

# IMPERIAL COUNTY TRANSPORTATION COMMISSION



**“Our mission is to enhance the quality of life and regional economy of Imperial County by ensuring safe, responsive and efficient transportation and transit solutions.”**

## FISCAL YEAR 2017/2018 OVERALL WORK PLAN & BUDGET

(Adopted June 28, 2017)

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City of Brawley

Maria Nava-Froelich, Council Member  
City of Calipatria

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County of Imperial

Ryan Kelley, Supervisor District 4  
County of Imperial

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Imperial Irrigation District

Laurie Berman, Director  
California Department of Transportation  
District 11

Mark Baza,  
Executive Director

## **Fiscal Year 2017/2018 Overall Work Plan & Budget**

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July 10, 2017

Maria Nava-Froelich, Chairperson  
Imperial County Transportation Commission  
1405 N. Imperial Avenue, Suite 1  
El Centro, CA 92243

SUBJECT: Final ICTC Overall Work Program (OWP) and Budget, FY 2017-2018

Dear Members of the Commission:

The previous fiscal year of 2016-2017 was another productive year for ICTC in partnership with our member agencies and our U.S. regional, state and federal transportation partners such as, the Southern California Association of Governments (SCAG), California Department of Transportation (Caltrans), San Diego Association of Governments (SANDAG), California Transportation Commission (CTC), Federal Highway Administration (FHWA), Federal Transit Administration (FTA), U.S. Customs and Border Protection, the U.S. General Services Administration (GSA), and our cross-border partners in the City of Mexicali and State of Baja California, Mexico. The following are highlights of our major accomplishments initiated or completed during FY 2016-2017:

- ◆ Completed the contract advertisement and award for IVT MedTrans and IVT Ride El Centro for transit services that began on July 1, 2016
- ◆ Launched a Wi-Fi demo service on all twenty one (21) of our IVT Fixed Route buses and on the four (4) IVT MedTrans buses that travel to San Diego
- ◆ Continued to add industry standard security cameras on all ICTC owned buses
- ◆ Continued to replace contractor owned vehicles and expanded the fleet for a total of sixty (60) new buses and transit operation service vehicles to our IVT branded fleet
- ◆ Continued to expand our service outreach under the grant funded Mobility Coordinator for our senior citizen and Americans with Disabilities Act (ADA) transit programs and services – Staff has successfully assisted with the outreach and coordination with our transit operator, social service and medical service providers
- ◆ Achieved approval for the FY 2016-17 State Transportation Improvement Program (STIP) that includes \$38.7 million for the I-8 Imperial Avenue Interchange and ICTC's Regional Plans and Program funds
- ◆ Achieved approval for the FY 2016-17 Federal Transportation Improvement Program (FTIP) that includes \$470 million for a combination of local roadway and bridge projects, Interstate 8 and other state highway pavement improvement projects

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

- ◆ Successfully added \$6.1 million to local member agencies, Caltrans and ICTC in repurposed Federal Earmarked or Demonstration Funds for local and regionally significant projects
- ◆ For FY 2016-17, managed and administered distribution of \$14.7 Million in Measure D (half-cent sales tax) revenues for member agency road projects, and regional transit and highway projects
- ◆ In partnership with Western Riverside Council of Governments (WRCOG) and Renovate America implemented the HERO/PACE energy savings program that has completed \$1.6 million in local residential projects and to date \$13 million in projects have been approved
- ◆ Completed the following transit and transportation studies of regional and national significance:
  - The Safe Routes to School Regional Master Plan
  - The SDSU-IVC Transit Shuttle Analysis and Feasibility Study
  - The Cross-Border and Goods Movement Analysis Study, Phase II
- ◆ Received approvals for two planning grant awards in partnership with IVEDC:
  - Southern Border Broadband Consortium Study
  - EPA award for Brownfield Needs Assessment
- ◆ In partnership with the Imperial Valley Economic Development Corporation (IVEDC) hosted our third annual General Assembly and Economic Summit; and,
- ◆ Initiated the following studies in partnership with Caltrans, SCAG, SANDAG, member agencies and local partners:
  - Imperial/San Diego Mobility Hub Strategy
  - Fresh Look at Impacts of Border Delays for the California-Baja California Binational Region - The study area will include all six land ports of entry of Imperial and San Diego to determine Greenhouse Gas (GHG) emission and economic impacts of delay
- ◆ Bus Stop Inventory and Information Study (Phase III)
- ◆ IVT Passenger Statistical Summary Study

The studies initiated are scheduled to be completed during the upcoming FY 2017-18 year.

As in the past, the OWP and Budget is divided into three sections: the Budget Summary, and the core programs of Regional Transportation Planning and Programming and Transit Planning and Program Management. Our Budget Summary contains all the program overviews and projections and is intended to provide a general understanding of ICTC's budgeted activities and programs for the coming fiscal year. The total ICTC Budget is estimated at \$16.1 million that will maintain our key services and programs; ICTC salaries and benefits; ICTC's administration and operation costs; the 125 transit operations staff (bus drivers, dispatchers, supervisors and operation managers) and related contract costs. The \$16.1 million budget amount does not include Measure D revenues, or state and federal funds allocated for state highways, local roads and bridges in Imperial Valley.

This budget proposes ICTC staffing of ten (10) full-time positions (two are limited term) to manage the programs and services described in this budget. The full-time positions includes two Office Assistants, one Office Technician, one Secretary/Clerk to Commission, one Administrative Analyst, one Mobility Coordinator, three Transportation Planner positions from entry-level to senior-level in classifications (responsible for: Regional Transportation Planning and Programming, and Transit Planning, Programming, Contracts and Transit Service Administration) and the Executive Director.

The budget includes funding for consultant and vendor services to continue to support the Commission's administrative functions, i.e., accounts payable, accounts receivable, payroll, various program and fiscal audits, and support services for human resources, legal counsel, planning and project programming.

A workshop was conducted on May 24, 2017 and input was received from members of the Commission and the Management Committee.

The FY 2017-2018 Overall Work Plan (OWP) and Budget was approved by the Commission on June 28, 2017.



Our OWP and Budget is balanced and provides for development and implementation of vital transportation projects and programs for our region. The following report provides an overview of the Commission's work programs and budget for FY 2017/2018.

Sincerely,



MARK BAZA  
Executive Director

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# EXECUTIVE SUMMARY—FY 2017/2018 Overall Work Plan & Budget

## **Summary of Major Programs and Initiatives:**

### **Financial Management**

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

### **Community Outreach/Public Information/Marketing**

The FY 2017/2018 ICTC Community Outreach/Public Information/Marketing program will continue efforts to incorporate all ICTC services into one comprehensive identifiable entity. Our goal will be to provide access for our member agencies, key stakeholders and the general public. We will continue our work to create a recognizable brand with the transit services and programs offered by ICTC. In partnership with SCAG, outreach activities will be undertaken to incorporate our Imperial County program of projects into SCAG's 2016 Regional Transportation Plan (RTP) and Sustainable Communities Strategy (SCS).

Key elements of our outreach program include the administration and management of information and agendas prepared for the Commission and Management Committee meetings; the two ICTC Technical Advisory Committees; the Imperial-Mexicali Binational Alliance; the Unmet Transit Needs process; and, other public outreach opportunities within Imperial Valley.

In FY 2013/2014, ICTC initiated a partnership with Western Riverside Council of Governments (WRCOG) for the California HERO Program. In FY 2017/2018, ICTC will coordinate with participating member agencies to assist WRCOG, as needed, for efficient coordination of the California HERO Program.

Since FY 2014/2015, ICTC has co-hosted its Annual General Assembly and Economic Summit in partnership with the Imperial Valley Economic Development Corporation (IVEDC). For FY 2017/2018, a 4th Annual General Assembly and Economic Summit is anticipated to be a one-day event, with the Economic Summit during the day and the General Assembly in the evening.

As a follow-up to ICTC's 2014 Strategic Plan, the Executive Director will continue to work with City/County Managers/CEO's to develop a structure for a new Imperial County Council of Governments (COG). The goal of the proposed COG is to provide a regional forum for non-transportation issues and programs.

### **Regional Transportation Planning and Program Management**

ICTC will continue efforts with SCAG and Caltrans District 11 to update the Imperial County Transportation Model. The regional transportation model is a critical planning tool for evaluating and prioritizing major transportation improvements in the County. In FY 2017/2018, staff in coordination with Caltrans will work towards the development of a project study report (PSR) for the Forrester Road Corridor from I-8 to SR78/86. The PSR is a critical planning/preliminary engineering study necessary for the Forrester Road Corridor and Westmorland Bypass from I-8 to SR-78/86.

As a lead agency in regional transportation efforts, ICTC is also actively involved in cross-border transportation planning and development. ICTC is a co-lead agency in successfully initiating and implementing the Imperial-Mexicali Binational Alliance (Alliance). The goals for the Alliance are focused on cross-border transportation infrastructure, economic development and environmental issues. In FY 2017/2018, ICTC will continue to work with Caltrans and the San Diego Association of Governments (SANDAG) to implement a study to quantify the economic impacts and Greenhouse Gas (GHG) impacts of delay at the six existing California/Baja California ports of entry.

Capital Projects The Capital Projects program include ICTC efforts to provide oversight, planning, project management and monitoring for on-going roadway, highway, and ports of entry improvement projects. The key regional projects include; the City of Imperial's Transit Center; the I-8/Dogwood Interchange-Landscape Construction; I-8/Imperial Avenue

## EXECUTIVE SUMMARY—FY 2017/2018 Overall Work Plan & Budget

Interchange; State Route 98 Widening (West of SR-111)/Cesar Chavez Blvd. Improvements; Project Study Report for the Forrester Road Corridor; Phase I construction and expansion of the Calexico West Port of Entry; proposed expansion of the Calexico East Port of Entry; and other transit, pedestrian, and bicycle capital improvements referenced in the OWP and Budget report.

Transportation Improvement Program (TIP) The Transportation Improvement Program activity encompasses development and amendments to the State and Federal Transportation Improvement Programs (TIPs), incorporating projects that may receive awards and project amendments as needed. Staff will continue to work closely with local agencies, SCAG, Caltrans and the California Transportation Commission staff to ensure the timely utilization of the following programmed funds: Regional Surface Transportation Program (RSTP), Congestion Management Air Quality (CMAQ), the State’s Transportation Improvement Program (STIP) and the Active Transportation Program (ATP).

In FY 2015/2016, ICTC and SCAG in partnership with SDSU and Imperial Valley College completed the San Diego State University/Imperial Valley College Shuttle Analysis. In FY 2016/2017, ICTC initiated a Mobility Hub Strategy for San Diego and Imperial Counties. The project is scheduled to be completed in September 2017. In FY 2017/18 ICTC will carry out a Project Study Report (PSR) for Forrester Road Corridor and Westmorland Bypass.

The tables below list the capital projects planned and programmed (Funds Authorized) for construction.

<b>Capital Projects</b>	<b>Funding</b>
I-8/Dogwood Bridge Interchange – Landscape Construction	\$3,694,000*
I-8/Imperial Avenue Interchange	\$37,840,000*
State Route 98 and Cesar Chavez Blvd. Improvements – Calexico West Port of Entry	\$21,253,000*
Calexico East Port of Entry Bridge Widening, Auto and Truck Lane Expansion	\$65,000,000
Phase 1 Construction & Expansion – Calexico West Port of Entry	\$98,000,000
Phase 2 Construction & Expansion – Calexico West Port of Entry	\$248,000,000
<b>TOTAL</b>	<b>\$473,787,000</b>

*\*Source: Federal Transportation Improvement Program (FTIP)*

<b>Planning &amp; Transportation Improvement Program Projects</b>	<b>Funding</b>
Regional Surface Transportation Program (RSTP)	\$2,465,000*
Congestion Mitigation & Air Quality (CMAQ)	\$1,559,000*
SHOPP Roadway Preservation Program	\$455,687,000*
National Highway System – STP – Highway Maintenance	\$3,681,000*
Highway Bridge Program (HBP)	\$780,000*
Regional Climate Action Plan	\$200,000
<b>TOTAL</b>	<b>\$460,348,000</b>

*\*Source: Federal Transportation Improvement Program (FTIP)*

# EXECUTIVE SUMMARY—FY 2017/2018 Overall Work Plan & Budget

## Transit Planning and Program Management

The Transit Planning and Program Management work element and budget receives input from three sources; the annual Unmet Transit Needs Public Hearing, a review of available revenues and the development of service budgets in partnership with the member agencies. The following contains this year's recommended plan for funding transit planning, programs and operational requirements throughout Imperial County.

Approximately 100 additional persons are employed directly or indirectly through ICTC contracts with transit operators, local vendors and consultant services in support of the planning activities and transit operations. Funding is also spent locally when and where possible for additional services including; fuel, tires, uniforms, heavy duty mechanical, internet and marketing services.

ICTC in partnership with the City of Calexico has secured CMAQ funding for the design and will pursue funding for right-of-way and construction to complete the Calexico Intermodal Transportation Center. ICTC will also pursue funding to implement the planned transit circulators in the cities of Calexico (Garnet Line) and Imperial (Red Line) approved by both Cities and Commission.

The transit budget reflects revenue and expenses of approximately \$16.17 million. In addition to the transit operations and capital funding, the table below lists the transit planning and program management projects.

Transit Planning and Program Management Projects	Funding
Update to the Short Range Transit Plan (SRTP)	\$150,000
IVT Maintenance Audit	\$14,242
IVT Bus Stop Inventory (Phase III)	\$150,000
IVT Adams Bus Operations Facility Evaluation	\$231,831
Calexico Intermodal Transportation Center (ITC) - Design	\$559,000
<b>TOTAL</b>	<b>\$1,105,073</b>

## FEDERAL REVENUES AND FUND SOURCES

Federal Transportation Administration (FTA) Section 5307 Urban grant funds received in arrears ICTC totaling \$1.9 million are programmed to be utilized for the IVT, IVT Access and IVT- Blue and Green Line transit systems. Actual apportionments for this fund are typically not available until October of each year. The FY 2017/18 budget estimates are based on apportionments from prior years.

Federal Transportation Administration (FTA) Section 5309 Federal earmark funds are budgeted for the construction phase of bus transfer terminal in Imperial in the amount of \$747,000.

Federal Transportation Administration (FTA) Section 5310 The Regional Mobility Program is budgeted for FY 2017/18 in the amount of \$104,977.

Federal Transportation Administration (FTA) Section 5311 Rural funds received in arrears totaling \$1.2 Million are programmed to be utilized for the IVT fixed route transit system in the rural area; IVT Gold Line; and Brawley Bus Stop Improvement Program, Phase 1 and 2. Actual apportionments for this fund are typically not available until October of each year. The numbers for FY 2017/18 are estimates based on apportionments from prior years.

## STATE REVENUES AND FUND SOURCES

State Transportation Improvement Program Planning and Program Management (STIP-PPM) Funds have been utilized for expenses associated with planning and programming activities. The California Transportation Commission approved the use of these funds annual since May 2010 based on the region's request. The funds available in FY 2017/18 are \$300,000.

## EXECUTIVE SUMMARY—FY 2017/2018 Overall Work Plan & Budget

Local Transportation Funds (LTF) Funds received monthly from the State Controllers office based on the retail sales tax collected locally totaling near \$6.4 million for transit purposes.

State Transit Assistance (STA) Funds received monthly from the State Controllers office based on the retail sales tax collected locally totaling near \$1.1 million for transit purposes. Funds in excess of transit services, if any, are then available for bus stop maintenance and improvements, and bicycle and pedestrian projects, etc. Available revenue received in the prior year, in excess of the previous year's budgeted amount is reprogrammed as "Revenue Stabilization" or "Operating Reserve".

Public Transportation Modernization Improvement and Service Enhancement Account (PTMISEA) Funds are expected to be received annually, under the Bond Act Prop 1b approved by voters in November 2006. Grant funds are programmed for the Imperial Transfer Terminal for a total sum of \$186,250.

California Transit and Security Grant Program (CTSGP) Funds will be utilized for solar lighting facilities at the Imperial Transfer Terminal and for the installation of Advanced Vehicle Location (AVL) systems for the IVT 40 foot bus fleet for a total sum of \$400,014.

State Planning, and Research (SP&R) Funds are eligible for planning purposes only. As initiated in FY 2016/2017, ICTC is a partner with Caltrans and the San Diego Association of Governments (SANDAG) to carry out the California/Baja California Ports of Entry: Economic Impacts of Delay and Greenhouse Gas (GHG) Impacts of Delay. SANDAG is the head agency for this project.

### **LOCAL REVENUES AND FUND SOURCES**

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

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

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

SCAG/IVEDC Contributions SCAG contributions include shared costs for the Office Technician / Receptionist position. IVEDC contributions will include shared costs for an Office Assistant / Receptionist position.

Member Agency Contributions Member agency contributions are based upon a formula adopted by the Commission on May 26, 2010. See Appendix A on page 39.

### **EXPENDITURES**

Expenses in this report are summarized under the following categories:

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

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

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

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

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

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

# EXECUTIVE SUMMARY—FY 2017/2018 Overall Work Plan & Budget

## IMPERIAL COUNTY TRANSPORTATION COMMISSION FUNDING SOURCES

					Budget	Estimated Actual	Budget	
					FY 2016-17	FY 2016-17	FY 2017-18	%
1	2	3	4	5	6	7	8	9
<b>REVENUES</b>								
<u>FEDERAL</u>								
A	FTA SEC 5307 (Urban)				\$2,276,290	\$2,276,290	\$1,935,901	-15.0%
B	FTA SEC 5309 - Imperial Transfer Terminal				\$747,000	\$0	\$747,000	0.0%
C	FTA SEC 5310 Regional Mobility Management				\$129,210	\$60,233	\$104,977	-18.8%
D	FTA SEC 5311 (Rural) - Rural Transit Services				\$1,218,578	\$261,436	\$1,259,053	3.3%
E	CMAQ				\$0	\$0	\$495,000	0.0%
F	SUBTOTAL				\$4,371,078	\$2,597,959	\$4,541,931	3.9%
<u>STATE</u>								
G	TDA - LOCAL TRANSPORTATION FUND (LTF)				\$7,027,401	\$6,513,267	\$6,449,505	-8.2%
H	TDA - STATE TRANSIT ASSISTANCE (STA)				\$1,169,031	\$1,169,031	\$1,102,000	-5.7%
I	STIP- PLANNING, PROGRAMMING & MONITORING (PPM)				\$300,000	\$300,000	\$300,000	0.0%
J	PROP 1B - PTMISEA				\$186,250	\$0	\$186,250	0.0%
K	PROP 1B - CTSGP				\$133,338	\$133,338	\$400,014	200.0%
L	SUBTOTAL				\$8,816,020	\$8,115,636	\$8,437,769	-4.3%
<u>LOCAL</u>								
M	FARE REVENUE				\$1,033,157	\$846,581	\$1,113,941	7.8%
N	ON HAND/INTEREST				\$157,900	\$193,500	\$613,332	288.4%
O	LOCAL TRANSPORTATION AUTHORITY (LTA) 2% transit set a side				\$350,000	\$350,000	\$440,000	25.7%
P	LOCAL TRANSPORTATION AUTHORITY (LTA) 5% set a side				\$803,240	\$708,240	\$862,500	7.4%
Q	SCAG/IVEDC/MEMBER AGENCY CONTRIBUTIONS				\$132,500	\$137,500	\$168,332	27.0%
R	SUBTOTAL				\$2,476,797	\$2,235,821	\$3,198,105	29.1%
S	<b>TOTAL</b>				<b>\$15,663,895</b>	<b>\$12,949,416</b>	<b>\$16,177,806</b>	<b>3.3%</b>

## EXPENDITURES

T	REGIONAL TRANSIT				\$6,794,880	\$6,362,015	\$7,263,968	6.9%
U	LOCAL TRANSIT				\$1,820,131	\$1,809,770	\$1,840,412	1.1%
V	TRANSIT CAPITAL (Vehicle Prcmt & Transit Facilities)				\$3,425,066	\$1,322,000	\$2,662,066	-22.3%
W	TRANSIT CAPITAL Miscellaneous				\$168,338	\$133,000	\$435,014	158.4%
X	TRANSIT OPS maintenance				\$220,000	\$220,000	\$220,000	0.0%
Y	MISC Projects and Improvements				\$0	\$0	\$857,500	0.0%
Z	ADMINISTRATION AND PLANNING				\$2,111,480	\$1,413,631	\$2,236,574	5.9%
AA	TRANSIT CAPITAL FLEET RESERVE				\$900,000	\$900,000	\$0	-100.0%
BB	REVENUE STABILIZATION/ OPERATING RESERVES				\$35,000	\$600,000	\$479,272	1269.3%
CC	BIKES AND PEDS Art 3				\$189,000	\$189,000	\$183,000	-3.2%
DD	<b>TOTAL</b>				<b>\$15,663,895</b>	<b>\$12,949,416</b>	<b>\$16,177,806</b>	<b>3.3%</b>

# EXECUTIVE SUMMARY—FY 2017/2018 Overall Work Plan & Budget

IMPERIAL COUNTY TRANSPORTATION COMMISSION FY 2017-18 OVERALL WORK PROGRAM AND TRANSIT PROGRAMS FINANCE PLAN													
1	2	3	4	5	6	7	8	9	10	11	12	13	
Projected Revenues				SUBTOTAL	TOTAL		STATE				SUBTOTAL	TOTAL	
FEDERAL													
A	FTA 5307 Urban	2017	\$1,695,486	\$1,935,901			STA	2017-18		\$1,102,000	\$1,102,000		
B		2016	\$240,415	\$747,000									
C	FTA 5309 Capital	2011-12	\$747,000	\$104,977			STIP - PPM	2016-17		\$300,000	\$300,000		
D	FTA 5310 MMP	2014-15	\$104,977										
E	FTA 5311 Rural	2017	\$206,018				LTF SB325	2017-18		\$6,100,000	\$6,100,000		
F		2016	\$95,893					2015-17		\$349,505	\$6,448,505		
G		2015-14/2014-15	\$367,142	\$1,259,053						\$186,250	\$186,250		
H	CMAQ	FY 2016-17	\$495,000	\$495,000	\$4,541,931		PTMISEA	2009-10		\$186,250	\$186,250		
I	LOCAL												
J	Fare revenue	2017-18	\$1,113,941	\$1,113,941			CTSGP	2012-13		\$133,338	\$133,338		
K	On Hand /Int	2016-17	\$613,332	\$613,332				2015-16		\$133,338	\$133,338		
L	LTA 2% and 5%	2017-18	\$1,302,500	\$1,302,500				2016-17		\$133,338	\$133,338		
M	SCAG/IVED/member cont	2017-18	\$168,332	\$168,332	\$3,198,105						\$400,014	\$8,437,769	
N												\$16,177,806	
<b>Projected Expenditures</b>													
	Service	Cost	Estimated Fares	On Hand / Int balance	CMAQ STIP PPM	2% and 5% LTA Transit	SCAG / member contributions	Prop 1B CTSGP & PTMISEA	FTA Sec 5309, 5310 & 5311	FTA Sec 5307	#7079 STA AB 2551	#7076 LTF SB325	Total Subsidy
O	Regional Transit Services	Total \$ 7,263,968	\$ 936,180	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 301,911	\$ 1,935,901	\$ 1,102,000	\$ 2,985,966	\$ 7,263,968
P	Local Transit Services	Total \$ 1,840,412	\$ 175,751	\$ -	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,314,661	\$ 1,840,412
Q	Transit Capital Vehicle and Facilities	Total \$ 2,662,066	\$ -	\$ 64,000	\$ 495,000	\$ 95,000	\$ -	\$ 186,250	\$ 1,704,142	\$ -	\$ -	\$ 117,674	\$ 2,662,066
R	Transit Capital Miscellaneous	Total \$ 435,014	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,014	\$ -	\$ -	\$ -	\$ 35,000	\$ 435,014
S	Transit Ops Facility Maintenance	Total \$ 220,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 220,000	\$ 220,000
T	Misc Projects and Improvements	Total \$ 857,500	\$ -	\$ -	\$ -	\$ 857,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 857,500
U	ICTC Transit Admin/Operations	\$ 866,039	\$ -	\$ 20,000	\$ -	\$ 25,000	\$ -	\$ -	\$ 104,977	\$ -	\$ -	\$ 716,062	\$ 866,039
V	ICTC Transit Plans/Programs	\$ 717,870	\$ -	\$ 320,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 397,870	\$ 717,870
W	ICTC Regional Planning	\$ 652,664	\$ -	\$ 209,332	\$ 300,000	\$ -	\$ 143,332	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 652,664
X	ICTC Transit Fleet - Capital Reserve	\$ 2,236,574	\$ -	\$ 549,332	\$ 300,000	\$ -	\$ 168,332	\$ -	\$ 104,977	\$ -	\$ -	\$ 1,113,932	\$ 2,236,574
Y	Revenue Stabilization/ Operating Reserve	\$ 479,272	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 479,272
AA	Bikes and Peds Art 3	\$ 183,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 183,000	\$ 183,000
BB	<b>Total</b>	<b>\$ 16,177,806</b>	<b>\$ 1,113,941</b>	<b>\$ 613,332</b>	<b>\$ 795,000</b>	<b>\$ 1,302,500</b>	<b>\$ 168,332</b>	<b>\$ 586,264</b>	<b>\$ 2,111,030</b>	<b>\$ 1,935,901</b>	<b>\$ 1,102,000</b>	<b>\$ 6,449,505</b>	<b>\$ 16,177,806</b>



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# IMPERIAL COUNTY TRANSPORTATION COMMISSION

FY 2017/2018 OVERALL WORK PLAN AND BUDGET

## THE ICTC AND ITS RESPONSIBILITIES

### ICTC

#### Board and Executive Director

George Nava, Council Member  
City of Brawley

Maria Nava-Froelich, Council Member  
City of Calipatria

Bill Hodge, Council Member  
City of Calexico

Cheryl Viegas-Walker, Mayor Pro Tem  
City of El Centro

Jim Predmore, Council Member  
City of Holtville

Robert Amparano, Council Member  
City of Imperial

Larry Ritchie, Mayor Pro Tem  
City of Westmorland

Luis Plancarte, Supervisor District 2  
County of Imperial

Ryan Kelley, Supervisor District 4  
County of Imperial

Erik Ortega  
Director Division 4  
Imperial Irrigation District

Laurie Berman, Director  
California Department of Transportation District 11

Mark Baza,  
Executive Director

The ICTC or “Commission” was established under Senate Bill 607 (SB 607 - Ducheny) in 2009, and became effective on January 1, 2010. As a county transportation commission, ICTC on behalf of its member agencies are enabled to exercise leadership in the regional transportation planning and programming process. ICTC will act in accordance with all applicable laws and statutes for county transportation commissions. The ICTC body will guide the development of the Long Range Transportation Plan for the Imperial region and its Regional, State and Federal Transportation Improvement Programs (TIPs) and their updates, including, but not limited to: the distribution and oversight of Local Transportation Fund monies; the preparation and submittal of applications for transportation related funds; approve the allocation of and claims for Transportation Development Act (TDA) funds; the planning, programming and administration of regional transit services; and, encourage active citizen participation in the development and implementation of various transportation-related plans and programs. The ICTC is responsible to carry out the above activities in partnership with the California Department of Transportation (Caltrans) and our designated Metropolitan Planning Organization (MPO) the Southern California Association of Governments (SCAG).

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

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

- Imperial Valley Transit (IVT) System and its Inner City Circulator Services (Blue, Green and Gold Lines)
- IVT MedTrans (Non-Emergency Medical Demand Response Service to San Diego)
- IVT Access (Americans with Disabilities Act - ADA Paratransit Service)
- IVT RIDE (Dial-A-Ride Services in the Cities of Brawley, Calexico, El Centro, Imperial and the Westshores Community)
- Local Transportation Authority (Measure D Sales Tax Program)

Other regional responsibilities include the administration of the Transportation Development Act (TDA) program, the Americans with Disabilities Act (ADA) Certification and Eligibility process. Additionally, ICTC has established an agreement with the Quechan Tribe and Yuma County Intergovernmental Public Transportation Authority (YCIPTA) to provide transit services to eastern Imperial County. The service is operated by YCIPTA as described on page 32.



# IMPERIAL COUNTY TRANSPORTATION COMMISSION

FY 2017/2018 OVERALL WORK PLAN AND BUDGET

## ORGANIZATIONAL STRUCTURE

### REGIONAL COORDINATION

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

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

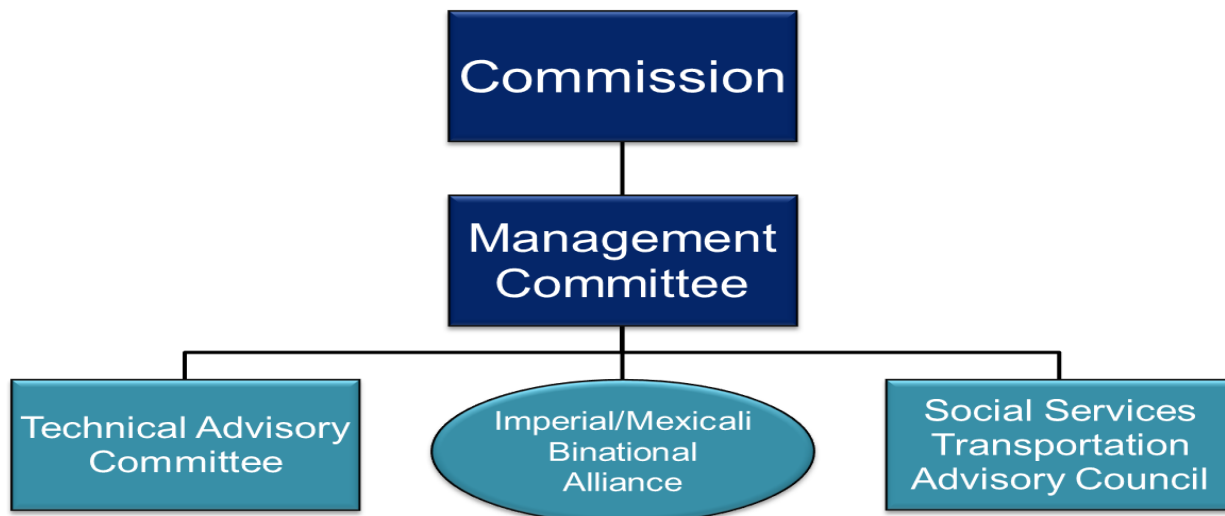
Social Services Transportation Advisory Council (SSTAC) The SSTAC is statutorily (PUC 99238) created to serve a broad representation of youth, students, elderly, disabled persons, persons of limited means, social service agencies, the transit dependent, and transit providers. The three tenets of the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

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

Imperial/Mexicali Binational Alliance (Alliance) ICTC is the co-lead to implement the Imperial-Mexicali Binational Alliance (Alliance) in partnership with the Imperial Valley Economic Development Corporation (IVEDC) and Mexicali's Economic Development Organization (CDEM). The Alliance has been established via memorandum of understanding on September 12, 2013 in the City of Mexicali.

The goals for the Alliance are focused on three cross-border goals: transportation infrastructure, economic development and environmental issues. ICTC has a primary focus on trying to finance and implement short-term low cost transportation improvements and to have consensus of priorities for improvements. Other participating organizations include local, state and federal agencies that have direct responsibilities for cross border infrastructure, economic and environmental issues. The Alliance meets bimonthly on the 2nd Thursday of the month and rotates locations between Imperial and Mexicali.

### ICTC’s COMMITTEE STRUCTURE





# IMPERIAL COUNTY TRANSPORTATION COMMISSION

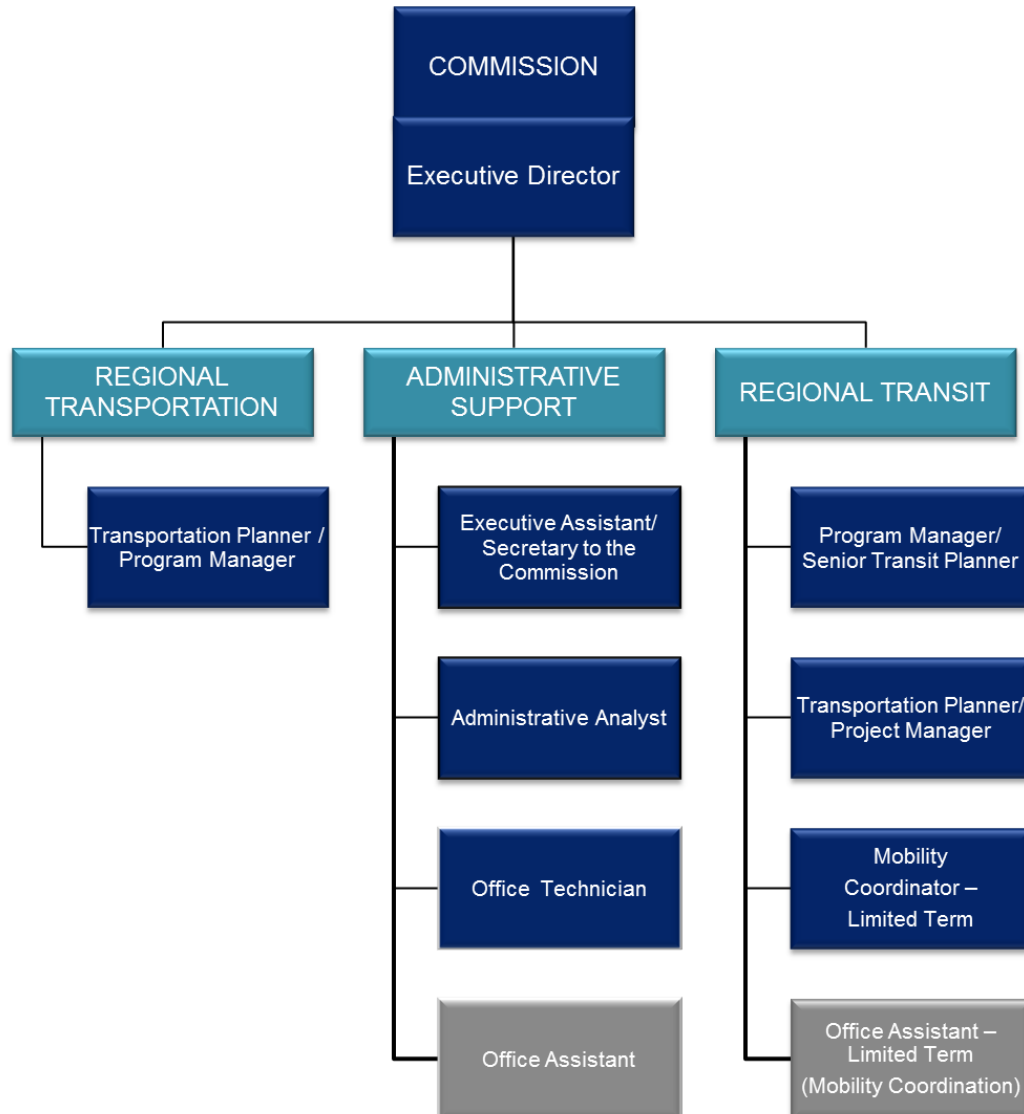
FY 2017/2018 OVERALL WORK PLAN AND BUDGET

## ORGANIZATIONAL STRUCTURE (Continued)

### ICTC STAFF

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

The FY 2017/2018 budget proposes ICTC staffing of ten (10) full-time positions (two are limited term) to manage the programs and services described in this budget. The full-time positions includes two Office Assistants, one Office Technician, one Secretary/Clerk to the Commission, one Administrative Analyst, one Mobility Coordinator, three Transportation Planner positions from entry-level to senior-level in classifications (responsible for: Regional Transportation Planning and Programming, and Transit Planning, Programming, Contracts and Transit Service Administration) and the Executive Director.





# IMPERIAL COUNTY TRANSPORTATION COMMISSION

FY 2017/2018 OVERALL WORK PLAN AND BUDGET

## **COMMUNITY OVERVIEW AND INTRODUCTION**

### **THE COMMUNITY WE SERVE**

Originally part of San Diego County, the Imperial County or synonymously referred to as the “Imperial Valley” is a growing metropolitan community within a large agricultural area along California's border region with Mexico. Imperial County expands for 4,597 square miles. The California Department of Finance’s May 2017 population estimate indicates the County has a population of 179,023. Surrounded by San Diego and Riverside Counties in California, the State of Arizona, and the Municipality of Mexicali in the State of Baja California, Mexico. The Imperial Valley is rich in natural beauty, and a local history and economy based on agriculture, and the cross-border family and trade relationships with our neighbors in Mexico. In 2016, there were an estimated 50,000 people that crossed daily into the U.S. from Mexico through the U.S. Customs and Border Protection Agency’s two busiest land ports of entry between Imperial County and Mexicali, Mexico at Calexico West/Mexicali I, and Calexico East/ Mexicali II (by cars and as pedestrians).

### **INTRODUCTION**

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

The Fiscal Year 2017/2018 Overall Work Plan and Budget demonstrates a comprehensive agency-wide budget that conveys the work to be performed by the Commission. The budget is divided into three sections: the Budget Summary and the core programs of Regional Transportation Planning and Programming, and, Transit Planning and Program Management. The Main Budget contains the program overviews, and revenue and expense projections and is intended to provide a general understanding of ICTC’s budgeted activities and programs for the coming fiscal year. Within each of the other program sections, the work elements and services are also described.

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

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



# IMPERIAL COUNTY TRANSPORTATION COMMISSION

FY 2017/2018 OVERALL WORK PLAN AND BUDGET

## **REVENUES AND FUNDING SOURCES**

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

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

The revenues budgeted for ICTC in FY 2017/2018 are estimated to \$16,177,806 and include both new revenues and funds carried-over from the previous fiscal year. As shown in the *FY 2017/2018 Overall Work Plan and Budget Summary*, the sub-total of the revenues are split by federal, state and local sources (Federal revenues total \$4,541,931; State revenues total, \$8,437,769; and, Local revenues total \$3,198,105).

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

### **FEDERAL REVENUES AND FUND SOURCES**

Federal Transportation Administration (FTA) Section 5307 Urban grant funds received in arrears ICTC totaling \$1.9 million are programmed to be utilized for the IVT, IVT Access and IVT- Blue and Green Line transit systems. Actual apportionments for this fund are typically not available until October of each year. The FY 2017/18 budget estimates are based on apportionments from prior years.

Federal Transportation Administration (FTA) Section 5309 Federal earmark funds are budgeted for the construction phase of bus transfer terminal in Imperial in the amount of \$747,000.

Federal Transportation Administration (FTA) Section 5310 The Regional Mobility Program is budgeted for FY 2017/18 in the amount of \$104,977.

Federal Transportation Administration (FTA) Section 5311 Rural funds received in arrears totaling \$1.2 Million are programmed to be utilized for the IVT fixed route transit system in the rural area; IVT Gold Line; and Brawley Bus Stop Improvement Program, Phase 1 and 2. Actual apportionments for this fund are typically not available until October of each year. The numbers for FY 2017/18 are estimates based on apportionments from prior years.



# IMPERIAL COUNTY TRANSPORTATION COMMISSION

FY 2017/2018 OVERALL WORK PLAN AND BUDGET

## **STATE REVENUES AND FUND SOURCES**

State Transportation Improvement Program Planning and Program Management (STIP-PPM) Funds have been utilized for expenses associated with planning and programming activities. The California Transportation Commission approved the use of these funds annual since May 2010 based on the region's request. The funds available in FY 2017/2018 are \$300,000.

Local Transportation Funds (LTF) Funds received monthly from the State Controllers office based on the retail sales tax collected locally totaling near \$6.4 million for transit purposes.

State Transit Assistance (STA) Funds received monthly from the State Controllers office based on the retail sales tax collected locally totaling near \$1.1 million for transit purposes.

Funds in excess of transit services, if any, are then available for bus stop maintenance and improvements, and bicycle and pedestrian projects, etc. Available revenue received in the prior year, in excess of the previous year's budgeted amount is reprogrammed as "Revenue Stabilization" or "Operating Reserve".

Public Transportation Modernization Improvement and Service Enhancement Account (PTMISEA) Funds are expected to be received annually, under the Bond Act Prop 1b approved by voters in November 2006. Grant funds are programmed for the Imperial Transfer Terminal for a total sum of \$186,250.

California Transit and Security Grant Program (CTSGP) Funds will be utilized for solar lighting facilities at the Imperial Transfer Terminal and for the installation of Advanced Vehicle Location (AVL) systems for the IVT 40 foot bus fleet for a total sum of \$400,014.

State Planning, and Research (SP&R) Funds are eligible for planning purposes only. As initiated in FY 2016/2017, ICTC is a partner with Caltrans and the San Diego Association of Governments (SANDAG) to carry out the California/Baja California Ports of Entry: Economic Impacts of Delay and Greenhouse Gas (GHG) Impacts of Delay. SANDAG is the head agency for this project.

## **LOCAL REVENUES AND FUND SOURCES**

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

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

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

SCAG/IVEDC Contributions SCAG contributions include shared costs for the Office Technician / Receptionist position. IVEDC contributions will include shared costs for an Office Assistant / Receptionist position.

Member Agency Contributions Member agency contributions are based upon a formula adopted by the Commission on May 26th, 2010, see Appendix A on page 39



# IMPERIAL COUNTY TRANSPORTATION COMMISSION

FY 2017/2018 OVERALL WORK PLAN AND BUDGET

## **EXPENDITURES**

### **EXPENSES**

Expenses in this report are summarized under the following categories:

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

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

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

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

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

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

Table 1 on page 19 provides a summary of the FY 2017/2018 Budgets Fund Sources and Expenditures.



TABLE 1

IMPERIAL COUNTY TRANSPORTATION COMMISSION FUNDING SOURCES									
					Budget	Estimated Actual	Budget		
					FY 2016-17	FY 2016-17	FY 2017-18	%	
1	2	3	4	5	6	7	8	9	
<b>REVENUES</b>									
<u>FEDERAL</u>									
A	FTA SEC 5307 (Urban)				\$2,276,290	\$2,276,290	\$1,935,901	-15.0%	
B	FTA SEC 5309 - Imperial Transfer Terminal				\$747,000	\$0	\$747,000	0.0%	
C	FTA SEC 5310 Regional Mobility Management				\$129,210	\$60,233	\$104,977	-18.8%	
D	FTA SEC 5311 (Rural) - Rural Transit Services				\$1,218,578	\$261,436	\$1,259,053	3.3%	
E	CMAQ				\$0	\$0	\$495,000	0.0%	
F	SUBTOTAL				\$4,371,078	\$2,597,959	\$4,541,931	3.9%	
<u>STATE</u>									
G	TDA - LOCAL TRANSPORTATION FUND (LTF)				\$7,027,401	\$6,513,267	\$6,449,505	-8.2%	
H	TDA - STATE TRANSIT ASSISTANCE (STA)				\$1,169,031	\$1,169,031	\$1,102,000	-5.7%	
I	STIP- PLANNING, PROGRAMMING & MONITORING (PPM)				\$300,000	\$300,000	\$300,000	0.0%	
J	PROP 1B - PTMISEA				\$186,250	\$0	\$186,250	0.0%	
K	PROP 1B - CTSGP				\$133,338	\$133,338	\$400,014	200.0%	
L	SUBTOTAL				\$8,816,020	\$8,115,636	\$8,437,769	-4.3%	
<u>LOCAL</u>									
M	FARE REVENUE				\$1,033,157	\$846,581	\$1,113,941	7.8%	
N	ON HAND/INTEREST				\$157,900	\$193,500	\$613,332	288.4%	
O	LOCAL TRANSPORTATION AUTHORITY (LTA) 2% transit set a side				\$350,000	\$350,000	\$440,000	25.7%	
P	LOCAL TRANSPORTATION AUTHORITY (LTA) 5% set a side				\$803,240	\$708,240	\$862,500	7.4%	
Q	SCAG/IVEDC/MEMBER AGENCY CONTRIBUTIONS				\$132,500	\$137,500	\$168,332	27.0%	
R	SUBTOTAL				\$2,476,797	\$2,235,821	\$3,198,105	29.1%	
S	TOTAL				\$15,663,895	\$12,949,416	\$16,177,806	3.3%	
<b>EXPENDITURES</b>									
T	REGIONAL TRANSIT				\$6,794,880	\$6,362,015	\$7,263,968	6.9%	
U	LOCAL TRANSIT				\$1,820,131	\$1,809,770	\$1,840,412	1.1%	
V	TRANSIT CAPITAL (Vehicle Prmt & Transit Facilities)				\$3,425,066	\$1,322,000	\$2,662,066	-22.3%	
W	TRANSIT CAPITAL Miscellaneous				\$168,338	\$133,000	\$435,014	158.4%	
X	TRANSIT OPS maintenance				\$220,000	\$220,000	\$220,000	0.0%	
Y	MISC Projects and Improvements				\$0	\$0	\$857,500	0.0%	
Z	ADMINISTRATION AND PLANNING				\$2,111,480	\$1,413,631	\$2,236,574	5.9%	
AA	TRANSIT CAPITAL FLEET RESERVE				\$900,000	\$900,000	\$0	-100.0%	
BB	REVENUE STABILIZATION/ OPERATING RESERVES				\$35,000	\$600,000	\$479,272	1269.3%	
CC	BIKES AND PEDS Art 3				\$189,000	\$189,000	\$183,000	-3.2%	
DD	TOTAL				\$15,663,895	\$12,949,416	\$16,177,806	3.3%	

TABLE 2

IMPERIAL COUNTY TRANSPORTATION COMMISSION FY 2017-18 OVERALL WORK PROGRAM AND TRANSIT PROGRAMS FINANCE PLAN												
1	2	3	4	5	6	7	8	9	10	11	12	13
Projected Revenues								STATE			SUBTOTAL	TOTAL
FEDERAL												
A	FTA 5007 Urban	2017	\$1,695,486	\$1,935,901				STA	2017-18	\$1,102,000	\$1,102,000	
B		2016	\$240,415	\$747,000								
C	FTA 5309 Capital	2011-12	\$747,000	\$104,977				STIP - PPM	2016-17	\$300,000	\$300,000	
D	FTA 5310 MMP	2014-15	\$104,977					LTF SB9325	2017-18	\$6,100,000	\$6,100,000	
E		2016	\$206,018	\$595,893					2015-17	\$549,505	\$549,505	
F	FTA 5311 Rural	2017	\$206,018	\$1,259,053				PTMSEA	2009-10	\$186,250	\$186,250	
G		2016	\$957,142	\$495,000								
H	CMAQ	FY 2016-17	\$495,000	\$495,000	\$4,541,831							
I	LOCAL				\$3,198,105							\$8,437,769
J	Fare revenue	2017-18	\$1,113,941	\$1,113,941				CTSGP	2012-13	\$193,338	\$193,338	
K	On Hand/Int	2016-17	\$613,332	\$613,332					2015-16	\$193,338	\$193,338	
L	LTA 2% and 5%	2017-18	\$1,302,500	\$1,302,500					2016-17	\$193,338	\$193,338	
M	SCAG/IVEDC/member cont	2017-18	\$168,332	\$168,332								
N												\$16,177,806
<b>Projected Expenditures</b>												
	Service	Cost	Estimated	On Hand /Int	CMAQ	2% and 5%	SCAG /	FTA	FTA	#079	#076	
	Regional Transit		Fares	balance	STIP PPM	LTA	member	Sec 5307	Sec 5307	STA	LTF	Total
						Transit	contributions			AB 2551	SB225	Subsidy
O	Regional Transit											
	Local Transit											
	Services											
	Total \$	7,283,868	\$ 938,190	\$ -	\$ -	\$ -	\$ -	\$ 301,911	\$ 1,935,901	\$ 1,102,000	\$ 2,985,966	\$ 7,263,968
P	Transit Capital											
	Vehicle and Facilities											
	Total \$	1,840,412	\$ 175,751	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,314,661	\$ 1,840,412
Q	Transit Capital											
	Miscellaneous											
	Total \$	2,662,066	\$ -	\$ 64,000	\$ 495,000	\$ 95,000	\$ -	\$ 1,704,142	\$ -	\$ -	\$ 117,674	\$ 2,662,066
R	Transit Ops Facility											
	Maintenance											
	Total \$	435,014	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,014	\$ -	\$ -	\$ 35,000	\$ 435,014
S	Misc Projects and											
	Improvements											
	Total \$	220,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 220,000	\$ 220,000
T	ICTC Transit											
	Admin/Operations											
	Total \$	867,500	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ 104,977	\$ -	\$ -	\$ 716,062	\$ 867,500
U	ICTC Transit											
	Plans/Programs											
	Total \$	717,870	\$ -	\$ 920,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 397,870	\$ 717,870
V	ICTC Regional Planning											
	Total \$	652,664	\$ -	\$ 209,332	\$ 300,000	\$ -	\$ -	\$ 143,332	\$ -	\$ -	\$ -	\$ 652,664
W	ICTC Transit Fleet - Capital											
	Reserve											
	Total \$	2,236,574	\$ -	\$ 649,332	\$ 300,000	\$ -	\$ -	\$ 104,977	\$ -	\$ -	\$ 1,119,932	\$ 2,236,574
Y	Revenue Stabilization/											
	Operating Reserve											
	Total \$	479,272	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 479,272	\$ 479,272
AA	Bikes and Peds Art3											
	Total \$	183,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 183,000	\$ 183,000
BB	<b>Total</b>											
			\$ 16,177,806	\$ 1,113,941	\$ 613,332	\$ 795,000	\$ 1,302,500	\$ 586,264	\$ 2,111,030	\$ 1,935,901	\$ 1,102,000	\$ 16,177,806



## FINANCIAL MANAGEMENT AND COMMUNITY OUTREACH & REGIONAL TRANSPORTATION PLANNING AND PROGRAM MANAGEMENT

### FINANCIAL MANAGEMENT AND COMMUNITY OUTREACH

In FY 2013/2014, ICTC initiated a partnership with Western Riverside Council of Governments (WRCOG) for the California HERO Program. In FY 2017/2018, ICTC will coordinate with participating member agencies to assist WRCOG, as needed, for efficient coordination of the California HERO Program.

ICTC will continue its efforts to pursue non-transportation programs in FY 2017/2018

### REGIONAL TRANSPORTATION PLANNING

In Fiscal Year 2017/2018, ICTC will begin effort to complete an update to the Imperial Valley Long Range Transportation Plan.

In FY 2017/2018, staff in coordination with Caltrans will work towards the development of a project study report (PSR) for the Forrester Road Corridor from I-8 to SR78/86. The PSR is a critical planning/preliminary engineering study necessary for the Forrester Road Corridor and Westmorland Bypass from I-8 to SR-78/86.

### REGIONAL TRANSPORTATION PROGRAMMING

For Regional Transportation Programming, the ICTC efforts for Fiscal Year 2017/2018 will be focused on the Capital Projects Program and the Transportation Improvement Program.

Capital Projects The Capital Projects program include ICTC efforts to provide oversight, planning, project management and monitoring for on-going roadway, highway, and ports of entry improvement projects. The key regional projects include, the City of Imperial's Transit Center; the I-8/Dogwood Road Interchange-Landscape Construction; I-8/Imperial Avenue Interchange, State Route 98 Widening (West of SR-111)/Cesar Chavez Blvd. Improvements; proposed widening of existing Forrester Road Corridor; Phase 1 construction and expansion of the Calexico West Port of Entry; the Proposed Expansion of the Calexico East Port of Entry; and, other transit, pedestrian, and bicycle capital improvements referenced in the following sections.

Transportation Improvement Program (TIP) The Transportation Improvement Program activity encompasses development and amendments to the State and Federal Transportation Improvement Programs (TIPs), including projects that may receive awards we anticipate submitting projects previously identified for programming once the proposed funds are approved by the federal government. Staff will continue to work closely with local agencies, SCAG staff and Caltrans staff to ensure the timely utilization of the following programmed funds: Regional Surface Transportation Program (RSTP), Congestion Management Air Quality (CMAQ), and Active Transportation Program (ATP).

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

In March, 2012 the LTA approved and adopted the LTA Bond Financing effort as administered by ICTC staff. The Bond Agencies include the Cities of Brawley, Calexico, Calipatria, Imperial and the County of Imperial. See table on page 22 for status bond project completions though June 2017. In FY 2017/2018 staff will administer the member agency's distributions, bond payments, and the contract services for annual audit. Staff will also be assisting with the FY 2016/2017 financial reports prepared by an independent CPA.



# REGIONAL TRANSPORTATION PLANNING AND PROGRAM MANAGEMENT

## FY 2017/2018 OVERALL WORK PLAN AND BUDGET

### REGIONAL TRANSPORTATION PROGRAMMING (Cont.)

The following table reflects the LTA Bond Expenditures as of June 30, 2017

Original Bond Funds	
Brawley	\$8,155,000
Calexico	\$15,410,000
Calipatria	\$2,305,000
Imperial	\$6,170,000
County	\$21,935,000

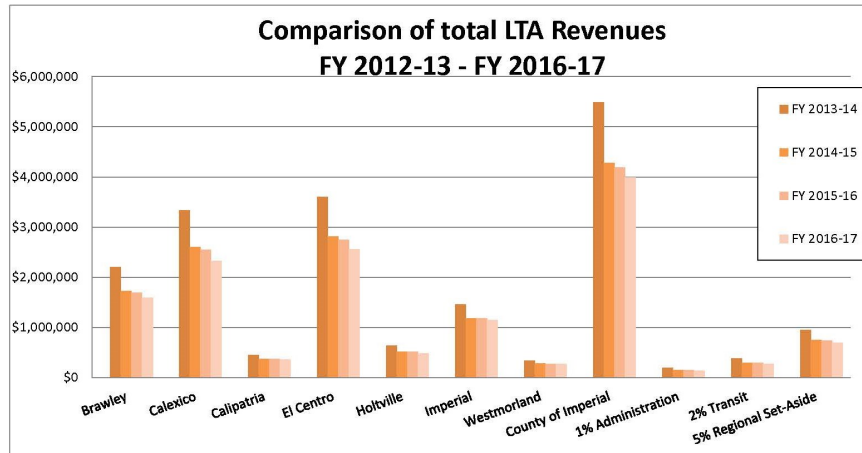
Remaining Bond Funds*	% Spent
Brawley	\$1,987,633.00 76%
Calexico	\$6,095,302.75 60%
Calipatria	\$0 100%
Imperial	\$265,564.09 96%
County	\$0 100%

\*Remaining Project LTA Bond funds according to bank statements dated 6/30/2017

ICTC is the designated administrator of the Measure D half-cent transportation sales tax program. Below is a summary of the LTA Revenues from the last four years that includes distributions to each of the cities and the County of Imperial, as well as, the set-asides for Regional Highways (5%), Regional Transit (2%) and Administration (1%).

#### LTA Revenues

	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17
Brawley	\$2,207,383.90	\$1,729,088.49	\$1,697,800.52	\$1,594,447.27
Calexico	\$3,337,274.39	\$2,608,076.08	\$2,552,876.05	\$2,330,616.78
Calipatria	\$455,291.09	\$373,604.34	\$368,882.38	\$358,648.40
El Centro	\$3,607,597.43	\$2,812,185.32	\$2,754,208.63	\$2,564,748.13
Holtville	\$645,064.65	\$520,794.23	\$513,371.35	\$488,397.80
Imperial	\$1,456,872.98	\$1,181,931.62	\$1,188,087.76	\$1,146,465.51
Westmorland	\$336,130.70	\$281,070.05	\$278,160.24	\$275,785.29
County of Imperial	\$5,496,792.26	\$4,281,246.39	\$4,193,312.94	\$3,990,335.85
1% Administration	\$190,678.34	\$149,869.53	\$147,246.74	\$138,580.93
2% Transit	\$381,356.69	\$299,739.05	\$294,493.48	\$277,161.87
5% Regional Set-Aside	\$953,391.71	\$749,347.64	\$736,233.69	\$692,904.63
	\$19,067,834.14	\$14,986,952.74	\$14,724,673.78	\$13,858,092.46



Revenue distributions listed are prior to bond payments for the participating agencies

**Imperial-Mexicali Binational Alliance (Alliance)** ICTC is the co-lead to implement the Imperial-Mexicali Binational Alliance (Alliance) in partnership with the Imperial Valley Economic Development Corporation (IVEDC) and Mexicali's Economic Development Organization (CDEM). The Alliance has been established via memorandum of understanding on September 12, 2013 in the City of Mexicali.

The goals for this group are focused on three cross-border goals: transportation infrastructure, economic development and environment issues. ICTC has a primary focus on trying to finance and implement short-term low cost improvements and to have consensus of priorities for improvements. Other participating organizations include local, state and federal agencies that have direct responsibilities for cross border infrastructure, economic and environmental issues.

TABLE 3

IMPERIAL COUNTY TRANSPORTATION COMMISSION FY 2017-18						
ICTC REGIONAL PLANNING AND PROGRAM MANAGEMENT 7417001						
1	2	3	4	5	6	7
<b>REVENUES</b>						
A	430000	On hand balance/Interest revenue			\$ 209,332	
B	446010	State Aid Other - TDA			\$ -	
C	446445	State - STIP-PPM			\$ 300,000	
D	493000	Local - Member Agency Contributions, SCAG Reimbursements and Reimbursement for Services Provided			\$ 143,332	
<b>E Total Revenues</b>					<b>\$ 652,664</b>	
<b>EXPENDITURES</b>						
<b><u>Administration and Operations</u></b>						
F	501000/525010	Administrative staffing and Support (1 fulltime and 6 halftime)			\$ 304,296	
G		- TAC Subcommittee Administration				
H		- Contract admin: grants, reporting and oversight				
I		- ICTC Management Committee/Commission Admin				
J		- RTIP/ STIP and project coordination				
K		- Interagency consultation, legislative affairs				
L	517055	Insurance - liability			\$ 15,000	
M	522000	Memberships, office exp, communications, IT, fuel and maint			\$ 24,850	
N	526000	Legal notices, interpretive services			\$ 600	
O	528000	Rents, leases and utilities			\$ 25,851	
P	530005	Regional Plans/Project Coordination, Webinars, Sp Dept Exp			\$ 4,500	
Q	531040	Training/Travel Expense			\$ 22,000	
R	549000	Equipment			\$ 4,000	
<b>S Administration and Operations Subtotal</b>					<b>\$ 401,096</b>	
<b><u>Professional and Specialized Projects and Services</u></b>						
T	525010	Payroll Vendor fees			\$ 7,500	
U	525010	Website Consultation (www.imperialctc.org)			\$ 515	
V	525010	Legal Consultation			\$ 7,500	
W	525065	COI Overhead, Treasurer, Auditor Controller, GSA			\$ 250	
X	525010	HR Consultant Services 50%			\$ 2,500	
Y	525090	CPA/auditors (external)			\$ 8,303	
Z					\$ 26,568	
AA	525010	STIP / RTIP Consultant			\$ 25,000	
BB	525010	Long Range Transportation Plan			\$ 200,000	
CC					\$ 225,000	
<b>DD Total Projects, Services, Plans and Programs</b>					<b>\$ 251,568</b>	
<b>EE Total Expenditures</b>					<b>\$ 652,664</b>	

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# ICTC Transit Planning and Program Management FY 2017/2018

## OVERVIEW

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

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

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

Striking a balance between public need and available funding is at the center of any public transit project or program. The various revenue sources and administrative requirements can be complicated and challenging to understand. Tables 4 to 6 provide an overview of the revenue and expenditure plan for FY 2017/2018, along with the descriptions of the transit planning services and projects.

## THE PREVIOUS YEARS

Staff has been empowered to turn innovative concepts into plans, and plans into projects and services. The most notable of past accomplishments include:

Intracity Circulators ICTC identified a need in early 2000 to provide increased access to public services within the cities starting with the City of El Centro. The designs for an IVT Blue and Green lines were approved in 2005. Service began on the IVT Blue Line in October 2006. The service was reconfigured for 2009/10 and the IVT Green line began to operate July 2009. The IVT Gold Line in the City of Brawley was implemented in January 2014. A Garnet Line in Calexico and a Red Line in Imperial will be underway when funding becomes available. The Circulator Lines provide continuing travel for passengers transferring from the main fixed route *Imperial Valley Transit* bus routes within the Cities.

Reduction of Headways ICTC directed the reduction of headways (the wait times for the next approaching bus) from two hours to seventy minutes effective in July 2006. Headway reduction to 35 minutes during peak service hours on heavily traveled routes between Calexico and El Centro were implemented in October 2013. Headway reduction on additional routes continues to be a goal as funding permits.

Alternative Fuels and Fleet Replacements The California Air Resources Board required the region to convert the IMPERIAL VALLEY TRANSIT fleet to a clean fuel. After a consultant prepared analysis and significant discussion, a policy decision was made in October 2004 incorporating ultra low sulfur diesel into operations. In 2012, a new fleet of ten clean diesel Gilligs were introduced and six additional clean diesel Gilligs arrived in July 2015. Additional fleet replacement continued, as of July 2017, all 65 revenue service hour vehicles are owned by ICTC.

### **Transit Mission Statement:**

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

### **Transit Vision Statement:**

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

Source:

Imperial County Transportation Commission Short Range Transit Plan, January 2012

TABLE 4

IMPERIAL COUNTY TRANSPORTATION COMMISSION FY 2017-18								
Consolidated Administration, Operations and Planning					TRANSIT	PLANNING	TOTAL	
1	2	3	4	5	6	7	8	
<b>REVENUES</b>								
A	7076/7416 430000	On hand balance/interest revenue			\$ 571,831	\$ 209,332	\$ 781,163	
B	446010	State Aid Other - TDA (LTF)			\$ 882,101	\$ -	\$ 882,101	
C	446445	State - STIP-PPM			\$ -	\$ 300,000	\$ 300,000	
C	446445	FTA 5310 Mobility Coordination Program			\$ 104,977	\$ -	\$ 104,977	
D	493000	Local - Member Agency Contributions, SCAG/IVEDC Reimb and Reimbursement for Services Provided			\$ 25,000	\$ 143,332	\$ 168,332	
<b>E Total Revenues</b>					<b>\$ 1,583,909</b>	<b>\$ 652,664</b>	<b>\$ 2,236,573</b>	
<b>EXPENDITURES</b>								
<b>Administration and Operations</b>								
F	501000/ 525010	Administrative Staffing and Support-10 fulltime(1 shared w SCAG+1 shared w IVEDC)			\$ 656,207	\$ 304,296	\$ 960,503	
G	517055	Insurance - Liability			\$ 71,000	\$ 15,000	\$ 86,000	
H	522000	Memberships, office exp, communications, IT, fuel and maint			\$ 39,900	\$ 24,850	\$ 64,750	
I	526000	Legal notices, interpretive services			\$ 4,000	\$ 600	\$ 4,600	
J	528000	Rents, leases and utilities			\$ 57,432	\$ 25,851	\$ 83,283	
K	530005	Regional Plans/Project Coordination, Webinars, Sp Dept Exp			\$ 4,500	\$ 4,500	\$ 9,000	
L	531040	Training/Travel Expense			\$ 25,000	\$ 22,000	\$ 47,000	
M	549000	Equipment			\$ 8,000	\$ 4,000	\$ 12,000	
<b>N Administration and Operations Subtotal</b>					<b>\$ 866,039</b>	<b>\$ 401,096</b>	<b>\$ 1,267,136</b>	
<b>Professional and Specialized Projects and Services</b>								
O	525010	Legal Consultation			\$ 7,500	\$ 7,500	\$ 15,000	
P	525010	Payroll Vendor Fees			\$ 7,500	\$ 7,500	\$ 15,000	
Q	525010	Website Consultation (www.imperialctc.org)			\$ 520	\$ 515	\$ 1,035	
R	525065	COI Overhead Treasurer, Auditor Controller GSA			\$ 7,500	\$ 250	\$ 7,750	
S	525010	HR consultant services			\$ 2,500	\$ 2,500	\$ 5,000	
T	525090	CPA/auditors (external)			\$ 114,277	\$ 8,303	\$ 122,580	
U	525030	PM, Engineering Review and Support			\$ 20,000	\$ -	\$ 20,000	
V	525010	Transit Operator Drug and Alcohol Audits			\$ 12,000	\$ -	\$ 12,000	
W		Subtotal			\$ 171,797	\$ 26,568	\$ 198,365	
X	525010	IVT Bus Stop Inventory (Phase III)			\$ 150,000	\$ -	\$ 150,000	
Y	525010	IVT Maintenance Audit			\$ 14,242	\$ -	\$ 14,242	
Z	525010	Update to the Short Range Transit Plan (SRTP)			\$ 150,000	\$ -	\$ 150,000	
AA	525010	2017 IVT Adams Ave Bus Operations Facility Eval			\$ 231,831	\$ -	\$ 231,831	
BB	525010	STIP / RTIP Consultant			\$ -	\$ 25,000	\$ 25,000	
CC	525010	Long Range Transportation Plan			\$ -	\$ 200,000	\$ 200,000	
DD		Subtotal			\$ 546,073	\$ 225,000	\$ 771,073	
<b>EE Total Professional and Specialized Projects and Services</b>					<b>\$ 717,870</b>	<b>\$ 251,568</b>	<b>\$ 969,438</b>	
<b>FF Total Expenditures</b>					<b>\$ 1,583,909</b>	<b>\$ 652,664</b>	<b>\$ 2,236,574</b>	



TABLE 5

IMPERIAL COUNTY TRANSPORTATION COMMISSION FY 2017-18 OVERALL WORK PROGRAM AND TRANSIT PROGRAMS FINANCE PLAN													
Projected Revenues													
	1	2	3	4	5	6	7	8	9	10	11	12	13
					SUBTOTAL	TOTAL		STATE				SUBTOTAL	TOTAL
FEDERAL													
A	FTA 5307 Urban	2017	\$1,695,486		\$1,935,901			STA		2017-18		\$1,102,000	\$1,102,000
B	FTA 5307 Urban	2016	\$240,415		\$747,000								
C	FTA 5309 Capital	2011-12	\$747,000		\$1,049,977			STIP - PPM		2016-17		\$300,000	\$300,000
D	FTA 5310 MMP	2014-15	\$104,977					LTF SB325		2017-18		\$6,100,000	\$6,100,000
E	FTA 5311 Rural	2016	\$206,018		\$95,893					2015-17		\$349,505	\$6,449,505
F	FTA 5311 Rural	2017	\$95,893										
G	FTA 5311 Rural	2013-14/2014-15	\$957,142		\$1,289,053			PTMISEA		2009-10		\$186,250	\$186,250
H	FTA 5311 Rural	FY 2016-17	\$495,000		\$495,000	\$4,541,931							
I	LOCAL												
J	Fare revenue	2017-18	\$1,113,941		\$1,113,941			CTSGP		2012-13		\$133,338	\$133,338
K	On Hand /Int	2016-17	\$613,332		\$613,332					2015-16		\$133,338	\$133,338
L	LTA 2% and 5%	2017-18	\$1,302,500		\$1,302,500					2016-17		\$133,338	\$133,338
M	SCAG/IVEDC/member cont	2017-18	\$168,332		\$168,332	\$3,198,105						\$400,014	\$400,014
N													\$8,437,769
<b>\$16,177,806</b>													
Projected Expenditures													
		Cost	Estimated Fares	On Hand /Int balance	CMAQ STIP PPM	2% and 5% LTA Transit	SCAG / member contributions	Prop IB CTSGP & PTMISEA	FTA Sec 5309, 5310 & 5311	FTA Sec 5307	#7079 STA AB 251	#7076 LTF SB325	Total Subsidy
O	Regional Transit Services	Total \$	938,190	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 301,911	\$ 1,935,901	\$ 1,102,000	\$ 2,985,966	\$ 7,263,966
P	Local Transit Services	Total \$	1,840,412	\$ -	\$ -	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,314,661	\$ 1,840,412
Q	Transit Capital Vehicle and Facilities	Total \$	2,662,066	\$ 64,000	\$ 495,000	\$ 95,000	\$ -	\$ 166,250	\$ 1,704,142	\$ -	\$ -	\$ 117,674	\$ 2,662,066
R	Transit Capital Miscellaneous	Total \$	435,014	\$ -	\$ -	\$ -	\$ -	\$ 400,014	\$ -	\$ -	\$ -	\$ 35,000	\$ 435,014
S	Transit Ops Facility Maintenance	Total \$	220,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 220,000	\$ 220,000
T	Misc Projects and Improvements	Total \$	857,500	\$ -	\$ -	\$ 857,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 857,500
U	ICTC-Transit Admin/Operations	\$	866,039	\$ 20,000	\$ -	\$ -	\$ 25,000	\$ -	\$ 104,977	\$ -	\$ -	\$ 716,062	\$ 866,039
V	ICTC Transit Plans/Programs	\$	717,870	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 397,870	\$ 717,870
W	ICTC Regional Planning	\$	652,664	\$ -	\$ 300,000	\$ -	\$ 143,332	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 652,664
X	ICTC Regional Planning	Total \$	2,236,574	\$ 549,332	\$ 300,000	\$ -	\$ 168,332	\$ -	\$ 104,977	\$ -	\$ -	\$ 1,113,932	\$ 2,236,574
Y	ICTC Transit Fleet - Capital Reserve	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Z	Revenue Stabilization/ Operating Reserve	\$	479,272	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 479,272	\$ 479,272
AA	Bikes and Peds Art 3	\$	183,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 183,000	\$ 183,000
BB	Total	\$	16,177,806	\$ 1,113,941	\$ 613,332	\$ 1,302,500	\$ 168,332	\$ 586,264	\$ 2,111,030	\$ 1,935,901	\$ 1,102,000	\$ 6,449,505	\$ 16,177,806

TABLE 6

IMPERIAL COUNTY TRANSPORTATION COMMISSION FY 2017-18						
ICTC TRANSIT PLANNING AND PROGRAM MANAGEMENT 7416001						
1	2	3	4	5	6	7
<b>REVENUES</b>						
A	7076/7416	On hand balance/interest revenue			\$	571,831
B	446010	State Aid Other - TDA			\$	882,701
C	446445	FTA 5310 Mobility Management Program			\$	104,977
D	493000	Local - Member Agency Contributions, SCAG Reimbursements and Reimbursement for Services Provided			\$	25,000
<b>E Total Revenues</b>					\$	1,584,509
<b>EXPENDITURES</b>						
<u>Administration and Operations</u>						
F	501000/525010	Administrative Staffing and Support (4 fulltime 7 halftime)			\$	656,207
G		- Transit contract admin: grants, reporting, compliance & oversight				
H		- SSTAC Subcommittee Admin				
I		- ICTC Management Committee/Commission Admin				
J		- TDA Finance Admin				
K		- ADA Eligibility Certifications,CTSA Admin, UTN Admin				
L	517055	Insurance - Liability			\$	71,000
M	522000	Memberships, office exp, communications, IT, fuel and maint			\$	40,500
N	526000	Legal notices, interpretive services			\$	4,000
O	528000	Rents, leases and utilities			\$	57,432
P	530005	Regional Plans/Project Coordination, Webinars, Sp Dept Exp			\$	4,500
Q	531040	Training/Travel Expense			\$	25,000
R	549000	Equipment			\$	8,000
S		Administration and Operations Subtotal			\$	866,639
<u>Professional and Specialized Projects and Services</u>						
T	525010	Payroll vendor fees			\$	7,500
U	525010	Website Consultation (www.imperialctc.org)			\$	520
V	525010	Legal Consultation			\$	7,500
W	525065	COI Overhead Treasurer, Auditor Controller, GSA			\$	7,500
X	525010	HR consultant services			\$	2,500
Y	525090	CPA/auditors (external)			\$	114,277
Z	525030	PM, Engineering Review and Support			\$	20,000
AA	525010	Drug and Alcohol Audits			\$	12,000
BB					\$	171,797
CC	525010	Update to the Short Range Transit Plan (SRTP)			\$	150,000
DD	525010	IVT Maintenance Audit			\$	14,242
EE	525010	IVT Bus Stop Inventory (Phase III)			\$	150,000
FF	525010	2017 IVT Adams Ave Bus Operations Facility Eval			\$	231,831
GG					\$	546,073
HH		Total Projects,Services, Plans and Programs			\$	717,870
<b>II Total Expenditures</b>					\$	1,584,509

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# ICTC TRANSIT PLANNING AND PROGRAM MANAGEMENT

## REGIONAL TRANSIT PLANNING

Regional Transit Planning will continue to be a significant part of the ICTC work program in FY 2017/2018. The proposed products will provide valuable input and guidance to the future transit programs and priorities. The following are the major initiatives in progress and will be underway during FY 2017/2018:

The Calexico Intermodal Transportation Center A grant funded feasibility study for the proposed Calexico Intermodal Transportation Center (ITC) was completed in October 2014. ICTC in coordination with the City of Calexico secured CMAQ funding for design in FY 2017/2018 and will continue to pursue grant funding for right-of-way and construction. The estimated total cost is \$10 million.

Update to the 2009 Regional Coordinated Plan The Plan Update was completed in FY 2014-15. The document can now be used as justification by ICTC and other agencies, for various grants and funding requests and in particular by social service agencies providing transportation to their clients. ICTC will be reviewing the strategic commentary in the Plan Update to potentially adjust services for public transit services.

ADA Demand Management and Eligibility Assessment Study The Study was completed in FY 2014-15. The Commission selected several items for implementation in subsequent years. In FY 2016/17, ICTC staff implemented revisions to the ADA certification and eligibility process (in-person interview, forms and documentation), and several changes to the IVT Access website.

Four-Phase Bus Stop Improvement Program In FY 2013-14, ICTC staff developed a plan for a four-phase bus stop improvement program. The phases are as follows:

1. Memorandum of Understanding between ICTC and member agencies on the use of bus stops — This project is ongoing.
2. ICTC Safety and Design Standards Guidelines — This planning effort is an attempt to develop a local source of information on bus and bus stop requirements for planners, public works staff and developers in order to accommodate and incorporate the use of transit buses in member agencies' communities and development plans. This project was scheduled in FY 2013/2014 and completed in FY 2014/2015.
3. Region wide Bus Stop/Terminal inventory including categorization of existing and recommended amenities, photographs, ADA compliance review, GPS coordinates and recommendations for improvements, replacement of all bus stop signage, recommendations for schedule and information technology — This project is underway and will be completed in FY 2017/2018.
4. Research and recommendation into the feasibility of a region wide bus stop maintenance contractor — This project is scheduled to be completed in FY 2017/2018.

Mobility Management Program An FTA 5310 grant was approved and resulted in the creation of a new Mobility Coordinator position. The position interacts on a daily basis with members of the public interested and in need of transit services, social service agencies and transit advocates, provides coordination for mobility training and conducts training and public outreach.

Short Range Transit Plan (SRTP): An update to the 2012 ICTC SRTP is scheduled to get underway in FY 2017/2018.

Automated Vehicle Location (AVL) Systems: ICTC is seeking grant funding from the California Transit Security Grant Program (CTSGP) to install automated vehicle location systems on Imperial Valley Transit revenue service vehicles.

Comprehensive Review of an Operations Facility: ICTC is completing a comprehensive evaluation of a potential operations facility. The facility will be evaluated to determine if the facility has the capability to meet ICTC's existing and future transit needs.

## REGIONAL PUBLIC TRANSIT SERVICES



### IMPERIAL VALLEY TRANSIT

IMPERIAL VALLEY TRANSIT (IVT) is an inter-city fixed route bus system, subsidized and administered by the ICTC, and currently operated by First Transit Inc., a private for profit service. The service has sixteen (16) wheelchair accessible 40 ft. transit buses and four (4) wheelchair accessible minibuses.

Service is provided from 6:00 AM until approximately 11:00 PM weekdays while Imperial Valley College is in session and 6:00 AM to 5:00 PM on Saturdays, and Sundays within the areas classified as the Primary Zone; a North-South axis throughout Brawley, Imperial, El Centro, Heber and Calexico, and from 6:00 AM until approximately

6:00 PM in the Secondary Zones; outlying cities and communities of Niland, Calipatria, Westmorland, Seeley and Holtville. The outlying Remote Zone communities including the East and West sides of the Salton Sea; Desert Shores, Salton City, Salton Sea Beach and Bombay Beach are served once a week, on a lifeline. Limited Sunday service was implemented in January 2014.

Currently IVT provides, on average 65,000 passenger trips per month.

Free public Wi-Fi is available and a website offers passenger schedule information. For information please call 760-482-2900, or visit [www.ivtransit.com](http://www.ivtransit.com).

### IMPERIAL VALLEY TRANSIT - BLUE/GREEN and GOLD LINES



This transit system is an extension of IMPERIAL VALLEY TRANSIT. The intra-city system operates utilizing smaller buses and connects to the public facilities and services that are not currently served by the larger bus system.

There are timed transfer points at 7th and State Streets in El Centro, and in Brawley the transfer point is at S. 5th St. and S. Plaza St. for passengers to transfer to

and from both bus systems.

The service is subsidized and administered by the ICTC, and currently operated by First Transit Inc., a private for profit service. Currently the service provides, on average 3,500 passengers trips per month.

A website offers passenger schedule information. For information please call 760-482-2900, or visit [www.ivtransit.com](http://www.ivtransit.com).

## REGIONAL PUBLIC TRANSIT SERVICES



### IVT ACCESS

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

The service area and hours are the same as the fixed route bus system. A website offers passenger eligibility forms and information at [www.ivtaccess.com](http://www.ivtaccess.com).

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

The service is subsidized and administered by the ICTC, and currently operated by First Transit Inc., a private for profit service.

For trip information call 760-482-2908. For eligibility information, please call 760-592-4494.

### YUMA COUNTY AREA TRANSIT (YCAT) TURQUOISE ROUTE 10 AND BLUE ROUTE 5



In 2012, ICTC joined a partnership with the Quechan Indian Tribe and Yuma County Intergovernmental Public Transportation Authority (YCIPTA) for transit service in eastern Imperial County, and to and from Yuma, AZ. Turquoise Route 10 provides service 2 days a week on Monday, and Wednesday with 2 round trips daily. The round trip originates in Yuma with stops in Winterhaven and Fort Yuma Indian Reservation, and ends in El Centro. Blue Route 5 provides service daily between Winterhaven and Yuma Az. The Blue Route 5 operates between Yuma, the Quechan Indian Reservation and the Winterhaven area daily

IVT and YCAT have route and schedule information available online at [www.ivtransit.com](http://www.ivtransit.com) and [www.ycipta.org](http://www.ycipta.org).

For more information please call (928) 783-2235.

# ICTC TRANSIT PLANNING AND PROGRAM MANAGEMENT

*All the public services in the world are useless if people can not get to them. How do seniors get to nutrition sites, if they cannot drive? How do clients get to drug treatment programs if their licenses are suspended?*

## IVT MEDTRANS

IVT MedTrans is a non-emergency medical transportation service between communities in Imperial County and the large hospitals and medical facilities in San Diego County. Demand response service is provided four (4) days a week, with three (3) pick up spots in Brawley, El Centro and Calexico. Pick up service is available on a limited basis from the home for an additional fare. The service is designed to provide

persons with disabilities, low income and transit dependent persons access to medical facilities and services not available within Imperial County, i.e. Children's Hospital in San Diego.

The service is subsidized and administered by the Imperial County Transportation Commission (ICTC) and operated by First Transit Inc., a private for profit transportation carrier.

For information please call 760-337-1766.



## INTRA-CITY DEMAND RESPONSE PUBLIC TRANSIT

### IVT RIDE

The IVT RIDE service is a demand response service operating within the Cities of Brawley, Calexico, El Centro Imperial and the West Shores communities of the Salton Sea. The service is available upon reservation for seniors and persons with disabilities.

The IVT RIDE services uses 2015 model low floor cutaway style vehicles, with ramps for the safety and convenience of its passengers. In addition, computer tablets on board buses are linked to computerized dispatch software for efficient and timely dispatching and communication by and between drivers and dispatch staff.

In Brawley, El Centro and

Imperial, Service is available Monday through Saturday from approximately 7:00 AM to 5:00 PM

In Calexico, service is available from Monday through Sunday from approximately 7:00AM to 5:00PM.

In the West Shores Communities, service is available Tuesdays and Thursdays from approximately 7:00AM to 5:00PM.

The service is subsidized and administered by the Imperial County Transportation Commission (ICTC) and operated by First Transit Inc., a private for profit transportation carrier.

For information please call 760-337-1760.



# ICTC TRANSIT PLANNING AND PROGRAM MANAGEMENT

## **Bicycle and Pedestrian Projects (TDA-LTF Article 3)**

On an annual basis three percent (3%) of the Local Transportation Fund (LTF) is set aside for the development of bicycle and pedestrian related projects. Each year in the month of September, the member agencies submit candidate projects. These projects are approved in a public process by the Imperial County Transportation Commission (ICTC). Member agencies then submit claim forms for

approved projects throughout the fiscal year. Typically agencies submit projects to create curb cuts for disabled access where currently none exists. In addition, member agencies have completed a Master Bicycle Plan. For further information please contact the specific public works department in each community.



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

The ICTC created a bench and shelter program to facilitate the installation and maintenance of bus stops for the regional public transit services. The program sets aside funding annually for the member agencies. This funding can be used for the installation of new bus stops, and the upgrade and refinement of existing stops. This includes adding benches and shelters

and general maintenance i.e. painting red curbs. Bus stops are identified and located by authorized agency personnel according to approved industry standards. At this time each agency is responsible for the bus stop locations in their respective jurisdictions. Each agency chooses the amenities and aesthetics desired as per local requirements and values.





## Capital Improvement Program - Past Accomplishments

### 7th and State Streets Intermodal Transfer

#### Terminal - El Centro

In January 2014, ICTC and the City of El Centro completed a multi-bus off street transfer facility at 7th and State Streets in El Centro. The facility provides the opportunity to transfer from the public intra city transit system; the IVT Blue and Green Lines, to the public intercity transit system; Imperial Valley Transit.



### Brawley Transfer Transit Terminal - S. 5<sup>th</sup> St. and S. Plaza Street, Brawley CA

In December 2013, ICTC and the City of Brawley completed a unique off street transfer facility at S. 5<sup>th</sup> St. and S. Plaza Street. The facility provides the opportunity to transfer from the public intra city transit system; the IVT Gold Line, to the public intercity transit system; Imperial Valley Transit.



### Imperial Valley College Intermodal Transit Terminal – East and West sides of the Campus

In 2012, ICTC and the Community College created a set of transfer facilities on both the East and West sides of the campus. The facility provides the opportunity for college students to get to and from the various communities and Cities in Imperial Valley on the public intercity transit system; Imperial Valley Transit.



# ICTC TRANSIT PLANNING AND PROGRAM MANAGEMENT

## Capital Improvement Program FY 2017/2018

### Imperial Transit Park

The City of Imperial requested a federal FTA 5309 earmark in the amount of \$974,000 for the acquisition of right of way, design and construction of the Imperial Transit Park. This project is anticipated to serve a local IVT Red line circulator bus system, as well as, the regional Imperial Valley Transit buses. ICTC has also approved the use of a match amount from State Public Transportation Modernization, Improvement and Service Enhancements Account (PTMISEA) funds for the in the amount of \$243,000. In addition, ICTC recently received a grant for the project from State California Transit Security Grant funds (CTSGP) in an amount of \$133,000 for solar lighting and security cameras. This brings the total budget for the project to \$1.35 million.

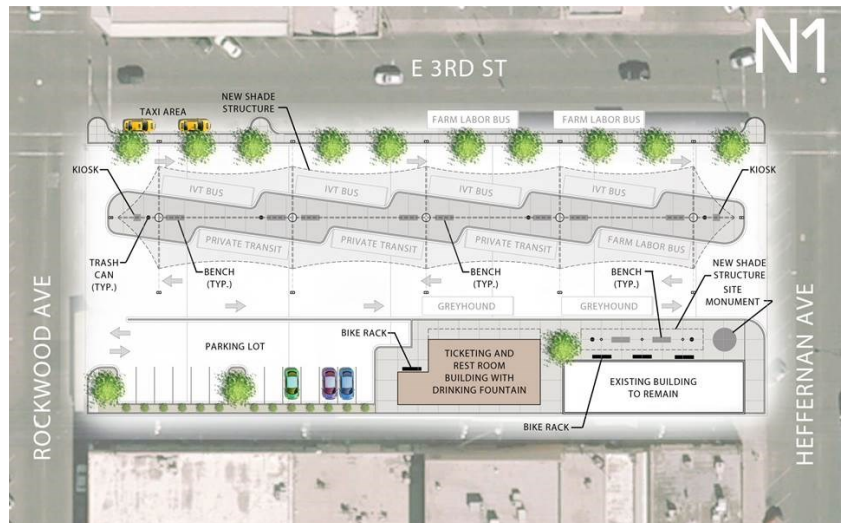


A site for the Imperial Transit Park has been identified and design will be completed in FY 2017/2018.

### Proposed Calexico Intermodal Transportation Center (ITC)

The proposed Calexico Intermodal Transportation Center (ITC) will facilitate the movement of pedestrians and access with public and private transit services: those crossing to and from Mexico; those being dropped off and picked up (farm labor, and community college students; and those using IVT regional services to/from cities throughout Imperial Valley and beyond for work, shopping and social services.

The Feasibility Study was completed and approved by the City of Calexico and ICTC in October 2014. ICTC has acquired funding for Design—Preliminary Engineering. Design is scheduled to begin late 2017.



# ICTC TRANSIT PLANNING AND PROGRAM MANAGEMENT

## **ADMINISTRATION / OPERATIONS / PROGRAMS:**

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

The following is a list of planning and technical studies or projects recently underway or completed to date :

1. City of Calexico IVT Garnet Line Circulator - Pursuit of Funding
2. City of Imperial IVT Red Line Circulator - Pursuit of Funding
3. Update to the 2012 Short Range Transit Plan - scheduled for FY 2017/18
4. 2017 Regional Bus Stop Inventory, Signage Replacement and Technology Assessment Project - Underway
5. Transportation Development Act (TDA-State Funds) Triennial Performance Audit - Underway
6. 2017 Imperial Valley Transit (IVT) Adams Avenue Bus Operations Facility Comprehensive Evaluation - Underway

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

1. Update to the 1995 IVAG TDA Guidebook
2. Evaluation/Analysis of Public Transit Fare Increase
3. Conversion of Bus route map to GIS format



**IMPERIAL COUNTY  
TRANSPORTATION COMMISSION**  
FY 2017/2018 OVERALL WORK PLAN AND BUDGET

## APPENDICES

APPENDIX A

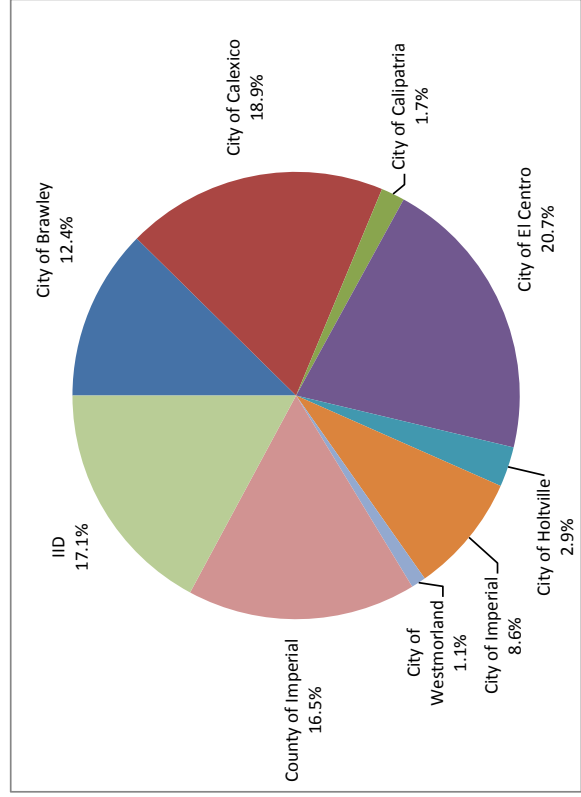
**FY 2017-18 Imperial County Transportation Commission Cost Sharing Agreement**

OPTION 3 (Population Distribution)						
AGENCY	*POPULATION	%	Annual Base AMOUNT	Adjusted %	Annual Adjusted AMOUNT	Quarterly Billing Amount
City of Brawley	26,754	14.9%	\$ 14,944	12.4%	\$ 12,383	\$ 3,095.69
City of Calexico	40,821	22.8%	\$ 22,802	18.9%	\$ 18,893	\$ 4,723.37
City of Calipatria	3,696	2.1%	\$ 2,065	1.7%	\$ 1,711	\$ 427.66
City of El Centro	44,812	25.0%	\$ 25,031	20.7%	\$ 20,741	\$ 5,185.16
City of Holtville	6,255	3.5%	\$ 3,494	2.9%	\$ 2,895	\$ 723.76
City of Imperial	18,627	10.4%	\$ 10,405	8.6%	\$ 8,621	\$ 2,155.32
City of Westmorland	2,302	1.3%	\$ 1,286	1.1%	\$ 1,065	\$ 266.36
County of Imperial	35,756	20.0%	\$ 19,973	16.5%	\$ 16,549	\$ 4,137.30
**IID	0	0.0%	\$ -	17.1%	\$ 17,142	\$ 4,285.38
<b>Total</b>	<b>179,023</b>	<b>100%</b>	<b>\$ 100,000</b>	<b>100%</b>	<b>\$ 100,000</b>	<b>\$ 25,000.00</b>

\* population from Dept of Finance May 2017

\*\* IID percentage is based on an average of the 4 largest agencies = 36,224 which equates to 17.2% and reduces the base amount for the remaining member agencies to \$82,819

Brawley	26,754		
Calexico	40,821		
El Centro	44,812		
County	35,756		
	<u>148,143</u>		
average	37,036		
add IID average of the population to total population, then divide to get %			
	179,023	37,036 /	216,059
	<u>37,036</u>		17.1%
	216,059	\$ 100,000 *	17.1%
		\$ 100,000 -	\$ 17,142
			\$ 82,858



formula approved by the ICTC May 2010 for \$150K reduced in FY 2013-14 to \$100K