



**1405 N. IMPERIAL AVE., SUITE 1
EL CENTRO, CA 92243-2875
PHONE: (760) 592-4494
FAX: (760) 592-4497**

MANAGEMENT COMMITTEE

**City of Imperial
Rainforest Art Center
420 S. Imperial Avenue
Imperial, CA 92251**

**WEDNESDAY, JANUARY 13, 2016
10:30 A.M.**

CHAIR: ROSANNA BAYON MOORE

VICE CHAIR: MARLENE BEST

Individuals wishing accessibility accommodations at this meeting, under the Americans with Disabilities Act (ADA), may request such accommodations to aid hearing, visual, or mobility impairment by contacting ICTC offices at (760) 592-4494. Please note that 48 hours advance notice will be necessary to honor your request.

I. CALL TO ORDER AND ROLL CALL

II. EMERGENCY ITEMS

- A. Discussion/Action of emergency items, if necessary.

III. PUBLIC COMMENTS

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

IV. APPROVAL OF CONSENT CALENDAR

- A. Approval of Management Committee Draft Minutes: December 9, 2015 Pages 4-17
- B. Receive and File:
 - 1. ICTC Board Draft Minutes Meeting: December 9, 2015
 - 2. ICTC SSTAC Draft Minutes: December 2, 2015
- C. Transportation Development Act (TDA) and Miscellaneous Fiscal Audits for FY 2014-15 Page 19

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

- 1. Receive and file the Transportation Development Act and other fiscal audits for the Imperial County Transportation Commission, for FY 2014-15
- 2. Direct staff to transmit the fiscal audits to the State Controller's Office

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

V. REPORTS

- A. ICTC/LTA Executive Director
 - See attached Executive Director Report on page 107
- B. Southern California Association of Governments
- C. California Department of Transportation – District 11
 - See attached Caltrans Report on page 111
- D. Committee Member Reports

VI. ACTION CALENDAR

- A. Rotation of Chair and Vice-Chair Positions Page 116
 - 1. It is requested that the Management Committee take any appropriate action in the consideration of the rotation and assignment of the two positions.
- B. ICTC Overall Work Program (OWP) and Budget FY 2015-2016, Amendment #1 Page 119

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

 - 1. Approve the FY 2015-16 Overall Work Program and Transit Finance Plan Budget Amendment #1

VII. LOCAL TRANSPORTATION AUTHORITY (LTA) ACTION CALENDAR

- A. Fund Request to the Local Transportation Authority (LTA) - Extension of Existing Concrete Island at Intersection of Austin Road and Brewer Road in Imperial County Page 123

It is requested that the ICTC Management Committee forward this item to the LTA Board for review and approval after public comment, if any:

 - 1. Approve the allocation for additional funding needed in the amount \$237,735 from the Regional Highway set-aside from the Measure D allocations.
 - 2. Authorize the Executive Director to execute the necessary agreements between the County and ICTC.

VIII. INFORMATION / DISCUSSION CALENDAR

- A. LTA Bond Update

IX. NEXT MEETING DATE AND PLACE

- A. The next meeting of the Management Committee is currently scheduled for **Wednesday, February 10, 2016 at 10:30 a.m.**, at the **City of Westmorland**, Westmorland, CA.

X. ADJOURNMENT

- A. Motion to Adjourn

IV. CONSENT CALENDAR

- A. Approval of Management Committee Draft Minutes: DECEMBER 9, 2015

- B. Receive and File:
 - 1. ICTC Board Draft Minutes Meeting: DECEMBER 9, 2015
 - 2. ICTC SSTAC Draft Minutes: DECEMBER 2, 2015

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
MANAGEMENT COMMITTEE**

DRAFT MINUTES OF DECEMBER 9, 2015

10:30 a.m.

VOTING MEMBERS PRESENT:

City of Brawley	Rosanna Bayon Moore
City of Calipatria	Rom Medina
City of Calexico	Nick Fenley
City of El Centro	Teri Brownlee for Ruben Duran
City of Holtville	Nick Wells
City of Imperial	Jorge Galvan for Marlene Best

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

OTHERS PRESENT: Jacob Armstrong: Caltrans; Tomas Oliva: SCAG; Liz Zarate: City of El Centro

The following minutes are listed as they were acted upon by the Imperial County Transportation Commission Management Committee and as listed on the agenda for the meeting held Wednesday, December 9, 2015 together with staff reports and related documents attached thereto and incorporated therein by reference.

I. CALL TO ORDER AND ROLL CALL

Chair Bayon Moore called the Committee meeting to order at 10:39 a.m. Roll call was taken. Introductions were made.

II. EMERGENCY ITEMS

A. There were none.

III. PUBLIC COMMENTS

A. There were none.

IV. CONSENT ITEMS

A motion was made by [Medina](#) seconded by [Fenley](#) to approve consent items 4A- 4D. **Motion carried** unanimously, with a correction made to the resolution on item D.

A. Approved ICTC Management Committee Minutes for October 14, 2015

B. Received and filed:

1. ICTC Board Draft Minutes for October 28, 2015
2. ICTC TAC Draft Minutes for November 19, 2015
3. ICTC SSTAC Draft Minutes for November 4, 2015

C. LTF (SB821), Article 3, Bicycle and Pedestrian Project Distribution List, Fiscal Year 2015-16

Management Committee forwarded this item to the Commission for review and approval:

1. Adopted the attached LTF (SB821) Bicycle and Pedestrian Project Distribution List for Fiscal Year 2015-16
2. Authorized the claimant agencies to file Article 3 Claims for the approved amount

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

D. California Transit Security Grant Program FY 2013-14

1. Adopted the attached resolution authorizing the Executive Director or his designee to take any actions necessary on behalf of ICTC for the purposes of obtaining FY 2013-14 financial assistance provided by the Governor's Office of Homeland Security under the California Transit Grant Program.

V. REPORTS

A. ICTC Executive Director

Mr. Baza and staff had the following announcements:

- The community outreach and public workshop component of the SRTS Master Plan has been completed. The consultant team has released the draft report and is on the ICTC website at <http://www.imperialctc.org/publications-&-reports/transit-and-non-motorized/>. Staff is requesting that agency comments be submitted by December 11, 2015 to the consultant. The final plan is scheduled for approval in February 2016.
- ICTC submitted the Calexico East Commercial Vehicle Port of Entry Expansion Project under the California Sustainable Freight Action Plan: Pilot Project Ideas. The project is a proposed public-private partnership for the construction costs of the freight elements of the Calexico East Expansion that include: bridge expansion, commercial vehicle primary inspection booths and road construction totaling \$30 million. The California Environmental Protection Agency Air Resources Board will review the project ideas submitted and will prepare a preliminary pilot project list for public comment at regional workshops planned for early 2016. A copy of the application was attached to the agenda.
- ICTC submitted an order for 6 smaller 25ft. cutaway transit vehicles to be operated on the fixed route services with lower ridership. Those vehicles will be purchased under the CalACT statewide cooperative purchasing agreement. All 6 vehicles will replace a mixture of leased and First Transit owned vehicles to eventually make the entire fixed route fleet owned by ICTC. The receipt of the vehicles should take place over the coming months with project completion scheduled for January 2016. ICTC is currently working with a vendor to receive a quote for the five (5) 25ft. cutaway transit vehicles for the IVT RIDE – El Centro service as well.
- Recruitment is underway for a Regional Mobility Coordinator, a bilingual position at ICTC. This is a federally grant funded role that is a common position in transit service agencies. The primary duties will include the certification and eligibility process for the Americans with Disabilities Act, mobility travel training and other interaction with seniors and persons with disabilities. The recruitment is anticipated to take place in December 2015 with the hiring process completed in January 2016.
- Every three years the Federal Transit Administration (FTA) conducts an intensive review of practices and procedures to determine compliance with twenty one (21) areas for the continued use of federal transit grant funding. The anticipated date of review is February 9th to 11th, 2016. ICTC staff have attended a review workshop and are preparing a preliminary submittal of documents and materials for the audit team in advance of the visitation. The review team will visit transfer terminals and the bus operations yard, and are expected to talk with staff from ICTC, Brawley, Imperial and El Centro and Imperial Valley Transit (IVT).
- Inspectors with the Department of Homeland Security visited the transfer terminals and bus operations yard 12/2 through 12/4 to complete a safety and security assessment. ICTC and IVT staff were also interviewed. A final report is expected in several months for the Commission which may recommend possible improvements and which may be able to be used as justification in future grant requests.
- The last Imperial Mexicali Binational Alliance (IMBA) meeting was held at CETY's University on November 5, 2015. The meeting covered border

infrastructure updates, economic development updates and overview the Alliance's Strategic Planning meeting that discussed the short and long term goals of the Alliance. The next meeting is scheduled for January 14, 2016 at 10:00 a.m. and will be held in the City of Mexicali.

- Mr. Baza stated that a five-year, \$305 billion transportation bill called Fixing America's Surface Transportation (FAST) Act will give the region stability as we move forward with long term projects.
- Staff and the Commission will be recognizing Sedalia Sanders at the Commission meeting for her 23 years of service.
- A complete list of ICTC updates can be found on Page 26 of the agenda.

B. Southern California Association of Governments (SCAG)

Mr. Oliva had the following announcements:

- Ms. Sedalia Sanders was honored by SCAG for her years of service.
- The stated that the five-year, \$305 billion transportation bill called Fixing America's Surface Transportation (FAST) Act was approved on December 1, 2015 and will include a fully funded freight program.
- The comment period for the SCAG RTP/SCS 2016/2040 was approved by SCAG Regional Council on December 3, 2015. The comment period will be for 55 days until February 1, 2016. An Elected Officials only workshop will be held in January before the scheduled ICTC Commission meeting.
- The SCAG 6th Annual Economic Summit will be on January 7, 2016 from 9 a.m. to 2 p.m. at the LA Hotel in Downtown Los Angeles. The will be in lieu of Regional Council. All City Managers are welcome to attend.

C. Caltrans Department of Transportation – District 11

- Mr. Armstrong was present but he had no additional announcements.
- A full Caltrans Report is on page 43 of the agenda.

D. Committee Member Reports

- There were none.

VI. ACTION CALENDAR

A. Congestion Mitigation and Air Quality (CMAQ) Call for Projects – FY 2016/2017 to FY 2018/2019

Management Committee forwarded this item to the Commission for review and approval:

1. Approved the 2015 CMAQ Programming Project List for FFY 2016/2017 to FFY 2018/2019;
2. Directed staff to program projects in the next available Federal Transportation Improvement Program Formal Amendment.

A motion was made by [Fenley](#) seconded by [Galvan](#), **Motion carried** unanimously.

B. Regional Surface Transportation Program (RSTP) Call for Projects – FY 2016/2017 to FY 2018/2019

Management Committee forwarded this item to the Commission for review and approval:

1. Approved the 2015 RSTP Programming Project List for FFY 2016/2017 to FFY 2018/2019;

2. Directed staff to program projects in the next available Federal Transportation Improvement Program Formal Amendment.

A motion was made by [Wells](#) seconded by [Medina](#), **Motion carried** unanimously.

C. 2016 State Transportation Improvement Program (STIP) Recommendations for Imperial County

Management Committee forwarded this item to the Commission for review and approval:

1. Approved the 2016 STIP Recommendations for Imperial County, requesting:

Imperial Avenue Interchange project

- Decrease funding for construction by \$2.238 million from \$27.650 million to \$25.412 million (remains programmed in FY17/18).
- Increase funding for PS&E (Design) by \$1.489 million from \$1.8 million to \$3.289 million (remains programmed in FY14/15).
- Increase R/W Support by \$0.689 million from \$0.8 million to \$1.489 million (remains programmed in FY14/15).

Planning, Programming and Monitoring (PPM)

- Add \$300,000 in FY19-20 and \$300,000 in FY20-21 to fully-fund PPM activities through the end of the 2016 STIP period.

A motion was made by [Medina](#) seconded by [Wells](#), **Motion carried** unanimously.

D. Unmet Transit Needs Public Hearing for Fiscal Year 2016/17

Management Committee forwarded this item to the Commission for review and approval:

1. Appoint the Unmet Transit Needs Hearing Panel: two members from the County, three City representatives with two City alternates.
2. Select a Public Hearing date of February 4, or February 11, 2016.
3. Select the time of the meeting
4. Direct staff to conduct the administrative arrangements.

A motion was made by [Fenley](#) seconded by [Galvan](#), **Motion carried** unanimously.

E. Americans with Disabilities Act (ADA) Reasonable Modification Policy

Management Committee forwarded this item to the Commission for review and approval:

1. Authorized the Chairperson to sign the resolution adopting the ICTC Americans with Disabilities Act (ADA) Reasonable Modification Policy.
2. Directed staff to implement the ICTC Americans with Disabilities Act (ADA) Reasonable Modification Policy.

A motion was made by [Medina](#) seconded by [Fenley](#), **Motion carried** unanimously.

F. Calexico East Land Port of Entry Section 559 Proposal to Customs and Border Protection (CBP) and General Services Administration (GSA)

Management Committee forwarded this item to the Commission for review and approval:

1. Approved the Section 559 Donation Proposal for the Calexico East Land Port of Entry submitted by Safers Communities, Inc. in cooperation with ICTC and the County of Imperial

A motion was made by [Medina](#) seconded by [Fenley](#), **Motion carried** unanimously.

G. Environment Protection Agency (EPA) Brownfields Assessment Grant

Management Committee forwarded this item to the Commission for review and approval:

1. Authorized the Executive Director to submit the Brownfields Assessment Grant Application in partnership with Imperial Valley Economic Development Corporation (IVEDC) for \$400,000.

A motion was made by [Fenley](#) seconded by [Galvan](#), **Motion carried** unanimously.

VIII. NEXT MEETING DATE AND PLACE

The next meeting of the **Management Committee** will be held on **January 13, 2016** at the **ICTC Offices** in El Centro, CA.

IX. ADJOURNMENT

- A. Motion to adjourn by [Wells/Fenley](#), Motion Carried. Meeting adjourned at 12:20 p.m.

IMPERIAL COUNTY TRANSPORTATION COMMISSION
DRAFT MINUTES FOR DECEMBER 9, 2015
6:00 p.m.

VOTING MEMBERS PRESENT:

City of Brawley	George Nava
City of Calipatria	Maria Nava-Froelich
City of Calexico	Maritza Hurtado
City of El Centro	Cheryl Viegas-Walker
City of Holtville	Jim Predmore
City of Imperial	Doug Cox
City of Westmorland	Lawrence D. Ritchie
County of Imperial	Jack Terrazas
Imperial Irrigation District	Bruce Kuhn

NON-VOTING MEMBERS PRESENT:

Caltrans District 11 Laurie Berman

STAFF PRESENT: Mark Baza, Kathi Williams, Virginia Mendoza, David Salgado, Michelle Bastidas, Cristi Lerma, Digna Herrera

OTHERS PRESENT: Geoff Holbrook: ICTC Counsel; Sam Amen, Bill Figge: Caltrans; Tomas Oliva: SCAG; Tim Kelley, Cynthia Mancha: IVEDC; Ryan Snyder, Melody Wu: Consultant; Victor Carrillo: Safer Community Foundation, Inc.

The following action minutes are listed as they were acted upon by the Imperial County Transportation Commission and as listed on the agenda for the meeting held Wednesday December 9, 2015 together with staff reports and related documents attached thereto and incorporated therein by reference.

I. CALL TO ORDER AND ROLL CALL

[Chair Kuhn](#) called the Commission meeting to order at 6:00 p.m. Roll call was taken and a quorum was present.

II. EMERGENCY ITEMS

There were none.

III. PUBLIC COMMENTS

Ms. Sedalia Sanders was recognized for her 23 years of service on the IVAG/ICTC Board and was awarded a Lifetime Achievement Award. In turn Ms. Sanders said some words expressing her appreciation to the staff and the Commission. Kind words were expressed by Commission members. The message echoed by all was that Ms. Sanders' dedication and leadership, among other things, made significance to Imperial County Transportation.

IV. CLOSED SESSION

- A. Motion to Adjourn to Closed Session was made by [Nave Froelich](#) and seconded by [Nava](#), with one abstention from the County, **Motion Carried.**
- B. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION, Government Code 54956.9(d)(2), Significant exposure to litigation (1 matter)
- C. Announcement of Closed Session Action(s) – no final action was taken.

V. INFORMATION / DISCUSSION CALENDAR

- A. Update of the Safe Routes to School Master Plan Draft Report and Progress to Date by the consultant Ryan Snyder

Mr. Snyder, the consultant conducting the SRTS Master Plan presented the draft analysis to the Commission. Mr. Snyder produced a map of each school with the intent to make one improvement at every school. Potential projects will be provided by the sub-consultant as part of the report. The final report will also be a tool to use when applying for active transportation funds. An introduction of the draft report was made available through the agenda and the full draft Report can be found on the ICTC website at <http://www.imperialctc.org/publications-&-reports/transit-and-non-motorized/>. A final report will be submitted for approval in February 2016.

VI. APPROVAL OF CONSENT CALENDAR

A motion was made by **Nava** and seconded by **Terrazas** to approve the consent calendar, **Motion carried unanimously.**

- A. Approved ICTC Board Draft Minutes: October 28, 2015
- B. Received and Filed:
 - 1. ICTC TAC Minutes: November 19, 2015
 - 2. ICTC SSTAC Minutes: November 4, 2015
- C. LTF (SB821), Article 3, Bicycle and Pedestrian Project Distribution List, Fiscal Year 2015-16
 - 1. Adopted the attached LTF (SB821) Bicycle and Pedestrian Project Distribution List for Fiscal Year 2015-16.
 - 2. Authorized the claimant agencies to file Article 3 Claims for the approved amount.
- D. California Transit Security Grant Program FY 2013-14
 - 1. Adopted the attached resolution authorizing the Executive Director or his designee to take any actions necessary on behalf of ICTC for the purposes of obtaining FY 2013-14 financial assistance provided by the Governor's Office of Homeland Security under the California Transit Grant Program.

VII. REPORTS

- A. ICTC Executive Director

Mr. Baza and staff had the following announcements:

 - The community outreach and public workshop component of the SRTS Master Plan has been completed. The consultant team has released the draft report and is on the ICTC website at <http://www.imperialctc.org/publications-&-reports/transit-and-non-motorized/>. Staff is requesting that agency comments be submitted by December 11, 2015 to the consultant. The final plan is scheduled for approval in February 2016.
 - ICTC submitted the Calexico East Commercial Vehicle Port of Entry Expansion Project under the California Sustainable Freight Action Plan: Pilot Project Ideas. The project is a proposed public-private partnership for the construction costs of the freight elements of the Calexico East Expansion that include: bridge expansion, commercial vehicle primary inspection booths and road construction totaling \$30 million. The California Environmental Protection Agency Air Resources Board will review the project ideas submitted and will prepare a preliminary pilot project list for public comment at regional workshops planned for early 2016. A copy of the application was attached to the agenda.
 - ICTC submitted an order for 6 smaller 25ft. cutaway transit vehicles to be operated on the fixed route services with lower ridership. Those vehicles will be purchased under the CalACT statewide cooperative purchasing agreement. All 6 vehicles will replace a mixture of leased and First Transit owned vehicles to eventually make the entire fixed route fleet owned by ICTC. The receipt of the vehicles should take place over the coming months with project completion scheduled for January 2016. ICTC

is currently working with a vendor to receive a quote for the five (5) 25ft. cutaway transit vehicles for the IVT RIDE – El Centro service as well.

- Recruitment is underway for a Regional Mobility Coordinator, a bilingual position at ICTC. This is a federally grant funded role that is a common position in transit service agencies. The primary duties will include the certification and eligibility process for the Americans with Disabilities Act, mobility travel training and other interaction with seniors and persons with disabilities. The recruitment is anticipated to take place in December 2015 with the hiring process completed in January 2016.
- Every three years the Federal Transit Administration (FTA) conducts an intensive review of practices and procedures to determine compliance with twenty one (21) areas for the continued use of federal transit grant funding. The anticipated date of review is February 9th to 11th, 2016. ICTC staff have attended a review workshop and are preparing a preliminary submittal of documents and materials for the audit team in advance of the visitation. The review team will visit transfer terminals and the bus operations yard, and are expected to talk with staff from ICTC, Brawley, Imperial and El Centro and Imperial Valley Transit (IVT).
- Inspectors with the Department of Homeland Security visited the transfer terminals and bus operations yard 12/2 through 12/4 to complete a safety and security assessment. ICTC and IVT staff were also interviewed. A final report is expected in several months for the Commission which may recommend possible improvements and which may be able to be used as justification in future grant requests.
- The last Imperial Mexicali Binational Alliance (IMBA) meeting was held at CETY's University on November 5, 2015. The meeting covered border infrastructure updates, economic development updates and overview the Alliance's Strategic Planning meeting that discussed the short and long term goals of the Alliance. The next meeting is scheduled for January 14, 2016 at 10:00 a.m. and will be held in the City of Mexicali.
- Mr. Baza stated that a five-year, \$305 billion transportation bill called Fixing America's Surface Transportation (FAST) Act will give the region stability as we move forward with long term projects.
- Staff and the Commission will be recognizing Sedalia Sanders at the Commission meeting for her 23 years of service.
- A complete list of ICTC updates can be found on Page 37 of the agenda.

B. Southern California Association of Governments (SCAG)

Mr. Oliva had the following announcements:

- The stated that the five-year, \$305 billion transportation bill called Fixing America's Surface Transportation (FAST) Act was approved on December 1, 2015 and will include a fully funded freight program.
- The comment period for the SCAG RTP/SCS 2016/2040 was approved by SCAG Regional Council on December 3, 2015. The comment period will be for 55 days until February 1, 2016. An Elected Officials only workshop will be held in January before the scheduled ICTC Commission meeting.
- The SCAG 6th Annual Economic Summit will be on January 7, 2016 from 9 a.m. to 2 p.m. at the LA Hotel in Downtown Los Angeles. The will be in lieu of Regional Council. All City Managers are welcome to attend.

B. California Department of Transportation (Caltrans)

Ms. Berman had the following updates and announcements:

- The traffic signal project at SR-78 and Hovley Road in Brawley has been awarded.
- Caltrans will be doing some preparations to be ready for the winter storms.
- Utility work continues on Dogwood and I-8. Demo work will be done after the holiday where Dogwood will be completely closed for one night.
- A map of all projects was included in the back up of the agenda.
- A full report of Caltrans updates can be found on page 54 of the agenda.

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

VIII. ACTION CALENDAR

- A. Congestion Mitigation and Air Quality (CMAQ) Call for Projects – FY 2016/2017 to FY 2018/2019
1. Approved the 2015 CMAQ Programming Project List for FFY 2016/2017 to FFY 2018/2019;
 2. Directed staff to program projects in the next available Federal Transportation Improvement Program Formal Amendment.

A motion was made by [Nava-Froelich](#) and seconded by [Nava](#), **Motion Carried unanimously.**

- B. Regional Surface Transportation Program (RSTP) Call for Projects – FY 2016/2017 to FY 2018/2019
1. Approved the 2015 RSTP Programming Project List for FFY 2016/2017 to FFY 2018/2019;
 2. Directed staff to program projects in the next available Federal Transportation Improvement Program Formal Amendment.

A motion was made by [Nava-Froelich](#) and seconded by [Nava](#), **Motion Carried unanimously.**

- C. 2016 State Transportation Improvement Program (STIP) Recommendations for Imperial County
1. Approved the 2016 STIP Recommendations for Imperial County, requesting:
 - Imperial Avenue Interchange project
 - Decrease funding for construction by \$2.238 million from \$27.650 million to \$25.412 million (remains programmed in FY17/18).
 - Increase funding for PS&E (Design) by \$1.489 million from \$1.8 million to \$3.289 million (remains programmed in FY14/15).
 - Increase R/W Support by \$0.689 million from \$0.8 million to \$1.489 million (remains programmed in FY14/15).
 - Planning, Programming and Monitoring (PPM)
 - Add \$300,000 in FY19-20 and \$300,000 in FY20-21 to fully-fund PPM activities through the end of the 2016 STIP period.

A motion was made by [Nava-Froelich](#) and seconded by [Nava](#), **Motion Carried unanimously.**

- D. Unmet Transit Needs Public Hearing for Fiscal Year 2016/17
1. Appointed the Unmet Transit Needs Hearing Panel:
 - a. George Nava, City of Brawley
 - b. Maria Nava-Froelich, City of Calipatria
 - c. Maritza Hurtado, City of Calexico
 - d. Jack Terrazas, County of Imperial
 - e. Ryan Kelley, County of Imperial
 - f. Larry Ritchie, City of Westmorland (alternate)

g. Doug Cox, City of Imperial (alternate)

2. Selected the Public Hearing date of February 11, 2016.
3. Selected the time of the meeting to be 3:30 p.m. Included in the action was the location change to the City of Brawley.
4. Directed staff to conduct the administrative arrangements.

A motion was made by [Hurtado](#) and seconded by [Viegas-Walker](#), **Motion Carried unanimously**

E. Americans with Disabilities Act (ADA) Reasonable Modification Policy

1. Authorized the Chairperson to sign the resolution adopting the ICTC Americans with Disabilities Act (ADA) Reasonable Modification Policy.
2. Directed staff to implement the ICTC Americans with Disabilities Act (ADA) Reasonable Modification Policy.

A motion was made by [Viegas-Walker](#) and seconded by [Cox](#), **Motion Carried unanimously**

F. Calexico East Land Port of Entry Section 559 Proposal to Customs and Border Protection (CBP) and General Services Administration (GSA)

1. Approved the Section 559 Donation Proposal for the Calexico East Land Port of Entry submitted by Safer Community Foundation, Inc. in cooperation with ICTC and the County of Imperial

A motion was made by [Terrazas](#) and seconded by [Predmore](#), **Motion Carried unanimously**

G. Appointment of an Alternate Member to the SANDAG Borders Committee

1. Appointed *Maritza Hurtado*, City of Calexico, to serve on the SANDAG Border's Committee as an alternate voting member for Imperial County and ICTC.

A motion was made by [Nava](#) and seconded by [Cox](#), **Motion Carried unanimously**

H. Environment Protection Agency (EPA) Brownfields Assessment Grant

1. Authorized the Executive Director to submit the Brownfields Assessment Grant Application in partnership with Imperial Valley Economic Development Corporation (IVEDC) for \$400,000.

A motion was made by [Cox](#) and seconded by [Walker](#), **Motion Carried unanimously**

IX. NEXT MEETING DATE AND PLACE

- A. The next meeting of the Imperial County Transportation Commission will be held on **Wednesday, January 27, 2016 at 6:00 p.m.**, at the County of Imperial Board Chambers, at 940 W. Main Street, El Centro, CA.

X. ADJOURNMENT

- A. Meeting adjourned at 8:44 p.m. Motion by [Nava-Froelich](#), seconded by [Cox](#). **Motion Carried.**



1405 N. IMPERIAL AVE., SUITE 1
EL CENTRO, CA 92243-2875
PHONE: (760) 592-4494
FAX: (760) 592-4497

SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL

MINUTES

December 2, 2015

Present

Voting Attendees:

Leticia Zuno (Chair)	Access to Independence
Maria Cordova	ARC – Imperial Valley
Cheryl Viegas-Walker	Area Agency on Aging
Michael L. Hack	Consumer
Heddy McNeer	Consumer
Rosyo Ramirez	Imperial County Public Authority/IHSS
Irene Garcia	Imperial County Public Health
Kathi Williams	CTSA – ICTC
Cristi Lerma	CTSA – ICTC

Non-Voting Attendees:

Charles Brockwell	IVT/IVT Access/IVT Ride
Cesar Sanchez	IVT/IVT Access/IVT Ride
Narcisa Montemayor	IVT/IVT Access/IVT Ride
Karla Pacheco	IVT/IVT Access/IVT Ride

1. Chair Zuno called the meeting to order at 10:03 a.m. A quorum was present. Introductions were made.
2. Minutes adopted for November 4, 2015. **(Hack/Ramirez) Motion Carried.**
3. Review of Agencies' Missions and Clientele; Transportation; and, of Perceived Transportation Needs (continuation of November's meeting)

Ms. Williams stated that at the meeting in November each Social Service agency provided a presentation describing their agencies' missions and clientele and agency transportation, including any perceived gaps in service. Ms. Williams asked if anyone wanted to add anything. Ms. Viegas-Walker reiterated what staff had presented in November but added some more detail regarding the Area Agency on Aging (AAA)

4. CTSA Reports:

Ms. Williams had the following announcements:

- The Unmet Transit Needs Hearing will be held on either February 4th or 11th 2016. The item is on the Commission agenda for recommendation and approval for December 9th.
- The Mobility Coordinator position closes on December 21, 2015. The announcement is on the ICTC website.
- ICTC received a visit from Homeland Security staff in early December. Their goal for the visit was to assess the safety and security of the transfer terminals, vehicles and buses, among other things and offer recommendations if necessary.

- The IVT Ride El Centro procurement is under way. The bid document is currently with Caltrans and it's expected to be released to the public in mid/late January.
- Med-Express is also going out to procurement with a goal of service beginning on July 1, 2016.
- The City of Imperial will be having their Holly Trolley event on December 5th.

5. Americans with Disabilities Act (ADA) Reasonable Modification Policy.

Ms. Williams presented STTAC with the ADA Reasonable Modification Policy that will be on the Commission agenda for approval. The policy will apply for the IVT, IVT Access and IVT Ride transit services. All passengers are protected by the Americans with Disabilities Act of 1994 (ADA). In 2013, there was a big push for larger agencies to have a policy for reasonable accommodations and since then has become a mandate. In Imperial County it has not been an issue since ICTC already promotes this through the ADA, however a policy must be adopted to be in compliance. There was discussion regarding the forms presented to the SSTAC and feedback was encouraged.

6. FY 2016-17 Master Needs List

The Master Needs list was presented to everyone. All were encouraged to review the current list and make suggestions as to what can be removed and/or anything that should be added. After some discussion everyone agreed that the committee would review each need item.

Item 1 is to improve the cleanliness and upkeep at El Centro City area bus stops. Part of addressing this issue is included in a 4 phase bus stop improvement program. Phase 4 includes maintenance. A **motion** was made to edit Item 1 to *improve cleanliness and upkeep at El Centro City area bus stops, and other stops in the region as identified*, (Hack/Walker) Motion Carried.

A **motion** was made to *remove numbers 2, 5, 6, 7, 9* from the list, (Walker/Ramirez) Motion Carried. These items have already been implemented.

A **motion** was made to replace the language on item 8 to *enhance communication of available services*, (Walker/Hack) Motion Carried.

An updated list with the above changes will be available at the next meeting.

7. FY 2016-17 UTN Letter to the Hearing Panel

Ms. Williams stated that this letter is read and submitted to the hearing panel and should contain general comments and specific issues. SSTAC agreed to come ready and prepared with comments at the January meeting.

8. Transit Operator Reports:

- El Centro Dial-a-Ride: Updates were given by Cordova for the month of October
 - o Passengers per hour were 4.5, weekdays were 122.4, Saturday were 27
 - o Wheelchairs: 17
 - o On Time Performance was 99%
 - o No-shows: 6 and Late Cancellations: 5
- Med-Express: Updates were given by Cordova for the month of October.
 - o Passengers per hour were 3.8, weekdays were 27.5
 - o Passengers for the month were 782; 27.7% on wheelchairs
 - o On Time Performance was 99%
 - o No-shows: 29 and Late Cancellations: 19
- Imperial Valley Transit: Updates were given by Mr. Sanchez for the month of November

- Sunday services: There were an average of 437 passengers per Sunday
 - Saturday services: There were an average of 1254 per Saturday
 - IVC Express: There were an average of 43 passengers per trip in the morning and an average of 43 passengers in the evening.
 - New Routes:
 - Holtville: 32 passengers for the month
 - El Centro to Brawley: 6 passengers for the month
 - Slab City: 6 passengers per Thursday
 - The “Stuff a Bus” event collected about 500 cans of food and went to the Imperial Valley Food Bank.
 - For “Military Appreciation” week, IVT gave complimentary rides to 15 passengers.
- IVT Access: Updates were given by Ms. Pacheco for the month of November
 - On time performance was 96%
 - No Shows: 90
 - Late Cancellations: 20
 - Wheelchairs: 645
 - Passenger Count: 2,291
 - Saturdays: 9 per Saturday
 - Sundays: 10 per Sunday
 - IVT Ride – Updates were given by Ms. Montemayor for the month of November
 - i. City of Brawley
 - 60 or older or disabled can use this service with an ID card
 - Passenger per revenue hour: 3.5
 - On time performance was 98%
 - Wheelchairs: 142
 - Passenger Count: 818, 41 weekday; 8 Saturday
 - ii. City of Calexico
 - 60 or older or disabled can use this service with an ID card
 - On time performance was 97%
 - Passenger per revenue hour: 3.95
 - Wheelchairs: 422
 - Passenger Count: 95 per weekday; 20 per Saturday; 20 per Sunday
 - iii. City of Imperial
 - 60 or older or disabled can use this service with an ID card
 - On time performance was 98%
 - Passenger per revenue hour: 2.0
 - Wheelchairs: 14
 - Passenger Count: 19 per weekday; 6 per Saturday
 - vi. West Shores
 - 60 or older or disabled can use this service with an ID card
 - On time performance was 96%
 - Tuesdays/Thursdays service
 - Passenger per revenue hour: 1.26
 - Wheelchairs: 0
 - Passenger Count: 5 average passengers per Tuesday/Thursday

9. General Discussion

- Mr. Hack stated that a silent auction is being held on December 4th from 4 p.m. to 5:45 p.m. at ARC-Imperial Valley.
- City of El Centro will be having their Christmas Tree lighting on December 4th and Christmas Parade

on December 5th.

- AAA Senior Appreciation Day will be held on January 27, 2016 from 10 a.m. to 2 p.m. at the Casa De Manana in Imperial.

10. Adjournment

- The next meeting of the SSTAC will be on January 6, 2016 at 10:00 a.m.
- Meeting adjourned at 11:35 a.m.

IV. CONSENT CALENDAR

IV. CONSENT CALENDAR

- C. TRANSPORTATION DEVELOPMENT ACT (TDA) AND
MISCELLANEOUS FISCAL AUDITS FOR FY 2014-15



1405 N. IMPERIAL AVE., SUITE 1
EL CENTRO, CA 92243-2875
PHONE: (760) 592-4494
FAX: (760) 592-4497

January 8, 2016

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

SUBJECT: Transportation Development Act (TDA) and Miscellaneous Fiscal Audits for
FY 2014-15

Dear Committee Members:

As required by the State of California, the Commission must conduct independent fiscal audits of its own financial activities on an annual basis. Attached, please find the following financial audits and reports for FY 2014-15, performed by the CPA firm, Hutchinson and Bloodgood:

- Transportation Development Act – receipt and allocation of State funding under Articles 8c, 8e and Article 3 under the TDA, for itself and member agencies for transit programs and services (#7076001)
- State Transit Assistance – receipt and allocation of funding under the State Transit Assistance (STA) Program, the Public Transportation Modernization, Improvement, and Service Enhancement Account Program (PTMISEA) and the California Transit Security Grant Program (CTGSP) (#7079001,7481001,7482001)
- Regional Transit Planning and Programs – receipt and allocation of funding by ICTC for programs and services including transit service contracts, grants, project consultants and program staffing (#7416001)
- Regional Planning and Programming – receipt and allocation of funding by ICTC for planning programs and services including long and short range highway, motorized and non-motorized projects, call for projects, project consultants and program staffing (#7417001)
- SB325 report for the State Controller’s Office

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

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

1. Receive and file the Transportation Development Act and other fiscal audits for the Imperial County Transportation Commission, for FY 2014-15.
2. Direct staff to transmit the fiscal audits to the State Controller's Office.

Sincerely,



MARK BAZA
Executive Director

MB/ksw/cl

Attachments

IMPERIAL COUNTY TRANSPORTATION COMMISSION

Financial Report of the
Regional Planning and Programs
June 30, 2015 and 2014

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HUTCHINSON and

BLOODGOOD LLP

CERTIFIED PUBLIC ACCOUNTANTS AND CONSULTANTS

3205 South Dogwood Avenue
El Centro, CA 92243
t 760.352.1021 f 760.352.3325
www.hblp.com

INDEPENDENT AUDITORS' REPORT

To the Commission Board Members
County of Imperial, California

Report on the Financial Statements

We have audited the accompanying financial statements of the Regional Planning and Programs fund of the Imperial County Transportation Commission as of and for the years ended June 30, 2015 and 2014, and the related notes to the financial statements, as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risk of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Regional Planning and Programs fund of the Imperial County Transportation Commission as of June 30, 2015 and 2014, and the changes in financial position thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Other Information

As discussed in Note 2, the financial statements present only the Regional Planning and Programs fund and are not intended to present fairly the financial position of the Imperial County Transportation Commission and the results of its operations in conformity with accounting principles generally accepted in the United States of America.

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying supplementary information is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audits of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements taken as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued a report dated January 8, 2016 on our consideration of the Imperial County Transportation Commission Management's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, the Transportation Development Act (TDA) Statutes and California Codes of Regulation (CCR) and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Hutchinson and Bloodgood LLP

January 8, 2016

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
REGIONAL PLANNING AND PROGRAMS**

Balance Sheets
June 30, 2015 and 2014

	2015	2014
ASSETS		
Cash and Investments	\$ 311,757	\$ 247,111
Accounts Receivable	--	4,043
Interest Receivable	<u>485</u>	<u>238</u>
Total Assets	<u>\$ 312,242</u>	<u>\$ 251,392</u>
LIABILITIES AND FUND BALANCE		
Liabilities		
Accounts Payable	<u>\$ 33,866</u>	<u>\$ 4,828</u>
Total Liabilities	<u>33,866</u>	<u>4,828</u>
Fund Balance		
Fund Balance - Unassigned	250,967	219,155
Fund Balance - Assigned	<u>27,409</u>	<u>27,409</u>
Total Fund Balance	<u>278,376</u>	<u>246,564</u>
Total Liabilities and Fund Balance	<u>\$ 312,242</u>	<u>\$ 251,392</u>

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
REGIONAL PLANNING AND PROGRAMS**

Statements of Revenues, Expenditures, and Changes in Fund Balance
For the Fiscal Years Ended June 30, 2015 and 2014

	2015	2014
Revenues		
Revenues	\$ 626,413	\$ 317,666
Membership Revenues	50,279	53,300
Interest Revenues	<u>1,076</u>	<u>1,155</u>
Total Revenues	<u>677,768</u>	<u>372,121</u>
Expenditures		
STIP-PPM Category A	75,552	114,867
STIP-PPM Category B	85,749	38,945
STIP-PPM Category C	85,030	105,961
General and Administrative Expenditures	47,617	53,330
Professional Services	<u>352,008</u>	<u>33,350</u>
Total Expenditures	<u>645,956</u>	<u>346,453</u>
Change in Fund Balance	31,812	25,668
Fund Balance Beginning, July 1	<u>246,564</u>	<u>220,896</u>
Fund Balance Ending, June 30	<u>\$ 278,376</u>	<u>\$ 246,564</u>

IMPERIAL COUNTY TRANSPORTATION COMMISSION

REGIONAL PLANNING AND PROGRAMS

Notes to the Financial Statements

June 30, 2015 and 2014

Note 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Reporting Entities

The Imperial County Transportation Commission (ICTC) Regional Planning and Programs fund was established by ICTC in order to administer regional transportation programs and services.

The operations of the Regional Planning and Programs fund of the Imperial County Transportation Commission are accounted for in a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance, revenues and expenditures.

The County's Auditor-Controller's office acts as a trustee for the State and federal funds received and disbursed.

Basis of Accounting

The Regional Planning and Programs funds are accounted for in a special revenue fund using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues and expenditures are recognized as soon as they are both measurable and available.

Comparative Data

Comparative data for the prior year is presented in the accompanying financial statements in order to provide an understanding of changes in the funds' financial positions and operations.

Note 2. ANNUAL FINANCIAL STATEMENTS

The financial statements are intended to present the financial position, results of operations and compliance with the Transportation Development Act for only the Regional Planning and Programs fund of the Imperial County Transportation Commission.

Note 3. CASH AND INVESTMENTS

Cash is pooled with other cash of the County to maximize investment opportunity and yields. Investment income resulting from this pooling is allocated to the respective funds, including the Regional Planning and Programs fund, based upon monthly average cash balances. Information regarding categorization of investments and risk can be found in the County's financial statements. The financial statements for the County of Imperial may be obtained by contacting the Auditor-Controller's office in El Centro, CA.

Investments are stated at fair value in accordance with GASB 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*.

IMPERIAL COUNTY TRANSPORTATION COMMISSION

REGIONAL PLANNING AND PROGRAMS

Notes to the Financial Statements

June 30, 2015 and 2014

Note 4. ACCOUNTS RECEIVABLE

During fiscal year ended June 30, 2014 there was an amount of \$4,043 to recognize the amount owed in membership fees to ICTC.

Note 5. ACCOUNTS PAYABLE

During fiscal year ended June 30, 2015 there was an amount of \$33,866 in accounts payable that is the total of accrued expenditures for the year related to day to day operations. For fiscal year ended June 30, 2014 the amount of accrued expenditures was \$4,828.

Note 6. FUND BALANCE - ASSIGNED

The amount of \$27,409 which represents the assigned fund balance amount for fiscal years 2013-14 and 2014-15, respectively. This amount represents the total purchase price of a vehicle acquired during fiscal year 2011-12 which is part of this fund's general capital assets.

Note 7. STIP-PLANNING, PROGRAMMING & MONITORING PROGRAM

The California State Budget Act of 2010 appropriates State Highway funds under local assistance for the State Transportation Improvement Program (STIP) Planning, Programming and Monitoring Program (PPM). PPM is defined as the project planning, programming and monitoring activities related to development of the Regional Transportation Improvement Program and the STIP required by Government Code Section 14527 and for the monitoring of project implementation for approved projects, referred as PPM projects. The California Transportation Commission (ICTC) is tasked to allocate these funds in accordance with the amounts approved in the STIP in accordance with section 14527 (h) of the California Government code.

These funds are to be used for the following expenditure categories:

Category A: Regional transportation planning activities including development of the Regional Transportation Plan Update.

Category B: Program development and monitoring including the preparation of the ICTC Improvement Program and the State Transportation Improvement Program, monitoring the implementation of projects including project delivery and compliance with federal and state law, and California Transportation Commission Guidelines.

Category C: Regional transit planning activities, including program development and monitoring.

IMPERIAL COUNTY TRANSPORTATION COMMISSION

REGIONAL PLANNING AND PROGRAMS

Notes to the Financial Statements

June 30, 2015 and 2014

Note 7. STIP-PLANNING, PROGRAMMING & MONITORING PROGRAM (Continued)

During the fiscal year ended June 30, 2014, the Imperial County Transportation Commission applied for and received proceeds of \$300,000 from the State of California STIP-PPM Program based on an agreement entered. As of June 30, 2014, the remaining balance of the total in STIP-PPM proceeds received for the year is of \$204,153 which includes; the remaining funds of the Category A proceeds in the amount of \$54,847, the remainder of Category B proceeds in the amount of \$75,063 and \$74,243 for Category C.

During the fiscal year ended June 30, 2015, the Imperial County Transportation Commission applied for and received proceeds of \$300,000 from the State of California STIP-PPM Program based on an agreement entered. As of June 30, 2015, the remaining balance of the total in STIP-PPM proceeds received for the year is of \$257,823 which includes; the remaining funds of the Category A proceeds in the amount of \$79,295, the remainder of Category B proceeds in the amount of \$89,314 and \$89,214 for Category C.

Qualifying expenditures must be encumbered within three years from the date of the allocation and expended within three years from the date of the encumbrance.

Note 8. STATE HIGHWAY PLANNING AND RESEARCH FUNDS PROGRAM

During the fiscal year ended June 30, 2015, the Imperial County Transportation Commission applied for and received proceeds of \$300,000 from Caltrans for a State Highway Planning and Research Funds Program grant for the "Pedestrian and Bicycle Transportation Access Study for the California/Baja California Land Ports of Entry". As of June 30, 2015, the full amount awarded was expensed.

Note 9. SUBSEQUENT EVENTS

Management has evaluated its June 30, 2015 and 2014, financial statements for subsequent events through January 8, 2016, the date of issuance of the financial statements. The Commission is not aware of any subsequent events that would require recognition or disclosure in the financial statements.

REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

INDEPENDENT AUDITORS' REPORT

To the Commission Board Members
County of Imperial, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Regional Planning and Programs fund of the Imperial County Transportation Commission as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the Regional Planning and Programs fund of the Imperial County Transportation Commission's financial statements, and have issued our report thereon dated January 8, 2016.

Internal Control Over Financial Reporting

In planning and performing our audits of the financial statements, we considered the Imperial County Transportation Commission's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Imperial County Transportation Commission's internal control. Accordingly, we do not express an opinion on the effectiveness of the Imperial County Transportation Commission's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charge with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audits we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Regional Planning and Programs fund of the Imperial County Transportation Commission's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, the Transportation Development Act (TDA) Statutes and the California Code of Regulation Section 6662, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Imperial County Transportation Commission's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Imperial County Transportation Commission's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Hutchinson and Bloodgood LLP

January 8, 2016

SUPPLEMENTARY INFORMATION

IMPERIAL COUNTY TRANSPORTATION COMMISSION
REGIONAL PLANNING AND PROGRAMS
Schedules of Supplementary Information
For the Fiscal Years Ended June 30, 2015 and 2014

	2015	2014
Schedule I - General Administration		
Communications - Phone Charges	\$ 880	\$ 1,276
Communications - Cell Phone/Pager	2,007	2,581
Overhead Reimbursement	1,171	--
Insurance Liability	14,126	12,325
Memberships	5,275	4,228
Fuel Expense	823	1,046
Publications and Legal Notices	62	59
Rents & Leases	11,359	19,951
Special Dept Expenditure	1,566	1,658
Utilities	3,679	2,761
Office Expenditures	4,741	3,440
Equipment	1,733	3,809
Maintenance	<u>195</u>	<u>196</u>
General Administration - Total	<u>\$ 47,617</u>	<u>\$ 53,330</u>
Schedule II - Professional Services		
Professional & Special Service	\$ 343,651	\$ 31,794
Professional & Special Services - Legal and Accounting	7,424	1,036
Professional & Special Services - Data Pro	<u>933</u>	<u>520</u>
Professional Services - Total	<u>\$ 352,008</u>	<u>\$ 33,350</u>
Schedule III - STIP-PPM Category A		
Salaries & Benefits	\$ 68,503	\$ 108,190
Professional & Special Services	569	--
Travel	<u>6,480</u>	<u>6,677</u>
STIP-PPM Category A - Total	<u>\$ 75,552</u>	<u>\$ 114,867</u>
Schedule IV - STIP-PPM Category B		
Salaries & Benefits	\$ 74,806	\$ 15,390
Professional & Special Services	7,055	19,548
Travel	<u>3,888</u>	<u>4,007</u>
STIP-PPM Category B - Total	<u>\$ 85,749</u>	<u>\$ 38,945</u>

IMPERIAL COUNTY TRANSPORTATION COMMISSION
REGIONAL PLANNING AND PROGRAMS
Schedules of Supplementary Information
For the Fiscal Years Ended June 30, 2015 and 2014

	2015	2014
Schedule V - STIP-PPM Category C		
Salaries & Benefits	\$ 80,032	\$ 100,409
Professional & Special Services	2,406	2,882
Travel	<u>2,592</u>	<u>2,670</u>
 STIP-PPM Category C - Total	 <u>\$ 85,030</u>	 <u>\$ 105,961</u>

IMPERIAL COUNTY TRANSPORTATION COMMISSION

Financial Report of the
SB 325 Funds for Article 8(c)
June 30, 2015 and 2014

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INDEPENDENT AUDITORS' REPORT

To the Commission Board Members
County of Imperial, California

Report on the Financial Statements

We have audited the accompanying financial statements of the SB 325 Funds for Article 8(c) of the Imperial County Transportation Commission as of and for the years ended June 30, 2015 and 2014, and the related notes to the financial statements, as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risk of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the SB 325 Funds for Article 8(c) of the Imperial County Transportation Commission as of June 30, 2015 and 2014, and the results of its operations and the cash flows of its proprietary fund types for the years then ended in conformity with accounting principles generally accepted in the United States of America.

Other Matters

Other Information

As discussed in Note 2, the financial statements present only the SB 325 Funds for Article 8(c) and are not intended to present fairly the financial position of the Imperial County Transportation Commission and the results of its operations and the cash flows of its proprietary fund types in conformity with accounting principles generally accepted in the United States of America.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued a report dated January 8, 2016 on our consideration of the Imperial County Transportation Commission Management's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, the Transportation Development Act (TDA) Statutes and California Codes of Regulation (CCR) and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Hutchinson and Bloodgood LLP

January 8, 2016

IMPERIAL COUNTY TRANSPORTATION COMMISSION
SB 325 FUND ARTICLE 8(c)
PERTAINING TO SECTION 994000(c) OF THE PUBLIC UTILITIES CODE
 Statements of Net Position
 June 30, 2015 and 2014

	2015	2014
ASSETS		
Cash and Investments	\$ _____ --	\$ _____ --
Total Assets	_____ --	_____ --
NET POSITION		
Restricted	_____ --	_____ --
Total Net Position	\$ _____ --	\$ _____ --

IMPERIAL COUNTY TRANSPORTATION COMMISSION
SB 325 FUND ARTICLE 8(c)
PERTAINING TO SECTION 994000(c) OF THE PUBLIC UTILITIES CODE
 Statements of Revenues, Expenses, and Changes in Net Position
 For the Fiscal Years Ended June 30, 2015 and 2014

	2015	2014
Operating Revenues:		
SB 325 Article 8(c)	<u>\$ 6,389,936</u>	<u>\$ 2,284,650</u>
Total Operating Revenues	<u>6,389,936</u>	<u>2,284,650</u>
Operating Expenses:		
Purchased Transportation Services	<u>6,389,936</u>	<u>2,284,650</u>
Total Operating Expenses	<u>6,389,936</u>	<u>2,284,650</u>
Operating Income	<u>--</u>	<u>--</u>
Changes in Net Position	--	--
Net Position Beginning, July 1	<u>--</u>	<u>--</u>
Net Position Ending, June 30	<u>\$ --</u>	<u>\$ --</u>

IMPERIAL COUNTY TRANSPORTATION COMMISSION
SB 325 FUND ARTICLE 8(c)
PERTAINING TO SECTION 994000(c) OF THE PUBLIC UTILITIES CODE
 Statements of Cash Flows
 For the Fiscal Years Ended June 30, 2015 and 2014

	2015	2014
CASH FLOWS FROM OPERATING ACTIVITIES		
Receipts from Transit Services	\$ 6,389,936	\$ 2,284,650
Payment for Transportation Services	<u>(6,389,936)</u>	<u>(2,284,650)</u>
Net Cash Provided By (Used For) Operating Activities	<u> --</u>	<u> --</u>
Net Increase (Decrease) in Cash and Cash Equivalents	--	--
Cash and Cash Equivalents Beginning, July 1	<u> --</u>	<u> --</u>
Cash and Cash Equivalents Ending, June 30	<u>\$ --</u>	<u>\$ --</u>
Reconciliation of Operating Income (Loss) to Net Cash Provided By (Used For) Operating Activities:		
Operating Income (Loss)	<u>\$ --</u>	<u>\$ --</u>
Adjustments to Reconcile Operating Income (Loss) to Net Cash Provided By (Used For) Operating Activities:		
(Increase) Decrease in Accounts Receivable	--	--
(Decrease) Increase in Accounts Payable	<u> --</u>	<u> --</u>
Total Adjustments	<u> --</u>	<u> --</u>
Net Cash Provided by (Used for) Operating Activities	<u>\$ --</u>	<u>\$ --</u>

IMPERIAL COUNTY TRANSPORTATION COMMISSION
SB 325 FUND ARTICLE 8(c)
PERTAINING TO SECTION 994000(c) OF THE PUBLIC UTILITIES CODE
Notes to the Financial Statements
June 30, 2015 and 2014

Note 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Reporting Entities

The operations of the SB 325 Fund of the Imperial County Transportation Commission, “the ICTC,” are accounted for in a separate set of self-balancing accounts that comprise its assets, liabilities, net position, revenues and expenses.

Article 8(c) of the SB 325 Fund is provided by the Imperial County Transportation Commission through five contracts with outside vendors. Three contracts are held with First Transit, Inc. to provide the Imperial Valley Transit Service, including the IVT-ACCESS which provides paratransit service exclusively for disabled persons, and IVT-Ride. Two contracts are held with the ARC-Imperial Valley to provide: Med-Express which provides non-emergency transportation to medical facilities in San Diego, and Westshores Dial-a-Ride, a community based paratransit service.

Basis of Accounting

The Public Service Transit Fund, Article 8(c), is accounted for in a proprietary fund using the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when incurred.

Comparative Data

Comparative data for the prior year is presented in the accompanying financial statements in order to provide an understanding of changes in the funds' financial positions and operations.

Note 2. ANNUAL FINANCIAL STATEMENTS

The financial statements are intended to present the financial position, results of operations and compliance with the Transportation Development Act for only the Public Service Transit Fund of the Imperial County Transportation Commission.

Note 3. CASH AND INVESTMENTS

Cash is pooled with other cash of the County of Imperial to maximize investment opportunity and yields. Investment income resulting from this pooling is allocated to the respective funds, including the SB 325 Fund, based upon monthly average cash balances. Information regarding categorization of investments and risk can be found in the County’s financial statements. The financial statements for the County of Imperial may be obtained by contacting the Auditor-Controller’s office in El Centro, CA.

Investments are stated at fair value in accordance with GASB 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*.

IMPERIAL COUNTY TRANSPORTATION COMMISSION
SB 325 FUND ARTICLE 8(c)
PERTAINING TO SECTION 994000(c) OF THE PUBLIC UTILITIES CODE
Notes to the Financial Statements
June 30, 2015 and 2014

Note 4. TRANSPORTATION DEVELOPMENT ACT COMPLIANCE REQUIREMENTS

In accordance with Section 99400(c) of the Public Utilities Code, funds received pursuant to this section may only be used for public transportation services. The Imperial County Transportation Commission has complied with the guidelines in respect to the use of funds.

The Imperial County Transportation Commission is subject to provisions pursuant to Section 6634 and 6637 of the California Administrative Code (CAC) and Sections 99268.3, 99268.4, and 99268.5 of the Public Utilities Code.

Section 6634

Pursuant to Section 6634, a transit claimant is precluded from receiving monies from the Local Transportation Fund and the State Transit Assistance Fund in an amount which exceeds the claimant's capital and operating costs less the required fare, local support and the amount received during the year from a city or county to which the operator has provided service beyond its boundaries.

Section 6637

Pursuant to Section 6637, the claimant must maintain its accounts and records in accordance with the Uniform System of Accounts and Records adopted by the State Controller. The Imperial County Transportation Commission did maintain its accounts and records in accordance with the Uniform System of Accounts and Records.

Section 99268.3, 99268.4 and 99268.5

The Imperial County Transportation Commission's fare box recovery ratio was approximately 16.42% and 17.41% for the fiscal years ending June 30, 2015 and 2014, respectively. The blended fare box recovery minimum ratio requirement is 17.0%, as stated in the letter of approval from the State of California Department of Transportation. For fiscal year June 30, 2015 the fare box recovery ratio requirement was not met.

Note 5. NET POSITION

The net position represents restricted funds for use in the TDA programs for which these funds have been authorized.

Note 6. SUBSEQUENT EVENTS

Management has evaluated its June 30, 2015 and 2014, financial statements for subsequent events through January 8, 2016, the date of issuance of the financial statements. The Commission is not aware of any subsequent events that would require recognition or disclosure in the financial statements.

REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

INDEPENDENT AUDITORS' REPORT

To the Commission Board Members
County of Imperial, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the SB 325 Funds for Article 8(c) of the Imperial County Transportation Commission as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the SB 325 Funds for Article 8(c) of the Imperial County Transportation Commission's financial statements, and have issued our report thereon dated January 8, 2016.

Internal Control Over Financial Reporting

In planning and performing our audits of the financial statements, we considered the Imperial County Transportation Commission's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Imperial County Transportation Commission's internal control. Accordingly, we do not express an opinion on the effectiveness of the Imperial County Transportation Commission's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audits we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the SB 325 Funds for Article 8(c) of the Imperial County Transportation Commission's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, the Transportation Development Act (TDA) Statutes and the California Code of Regulation Section 6667, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Imperial County Transportation Commission's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Imperial County Transportation Commission's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Hutchinson and Bloodgood LLP

January 8, 2016

IMPERIAL COUNTY TRANSPORTATION COMMISSION

Financial Report of the
State Transit Assistance Fund
June 30, 2015 and 2014

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INDEPENDENT AUDITORS' REPORT

To the Commission Board Members
County of Imperial, California

Report on the Financial Statements

We have audited the accompanying combined financial statements of the State Transit Assistance fund of the Imperial County Transportation Commission as of and for the years ended June 30, 2015 and 2014, and the related notes to the combined financial statements, as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of combined financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these combined financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America, the Guidelines on Auditing for Conformance, published by the Imperial Valley Association of Governments and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the combined financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the combined financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risk of material misstatement of the combined financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the combined financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the combined financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the combined financial statements referred to above present fairly, in all material respects, the financial position of the State Transit Assistance fund of the Imperial County Transportation Commission as of June 30, 2015 and 2014, and the changes in financial position thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Other Information

As discussed in Note 2, the combined financial statements present only the State Transit Assistance fund and are not intended to present fairly the financial position of the Imperial County Transportation Commission and the results of its operations in conformity with accounting principles generally accepted in the United States of America.

Our audits were conducted for the purpose of forming an opinion on the combined financial statements as a whole. The accompanying supplementary information is presented for purposes of additional analysis and is not a required part of the combined financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the combined financial statements. The information has been subjected to the auditing procedures applied in the audits of the combined financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the combined financial statements or to the combined financial statements themselves and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the combined financial statements taken as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued a report dated January 8, 2016 on our consideration of the Imperial County Transportation Commission Management's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, the Transportation Development Act (TDA) Statutes and California Codes of Regulation (CCR) and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audits.

We have also issued a report dated January 8, 2016 on our consideration of the State Transit Assistance Fund's compliance over financial reporting based on an audit performed in accordance with statutes, rules and regulations of the California Development Act and the allocation instructions and resolutions of the Transportation Commission. The purpose of that report is to describe the scope of our testing of compliance and the results of that testing and not to provide an opinion on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audits.

Hutchinson and Bloodgood LLP

January 8, 2016

IMPERIAL COUNTY TRANSPORTATION COMMISSION**STATE TRANSIT ASSISTANCE FUND**

Combined Balance Sheets

June 30, 2015 and 2014

	2015	2014
ASSETS		
Cash and Investments	\$ 6,453,924	\$ 5,318,351
Interest Receivable	<u>8,894</u>	<u>4,733</u>
Total Assets	<u>\$ 6,462,818</u>	<u>\$ 5,323,084</u>
 LIABILITIES AND FUND BALANCE		
Liabilities		
Accounts Payable	<u>\$ 808,074</u>	<u>\$ 404,037</u>
Total Liabilities	<u>808,074</u>	<u>404,037</u>
Fund Balance		
Fund Balance - Unassigned	1,173,882	1,065,962
Fund Balance - Restricted	<u>4,480,862</u>	<u>3,853,085</u>
Total Fund Balance	<u>5,654,744</u>	<u>4,919,047</u>
Total Liabilities and Fund Balance	<u>\$ 6,462,818</u>	<u>\$ 5,323,084</u>

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
STATE TRANSIT ASSISTANCE FUND**

Combined Statements of Revenues, Expenditures, and Changes in Fund Balance
For the Fiscal Years Ended June 30, 2015 and 2014

	2015	2014
Revenues		
STA Funds	\$ 969,328	\$ 1,036,363
PTMISEA Funds	1,730,000	--
Interest - STA	9,984	5,015
Interest - PTMISEA	21,363	17,648
Interest - CTSGP	<u>976</u>	<u>1,298</u>
Total Revenues	<u>2,731,651</u>	<u>1,060,324</u>
Expenditures		
STA Projects	871,392	755,036
PTMISEA Projects	989,429	478,871
CTSGP Projects	<u>135,133</u>	<u>38,469</u>
Total Expenditures	<u>1,995,954</u>	<u>1,272,376</u>
Change in Fund Balance	735,697	(212,052)
Fund Balance Beginning, July 1	<u>4,919,047</u>	<u>5,131,099</u>
Fund Balance Ending, June 30	<u>\$ 5,654,744</u>	<u>\$ 4,919,047</u>

IMPERIAL COUNTY TRANSPORTATION COMMISSION

STATE TRANSIT ASSISTANCE FUND

Notes to the Combined Financial Statements

June 30, 2015 and 2014

Note 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Reporting Entities

The State Transit Assistance fund (STAF) of the County of Imperial, California, an agency fund was created pursuant to SB 620 to supplement existing funding sources for public transit services. The Imperial County Transportation Commission (ICTC) administers the STAF.

The revenues of the fund are derived from a portion of the sales tax on gasoline, and are subject to appropriation by the legislature. Disbursements from the fund are made by the Imperial County Auditor-Controller based upon allocation instructions received from ICTC.

Basis of Accounting

The accounting policies of the State Transit Assistance fund of the County of Imperial conform to generally accepted accounting principles as applicable to governments.

The State Transit Assistance fund of the County of Imperial, California, is accounted for by the Imperial County Transportation Commission in a special revenue fund using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues and expenditures are recognized as soon as they are both measurable and available.

Combination Policy

The accompanying combined balance sheets and combined statements of revenues, expenditures and changes in fund net assets referred to as "State Transit Assistance Fund," include the account balances of:

STA
PTMISEA
CTSGP

Interfund balances and transactions are eliminated in the combination. There were no interfund balances per fiscal years 2015 and 2014.

Comparative Data

Comparative data for the prior year is presented in the accompanying combined financial statements in order to provide an understanding of changes in the fund's financial positions and operations.

Note 2. ANNUAL FINANCIAL STATEMENTS

The combined financial statements are intended to present the financial position, results of operations and compliance with the Transportation Development Act for the State Transit Assistance Fund of the County of Imperial.

IMPERIAL COUNTY TRANSPORTATION COMMISSION

STATE TRANSIT ASSISTANCE FUND

Notes to the Combined Financial Statements

June 30, 2015 and 2014

Note 3. CASH AND INVESTMENTS

Cash is pooled with other cash of the County of Imperial to maximize investment opportunity and yields. Investment income resulting from this pooling is allocated to the respective funds based upon monthly average cash balances. Information regarding categorization of investments and risk can be found in the County of Imperial's financial statements. The financial statements for the County of Imperial may be obtained by contacting the Auditor-Controller's office in El Centro, California.

Investments are stated at fair value in accordance with GASB 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*.

Note 4. ACCOUNTS PAYABLE

During fiscal years ended June 30, 2015 and 2014 there was an amount of \$808,074 and \$404,037, respectively, to recognize the amount owed to the TDA fund which was used to provide paratransit services.

Note 5. PTMISEA

In November 2006, California Voters passed a bond measure enacting the Highway Safety, Traffic reduction, Air Quality and Port Security Bond Act of 2006. Of the \$19.925 billion of state general obligation bonds authorized, \$4 billion was set aside by the State as instructed by statute as the Public Transportation Modernization Improvement and Service Enhancement Account (PTMISEA). These funds are available to the California Department of Transportation for intercity rail projects and to transit operators in California for rehabilitation, safety or modernization improvements, capital service enhancements or expansions, new capital projects, bus rapid transit improvements or for rolling stock procurement, rehabilitation or replacement

Each year the State of California solicits grant requests for projects meeting the necessary criteria and then finances the programs through the sale of bonds.

During the fiscal year ended June 30, 2013, ICTC applied for \$3,332,677 from the State's PTMISEA account for six Gillig (IVT) and nine cutaway (IVT RIDE) bus purchases. The proceeds were received in FY 2012-13.

During the fiscal year ended June 30, 2015 ICTC applied for \$1,730,000 from the State's PTMISEA account for up to twenty cutaway buses (IVT) and MV1 (IVT RIDE) purchases. The proceeds were received in FY 2014-15.

IMPERIAL COUNTY TRANSPORTATION COMMISSION

STATE TRANSIT ASSISTANCE FUND

Notes to the Combined Financial Statements

June 30, 2015 and 2014

Note 5. PTMISEA (Continued)

As of June 30, 2015 the remaining balance of the proceeds is \$4,369,232 which includes; the amount received in FY 2014-15 for twenty cutaway buses (IVT) and MV1 (IVT RIDE) purchases of \$1,730,000, the remainder of the proceeds from the Imperial bus transfer terminal project of \$186,250 (FY 2009-10 funding less the expense of \$56,750), the amount accrued for the purchases of six Gillig (IVT) buses of \$2,399,998 (FY 2012-13 funding less the expense of \$932,679 for the nine cutaway buses for IVT RIDE), interest earned for the year in the amount of \$21,363 and accumulated unexpended earned interest in the amount of \$31,621.

Qualifying expenditures must be encumbered within three years from the date of the allocation and expended within three years from the date of the encumbrance.

Note 6. CTSGP

In November 2006, California Voters passed a bond measure (Proposition 1B) enacting the Highway Safety, Traffic Reduction, Air Quality and Port Security Bond Act of 2006. Of the \$19.925 billion of state general obligation bonds authorized, \$1 billion was set aside by the State as instructed by statute as the Transit System Safety, Security and Disaster Response Account.

Sixty percent of this set aside (\$600 million) is available to agencies and transit operators eligible to receive State Transit Assistance (STA) funds through the California Transit Security Grant Program (CTSGP). These funds are to be used for capital expenditures to provide increased protection against security or safety threats or to increase the capacity of transit operators to develop disaster response transportation systems.

During the fiscal year ended June 30, 2012 ICTC applied for FY 2010-11 CTSGP funds of \$133,338 for the procurement and installation of security camera systems for the IVT Access bus system, and FY 2011-12 funds of \$133,338 for the procurement and installation of security camera systems for the IVT bus system. The proceeds were received in FY 2012-13.

As of June 30, 2015, the remaining balance is \$111,630 from the FY 2010-11 CTSGP which includes; accumulated unexpended earned interest of \$4,242, the remaining funds for the security camera systems of \$106,412, and interest earned for the year in the amount of \$976. The FY 2011-12 funds were fully expended with interest in the amount of \$134,683 on the procurement and installation of security camera systems for the IVT bus and the IVT RIDE paratransit systems.

Qualifying expenditures must be encumbered within three years from the date of the allocation and expended within three years from the date of the encumbrance.

IMPERIAL COUNTY TRANSPORTATION COMMISSION

STATE TRANSIT ASSISTANCE FUND

Notes to the Combined Financial Statements

June 30, 2015 and 2014

Note 7. SUBSEQUENT EVENTS

Management has evaluated its June 30, 2015 and 2014, financial statements for subsequent events through January 8, 2016, the date of issuance of the financial statements. The Commission is not aware of any subsequent events that would require recognition or disclosure in the financial statements.

REPORT ON COMPLIANCE OVER FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH STATUTES, RULES, AND REGULATIONS OF THE CALIFORNIA TRANSPORTATION DEVELOPMENT ACT AND THE ALLOCATION INSTRUCTIONS AND RESOLUTIONS OF THE TRANSPORTATION COMMISSION

INDEPENDENT AUDITORS' REPORT

To the Commission Board Members
County of Imperial, California

We have audited the financial statements of the State Transit Assistance fund of the Imperial County Transportation Commission as of and for the year ended June 30, 2015 and have issued our report therein dated January 8, 2016. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

As part of obtaining reasonable assurance about whether the State Transit Assistance fund of the Imperial County Transportation Commission's financial statements are free of material misstatement we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. Additionally, we performed tests to determine that allocations made and expenditures paid by the State Transit Assistance Fund of the Imperial County Transportation Commission were made in accordance with allocation instructions and resolutions of the Imperial County Transportation Commission and in conformance with the Transportation Development Act (TDA) Statutes and California Code of Regulation 6751. In connection with our audit, nothing came to our attention that caused us to believe the State Transit Assistance Fund of the Imperial County Transportation Commission failed to comply with the the Transportation Development Act (TDA) Statutes and California Codes of Regulation (CCR) and the allocation instructions and resolutions of the Imperial County Transportation Commission. However, providing an opinion on compliance with those provisions was not an objective of our audits and accordingly, we do not express such an opinion.

Also as part of our audits we performed tests of compliance to determine whether certain state funds were received and expended in accordance with the PTMISEA guidelines and state accounting requirements.

In November 2006, California Voters passed a bond measure enacting the Highway Safety, Traffic reduction, Air Quality and Port Security Bond Act of 2006. This Bond Act set aside funds for two categories of transportation improvement programs:

1. The Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) to fund capital projects that relate to infrastructure improvement

2. The California Transit Security Grant Program-California Transit Assistance Fund (CTSGP) for transit system safety, security and disaster response capital projects

Each year the State of California solicits grant requests for projects meeting the necessary criteria and then finances the programs through the sale of bonds.

The Imperial County Transportation Commission has successfully applied and received proceeds from the State's PTMISEA account for the design and construction of several bus transfer terminals projects in the Imperial County.

As of June 30, 2015, the PTMISEA funds received, interest earned and expended were verified in the course of our audits as follows:

PTMISEA Funds Current Year Activity:	
Beginning Balance	\$ 3,607,298
Additional Funds Accrued this Year	1,730,000
Interest earned	<u>21,363</u>
	<u>5,358,661</u>
Expenditures Incurred this Year:	
Bus Transfer Terminal Projects	56,750
Bus Purchases - IVT RIDE	<u>932,679</u>
	<u>989,429</u>
Unexpended proceeds as of June 30, 2015	<u>\$ 4,369,232</u>

The Imperial County Transportation Commission has successfully applied for CTSGP grants each year for the procurement and installation of security infrastructure for several bus transfer terminals projects in the Imperial County.

As of June 30, 2015, CTSGP funds received, interest earned and funds expended were verified in the course of our audits as follows:

CTSGP Funds Current Year Activity:	
Beginning Balance	\$ 245,787
Interest earned	<u>976</u>
	246,763
Expenditures Incurred this Year:	
Bus Security Cameras	<u>135,133</u>
Unexpended proceeds as of June 30, 2015	<u>\$ 111,630</u>

This report is intended solely for the information and use of the State Transit Assistance Fund of the Imperial County Transportation Commission's management, the California Department of Transportation, and the State Controller's Office and is not intended to be and should not be used by anyone other than these specified parties.

Hutchinson and Bloodgood LLP

January 8, 2016



REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

INDEPENDENT AUDITORS' REPORT

To the Commission Board Members
County of Imperial, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the combined financial statements of the State Transit Assistance fund of the Imperial County Transportation Commission as of and for the year ended June 30, 2015, and the related notes to the combined financial statements, which collectively comprise the State Transit Assistance fund of the Imperial County Transportation Commission's combined financial statements, and have issued our report thereon dated January 8, 2016.

Internal Control Over Financial Reporting

In planning and performing our audits of the combined financial statements, we considered the Imperial County Transportation Commission's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the combined financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Imperial County Transportation Commission's internal control. Accordingly, we do not express an opinion on the effectiveness of the Imperial County Transportation Commission's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's combined financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charge with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audits we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the State Transit Assistance fund of the Imperial County Transportation Commission's combined financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, the Transportation Development Act (TDA) Statutes and the California Code of Regulation Section 6751, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Imperial County Transportation Commission's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Imperial County Transportation Commission's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Hutchinson and Bloodgood LLP

January 8, 2016

SUPPLEMENTARY INFORMATION

IMPERIAL COUNTY TRANSPORTATION COMMISSION
STATE TRANSIT ASSISTANCE FUND
Schedules of Supplementary Information
June 30, 2015 and 2014

	2015	2014
Schedule I - Balance Sheets - STA		
ASSETS		
Cash and Investments- STA	\$ 1,978,893	\$ 1,468,738
Accounts Receivable - Interest on STA	<u>3,063</u>	<u>1,261</u>
Total Assets	<u>\$ 1,981,956</u>	<u>\$ 1,469,999</u>
LIABILITIES AND FUND BALANCE		
Liabilities		
Accounts Payable	<u>\$ 808,074</u>	<u>\$ 404,037</u>
Total Liabilities	<u>808,074</u>	<u>404,037</u>
Fund Balance		
Fund Balance - Unassigned- STA	<u>1,173,882</u>	<u>1,065,962</u>
Total Fund Balance	<u>1,173,882</u>	<u>1,065,962</u>
Total Liabilities and Fund Balance	<u>\$ 1,981,956</u>	<u>\$ 1,469,999</u>

IMPERIAL COUNTY TRANSPORTATION COMMISSION
STATE TRANSIT ASSISTANCE FUND
Schedules of Supplementary Information
June 30, 2015 and 2014

	2015	2014
Schedule II - Statements of Revenues, Expenditures and Changes in Fund Balances - STA		
Revenues		
STA Funds	\$ 969,328	\$ 1,036,363
Interest - STA	<u>9,984</u>	<u>5,015</u>
Total Revenues	<u>979,312</u>	<u>1,041,378</u>
Expenditures		
ADA Paratransit Service	<u>871,392</u>	<u>755,036</u>
Total Expenditures	<u>871,392</u>	<u>755,036</u>
Change in Fund Balance	107,920	286,342
Fund Balance Beginning, July 1	<u>1,065,962</u>	<u>779,620</u>
Fund balance Ending, June 30	<u>\$ 1,173,882</u>	<u>\$ 1,065,962</u>

IMPERIAL COUNTY TRANSPORTATION COMMISSION
STATE TRANSIT ASSISTANCE FUND
Schedules of Supplementary Information
June 30, 2015 and 2014

	2015	2014
Schedule III - Balance Sheets - PTMISEA		
ASSETS		
Cash and Investments - PTMISEA	\$ 4,363,582	\$ 3,604,051
Accounts Receivable - Interest on PTMISEA	<u>5,650</u>	<u>3,247</u>
Total Assets	<u>\$ 4,369,232</u>	<u>\$ 3,607,298</u>
FUND BALANCE		
Fund Balance - Restricted PTMISEA	<u>\$ 4,369,232</u>	<u>\$ 3,607,298</u>
Total Fund Balance	<u>\$ 4,369,232</u>	<u>\$ 3,607,298</u>

IMPERIAL COUNTY TRANSPORTATION COMMISSION**STATE TRANSIT ASSISTANCE FUND**

Schedules of Supplementary Information

June 30, 2015 and 2014

	2015	2014
Schedule IV - Statements of Revenues, Expenditures and Changes in Fund Balances - PTMISEA		
Revenues		
PTMISEA Funds	\$ 1,730,000	\$ --
Interest - PTMISEA	<u>21,363</u>	<u>17,648</u>
Total Revenues	<u>1,751,363</u>	<u>17,648</u>
Expenditures		
Brawley Bus Transfer Terminal - PTMISEA	--	478,871
Imperial Bus Transfer Terminal - PTMISEA	56,750	--
Buses - IVT-RIDE	<u>932,679</u>	<u>--</u>
Total Expenditures	<u>989,429</u>	<u>478,871</u>
Change in Fund Balance	761,934	(461,223)
Fund Balance Beginning, July 1	<u>3,607,298</u>	<u>4,068,521</u>
Fund Balance Ending, June 30	<u>\$ 4,369,232</u>	<u>\$ 3,607,298</u>

IMPERIAL COUNTY TRANSPORTATION COMMISSION
STATE TRANSIT ASSISTANCE FUND
Schedules of Supplementary Information
June 30, 2015 and 2014

	2015	2014
Schedule V - Balance Sheets - CTSGP		
ASSETS		
Cash and Investments - CTSGP	\$ 111,449	\$ 245,562
Accounts Receivable - Interest on CTSGP	<u>181</u>	<u>225</u>
Total Assets	<u>\$ 111,630</u>	<u>\$ 245,787</u>
FUND BALANCE		
Fund Balance - Restricted CTSGP	<u>\$ 111,630</u>	<u>\$ 245,787</u>
Total Fund Balance	<u>\$ 111,630</u>	<u>\$ 245,787</u>

IMPERIAL COUNTY TRANSPORTATION COMMISSION
STATE TRANSIT ASSISTANCE FUND
Schedules of Supplementary Information
June 30, 2015 and 2014

	2015	2014
Schedule VI - Statements of Revenues, Expenditures and Changes in Fund Balances - CTSGP		
Revenues		
Interest - CTSGP	<u>\$ 976</u>	<u>\$ 1,298</u>
Total Revenues	<u>976</u>	<u>1,298</u>
Expenditures		
Brawley Bus Transfer Terminal - CTSGP	--	38,469
Security Cameras - CTSGP	<u>135,133</u>	<u>--</u>
Total Expenditures	<u>135,133</u>	<u>38,469</u>
Change in Fund Balance	(134,157)	(37,171)
Fund Balance Beginning, July 1	<u>245,787</u>	<u>282,958</u>
Fund Balance Ending, June 30	<u>\$ 111,630</u>	<u>\$ 245,787</u>

IMPERIAL COUNTY TRANSPORTATION COMMISSION

Financial Report of the
Transportation Development Act Fund (TDA)
June 30, 2015 and 2014

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INDEPENDENT AUDITORS' REPORT

To the Commission Board Members
County of Imperial, California

Report on the Financial Statements

We have audited the accompanying financial statements of the Transportation Development Act fund (TDA) of the Imperial County Transportation Commission as of and for the years ended June 30, 2015 and 2014, and the related notes to the financial statements, as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risk of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Transportation Development Act fund (TDA) of the Imperial County Transportation Commission as of June 30, 2015 and 2014, and the changes in financial position thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Other Information

As discussed in Note 2, the financial statements present only the Transportation Development Act fund (TDA) and are not intended to present fairly the financial position of the Imperial County Transportation Commission and the results of its operations in conformity with accounting principles generally accepted in the United States of America.

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying supplementary information is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audits of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements taken as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued a report dated January 8, 2016 on our consideration of the Imperial County Transportation Commission Management's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, the Transportation Development Act (TDA) Statutes and California Codes of Regulation (CCR) and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Hutchinson and Bloodgood LLP

January 8, 2016

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
TRANSPORTATION DEVELOPMENT ACT FUND (TDA)**

Balance Sheets
June 30, 2015 and 2014

	2015	2014
ASSETS		
Cash and Investments	\$ 9,301,323	\$ 11,083,484
Accounts Receivable	808,074	404,037
Interest Receivable	<u>15,817</u>	<u>10,242</u>
Total Assets	<u>\$ 10,125,214</u>	<u>\$ 11,497,763</u>
 LIABILITIES AND FUND BALANCE		
Liabilities		
Accounts Payable	\$ 9,957	\$ --
Total Liabilities	<u>9,957</u>	<u>--</u>
Fund Balance		
Fund Balance - Assigned	5,400,688	5,242,172
Fund Balance - Unassigned	<u>4,714,569</u>	<u>6,255,591</u>
Total Fund Balance	<u>10,115,257</u>	<u>11,497,763</u>
Total Liabilities and Fund Balance	<u>\$ 10,125,214</u>	<u>\$ 11,497,763</u>

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
TRANSPORTATION DEVELOPMENT ACT FUND (TDA)**

Statements of Revenues, Expenditures and Changes in Fund Balance
For the Fiscal Years Ended June 30, 2015 and 2014

	2015	2014
Revenues		
Transportation Development Act fund	\$ 6,897,960	\$ 8,574,727
Interest Pooled Money	<u>54,514</u>	<u>44,189</u>
Total Revenues	<u>6,952,474</u>	<u>8,618,916</u>
Expenditures		
City of Brawley	23,163	218,902
City of Calexico	73,354	766,709
City of Calipatria	--	12,385
City of El Centro	476,144	443,130
City of Holtville	27,076	--
City of Imperial	118,418	21,567
City of Westmorland	10,827	10,690
County of Imperial	41,742	34,042
IC Transportation Commission	<u>7,564,256</u>	<u>3,171,950</u>
Total Expenditures	<u>8,334,980</u>	<u>4,679,375</u>
Change in Fund Balance	(1,382,506)	3,939,541
Fund Balance Beginning, July 1	<u>11,497,763</u>	<u>7,558,222</u>
Fund Balance Ending, June 30	<u>\$ 10,115,257</u>	<u>\$ 11,497,763</u>

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
TRANSPORTATION DEVELOPMENT ACT FUND (TDA)**

Notes to Financial Statements
June 30, 2015 and 2014

Note 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Reporting Entities

The operations of the Transportation Development Act fund (TDA) of the Imperial County Transportation Commission are accounted for in a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance, revenues and expenditures.

The County's Auditor-Controller's office acts as a trustee for the funds received and disbursed. The revenues of the fund are derived from ¼ cent of the local general sales tax collected statewide. The State Board of Equalization returns the ¼ cent to each county according to the amount of the tax collected.

The County's Auditor-Controller, based upon allocation instructions received from the Imperial County Transportation Commission, makes disbursements from the TDA fund to the County of Imperial and the cities, located within the County for projects, which are eligible for TDA funds. The allocation instructions apportion the revenues received by the TDA fund among the eligible projects in the incorporated and unincorporated areas of the County and based on population.

Basis of Accounting

The TDA funds are accounted for in a special revenue fund using using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues and expenditures are recognized as soon as they are both measurable and available.

Comparative Data

Comparative data for the prior year is presented in the accompanying financial statements in order to provide an understanding of changes in the funds' financial positions and operations.

Note 2. ANNUAL FINANCIAL STATEMENTS

The financial statements are intended to present the financial position, results of operations and compliance with the Transportation Development Act for only the Transportation Development Act fund (TDA) of the Imperial County Transportation Commission.

Note 3. CASH AND INVESTMENTS

Cash is pooled with other cash of the County to maximize investment opportunity and yields. Investment income resulting from this pooling is allocated to the respective funds, including the TDA fund, based upon monthly average cash balances. Information regarding categorization of investments and risk can be found in the County's financial statements. The financial statements for the County of Imperial may be obtained by contacting the Auditor-Controller's office in El Centro, CA.

Investments are stated at fair value in accordance with GASB 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*.

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
TRANSPORTATION DEVELOPMENT ACT FUND (TDA)**

Notes to Financial Statements
June 30, 2015 and 2014

Note 4. ACCOUNTS RECEIVABLE

During fiscal years ended June 30, 2015 and 2014 there was an amount of \$808,074 and \$404,037, respectively, to recognize the amount owed from the STA fund which was used to provide paratransit services.

Note 5. ACCOUNTS PAYABLE

During fiscal years ended June 30, 2015 and 2014 there was an amount of \$9,957 and \$0, respectively, to recognize operational expenses for the year that were paid in the following fiscal year.

Note 6. FUND BALANCE

The TDA fund distributes funds according to the annual regional ICTC Overall Work Plan & Budget and in accordance with the annual disbursements schedule adopted each year by ICTC. Any monies allocated and assigned in the local transportation fund and not authorized for payment within three years after the date of allocation shall cease to be allocated or assigned and shall become and be treated as an unallocated apportionment retained in the fund in accordance with Section 6655.1. Also, allocations for benches and shades made in accordance with PUC Code Section 99400(e) do not carryover, and lapse if not claimed in the year allocated.

Out of the total fund balance for fiscal years 2014-15 and 2013-14 the amounts of \$5,400,688 and \$5,242,172 represent the reserve of the apportioned but unallocated TDA funds as of June 30, 2015 and June 30, 2014, respectively. The assigned funds are for claims that have been submitted by member entities that have not completed the requirements for disbursement as well as reserves for capital outlay and revenue stabilization, contingencies and operations.

Note 7. BUDGETED EXPENDITURES

The TDA distributes funds in accordance with the annual disbursements schedule and according to the annual regional ICTC Overall Work Plan & Budget adopted each year by ICTC. Any variance is due to cities not spending their current year's budgeted appropriations or spending prior year's appropriations in the current year.

Note 8. SUBSEQUENT EVENTS

Management has evaluated its June 30, 2015 and 2014, financial statements for subsequent events through January 8, 2016, the date of issuance of the financial statements. The Commission is not aware of any subsequent events that would require recognition or disclosure in the financial statements.

REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

INDEPENDENT AUDITORS' REPORT

To the Commission Board Members
County of Imperial, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Transportation Development Act fund (TDA) of the Imperial County Transportation Commission as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the Transportation Development Act fund (TDA) of the Imperial County Transportation Commission's financial statements, and have issued our report thereon dated January 8, 2016.

Internal Control Over Financial Reporting

In planning and performing our audits of the financial statements, we considered the Imperial County Transportation Commission's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Imperial County Transportation Commission's internal control. Accordingly, we do not express an opinion on the effectiveness of the Imperial County Transportation Commission's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charge with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audits we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Transportation Development Act fund (TDA) of the Imperial County Transportation Commission's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, the Transportation Development Act (TDA) Statutes and the California Code of Regulation Section 6661, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Imperial County Transportation Commission's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Imperial County Transportation Commission's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Hutchinson and Bloodgood LLP

January 8, 2016

SUPPLEMENTARY INFORMATION

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
TRANSPORTATION DEVELOPMENT ACT FUND (TDA)**

Schedule of Allocations and Disbursements
For the Fiscal Year Ended June 30, 2015

ALLOCATIONS	PUC Section	Budget	Actual	Variance Favorable (Unfavorable)
City of Brawley				
Bicycles	99233.3	\$ 23,163	\$ 23,163	\$ --
Transit	99400(c)	110,948	--	110,948
Benches and Shades	99400(e)	<u>11,219</u>	<u>--</u>	<u>11,219</u>
Total		<u>145,330</u>	<u>23,163</u>	<u>122,167</u>
City of Calexico				
Bicycles	99233.3	30,707	30,707	--
Transit	99400(c)	96,358	--	96,358
Benches and Shades	99400(e)	<u>42,647</u>	<u>42,647</u>	<u>--</u>
Total		<u>169,712</u>	<u>73,354</u>	<u>96,358</u>
City of Calipatria				
Bicycles	99233.3	11,876	--	11,876
Benches and Shades	99400(e)	<u>1,599</u>	<u>--</u>	<u>1,599</u>
Total		<u>13,475</u>	<u>--</u>	<u>13,475</u>
City of El Centro				
Bicycles	99233.3	32,257	32,257	--
Transit	99400(c)	379,518	379,518	--
Benches and Shades	99400(e)	<u>64,369</u>	<u>64,369</u>	<u>--</u>
Total		<u>476,144</u>	<u>476,144</u>	<u>--</u>
City of Holtville				
Bicycles	99233.3	13,149	24,392	(11,243)
Benches and Shades	99400(e)	<u>2,684</u>	<u>2,684</u>	<u>--</u>
Total		<u>15,833</u>	<u>27,076</u>	<u>(11,243)</u>
City of Imperial				
Bicycles	99233.3	18,534	18,534	--
Transit	99400(c)	43,965	92,611	(48,646)
Benches and Shades	99400(e)	<u>7,273</u>	<u>7,273</u>	<u>--</u>
Total		<u>69,772</u>	<u>118,418</u>	<u>(48,646)</u>

IMPERIAL COUNTY TRANSPORTATION COMMISSION
TRANSPORTATION DEVELOPMENT ACT FUND (TDA)
Schedule of Allocations and Disbursements
For the Fiscal Year Ended June 30, 2015

<u>ALLOCATIONS</u>	<u>PUC Section</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
<u>City of Westmorland</u>				
Bicycles	99233.3	11,177	10,827	350
Benches and Shades	99400(e)	<u>1,004</u>	<u>--</u>	<u>1,004</u>
Total		<u>12,181</u>	<u>10,827</u>	<u>1,354</u>
<u>County of Imperial</u>				
Bicycles	99233.3	27,137	27,137	--
Benches and Shades	99400(e)	<u>14,605</u>	<u>14,605</u>	<u>--</u>
Total		<u>41,742</u>	<u>41,742</u>	<u>--</u>
<u>IC Transportation Commission</u>				
SB 325 - DAR Dial A Ride	99400(c)	36,091	36,091	--
SB 325 - IVT-RIDE	99400(c)	615,983	615,983	--
SB 325 - County Wide Transit	99400(c)	2,188,578	2,188,578	--
SB 325 - Med Express	99400(c)	200,766	200,766	--
SB 325 - Bus Purchase - IVT	99400(c)	3,668,178	3,668,178	--
SB 325 - Bus Purchase - IVT-RIDE	99400(c)	296,323	296,323	--
SB 325 - ICTC Admin	92233.1	<u>558,337</u>	<u>558,337</u>	<u>--</u>
Total		<u>7,564,256</u>	<u>7,564,256</u>	<u>--</u>
Grand Total		<u>\$ 8,508,445</u>	<u>\$ 8,334,980</u>	<u>\$ 173,465</u>

IMPERIAL COUNTY TRANSPORTATION COMMISSION

Financial Report of the
Transit Planning and Programs Management Fund
June 30, 2015 and 2014

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INDEPENDENT AUDITORS' REPORT

To the Commission Board Members
County of Imperial, California

Report on the Financial Statements

We have audited the accompanying financial statements of the Transit Planning and Programs Management fund of the Imperial County Transportation Commission as of and for the years ended June 30, 2015 and 2014, and the related notes to the financial statements, as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risk of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Transit Planning and Programs Management fund of the Imperial County Transportation Commission as of June 30, 2015 and 2014, and the results of its operations and the cash flows of its proprietary fund types for the years then ended in conformity with accounting principles generally accepted in the United States of America.

Other Matters

Other Information

As discussed in Note 2, the financial statements present only the Transit Planning and Programs Management fund and are not intended to present fairly the financial position of the Imperial County Transportation Commission and the results of its operations and the cash flows of its proprietary fund types in conformity with accounting principles generally accepted in the United States of America.

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying supplementary information is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audits of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements taken as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued a report dated January 8, 2016 on our consideration of the Imperial County Transportation Commission Management's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, the Transportation Development Act (TDA) Statutes and California Codes of Regulation (CCR) and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Hutchinson and Bloodgood LLP

January 8, 2016

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
TRANSIT PLANNING AND PROGRAMS MANAGEMENT FUND**

Statements of Net Position
June 30, 2015 and 2014

	2015	2014
ASSETS		
Current Assets:		
Cash and investments	\$ 4,608,918	\$ 4,500,593
Federal Grant 5311 Receivable	277,609	215,060
Federal Grant 5307 Receivable	523,324	350,851
Interest Receivable	<u>7,954</u>	<u>3,826</u>
Total Current Assets	<u>5,417,805</u>	<u>5,070,330</u>
Noncurrent Assets:		
Fixed Assets	5,073,143	41,454
Less Accumulated Depreciation	<u>(535,448)</u>	<u>(19,408)</u>
Total Noncurrent Assets	<u>4,537,695</u>	<u>22,046</u>
Total Assets	<u>9,955,500</u>	<u>5,092,376</u>
LIABILITIES		
Liabilities:		
Accounts Payable	542,287	546,910
Encumbrances Payable	1,101,498	748,131
Due To Other Funds	<u>--</u>	<u>435</u>
Total Liabilities	<u>1,643,785</u>	<u>1,295,476</u>
NET POSITION		
Net Position:		
Restricted	3,858,382	2,979,933
Unrestricted	<u>4,453,333</u>	<u>816,967</u>
Total Net Position	<u>\$ 8,311,715</u>	<u>\$ 3,796,900</u>

IMPERIAL COUNTY TRANSPORTATION COMMISSION
TRANSIT PLANNING AND PROGRAMS MANAGEMENT FUND
 Statements of Revenues, Expenses, and Changes in Net Position
 For the Fiscal Years Ended June 30, 2015 and 2014

	2015	2014
Operating Revenues:		
State Transit Revenues	\$ 9,001,423	\$ 3,557,027
Federal Grant 5307 Revenue	3,195,769	4,053,478
Federal Grant 5311 Revenue	277,609	215,060
Passenger Fares	892,019	814,338
ICTC Reimbursements	<u>820,450</u>	<u>1,012,980</u>
Total Operating Revenues	<u>14,187,270</u>	<u>9,652,883</u>
Operating Expenses:		
Purchased Transportation Services	7,152,860	5,374,431
Professional Services	155,014	614,074
General Administration	984,828	439,913
Capital Projects	<u>1,410,027</u>	<u>3,439,314</u>
Total Operating Expenses	<u>9,702,729</u>	<u>9,867,732</u>
Operating Income (Loss)	<u>4,484,541</u>	<u>(214,849)</u>
Nonoperating Revenues:		
Interest Revenue	30,274	23,726
Other Refunds and Reimbursements	<u>--</u>	<u>71,796</u>
Total Nonoperating Revenues	<u>30,274</u>	<u>95,522</u>
Change in Net Position	4,514,815	(119,327)
Net Position Beginning, July 1	<u>3,796,900</u>	<u>3,916,227</u>
Net Position Ending, June 30	<u>\$ 8,311,715</u>	<u>\$ 3,796,900</u>

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
TRANSIT PLANNING AND PROGRAMS MANAGEMENT FUND**

Statements of Cash Flows

For the Fiscal Years Ended June 30, 2015 and 2014

	2015	2014
CASH FLOWS FROM OPERATING ACTIVITIES		
Passenger Fares	\$ 892,019	\$ 814,338
Receipts from Transit Services	12,239,779	7,784,429
Other Receipts	820,450	1,025,383
Payment for Transportation Services	(8,220,356)	(8,956,510)
Payment for General Administration	(463,010)	(439,913)
Payment for Professional Services	<u>(155,014)</u>	<u>(614,074)</u>
Net Cash Provided by (Used for) Operating Activities	<u>5,113,868</u>	<u>(386,347)</u>
CASH FLOWS FROM CAPITAL ACTIVITIES		
Acquisition of Fixed Assets	<u>(5,031,689)</u>	<u>--</u>
Net Cash Provided by (Used for) Capital Activities	<u>(5,031,689)</u>	<u>--</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Interest Earned	<u>26,146</u>	<u>97,085</u>
Net Cash Provided by Investing Activities	<u>26,146</u>	<u>97,085</u>
Net Increase (Decrease) in Cash and Cash Equivalents	108,325	(289,262)
Cash and Cash Equivalents, July 1	<u>4,500,593</u>	<u>4,789,855</u>
Cash and Cash Equivalents, June 30	<u>\$ 4,608,918</u>	<u>\$ 4,500,593</u>
Reconciliation of Operating Income (Loss) to Net Cash Provided by (Used for) Operating Activities:		
Operating Income (Loss)	<u>\$ 4,484,541</u>	<u>\$ (214,849)</u>
Adjustments to Reconcile Operating Income (Loss) to Net Cash Provided by (Used for) Operating Activities:		
Depreciation Expense	521,818	7,534
(Increase) Decrease in Accounts Receivable	(240,800)	(28,733)
(Decrease) Increase in Accounts Payable	(4,623)	97,524
(Decrease) Increase in Encumbrances Payable	353,367	(246,315)
(Decrease) Increase in Due To Other Funds	<u>(435)</u>	<u>(1,508)</u>
Total Adjustments	<u>629,327</u>	<u>(171,498)</u>
Net Cash Provided by (Used for) Operating Activities	<u>\$ 5,113,868</u>	<u>\$ (386,347)</u>

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
TRANSIT PLANNING AND PROGRAMS MANAGEMENT**

Notes to the Financial Statements
June 30, 2015 and 2014

Note 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Reporting Entities

The Transit Planning and Programs Management Section of the Imperial County Transportation Commission was established in order to effectively administer the various transit programs, grants and services provided either in house or under contract with various providers. The program utilizes various State and federal grants including the Federal Transportation Administration "FTA" Sections 5307 and 5311. The specific federal funds received are programmed to be utilized for the Imperial Valley Transit (IVT), the IVT Blue and Green Lines, IVT Access, the ADA paratransit system and the transfer terminals.

The Imperial County Auditor-Controller's office acts as a trustee for the funds received and disbursed. The FTA Section 5307 and 5311 funds are not accessed until a scope of work is approved. The FTA Section 5307 and 5311 grants are developed based on estimates for each fiscal year, which are not available until October of each year.

Basis of Accounting

The funds are accounted for in a proprietary fund using the accrual basis of accounting, whereby revenues are recognized when earned and expenses are recognized when incurred.

Cash Equivalents

For purposes of the statement of cash flows, the Imperial County Transportation Commission considers all highly liquid debt instruments purchased with a maturity of three months or less to be cash equivalents.

Comparative Data

Comparative data for the prior year is presented in the accompanying financial statements in order to provide an understanding of changes in the funds' financial positions and operations.

Note 2. ANNUAL FINANCIAL STATEMENTS

The financial statements are intended to present the financial position, results of operations and compliance with the Transportation Development Act for the Imperial County Transportation Commission Transit Planning and Programs Management fund only.

Note 3. CASH AND INVESTMENTS

Cash is pooled with other cash of the County of Imperial to maximize investment opportunity and yields. Investment income resulting from this pooling is allocated to the respective funds based upon monthly average cash balances. Information regarding categorization of investments and risk can be found in the County's financial statements. The financial statements for the County of Imperial may be obtained by contacting the Auditor-Controller's office in El Centro, CA.

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
TRANSIT PLANNING AND PROGRAMS MANAGEMENT**

Notes to the Financial Statements
June 30, 2015 and 2014

Note 3. CASH AND INVESTMENTS (Continued)

Investments are stated at fair value in accordance with GASB 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*.

Note 4. FIXED ASSETS

During fiscal years ended June 30, 2015 and 2014 there was an amount of \$4,537,695 and \$22,046, respectively, which is the total fixed assets less accumulated depreciation. During the fiscal year ended June 30, 2015 there was an acquisition of ten 2012 Low Floor Gillig buses and nine 2015 Cutaway buses which increased fixed assets by \$5,031,689 for the year, including an increase of \$516,040 in accumulated depreciation.

Note 5. ACCOUNTS PAYABLE

During fiscal years ended June 30, 2015 and 2014 there was an amount of \$542,287 and \$546,910, respectively, to recognize operational expenses for the year that were paid in the following fiscal year.

Note 6. DUE TO OTHER FUNDS

During fiscal years ended June 30, 2015 and 2014 there was an amount of \$0 and \$435, respectively, to recognize amounts due to other funds that were paid in the following fiscal year.

Note 7. ENCUMBRANCES PAYABLE

During fiscal years ended June 30, 2015 and 2014 the encumbrance payable amounts of \$1,101,498 and \$748,131 consists of purchased services for the contract period not yet paid.

Note 8. NET POSITION - RESTRICTED

During the fiscal years ended June 30, 2015 and 2014 the restricted net position amount of \$3,858,382 and \$2,979,933, respectively, which represents the estimated portion of six months of transit, bus replacements, administrative operational costs for fiscal year 2015-2016.

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
TRANSIT PLANNING AND PROGRAMS MANAGEMENT**

Notes to the Financial Statements
June 30, 2015 and 2014

Note 9. FEDERAL TRANSIT FORMULA GRANTS

The following consists of the Activity of the U.S. Department of Transportation Federal Transit Grant (Urbanized Area Formula Program - Federal Grant 5307 and 5309):

Program number CA-90-Z063		50% Federal Reimbursement	100% Federal Reimbursement	
		Operations	Capital	Total
Fiscal year 13/14	Operations	<u>\$ 2,366,538</u>	<u>\$ --</u>	<u>\$ 2,366,538</u>
Requested	6/30/15	<u>350,851</u>	<u>--</u>	<u>350,851</u>
	Per grant	<u>350,851</u>	<u>--</u>	<u>350,851</u>
FTA 5307	Available Grant	<u>\$ --</u>	<u>\$ --</u>	<u>\$ --</u>
ICTC	Balance at 6/30/15			
Program number CA-90-Z195		50% Federal Reimbursement	100% Federal Reimbursement	
		Operations	Capital	Total
Fiscal year 14/15	Operations	<u>\$ 2,371,399</u>	<u>\$ --</u>	<u>\$ 2,371,399</u>
Requested	6/30/15	<u>1,538,479</u>	<u>--</u>	<u>1,538,479</u>
	Per grant	<u>2,371,399</u>	<u>--</u>	<u>2,371,399</u>
FTA 5307	Available Grant	<u>\$ 832,920</u>	<u>\$ --</u>	<u>\$ 832,920</u>
ICTC	Balance at 6/30/15			
Program number CA-04-248		50% Federal Reimbursement	80% Federal Reimbursement	
		Operations	Capital	Total
Fiscal year 12/13	Construction Capital	<u>\$ --</u>	<u>\$ 974,000</u>	<u>\$ 974,000</u>
Requested	6/30/15	<u>--</u>	<u>227,000</u>	<u>227,000</u>
	Per grant	<u>--</u>	<u>974,000</u>	<u>974,000</u>
FTA 5309	Available Grant	<u>\$ --</u>	<u>\$ 747,000</u>	<u>\$ 747,000</u>
ICTC	Balance at 6/30/15			
Program number CA-90-Y469		50% Federal Reimbursement	80% Federal Reimbursement	
		Operations	Capital	Total
Fiscal year 06/07	Construction Capital	<u>\$ --</u>	<u>\$ 2,948,115</u>	<u>\$ 2,948,115</u>
Requested	6/30/15	<u>--</u>	<u>906,966</u>	<u>906,966</u>
	Per grant	<u>--</u>	<u>906,966</u>	<u>906,966</u>
FTA 5307	Available Grant	<u>\$ --</u>	<u>\$ --</u>	<u>\$ --</u>
County of Imperial	Balance at 6/30/15			

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
TRANSIT PLANNING AND PROGRAMS MANAGEMENT**

Notes to the Financial Statements
June 30, 2015 and 2014

Note 9. FEDERAL TRANSIT FORMULA GRANTS (Continued)

The following consists of the Activity of the U.S. Department of Transportation Federal Transit Grant (Rural Area Formula Program - Federal Grant 5311) Passthrough the State Department of Transportation CALTRANS:

Program number SA 6414130		50% Federal Reimbursement Operations	80% Federal Reimbursement Capital	Total
Fiscal year 13/14	Operations	\$ 91,694	\$ --	\$ 91,694
Requested	6/30/15	<u>91,694</u>	<u>--</u>	<u>91,694</u>
	Per grant	<u>79,894</u>	<u>--</u>	<u>79,894</u>
FTA 5311	Available Grant	<u>\$ --</u>	<u>\$ --</u>	<u>\$ --</u>
ICTC	Balance at 6/30/15			

Program number SA 6414131		50% Federal Reimbursement Operations	80% Federal Reimbursement Capital	Total
Fiscal year 13/14	Operations	\$ 42,092	\$ --	\$ 42,092
Requested	6/30/15	<u>42,092</u>	<u>--</u>	<u>42,092</u>
	Per grant	<u>42,092</u>	<u>--</u>	<u>42,092</u>
FTA 5311	Available Grant	<u>\$ --</u>	<u>\$ --</u>	<u>\$ --</u>
ICTC	Balance at 6/30/15			

Program number SA 644270		50% Federal Reimbursement Operations	80% Federal Reimbursement Capital	Total
Fiscal year 13/14	Operations	\$ 72,609	\$ --	\$ 72,609
Requested	6/30/15	<u>72,609</u>	<u>--</u>	<u>72,609</u>
	Per grant	<u>72,609</u>	<u>--</u>	<u>72,609</u>
FTA 5311	Available Grant	<u>\$ --</u>	<u>\$ --</u>	<u>\$ --</u>
ICTC	Balance at 6/30/15			

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
TRANSIT PLANNING AND PROGRAMS MANAGEMENT**

Notes to the Financial Statements

June 30, 2015 and 2014

Note 10. SUBSEQUENT EVENTS

Management has evaluated its June 30, 2015 and 2014, financial statements for subsequent events through January 8, 2016, the date of issuance of the financial statements. The Commission is not aware of any subsequent events that would require recognition or disclosure in the financial statements.

SUPPLEMENTARY INFORMATION

IMPERIAL COUNTY TRANSPORTATION COMMISSION
TRANSIT PLANNING AND PROGRAMS MANAGEMENT FUND
Schedules of Supplementary Information
For the Fiscal Years Ended June 30, 2015 and 2014

	2015	2014
Schedule I - State Transit Revenue		
State Transit Revenue - TDA/LTF/STA	\$ 7,877,311	\$ 3,039,687
State Transit Revenue - PTMISEA	989,429	478,871
State Transit Revenue - CTSGP	<u>134,683</u>	<u>38,469</u>
State Transit Revenue - Total	<u>\$ 9,001,423</u>	<u>\$ 3,557,027</u>
Schedule II - ICTC Reimbursements Revenues		
Transfer from Admin, Plans and Programs Funds	\$ 558,337	\$ 887,300
Membership Revenues	92,113	45,680
LTA Transit 2% Allocation	<u>170,000</u>	<u>80,000</u>
ICTC Reimbursement Revenues - Total	<u>\$ 820,450</u>	<u>\$ 1,012,980</u>
Schedule III - Purchased Transportation Services		
Countywide Transit System	\$ 2,370,005	\$ 2,536,985
IVT - Blue/Green Line	619,876	619,357
IVT- Gold Line	253,874	143,804
IVT-ACCESS	1,436,186	1,419,965
Med Express	225,046	166,174
IVT-Ride	791,044	--
West Shores - Dial-a-Ride	28,428	62,323
Transportation Reserves & Fare Adjustments	<u>1,428,401</u>	<u>425,823</u>
Purchased Transportation Services - Total	<u>\$ 7,152,860</u>	<u>\$ 5,374,431</u>
Schedule IV - Professional Services		
Professional & Special Services	\$ 239,052	\$ 374,907
Prof & Spec Svs Data Pro	2,531	838
Prof & Spec Svs - Audit Services	96,048	94,751
Adm-Legal & Accounting Fees	398	1,378
Professional Services Reserves Adjustments	<u>(183,015)</u>	<u>142,200</u>
Professional Services - Total	<u>\$ 155,014</u>	<u>\$ 614,074</u>

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
TRANSIT PLANNING AND PROGRAMS MANAGEMENT FUND**

Schedules of Supplementary Information
For the Fiscal Years Ended June 30, 2015 and 2014

	2015	2014
Schedule V - General Administration		
<i>General Administration - Salaries & Benefits</i>		
Permanent Salaries	\$ 223,460	\$ 215,454
Tuition Reimbursement	1,000	--
Social Security - Medicare	6,686	5,656
County Contr Retirement	38,435	35,722
Ins-Workers Comp	10,026	6,101
Ins-Unemployment	1,274	3,298
Group Insurance	54,585	44,360
Retirement-Pension Bond	15,218	14,326
Retirement - Health Plan	14,123	12,216
Redemption of Benefits	15,184	11,250
Ins- Dental/Vision	7,396	10,341
Payroll Taxes	900	628
Insurance - Voluntary Life	<u>339</u>	<u>567</u>
<i>General Administration - Salaries & Benefits Total</i>	<u>388,626</u>	<u>359,919</u>
<i>General Administration - Other</i>		
Communications - Phone Charge	1,466	1,276
Communications - Services	--	153
Communications - Cell Phones	4,435	4,509
Insurance Liability	14,101	12,325
Memberships	1,680	2,910
Office Expenses	8,157	4,366
Fuel Expense	606	679
Publications and Legal Notices	4,257	6,410
Rents & Leases	18,298	20,157
Maintenance	171	332
Travel Out of Cnty Misc	12,530	11,133
Special Dept Expense	618	1,312
Utilities	3,679	2,761
Equipment	4,386	4,137
Depreciation Equipment	<u>521,818</u>	<u>7,534</u>
<i>General Administration - Other Total</i>	<u>596,202</u>	<u>79,994</u>
General Administration - Grand Total	<u>\$ 984,828</u>	<u>\$ 439,913</u>

IMPERIAL COUNTY TRANSPORTATION COMMISSION
TRANSIT PLANNING AND PROGRAMS MANAGEMENT FUND
Schedules of Supplementary Information
For the Fiscal Years Ended June 30, 2015 and 2014

	2015	2014
Schedule VI - Capital Project Expenses		
Imperial Transfer Terminal	\$ 283,750	\$ --
El Centro Transfer Terminal	1,126,277	2,647,105
Brawley Transfer Terminal	<u> --</u>	<u> 792,209</u>
Capital Project Expenses - Total	<u>\$ 1,410,027</u>	<u>\$ 3,439,314</u>



REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

INDEPENDENT AUDITORS' REPORT

To the Commission Board Members
County of Imperial, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Transit Planning and Programs Management fund of the Imperial County Transportation Commission as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the Transit Planning and Programs Management fund of the Imperial County Transportation Commission's financial statements, and have issued our report thereon dated January 8, 2016.

Internal Control Over Financial Reporting

In planning and performing our audits of the financial statements, we considered the Imperial County Transportation Commission's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Imperial County Transportation Commission's internal control. Accordingly, we do not express an opinion on the effectiveness of the Imperial County Transportation Commission's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charge with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audits we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Transit Planning and Programs Management fund of the Imperial County Transportation Commission's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, the Transportation Development Act (TDA) Statutes and the California Code of Regulation Section 6667, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Imperial County Transportation Commission's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Imperial County Transportation Commission's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Hutchinson and Bloodgood LLP

January 8, 2016



REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE AND ON THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS REQUIRED BY OMB CIRCULAR A-133

INDEPENDENT AUDITORS' REPORT

To the Commission Board Members
County of Imperial, California

Report on Compliance for Each Major Federal Program

We have audited the Imperial County Transportation Commission's compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on each of the Imperial County Transportation Commission's major federal programs for the year ended June 30, 2015. The Imperial County Transportation Commission's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the Imperial County Transportation Commission's major federal programs based on our audit of these types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and *OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and *OMB Circular A-133* require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Imperial County Transportation Commission's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the Imperial County Transportation Commission's compliance.

Opinion on Each Major Federal Program

In our opinion, the Imperial County Transportation Commission complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2015.

Report on Internal Control Over Compliance

Management of the Imperial County Transportation Commission is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Imperial County Transportation Commission's internal control over compliance with the types of requirements that could have a direct and material effect on a major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing our opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with *OMB Circular A-133*, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Imperial County Transportation Commission's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of *OMB Circular A-133*. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by OMB Circular A-133

We have audited the financial statements of the Imperial County Transportation Commission's Transit Planning and Programs Management fund as of and for the year ended June 30, 2015, and have issued our report thereon dated January 8, 2016, which contained an unmodified opinion on those financial statements. Our audit was performed for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards is presented for the purposes of additional analysis as required by *OMB Circular A-133* and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audits of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditure of federal awards is fairly stated in all material respects in relation to the financial statements as a whole.

Hutchinson and Bloodgood LLP

January 8, 2016

IMPERIAL COUNTY TRANSPORTATION COMMISSION
TRANSIT PLANNING AND PROGRAMS MANAGEMENT FUND
Schedule of Expenditures of Federal Awards
For the Fiscal Year Ended June 30, 2015

<u>Federal Grant/Pass-Through Grantor</u>	<u>Federal C.F.D.A. Number</u>	<u>Pass-Through Grantor's Number</u>	<u>Program Expenditures</u>
<u>U.S. DEPARTMENT OF TRANSPORTATION</u>			
FTA Section 5307 - Urban Funding **	20.507	CA-90-Z063	\$ 350,851
FTA Section 5307 - Urban Funding **	20.507	CA-90-Z195	1,538,479
Passed Through County of Imperial:			
FTA Section 5307 - Urban Funding **	20.507	CA-90-Y469	<u>906,966</u>
		Subtotal 20.507	<u>2,796,296</u>
FTA Section 5309 - Bus and Facilities	20.526	CA-04-248	<u>227,000</u>
		Subtotal 20.526	<u>227,000</u>
Passed Through State Department of Transportation:			
FTA Section 5311 - Rural Funding	20.509	SA 6414130	91,694
FTA Section 5311 - Rural Funding	20.509	SA 6414131	42,092
FTA Section 5311 - Rural Funding	20.509	SA 644270	<u>72,609</u>
		Subtotal 20.509	<u>206,395</u>
TOTAL U.S. DEPARTMENT OF TRANSPORTATION			<u>3,229,691</u>
TOTAL FEDERAL ASSISTANCE			<u>\$ 3,229,691</u>

** Major Fund

IMPERIAL COUNTY TRANSPORTATION COMMISSION
TRANSIT PLANNING AND PROGRAMS MANAGEMENT FUND
 Schedule of Findings and Responses
 For the Fiscal Year Ended June 30, 2015

SECTION I - SUMMARY OF AUDITORS' RESULTS

Financial Statements

Type of auditors' report issued: Unmodified

Internal control over financial reporting:

Material weakness(es) identified? yes no
 Significant deficiency(ies) identified not considered to be material weaknesses? yes none reported

Noncompliance material to financial statements noted? yes no

Federal Awards

Internal Control over major programs:

Material weakness(es) identified? yes no
 Significant deficiency(ies) identified not considered to be material weaknesses? yes none reported

Type of auditors' report issued on compliance Unmodified

Any audit findings disclosed that are required to be reported in accordance with Circular A-133, Section .510(a)? yes no

Identification of major programs:

<u>CFDA Number(s)</u>	<u>Name of Federal Program or Cluster</u>
20.507	Department of Transportation

Dollar threshold used to distinguish between Type A and Type B programs: \$750,000

Auditee qualified as low-risk auditee? yes no

IMPERIAL COUNTY TRANSPORTATION COMMISSION
TRANSIT PLANNING AND PROGRAMS MANAGEMENT FUND
Schedule of Findings and Responses
For the Fiscal Year Ended June 30, 2015

SECTION II – FINANCIAL STATEMENTS FINDINGS

There are no current year findings.

IMPERIAL COUNTY TRANSPORTATION COMMISSION
TRANSIT PLANNING AND PROGRAMS MANAGEMENT FUND
Schedule of Findings and Responses
For the Fiscal Year Ended June 30, 2015

SECTION III – STATUS OF PRIOR YEAR FINDINGS AND RESPONSES

There are no prior year findings.

IMPERIAL COUNTY TRANSPORTATION COMMISSION
TRANSIT PLANNING AND PROGRAMS MANAGEMENT FUND
Notes to Schedule of Expenditures of Federal Awards
For the Fiscal Year Ended June 30, 2015

Note 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accompanying schedule of expenditures of federal awards includes the federal grant activity of the Imperial County Transportation Commission and is presented on the modified accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*.

V. REPORTS

A. ICTC EXECUTIVE DIRECTOR

C. CALTRANS—DISTRICT 11



1405 N IMPERIAL AVE SUITE 1
EL CENTRO, CA 92243-2875
PHONE: (760) 592-4494
FAX: (760) 592-4497

Memorandum

Date: January 8, 2016
To: ICTC Management Committee
From: Mark Baza, Executive Director
Re: Executive Director's Report

The following is a summary of the Executive Director's Report for the Management Committee meeting of January 13, 2016

1. **Imperial–Mexicali Binational Alliance:** The next meeting is scheduled for January 14, 2016 at 10:00 a.m. at CETYS University in the City of Mexicali. Virginia Mendoza, Project Manager
2. **Imperial County Transportation Commission Unmet Transit Needs (UTN) Hearing:** The annual Unmet Transit Needs (UTN) hearing process has been scheduled for Thursday, February 11, 2016 at 3:30pm. The meeting will be held at the City of Brawley Council Chambers located at 383 Main Street in the City of Brawley. Free bus transportation to the hearing will be provided from the 7th and State St. Transit Transfer Terminal in the City of El Centro at approximately 2:30pm. Reservations must be made no later than 5:00pm Wednesday February, 10, 2016 for transportation to the hearing from El Centro. A return trip back to 7th and State St. in El Centro will be provided at the conclusion of the hearing. Public comment in the form of letters or e-mails will be read into the record and should be provided to ICTC 1405 N. Imperial Ave., Suite 1, El Centro, CA 92243 Attn: Hearing Coordinator, no later than 5:00pm Wednesday February 10, 2016. David Salgado, Transit Planner
3. **Imperial County Regional Safe Routes to School (SRTS) Masterplan:** The Imperial County Safe Routes to School (SRTS) Regional Masterplan Project is underway. The consultant selected to carry out the study is Ryan Snyder and Associates. The project is funded by the Community Based Transportation Planning (CBTP) program administered by Caltrans. The local match was provided by the Southern California Association of Governments (SCAG) from the Sustainability Grant program. The community outreach and public workshop component of the project has been completed. Currently engineers cost estimates are under development. The final plan is scheduled for approval in February/March 2016. David Salgado, Project Manager
4. **Calexico East Commercial Vehicle Port of Entry Expansion Project:** ICTC submitted the Calexico East Commercial Vehicle Port of Entry Expansion Project under the California Sustainable Freight Action Plan: Pilot Project Ideas. The project is a proposed public-private partnership for the construction costs of the freight elements of the Calexico East Expansion that include: bridge expansion, commercial vehicle primary inspection booths and road construction totaling \$30 million. The California Environmental Protection Agency Air Resources Board will be review the project ideas submitted and will prepare a preliminary pilot project list for public comment at regional workshops planned for early 2016.

Additionally in December 2015, Safer Community Foundation, Inc. in partnership with the County of Imperial and ICTC submitted the expansion proposal to Customs and Border Protection through their “559 Donation Authority.”

5. **IVT RIDE Update:** ICTC staff is developing a Request for Proposal for the El Centro service area. David Salgado, Project Manager
6. **Transit Vehicle Procurement Update:** ICTC has submitted an order for six smaller 25ft. cutaway transit vehicles to be operated on the fixed route services with lower ridership. Those vehicles will be purchased under the CalACT statewide cooperative purchasing agreement. All 6 vehicles will replace a mixture of leased and First Transit owned vehicles to eventually make the entire fixed route fleet owned by ICTC. The receipt of the vehicles should take place over the coming months with project completion scheduled for February 2016. ICTC is currently working with a vendor to receive a quote for the five (5) 25ft. cutaway transit vehicles for the IVT RIDE – El Centro service as well.
7. **Regional Mobility Coordinator (Transit):** Recruitment is underway for a new bilingual position at ICTC. This is a federally grant funded role that is a common position in transit service agencies. The primary duties will include the certification and eligibility process for the Americans with Disabilities Act, mobility travel training and other interaction with seniors and persons with disabilities. The interviews are scheduled for the second week in January. It is anticipated that the hiring process will be completed in January 2016.
8. **Federal Triennial Review:** Every three years the Federal Transit Administration (FTA) conducts an intensive review of practices and procedures to determine compliance with twenty-one (21) areas for the continued use of federal transit grant funding. The anticipated date of review is February 9th to 11th, 2016. ICTC staff have attended a review workshop and are preparing a preliminary submittal of documents and materials for the audit team in advance of the visitation. The review team will visit transfer terminals and the bus operations yard, and are expected to talk with staff from ICTC, Brawley, Imperial and El Centro and Imperial Valley Transit (IVT).
9. **Federal Homeland Security Safety and Security Review of Transit Operations:** Inspectors with the Department of Homeland Security visited the transfer terminals and bus operations yard 12/2 through 12/4 to complete a safety and security assessment. ICTC and IVT staff were also interviewed. A final report is expected in several months for the Commission which may recommend possible improvements and be used as justification in future grant requests.
10. **Regional Mobility Hubs Strategy for Imperial and San Diego:** This project funded by Caltrans will develop a Regional Mobility Hubs Implementation Plan for San Diego County and Imperial Valley. This project will be led by SANDAG in conjunction with ICTC. The focus of the plan will be to develop recommended improvements, conceptual designs, and implementation strategies for different mobility hub station place types for both regions. Consultant work is underway with preparation for a full range of stakeholder outreach. Virginia Mendoza, Project Manager

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

Mobility hubs can help maximize the capital investment in transit services and support the emphasis on smart growth and transit-oriented development. The project and Consultant team hosted an agency workshop in Imperial County on December 2, 2015. The meeting covered the study purpose, roundtable discussion of criteria for locating mobility hubs, amenity priorities, and what are potential locations. The Consultant team is planning a public outreach event in the first or second quarter of 2016.

11. **The San Diego State University / Imperial Valley College Transit Shuttle Analysis:** The Transit Shuttle Analysis will assess the feasibility of an inter-college shuttle service in Imperial County. ICTC and SCAG staffs worked together with Imperial Valley College and San Diego State University staff to complete the consultant selection process. SCAG staff completed the contract agreement with the selected consultant AECOM. Student surveys and campus workshops at SDSU-Calexico and IVC were held on Wednesday, November 18, 2015 and Thursday, November 19, 2015. Virginia Mendoza, Project Manager
12. **Downtown Calexico West Port of Entry:** Congress authorized \$98 million for Phase 1 of the port expansion. The U.S. General Services Administration (GSA) began construction for Phase 1 in December 2015 with completion scheduled for January 2018.
13. **Community of Niland Bus Stop Bench and Shelter Request:** The ICTC submitted a formal request to the California Department of Transportation (Caltrans) District 11 requesting their assistance in identifying a location for a bus stop bench and shelter in the Community of Niland along State Route 111 (SR-111). Caltrans and ICTC are finalizing a preferred location and any improvements necessary for installation of the bench and shelter.
14. **FALL 2015 SCAG “GO HUMAN” Campaign:** As a part of the SCAG Active Transportation Safety and Encouragement Campaign community outreach and advertising will kick off Fall 2015. SCAG is launching the “GO HUMAN” campaign with the goals of reducing traffic collisions in Southern California and encouraging the public to walk and bike more. ICTC has participated in the ongoing steering committee meetings with SCAG in order to help facilitate the planning and outreach efforts to occur in the Imperial County region. Those interested in participating in the “GO HUMAN” campaign please contact: Julia Lippe-Klein at lippe-klein@scag.ca.gov.
15. **California-Baja California Binational Region:** A Fresh Look at Impacts of Border Delays: Building upon previous Caltrans, SANDAG, and ICTC studies, this project will refine the economic models developed to assess economic impacts of delays at the land ports of entry (POEs) between the San Diego and Imperial Counties region and Baja California, Mexico, on the border region economies. It will also estimate greenhouse gas (GHG) emissions of passenger and commercial vehicles due to northbound and southbound border delays at the six California POEs, and propose strategies to reduce GHG emissions at the border region. Lastly, extensive outreach to government agencies, local border communities, and private sector stakeholders will be conducted. Extensive data collection and modeling work has been conducted on these areas by ICTC, SANDAG and other agencies, this project will build upon that work.

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

16. **California's Road Use Charge Pilot:** In 2014, Legislature passed Senate Bill 1077 (SB 1077) directing California to conduct a pilot program to study the feasibility of a road charge as a replacement for the gas tax to pay for road maintenance and repairs. A 15-member technical advisory committee (TAC), composed of representatives from diverse interests, is now working to study the potential for a road charge and outline the parameters of the pilot program. The TAC will craft the parameters of the road charge pilot program by the end of 2015. Beginning no later than January 1, 2017, thousands of California drivers will make history

by volunteering to participate in the road charge pilot program to test new approaches. The pilot program will be implemented by the California State Transportation Agency. The outcomes of the road charge pilot program will be reported back to the TAC, the California Transportation Commission (CTC), and the Legislature no later than June 30, 2018. The CTC will provide recommendations on the pilot program to the Legislature in December 2018. The Legislature will then decide whether and how to enact a full-scale permanent road charge program. More information is attached to this report.

17. Meetings attended on behalf of ICTC:

- January 7, 2015 – SCAG Economic Summit in Los Angeles



Date: January 8, 2016
To: ICTC Management Committee
From: Laurie Berman, Caltrans District 11, District Director
Re: **District Director's Report**

The following is the California Department of Transportation, District 11 report for the Imperial County Transportation Commission (ICTC) Management meeting of January 13, 2016:

1. Project Updates:

Please see map at end of report for project level detail.

2. Traffic Operations:

SR-78/Hovley Road, Brawley

A traffic signal will be installed at the intersection of SR-78 and Hovley Road in Brawley. In an effort to expedite the work, the Department will provide the detectors, controllers, and signal poles. By procuring the necessary equipment in this manner, a time savings of eight to 11 weeks will be achieved. The cost is estimated to be under \$450,000.

3. Planning Studies:

There are a number of on-going planning studies in Imperial County, some of which are highlighted below.

Improving Access and Safety Through a Complete Streets Study is currently underway in the City of Holtville. This Caltrans grant was in the amount of \$125,000, and was contracted with LGC Consulting and Alta Planning. The Draft Plan was released in late November 2015, with approval by the Holtville City Council expected in January 2016.

Regional Safe Routes to Schools Master Plan is a study which will serve to increase the safety and mobility of school students, improve their health by promoting safe alternatives for them to walk or bike to school, and provide improved infrastructure. The funds for this

project are provided by the Caltrans Community Based Transportation Planning grant program in the amount of \$192,500.

This project began in March 2015 with an award to the firm Ryan Snyder and Associates. The draft report will be available for review and comment by December 2015. This project will be complete in February 2016. Upon completion, the final report will be presented to the Imperial County Transportation Commission (ICTC) for approval.

Mobility Hubs Master Plan Study - Mobility hubs are places of connectivity where different modes of transportation such as walking, biking, ridesharing, and public transit, come together seamlessly at concentrations of employment, housing, shopping, and/or recreation. Hub features can include: bikeshare, carshare, neighborhood electric vehicles, and bike parking among others. Goals of the plan will be to develop recommended improvements, conceptual designs, and implementation strategies for different mobility hub station place types for both the San Diego and Imperial County regions.

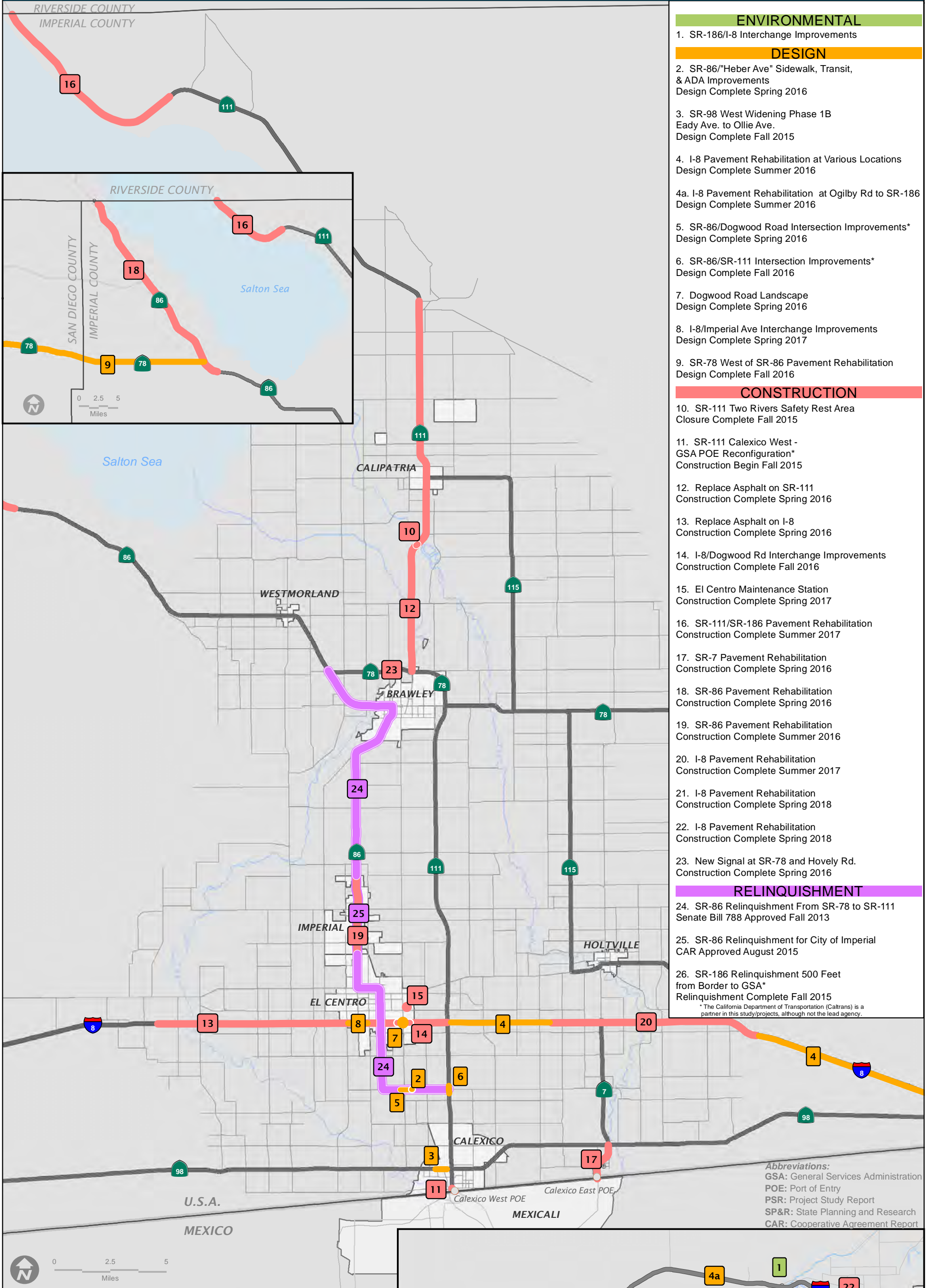
The contract amount for this project is \$395,441 with funds being provided through the Caltrans Emerging Priorities Grant program. The consultant is the IBI Group. The project began in May 2015 and will end in May 2017.

4. Local Assistance

Training

Federal Highway Administration (FHWA) in coordination with Caltrans District 8 (San Bernardino), Right-of-Way, is conducting a free training on Appraisal and Acquisition on February 23-25, 2016, in San Bernardino. The target audience are State and Local government employees as well as consultants. The training will cover the proper procedures and guidelines for conducting the appraisal process under the requirements of the Uniform Act and 49 CFR Part 24. The specific location in San Bernardino has not yet been determined. Registration will be handled on a first come, first served basis. If you have any questions or to register, please contact: Deborah Kassmann, deborah.kassmann@dot.ca.gov or by phone at (619) 220-5386.

IMPERIAL COUNTY STATUS OF TRANSPORTATION PROJECTS



ENVIRONMENTAL

1. SR-186/I-8 Interchange Improvements

DESIGN

2. SR-86/"Heber Ave" Sidewalk, Transit, & ADA Improvements
Design Complete Spring 2016
3. SR-98 West Widening Phase 1B Eady Ave. to Ollie Ave.
Design Complete Fall 2015
4. I-8 Pavement Rehabilitation at Various Locations
Design Complete Summer 2016
- 4a. I-8 Pavement Rehabilitation at Ogilby Rd to SR-186
Design Complete Summer 2016
5. SR-86/Dogwood Road Intersection Improvements*
Design Complete Spring 2016
6. SR-86/SR-111 Intersection Improvements*
Design Complete Fall 2016
7. Dogwood Road Landscape
Design Complete Spring 2016
8. I-8/Imperial Ave Interchange Improvements
Design Complete Spring 2017
9. SR-78 West of SR-86 Pavement Rehabilitation
Design Complete Fall 2016

CONSTRUCTION

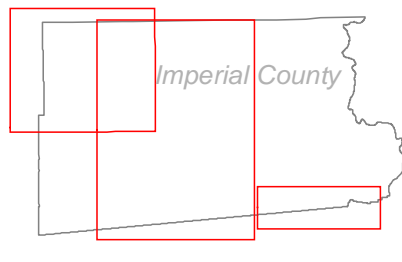
10. SR-111 Two Rivers Safety Rest Area Closure Complete Fall 2015
11. SR-111 Calexico West - GSA POE Reconfiguration*
Construction Begin Fall 2015
12. Replace Asphalt on SR-111
Construction Complete Spring 2016
13. Replace Asphalt on I-8
Construction Complete Spring 2016
14. I-8/Dogwood Rd Interchange Improvements
Construction Complete Fall 2016
15. El Centro Maintenance Station
Construction Complete Spring 2017
16. SR-111/SR-186 Pavement Rehabilitation
Construction Complete Summer 2017
17. SR-7 Pavement Rehabilitation
Construction Complete Spring 2016
18. SR-86 Pavement Rehabilitation
Construction Complete Spring 2016
19. SR-86 Pavement Rehabilitation
Construction Complete Summer 2016
20. I-8 Pavement Rehabilitation
Construction Complete Summer 2017
21. I-8 Pavement Rehabilitation
Construction Complete Spring 2018
22. I-8 Pavement Rehabilitation
Construction Complete Spring 2018
23. New Signal at SR-78 and Hovely Rd.
Construction Complete Spring 2016

RELINQUISHMENT

24. SR-86 Relinquishment From SR-78 to SR-111
Senate Bill 788 Approved Fall 2013
25. SR-86 Relinquishment for City of Imperial
CAR Approved August 2015
26. SR-186 Relinquishment 500 Feet from Border to GSA*
Relinquishment Complete Fall 2015

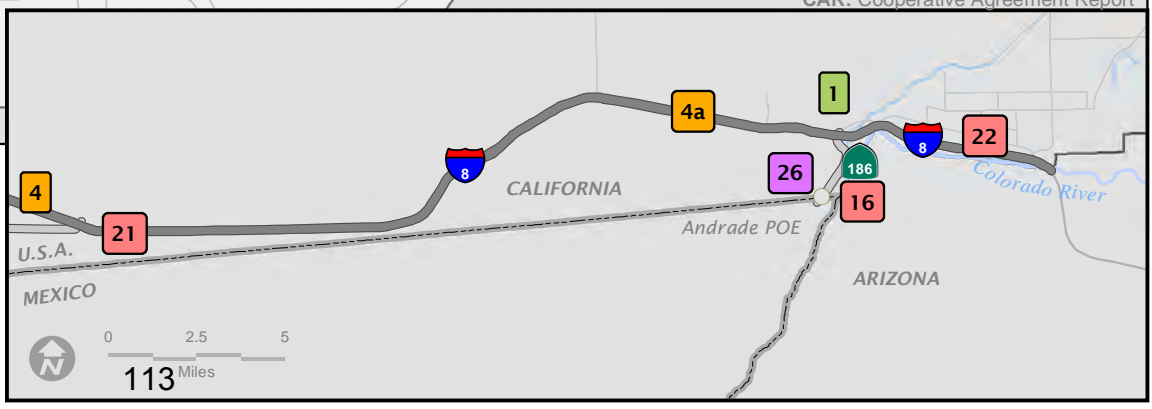
*The California Department of Transportation (Caltrans) is a partner in this study/projects, although not the lead agency.

Abbreviations:
 GSA: General Services Administration
 POE: Port of Entry
 PSR: Project Study Report
 SP&R: State Planning and Research
 CAR: Cooperative Agreement Report



Portions of this map contain geographic information copyrighted by the Imperial County GIS program. All rights reserved. The data provided is "as is" without warranty of any kind.

Date: 12/03/2015



113 Miles

New Signal Ahead on SR-78 and Hovley Road

SIGNAL FOR SAFETY



Motorists are reminded to drive safely, obey all laws and to pay special attention to vehicles crossing at intersections.



#WatchAtIntersections

[www.dot.ca.gov/dist 11](http://www.dot.ca.gov/dist11)

VI. ACTION CALENDAR

VI. ACTION CALENDAR

A. ROTATION OF CHAIR AND VICE-CHAIR POSITIONS



IMPERIAL COUNTY
TRANSPORTATION COMMISSION

1405 N. IMPERIAL AVE., SUITE 1
EL CENTRO, CA 92243-2875
PHONE: (760) 592-4494
FAX: (760) 592-4497

January 7, 2016

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

SUBJECT: Rotation of Chair and Vice-Chair Positions

Dear Committee Members:

The ICTC Management Committee has historically rotated the chairperson's position in from amongst its member agencies. In addition there has been a Vice Chairperson. Both of these positions serve for a period of approximately one year.

It is requested that the Management Committee take any appropriate action in the consideration of the rotation and assignment of the two positions.

Sincerely,

MARK BAZA
Executive Director

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

IVAG / ICTC CHAIR & VICE CHAIR positions (Management Committee)

	CHAIR	VICE CHAIR
calendar year		
2015	Brawley	Imperial
2014	Holtville	Brawley
2013	El Centro	Holtville
2012	County	Imperial
2011	Calipatria	County
2010	Calipatria	County
2009	Calexico	Calipatria
2008	Brawley	Calexico
2007	Holtville	Brawley
2006	County	Holtville
2005	El Centro	Calexico
2004	Calexico	Imperial

Frequency of Positions

Brawley	2 Brawley	2
Calipatria	2 Calipatria	1
Calexico	2 Calexico	2
El Centro	2 El Centro	1
Holtville	2 Holtville	2
Imperial	1 Imperial	3
Westmorland	1 Westmorland	1
County	2 County	2
IID	0 IID	0

VI. ACTION CALENDAR

B. ICTC OVERALL WORK PROGRAM (OWP) AND BUDGET FY 2015-2016, AMENDMENT #1



1405 N. IMPERIAL AVE., SUITE 1
EL CENTRO, CA 92243-2875
PHONE: (760) 592-4494
FAX: (760) 592-4497

January 8, 2016

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

SUBJECT: ICTC Overall Work Program (OWP) and Budget FY 2015-2016
Amendment #1

Dear Committee Members:

The Fiscal Year (FY) 2015/2016 Imperial County Transportation Commission (ICTC) Overall Work Plan (OWP) and Budget was presented and approved by the Commission on June 22, 2015. The OWP and Budget is divided into the core programs of Transit Planning and Program Management and the Regional Transportation Planning and Programming.

This budget contains seven full-time positions to manage the programs and services. The full-time positions includes one office assistant, the 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. Grant funding for the Regional Mobility Coordinator has recently been approved. Revenues and expenditures have been added to the budget for this position and program services in an amount of \$180K.

The budget also includes funding for consultant services to continue to support the Commission's administrative functions, i.e., accounts payable, accounts receivable, payroll, various program and fiscal audits, HR activities and legal counsel. In addition, consultant services are identified for our on-going planning, programming, and transit programs. There are no changes submitted in this amendment request.

The additional revenues are the result of new grant funding, as well as, an increase in the State revenue above our budgeted amounts. The increase allows us to proceed with additional vehicle purchases in order to achieve the goal of ICTC ownership of the entire bus fleet.

The attachment illustrates the requested Budget Amendment #1. There are no changes in the Regional Transportation Planning Budget at this time. The result is an overall increase in revenue and expenses by 8.1%, or from \$19,698,389 to \$21,423,136. The changes are summarized as follows:

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

Revenues

1. Addition of the federal 5310 grant program revenue for the Mobility Management Coordinator position and program (row B)
2. Increase in the receipt of the Local Transportation Fund (LTF) revenue (row F)
3. Increase in the receipt of the Public Transit Modernization Improvement and Service Enhancement Account (PTMISEA) and California Transit Security Grant revenues (rows J and K)

Expenditures

1. Addition of the program expense for the Medexpress paratransit services for public outreach (row U)
2. Addition of the program expense for the IVT RIDE – El Centro consolidated paratransit services for public outreach (row X)
3. Increase in the capital expense for ten (10) IVT Access cutaway buses (row BB)
4. Increase for the ICTC agency vehicle expense (row CC)
5. Increase in the capital expense for fixed route Automated Vehicle Location (AVL) system (row MM)
6. Addition of the program expense for the Mobility Management Coordinator position and program, and adjustments for liability insurance and staff travel expense (row PP)
7. Adjustment to the ICTC transit vehicle capital reserve for future bus replacement (row SS)
8. Adjustment to the TDA Operating reserve (row UU)

The competitive procurements for the IVT RIDE – El Centro and the Medexpress are anticipated to begin in the next 30 days. The service start dates are planned for July 1, 2016.

The recruitment of the Mobility Management Coordinator is currently underway. The anticipated start date is in February. Initial program expenses include salary, training /travel, computer and the development of marketing and outreach materials. Funding not expensed in FY 2015-16 will be reallocated in subsequent years.

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

1. Approve the FY 2015-16 Overall Work Program and Transit Finance Plan Budget Amendment #1

Sincerely,



MARK BAZA
Executive Director

MB/ksw/cl

Attachment

IMPERIAL COUNTY TRANSPORTATION COMMISSION FUNDING SOURCES

						Budget		
						FY 2015-16	amend #1	%
1	2	3	4	5	6	7	8	
REVENUES								
FEDERAL								
A	FTA SEC 5307 (Urban) Urban Transit Service				\$2,276,290	\$2,276,290	0.0%	
B	FTA SEC 5310 Mobility Management Program				\$0	\$144,000	100.0%	
C	FTA SEC 5309 - Imperial Transfer Terminal				\$747,000	\$747,000	0.0%	
D	FTA SEC 5311 (Rural) - Rural Transit Services				\$1,218,578	\$1,218,578	0.0%	
E	SUBTOTAL				\$4,241,868	\$4,385,868	3.3%	
STATE								
F	TDA - LOCAL TRANSPORTATION FUND (LTF)				\$7,448,062	\$8,848,062	15.8%	
G	TDA - STATE TRANSIT ASSISTANCE (STA)				\$904,208	\$904,208	0.0%	
H	STIP- PLANNING, PROGRAMMING & MONITORING				\$19,000	\$19,000	0.0%	
I	STATE PLANNING and RESEARCH (SP &R)				\$175,000	\$175,000	0.0%	
J	PROP 1B - PTMISEA				\$4,316,250	\$4,363,659	1.1%	
K	PROP 1B - CTSGP				\$244,787	\$378,125	35.3%	
L	SUBTOTAL				\$13,107,307	\$14,688,054	10.8%	
LOCAL								
M	FARE REVENUE				\$1,060,174	\$1,060,174	0.0%	
N	ON HAND				\$150,800	\$150,800	0.0%	
O	LOCAL TRANSPORTATION AUTHORITY (LTA) 2% transit set a side				\$300,000	\$300,000	0.0%	
P	LOCAL TRANSPORTATION AUTHORITY (LTA) 5% set a side				\$708,240	\$708,240	0.0%	
Q	SCAG/MEMBER AGENCY CONTRIBUTIONS				\$130,000	\$130,000	0.0%	
R	SUBTOTAL				\$2,349,214	\$2,349,214	0.0%	
S	TOTAL				\$19,698,389	\$21,423,136	8.1%	

EXPENDITURES

T	REGIONAL TRANSIT				\$6,923,580	\$6,993,580	1.0%	
U	LOCAL TRANSIT				\$1,502,207	\$1,552,207	3.2%	
V	TRANSIT CAPITAL (Vehicle Prcmt & Transit Facility Construction)				\$7,429,670	\$8,334,316	10.9%	
W	TRANSIT CAPITAL Miscellaneous				\$279,787	\$413,125	32.3%	
X	ADMINISTRATION AND PLANNING				\$1,432,544	\$1,657,144	13.6%	
Y	TRANSIT CAPITAL FLEET RESERVE				\$1,448,062	\$1,814,360	20.2%	
Z	REVENUE STABILIZATION/ OPERATING RESERVES				\$502,539	\$478,404	-5.0%	
AA	BIKES AND PEDS Art 3				\$180,000	\$180,000	0.0%	
BB	TOTAL				\$19,698,389	\$21,423,136	8.1%	

VII. LOCAL TRANSPORTATION AUTHORITY (LTA) ACTION CALENDAR

VII. LOCAL TRANSPORTATION AUTHORITY (LTA) ACTION CALENDAR

A. FUND REQUEST TO THE LTA—EXTENSION OF EXISTING CONCRETE ISLAND AT INTERSECTION OF AUSTIN ROAD AND BREWER ROAD IN IMPERIAL COUNTY

BRAWLEY

CALIPATRIA

HOLTVILLE

WESTMORLAND



CALEXICO

EL CENTRO

IMPERIAL

IMPERIAL COUNTY

January 8, 2016

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

SUBJECT: Fund Request to the Local Transportation Authority (LTA) - Extension of Existing Concrete Island at Intersection of Austin Road and Brewer Road in Imperial County

Dear Committee Members:

The County of Imperial has made a request to the LTA for funds from the regional highway set-aside for the extension of the existing concrete island at the intersection of Austin Road and Brewer Road in Imperial County. Austin Road is identified in our Imperial County Long Range Transportation Plan as one of our regionally significant corridors as it serves our agricultural truck traffic/farm equipment, and county-wide vehicle traffic. Austin Road is a two-lane road that handles over 3,000 vehicles per day. The intersection is in need of improvements because of safety concerns identified by the County and community stakeholders.

The total project cost is \$362,735. The County will be using \$125,000 in available funding sources and are requesting \$237,735 in LTA funds. The proposed improvement is a short term solution to a longer term need to expand the intersection. See attached letter of request.

Since Austin Road is a regional corridor for Imperial County and the revenue is available in the highway set-aside program, staff requests that ICTC Management Committee forward this item to the LTA Board for review and approval, after public comment, if any:

1. Approve the allocation for additional funding needed in the amount \$237,735 from the Regional Highway set-aside from the Measure D allocations.
2. Authorize the Executive Director to execute the necessary agreements between the County and ICTC.

Sincerely,

A handwritten signature in blue ink that reads "Mark Baza". The signature is written in a cursive style.

MARK BAZA
Executive Director

Attachment

MB/cl

1405 N. Imperial Ave., Suite 1, El Centro, CA 92243
Phone: (760) 592-4494, Fax: (760) 592-4497



Public Works works for the Public



COUNTY OF IMPERIAL

DEPARTMENT OF PUBLIC WORKS

155 S. 11th Street El Centro, CA 92243

Tel: (442) 265-1818

Fax: (442) 265-1858

January 6, 2015

Mr. Mark Baza
Executive Director
Local Transportation Authority
1450 N. Imperial Ave. Suite 1
El Centro, CA

SUBJECT Fund Request to the Local Transportation Authority (LTA)- Extension of Existing Concrete Island at Intersection of Austin Road and Brewer Road in Imperial County; County Project No. 6033

Dear Mr. Baza:

Imperial County, through the Imperial County Department of Public Works (ICDPW), is in the process of providing intersection improvements at Austin Road and Brewer Road in Imperial County. Currently at this location, motor vehicles are conducting u-turns. Although u-turns at this location are not illegal they are posing safety risks for traveling public. Proposed improvements will make u-turns illegal at this location and better protect the motoring public.

Improvements will include the installation of street lighting, guardrail and widening of Austin Road north of Brewer Road. Widening will be for the installation of a 2-foot wide double-yellow striped imaginary island (per the California Vehicle Code) extending from the proposed concrete island to Worthington Road. The overall project cost is estimated at \$362,735:

- \$21,915 Island Extension
\$133,247 Road Widening
\$95,000 Miscellaneous
\$25,016 Contingency
\$50,032 Design Engineering
\$37,524 Construction Engineering/Material Testing

The ICDPW will furnish 35% (\$125,000) of the project cost through available funding sources. As there are inadequate funds to cover overall project cost, County is seeking additional funds from the Local Transportation Authority's (LTA).

The County is requesting funding in the amount of \$237,735 to assist in construction of the improvements at the aforementioned intersection.

In closing, I would like to reiterate that the installation of street lighting and associated improvements increase safety in this area and make this an excellent project for receiving funds from the LTA. The County looks forward to discussing the project with you in further detail.

Should you have any questions please do not hesitate to contact the Department at (442) 265-1818. Thank you.

Respectfully,

Handwritten signature of William S. Brunet

William S. Brunet, PE
Director of Public Works

dm

**COUNTY OF IMPERIAL
ENGINEERS PRELIMINARY QUANTITIES**



**AUSTIN ROAD IMPROVEMENTS
AT BREWER ROAD IN IMPERIAL COUNTY
- CONCRETE ISLAND EXTENSION, ROAD WIDENING
AND DOUBLE-YELLOW ISLAND STRIPING**

1/5/2016

Item No.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL
	Island Extension				
1	Demolition - Concrete Curb & Asphalt	LS	1	\$1,000	\$1,000
2	6" Concrete Curb	LF	416	\$40	\$16,640
3	Asphalt Concrete - 3"	TON	19	\$225	\$4,275
	Road Widening - 3'-10" by 2,210'				
4	Excavation	CY	732	\$20	\$14,642
5	Subgrade Preparation	SY	941	\$12	\$11,296
6	Class 2 Base - 28"	TON	1,285	\$25	\$32,122
7	Asphalt Concrete - 5.5"	TON	291	\$125	\$36,402
8	Haul Excess Native Material	CY	732	\$12	\$8,785
9	Striping - Removal & Installation	LS	1	\$30,000	\$30,000
	Miscellaneous				
10	Street Light w/ Guard Rail	EA	3	\$10,000	\$30,000
11	Power Pole for Transformer and Meter	EA	1	\$15,000	\$15,000
12	Undergrounding of Telephone Line	LS	1	\$10,000	\$10,000
13	Traffic Control & Construction Area Signs	LS	1	\$40,000	\$40,000
	Subtotal				\$250,162
	Contingency				\$25,016
	Design Engineering				\$50,032
	Cosntruction Engineering/Material Testing				\$37,524
	Total Cost				\$362,735



NTS

**IMPERIAL COUNTY
PUBLIC WORKS DEPARTMENT
EL CENTRO, CALIFORNIA**

**Austin Road Improvements at Brewer Road
County Project No. 6033**

DRAWN: JC
DRAWING No.:
DATE: 1/07/2016

Brawley

Calipatria

Holtville

Westmorland



Local Transportation Authority

Calxico

El Centro

Imperial

County of Imperial

7243000 LTA 5% State Hwy Set-Aside

Available balance	\$5,234,718	LTA 5% Regional Hwy Balance as of 1/05/2016
Heber Bus Stop & Ped Access SR 86	\$707,000	LTA Board approved on 8/27/2014
Traffic Signal SR 22 & SR 86 Salton City	\$438,858	LTA Board approved on 9/24/2014

Balance Remaining \$4,088,860