td>r</td>
<td>pass/day</td>
<td>49.34</td>
</tr>
<tr>
<td>s</td>
<td>pass/mile</td>
<td>0.17</td>
</tr>
<tr>
<td>t</td>
<td>cost/pass</td>
<td>$16.57</td>
</tr>
<tr>
<td></td>
<td>cost/mile</td>
<td>$3.17</td>
</tr>
<tr>
<td>w</td>
<td>cost/hour</td>
<td>$107.64</td>
</tr>
<tr>
<td>x</td>
<td>farebox ratio</td>
<td>10.0%</td>
</tr>
<tr>
<td>y</td>
<td>FTE (based on 2000 hrs)</td>
<td>0.000750</td>
</tr>
</tbody>
</table>

According to the TDA requirements, if the farebox recovery ratio remains below the established standard adopted, efforts must be made to modify the route(s) to improve performance within the (3) three year time frame.

As necessary and required by the FTA, financial and non-financial data shall be collected and reported to the National Transit Database (NTD). YCIPTA would report miles both in the Yuma UZA and El Centro-Calexico UZA.

A re-evaluation of the routes shall take place in March, 2016 to provide recommendations regarding the future of the routes to the governing boards of YCIPTA, ICTC and QUECHAN.

Per TDA requirements, a claimant (ICTC) may receive exemptions from the various ratio requirements for services provided to new areas or along new routes. The exemptions apply until the end of the second, full fiscal year of operation. If a claimant fails to meet a required ratio for a fiscal year, its TDA funding level will be reduced by the amount of required revenues that was not maintained.

**Fiscal Audits and Triennial Performance Audits**

Though ICTC payment of TDA funds to QUECHAN to fund a portion of these routes, QUECHAN will track its expense associated with the use of these funds, TDA funds will be listed as a separate line item of funds in the Basic Financial Statements each year and submit a copy of the report to ICTC before December 31 of the given funded year.
ICTC will send a triennial performance auditor to audit this service and its performance measures.

Section 4
Marketing and Community Outreach Plan

Branding, Marketing and Community Outreach
Marketing to support these routes will be essential to its success. Consistent, coordinated marketing collateral and programs will be developed by YCIPTA, with input and assistance from ICTC and QUECHAN. The Marketing Plan will include printed ads, flyers, rack cards, media, coordination with employers and other advertising materials. The buses will be marketed and branded as YCAT routes.

The marketing program outlined above will be targeted in Yuma and Imperial Counties. YCIPTA, QUECHAN and ICTC will work to engage the support of residents in the Yuma, Fort Yuma and Winterhaven areas to help ensure project success and sustainability. The marketing program is funded by YCIPTA administrative budget and these costs are not reflected in the business plan.

- YCIPTA will focus the routes’ marketing efforts in Yuma County.
- ICTC will focus the routes’ marketing efforts in Imperial County.
- QUECHAN will focus the routes’ marketing efforts on the Fort Yuma Indian Reservation.

YCIPTA will have the YCAT Rider’s Guide distributed through its networks in Yuma County, including on YCAT buses. The routes will be included in YCAT Rider’s Guide, online at www.ycat.az.gov and on all YCAT marketing pieces. YCIPTA will seek vendors in El Centro to sell bus passes on behalf of YCIPTA. This includes El Centro City Hall and Circle K.

ICTC will have the Imperial Valley Transit Rider’s Guide distributed throughout Imperial County, on IVT buses and have information related to Blue Route 5 and Turquoise Route 10 operated by YCIPTA inside its Rider’s Guide, online at www.ivtransit.com and www.imperialctc.org and on appropriate IVT marketing pieces. In addition, signs will be placed on the IVT buses to promote the routes at ICTC discretion.

QUECHAN will have IVT and YCAT Rider’s Guides available for distribution throughout the Reservation, promote the routes through door-to-door distribution of information, placement of route information online, on Kwatsan Radio, on Casino bulletin boards and will allow the sale of IVT and YCAT bus passes at its retail enterprises and casinos on the Reservation.
Section 5
Additional Details of the Operating Plan
Daily operations of the routes are the responsibility of the contractor, as described in Section 2 Roles and Responsibilities, and managed through YCIPTA, consistent with the terms of the Operating Contract. The Project Liaison, as designated by YCIPTA, has the responsibility to ensure that the contractor complies with all terms of the Operating Contract. The Project Liaison also has the lead responsibility for development and implementation of the Marketing and Outreach Plan, to be accomplished with support from YCIPTA, QUECHAN and ICTC.

1. Transit Service Information
The schedules and route information will be maintained on the www.ycat.az.gov and www.ivtransit.com websites and available via the YCAT telephone information system at 928.783.2235 and the IVT telephone information system at 760.482.2900. Service will be noted as a YCAT service.

2. Dispatch
A dispatcher will be on duty to support all service hours of the program to ensure excellent customer service. Contingency plans must be made to reasonably accommodate for service delays due to weather, traffic and vehicle failure by the transit operations contractor.

Dispatchers must have a communications system in place with their drivers via two-way radio or cell phone (depending on distance). Under no circumstances should the bus operators use the communications system in such a manner as to endanger the lives of the passengers or in violation of any laws. YCIPTA intends to use radios from the Yuma Regional Communication System on Blue Route 5 and the San Diego-Imperial County Regional Communication System on Turquoise Route 10.

3. Spare Ratio
YCIPTA would be responsible for providing road support to the YCIPTA vehicle should the vehicle experience any maintenance difficulties. YCIPTA shall be responsible to ensure that a replacement vehicle is provided within sixty (60) minutes of a determination that a YCAT bus is inoperable, and that ample comfort, such as water, is provided on the vehicle on days with extreme temperature (115 degrees or higher) and when extended breakdowns occur.

4. Bus Operators
Bus Operators are expected to be courteous, friendly and professional at all times.

Bus Operators shall be bilingual in English and Spanish to ensure that the distribution of information is available to both languages.

Bus Operator uniforms will be required to be consistent with the branding/marketing of YCIPTA transit services. Uniforms must be kept clean and ironed for a professional appearance at all times.
Bus Operator are prohibited from smoking in the vehicles. Smoking outside of the vehicles is also prohibited near the door of the vehicle or in the presence of customers. Eating is prohibited in front of customers or while driving.

Bus Operator breaks shall be established with dispatch according to transit operations contractor policy. Bus Operator breaks should never be allowed to disrupt customer service or routing.

Training shall be given to all Bus Operators so that clear expectations are in place to ensure excellent customer service. Bus Operators will keep the inside of the vehicles neat and tidy, i.e. picking up trash and newspapers left behind.

5. Vehicles
YCIPTA will provide two (2) vehicle types to operate the routes as outlined in this Business Plan. The vehicles used on these routes can carry up to 32 seated passengers, is 34 feet in length and have up to two (2) wheelchair tie down spaces. To comply with the California Air Resources Board (“CARB”) requirements, YCIPTA will only operate vehicles in California with a level 3 diesel particulate trap. YCIPTA currently has nine (9) of these buses called the El Dorado National Passport, a low floor cutaway vehicle on a medium duty chassis. Furthermore, the bus is durable for highway travel. In addition, YCIPTA has six (6) 21-foot El Dorado National Aerolite buses which may also be used on these routes as these buses seat six (6) to eight (8) passengers and has up to two (2) wheelchair tie down spaces, which uses gasoline fuel and are exempt from the CARB Transit Fleet Rule.

Vehicles must be kept clean. Mechanical and cosmetic repairs must be prompt. There should be a spare vehicle that would easily fit into the program when one of the main vehicles is out for maintenance. All YCIPTA vehicles are ADA compliant and use a low floor ramp for the loading/unloading of mobility devices.

These types of vehicles will provide the most passenger comfort and meet passenger demand. Their size and relative maneuverability will be better suited for the identified routes than larger vehicles, such as transit buses. They will also be more cost effective to operate than larger transit buses.

The Passport buses features two (2) bicycle spaces, electronic destination signs, farebox, smart card system and security cameras. The Aerolite buses features manual destination signs, farebox and smart card system (only on two of these buses).
Pictures of the buses used on these routes are below:

Maintenance of the buses will take place at the YCAT bus facility located at 2715 East 14th Street, Yuma, Arizona.

6. Customer Service
Customer service, marketing and safety are paramount to the success of this program. Service and mechanical failures will be logged and used as a tool by the contractor to ensure quality control and maintenance standards. On board customer surveys will be used to help guide route improvements and to adjust marketing plans, as appropriate.

7. Schedules
Schedules are defined in Exhibit A and are subject to change. Schedules have been developed to ensure that there are no conflicts between YCAT and IVT buses at all shared bus stops in El Centro.

8. Newspapers
Yuma Sun newspapers on Blue Route 5 and Imperial Valley Press on Turquoise Route 10 would be placed, Monday through Saturday, under an existing arrangement. As it
relates to the Imperial Valley Press, a newspaper box will be placed at El Centro Regional Bus Transfer Terminal to allow YCRIPTA to obtain newspapers.

9. Transfer Agreements
At the present time, passengers transferring to IVT would be required to pay a full fare as if they transferred back to YCAT.

10. Complementary ADA Paratransit Program
Blue Route 5 is treated as a flex route and is exempt from the ADA paratransit requirement since flex routes are treated as "general public demand response services" under the 49 C.F.R. Part 37 of Federal Regulations. The route deviation component is available to all passengers for an additional $2.00 fare unless passengers board at specific bus stop locations defined by YCRIPTA. Turquoise Route 10 has been designated as a commuter route under 49 C.F.R. Part 37 of Federal Regulations, therefore ADA complementary paratransit requirements do not apply. Passengers requesting ADA paratransit service would either ride YCAT OnCall in Yuma County or IVT Access in Imperial County, both within a ¾ mile radius of a non-commuter or flex bus route. Timed connections between the paratransit services and these routes would be established. YCRIPTA allows for free transfers between YCAT OnCall and YCAT fixed route buses for these patrons.

11. Former Route 3 to Winterhaven
It is YCRIPTA's and QUECHAN's desire that ICTC continue the discontinuance of Route 3 east of Holtville.

12. The Future
With the transition of ICTC funding to cover all eastern Imperial County transit services, ICTC would start taking a more active role in the planning and operation of transit services in eastern Imperial County. Under Moving Ahead with Progress for the 21st Century (MAP-21), Tribal Transit funding was reduced to the extent that Quechan Indian Tribe will only be eligible for formula funding unless the Quechan Indian Tribe applies for capital expenses (excluding preventative maintenance). It is estimated that Quechan Indian Tribe will receive Fifteen Thousand Three Hundred Twenty Four Dollars and No Cents ($15,324.00) on an annual basis for the foreseeable future.

Starting with Federal Fiscal Year 2014 (FY 2015-2016), the Quechan Indian Tribe would need to request a minimum of One Hundred Sixty Nine Thousand, Fifty Two Dollars ($169,052) from ICTC to continue transit services at the present levels. This is due to not being able to use discretionary Tribal Transit funds for operations. YCRIPTA would continue to use FTA Section 5307 allocated to the Winterhaven area, FTA Section 5311 allocated by ADOT to the small portion of the reservation that is still in Arizona, plus YCRIPTA generated match, fare revenue collected from the routes and Quechan Business Enterprises parking lot in-kind revenue to cover these expenses not included in the per hour rate. Exhibit B provides an estimated funding plan for these routes.
A comprehensive review of these routes occurred in Spring 2015, prior to the YCIPTA, QUECHAN and ICTC budget planning to determine the appropriate level of transit service and population in eastern Imperial County as compared to central and northern Imperial County. This review will also take into consideration need in eastern Imperial County and the routes’ ability to meet TDA and MOU specific performance measures.

Any continuation of transit services beyond June 30, 2016 at the present levels will require additional contributions by ICTC. If service reductions are to occur based on available funding by QUECHAN, YCIPTA and ICTC that are known today, public hearings for route changes would take place in May 2016 as part of the adoption of the YCIPTA fiscal year 2016-2017 operating and capital budget with the route changes taking effect on July 1, 2016. To assist in the determination of future service levels and contribution shares by all parties for fiscal year 2016-2017 ICTC will minimally need from YCIPTA a sample of daily ridership data (boardings and alightings) by route direction and bus stop locations during the months of January through March 2016. The sample of data shall be agreed to by all parties prior to December 15, 2015. The sample of daily ridership data should be provided to all parties by April 17, 2016. This would allow a comprehensive analysis of recommended service levels, contribution shares, and funds available for fiscal year 2016-2017.
MEMORANDUM OF UNDERSTANDING BETWEEN THE YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY, IMPERIAL COUNTY TRANSPORTATION COMMISSION AND QUECHAN INDIAN TRIBE FOR TRANSIT SERVICES IN EASTERN IMPERIAL COUNTY

This Memorandum of Understanding (hereinafter “MOU”) made and entered into this ______ day of _____, 2015, by and between Yuma County Intergovernmental Public Transportation Authority, a political subdivision of the State of Arizona (hereinafter “YCIPTA”), Imperial County Transportation Commission, a regional transit and transportation planning agency and political subdivision of the State of California (hereinafter “ICTC”), and Quechan Indian Tribe (hereinafter “QUECHAN”). The terms “Party” or “Parties” shall mean the collective or individual participants of this MOU, as appropriate, who agree as follows:

I. Recitals

A. YCIPTA is the administrator of the public transit service in Yuma County, which is known to the general public as Yuma County Area Transit (“YCAT”) and provides public transit services within and between the Cities of Yuma, San Luis, Somerton, Arizona, the Fort Yuma-Quechan and Cocopah Tribal Reservations lands, unincorporated eastern Imperial County, incorporated Imperial and Yuma County areas, and the Town of Wellton, Arizona; and whose primary objective is providing public transportation and has its principal office at 2715 East 14th Street, Yuma, Arizona 85365.

B. ICTC is a public entity whose primary objective is regional transportation planning, including providing public transit services, and has its principal office located at 1405 North Imperial Avenue, Suite 1, El Centro, California 92243.

C. QUECHAN is a federally-recognized Indian Tribe whose primary objective is to provide funding for the provision of public transportation services to its tribal members and has its principal offices at 350 Peacho Road, Winterhaven, California 92283.

D. ICTC has operated bus service from El Centro through Holtville, California to Winterhaven since 1989 as part of the Imperial Valley Transit (“IVT”) service; and

E. The Southern California Association of Governments (“SCAG”) and QUECHAN conducted studies which made recommendations to implement an improved level of transit service between Winterhaven and El Centro, California; and

F. QUECHAN has implemented a three-way partnership with ICTC and YCIPTA to provide transit service between Winterhaven and El Centro, California and between the Fort Yuma Indian Reservation, Yuma, Arizona and Winterhaven, California (“Service or Eastern Imperial County Transit Services”), with YCIPTA as the operator of the Service and QUECHAN providing initial funding from a Federal Transit Administration ("FTA") Tribal Transit Discretionary Grant received in 2011; and
G. In January 2013, ICTC discontinued the portion of IVT Route 3 service between Holtville and Winterhaven that operated on Wednesdays and subsequently provided an equivalent amount of funding to YCRIPTA for the new service implemented for a one (1) year demonstration period, which ended on December 31, 2013. ICTC, QUECHAN and YCRIPTA amended that Memo Of Understanding to continue the demonstration period to June 30, 2014. With the implementation of the Turquoise Route 10, the IVT Route 3 currently only operates from El Centro to Holtville.

H. QUECHAN and YCRIPTA implemented the Blue Route 5 Fort Yuma Indian Reservation, Yuma, Arizona and Winterhaven, California in June, 2012, which provides connections to the YCAT system.

II. Scope of Services

A. General:

YCRIPTA, in conjunction with ICTC and QUECHAN, has created an Operations and Implementation Plan which is titled “Eastern Imperial County Transit Operations and Implementation Business Plan,” attached hereto as Exhibit A and incorporated by reference as though fully set forth herein. This Operations and Implementation Business Plan provides the framework for transit operations in eastern Imperial County.

YCRIPTA will operate Blue Route 5 - Quechan Shuttle and Turquoise Route 10 - Interstate 8/El Centro/Yuma (collectively known as the Eastern Imperial County Transit Services), using its own coach operators and equipment, in accordance with the schedule, route map and bus stop list specified in Exhibit A.

B. Services Provided By YCRIPTA:

1. YCRIPTA shall serve as the lead agency and be the administrator of this MOU ensuring the timely and proper execution of all terms and conditions.

2. YCRIPTA shall provide public transit vehicles equipped with wheelchair lifts/ramps that meet all requirements of the Americans with Disabilities Act and California Air Resources Board requirements, and are clearly marked as YCAT/Yuma County Area Transit with a United States Department of Transportation number and name of the operator.

3. YCRIPTA shall operate a transit bus service on Blue Route 5 and Turquoise Route 10 as specified in Exhibit A.

4. YCRIPTA shall provide all supervisory staff necessary to ensure successful operations.

5. YCRIPTA shall provide, at its own cost and expense, emergency response services, including road call maintenance services and spare vehicles.
6. YCIP TA shall provide a detailed accounting with performance measures per the Transportation Development Act (‘TDA’); an example of the necessary format is attached hereto in Exhibit B and incorporated by reference as though fully set forth herein. YCIP TA’s reporting must be submitted to QUECHAN and ICTC within thirty (30) working days after the end of each month.

7. YCIP TA shall provide bus stop installation along the designated route, as outlined in Exhibit A, within Yuma County and Imperial County and bus stop maintenance in Yuma County, eastern Imperial County and the Fort Yuma Indian Reservation, as necessary.

8. YCIP TA shall provide bilingual customer services, including telephone information service and in-person customer service information at YCIP TA transit facilities, including Blue Route 5 and Turquoise Route 10 service on printed and published materials, posting Blue Route 5 and Turquoise Route 10 information and an IVT link on YCIP TA’s website, and a process for accepting and investigating all complaints and suggestions related to the Service.

9. All services shall comply with the FTA Section 5335 National Transit Database requirements.

10. YCIP TA will operate the Eastern Imperial County Transit Services to the best of its ability, but the Parties recognize that the bus trips may be off schedule due to traffic, detours, accidents, strikes, Federal, State or locally-declared disasters and other events beyond the control of YCIP TA.

11. YCIP TA shall not be liable for such off schedule trips or missed trips that are beyond the control of YCIP TA.

12. YCIP TA shall affix a placard in the right hand corner of the bus windshield designating that Eastern Imperial County Transit Services is operated by YCIP TA in cooperation with ICTC/IVT and QUECHAN.

13. YCIP TA may utilize a third-party contractor to operate the Eastern Imperial County Transit Services. Utilization of a third-party contractor shall not relieve YCIP TA of any responsibility or liability under this MOU.

C. Services Provided By ICTC:

1. ICTC shall coordinate the necessary bus stop placements, as designated by YCIP TA and agreed upon by all Parties of this MOU, with the City of El Centro and Imperial County along the designated route, as outlined in Exhibit A, as necessary.

2. ICTC shall provide customer services which shall include telephone information service, in-person customer service information at ICTC transit facilities, inclusion of Blue Route 5 and Turquoise Route 10 service on printed and published materials, posting of Blue Route 5 and Turquoise Route 10 information and a YCIP TA link on
ICTC's and IVT's websites, and ICTC's process for accepting and investigating all complaints and suggestions related to the Service.

D. Services Provided by QUECHAN:

1. QUECHAN shall install all the necessary bus stops within Fort Yuma Indian Reservation, as designated by YCIPTA, along the designated route, as outlined in Exhibit A.

2. QUECHAN shall provide customer services which shall include telephone information service, in-person customer service information at QUECHAN designated facilities, inclusion of Eastern Imperial County Transit Services on printed and published transportation related materials, posting of Eastern Imperial County Transit Services information, and QUECHAN’s process for accepting and investigating all complaints and suggestions related to the Service.

3. QUECHAN shall submit a TDA 8c claim to ICTC to fund a portion of such routes. QUECHAN shall provide required TDA 8c claim and supporting documentation, and track its expense associated with the use of these funds. TDA funds will be listed as a separate line item of funds in the Basic Financial Statements each year and QUECHAN shall submit a copy of the report to ICTC before December 31 of the given funded year. ICTC shall send a triennial performance auditor to audit this service and its performance measures.

E. Services Provided By All Parties:

1. Representatives of each Party to this MOU shall meet in person or by conference call at least quarterly, or as necessary, to discuss the Service, scheduling, routing, marketing, connections, fares and other issues related to the Service, including, but not limited to, actual costs of the Service and any necessary adjustments based on actual costs of the Service. Such meetings shall be held in the second month of the quarter to discuss issues related to the preceding full quarter and any issues that may affect the Service in the future, or at a time agreed to by the Parties. YCIPTA will coordinate the scheduling of such meetings and will convene the meetings at a location as convenient as possible for the Parties. The representatives of the agencies signing this MOU may modify the routing, schedule, fares and stops as long as each representative at the meeting provides written agency authorization for such modification. YCIPTA shall be responsible for the necessary public hearings in accordance with FTA requirements.

III. Compensation, Reporting and Performance Standards

A. Payments to YCIPTA

ICTC will pay QUECHAN an amount not to exceed the annual subsidy amount of One Hundred Seventy Two Thousand Two Hundred Seventy Dollars and No Cents ($172,270.00) to fund Eastern Imperial County Transit Services, as provided for in
Section II.B.6 and reflected in Exhibit B. In no event shall ICTC be liable to QUECHAN for payments that exceed One Hundred Seventy Two Thousand Two Hundred Seventy Dollars and No Cents ($172,270.00).

QUECHAN will pay YCIPTA the monthly costs based on revenue service hours with these ICTC funds along with QUECHAN funds of an amount not to exceed the annual subsidy of Twenty Four Thousand, Five Hundred Ninety Dollars and No Cents ($24,590.00) to operate Eastern Imperial County Transit Services, to be paid based on revenue vehicle service hours as established through a separate Memorandum Of Understanding between YCIPTA and QUECHAN, and such payments are due within thirty (30) days after receipt of invoice and supporting documentation from YCIPTA, as provided for in Section II.B.6 and reflected in Exhibit B. In no event shall QUECHAN be liable to YCIPTA for payments that exceed Twenty Four Thousand, Five Hundred Ninety Dollars and No Cents ($24,590.00).

In no event shall QUECHAN be liable to YCIPTA for payments to be made by ICTC. In no event shall ICTC be liable to YCIPTA for payments to be made by QUECHAN.

B. Fare Revenue

YCIPTA shall retain all fare revenue collected, and shall reserve the right to establish the fare policy for this Service, but YCIPTA shall consult with ICTC and QUECHAN.

C. Ridership Reports

YCIPTA will provide ridership reports as specified in Exhibit A.

D. Quarterly Surveys

In consultation with the other Parties to this MOU, YCIPTA may conduct quarterly surveys, or use other means agreed to by the Parties to determine the ridership levels and revenues by service increment of the Eastern Imperial County Transit Services.

E. Performance Standards

The Services shall be subject to the performance standards as defined in Exhibit A and shall be evaluated by all Parties to determine cost effectiveness and feasibility for funding all, or some of the Services or Route(s) currently in operation and their continuance beyond the Term of this MOU. YCIPTA shall provide monthly reports to ICTC and QUECHAN tracking the performance standards as described herein and in Exhibit A.

IV. Fares and Passes

The Parties agree that the initial one-way regular cash fare for the Eastern Imperial County Transit Services is defined in Exhibit A.
Any subsequent changes in the fares for this Service are within the sole discretion of YCRIPTA. However, YCRIPTA shall solicit input from ICTC and QUECHAN prior to the implementation of any fare adjustment.

There will be no reciprocal transfer agreement between ICTC and YCRIPTA services. YCRIPTA shall inform passengers transferring to IVT services that full fare is required on IVT’s routes for travel within Imperial County. ICTC shall inform passengers transferring to YCAT services that full fare is required on Turquoise Route 10 for travel to Winterhaven, California, the Fort Yuma Indian Reservation or Yuma County, Arizona.

V. Publicity and Marketing

YCRIPTA shall conduct a marketing and information dissemination program, including the production of a brochure or Rider's Guide, containing a timetable, designed to increase public awareness of the route and to stimulate ridership. ICTC and QUECHAN shall coordinate with YCRIPTA regarding the marketing of this Service.

Each Party agrees to submit to the other Parties any and all advertising, sales promotion and other publicity matters relating to the Eastern Imperial County Transit Services wherein the Parties’ names are mentioned or language is used from which the connection of the Parties’ names therewith may, within reason, be inferred or implied. Each Party further agrees not to publish or use any such advertising, sales promotion or publicity matters relating to Eastern Imperial County Transit Services without the prior written consent of the other affected Parties.

VI. Indemnification and Insurance

YCRIPTA, ICTC and QUECHAN ("Indemnitors"), including each entities respective members, agents, representative, principals, employees, officers, volunteers and directors, each hereby agree to defend, indemnify and hold the other Parties, including the other Parties’ respective members, agents, representatives, principals, employees, officers, volunteers and directors ("Indemnitees"), harmless from and against any and all claims, losses, damages or expenses including, without limitation, reasonable attorneys’ fees, incurred or suffered by, or threatened against, an Indemnitee in connection with, or as a result of, any claim for death, personal injury or property damage brought by or on behalf of any third-party person, firm or corporation arising from or committed in the course of performing an Indemnitor’s obligations under this MOU, but only to the extent such claim arises from, or is caused by, any act or omission of an Indemnitor, and only to the extent such claim is not the result of any act or omission of such Indemnilee.

It is understood and agreed that the Parties shall maintain insurance policies or self-insurance programs to fund their respective liabilities. The Parties agree that such respective programs or policy coverage for Workers’ Compensation shall contain a waiver of subrogation as to the other Parties and each of its board members, directors, officers, officials, employees, agents and volunteers. Evidence of Insurance, (e.g.,
Certificates of Insurance or other similar documentation) shall be available upon the request of any Party.

This section shall survive termination or expiration of this MOU.

VII. Term and Termination

A. The term of this MOU is for one (1) year, commencing on July 1, 2015, and continuing until June 30, 2016. This MOU may be extended on an annual basis, upon mutual, written agreement of all the Parties. Such an extension must be requested by April 31, and the extension shall be approved and executed by all of the Parties by June 30.

B. Any Party may terminate its participation in this MOU for any reason, or no reason whatsoever, upon ninety (90) days written notification to the other Parties to this MOU.

C. In the event of termination of participation by a Party, the rights and obligations of the terminating Party, which by their nature survive termination of the Services covered by this MOU, shall remain in full force and effect after termination. Notwithstanding the above, the monthly payment obligation due at the effective date of termination under Section III.A shall not survive termination. Compensation and revenues due from one Party to the other under this MOU shall be paid, loaned equipment and materials shall be returned to their respective owners, and the indemnification provision contained in Section VI shall remain in full force and effect.

D. The Parties acknowledge that this MOU is subject to cancellation pursuant to Arizona Revised Statues (“A.R.S.”) § 38-511. The Parties agree that ICTC shall enjoy the same rights to terminate this MOU as YCIPTA enjoys under A.R.S. § 38-511.

E. Upon termination, YCIPTA will send a final invoice to the terminating Party within thirty (30) days of the actual date of termination. ICTC and QUECHAN shall remit final payment, in full, within thirty (30) business days of the date of said invoice.

VIII. General Provisions

A. Independent Contractor

No relationship of employer and employee is created by this MOU.

In the performance of its work and duties, YCIPTA is at all times acting and performing as a political subdivision of the State of Arizona and the administrator of the public transit service in Yuma County, which is known to the general public as YCAT, and whose sole purpose is to provide public transportation services. The other Parties to this MOU shall neither have, nor exercise, control or direction over the methods by which YCIPTA performs the Services pursuant to this MOU; provided, however, that YCIPTA agrees that all work performed pursuant to this MOU shall be in strict accordance with
currently approved methods and practices in its profession, the State of California and the Federal Transit Administration.

The sole interest of the Parties is to ensure that such Services are performed and rendered in a competent and cost-effective manner and in accordance with this MOU.

B. Federal, State and Local Laws

The Parties warrant that in the performance of this MOU, each Party shall comply with all applicable Federal, State and local laws and ordinances and all lawful orders, rules and regulations thereunder.

This MOU is subject to a financial assistance contract between the Parties and the United States of America (“Federal Government”), acting through the Department of Transportation (“USDOT”), FTA, Arizona Department of Transportation (“ADOT”) and California Department of Transportation (“Caltrans”). The Parties shall at all times comply with all applicable FTA regulations, policies, procedures and directives including, without limitation, those listed directly or by reference in the procedures and directives in the FTA Master Agreement between the Parties and FTA, ADOT and Caltrans, as amended, and are incorporated herein by this reference. YCPTA shall comply with these FTA requirements and as they may be amended or promulgated from time to time during the term of this MOU. The Parties shall not perform any act, fail to perform any act, or refuse to comply with any of the Parties’ directives, which would cause the Parties to be in violation of the FTA and/or Caltrans terms and conditions. The Parties’ failure to comply with these FTA requirements and the Parties’ directives shall constitute a material breach of this MOU. Federal Regulations are available at http://www.fta.dot.gov/documents/21-Master.pdf.

C. No Conflict of Interest

Each Party represents that it currently has no interest, and shall not have any interest, direct or indirect, that would conflict in any manner with the performance of services required under this MOU.

D. Time of the Essence

Time is of the essence in each and every provision of this MOU.

E. No Consent to Breach or Waiver

No term or provision hereof shall be deemed waived and no breach excused, unless such waiver or consent shall be in writing and signed by the Party claimed to have waived or consented. Any consent by any Party to, or waiver of, a breach by the other, whether express or implied, shall not constitute consent to, waiver of, or excuse for any other different or subsequent breach.
F. Non-Assignment

No Party shall encumber, assign or otherwise transfer this MOU or any right or any interest in this MOU without prior express, written consent of each of the Parties. A consent to one assignment shall not be deemed to be a consent to any other assignment. Any encumbrance, assignment or transfer of interest in this MOU without prior, written permission or consent of the Parties, whether it be voluntary or involuntary by operation of law or otherwise, is void and shall be just cause at the option of each Party to terminate this MOU.

G. Force Majeure

This MOU may be suspended upon the written notification of one Party to all the others when causes beyond the control and without the fault or negligence of the party giving notice irrevocably disrupt or render impossible that Party’s performance of this MOU. Further, none of the Parties shall be deemed in violation of this MOU if it is prevented from performing any of its obligations by reason of labor disputes, embargoes, shortage of material, acts of God, acts of the public enemy, acts of superior governmental authority, weather conditions, riots, rebellion, sabotage or any other similar circumstances for which it is not responsible or which is not in its control. These provisions shall not apply to failures of QUECHAN or ICTC to pay annual subsidies, fees and charges here in specified.

H. Audit and Records

Each Party shall maintain books, accounts, records and data related to this MOU in accordance with applicable federal and/or state requirements, and shall maintain those books, accounts, records and data for five (5) years after the termination of this MOU. For the duration of this MOU and for a period of five (5) years thereafter, either Party’s representatives and representatives of the USDOT, the Comptroller General of the United States and the Auditor General of the State of California shall have the right to examine these books, accounts, records, data and other information relevant to this MOU for the purpose of auditing and verifying statements, invoices, bills and revenues pursuant to this MOU.

I. Notices

All notices under this MOU shall be deemed duly given upon delivery, if delivered by hand, email, facsimile, or three (3) days after posting, if sent by registered mail, return receipt requested; to a Party hereto at the address set forth herein or to such other address as a Party may so designate by written notice pursuant hereto:

If to YCIPTA: 
YCIPTA

c/o Transit Director

2715 East 14th Street

Yuma, Arizona 85365
Tel: (928) 539-7076, ext 237  
Fax: (928) 783-0309  
Email: skreger@ycipta.az.gov

If to ICTC:  
ICTC  
c/o Senior Transit Planner  
1405 N. Imperial Ave., Suite 1  
El Centro, California 92243  
Tel: (760) 592-4494  
Fax (760) 592-4497  
Email: kathjwilliams@imperialctc.org

If to QUECHAN:  
QUECHAN  
c/o President  
P.O. Box 1899  
Yuma, AZ 85366-1899  
Tel: (760) 572-0213  
Fax: (760) 572-2102  
Email: b.golding@quechantribe.com

J. Amendment

This MOU may be amended at any time by mutual agreement of the Parties, but any such amendment must be in writing, dated, signed by duly authorized representatives of each Party to the MOU and attached hereto.

K. Entire MOU

This MOU, together with all subordinate and other documents incorporated by reference herein, constitutes the entire agreement between the Parties with respect to the subject matter contained herein and may only be modified by an amendment executed in writing by all Parties hereto. All prior agreements, representations, statements, negotiations, understandings and undertakings are cancelled and superseded hereby.

L. Authority

Each Party has full power and authority to enter into and perform this MOU, and the person signing this MOU on behalf of each Party has been properly authorized and empowered to enter into this MOU. Each Party further acknowledges that it has read this MOU, understands it, and agrees to be bound by it.

M. Dispute Resolution

If a dispute arises between the Parties regarding the interpretation or enforcement of this MOU, the Parties agree to work together in good faith to resolve such dispute. If the Parties are unable to resolve a dispute, the matter in question may be submitted for
arbitration according to the Arizona Arbitration Act. Requests for arbitration must be filed in writing with the other Parties to this MOU.

N. Governing Law

The laws of the State of Arizona shall govern this MOU as to validity, interpretation and performance.

O. Venue

The Parties agree that any and all legal actions or other judicial proceedings arising from or brought pursuant to this MOU shall lie in a Superior Court of Yuma County, Arizona, exclusively, and any such action or proceeding shall be maintained in Yuma County, Arizona.

P. Severability

If any provision of this MOU is held invalid, the remainder of the MOU shall not be affected thereby and all other parts of this MOU shall be in full force and effect.

Q. Attorney's Fees

If any party is required to commence any proceeding or legal action to enforce or interpret any term, covenant or condition of this MOU, the prevailing party in such proceeding or action shall be entitled to recover from the other party its reasonable attorneys’ fees and legal expenses.

R. Headings

The titles and headings contained in this MOU are used only to facilitate reference, and in no way define or limit the scope or intent of any of the provisions of this MOU, and shall not be deemed relevant in construing this MOU.

S. Authorship

This MOU, and its terms and conditions, shall not be construed for or against a particular Party hereto by virtue of the authorship or drafting of the provisions hereof.

T. Successors and Assigns

Subject to the limitations upon assignment and transfer herein contained, this MOU shall be binding upon and inure to the benefits of the Parties hereto, their respective heirs, successors and assigns.
U. No Authority to Bind

No Party has the authority to enter into, or negotiate, contracts on behalf of the other Parties. This MOU does not create a partnership, joint venture or any other relationship between the Parties, other than as described herein.

----SIGNATURES ON THE NEXT PAGE----
IN WITNESS WHEREOF, the Parties hereto have executed this Memorandum of Understanding Between the Yuma County Intergovernmental Public Transportation Authority, Imperial County Transportation Commission and Quechan Indian Tribe For Transit Services in Eastern Imperial County this _____ day of _____________, 2015.

YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY

By: ___________________________________
    Shelly Kreger, Transit Director

ATTEST:

By: ___________________________________
    Carol Perez, Administrative Assistant

APPROVED AS TO FORM:

By: ___________________________________
    Wayne C. Benesch, YCIPTA Legal Counsel

IMPERIAL COUNTY TRANSPORTATION COMMISSION

By: ___________________________________
    Chairperson

ATTEST:

By: ___________________________________
    Cristi Lerma, Secretary to the Commission

APPROVED AS TO FORM:

By: ___________________________________
    Geoffrey P. Holbrook, Senior Deputy County Counsel

QUECHAN INDIAN TRIBE

By: ___________________________________
    Keeny Escalanti, Sr., President

APPROVED AS TO FORM:
By: ______________________________
   Frank R. Jozwiak, Tribal Attorney

Attachments:

- Exhibit A: Eastern Imperial County Transit Services Operations and Implementation Business Plan
- Exhibit B: Sample Monthly Report Format
EXHIBIT A: EASTERN IMPERIAL COUNTY TRANSIT SERVICES OPERATIONS
AND IMPLEMENTATION BUSINESS PLAN
EXHIBIT B: SAMPLE MONTHLY REPORT FORMAT