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MANAGEMENT COMMITTEE

**City of Calipatria
City Hall – Council Chambers
125 North Park Avenue
Calipatria, CA 92233**

**Wednesday, July 12, 2017
10:30 A.M.**

CHAIR: ROM MEDINA

VICE CHAIR: ARMANDO VILLA

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. CONSENT CALENDAR

- A. Approval of Management Committee Draft Minutes: June 14, 2017 Pages 4-15
B. Receive and File:
1. ICTC Board Draft Minutes: June 28, 2017

V. REPORTS

- A. ICTC/LTA Executive Director
• See attached Executive Director Report on page 17
B. Southern California Association of Governments
• See attached report on page 26
C. California Department of Transportation – District 11
• See attached report on page 32
D. Committee Member Reports

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

VI. ACTION CALENDAR

- A. California Transit Security Grant Program FY 2016-17 Page 68

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

1. Approve the attached resolution authorizing the Executive Director or his designee to take any actions necessary on behalf of the ICTC for the purposes of obtaining FY 2016-17 financial assistance, provided by the Governor's Office of Homeland Security under the California Transit Security Grant Program.

- B. Authorization for the Examination of Sales or Transaction Use Tax Records Page 72

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

1. Authorize the Chairman to sign attached agreement and resolution authorizing MuniServices, LLC to examine ICTC's Sales or Transactions and Use Tax Records

VII. NEXT MEETING DATE AND PLACE

- A. Staff identifies the need to hold our meeting in August. Therefore, the next meeting of the Management Committee is currently scheduled for **Wednesday, August 9 2017 at 10:30 a.m.**, at the **City of Holtville, Holtville, CA.**

VIII. ADJOURNMENT

- A. Motion to Adjourn

IV. CONSENT CALENDAR

A. APPROVAL OF MANAGEMENT COMMITTEE

DRAFT MINUTES:

JUNE 14, 2017

B. RECEIVE AND FILE:

1. ICTC BOARD DRAFT MINUTES:

JUNE 28, 2017

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
MANAGEMENT COMMITTEE**

DRAFT MINUTES OF June 14, 2017

10:00 a.m.

VOTING MEMBERS PRESENT:

City of Brawley	Rosanna Bayon Moore
City of Calipatria	Rom Medina (Chair)
City of Calexico	Armando Villa
City of El Centro	Marcela Piedra
City of Holtville	Nick Wells
County of Imperial	Joe Picazo Jr. for Ralph Cordova

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

OTHERS PRESENT: David Salgado: SCAG; Joseph Chua, Bing Luu and Beth Landrum: Caltrans; 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, June 14, 2017 together with staff reports and related documents attached thereto and incorporated therein by reference.

I. CALL TO ORDER AND ROLL CALL

Chair Medina 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

There were none.

IV. CONSENT ITEMS

A motion was made by [Piedra](#) seconded by [Picazo](#) to approve consent items 4A-4C. **Motion carried** unanimously.

- A. Approved ICTC Management Committee Minutes for May 10, 2017
- B. Received and filed:
 - 1. ICTC Board Draft Minutes for May 24, 2017
 - 2. ICTC TAC Minutes for April 27, 2017
 - 3. ICTC SSTAC Minutes for May 3, 2017
- C. Specific Transit Operator Fiscal Reports FY 2015-16 for Med-Express

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

- 1. Received and filed the Specific Transit Operator Fiscal Reports; Med Express for the Imperial County Transportation Commission for FY 2015-16

V. REPORTS**A. ICTC Executive Director**

Ms. Mendoza had the following updates:

- Ms. Mendoza highlighted FY 2016-2017 Congestion Mitigation Air Quality (CMAQ), Regional Surface Transportation Program (RSTP), and Active Transportation Program (ATP) projects that are pending request for authorization (RFA) by agency. For ease of receiving approvals, the local agencies are encouraged to submit RFA's to Caltrans Local Assistance June 2017.
- SB 1 provides new funding for transportation purposes, with investments fix-it-first purposes on local streets and roads, highways, transit operations and maintenance, capital investments, and active transportation. Over the next 10 years it is estimated SB 1 will provide \$52.4 billion for transportation purposes. The California Transportation Commission (CTC) is in the process of preparing guidelines for several programs that are part of SB 1. The programs include: State Highway Operation and Protection; Local Streets and Roads Program; Trade Corridor Enhancement Account; Active Transportation Program; Solutions for Congested Corridors Program; and Local Partnership Program.
 - o The CTC has indicated that it will not have estimates available for this program until the end of July/early August timeframe, agencies are recommended use the League of Cities estimate as a placeholder. The CTC has indicated that following the submittal of the budgeted list of projects, the local agency would have flexibility to administratively update or change the project list, but must report on SB1 expenditures on projects.
 - o In developing local agency lists, consideration should be made to PCI of less than 80 based on the CSAC Statewide Streets and Roads Needs Assessment from 2016; agencies will be limited to road maintenance/rehabilitation, safety, railroad grade separation, complete street and traffic control device projects.
 - o \$1.5 Billion annually will go to cities and counties for local road improvements. The following are projected annual revenues for the Cities and the County of Imperial. Attached is a factsheet that also includes funds for transit and the Active Transportation Program.

Brawley	\$608,000	Holtville	\$139,000
Calexico	\$920,000	Imperial	\$416,000
Calipatria	\$176,000	Westmorland	\$52,000
El Centro	\$1,034,000	County of Imperial	\$10,600,000
 - o Staff recommends that the Cities and the County incorporate the estimates in their budget amendments and develop a prioritized list of specific projects and improvements that can be submitted to the CTC at the end of 2017.

Mr. Baza had the following updates:

- Closed Session Calendar Items for the Commission Meeting on June 28, 2017 include the following:
 - o Executive Director Evaluation and Labor Negotiations
 - o Property negotiations / lease agreement for property located on Ross Road, currently leased to First Transit
 - o Property negotiations / lease agreement for property located on Adams Avenue, currently owned by Caltrans
 - o Property negotiations for property located on Main Street and Imperial Avenue, proposed new ICTC office space
- The region has an opportunity to accelerate the I-8 / Imperial Ave. project from FY 2019/20 to FY 2018/19 for construction. ICTC staff will be submitting a request for a STIP Amendment to the CTC in the August 2017 timeframe.

- Caltrans submitted a revised plan to CBP regarding the SR-86 Border Patrol Checkpoint. CBP will be including the expansion of the checkpoint in their budget request to the federal government.
- A complete list of ICTC updates can be found on Page 30 of the agenda.

B. Southern California Association of Governments (SCAG)

Mr. Salgado had the following announcements:

- A second round of “GO-Human” advertising will be released throughout the SCAG region in May 2017. The “GO-Human” Campaign is an ATP Cycle 1 Grant funded program designed and developed to be utilized by all stakeholders and partners in the region to bring heightened awareness to pedestrian and bicycle safety as well as driver safety through a robust marketing and advertising campaign. ICTC has collaborated to include “Go-Human” advertising on their transit buses in order to promote safe walking and bicycling. The Imperial Valley Velo Club will have the 2017 Bike to Work Day on May 18th. SCAG is providing some “GO-Human” materials to promote bicycle and pedestrian safety throughout the day’s activities, which will include informational stations throughout El Centro for those biking to work to stop and receive free gifts.
- SCAG will be holding its annual demographic workshop titled “Volatile Demographics: How High and How Low?” The workshop is held in collaboration with the USC Sol Price School of Public Policy. The workshop will be held at the USC Trojan Grand Ballroom from 8:30am to 3:30pm on Monday June 26, 2017. Information and registration is available online at www.scag.ca.gov/demographics.
- SCAG is working in partnership with the Strategic Growth Council (SGC) in order to provide workshops throughout the SCAG region in an effort to secure more Cap and Trade funding for the SCAG region and to continue to meet the goals of the 2016 RTP-SCS. The goal of the workshop is to convene important stakeholders who can leverage one another’s resources to put forth successful applications under the AHS program. The workshop will be held following the ICTC Management Committee Meeting June 14th at 1:00pm at the City of El Centro Community Center, 375 S. 1st Street, El Centro, CA.
- A Tool Box Tuesday Workshop will take place on June 27th, 2017. The topic will be “Replacing Redevelopment: Enhanced Infrastructure Financing Districts (EIFD) / Community Revitalization Investment Authority (CRIA)”
- SCAG 2017 Local Profiles are on the SCAG website.
- A complete list of SCAG updates can be found on Page 37 of the agenda.

C. Caltrans Department of Transportation – District 11

Ms. Landrum had the following updates:

- The I-8/Dogwood Road Landscape Project will be completed in fall 2017.
- Construction for the SR-98/Cesar Chavez Widening Project has began with a completion date of spring 2018.
- The SR-86/Heber Pedestrian Improvements Project is scheduled to be completed end of summer 2017.
- The Imperial County and Caltrans External Teambuilding Meeting will be held on June 22, 2017 at the IID Water Control Conference Room at 9 a.m.

Mr. Luu had the following updates:

- Managers of the Highway Bridge Program in Local Assistance at Caltrans-HQ will be delivering free training at Caltrans District Office in San Diego on Tuesday, June 20, 2017. The tentative class time would be 10:00 AM - 3:00 PM, including a one-hour lunch break. As soon as possible, please advise with the number of representatives from your respective agencies who are interested and available then. To enroll, email Debora Ledesma-Ribera at Debora.Ledesma-Ribera@dot.ca.gov or Joseph Chua at Joseph.Chua@dot.ca.gov.

- Call for Projects for ATP projects under the GHG Reduction Fund are due June 30, 2017.
- An FHWA Project Management Webinar will be held on June 21, 2017 at 10 a.m.
- The deadline to submit the Annual DBE and ADA Certification Form is June 30, 2017.
- The deadline to submit RFA's for FY 2016-17 projects is July 7, 2017.
- A full report is on page 44 of the agenda.

D. Committee Member Reports

- There were none.

VI. INFORMATION / DISCUSSION CALENDAR

A. Proposed Office Location and Floor Plan

Mr. Baza reviewed ICTC's Proposed New Office Needs with Management Committee. Below a review:

- Current lease is ending in September 2017 (90 day notice is due – June 30, 2107)
- ICTC currently occupies approximately 2,200 square feet of office space
- ICTC's Current Needs:
 - Additional 1,000 square feet of office space for current and proposed additional staff; Small meeting space for ADA Consultations; Mid-size conference Room; and a large conference room
 - Office space near primary Transfer Terminal in El Centro and transit user base
 - Office space that is accessible to transit users for purchasing bus passes
 - Near existing and proposed transit operation facilities (Ross Road and Adams Avenue)
 - Adequate office space for existing Regional Partners: SCAG, IVEDC, SBDC, Accion and Film Commission
 - Other Potential Partners: Imperial County Work Force Development; and Senate, Assembly and Congressional staff
- Benefits of Proposed New Location
 - Meets Proposed Needs for ICTC:
 - ICTC Space is approximately 3,200 square feet
 - SCAG can recapture space currently occupied by ICTC
 - Current and Proposed staff for FY 2018+
 - Proposed Space is within walking/biking distance of highly traveled bus routes and bus stops (e.g., El Centro DMV, 14th and State St., and El Centro Transfer Terminal)
 - Office space is easily accessible to the public and transit users for purchasing bus passes
 - Cost is comparable to current leased space
 - Added benefit of secure covered parking

Mr. Baza also reviewed financial estimates, cost will be comparable.

VII. ACTION CALENDAR

A. Draft ICTC Overall Work Program (OWP) and Budget, FY 2017-2018

Ms. Williams presented the Draft OWP and Budget for FY 2017-18.

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

1. Review and Approve the Overall Work Program (OWP) and Budget for FY 2017-2018

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

*A motion was made by [Bayon Moore](#) seconded by [Piedra](#) to approve action items B through F, **Motion carried** unanimously.*

- B. Extension of the Transit Drug and Alcohol Auditor Agreement, *LPM and Associates*, FY 2017-18 through FY 2018-19

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

1. Authorize the Chairman to sign the two year extension to the agreement for transit drug and alcohol auditing and reporting services with the firm of *LPM and Associates* for the not to exceed annual fee of \$11,550.00 effective November 1, 2017 through November 30, 2019.

- C. FY 2017-18 Second Revision to Memorandum of Understanding (MOU); ICTC - Quechan Indian Tribe - Yuma County Intergovernmental Public Transit Authority (YCIPTA) for Turquoise Route #10 and Blue Route #5

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

1. Authorize the Chairperson to sign the Second Extension to the Memorandum of Understanding (MOU) between the Yuma County Intergovernmental Public Transportation Authority (YCIPTA), The Imperial County Transportation Commission (ICTC) and the Quechan Indian Tribe for the continued implementation and operation of a regional connector bus service (YCAT Turquoise #10) between Yuma AZ, Winterhaven and El Centro, California; and, a circulator route from Yuma with stops in the eastern Imperial County area (YCAT Blue #5) effective July 1, 2017 through June 30, 2018 and provide a not to exceed subsidy to the Quechan Tribe and YCIPTA in an amount of \$138,708.07.

- D. Amendment #1 to Agreement for Professional Agency Auditing Services for FY 2016-17

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

1. Authorize the Chairman to sign the first amendment to the agreement for financial audit services effective July 1, 2017, for the audit period FY 2016-17, with the firm Hutchinson and Bloodgood LLP for the not to exceed fee set at \$69,905.

- E. Legal Services Agreement – County of Imperial – Imperial County Transportation Commission (ICTC) FY 2017-18 to FY 2018-19

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

1. Authorize the Chairperson to sign the agreement for the continuation of legal services between the County of Imperial and the Imperial County Transportation Commission for an annual fee not to exceed \$15,000, effective July 1, 2017 through June 30, 2019.
 2. Direct staff to forward the agreement to the County of Imperial.
- F. ICTC and the City of Imperial Agreement for Human Resource Staff Support, FY 2017-2018

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

1. Authorize the Chairperson to sign the agreement for Human Resource Services with the City of Imperial for the not to exceed fee of \$5,000.00, effective July 1, 2017 through June 30, 2018.

VIII. LTA ACTION CALENDAR

- A. Administrative Services Budget FY 2017-18

It was 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 FY 2017-18 Administrative Services Budget for the Local Transportation Authority

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

- B. Amendment to Legal Services Agreement FY 2017-18 to FY 2018-19: County of Imperial and the Local Transportation Authority (LTA)

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

1. Authorize the Chairperson to sign the agreement for legal services between the County of Imperial and the Local Transportation Authority for an annual cost not to exceed \$7,500 annually effective July, 1 2017 through June 30, 2019.
2. Direct staff to forward the agreement to the County of Imperial.

A motion was made by [Bayon Moore](#) seconded by [Piedra](#), **Motion carried** unanimously.

VII. NEXT MEETING DATE AND PLACE

The next meeting of the **Management Committee** will be held on **July 12, 2017** at the **City of Calipatria**, Calipatria, CA and 10:30 a.m.

VIII. ADJOURNMENT

- A. Meeting adjourned at 12:12 a.m.

IMPERIAL COUNTY TRANSPORTATION COMMISSION**DRAFT MINUTES FOR JUNE 28, 2017****5:00 PM****VOTING MEMBERS PRESENT:**

City of Brawley	George Nava
City of Calipatria	Maria Nava-Froelich (Chair)
City of El Centro	Cheryl Viegas-Walker
City of Holtville	James Predmore
City of Imperial	James Tucker (Alt.)
City of Westmorland	Larry Ritchie
County of Imperial	Ryan Kelley
County of Imperial	Luis Plancarte (Vice-Chair)

NON-VOTING MEMBERS PRESENT: Caltrans District 11 Laurie Berman

STAFF PRESENT: Mark Baza, Kathi Williams, David Aguirre, Michelle Bastidas, Vicky Hernandez, Cristi Lerma

OTHERS PRESENT: David Salgado: SCAG; Flavio Vargas, Cesar Sanchez, First Transit; Marcelo Piedra, Ann Fox; Caltrans, Mike Morales; Teamsters

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 June 28, 2017 together with staff reports and related documents attached thereto and incorporated therein by reference.

I. CALL TO ORDER AND ROLL CALL

Chair Nava-Froelich called the Commission meeting to order at 5:04 p.m. Roll call was taken and a quorum was present.

II. EMERGENCY ITEMS

There were none.

III. PUBLIC COMMENTS

There were none.

IV. CLOSED SESSION

A. Motion to Adjourn to Closed Session: Walker/Plancarte *Motion Carried.* 5:07 p.m.

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

C. CONFERENCE WITH LABOR NEGOTIATORS (Government Code § 54957.6)
Agency Designated Representative: AJ Gaddis
Unrepresented Employee: Executive Director

D. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code § 54956.8)

- i. Property: 792 E. Ross Road, El Centro, CA, Assessor's Parcel Number #051-310-027-000.
Use: Bus Parking / Storage
Agency negotiator: Mark Baza

Negotiating parties: Ed C. and Mary C. Mealey.
 Instructions to negotiator will concern price, terms of payment.

- ii. Property: 1605 Adams Avenue, El Centro, CA Assessor’s Parcel Number # 052-061-017
 Use: Bus Maintenance Yard
 Agency negotiator: Mark Baza
 Negotiating parties: Caltrans
 Instructions to negotiator will concern price, terms of payment.
- iii. Property: 1448 Main Street, El Centro, CA Assessor’s Parcel Number # 053-081-013
 Use: Office Space
 Agency negotiator: Mark Baza
 Negotiating parties: Quan &Woo Investment Company, LLC and Imperial Regional Alliance
 Instructions to negotiator will concern price, terms of payment.

E. Announcement of Closed Session Action(s)
 At 6:45 p.m., ICTC Counsel reported out.
 On items B and C, *direction was given and no final action was taken.*
 On item D i-iii, *direction was given and no final action was taken.*

V. CONSENT CALENDAR

- A. Approved ICTC Board Draft Minutes: May 24, 2017
- B. Received and Filed:
 - 1. ICTC Management Committee Draft Minutes: June 14, 2017
- C. Specific Transit Operator Fiscal Reports FY 2015-16 for Med Express

The ICTC Management Committee met on June 14, 2017 and forwards this item to the Commission for review and approval after public comment. If any:

- 1. Received and filed the Specific Transit Operator Fiscal Reports; Med Express for the Imperial County Transportation Commission for FY 2015-16.

A motion was made by [Viegas-Walker](#) and seconded by [Predmore](#) to approve the consent calendar, **Motion carried unanimously.**

VI. REPORTS

- A. ICTC Executive Director
 Mr. Baza had the following announcements:
 - ICTC in partnership with IVEDC received a California Advanced Services Regional Consortia Grant award of \$450,000 from their Rural and Regional Consortia program. The grant will cover a 3-year period. ICTC will be the fiscal agent and is working on developing an MOU which will define roles and responsibilities (Audits, Administration and Project Management) for ICTC and IVEDC. The MOU will be brought forth to the Commission for review and approval in late summer. For Imperial Valley, the project will evaluate broadband needs for our disadvantaged communities and identify opportunities to increase broadband availability.
 - ICTC in partnership with IVEDC received a Brownfields Communitywide Assessment Grant award of \$300,000 from the Environmental Protection Agency’s

Brownfields Assessment Program. This assessment will be focused along the transit circulator route within the 13 mile Imperial Valley Transit’s (IVTs) Brawley Gold Line Transit Route and the Brawley Transit Center that serves as the IVTs North Imperial County transfer terminal. The commercial corridors in the target assessment area include over 100 known commercial properties and suspected historical gas station sites with known or suspected underground tanks in the target area. ICTC will be the fiscal agent and is working on developing an MOU which will define roles and responsibilities (Audits, Administration and Project Management) for ICTC and IVEDC. The MOU will be brought forth to the Commission for review and approval in late summer/early fall. The project will evaluate and prioritize properties for remediation with cost estimates. This will create opportunities for clean-up and remediation grants.

- SB 1 provides new funding for transportation purposes, with investments fix-it-first purposes on local streets and roads, highways, transit operations and maintenance, capital investments, and active transportation. Over the next 10 years it is estimated SB 1 will provide \$52.4 billion for transportation purposes. The California Transportation Commission (CTC) is in the process of preparing guidelines for several programs that are part of SB 1. The programs include: State Highway Operation and Protection; Local Streets and Roads Program; Trade Corridor Enhancement Account; Active Transportation Program; Solutions for Congested Corridors Program; and Local Partnership Program. Agencies will need to pay attention early requirements that may impact your agency’s budget process. Funding provided under the SB 1 Road Maintenance and Rehabilitation Account (RMRA) for local streets and roads will be distributed to the cities and county based on the same formula as the Highway User Tax Account distribution. SB 1 also outlines a role for the CTC in the funding of projects. In order to receive an agency’s formula share of the RMRA funds, the agency is required to submit a list of budgeted projects (having projects listed in CIPs is not sufficient) and ensure that its maintenance of effort is consistent with general fund expenditures as reported through the State Controller’s office report for fiscal years 2010 through 2012. Both of these requirements pertain to the adoption of your local agency’s 2017-18 budget. The list of potential projects submitted to the CTC must be included as SB1 funded in your agency’s adopted annual budget. Agencies are recommended to consider SB 1 related requirement when working on their FY 2017-18 budget. Agency budgets should include potential projects that may be funded through the SB1 RMRA formula program and to also consider the new maintenance of effort requirement. The CTC has indicated that it will not have estimates available for this program until the end of July/early August timeframe, agencies are recommended use the League of Cities estimate as a placeholder. The CTC has indicated that following the submittal of the budgeted list of projects, the local agency would have flexibility to administratively update or change the project list, but must report on SB1 expenditures on projects. In developing local agency lists, consideration should be made to PCI of less than 80 based on the CSAC Statewide Streets and Roads Needs Assessment from 2016; agencies will be limited to road maintenance/rehabilitation, safety, railroad grade separation, complete street and traffic control device projects. \$1.5 Billion annually will go to cities and counties for local road improvements. The following are projected annual revenues for the Cities and the County of Imperial.

Brawley	\$608,000	Holtville	\$139,000
Calexico	\$920,000	Imperial	\$416,000
Calipatria	\$176,000	Westmorland	\$52,000
El Centro	\$1,034,000	County of Imperial	\$10,600,000
<i>Source: cacities.org</i>		TOTAL	\$13,945,000

Staff recommends the Cities and the County to incorporate these estimates in your budget amendments and develop your prioritized list of specific projects and improvements that can be submitted to the CTC at the end of 2017.

- All FY 2016-2017 Congestion Mitigation Air Quality (CMAQ), Regional Surface Transportation Program (RSTP), and Active Transportation Program (ATP) that are pending request for authorization (RFA) should be submitted to Caltrans Local Assistance in June 2017.
- A complete list of ICTC updates can be found on Page 27 of the agenda.

B. Southern California Association of Governments (SCAG)

Mr. Salgado had the following announcements:

- A second round of “GO-Human” advertising will be released throughout the SCAG region beginning in May 2017. ICTC has collaborated to include “Go-Human” advertising on their transit buses in order to promote safe walking and bicycling. Please feel free to contact David Salgado to participate.
- SCAG’s Affordable Housing Sustainable Communities (AHSC) Program had a workshop in Imperial County on June 14, 2017 in partnership with the Strategic Growth Council (SGC). The workshop was held following the ICTC Management Committee Meeting at 1:00 p.m. at the City of El Centro Community Center, 375 S. 1st Street, El Centro, CA.
- A Tool Box Tuesday workshop was held on June 27, 2017 titled “Replacing Redevelopment: Enhanced Infrastructure Financing Districts (EIFD) / Community Revitalization Investment Authority (CRIA) Technical Assistance. This workshop provided an overview and technical training for SCAG’s new tool to evaluate Enhanced Infrastructure Finance Districts (EIFDs) and Community Revitalization and Investment Authorities (CRIAs). EIFDs and CRIAs empower local jurisdictions to finance infrastructure investment through tax increment financing. EIFDs and CRIAs are the major economic development strategies and financing mechanisms after the dissolution of Redevelopment Agencies (RDAs). SCAG has developed this tool for project sponsors to evaluate the viability of establishing an EIFD or CRIA for a given project area.
- A SCAG report can be found on page 35.

C. California Department of Transportation (Caltrans)

Ms. Berman had the following updates:

- The Mile Marker Quarterly report was distributed to all.
- The I-8 Continuously Reinforced Concrete Pavement Project will be having a ribbon cutting / groundbreaking event on July 11, 2017. Segment 1 and Segment 2 will be completed in August. For segment 3, construction began mid-March 2016 and is scheduled to be completed in early 2018. Segment 4 will begin construction in July 2017. Segment 5 began construction the week of June 12, 2017.
- Caltrans will be working to install roadside signs and re-locate flashing beacons at SR-86 and Keystone Road. This project should be out to construction summer 2017. Caltrans will be working with law enforcement.
- A full Caltrans report can be found on page 41 of the agenda.

D. Commission Member Reports

- Commissioners had various announcements regarding their communities.

VII. ACTION CALENDAR

- A.** Discussion/Action regarding Compensation Adjustment per Employment Agreement for the Position of Executive Director.

This item was tabled until July.

- B. Appointment of an ICTC Commission Member to the Southern California Association of Governments (SCAG) Regional Council.

A motion was made by [Ritchie](#) and seconded by [Viegas-Walker](#) to appoint *James Predmore* to the SCAG Regional Council, **Motion carried unanimously.**

- C. Draft ICTC Overall Work Program (OWP) and Budget 2017-2018

Ms. Williams reviewed the FY 2017-18 Budget with the Commission.

The ICTC Management Committee met on June 14, 2017 and forwarded this item to the Commission for review and approval after public comment, if any:

1. Reviewed and Approved the Overall Work Program (OWP) and Budget for FY 2017-2018

A motion was made by [Viegas-Walker](#) and seconded by [Predmore](#). **Motion carried unanimously.**

- D. Amendment #1 to Agreement for Professional Agency Auditing Services for FY 2016-17.

The ICTC Management Committee met on June 14, 2017 and forwarded this item to the Commission for review and approval after public comment, if any:

1. Authorized the Chairman to sign the first amendment to the agreement for financial audit services effective July 1, 2017, for the audit period FY 2016-17, with the firm Hutchinson and Bloodgood LLP for the not to exceed fee set at \$69,905.

A motion was made by [Nava](#) and seconded by [Kelley](#). **Motion carried unanimously.**

- E. Extension of the Transit Drug and Alcohol Auditor Agreement, LPM and Associates, FY 2017-18 through FY 2018-19.

The ICTC Management Committee met on June 14, 2017 and forwarded this item to the Commission for review and approval after public comment, if any:

1. Authorized the Chairman to sign the two year extension to the agreement for transit drug and alcohol auditing and reporting services with the firm of *LPM and Associates* for the not to exceed annual fee of \$11,550.00 effective November 1, 2017 through November 30, 2019.

A motion was made by [Nava](#) and seconded by [Ritchie](#). **Motion carried unanimously.**

- F. FY 2017-18 Second Revision to Memorandum of Understanding (MOU); ICTC – Quechan Indian Tribe-Yuma County Intergovernmental Public Transit Authority (YCIPTA).

The ICTC Management Committee met on June 14, 2017 and forwarded this item to the Commission for review and approval after public comment, if any:

1. Authorized the Chairperson to sign the Second Extension to the Memorandum of Understanding (MOU) between the Yuma County Intergovernmental Public Transportation Authority (YCIPTA), The Imperial County Transportation Commission (ICTC) and the Quechan Indian Tribe for the continued implementation and operation of a regional connector bus service (YCAT Turquoise #10) between Yuma AZ, Winterhaven and El Centro, California; and, a circulator route from Yuma with stops in the eastern Imperial County area (YCAT Blue #5) effective July 1, 2017 through June 30, 2018 and provide a not to exceed subsidy to the Quechan Tribe and YCIPTA in an amount of \$138,708.07.

A motion was made by [Nava](#) and seconded by [Ritchie](#), **Motion carried unanimously.**

- G. Legal Service Agreement – County of Imperial – Imperial County Transportation Commission (ICTC) FY 2017-18 to FY 2018-19.

The ICTC Management Committee met on June 14, 2017 and forwarded this item to the Commission for review and approval after public comment, if any:

1. Authorized the Chairperson to sign the agreement for the continuation of legal services between the County of Imperial and the Imperial County Transportation Commission for an annual fee not to exceed \$15,000, effective July 1, 2017 through June 30, 2019.
2. Directed staff to forward the agreement to the County of Imperial.

A motion was made by [Nava](#) and seconded by [Ritchie](#), **Motion carried unanimously.**

- H. ICTC and the City of Imperial Agreement for Human Resources Services with the City of Imperial for the not to exceed fee of \$5,000.00, effective July 1, 2017 through June 30, 2018.

The ICTC Management Committee met on June 14, 2017 and forwarded this item to the Commission for review and approval after public comment, if any:

1. Authorized the Chairperson to sign the agreement for Human Resource Services with the City of Imperial for the not to exceed fee of \$5,000.00, effective July 1, 2017 through June 30, 2018.

A motion was made by [Kelly](#) and seconded by [Nava](#), **Motion carried unanimously.**

VIII. NEXT MEETING DATE AND PLACE

- A. The next meeting of the Imperial County Transportation Commission will be held on **Wednesday, July 26, 2017 at 6:00 p.m.**, at the County of Imperial Board Chambers, at 940 W. Main Street, El Centro, CA.

IX. ADJOURNMENT

- A. Meeting adjourned at 7:39 p.m.

V. REPORTS

- A. ICTC EXECUTIVE DIRECTOR REPORT
- B. SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS REPORT
- C. CALTRANS REPORTS



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Memorandum

Date: July 5, 2017
To: ICTC Management Committee Meeting
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 on July 12, 2017

- 1) **SCAG Regional Council – ICTC New Position:** At the ICTC Commission on June 28, 2017, Commissioner James Predmore (Holtville) was appointed at the ICTC representative on the SCAG Regional Council. Mr. Predmore attended his first meeting on the Regional Council on July 6, 2017.
- 2) **FY 2017-18 Overall Work Program and Budget:** The FY 2017-18 Overall Work Program and Budget was approved by the Commission at their last meeting on June 28, 2017. It is anticipated that a draft copy of the OWP Document will be provided at the meeting on July 12, 2017.
- 3) **Active Transportation Program (ATP) Augmentation Planning Grant Opportunity:** As a part of Senate Bill (SB) 1, the 2017 Active Transportation Program (ATP) Augmentation is funded from the approximately \$200 million allocated from the Road Maintenance and Rehabilitation Account to the ATP in fiscal years 2017-18 and 2018-19. The Road Maintenance and Rehabilitation Account funds are state funds. Therefore, projects funded in the 2017 ATP Augmentation do not need to be federal-aid eligible. The initial programming capacity for the 2017 ATP Augmentation program is in fiscal years 2017-18 and 2018-19. Some fiscal year 2019-20 and 2020-21 programming capacity may become available as previously programmed projects request advancement into fiscal years 2017-18 and 2018-19.

The call for projects has opened on June 30, 2017 and applications are due by August 30, 2017. Project eligibility will be restricted to the following:

- Projects programmed in the adopted 2017 ATP that can be delivered earlier than currently programmed
- Projects that applied for funding in the 2017 ATP but were not selected for funding
- Under the Metropolitan Planning Organization (MPO) component, SCAG will accept **New Planning Projects** from agencies that have **NOT** been awarded ATP funds in prior cycles. For Imperial Valley, all agencies are eligible for this opportunity with the exception of: City of Westmorland, City of El Centro, and County of Imperial.

For a complete copy of the ATP Augmentation guidelines, refer to the following link:
http://www.catc.ca.gov/programs/ATP/2017/Final_2017_ATP_Augmentation_Guidelines.pdf

- 4) **Federal Transportation Improvement Program (FTIP) Amendment Submittal:**

ICTC staff submits project programming changes to the Federal Transportation Improvement Program. Amendment 17-11 will be submitted to SCAG on July 11, 2017. The submittal will include programming for SR-98 and the mobility coordination program.

- 5) **Preparation of FTIP 2019 and RTP/SCS Amendment #3:** The 2019 Federal Transportation Improvement Program (FTIP) Guidelines have been prepared to facilitate the work of the County Transportation Commissions (CTCs) (Imperial, Los Angeles, Orange, Riverside, San Bernardino and Ventura Counties), transit operators, and the State of California Department of Transportation Caltrans) in development of county Transportation Improvement Programs (TIPs) for inclusion in the Southern California Association of Governments (SCAG) 2019 FTIP. These Guidelines assist in the development of the county TIPs that fulfill the legal, administrative and technical requirements prescribed by the law and which minimizes duplicate efforts by the CTCs, Caltrans, SCAG and/or other agencies.

SCAG staff has released the draft guidelines for the 2019 FTIP. SCAG staff will receive input from ICTC and other member agencies on the draft guidelines prior to submitting them to the CTC on September 29, 2017. In addition, SCAG will open Amendment 3 of the 2016 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) to update or include new projects to meet the 2019 FTIP adoption. More information regarding RTP/SCS Amendment 3 will be provided by SCAG.

- 6) **Imperial Mexicali Binational Alliance Meeting:** The next meeting is scheduled for July 13, 2017 from noon to 2pm at the conference room of the Fairfield Inn & Suites in El Centro. The agenda will include border infrastructure updates, economic development updates and a presentation of the 2017 Imperial Valley Border Economic Impact Study.

7) **Partnerships with IVEDC:**

a. Southern Border Broadband Consortium: ICTC in partnership with IVEDC received a California Advanced Services Regional Consortia Grant award of \$450,000 from their Rural and Regional Consortia program. The grant will cover a 3-year period. ICTC will be the fiscal agent and is working on developing an MOU which will define roles and responsibilities (Audits, Administration and Project Management) for ICTC and IVEDC. The MOU will be brought forth to the Commission for review and approval in late summer. For Imperial Valley, the project will evaluate broadband needs for our disadvantaged communities and identify opportunities to increase broadband availability.

b. The Brawley Transit Corridor Brownfield Assessment: ICTC in partnership with IVEDC received a Brownfields Communitywide Assessment Grant award of \$300,000 from the Environmental Protection Agency's Brownfields Assessment Program. This assessment will be focused along the transit circulator route within the 13 mile Imperial Valley Transit's (IVTs) Brawley Gold Line Transit Route and the Brawley Transit Center that serves as the IVTs North Imperial County transfer terminal. The commercial corridors in the target assessment area include over 100 known commercial properties and suspected historical gas station sites with known or suspected underground tanks in the target area. ICTC will be the fiscal agent and is working on developing an MOU which will define roles and responsibilities (Audits, Administration and Project Management) for ICTC and IVEDC. The MOU will be brought forth to the Commission for review and approval in late summer/early fall. The project will evaluate and prioritize properties for remediation with cost estimates. This will create opportunities for clean-up and remediation grants.

- 8) **State Legislation for Transportation Funding – SB 1:** SB 1 was passed by the legislature and signed by the Governor. SB 1 provides new funding for transportation purposes, with investments fix-it-first purposes on local streets and roads, highways, transit operations and maintenance, capital investments, and active transportation. Over the next 10 years it is estimated SB 1 will provide \$52.4 billion for transportation purposes. The California Transportation Commission (CTC) is in the process of preparing guidelines for several programs that are part of SB 1. The programs include: State Highway Operation and Protection; Local Streets and Roads Program; Trade Corridor Enhancement Account; Active Transportation Program; Solutions for Congested Corridors Program; and Local Partnership Program.

Agencies will need to pay attention early requirements that may impact your agency’s budget process. Funding provided under the SB 1 Road Maintenance and Rehabilitation Account (RMRA) for local streets and roads will be distributed to the cities and county based on the same formula as the Highway User Tax Account distribution. SB 1 also outlines a role for the CTC in the funding of projects. In order to receive an agency’s formula share of the RMRA funds, the agency is required to submit a list of budgeted projects (having projects listed in CIPs is not sufficient) and ensure that its maintenance of effort is consistent with general fund expenditures as reported through the State Controller’s office report for fiscal years 2010 through 2012. Both of these requirements pertain to the adoption of your local agency’s 2017-18 budget. The list of potential projects submitted to the CTC must be included as SB1 funded in your agency’s adopted annual budget. Agencies are recommended to consider SB 1 related requirement when working on their FY 2017-18 budget. Agency budgets should include potential projects that may be funded through the SB1 RMRA formula program and to also consider the new maintenance of effort requirement.

The CTC has indicated that it will not have estimates available for this program until the end of July/early August timeframe, agencies are recommended use the League of Cities estimate as a placeholder. The CTC has indicated that following the submittal of the budgeted list of projects, the local agency would have flexibility to administratively update or change the project list, but must report on SB1 expenditures on projects.

In developing local agency lists, consideration should be made to PCI of less than 80 based on the CSAC Statewide Streets and Roads Needs Assessment from 2016; agencies will be limited to road maintenance/rehabilitation, safety, railroad grade separation, complete street and traffic control device projects.

\$1.5 Billion annually will go to cities and counties for local road improvements. The following are projected annual revenues for the Cities and the County of Imperial. Attached is a factsheet that also includes funds for transit and the Active Transportation Program.

Brawley	\$608,000	Holtville	\$139,000
Calexico	\$920,000	Imperial	\$416,000
Calipatria	\$176,000	Westmorland	\$52,000
El Centro	\$1,034,000	County of Imperial	\$10,600,000
<i>Source: cacities.org</i>		TOTAL	\$13,945,000

Staff recommends the Cities and the County to incorporate these estimates in your budget amendments and develop your prioritized list of specific projects and improvements that can be submitted to the CTC at the end of 2017.

CTC staff will be conducting SB 1 Program workshops throughout the state. ICTC staff plans to participate in the workshops and provide pertinent information with Imperial County member agencies. The following is a list of the upcoming events:

- July 11, 2017 – Local Partnership Workshop
- July 17, 2017 – Trade Corridors Enhancement Program Workshop
- July 17, 2017 – State Transportation Improvement Program Workshop
- July 18, 2017 – Local Streets and Roads Program Workshop
- August 16-17, 2017 – CTC Meeting in Oakland

For more details of the SB 1 Programs Implementation Schedule, refer to the following link: http://www.catc.ca.gov/programs/SB_1/SB_1_Programs_Implementation_Schedule_070617.pdf

- 9) **Proposed New Facility for ICTC:** ICTC and its partners IVEDC and SCAG are pursuing a lease on a new larger facility. The new facility is the old Rabobank location on the corner of Main St. and Imperial Ave.
- 10) **I-8 / Imperial Avenue Interchange Reconstruction:** The region has an opportunity to accelerate the I-8 / Imperial Ave. project from FY 2019/20 to FY 2018/19 for construction. ICTC staff will be submitting a request for a STIP Amendment to the CTC in the August 2017 timeframe.

- 11) **Transportation Development Act (TDA-State Funds) Triennial Performance Audit Project:** The auditor staff will be in Imperial Valley visiting agencies and the transit operators on April 26, 27 and 28. Requests for information have been emailed to member agency staff by the audit consultants. The audit is a state mandated requirement every three years for all TDA funds received in Imperial County.
- 12) **Westshores Transit Opportunities:** In Preparation for the Short Range Transit Plan, staff is exploring transit connection opportunities with Sunline Transit that serves the Coachella Valley region, and pursuing grant opportunities for interregional transit services to/from Westshores and Coachella. Together we will be pursuing available grant opportunities to provide service connections. Update - On Friday, May 19, 2017, ICTC and IVT RIDE staff held a 2nd transit service outreach at the Imperial Valley Food Bank’s distribution site in Westshores from 7:30 am – 9:30 am. ICTC staff met with SunLine staff in Palm Springs on June 2, 2017 to continue dialogue for potential opportunities.
- 13) **IVT RIDE:** ICTC and transit operator staff have started an evaluation and review process of the performance data for the first three years of operations. The review will focus primarily on the Brawley, Calexico, Imperial and Westshores areas, as the City of El Centro service did not begin until July 1, 2016. The Paratransit Coordinating Committee (PCC) met on March 13 to develop recommendations for service adjustments. Service adjustments are proposed to be submitted to the Commission for consideration in July.
- 14) **State Route 86 (Northbound) Border Patrol Checkpoint:** ICTC has initiated discussions with management and staff with Customs and Border Protections (CBP) Border Patrol regarding the potential to add a second inspection lane at this very busy checkpoint. Since July 2016, ICTC has been meeting (July 16th, October 24th, and December 20th) with Border Patrol, Caltrans and the County of Imperial to determine feasibility, costs and funding of required improvements within Caltrans and Border Patrol right-of-way. A goal of the meetings is to identify a streamlined feasible option for possible funding from the Measure D Regional Highway Set-aside fund since there are no current funds available in the foreseeable future. Caltrans assisted by completing a draft alternatives that would include four canopied inspection lanes (allowing two inspection lanes for vehicles and two inspection lanes for trucks) and improved secondary inspection, impound and employee parking areas. In May ICTC, CBP and Caltrans were still reviewing conceptual alternatives for an interim expansion to two lanes.
- 15) **California HERO Program:** The California Hero Program was launched in April 2014 in Imperial County with ICTC as the administering agency. Attached is a copy of the program activity report for June 2017.
- 16) **RSTP, CMAQ Obligation and Repurposed Earmarks:** The table below is a list of all FY 2016-2017 Congestion Mitigation Air Quality (CMAQ), Regional Surface Transportation Program (RSTP), and Active Transportation Program (ATP) that are pending request for authorization (RFA). For ease of receiving approvals, the local agency RFA’s should be submitted to Caltrans Local Assistance in June 2017.

Agency	Fund Type	Project Name	Total Project Cost (in thousands)	Status
Brawley	CMAQ	Paving Wildcat Drive	\$1,008	<i>Request for Authorization (RFA) for Design was submitted in the amount of \$208. Construction costs in the amount of \$800K are programmed for FY2018-2019.</i>
Brawley	Earmark Repurpose	Rio Vista Avenue	\$86	<i>RFA pending</i>
Calexico	CMAQ	Paving of De Las Flores St.	\$466	<i>RFA was submitted, city is pending Caltrans HQ approval of single audit submitted on 3/16/17. No federal funds will be processed</i>

				<i>until audit is approved.</i>
Calipatria	CMAQ & RSTP	Roadway & Pedestrian Improvements on N. Brown St.	\$1,233	<i>Obligation issued 9-16-16</i>
El Centro	CMAQ	Signal Lights Synchronization along Dogwood Ave. & Danenberg Ave.	\$351	<i>Obligated in April</i>
El Centro	ATP	Establish of SR2S Program and Bicycle Route Improvements	\$524	<i>Obligation completed, it's been awarded for design</i>
Holtville	CMAQ & RSTP	9 th St. from Palm Ave. to Olive Ave.	\$633	<i>Obligation for ROW issued 12-27-16, RFA for CON will be submitted June 2017</i>
Holtville	CMAQ & RSTP & EAR-Repurpose	6 th Street Pavement	\$682	<i>RFA for CON was submitted on January 24, 2017, pending obligation</i>
Imperial City	RSTP	Dogwood Road Pavement from Aten Rd. to Southeast City Limits	\$302	<i>RFA submitted on May 18th</i>
Imperial County	RSTP	Dogwood Road Pavement between El Centro City Limits to Imperial City Limits	\$2,335	<i>RFA expected to be submitted end of June 2017.</i>
Imperial County	ATP	Pedestrian Master Plan	\$100	<i>RFA expected to be submitted end of June 2017.</i>
Imperial County	CMAQ	Pedestrian and Bicycle improvements along Rio Vista Street from San Diego Avenue to Holt Avenue in Seeley	\$1,119	<i>RFA expected to be submitted end of June 2017.</i>
Imperial County	CMAQ	Pedestrian and Bicycle improvements along Rio Vista Street from Holt Avenue to Heil Avenue in Seeley	\$237	<i>RFA expected to be submitted end of June 2017.</i>
Imperial County	Earmark Repurpose	Sidewalks on various sites in Heber	\$1,017	<i>RFA pending</i>
Imperial County	Earmark Repurpose	IV Desert Museum easement access	\$719	<i>RFA pending</i>
Westmorland	CMAQ	Paving H Street and 8 th Street	\$429	<i>RFA was submitted on 4/26/17 and is pending E-76.</i>
ICTC	CMAQ	Design of New Intermodal Transportation Center in the City of Calexico	\$559	<i>RFA expected to be submitted end of June 2017.</i>
ICTC	Earmark Repurpose	SR98 Rockwood Ave to Ollie Ave	\$3,595	<i>RFA pending</i>
SDSU	Earmark Repurpose	Parking lot improvement SDSU Brawley campus	\$719	<i>RFA pending</i>
		Subtotal	\$16,114	

17) **President's 2018 Budget/Transportation Impacts:** The proposed transportation budget could have a direct impact to Imperial County as it eliminates funding for the Essential Air Service (EAS) program that provides subsidy to the Mokulele Air service to/from Imperial to LAX. Other impacts include the elimination of the

TIGER discretionary transportation grant program and the Nationally Significant Freight and Highway Projects program – both programs are opportunities to fund some of Imperial Valley’s freight projects in the region serving our trade with Mexico and our agricultural trade corridors such as Forrester Road. Other impacts include limited funding for the Federal Transit Administration’s Capital Investment Program and federal subsidies for Amtrak’s long distance train services.

- 18) **Update to the 2011 Short Range Transit Plan (SRTP) Request for Proposals:** ICTC staff is developing a Request for Proposals (RFP) for release in early summer to complete an update to the 2011 Short Range Transit Plan (SRTP). This is a planning document that identifies transit services and capital improvements over the next three to five year period, with expected available resources. The project unfolds over an approximately 12 month period. The goal is to have an updated report with bilingual public participation. Special Planning Emphasis Areas anticipated in the report include but are not limited to: a review of transit service options on the West side of the Salton Sea, expansion of IVT RIDE into other member agencies’ service areas and expansion of the IVT Blue, Green and Gold lines for Saturday and Sunday services. The project budget is established in the FY 2017-18 ICTC Overall Work Plan and Budget.
- 19) **Critical Rural Freight Corridors (CRFC) and Critical Urban Freight Corridors (CUFC):** The Southern California Association of Government (SCAG) requested a CRFC and CUFC project nomination list from all Regional Transportation Planning Agency (RTPA). On January 10, 2017, ICTC reviewed the regional project list and submitted the following projects to SCAG:

Project Description	Designation & Cost
Widen bridge over the All American Canal at the Calexico East POE: Widen of bridge over the All American Canal to six lanes at the Calexico East Port of Entry	CRFC (\$30M)
Intelligent Transportation Systems (ITS) Implementation at Calexico East POE: Install border wait-time monitoring systems, radio frequency identification (RFID)/Bluetooth technology, and advanced traveler information systems	CRFC (\$3M)
SR-98 widening from VV Williams Avenue to Rockwood Avenue: Widen SR-98 from 4 to 6 lanes from VV Williams Avenue to Rockwood Avenue	CUFC (\$10M)
Forrester Road Corridor: Forrester Road bridge over the New River reconstruction, roadway realignment and operational improvements	CRFC (\$20M)
Menvielle Road Widening: Widen Menvielle Road from 2 to 4 lanes between Carr Road to SR-98	CRFC (\$4.4M)

- 20) **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 is led by SANDAG in collaboration 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. Mobility hubs can help maximize the capital investment in transit services and support the emphasis on smart growth and transit-oriented development.

The Consultant has completed draft Mobility Hub Concept Designs for the intermodal facilities in the City of Brawley, Imperial Valley College and the City of El Centro. The consultant team has completed the contract work and SANDAG project team will be submitting the final report to ICTC and Caltrans by June 30, 2017. SANDAG project team is working on design and catalog copy editing and will be posting the final document on September 2017. Virginia Mendoza, Project Manager

- 21) **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. Project is in design phase. Construction will begin and completed in late 2017.

- 22) **Heber Bus Stop & Pedestrian Access Improvements on State Route 86:** The community of Heber has had a need to improve pedestrian and bus stop access along State Route 86. The ICTC Commission granted the use of Regional Set-Aside Local Transportation Account (LTA) funds for the project. Caltrans has served as the project lead; the first phase will begin in January and completed February 2017. Phase 2 is scheduled for completion in June/July 2017 and Phase 3 in October/November 2017. Community outreach will be necessary prior to initiating construction in Phase 2 and 3 as road closures and detours will be necessary.
- 23) **2016 Regional Transportation Plan (RTP)/Sustainable Communities Strategy (SCS), Amendment #1:** The Southern California Association of Governments (SCAG) has approved the regional 2016 RTP/SCS that has been accepted by the Air Resource Board. SCAG developed the RTP/SCS in collaboration with ICTC, other County Transportation Commissions, and local governments from the six county Southern California region through a bottoms-up, collaborative process. The RTP/SCS addresses many challenges including projected growth, changing demographics, climate change adaption, housing needs, and transportation demands.

SCAG has opened Amendment 1 of the 2016 RTP/SCS for any changes to existing projects or adding new projects. Projects listed in the RTP/SCS must be of regional significance and increase the road capacity. ICTC has received a request to submit 3 projects as part of Amendment 1. The amendments are necessary to our ability to fund and complete these projects if funding is made available. At their January 5th meeting SCAG Regional Council approved the release of the draft amendment for 30 day public review.

Lead Agency	Project Description	Project Type
City of El Centro	Imperial Avenue Extension South – new roadway from I-8 to McCabe Road	New project
County of Imperial	Menvielle Road Widening, from 2 to 4 lanes between Carr Road to SR-98	New project
ICTC	Expansion of the Calexico East Port of Entry – increase Commercial Vehicle Lane inspection lanes and booths from existing 3 to 6 lanes and booths; and widen bridge over the All American Canal	Existing project – amending project timeline

- 24) **Funding for Phase II of the Calexico West Port of Entry Project in the President’s FY17 Budget – Press Release (Summary):** (February 9, 2016) – Rep. Juan Vargas (CA-51) announced the inclusion of \$248 million for the Calexico West Land Port of Entry (LPOE) reconfiguration and expansion project in the Fiscal Year (FY) 2017 budget released today. If approved, the funding would be sufficient to complete the project.” As previously noted, Congress authorized \$98 million for Phase 1. The U.S. General Services Administration (GSA) began construction for Phase 1 in December 2015 with completion scheduled for March 2018. Phase II funding is pending Congressional approval.

As part of the POE Expansion project, traffic will be rerouted from the existing roadways to SR-98 and Cesar Chavez Boulevard which are not designed to handle the high volumes of traffic associated with the border travel. The City of Calexico is finalizing their right of way acquisition for widening Cesar Chavez Boulevard; however, the city has faced a challenged and will need to amend the project’s CEQA document that will result in a 3 to 4 month delay. Caltrans has initiated construction for widening SR-98 for more details on the project, refer to Caltrans report. Caltrans is currently scheduled for completion in March 2018 to coincide with GSA’s Phase 1 completion of the Port expansion.

- 25) **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.

ICTC is pursuing discretionary freight program funding for the bridge expansion, 3 new truck inspection lanes and Intelligent Transportation System (ITS) technologies for a total cost of \$35 million.

26) **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 consultant team is completing the development of the survey instrument that will be used in all 6 POEs.

27) **Meetings attended on behalf of ICTC:**

- June 16, 2017 – Regional CEO’s and County Transportation Commission / SCAG CEO’s meetings in Los Angeles
- June 22, 2017 – Imperial / Caltrans External Teambuilding Meeting in Imperial
- June 26, 2017 – SB 1 Planning Grant and Transit Investment Workshops (attended by staff)
- June 27, 2017 – CalCOG Board of Directors and RTPA Meetings in Sacramento
- June 28-29, 2017 – CTC Meeting in Sacramento (attended by staff)
- June 28, 2017 – ICTC Commission Meeting
- July 6, 2017 – SCAG Regional Council Meeting in Los Angeles



California HERO Activity Report
Imperial County Transportation Commission
 Launch Date through June 30, 2017

Program Activity through June 30, 2017

Member	Launch Date	Eligible Housing Units *	Total Applications Received	Applications Approved	Approved Amount	Funded Projects	Funded Amount	Jobs Created and/or Retained***	Type of Projects			Solar kW Installed	Annual kWh Saved	Annual CO2 Reduced (Tons)
									Energy	Water	Renewable			
Brawley	5/23/2014	5,590	253	161	\$4,444,850	82	\$1,113,125	9	91	0	31	75	864,948	224
Calexico	3/24/2015	7,374	557	329	\$10,664,052	186	\$2,357,101	20	171	2	78	207	2,128,441	549
Calipatria	3/24/2015	758	9	4	\$102,074	4	\$49,711	0	4	0	0	0	36,617	9
El Centro	5/23/2014	9,250	422	285	\$8,578,812	141	\$1,920,091	16	139	8	46	129	1,507,621	388
Holtville	3/24/2015	1,248	54	39	\$1,030,736	20	\$231,548	2	18	0	8	14	193,825	50
Imperial	6/10/2015	4,622	192	147	\$4,885,075	79	\$1,215,742	10	66	13	39	116	828,605	219
Westmoreland		596							Has not adopted Resolution of Participation					
Imperial County Unincorporated	11/14/2014	9,506	217	134	\$4,306,112	67	\$983,204	8	72	3	16	44	691,036	176
Total		38,944	1,704	1,099	\$ 34,011,711	579	\$ 7,870,523	67	561	26	218	585	6,251,092	1,615

** Participation rate based off of funded projects

*** 1 job for every \$117,000 invested.

SCAG LEADERSHIP DISCUSS PRIORITIES FOR NEXT YEAR

On June 8-9, President Margaret Finlay convened an Executive Administration Committee Retreat at the UCLA Lake Arrowhead Center. The two-day retreat was focused on outlining President Finlay's priorities and initiatives, which include: Goods movement; open data/big data resources and partnerships; regional earthquake preparedness and building resilience; water access and resources; and promoting active transportation in the region. The EAC members also discussed the update to SCAG's Strategic Plan, including new draft agency vision, goals and mission statement, as well as improving SCAG's branding and communications.

SCAG DEMOGRAPHIC WORKSHOP ADDRESSED DECLINING BIRTH RATES, AGING LABOR POOL

On June 26, more than 150 people from over 70 different organizations attended SCAG's 28th annual Demographic Workshop held at the University of Southern California. The event, jointly produced with the USC Sol Price School of Public Policy, addressed declining birth rates, population shifts and rapidly advancing technology that are transforming Southern California's labor force and creating new long-term challenges and opportunities. Highlights from the conference included a suite of presentations on how robotics may integrate into our future workforce while also providing meaningful services. Audience members also heard from researcher Elizabeth Rhodes on a pilot project testing the efficacy of the concept of universal basic income. The panels and roundtables provided new data and fresh insights on our changing region to help local leaders make better policy and business decisions. Conference presentations and photos are available on the SCAG website: www.scag.ca.gov/demographics. Archived videos of panel discussions will be available soon.

REGIONAL EARTHQUAKE INITIATIVE GIVES LOCAL LEADERS TOOLS FOR RESILIENCE

On June 14, SCAG held a third Regional Earthquake Preparedness Initiative workshop to help local jurisdictions strengthen their infrastructure, safety codes and economic resilience. The workshop, which was held in Ventura, was led by world-renown seismologist Dr. Lucy Jones and brought together over 40 local city and county leaders from the area for a hands-on experience developing tools to assess, mitigate and prepare for the disruption of a large-scale earthquake. Building on an initial series of informational seminars held in the Fall of 2016, SCAG is completing the second phase of its Regional Earthquake Preparedness Initiative and will continue to provide technical assistance for member cities this year. To view the presentation and materials from the workshop, visit: www.scag.ca.gov/earthquakepreparedness.

SCAG LAUNCHES OPEN DATA/BIG DATA COMMITTEE FOR A SMART AND CONNECTED REGION

On June 13, SCAG convened the inaugural meeting of its new committee, Open Data/Big Data - Smart and Connected SCAG Region. The committee will examine how SCAG can help local cities harness the power of data, and its members include elected officials, information experts from partner agencies and academic institutions and regional technology stakeholders from the private sector. The first meeting introduced the topics of big/open data, data analytics and smart community technology. Future meetings will begin to address city-level challenges and opportunities presented by big/open data, private sector engagement and how to conduct effective data-driven decision making. SCAG will be distributing a survey to local jurisdictions to identify information needs and collaboration opportunities. More information on the committee is available on the SCAG website: www.scag.ca.gov/committees/Pages/CommitteeL2/SingleCommittee.aspx?CID=40.

CALL FOR PROPOSALS: NEW FUNDING AVAILABLE FOR ACTIVE TRANSPORTATION PLANS AND PROJECTS

SCAG is now accepting applications for new planning and non-infrastructure proposals as part of the Regional Active Transportation Program. The program received additional resources as a result of the adoption of Senate Bill 1, and SCAG's 2017 Active Transportation Call for Proposals will provide approximately \$2 million in grant awards of up to \$200,000 each. The funding is intended to support planning and non-infrastructure projects that promote safety and encourage people to walk and bicycle, such as SCAG's Go Human demonstration events, and to seed active transportation concepts that provide a preliminary step for future applicants. Public agencies that have not been previously awarded a California Active Transportation Program Grant are eligible for funding. Applications will be accepted through August 31. Forms and related resources are available on SCAG's Sustainability Planning Grant webpage <http://sustain.scag.ca.gov>. SCAG staff will host a webinar for potential applicants on July 20, at 1:00 p.m. For more information, please contact Rye Baerg at baerg@scag.ca.gov. To discuss opportunities for participating in SCAG's Go Human campaign, contact Alek Bartosouf, bartosouf@scag.ca.gov.

SCAG OFFERS TECHNICAL ASSISTANCE FOR LOS ANGELES COUNTY FUNDING OPPORTUNITY

Los Angeles County Metro has initiated the fifth round of its Transit Oriented Development (TOD) Planning Grant Program, which will provide up to \$3,100,000 in local grants for municipalities in Los Angeles County who adopt transit-supportive regulatory plans. SCAG will be providing technical assistance for the new grant cycle's Transit Oriented Communities Tax Increment Financing (TOC TIF) Pilot Program, which will fund feasibility studies for eligible cities and/or the County to consider tax increment financing districts around transit stations. The Los Angeles County Board of Supervisors will also soon adopt guidelines for the establishment of TIF districts, which will be a key factor in the award and allocation of Metro's grants. The grant application deadline is July 31 at 5:00 p.m. Additional information is available on Metro's website at <https://www.metro.net/projects/tod/>. If you would like to quickly assess whether or not an area is eligible to be considered as a financing district, visit SCAG's EIFD/CRIA online app: <http://arcg.is/2mMKdnK>.

TOOLBOX TUESDAY WORKSHOP TEACHES COMMUNITY DEVELOPMENT FINANCING STRATEGIES

On June 27, SCAG held an installment of the popular Toolbox Tuesday workshop series to provide an overview and technical training on new criteria for Enhanced Infrastructure Finance Districts (EIFDs) and Community Revitalization and Investment Authorities (CRIAs). Guest speakers from Kosmont Companies and Metro shared information about grant opportunities and digital tools for new development efforts in local jurisdictions, and SCAG staff demonstrated a new technical assistance application. The Toolbox Tuesday series provides free classes for local governments and other partners in the SCAG region, offering a range of practical skills and useful planning knowledge. For information on past workshops and upcoming events, visit <http://sustain.scag.ca.gov/Pages/ToolboxTuesdayTraining.aspx>. Contact India Brookover at brookover@scag.ca.gov to be added to the mailing list.

SCAG'S ENVIRONMENTAL JUSTICE WORK RECOGNIZED BY FEDERAL GOVERNMENT AS BEST PRACTICE

In developing the 2016-2040 Regional Transportation Plan and Sustainable Communities Strategy (RTP/SCS), SCAG worked diligently to analyze environmental justice impacts by engaging stakeholders and conducting intensive research. Guided by a portion of the national Civil Rights Act that establishes the need for transportation agencies to identify and mitigate adverse impacts of proposed projects on disadvantaged populations, SCAG drafted a comprehensive Environmental Justice Appendix to the 2016 RTP/SCS. This appendix has been recognized by the Federal Highway Administration as an instance of best practices, and excerpted in a federal web course on the fundamentals of environmental justice.

MORONGO RECEIVES FEDERAL GRANT TO REDUCE AIR POLLUTION

SCAG member jurisdiction The Morongo Band of Mission Indians was recently awarded a federal grant of more than \$167,000 to update a fleet of heavy-duty vehicles with emission-reducing particulate filter technologies. The Diesel Emission Reduction Act (DERA) grant is administered by the U.S. EPA's West Coast Collaborative, a clean air public-private partnership that works to reduce harmful emissions by funding engine replacements and retrofits to clean up a variety of older diesel engines, particularly in economically disadvantaged communities with high rates of asthma, heart and lung disease. Congratulations to Morongo. More information about DERA-funded projects is available at www.westcoastcollaborative.org.



Date: July 7, 2017
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 Committee meeting of July 12, 2017:

1. Project Updates:

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

2. Construction:

Interstate 8 (I-8) Continuously Reinforced Concrete Pavement Project

The first three segments of the *Interstate 8 Continuously Reinforced Concrete Pavement Project (CRCP)* are under construction.

- Segment 1, is near El Centro from 0.6 mile west of Anderholt Road overcrossing to 0.5 mile east of the East Highline Canal Bridge. It was awarded to Coffman Specialties, Inc. on November 18, 2015. Construction began the first week of February 2016. Both westbound and eastbound I-8 traffic are using the newly constructed freeway. This project will be completed by August, approximately six months ahead of schedule.
- Segment 2, which is located 26 miles east of El Centro from 0.8 mile west of SR-98/I-8 separation to 0.6 mile east of the All American Canal, was awarded to Coffman Specialties, Inc., on December 15, 2015. Construction began in early March 2016. Both westbound and eastbound I-8 traffic are using the newly constructed freeway except for a small portion on westbound I-8 near the All American Canal. This project will be completed by the end of August, approximately one year ahead of schedule.

Construction (continued):

- Segment 3, near Winterhaven from 0.7 mile west of the SR-186/I-8 separation to 0.3 mile east of Fourth Avenue overcrossing, was awarded to Security Paving Company, Inc., on December 22, 2015. Construction began mid-March 2016 and is scheduled to be completed in early 2018. Traffic is reduced to one lane in each direction from the Agricultural Checkpoint to the Arizona state line.

The remaining two segments have been awarded and are scheduled to begin construction in summer 2017. These two segments are:

- Segment 4, near El Centro from 0.6 mile west of I-8/SR-111 separation to 0.6 mile west of Anderholt Road overcrossing and from 0.5 mile east of the East Highline Canal Bridge to 0.8 mile west of I-8/SR-98 separation. This segment is scheduled to begin construction in July 2017.
- Segment 5, near Winterhaven from 0.7 mile west of Ogilby Road overcrossing to 0.7 west of the I-8/SR-186 separation. This segment began construction the week of June 12, 2017.

I-8/Dogwood Road

The I-8/Dogwood Road interchange project is completed and all lanes are open to traffic. Decorative fencing will be installed in fall 2017.

I-8/Dogwood Road Landscape Project

The follow-up landscape project has started and will be completed in summer of 2017.

Caltrans El Centro Maintenance Station

Phase 1 construction of the Caltrans El Centro Maintenance Station is complete.

Phase 2 is scheduled to be complete in summer 2017.

SR-98 / Cesar Chavez Widening Project

Contract approval was received in January 2017, with construction on the \$12.9 million project beginning in April 2017 and ending in spring 2018. Utility relocation work is complete. Construction on Stage 1 from Eady Avenue to VV Williams is complete. Stage 2 work from VV Williams to Cesar Chavez is currently under construction.

Beginning on Monday, July 17, 2017 - The SR-98 closure from VV William Ave. to Cesar Chavez Boulevard in Calexico will extend through the intersection for four months for Stage 3 work.

Caltrans Public Information Office is preparing a News Release with detour map to issue the week of July 10, 2017

Construction (continued):

SR-86/Heber Pedestrian Improvements

This project will sidewalks and a bus shelter. Construction has begun on this project, however; Phase 1 has halted on this project due to the summer heat. Design will be complete for the remaining phases in fall 2017. This project is a coordinated effort between Caltrans and ICTC.

SR-111/Main Street in Niland

This project will install a bus stop and shelter in an existing parking lot on the east side of SR-111. Efforts have begun and a Cooperative Agreement has been drafted and is in the process of completion between ICTC and Caltrans.

3. Traffic Operations:

SR-86/Customs & Border Protection Checkpoint Expansion

Caltrans continues to work on interim improvement alternative for this project, which meets the safety and operational needs of CBP and reduces delay for the traveling public. CBP has requested federal funds for the construction of an “ultimate” facility, although they are competing with 20 other sectors in the United States.

SR-86/Keystone Road

The project will install roadside signs at SR-86 and Keystone Road and relocate flashing beacons. This project should be out to construction summer 2017.

4. Maintenance:

The Brawley travel-way crew has been involved in removing large sand drifts from SR-86 south of Salton City.



Maintenance (continued):

The El Centro travel-way crew is removing brush from the shoulders on SR-111 south of Brawley. This will continue on all routes along with mowing activities and chemical spray to control extensive growth.



5. Planning Studies:

Senate Bill 1 – New Grant Opportunities

The Department of Transportation (Caltrans) Division of Transportation Planning is on a fast track to develop grant guides and launch the new Senate Bill 1, The Road Repair & Accountability Act of 2017, planning grant funds. Caltrans encourages input from all stakeholders in the development of the grant guides. Caltrans anticipates that the final grant guide for the Senate Bill 1 Transportation Planning Grants will be released with the call for grant applications in September 2017. There will be \$25 million available statewide.

The Senate Bill 1 Adaptation Planning Grants call for grant applications is anticipated to be in January 2018. The Senate Bill 1 planning grant funds are in addition to the FY 2018/2019 Sustainable Transportation Planning Grants which are also expected to have a call for applications in January 2018. This category will have \$20 million over three years available statewide.

A Fresh Look at Impacts of Border Delays at CA/BC POEs

In May 2016, the San Diego Association of Governments received two Caltrans grants for a total of \$670,000 to study the Effects of Border Wait Times on the Economy and Air Quality/Climate Change Emissions. This is a cooperative effort between SANDAG, ICTC and Caltrans under contract with HDR.

Planning Studies (continued):

- a. The Economic Impacts of Border Delays will update and enhance previous studies to estimate the effects of delays at the San Diego and Imperial Counties Ports of Entry (POEs) on the regional, statewide, and national economies of the United States and Mexico.
- b. The Air Quality and Climate effects of Border Wait Times will develop a methodology to estimate air quality pollution and greenhouse gas emissions due to vehicular delays to cross the San Diego and Imperial Counties POEs.
- c. The consultant will be modeling the economic delay for 2025 and the air quality for 2025 and 2035 respectively

Imperial County Transportation Model Update

The ICTM Update Project Team members from Caltrans, SCAG, and Cambridge Systematics are progressing in the following areas:

- a. The team held a Monthly Coordination Meeting on May 17, and discussed a work plan which compliments the scope of work in the project's Request for Proposal. The work plan includes details related to each task and subtasks, outlines timing for each task, defines responsibilities for SCAG, Caltrans, and Cambridge Systematics, respectively, and identifies specific calibration targets and sensitivity tests to be performed after development of a prototype base-year model.
- b. SCAG provided a sub-regional base-year highway network together with a TAZ (traffic analysis zone) system for Imperial County as a prototype model for the team to move forward. SCAG is currently developing a new social economic and demographic dataset for the new TAZ system within the county.
- c. Caltrans modeling staff reviewed the base-year highway network and the TAZ system of the latest version ICTM, and shared comments, concerns, and suggestions with the team to build a new version of the ICTM base-year highway network and TAZ system based on the prototype model.
- d. Cambridge Systematics with its sub-contractor began data collection and survey for base-year model calibration and validation. The effort at this stage is primarily focused on counting traffic volumes at 50 locations within the county. Other data such as transit routes and ridership, border crossing activities, are also in the process of survey or collection.

Imperial County Active Transportation Plan

Caltrans Planning recently met with the County of Imperial Public Works Department and held a kick-off meeting for this \$200,000 Planning Grant.

Planning Studies (continued):

The plan will cover the unincorporated areas of Imperial County, specifically the Communities and Townsites; and areas near schools. The plan will be based on needs assessment through data gathering and analysis, public feedback, and consultation with local agencies.

The Plan will address issues such as safety and security, liability, environmental concerns, convenience, accessibility, usage, connections and linkages for bicycle users, as well as associated pedestrians and safe routes to school planning efforts.

It is expected to be out to contract by the end of 2017, with the Plan being complete by early 2019.

6. Local Assistance:

Deadline August 19: 2017 Annual Equal Employment Opportunity (EEO) Requirement

This reminder of the Equal Employment Opportunity (EEO) requirement is for Construction contractors who perform work on Federal Highway Administration (FHWA) assisted contracts to report annually on the composition of their workforces by race, gender, and job category. This reporting requirement is included in federal-aid contract provisions and applies to all prime contractors and related subcontractors with subcontracts of \$10,000 or more.

Once received from prime contractors, please have your Agency's Resident Engineer certify that the information is correct and complete before forwarding to the respective Local Area Engineer/Planner at Caltrans.

The required form (# FHWA-1391) can be found at the link provided below.
<https://www.fhwa.dot.gov/eforms/fhwa1391.xls>

Inactive Projects

If you have not yet done so, please submit an invoice to the District by August 21, 2017.

A complete list of inactive projects can be found at the link provided below.

<http://www.dot.ca.gov/hq/LocalPrograms/Inactiveprojects.htm>

Approval of Architectural & Engineering (A&E) Consultants in a Management Support Role

Per the Stewardship and Oversight agreement between FHWA and Caltrans, in all situations where a Local Public Agency solicits for hire A&E consultants to act in a management support role, FHWA must approve the contract prior to execution. Delegating approval of A&E consultants in management support roles is not allowed.

Guidance and procedures on FHWA approval of contracts for consultants in a management role will be provided in a forthcoming Office Bulletin.

Local Assistance (continued):

SB1 Road Maintenance & Rehabilitation Account:

SB1 directs \$100 million annually from the Road Maintenance and Rehabilitation Account to the Active Transportation Program (ATP) beginning in the 2017-2018 fiscal year. A 2017 ATP Augmentation Guidelines was adopted at the CTC meeting on June 28, 2017. Call for projects was on June 30, 2017 and the deadline (postmark) to submit to the Commission is on August 1, 2017.

Funding for the 2017 ATP Augmentation will only be available to:

- Projects programmed in the adopted 2017 ATP that can be delivered earlier than currently programmed.
- Projects that applied for funding in the 2017 ATP but were not selected for funding.

Interested applicants must submit five hard copies and one electronic copy of supplemental application package to:

Susan Bransen, Executive Director
California Transportation Commission
1120 N Street, Mail Station 52
Sacramento, CA 95814

For detailed information on the 2017 ATP Augmentation Guidelines, including supplemental application materials please go to the following weblink:

[http://www.catc.ca.gov/programs/ATP/2017/Final 2017 ATP Augmentation Guidelines.pdf](http://www.catc.ca.gov/programs/ATP/2017/Final%202017%20ATP%20Augmentation%20Guidelines.pdf)

Quarterly “Buy America” Waivers for Vehicle Purchases

Before *July 13, 2017*, District 11 must receive requests with supporting documentation. Instructions and the “Sample List” can be found at the link provided below.

<http://www.dot.ca.gov/hq/LocalPrograms/hooles-rules.html>

September 15: Southern California Local Assistance Management Meeting (SCLAMM)

Caltrans welcomes the FHWA, as well as Local Public Agency staff in regions represented by SCAG and SANDAG, to attend SCLAMM.

More information will be provided prior to the meeting (see attached reminder). Time will be announced soon.

Location: Caltrans District 12, 1750 East 4th Street, San Clemente Room, Santa Ana 92705

Contact: Monroe Johnston, Caltrans District 12, at Monroe.Johnston@dot.ca.gov or 657-328-6274.

Local Assistance (continued):

FHWA Freight Intermodal Connectors Study

FHWA has conducted a study that provides a comprehensive understanding of the condition and performance of a representative sample of National Highway System (NHS) freight intermodal connectors. Freight intermodal connectors are roads that provide the “last mile” connection between major intermodal freight facilities (ports, airports, intermodal rail yards, etc.) and the NHS. For more information, please contact Tiffany Julien at the FHWA Office of Freight Management and Operations: Tiffany.Julien@dot.gov or 202-366-9241.

This April 2017 study can be found at the link provided below.

<https://ops.fhwa.dot.gov/publications/fhwahop16057/fhwahop16057.pdf>

July 18: Required Disadvantaged Business Enterprises (DBE) Goals for FTA Projects

To help subrecipients understand their responsibilities, Caltrans is offering a webinar on Tuesday, July 18, 2017, from 9:00 a.m. to Noon. In October 2016, the Federal Transit Administration (FTA) approved a revised triennial DBE methodology and goal for Caltrans, which will be in effect for Federal Fiscal Year (FFY) 2017 through FFY 2019. All agreements between Caltrans and FTA subrecipients executed on or after October 1, 2016, and funded with any amount of FTA dollars, must comply. More information can be found under the link provided below.

<http://www.localassistanceblog.com/2017/06/26/1698/>

July 26: Traffic Incident Management (TIM) Part I – “What is TIM?” **Sep. 20: TIM Part II – “National TIM Responder Training Program”**

Please join the FHWA Center for Local-Aid Support for a two part webinar series on how TIM can help make your community safer and more efficient. Traffic Incident Management (TIM) is the planned and coordinated multi-disciplinary processes used to detect, respond, and clear traffic incidents as quickly as possible while protecting the safety of on-scene responders and the traveling public. Effective TIM processes can improve responder and motorist safety while keeping traffic moving.

Part I: A foundational understanding of TIM Program actions and proven strategies. Wednesday, July 26, 2017, from 9:30 a.m. to 11:00 a.m.

Part II: TIM Program actions and strategies about the National Responder Training Program. Wednesday, September 20, from 9:30 a.m. to 11:00 a.m. More information can be found under the link provided below.

<http://www.localassistanceblog.com/2017/06/30/traffic-incident-management-tim-webinars-by-fhwa>

Local Assistance (continued):

Roadway Departure Safety Workshops for 2017

Free workshops will be held for training on roadway departure crashes which occur after a vehicle crosses an edge line or a center line, or otherwise leaves the traveled way. Participants will learn how to apply for federal funds, common locations of crashes, and types of countermeasures. Southern California sites for training are being considered in 2018.

Crescent City - July 17, 2017
Hanford - September 27, 2017

For more information, please refer to the Caltrans Roadway Safety Training and Materials page:

<http://www.dot.ca.gov/hq/LocalPrograms/HSIP/training.htm>

Reminder: Subsidized Classes for Local Agencies

The California Local Technical Assistance Program is a jointly funded effort between FHWA and Caltrans to provide local governments with training, information, technology and direct assistance to help improve transportation infrastructure. Upcoming courses are listed at this link:

registration.techtransfer.berkeley.edu/wconnect/ShowSchedule.awp?&Mode=GROUP&Group=:FULL&Title=Complete+Listing

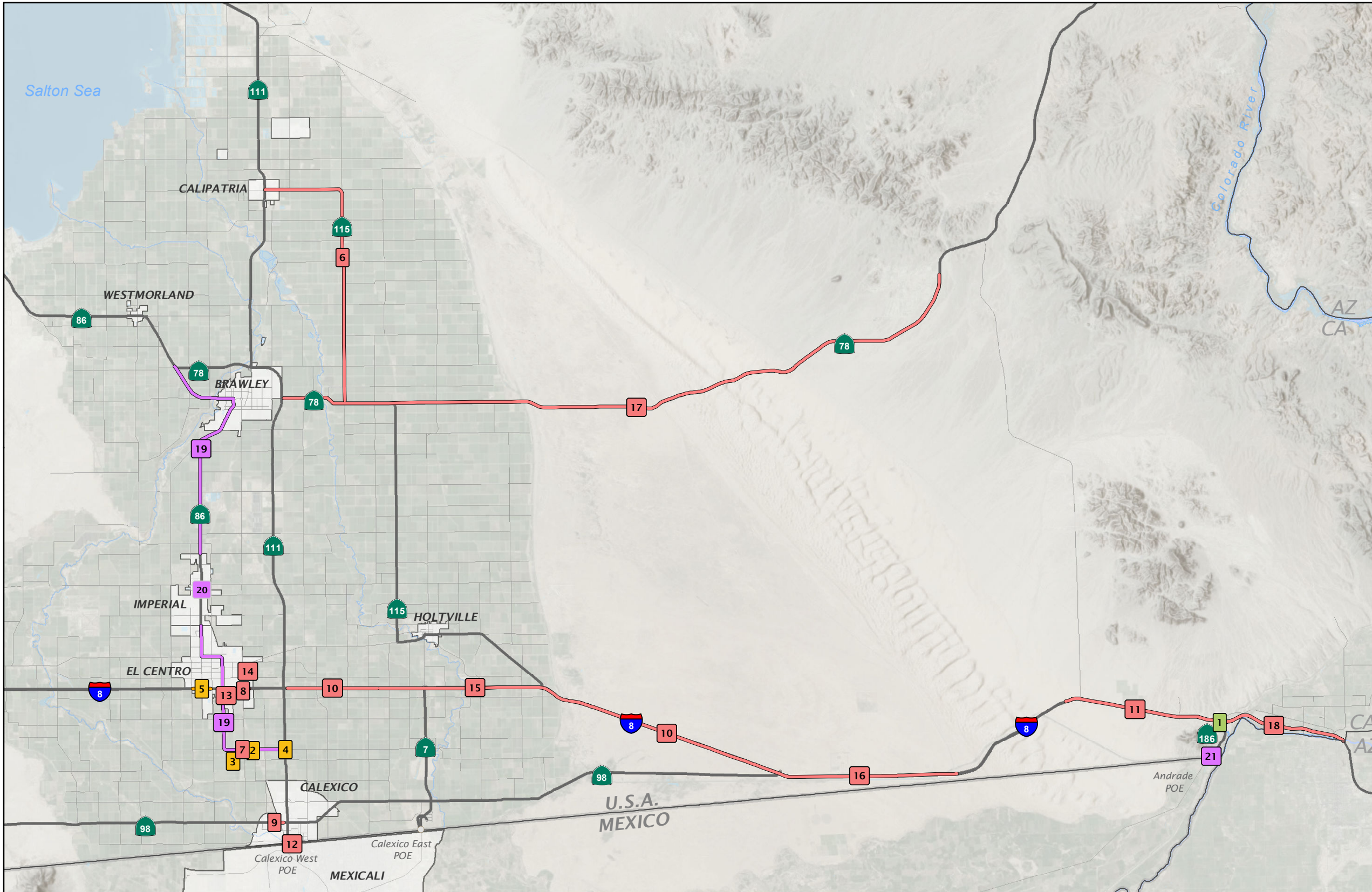
Federal Aid Series

District 11 plans to host this series in the next fiscal year. Please check for updates through the online registration link below:

<http://www.californiatap.org/index.cfm?pid=1077>

Resident Engineers Academy

Contact Debora Ledesma-Ribera at Debora.Ledesma-Ribera@dot.ca.gov to be considered for priority registration in future academies.



ENVIRONMENTAL

1. SR-186/I-8 Interchange Improvements

DESIGN

2. SR-86/"Heber Ave" Sidewalk, Transit, & ADA Improvements Phases 2 & 3*
Design Complete Fall 2017
3. SR-86/Dogwood Road Intersection Improvements*
Design Complete Fall 2017
4. SR-86/SR-111 Intersection Improvements*
Design Complete Fall 2017
5. I-8/Imperial Ave Interchange Improvements
Design Complete Spring 2019

CONSTRUCTION

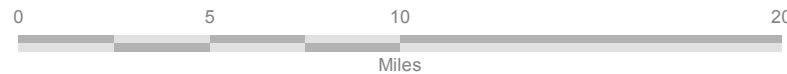
6. SR-115 Pavement Rehabilitation
Construction Complete Fall 2017
7. SR-86/"Heber Ave" Sidewalk, Transit, & ADA Improvements Phase 1*
Construction Start Fall 2017
8. Dogwood Road Landscape
Construction Start Fall 2016
9. SR-98 West Widening Phase 1 B
Eady Ave to Ollie Ave
Construction Complete Spring 2018
10. I-8 Pavement Rehabilitation at Various Locations
Construction Start Summer 2017
11. I-8 Pavement Rehabilitation at Ogilby Rd to SR-186
Construction Start Summer 2017
12. SR-111 Calexico West - GSA POE Reconfiguration*
Construction Complete Spring 2018
13. I-8/Dogwood Rd Interchange Improvements
Construction Complete Fall 2017
14. El Centro Maintenance Station
Phase 2 – Construction Complete Summer 2017
15. I-8 Pavement Rehabilitation
Construction Complete Summer 2017
16. I-8 Pavement Rehabilitation
Construction Complete Summer 2017
17. SR-78 Pavement Rehabilitation
Construction Complete Fall 2017
18. I-8 Pavement Rehabilitation
Construction Complete Spring 2018

RELINQUISHMENT

19. SR-86 Relinquishment From SR-78 to SR-111
Senate Bill 788 Approved Fall 2013
20. SR-86 Relinquishment for City of Imperial
Completed January 2017
21. SR-186 Relinquishment 500 Feet
from Border to GSA*
Complete Summer 2017



- █ Environmental
- █ Design
- █ Construction
- █ Relinquishment



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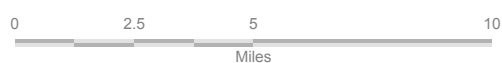
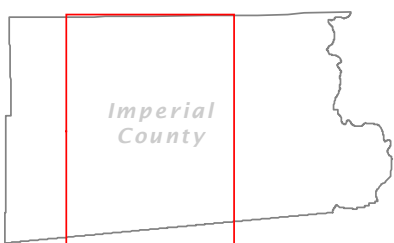
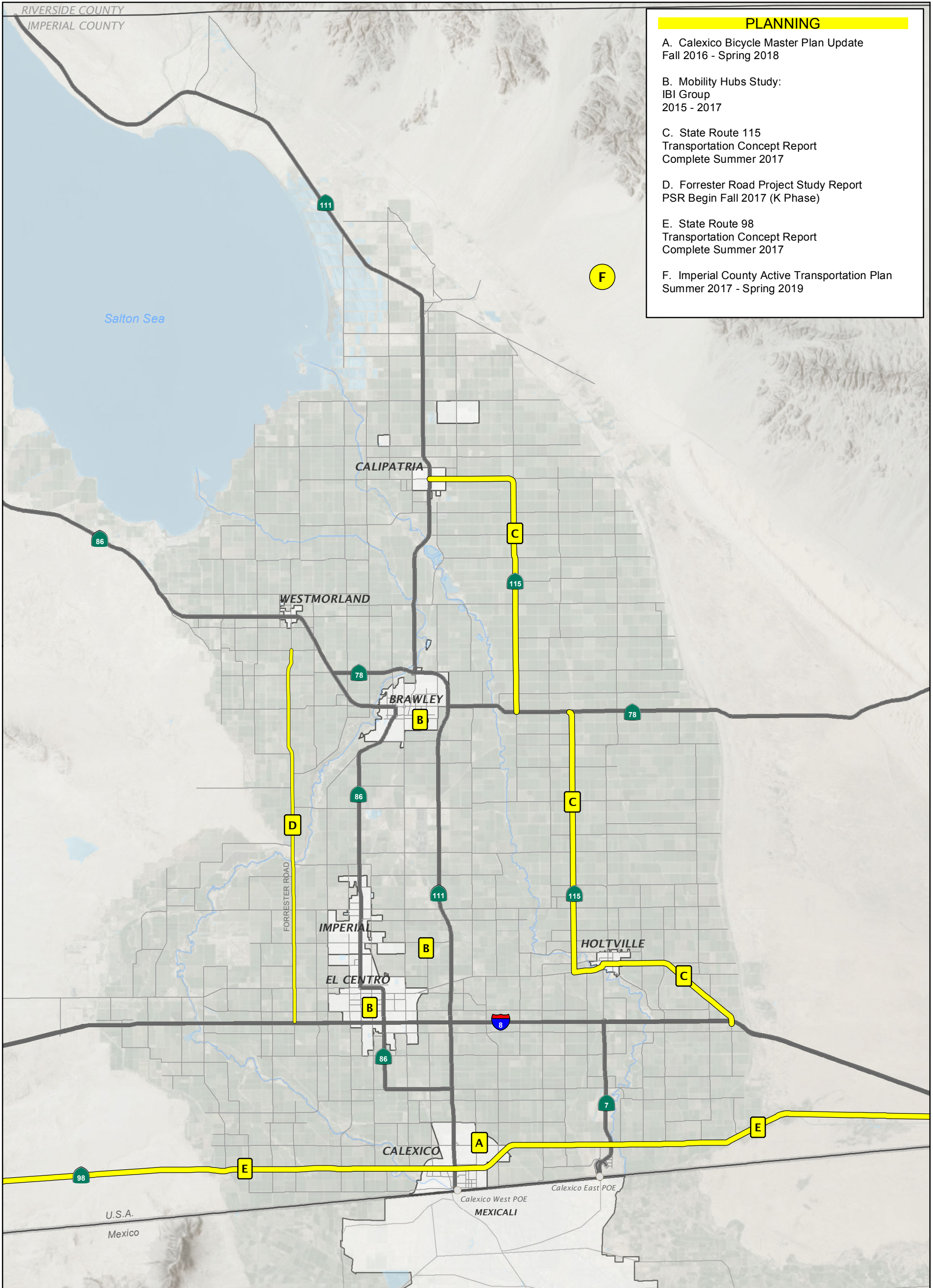
Date: 06/27/2017

Abbreviations:
GSA: General Services Administration

POE: Port of Entry

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

IMPERIAL COUNTY STATUS OF TRANSPORTATION STUDIES AND REPORTS



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Date:06/08/2017



Caltrans[®]



Hosted By District 12

<u>PLACE</u>	<u>DATE</u>	<u>ROOM</u>
1750 East 4 th Street Santa Ana, CA 92705	September 15, 2017  MARK YOUR CALENDARS!	Ground Floor San Clemente Room

If you have any questions please contact: Andrew at andrew.le@dot.ca.gov (657) 328-6314 or Monroe at Monroe.johnston@dot.ca.gov (657) 328-6274. More information will be provided as we approach the SCLAMM meeting date.

SCLAMM, Presented by Caltrans Staff for Local Public Agencies.

Who is invited:

Southern California Local Agencies; Districts 7, 8, 11, and 12; FHWA

SB-1 Planning Grant Guides Workshops

Fiscal Years 2017-18 and beyond

Integrating Senate Bill 1 – The Road Repair & Accountability Act of 2017

Division of Transportation Planning



SB-1 Planning Grant Guides Workshops Agenda

- Introduction and Welcome
- Overview of current Sustainable Transportation Planning Grant Program
- Timeline for Grant Guides, applications, and award
- Solicit input on the development of the Sustainable Communities and Adaptation Planning Grant Guides

Current Sustainable Transportation Planning Grant Program

Sustainable Transportation Planning Funds- \$9.3 million

- Strategic Partnerships (FHWA State Planning and Research)- \$1.5 million
- Sustainable Communities for MPOs and RTPAs (FTA 5304)- \$2.8 million
- Sustainable Communities for cities, counties, tribal governments, transit operators (State Highway Account)- \$5 million

Current Sustainable Transportation Planning Grant Program

Strategic Partnerships

- Fund Source – Federal Highway Administration, State Planning & Research, Part I
- Budget - \$1.5 M Annually
- Grant award min/max - \$50,000/\$500,000 (MPOs max \$1 M)
- Minimum Local Match Requirement – 20%
- Eligible Applicants – Metropolitan Planning Organizations (MPOs) and Regional Transportation Planning Agencies (RTPAs)
- Purpose – Funds transportation planning studies of interregional and statewide significance, in partnership with Caltrans

Current Sustainable Transportation Planning Grant Program

- Strategic Partnerships Project Types:
 - Corridor Studies
 - Sustainable Freight Planning
 - Transportation Demand Management Plans
 - Modeling Requirements necessary for the development or implementation of SCS'
 - Enhances tools to capture GHG benefits of Operation and System Management type projects

Current Sustainable Transportation Planning Grant Program

Sustainable Communities

- Fund Sources –
 - Federal Transit Administration (FTA), Section 5304
 - State Highway Account (SHA)
- Budget - \$7.8 Total Annually [\$2.8 M (FTA 5304); \$5 M SHA]
- Grant award min/max - \$50,000/\$500,000 (MPOs max \$1 M)
- Minimum Local Match Requirement – 11.47%
- Eligible Applicants – MPOs, RTPAs, Cities, Counties, Transit Agencies, and Native American Tribal Governments
- Purpose – Funds studies of multimodal transportation issues having statewide, interregional, regional or local significance to assist in achieving the Caltrans Mission and overarching objectives.

Current Sustainable Transportation Planning Grant Program

- Sustainable Communities Project Types:
 - Active Transportation Plans
 - Studies that advance a community's effort to reduce transportation related greenhouse gases
 - Complete Streets Plans
 - First Mile/Last Mile project development planning
 - Jobs and affordable housing proximity studies
 - Studies that evaluate accessibility and connectivity of the multimodal transportation network

Current Sustainable Transportation Planning Grant Program Goals and Objectives

- Caltrans Mission
- California Transportation Plan 2040 Vision
- State and Federal Transportation Planning Goals
- Promoting Sustainable Communities in CA
- Addressing Environmental Justice and Disadvantage Communities
- Complete Streets and Smart Mobility Framework
- Climate –Ready Transportation

Senate Bill 1 (SB 1) – The Road Repair & Accountability Act of 2017

- Adds \$25 M Annually for Transportation Planning Grants
- Adds Approximately \$7 M Annually (for 3 years) for Adaptation Planning Grants

SB-1 State Agency Consultation Requirement

- The Department shall develop a grant guide and shall consult with State Air Resources Board , the Governor's Office of Planning and Research, and the Department of Housing and Community Development in the development of the grant guide.
- The Strategic Growth Council and Department of Natural Resources is also being consulted with.

Proposed Timeline for FY 2017-2018 Additional Sustainable Communities and Adaptation Planning Grants

July 2017 – Post draft discussion grant guide online for comment for 2 weeks. Incorporate comments.

Late July – Send Final Draft of the Grant Guides to the financial and policy committees in the legislature. Post the Final Draft Grant Guide online for comment for 30 days.

Late August 2017 – Hold 2 workshops and incorporate comments in to the guide.

Early September 2017 – Release final Grant Guides and call for applications

October 20, 2017 – Grant applications due

November 2017 – Evaluate and score the applications

December 2017 – Management approval and grant announcements released

Proposed Timeline for FY 2017-2018 Additional Sustainable Communities and Adaptation Planning Grants

February 1, 2018 – Non-MPO/RTPA final due date for contracts to be submitted to ensure the funds are encumbered

May 1, 2018 – MPO/RTPA final due date for contracts to be submitted to ensure the funds are encumbered

February 28, 2020 – ALL grant tasks must be completed*

April 30, 2020 – ALL final invoices must be submitted*

***Revised June 28, 2017, based on State Budget constraints.**

Proposed Timeline for FY 2018-2019 Sustainable Transportation Planning and Adaptation Planning Grants

January 2 2018 – Release Grant Guide and call for applications

February 23, 2018 – Grant applications due

March 2018 – HQ & District evaluation of applications

May 2018 – Management approval and grant announcements released

February 1, 2019 – Non-MPO/RTPA contracts final due date

May 1, 2019 – MPO/RTPA contracts final due date

February 28, 2021 – ALL grant tasks must be completed*

April 30, 2021 – ALL final invoices must be submitted*

***Revised June 28, 2017, based on State Budget constraints.**

SB-1 Planning Grant Objective

Section 2033.5 Allocate local planning grants to encourage local and regional planning that furthers state goals, including, but not limited to, the goals and best practices cited in the regional transportation plan guidelines adopted by the commission.

Integrating SB 1 Planning Grant Funding with Sustainable Communities Grants

What additional objectives or policies should be included for Sustainable Communities applicants to demonstrate how the proposed planning effort would further state goals?

- Needs to be a nexus to transportation
- Example: 2017 RTP Guidelines Appendix L – Planning Practice Examples

Integrating SB 1 Planning Grant Funding with Sustainable Communities Grants

How should the funds flow?

- Competitive based grant program
- Mixture of formula and competitive based grant program

Integrating SB 1 Planning Grant Funding with Sustainable Communities Grants

How should the funds be distributed?

Examples:

- One pool for all applicants with special considerations for certain agencies
- Two applicant pools to facilitate application evaluation:
 - MPOs/RTPAs
 - Cities, Counties, Transit Agencies, and Native American Tribal Governments

Integrating SB 1 Planning Grant Funding with Sustainable Communities Grants

What is the most effective minimum/maximum grant awards?

Example: minimum of \$100,000 and a maximum of \$1,000,000



SB-1 Adaptation Planning Grant Guide

Section 16321 (1) Up to \$20,000,000 to local and regional agencies for climate change adaptation planning.



SB-1 Adaptation Planning Grant Guide

What agencies should be eligible to apply directly?

What agencies should be eligible as a sub-recipient?

SB-1 Adaptation Planning Grant Guide

How should the funds be distributed?

What is the most effective minimum and maximum award amounts?



**What should be included as objectives in the grant applications?
Scoring criteria? Recommended best practices?**

**Are there adaptation planning best practices or good examples
to include for reference?**

Resources and Contacts

Grant Website: <http://www.dot.ca.gov/hq/tpp/offices/orip/Grants/grants.html>

To participate, comment, or have questions, please email:

Regional.Planning.Grants@dot.ca.gov

Contacts:

- Erin Thompson, Office Chief, Regional Planning (916) 654-2596
- Rosie Flores, Branch Chief, Fiscal and Grant Management (916) 653-3957
- Priscilla Martinez-Velez, Grant Lead, (916) 651-8196

VI. ACTION CALENDAR

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A. CALIFORNIA TRANSIT SECURITY GRANT PROGRAM FY 2016-17



IMPERIAL COUNTY
TRANSPORTATION COMMISSION

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

July 7, 2017

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

SUBJECT: California Transit Security Grant Program FY 2016-17

Dear Committee Members:

The California Transit Security Grant Program (CTSGP) provides funds for use on a variety of transit capital improvement projects. These projects are designed to enhance security for transit systems and passengers. The program is administered by the State of California's Governor's Office of Homeland Security.

In previous years, ICTC has successfully applied for funding through this program for security cameras and lighting improvements to the Imperial Valley College Bus Transfer Terminal, solar lighting at the Brawley and Imperial Transfer Terminals and for security cameras on the larger Imperial Valley Transit (IVT) buses. For the FY 2016-17 funding, ICTC is seeking funding in an amount of \$106,671.00 through this program to provide Advanced Vehicle Location (AVL) systems for the IVT 40 foot bus fleet. No matching funds are required.

The application process requires the submittal of a resolution from the Commission authorizing the Executive Director to act on behalf of the Commission.

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

1. Approve the attached resolution authorizing the Executive Director or his designee to take any actions necessary on behalf of the ICTC for the purposes of obtaining FY 2016-17 financial assistance, provided by the Governor's Office of Homeland Security under the California Transit Security Grant Program.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Mark Baza'.

MARK BAZA
Executive Director

Attachment

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

A RESOLUTION OF THE IMPERIAL COUNTY TRANSPORTATION COMMISSION (ICTC) AUTHORIZING THE COMMISSION TO SUBMIT AN APPLICATION FOR THE CALIFORNIA TRANSIT SECURITY GRANT PROGRAM - CALIFORNIA TRANSIT ASSISTANCE FUND (CTSGP-CTAF) FOR FY 2016-17.

RESOLUTION NO. _____

WHEREAS, the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006 authorizes the issuance of general obligation bonds for specified purposes, including, but not limited to, funding made available for capital projects that provide increased protection against security and safety threats, and for capital expenditures to increase the capacity of transit operators to develop disaster response transportation systems; and

WHEREAS, the California Governor's Office of Emergency Services (Cal OES) administers such funds deposited in the Transit System Safety, Security, and Disaster Response Account under the California Transit Security Grant Program (CTSGP); and

WHEREAS, the Imperial County Transportation Commission is eligible to receive CTSGP funds; and

WHEREAS, the Imperial County Transportation Commission will apply for FY 2016-17 CTSGP funds in an amount up to \$106,671 for Automated Vehicle Location (AVL) systems to improve the safety and security of passengers and related equipment on the Imperial Valley Transit system in ICTC's service area, which satisfies the tenets of the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006; and

WHEREAS, the Imperial County Transportation Commission recognizes that it is responsible for compliance with all Cal OES CTSGP grant assurances, and state and federal laws, including, but not limited to, laws governing the use of bond funds; and

WHEREAS, Cal OES requires the Imperial County Transportation Commission to complete and submit a Governing Body Resolution for the purposes of identifying agent(s) authorized to act on behalf of the Imperial County Transportation Commission to execute actions necessary to obtain CTSGP funds from Cal OES and ensure continued compliance with Cal OES CTSGP assurances, and state and federal laws.

THEREFORE, IT IS HEREBY RESOLVED BY THE BOARD OF THE IMPERIAL COUNTY TRANSPORTATION COMMISSION, THAT MARK BAZA, THE EXECUTIVE DIRECTOR, AND/OR HIS DESIGNEE, is hereby authorized to execute for and on behalf of the Imperial County Transportation Commission, a public entity established under the laws of the State of California, any actions necessary for the purpose of obtaining financial assistance provided by the California Governor's Office of Emergency Services under the CTSGP.

PASSED AND ADOPTED at a regular meeting of the Imperial County Transportation Commission held on _____.

By: _____
Chairman

ATTEST:

By: _____

CRISTI LERMA
Secretary to the Commission

VI. ACTION CALENDAR

VI. ACTION CALENDAR

B. AUTHORIZATION FOR THE EXAMINATION OF SALES OR TRANSACTION USE TAX RECORDS



IMPERIAL COUNTY
TRANSPORTATION COMMISSION

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

July 7, 2017

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

SUBJECT: Authorization for the Examination of Sales or Transaction Use Tax Records

Dear Committee Members:

ICTC is pursuing an agreement with MuniServices, LLC to provide reporting services for FY 2017-18 for ICTC's sales or transactions and use tax records. MuniServices, LLC will provide ICTC with the following quarterly analysis reports: sales tax cash performance; multi-year sales tax forecast; economic overview; and an executive two-page summary. No payment is due from the Commission to the Contractor for any of the reports or services including but not limited to the annual meeting service.

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

1. Authorize the Chairperson to sign the agreement and resolution authorizing MuniServices, LLC to examine ICTC's Sales or Transactions and Use Tax Records

Sincerely,

A handwritten signature in blue ink that reads "Mark Baza".

MARK BAZA
Executive Director

Attachment

June 23, 2017

Imperial County Transportation Commission
Attn: Mr. Mark Baza, Executive Director
1405 N. Imperial Avenue
El Centro, CA 92243

Re: Agreement to Provide Reporting Services

Dear Mr. Baza:

The purpose of this Agreement between the Imperial County Transportation Commission ("Commission") and MuniServices, LLC ("Contractor"), collectively the Parties, is for Contractor to provide Commission the services described below.

Services to be performed by Contractor

In consideration of the obligations herein set forth, Contractor shall provide Commission with the Reports and Services in accordance with the terms, conditions and specifications set forth herein.

Contract Term

The term of this Agreement shall be from July 1, 2017 through June 30, 2018 unless terminated earlier by the Parties, or otherwise amended.

Scope of Work

1. Contractor agrees:

- A. *Reports.* Each calendar quarter starting on the first full quarter commencing July 1, 2017, Contractor will provide to Commission:
- Cash Receipts Analysis report – analysis of sales tax cash performance updated quarterly and delivered electronically
 - Multi-year sales tax forecast – updated quarterly and delivered electronically
 - Sales Tax Capture and Gap Analysis Report – updated quarterly and delivered electronically
 - Economic Overview – news summary of current sales tax related events updated quarterly and delivered electronically
 - Executive Two-page Summary – highlights economic changes, historical performance and news updated quarterly and delivered electronically
- B. *Sales Tax Review Meeting.* Contractor will annually conduct an in-person discussion of the Commission's sales tax and economic performance. Commission will select the quarter that Commission wants to make the meeting quarter. Contractor will meet in person on each anniversary of the quarter. Contractor may also provide additional relevant reports during the meeting.

- C. Contractor will comply with Section 7056 of the Revenue and Taxation Code. Contractor understands and acknowledges that:
- Contractor is authorized by this Agreement to examine sales or transactions and use tax records of the State Board of Equalization (BOE) provided to Commission pursuant to contract under the Bradley-Burns Uniform Sales and Use Tax Law and California Revenue & Taxation Code applicable to sales or transactions and use taxes.
 - Contractor is authorized to disclose information contained in, or derived from, those sales or transactions and use tax records only to those Commission officers or employees who have been authorized by resolution to examine such information. This Agreement does not authorize Contractor to disclose such information to any other persons.
 - Contractor is prohibited from performing consulting services for a retailer during the term of this Agreement.
 - Contractor is prohibited from retaining the information contained in, or derived from, those sales or transactions and use tax records, after this Agreement has expired.
- D. No payment is due from the Commission to Contractor for any of the reports or services, including but not limited to the annual meeting service.

2. The Commission agrees:

- A. Commission will provide to the State Board of Equalization (BOE) a resolution authorizing Contractor to receive the sales, transaction, and use tax data, along with a copy of this agreement.
- B. Commission will treat Contractor's reports as Contractor's proprietary information and will not share them with any potential competitors, including the Hinderliter de Llamas companies or any of their subsidiaries or affiliates.
- C. No payment is due from the Commission to Contractor for any of the reports or services, including but not limited to the annual meeting service.

Please sign this Agreement in the space provided below and return by email to contracts@muniservices.com. By signing in the space below, you represent that you have authority to bind the Commission to this Agreement.



We look forward to working with the Commission on this project.

Sincerely yours,



Patricia A. Dunn
Client Services-Operations Manager

"COMMISSION"

Imperial County Transportation Commission

By: _____

Name: _____

Title: _____

"CONTRACTOR"

MuniServices, LLC

By:  _____

Name: Doug Jensen

Title: SVP Client Services

