

# 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 2014/2015 OVERALL WORK PLAN & BUDGET

(ADOPTED JUNE 25, 2014)

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George Nava, Mayor Pro-tem  
City of Brawley

Maria Nava-Froelich, Mayor  
City of Calipatria

Bill Hodge, Mayor  
City of Calexico

Sedalia Sanders, Council Member  
City of El Centro

Jim Predmore, Council Member  
City of Holtville

Mark Gran, Council Member  
City of Imperial

Larry Ritchie - Chair  
Mayor  
City of Westmorland

Jack Terrazas, Supervisor District 2  
County of Imperial

Ryan Kelley, Supervisor District 4  
County of Imperial

Bruce Kuhn, Director Division 2  
Imperial Irrigation District

Laurie Berman, Director  
California Department of Transportation  
District 11

Mark Baza,  
Executive Director

## **Fiscal Year 2014/2015 Overall Work Plan & Budget**

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June 9, 2014

Lawrence D. Ritchie, Chairman  
Imperial County Transportation Commission  
1405 N. Imperial Avenue, Suite 1  
El Centro, CA 92243

SUBJECT: Draft ICTC Overall Work Program (OWP) and Budget, FY 2014-2015

Dear Commission Members:

The previous fiscal year (FY) of 2013-2014 was a 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), San Diego Association of Governments (SANDAG), California Transportation Commission (CTC), California Department of Transportation (Caltrans), Federal Highway Administration (FHWA), Federal Transit Administration (FTA), U.S. Customs and Border Protection, and 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.

- ◇ Completion of the Transit Transfer Terminals in the Cities of Brawley and El Centro
- ◇ Increased regional transit service hours on Imperial Valley Transit (IVT) and IVT ACCESS:
  - The Imperial Valley College (IVC) Express Trips
  - Increased Saturday Service
  - Reduced service headways from 70 minutes to 35 minutes from Calexico to El Centro
  - Implemented the Brawley Gold Line Circulator; and
  - Introduced for the first time, a limited Sunday service schedule
- ◇ Initiated several transit and transportation studies of regional significance, for example:
  - Calexico Border Intermodal Transportation Center Feasibility Study
  - IVT Bus Stop Safety and Design Standards and Guidelines Project
  - ADA Paratransit Service Certification and Eligibility Process, Demand Management, and Growth Assessment
  - 2014 Coordinated Public Transit and Human Services Transportation Plan
  - 2014 Imperial County Disparity Study
  - California/Baja California Border Master Plan
  - California/Baja California Bicycle and Pedestrian Access Study
  - County of Imperial's 2014 Comprehensive Economic Development Strategy (CEDS) – Transportation Update
- ◇ In partnership with the Imperial Valley Economic Development Corporation and Baja California partners executed a Memorandum of Understanding to institutionalize our binational partnership and programs for the Imperial-Mexicali Binational Alliance; and,

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

- ◇ In partnership with Caltrans and the CTC, the 2014 State Transportation Improvement Program (STIP) was adopted to include full state funding for:
- I-8 Imperial Avenue Interchange Re-Construction Project (\$39.1 Million)
  - Planning, Programming and Monitoring (PPM) funding for Regional Planning Staff Resources through FY 2018-2019 (\$1.2 Million)

The Draft Fiscal Year (FY) 2014-2015 Imperial County Transportation Commission (ICTC) Overall Work Plan (OWP) and Budget is hereby presented for your review and recommendation prior to finalization for approval to our ICTC Board. Our Draft FY 2014-2015 OWP and Budget is balanced and minimizes impacts to vital transportation projects and programs for our region.

The OWP and Budget is divided into three sections: the Budget Summary, and the core programs of Regional Transportation Planning and Programming, and, Transit Planning and Program Management. Our Budget Summary contains all the program overviews and projections and is intended to provide a general understanding of ICTC's budgeted activities and programs for the coming fiscal year. Within each of the other program sections, the key services and programs are also described. A summary description of the revenue sources, work activities, overall budget summary and work program elements are provided in the report attached. The total ICTC Budget is estimated at \$20.8 million. This amount does not include state and federal funds allocated for state highways and local roads in Imperial Valley.

This budget proposes staffing of seven full-time positions to manage the programs and services described in this budget. The full-time positions includes one Office Assistant, one Secretary/Clerk to Commission, one Administrative Analyst, 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, Human Resource activities and legal counsel. In addition, consultant services are identified for our on-going planning, programming, and transit programs. A workshop was conducted on May 28, 2014 and input was received from members of the Management Committee and Commission. The work program elements and budget identify specific priorities identified in our ICTC Strategic Plan and the associated costs.

Following review and input, it is requested that ICTC Management Committee recommend that the Draft ICTC Overall Work Program (OWP) and Budget, FY 2014-2015 be presented to the Commission for review and approval.

Sincerely,



MARK BAZA  
Executive Director

MB/ksw/cl

Attachments



## EXECUTIVE SUMMARY—FY 2014/2015 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 2014/2015 ICTC Community Outreach/Public Information/Marketing program will continue efforts to incorporate all ICTC services into one comprehensive identifiable entity. For this year, our focus will be to enhance our new ICTC website as well as the IVT and IVT ACCESS web sites. Our goal will be to provide easy access for our member agencies, key stakeholders and the general public. We will continue our work to create a recognizable brand with the services and programs offered by the ICTC. In partnership with SCAG, key outreach activities will be undertaken to implement our program of projects identified in SCAG's 2012 Regional Transportation Plan (RTP) and Sustainable Communities Strategy (SCS).

Key elements of the Outreach program include the administration and management of information provided for Commission and Management Committee meetings; the two ICTC Technical Advisory Committees; and, other public outreach opportunities within Imperial Valley.

In FY 2013/2014, ICTC initiated a partnership with Western Riverside Council of Governments (WRCOG) regarding participation in the California HERO Program. In FY 2014/2015, ICTC plans to move forward with this partnership. ICTC will serve as the main point of contact for the Imperial County sub-region and will coordinate with participating member agencies to assist WRCOG, as needed, for efficient coordination of the California HERO Program.

In FY 2014/2015, ICTC plans to hold a Strategic Planning workshop later this year to prioritize short-term goals for our transportation programs as well as the development of non-transportation programs as a regional council of governments (COG) as previously undertaken by the Imperial Valley Association of Governments (IVAG). Additionally, ICTC will plan for and implement a region-wide General Assembly to highlight and present ICTC's existing programs and accomplishments, and our future programs and pursuits. Tentatively, the General Assembly would be held in early part of 2015.

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

In Fiscal Year 2014-2015 ICTC activities will emphasize the implementation of the Regional Transportation Plan (RTP) and Sustainable Community Strategies (SCS) for Imperial County. In the upcoming year, ICTC and the Southern California Association of Governments (SCAG) will work in partnership with each of the Cities and the County's agencies to implement the strategies and projects identified. In FY 2013-2014, ICTC in participation with Caltrans and SCAG began development of the scope of work for a comprehensive update of the Imperial County Long Range Transportation Plan (LRTP), and submitted grants to assist in development. If grant award is successful the project will get underway this coming year.

ICTC will continue efforts with SCAG and Caltrans District 11 to update the Imperial County Transportation Model. This regional transportation model is a critical planning tool for evaluating and prioritizing major transportation improvements in the County. Staff and local stakeholders will partner with Caltrans in the development of a project study report for the Forrester Road Corridor from I-8 to SR78/86. Staff will also work to identify funding opportunities to pursue critical planning studies necessary for the Forrester Road Corridor 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." The goals for the Alliance are focused on Cross-border transportation infrastructure, economic development and environmental issues.

## EXECUTIVE SUMMARY—FY 2014/2015 Overall Work Plan & Budget

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

In addition, ICTC has been successful in securing funding for the San Diego State University/Imperial Valley College Shuttle Analysis, that will get underway in Fall 2014. In partnership with Caltrans, ICTC will complete the Calexico Intermodal Transportation Center Feasibility Study and pursue capital funding for design and construction; and work to complete the California/Baja California Pedestrian and Bicycle Transportation Access Study. The tables below list the regional transportation planning and program management projects.

<b>Capital Projects</b>	<b>Funding</b>
I-8/Dogwood Bridge Widening	\$33,120,000*
I-8/Imperial Avenue Interchange	\$39,158,000*
State Route 98 and Cesar Chavez Blvd. Improvements – Calexico West Port of Entry	\$21,253,000*
Pedestrian Lane Expansion – Calexico West Port of Entry	\$3,000,000
Binational Partnership Toll Pilot Project – Calexico East Port of Entry Bridge Widening, Auto and Truck Lane Expansion	\$75,000,000
Phase 1 Construction & Expansion – Calexico West Port of Entry	\$98,000,000
Phase 2 Construction & Expansion – Calexico West Port of Entry	\$275,000,000
<b>TOTAL</b>	<b>\$544,531,000</b>

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

<b>Planning &amp; Transportation Improvement Program Projects</b>	<b>Funding</b>
Regional Surface Transportation Program (RSTP) - FY14/15	\$2,265,000*
Congestion Mitigation & Air Quality (CMAQ) - FY14/15	\$1,470,000*
Safe Routes to School Regional Master Plan	\$193,000
Calexico Intermodal Transportation Center Feasibility Study	\$113,000
CA/Baja CA Ped/Bike Transportation Access Study (Land POE)	\$300,000
Long Range Transportation Plan Update	\$350,000 <sup>1</sup>
<b>TOTAL</b>	<b>\$4,691,000</b>

*\*Source 2014 Federal Transportation Improvement Program (FTIP)*

*<sup>1</sup>Funding for this project is pending a TIGER grant award.*

## EXECUTIVE SUMMARY—FY 2014/2015 Overall Work Plan & Budget

### Transit Planning and Program Management

This budget receives input from three sources; the Annual Unmet Transit Needs Public Hearing, a review of available revenues, and the development of service budgets from member agencies. The OWP and Budget report 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 consultants in support of these programs and services. Funding is also spent locally when and where possible for additional services including; fuel, tires, uniforms, heavy duty mechanical, internet and marketing services.

The transit budget reflects revenue and expenses of approximately \$20.7 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
Bus Stop Inventory and Information Program	\$150,000
SCAG Countywide Aerial Acquisition project	\$10,000
San Diego State University/Imperial Valley College Shuttle Analysis	\$295,000
SDSU/IVC Shuttle Analysis (In-Kind/Staff Local Match)	\$33,881
<b>TOTAL</b>	<b>\$488,881</b>

The following describes the federal, state and local fund sources:

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

Federal Transportation Administration (FTA) Section 5307 Urban grant funds received in arrears ICTC totaling \$5.298 million are programmed to be utilized for the IVT, IVT Access and IVT- Blue and Green Line transit systems, and the El Centro, Brawley and Imperial bus transfer terminals. Actual apportionments for this fund are typically not available until October of each year. The FY 2014-15 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.

Federal Transportation Administration (FTA) Section 5311 Rural funds received in arrears totaling \$427,362 are programmed to be utilized for the IVT fixed route transit system in the rural area. Actual apportionments for this fund are typically not available until October of each year. The numbers for FY 2014-2015 are estimates based on apportionments from prior years.

Active Transportation Program (ATP) The ATP consolidates existing federal and state transportation programs, including the Transportation Alternatives Program (TAP), Bicycle Transportation Account (BTA), and State Safe Routes to School (SR2S). ICTC submitted a grant application in the amount of \$708,240. If awarded funds will be utilized to improve pedestrian and ADA access in the community of Heber.

### **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 2014-2015 are \$300,000.

State Transit Assistance (STA) funds received quarterly are restricted to transit expenses only and are estimated at \$772,950.

## EXECUTIVE SUMMARY—FY 2014/2015 Overall Work Plan & Budget

Local Transportation Funds (LTF) funds received monthly from the State Controllers offices based on the retail sales tax collected locally totaling near \$9.2 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 completion of the Imperial bus transfer terminal.

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

State Planning, and Research (SP&R) Funds are budgeted for planning purposes only. Projects funded by these funds are the Pedestrian and Bicycle Transportation Study of the California/Mexico Land Ports of Entry and the State Routes to School Master Plan. A grant application has also been submitted for an update to the Long Range Transportation Plan.

### **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..

SCAG/Member Agency Contributions Member agency contributions are based upon a formula adopted by the Commission on May 26th, 2010. SCAG contributions include shared costs for the Office Assistant / Receptionist position.

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# IMPERIAL COUNTY TRANSPORTATION COMMISSION

FY 2014/2015 OVERALL WORK PLAN AND BUDGET

## ICTC

### Board and Executive Director

George Nava, Mayor Pro-tem  
City of Brawley

Maria Nava-Froelich, Mayor  
City of Calipatria

Bill Hodge, Mayor  
City of Calexico

Sedalia Sanders, Council Member  
City of El Centro

Jim Predmore, *Council Member*  
City of Holtville

Mark Gran, Council Member  
City of Imperial

Larry Ritchie, Mayor  
City of Westmorland

Jack Terrazas, Supervisor  
County of Imperial

Ryan Kelley, Supervisor  
County of Imperial

Bruce Kuhn, Director  
Imperial Irrigation District

Laurie Berman, Director  
California Department of  
Transportation, District 11  
(Ex-Officio)

Mark Baza,  
Executive Director

## THE ICTC AND ITS RESPONSIBILITIES

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

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

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

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

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

ICTC is pursuing a consolidation of Dial-a-Ride Paratransit services in the City of Brawley, Calexico, Imperial, and Westshores for FY 2014-2015.



# IMPERIAL COUNTY TRANSPORTATION COMMISSION

FY 2014/2015 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 ICTC is the co-lead to implement in partnership with the Imperial Valley Economic Development Corporation and Mexicali's Economic Development Organization (CDEM) have developed the "Imperial-Mexicali Binational Alliance." The Imperial—Mexicali Binational Alliance has been established via memorandum of understanding on September 12, 2013 in the City of Mexicali. ICTC's goals for this group are focused on cross-border transportation infrastructure, economic development and environment issues. ICTC has a primary focus on trying to finance implement short-term low cost improvements and to have consensus of priorities for issues and specific improvements. Additionally, to pursue traditional fund sources and innovative financing mechanisms to implement short- to long-term border infrastructure needs. In addition to the lead agencies, the participants for this group include the Cities of Calexico and Mexicali; County of Imperial; State of Baja California's Cabinet Offices of Transportation/Urban Planning (SIDUE), Environment, and Economic Development; Caltrans; US and Mexico Federal Agencies at the border, such as the U.S. General Services Administration (GSA) and Customs and Border Protection (CBP); and Mexico's Secretariat for Communications and Transportation (SCT), Customs and Immigration. Other interested stakeholders are invited, such as Calexico Chamber's Border Ad Hoc Committee, and other Imperial Valley city representatives that wish to attend. This group meets bimonthly on the 2nd Thursday of the month and rotates location between Imperial and Mexicali.

### **ICTC's COMMITTEE STRUCTURE**







# IMPERIAL COUNTY TRANSPORTATION COMMISSION

FY 2013/2014 OVERALL WORK PLAN AND BUDGET

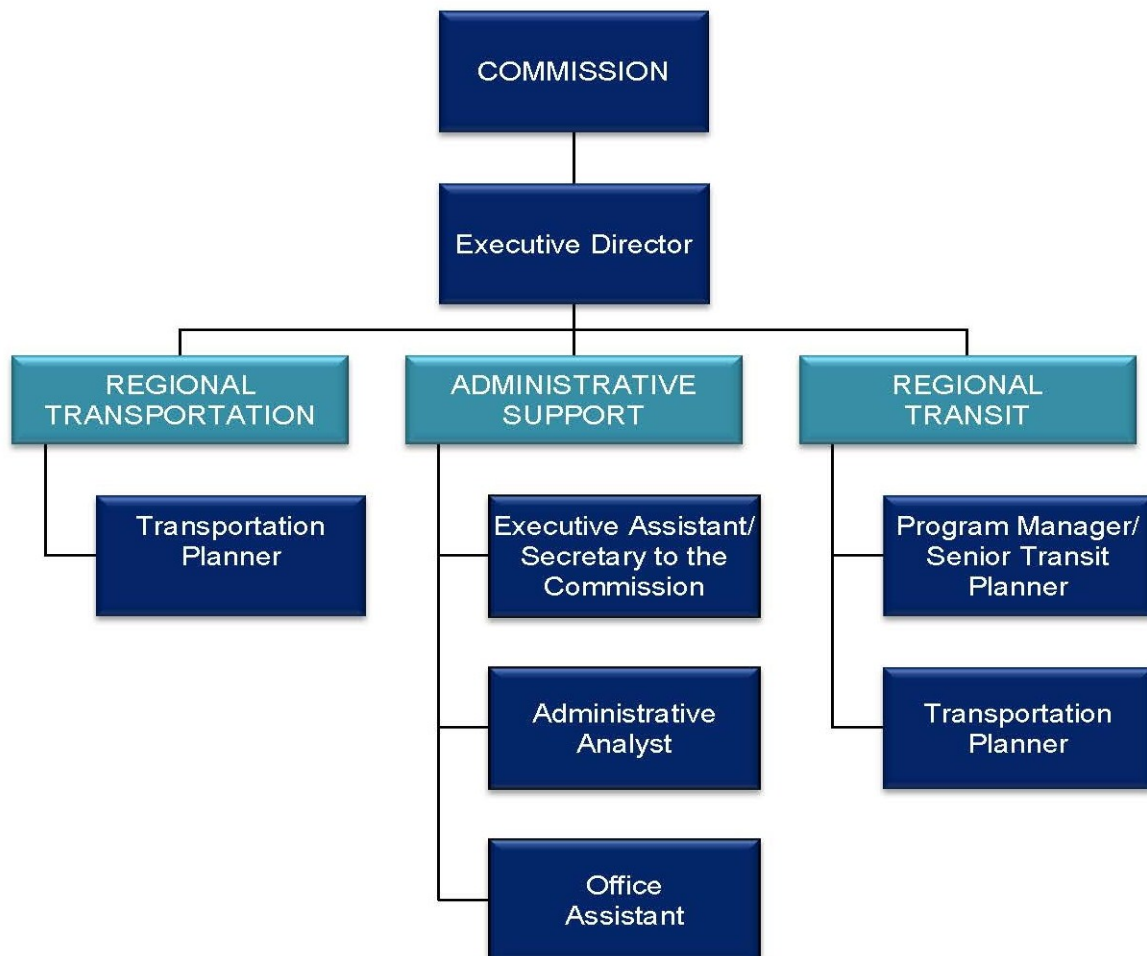
## ORGANIZATIONAL STRUCTURE (Continued)

### ICTC STAFF

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

The FY 2014-2015 budget proposes staffing of seven full-time positions to manage the programs and services described in this budget. The full-time positions includes one Office Assistant, one Secretary/Clerk to Commission, one Administrative Analyst, 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.

### STAFF ORGANIZATIONAL STRUCTURE







# IMPERIAL COUNTY TRANSPORTATION COMMISSION

FY 2014/2015 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. Imperial County expands for 4,597 square miles. The California Department of Finance’s January 2014 Population estimate indicates the County has a population of 180,672. 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 2013, there were an estimated 40,000 people that cross daily into the U.S. from Mexico through the U.S. Customs and Border Protection Agency’s two busiest land ports of entry between Imperial County and Mexicali, Mexico at Calexico West/Mexicali I, and Calexico East/Mexicali II (by cars and as pedestrians).

### **INTRODUCTION**

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

The Fiscal Year 2014-2015 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 2014/2015 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 county in accordance with policy guidelines, ICTC allocates State and Federal funds and designates a lead agency to administer the implementation of these projects. Once the Commission makes an allocation and a project is programmed in the long-range Regional Transportation Plan (RTP) and the short-range Regional Transportation Improvement Program (RTIP), the lead agency is responsible for applying for funds through ICTC, to the State or Federal agencies as appropriate. These funds are then placed in the lead agency's local budget. If ICTC is designated as the lead or co-lead agency, these funds will appear in its budget. These funds include but are not limited to, Federal Transit Administration (FTA), Federal Surface Transportation Program (STP), Federal Congestion Mitigation and Air Quality (CMAQ), Federal Active Transportation Program (ATP) Congressional Appropriations, State Transportation Improvement Program (STIP) and the States Proposition 1B funds.

The revenues budgeted for ICTC in FY 2014/2015 are estimated to \$21,865,857 and include both new revenues and funds carried-over from the previous fiscal year. As shown in the *FY 2014/2015 Overall Work Plan and Budget Summary*, the sub-total of the revenues are split by federal, state and local sources (Federal revenues total \$5,387,967; State revenues total, \$14,921,235; and, Local revenues total \$1,556,655).

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 \$3,278,365 million are programmed to be utilized for the IVT transit system, IVT- Blue/Green Lines, IVT Access, and the El Centro transfer terminal. Actual apportionments for this fund are typically not available until October of each year. The numbers for FY 2014/2015 are estimates based on apportionments from prior years.

Federal Transportation Administration (FTA) Section 5309 The City of Imperial requested a federal FTA 5309 earmark through Congressman Filner for the acquisition of right of way, design and construction of the Imperial Bus Transfer Park. The City received an award of \$974,000.

Federal Transportation Administration (FTA) Section 5311 Rural funds received in arrears totaling \$427,362 are programmed to be utilized for the IVT fixed route transit system and the IVT Gold Line in the rural area. Actual apportionments for this fund are typically not available until October of each year. The numbers for FY 2014/2015 are estimates based on apportionments from prior years.

Active Transportation Program (ATP) The ATP consolidates existing federal and state transportation programs, including the Transportation Alternatives Program (TAP), Bicycle Transportation Account (BTA), and State Safe Routes to School (SR2S). ICTC submitted a grant application in the amount of \$708,240. If awarded funds will be utilized to improve pedestrian and ADA access in the community of Heber.



# IMPERIAL COUNTY TRANSPORTATION COMMISSION

## FY 2014/2015 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 in May 2010 based on the region's request. The funds available in FY 2014/2015 are \$300,000.

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

Local Transportation Funds (LTF) Funds received monthly from the State Controllers offices based on the retail sales tax collected locally totaling \$9,219,932 for transit purposes.

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

Public Transportation Modernization Improvement and Service Enhancement Account (PTMISEA) Funds are expected to be received annually, under the Bond Act Prop 1b approved by voters in November 2006. The State of California recently completed its bond sales for the program and allocations are being approved and disbursed throughout the state. ICTC recently received an approved allocation request in the amount of \$3,575,677 to be used as a part of the transit fleet capital replacement program.

California Security and Transit Grant Program (CSTGP) Funds are budgeted for grants that will provide lighting, cameras and security phones at the bus transfer facilities and cameras on board transit buses. Funds are expected to be received totaling \$266,676 for FY 2010/2011 and FY 2011/2012 under the Bond Act Prop 1b approved by voters in November 2006. The FY 2011/2012 funding will be used for security camera systems to be installed on transit fleet vehicles. CalEMA has approved the allocation requests and bond sales and all funds have been recently disbursed.

State Planning and Research (SP&R) Funds are budgeted for planning purposes only. Projects funded by these funds are the Pedestrian and Bicycle Transportation Study of the California/Mexico Land Ports of Entry and the State Routes to School Master Plan. A grant application has also been submitted for an update to the Long Range Transportation Plan.

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

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

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

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

SCAG / Member Agency Contributions this funding is received from member agencies based upon an adopted formula. The formula was adopted by the Commission on April 28, 2010. SCAG contributions include shared cost for the office assistant / receptionist position.



# IMPERIAL COUNTY TRANSPORTATION COMMISSION

FY 2014/2015 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

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 and is scheduled in September for FY 2014/2015.

Table 1 on page 15 provides a summary of the FY 2014/2015 Budgets Fund Sources and Expenditures.

TABLE 1

IMPERIAL COUNTY TRANSPORTATION COMMISSION FUNDING SOURCES								
					Budget FY 2013-14	Estimated Actual FY 2013-14	Budget FY 2014-15	%
1	2	3	4	5	6	7	8	9
<b>REVENUES</b>								
	<b>FEDERAL</b>							
A	FTA SEC 5307 (Urban)				\$5,498,988	\$4,588,988	\$3,278,365	-29%
B	FTA SEC 5307 (ARRA) - El Centro Transfer Terminal				\$430,046	\$430,046	\$0	-100%
C	FTA SEC 5317 - Access Service Improvements				\$281,006	\$200,000	\$0	-100%
D	FTA SEC 5309 - Imperial Transfer Terminal				\$1,274,000	\$300,000	\$974,000	225%
E	FTA SEC 5311 (Rural) - Rural Transit Services				\$133,786	\$133,786	\$427,362	219%
F	Active Transportation Projects (ATP)				\$0	\$0	\$708,240	700%
G			SUBTOTAL		\$7,617,826	\$5,652,820	\$5,387,967	-5%
	<b>STATE</b>							
H	TDA - LOCAL TRANSPORTATION FUND (LTF)				\$5,786,199	\$7,902,730	\$9,219,932	17%
I	TDA - STATE TRANSIT ASSISTANCE (STA)				\$702,000	\$702,000	\$772,950	10%
J	STIP- PLANNING, PROGRAMMING & MONITORING				\$300,000	\$300,000	\$300,000	0%
K	STATE PLANNING and RESEARCH (SP &R)				\$0	\$0	\$786,000	700%
L	PROP 1B - PTMISEA				\$754,000	\$511,000	\$3,575,677	600%
M	PROP 1B - CTSGP				\$266,676	\$266,676	\$266,676	0%
N			SUBTOTAL		\$7,808,875	\$9,682,406	\$14,921,235	54%
	<b>LOCAL</b>							
O	FARE REVENUE				\$970,759	\$918,907	\$1,043,155	14%
P	ON HAND				\$400,900	\$400,900	\$181,000	-55%
Q	LOCAL TRANSPORTATION AUTHORITY (LTA) 2% transit set a side				\$200,000	\$200,000	\$200,000	0%
R	SCAG/MEMBER AGENCY CONTRIBUTIONS				\$100,000	\$132,500	\$132,500	0%
S			SUBTOTAL		\$1,671,659	\$1,652,307	\$1,556,655	-6%
T	TOTAL				\$17,098,360	\$16,987,533	\$21,865,857	29%
<b>EXPENDITURES</b>								
U	REGIONAL TRANSIT				\$6,405,509	\$6,405,509	\$6,841,763	7%
V	LOCAL TRANSIT				\$1,347,524	\$1,347,524	\$1,360,993	1%
W	TRANSIT CAPITAL (Vehicle Prcmt & Transit Facility Construction)				\$6,605,830	\$5,801,000	\$10,825,689	87%
X	ADMINISTRATION AND PLANNING				\$1,968,000	\$1,800,500	\$1,957,837	9%
Y	REVENUE STABILIZATION/ OPERATING RESERVE				\$612,497	\$1,474,000	\$714,575	-52%
Z	BIKES AND PEDS Art 3				\$159,000	\$159,000	\$165,000	4%
AA	TOTAL				\$17,098,360	\$16,987,533	\$21,865,857	29%



TABLE 2

IMPERIAL COUNTY TRANSPORTATION COMMISSION FY 2014-15 OVERALL WORK PROGRAM AND TRANSIT PROGRAMS FINANCE PLAN													
Projected Revenues													
1	2	3	4	5	6	7	8	9	10	11	12	13	
A	FEDERAL				SUBTOTAL	TOTAL		STATE			SUBTOTAL	TOTAL	
B	FTA Sec 5307 Urban	2008-10	\$906,966					STA	2014-15	\$772,950	\$772,950		
C		2014-15	\$2,371,399		\$3,278,365								
D	FTA 5309 Capital	2011-12	\$974,000		\$974,000			STIP - PPM	2014-15	\$300,000	\$300,000		
E	FTA 5311 Rural	2013-14	\$129,000					SP and R	2014-15	\$786,000	\$786,000		
F		2014-15	\$298,362		\$427,362								
G	ATP	2014-15	\$708,240		\$708,240			LTF SB325	2011-12	\$219,932	\$219,932		
H									2013-14	\$3,500,000			
I	LOCAL								2014-15	\$5,500,000	\$9,219,932		
J	I Fare revenue	2014-15	\$1,043,155		\$1,043,155			PTMISEA	2010-11	\$243,000			
K	On Hand	2013-14	\$181,000		\$181,000				2012-13	\$3,332,677	\$3,332,677		
L	LTA 2%	2014-15	\$200,000		\$200,000			CTSGP	2010-11	\$133,338			
M	SCAG/member contrib	2014-15	\$132,500		\$132,500				2011-12	\$133,338	\$266,676		
					\$1,556,655							\$14,921,235	
	Total											\$21,865,857	
Projected Expenditures													
N	Service	Cost	Estimated Fares	On Hand balance	STIP PPM SP and R	2% LTA Transit	SCAG / member contributions	Prop 1B CTSGP & PTMSEA	FTA Sec 5311 & 5309	FTA Sec 5307 & ATP	#7076 LTF SB325	#7079 STA AB 2251	Total
O	Regional Transit Services												
	Local Transit Services												
P	Transit vehicle Purchase												
Q	Transit Project Construction												
R	Transit Facility Maintenance												
S	Transit Miscellaneous Improvements												
T	ICTC Transit												
U	Admin/Operations												
V	ICTC Transit Plans/Programs												
W	ICTC Regional Planning												
X	Revenue Stabilization / operating reserve												
Y	Bikes and Peds Art 3												
Z													
AA	Total												



## **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) regarding participation in the California HERO Program. In FY 2014/2015, ICTC plans to move forward with this partnership. ICTC will serve as the main point of contact for the Imperial County sub-region and 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 2014/2015.

### **REGIONAL TRANSPORTATION PLANNING**

Fiscal Year 2014/2015 will see an even greater emphasis in regional transportation planning than in previous years. With the passage of SB 375 and the requirement to reduce Greenhouse Gas emissions, the relationship between land use and transportation planning has been formalized and ICTC must be prepared to provide leadership in the development of Sustainable Community Strategies (SCS) for Imperial County. In the upcoming year, ICTC and Southern California Association of Governments (SCAG) will work in partnership with each of the Cities and the County's planning agencies and our regional planning partners to reach consensus on an approach as we prepare for an update to the multi-county SCS and Regional Transportation Plan (RTP) in 2016.

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

### **REGIONAL TRANSPORTATION PROGRAMMING**

For Regional Transportation Programming, the ICTC efforts for Fiscal Year 2014/2015 will be focused on the Capital Projects Program and the Transportation Improvement Program.

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

Transportation Improvement Program (TIP) The Transportation Improvement Program activity encompasses development and amendments to the State and Federal Transportation Improvement Programs (TIPs), including 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.



## REGIONAL TRANSPORTATION PLANNING AND PROGRAM MANAGEMENT

FY 2014/2015 OVERALL WORK PLAN AND BUDGET

In March, 2012 the LTA approved and adopted the LTA Bond Financing effort. Participating Agencies included the Cities of Brawley, Calexico, Calipatria, Imperial and the County of Imperial. In FY 2014/2015 staff will administer the member agency's distributions and bond payments. Staff will also be assisting with the FY 2013/2014 financial reports.

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



TABLE 3

IMPERIAL COUNTY TRANSPORTATION COMMISSION						
ICTC REGIONAL PLANNING AND PROGRAM MANAGEMENT 7417001						
1	2	3	4	5	6	7
<b>REVENUES</b>						
A	430000	On hand balance/interest revenue		\$	1,000	
B	456040	Federal		\$	-	
C	446445	State - STIP-PPM, SP and R		\$	1,086,000	
D	493000	Local - Member Agency Contributions, SCAG Reimbursements		\$	67,500	
E		and Reimbursement for Services Provided			\$1,154,500	
<b>F Total Revenues</b>					<b>\$1,154,500</b>	
<b>EXPENDITURES</b>						
<b><u>Administration and Operations</u></b>						
G	501000/525010	Administrative staffing and Support (1 fulltime and 4 halftime)		\$	216,752	
H		- TAC Subcommittee Administration				
I		- Contract admin: grants, reporting and oversight				
J		- ICTC Management Committee/Commission Admin				
K		- RTIP/ STIP and project coordination				
L		- Interagency consultation, legislative affairs				
M	517055	Insurance - liability		\$	14,200	
N	522000	Memberships, office exp, communications, IT, fuel and maint		\$	18,850	
O	526000	Legal notices, interpretive services		\$	10,000	
P	528000	Rents, leases and utilities		\$	22,400	
Q	530005	Regional Plans/Project Coordination, Webinars		\$	18,000	
R	531040	Training/Travel Expense		\$	15,500	
S	549000	Equipment		\$	15,000	
T		Administration and Operations Subtotal		\$	330,702	
<b><u>Professional and Specialized Projects and Services</u></b>						
U	525010	Legal Consultation 50%		\$	5,000	
V	525010	Payroll Vendor fees		\$	3,500	
W	525065	County GSA accounting		\$	750	
X	525010	HR Consultant Services 50%		\$	7,500	
Y	525090	CPA/auditors (external)		\$	15,000	
Z	525030	PM, Engineering Review and Support		\$	15,000	
AA				\$	46,750	
BB	525010	STIP / RTIP Consultant		\$	20,000	
CC	525010	Website Consultant		\$	14,048	
DD	525010	Ped-Bike CA - MX Study ( Caltrans, SanDAG et al.)		\$	300,000	
EE	525010	CBTP Sr2S Regional Master Plan		\$	193,000	
FF	525010	Imperial County Long Range Transportation Plan		\$	250,000	
GG				\$	777,048	
HH		Total Projects, Services, Plans and Programs		\$	823,798	
<b>II Total Expenditures</b>				FY 2014-15	<b>\$ 1,154,500</b>	

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# ICTC Transit Planning and Program Management FY 2014/2015

## **OVERVIEW**

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

Approximately 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 and marketing services.

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

Striking a balance between public need and available funding is at the center of any public transit project or program. The various sources and administrative requirements can be complicated and challenging to understand. Tables 4 to 6 provides an overview of the revenue and expenditure plan for FY 2014/2015, along with the descriptions of the transit planning services and projects.

## **THE PREVIOUS YEARS**

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

The most notable accomplishments include:

**Intracity Circulators** ICTC identified a need in early 2000 to provide increased access to public services within the cities starting with the City of El Centro. The designs for an IVT Blue and 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. An Orange Line in Calexico and a Red Line in Imperial are 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. The response from the passenger ridership was very positive. Ridership increased approximately 47% since the implementation in 2006/07. Headway reduction to 35 minutes during peak service hours on routes between Calexico and El Centro were implemented in October 2013.

**Alternative Fuels** 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 discussions a policy decision was made in October 2004 incorporating ultra low sulfur diesel into operations. The 40 ft. buses were retrofitted with emission compliant engines in 2005. In January 2007, the smaller cutaway bus fleet was replaced with new emission compliant vehicles. In 2012, a new fleet of 10 clean diesel Gilligs were introduced and an additional 6 vehicles are in order and are expected late 2015.

### **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									
Consolidated Administration and Operations					TRANSIT	PLANNING	TOTAL		
1	2	3	4	5	6	7	8	9	10
REVENUES									
A	7076/7416 430000	On hand balance/interest revenue			\$ 180,000	\$ 1,000			\$ 181,000
B	446010	State Aid Other - TDA (LTF)			\$ 558,337	\$ -			\$ 558,337
C	446445	State - STIP-PPM, SP and R			\$ -	\$ 1,086,000			\$ 1,086,000
D	493000	Local - Member Agency Contributions, SCAG Reimbursements and Reimbursement for Services Provided			\$ 65,000	\$ 67,500			\$ 132,500
<b>E Total Revenues</b>					<b>\$ 803,337</b>	<b>\$ 1,154,500</b>			<b>\$ 1,957,837</b>
EXPENDITURES									
<b>Administration and Operations</b>									
F	501000/ 525010	Administrative Staffing and Support (six fulltime and one shared w SCAG)			\$ 381,887	\$ 216,752			\$ 598,639
G	517055	Insurance - Liability			\$ 18,000	\$ 14,200			\$ 32,200
H	522000	Memberships, office exp, communications, IT, fuel and maint			\$ 17,250	\$ 18,850			\$ 36,100
I	526000	Legal notices, interpretive services			\$ 15,000	\$ 10,000			\$ 25,000
J	528000	Rents, leases and utilities			\$ 24,700	\$ 22,400			\$ 47,100
K	530005	Regional Plans/Project Coordination, Webinars			\$ 3,000	\$ 23,500			\$ 26,500
L	531040	Training/Travel Expense			\$ 12,500	\$ 15,000			\$ 27,500
M	549000	Equipment			\$ 12,000	\$ 15,000			\$ 27,000
N		Administration and Operations Subtotal			\$ 484,337	\$ 335,702			\$ 820,039
<b>Professional and Specialized Projects and Services</b>									
O	525010	Legal Consultation			\$ 5,000	\$ 5,000			\$ 10,000
P	525010	Payroll Vendor fees			\$ 3,500	\$ 3,500			\$ 7,000
Q	525065	County GSA accounting			\$ 2,000	\$ 750			\$ 2,750
R	525010	HR consultant services			\$ 7,500	\$ 7,500			\$ 15,000
S	525090	CPA/auditors (external)			\$ 110,000	\$ 15,000			\$ 125,000
T	525030	PM, Engineering Review and Support			\$ 20,000	\$ 10,000			\$ 30,000
U	525010	Transit Operator Drug and Alcohol Audits			\$ 11,000	\$ -			\$ 11,000
V		Subtotal			\$ 159,000	\$ 41,750			\$ 200,750
W	525010	Bus Stop Inventory and Information Program			\$ 150,000	\$ -			\$ 150,000
X	525010	Specific Transit Analysis - IVC/SDSU shuttle analysis (in kind local match)			\$ -	\$ -			\$ -
Y	525010	SCAG Countywide Aerial Acquisition project			\$ 10,000	\$ -			\$ 10,000
Z	525010	STIP / RTIP Consultant			\$ -	\$ 20,000			\$ 20,000
AA	525010	Website Consultant ( www.imperialctc.org)			\$ -	\$ 14,048			\$ 14,048
BB	525010	Ped-Bike CA - MX Study (Caltrans, SanDAG et al.)			\$ -	\$ 300,000			\$ 300,000
CC	525010	CBTP Sr2S Regional Master Plan			\$ -	\$ 193,000			\$ 193,000
DD	525010	Imperial County Long Range Transportation Plan			\$ -	\$ 250,000			\$ 250,000
EE		Subtotal			\$ 160,000	\$ 777,048			\$ 937,048
FF		Total Professional and Specialized Projects and Services			\$ 319,000	\$ 818,798			\$ 1,137,798
<b>GG Total Expenditures</b>					<b>\$ 803,337</b>	<b>\$ 1,154,500</b>			<b>\$ 1,957,837</b>
					\$ -	\$ -			\$ -



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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 2014/2015. The proposed products will provide valuable input and guidance to the future transit programs and priorities. The following are the major initiatives in progress that will be underway during FY 2014/2015:

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

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

Public Transit Statistical Sampling Project The Federal Transit Administration (FTA) requires that certain statistical information be recorded in the National Transit Database (NTD) by all agencies receiving FTA funds on a monthly basis. Some of this information requires the assistance of a consulting statistical research firm. Every three years ICTC contracts with such a firm to conduct a year long study to collect the required information. The amount of financial assistance received from the FTA is largely determined by the results of this study. This project is required and scheduled in FY 2013/2014. Scheduled for completion in FY 2014/2015.

Update to the 2009 Regional Coordinated Plan The Federal Transit Administration (FTA) requires that a review of local attempts at coordination be maintained. This document justifies and is the support source for various grants and funding requests particularly for social service agencies. This project is required and scheduled in FY 2013/2014 with completion by summer of 2014.

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

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:

- Memorandum of Understanding between ICTC and member agencies on the use of bus stops — This project is scheduled in FY 2014/2015 with completion by summer of 2015.
- 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 is scheduled in FY 2013/2014 with completion by summer of 2014.
- 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 scheduled in FY 2014/2015 with completion by summer of 2015.
- Research and recommendation into the feasibility of a region wide bus stop maintenance contractor — This project is scheduled in FY 2015/2016 with completion by summer of 2016.

## **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 ten (10) wheelchair accessible 40 ft. transit buses and four (4) wheelchair accessible minibuses.

Service is provided from 6:00 AM until approximately 11:00 PM weekdays while Imperial Valley College is in session and 6:00 AM to 5:00 PM on Saturdays, 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 58,000 passenger 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).

### **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. For trip information call 760-482-2908 For eligibility information, please call 760-592-4494. A website offers passenger eligibility forms and information at [www.ivtaccess.com](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.

### YUMA COUNTY AREA TRANSIT (YCAT) TURQUIOSE ROUTE 10



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

The service is operated by YCIPTA. The service is currently funded by a Federal Tribal Transit Grant and ICTC provided TDA. Funds. The service is in a “demonstration” phase. At the end of FY 2015 all partners will evaluate service needs and funding opportunities for service in FY 2016.

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 YCAT at (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 can not drive? How do clients get to drug treatment programs if their licenses are suspended?*

### MEDEXPRESS

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

persons with disabilities, low income and transit dependent persons access to medical facilities and services not available within Imperial County, i.e. Children's Hospital in San Diego. For information please call 760-337-8002.

The service is subsidized and administered by the Imperial County Transportation Commission (ICTC) and operated by a private non-profit transportation carrier.



## INDIVIDUAL AGENCY PUBLIC TRANSIT SERVICES

(TDA-LTF Article 8c)

### BRAWLEY Dial-A-Ride

The Brawley Dial-A-Ride is a demand response transit service within the City of Brawley. Demand response service is available to the general public and provided six (6) days a week. For information please call 760-344-5377.

The service is subsidized by the Imperial County Trans-

portation Commission (ICTC), administered by the City of Brawley and operated by a private for-profit transportation carrier.



### CALEXICO Dial-A-Ride

The Calexico Dial-A-Ride is a demand response transit service within the City of Calexico. Demand response service is available to seniors and persons with disabilities and provided seven (7) days a week. For information please call 760-482-0184.

The service is subsidized by the Imperial County Trans-

portation Commission (ICTC), administered by the City of Calexico and operated by a private for-profit transportation carrier.





## ICTC TRANSIT PLANNING AND PROGRAM MANAGEMENT

*In FY 2013/14, the various public transit services provided an average of 64,000 trips a month, throughout the Imperial Valley.*



### **EL CENTRO Dial-A-Ride**

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

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



### **WEST SHORES Dial-A-Ride**

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

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



### **IMPERIAL Dial-A-Ride**

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

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

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

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

approved projects throughout the fiscal year. Typically agencies submit projects to create curb cuts for handicap access where currently none exists. In addition, all of the member agencies have completed, or are in the process of completing Master Bicycle Plans. For further information please contact the specific public works department in each community.



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

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

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





# ICTC TRANSIT PLANNING AND PROGRAM MANAGEMENT

## Capital Improvement Program —Major Accomplishments FY 2013/2014

### 7th and State Streets Intermodal Transfer

#### Terminal—El Centro

The ICTC and the City of El Centro developed plans and received grant funding to create a unique transfer facility at 7th and State Streets in El Centro. The facility will provide the opportunity to transfer from the public intra city transit system, the IVT Blue and Green Lines, to the public intercity transit system Imperial Valley Transit. Transfer Terminal opened for the public in January 2014.

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



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

The ICTC and the City of Brawley received state and federal funding to complete a unique transfer facility at S. 5<sup>th</sup> Street and S. Plaza Streets in Brawley. The facility will initially provide the opportunity to transfer from taxis, Dial-A-Ride and routes on Imperial Valley Transit. With implementation of the Gold Line, Brawley residents will be able to use this facility for both intercity and intra-city transit trips and transfers.

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



The Transfer Terminal opened for the public in December 2013.

## Capital Improvement Program FY 2014/2015

### Imperial Transit Park

The City of Imperial requested a federal FTA 5309 earmark through Congressman Filner for the acquisition of right of way, design and construction of the Imperial Bus Transfer Park. The City received an award of \$974,000. The City also will be using Public Transportation Modernization, Improvement and Service Enhancements Account (PTMISEA) funds for the Engineering and Design in the amount of \$243,000.

A site for the Imperial Transfer Park will be identified in FY 2014/2015.



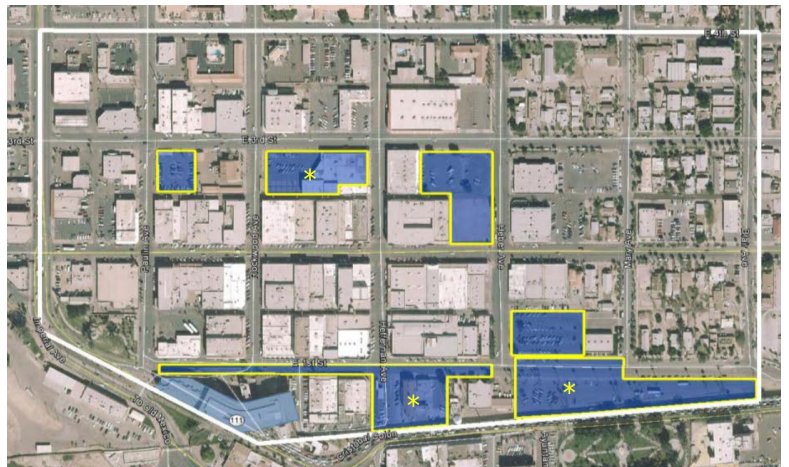
### Calexico Border Intermodal Transportation Center (ITC) Feasibility Study

The proposed Calexico Border 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; and those using transportation services to/from cities throughout Imperial Valley and beyond.

The Imperial County Transportation Commission (ICTC) in partnership with Caltrans, City of Calexico and Southern California Association of Governments (SCAG) have determined that an ITC concept adjacent to the international border crossing can mitigate various mobility impacts generated by the Calexico Port of Entry expansion project. The study was underway in FY 2013/2014 with completion in fall of 2014.

The study has identified three locations to proceed with development of conceptual designs and determine operational and financial feasibility. The next step will be to pursue funding for design and construction.

The goal of this project is to provide a full service transit center for the residents of Calexico, Imperial Valley and beyond.



# 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 Brawley IVT Gold Line Circulator—Implementation Phase
2. City of Calexico IVT Orange Line Circulator—Pursuit of Funding
3. Continuation of the El Centro Blue/Green Line Circulator— Implementation Phase
4. El Centro Transfer Terminal – Implementation Phase
5. City of Imperial IVT Red Line Circulator—Pursuit of Funding
6. Evaluation/Analysis of Public Transit Fare Increase
7. 2011 Update to the Short Range Transit Plan
8. The FY 2008-2010 ICTC TDA Triennial Performance and Management Audit
9. Update to the 2009 Coordination Plan
10. Imperial Valley/San Diego State University - IV Transit Shuttle Analysis—Scheduled for completion FY 2014/15
11. Conversion of Bus route map to GIS format
12. Full implementation of low emission diesel engines in fixed route transit buses
13. Development of the “Imperial Valley Transit” website ([www.ivtransit.com](http://www.ivtransit.com))
14. Development of the “IVT Access” website ([www.IVTAcess.com](http://www.IVTAcess.com))

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

1. Feasibility Review for Development of Uniform Bus Stop Signs
2. Update to the 1995 IVAG TDA Guidebook



# APPENDIX A

## FY 2014-15 Imperial County Transportation Commission Cost Sharing Agreement

OPTION 3 (Population Distribution)				Quarterly Billing Amount		change from prior year
AGENCY	*POPULATION	%	Annual Base AMOUNT	Adjusted %	Annual Adjusted AMOUNT	
City of Brawley	25,723	15.0%	\$ 14,958	12.4%	\$ 12,381	(10)
City of Calexico	40,464	23.5%	\$ 23,530	19.5%	\$ 19,476	(5)
City of Calipatria	3,667	2.1%	\$ 2,132	1.8%	\$ 1,765	(2)
City of El Centro	43,495	25.3%	\$ 25,292	20.9%	\$ 20,935	(17)
City of Holtville	6,154	3.6%	\$ 3,579	3.0%	\$ 2,962	(2)
City of Imperial	16,677	9.7%	\$ 9,698	8.0%	\$ 8,027	62
City of Westmorland	2,301	1.3%	\$ 1,338	1.1%	\$ 1,108	(2)
County of Imperial	33,489	19.5%	\$ 19,474	16.1%	\$ 16,119	(13)
**IID	0	0.0%	\$ -	17.2%	\$ 17,228	(11)
Total	171,970	100%	\$ 100,000	100%	\$ 100,000	

\* population from Dept of Finance May 2014

\*\* IID percentage is based on an average of the 4 largest agencies = 35,793 which equates to 17.2% and reduces the base amount for the remaining member agencies to \$82,772

Brawley	25,723
Calexico	40,464
El Centro	43,495
County	33,489
	<u>143,171</u>
average	35,793

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

171,970	35,793	/	207,763	17.2%
35,793				
<u>207,763</u>	\$	100,000	*	17.2%
	\$	100,000	-	\$ 82,772

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

